

**Coastal Counties Workforce Investment Area
CCWI Executive Board of Directors
Meeting Minutes 01/24/2025 @ 8:45 am
Via Zoom**

Board of Directors in Attendance: Jim Cloutier (Cumberland County); Secretary/Treasurer & Commissioner Betty Johnson (Waldo County); Commissioner Evan Goodkowsky (Lincoln County); Commissioner Richard Clark (York County); Carrie Murphy (CCWB Chair); Peter Russell (CCWB Vice Chair)

Others in Attendance: CCWI Executive Director Antoinette Mancusi; CCWI Deputy Director Heather Stott; CCWI Executive Assistant Jennifer Galletta

Board of Directors Absent: President & Commissioner Charles Crosby III (Sagadahoc County); Commissioner; Lydia Sy (Past CCWB Chair)

A. Welcome/Call to Order/Introductions – Review/Revise Agenda:

- a. Secretary/Treasurer & Commissioner Betty Johnson) began the meeting at 8:57 a.m. and called attendance. It was determined that a quorum was present.

B. Consent Agenda:

- a. Minutes from November 15th, 2024
- b. Financial Reports / CCWI Expenditures
- c. Active Contracts and Modifications

VOTE: Consideration of Action to approve the consent agenda

Motion: Jim Cloutier 2nd: Richard Clark Vote: All in Favor

C. CCWB Membership:

A. Membership roster & WIOA compliance – Carrie discussed recruitment of members for the Workforce Board and need for additional members representing businesses on the board.

B. CCWB Membership:

Term Expirations / Renewals

- a. Christopher T. Arbour, York and Cumberland County, Workforce Representative (Expired 01/07/2025)

Consideration of Action to approve the renewal of Christopher T. Arbour to the CCWB membership.

Motion: Richard Clark 2nd: Jim Cloutier Vote: All in Favor

Term Expirations / Renewals

- b. Cory King, Economic Development Representative (Expired 01/07/2025)

Consideration of Action to approve the renewal of Cory King to the CCWB membership.

Motion: Jim Cloutier 2nd: Richard Clark Vote: All in Favor

D. Transfer of Funds:

CCWI requests to move \$31,562.41 from WIOA Dislocated Worker to WIOA Adult

Consideration of Action to move \$31,562.41 from WIOA Dislocated Worker to WIOA Adult.

Motion: Jim Cloutier 2nd: Richard Clark Vote: All in Favor

E. Executive Director's Report:

- A. CCWI Staffing Update – Executive Assistant was hired and began in December 2024.
- B. CCWI Insurance Policies – Antoinette shared CCWI's Insurance Policies with the board.
- C. CEO Agreement Renewal – The board will review the attachment in the packet and discuss signing a new renewal agreement at future meeting. Board elections will also be prioritized for a future meeting.

F. Adjourn:

VOTE: To adjourn the meeting at 9:19 a.m.

Motion: Jim Cloutier 2nd: Richard Clark Vote: All in Favor

Respectfully Submitted,



Jenifer Galletta
CCWI Executive Assistant

03/07/2025
Approved