

COASTAL COUNTIES WORKFORCE BOARD

Minutes of CCWI Corporate Meeting

Hilton Garden Inn, Freeport

September 20, 2024

Board Members in Attendance: Betty Johnson, Brie O’Malley, Carrie Murphy, Charlie Crosby, Cory King, David Watts, Jennifer Kopp, Jennifer Steeves, Jim Cloutier, Jim Whitten, Kate Bellmore, Kate Van Savage, Kelly Osborn, Lydia Sy, Pamela Bennett, Richard Clark, Robert Klaiber, Robin Wood, Samantha Fenderson, Sara Brinker, Scott Christman, Tom Nickerson, Justin Holmes

Board Members Absent: Peter Russell, Neil Greenberg, Kelly Flagg, Derek Armstrong, Jonathan DaSilva, Mary Ellen Barnes, Mary Trescott, Rick Parent

Staff in Attendance: Antoinette Mancusi, Executive Director; Heather Stott, Deputy Director; Amy Geren, One-Stop Operator

I. WELCOME / CALL TO ORDER / INTRODUCTIONS – *Carrie Murphy, CCWB Chair*

CCWI President & Sagadahoc County Commissioner Charles Crosby III welcomed everyone to the meeting

CCWB Chair Carrie Murphy greeted everyone and took attendance. Welcomed new members Kelly Osborn and Pamela Bennett. It was determined that quorum requirements were met.

II. MEETING MINUTES – *Charles Crosby III*

A. Minutes of September 15, 2023 Annual Meeting

VOTED: *To approve the minutes of September 15, 2023 meeting as written.*

Motion: Betty Johnson Second: Jim Cloutier Vote: All in Favor

B. Minutes of June 13, 2024 CCWB Meeting

VOTED: *To approve the minutes of June 15, 2023 meeting as written.*

Motion: Jim Cloutier Second: Betty Johnson Vote: All in Favor

III. TREASURER’S REPORT – *Commissioner Betty Johnson, CCWI Secretary/Treasurer, Waldo County Commissioner*

Betty Johnson read the following statement:

“Audit Statement by RHR Smith & Company. The following are excerpts from the independent auditor's report (dated June 30, 2023) regarding our financial statements for the year.

Federal Compliance Audit - Report on the Audit of the Financial Statements

Opinions

We have audited the statements of Coastal Counties Workforce, Inc. (a nonprofit organization), which comprise the statements of financial position as of June 30, 2023 and 2022 and the related statements of activities, functional expenses and cash flows for the years then ended and notes to the financial statements.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of Coastal Counties Workforce, Inc. as of June 30, 2023 and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.”

A. Consideration of Action to accept the Treasurer’s Report on the 6/30/2023 Fiscal Audit

VOTED: *To accept the Treasurer's Report as read*

Motion: Richard Clark Second: Jim Cloutier Vote: All in Favor

IV. CCWI AFFILIATE SITE CERTIFICATION – *Amy Geren, CCWI One-Stop Operator*

Amy Geren provided a review and PowerPoint presentation regarding the Certification Review Team’s work.

VOTED: Consideration of action to approve the Certification Review Team’s recommendation that the CCWI Affiliate Sites in Belfast, Brunswick, Greater Portland, Rockland, and Springvale be certified.

Motion: Tom Nickerson Second: Betty Johnson Vote: Approved
One Abstention: Robert Klaiber

V. PROGRAM REPORTS

Reports for WIOA, Opioid, Employment Recovery, Maine Rural Healthcare, QUEST, Maine Refugee Career Pathways, CAREER NEG, and ARPA Grants were included in the packet.

VI. ADJOURNMENT

CCWI President & Sagadahoc County Commissioner Charles Crosby III adjourned the meeting at 8:45a.m.

Respectfully Submitted:



Heather Stott
CCWI Deputy Director

APPROVED: 01/23/2025