

**Coastal Counties Workforce Investment Area  
CCWI Executive Board of Directors  
Meeting Minutes 7/2/2024 @ 2:00pm  
Via Zoom**

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

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**Others in Attendance:** CCWI Executive Director Antoinette Mancusi; CCWI Deputy Director Heather Stott; CCWI Executive Assistant Valerie Odams

**Board of Directors Absent:** Commissioner Mary Trescot (Lincoln County)

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

President & Commissioner Charles Crosby III (Sagadahoc County) began the meeting at 2:01pm and called attendance. It was determined that a quorum was present.

**II. Minutes from May 17, 2024**

**VOTE: Consideration of Action to approve the Meeting minutes from May 17, 2024.**

**Motion: Rick Parent                      Second: Betty Johnson                      Vote: All in Favor**  
*Richard Clark abstained*

**III. New Location for One-Stop Center**

The committee assigned to investigate new locations for a One-Stop Center has found a suitable building that satisfies all of the conditions of WIOA. They would like to request permission to begin negotiations on the lease for 56 Northport Drive, Portland, ME.


**VOTE: Consideration of Action to approve Goodwill of Northern New England (CCWB's WIOA Service Provider) to negotiate as long of a lease as possible with renewal options at 56 Northport Drive for the use of a new One-Stop Center for the Coastal Counties Region.**

**Motion: Charles Crosby                      Second: Jim Cloutier                      Vote: All in Favor**

**IV. Adjourn**

**VOTE: To adjourn the meeting at 2:18pm**

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

  
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Respectfully Submitted,  
Valerie Odams  
CCWI Executive Assistant

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7/19/24  
Approved