

**Coastal Counties Workforce Investment Area  
CCWI Executive Board of Directors  
Special Meeting Minutes 11/29/2023 @ 10:00am  
Via Zoom**

---

**Board of Directors in Attendance:** Commissioner Jim Cloutier (Cumberland County); Secretary/Treasurer & Commissioner Betty Johnson (Waldo County); Commissioner Rick Parent (Knox County); Commissioner Richard Clark (York County); Carrie Murphy (CCWB Chair); Peter Russell (CCWB Vice Chair); Bob Schmidt (Past CCWB Chair)

---

**Others in Attendance:** CCWI Deputy Director Jillian Sample; CCWI Executive Assistant Valerie Odams

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

---

**I. Welcome/Call to Order/Introductions – Review/Revise Agenda**

Commissioner Betty Johnson (Waldo County) began the meeting at 10:01am. It was determined that a quorum was present.

**II. Transfer of Funds**

Jillian explained the nature of the request. In January 2023, all PY22 WIOA Dislocated Worker funds were transferred to PY22 WIOA Adult, except for \$35,034.75 which was held in reserve to pay for the Maine JobLink. Dislocated Workers are still being served under the Employment Recovery Grant. MDOL is not requiring payment for the Maine JobLink this year, so the balance of funds in DW can now be transferred to Adult.

Consideration of Action to approve the funding transfer request of \$35,034.75 from PY22 WIOA DW to PY22 WIOA Adult.

Motion: Richard Clark                      Second: Rick Parent                      Vote: All in Favor

**Adjourn**

**VOTE: To adjourn the meeting at 10:04am**

Motion: Rick Parent                      Second: Richard Clark                      Vote: All in Favor

Respectfully Submitted,

  
\_\_\_\_\_  
Valerie Odams  
CCWI Executive Assistant

\_\_\_\_\_  
2/23/24  
Approved