

COASTAL COUNTIES WORKFORCE BOARD

Minutes of CCWI Corporate Meeting
MRRA Community Room, Brunswick Landing
March 14, 2024

Board Members in Attendance: Chris Arbour, Derek Armstrong, Samantha Fenderson, Justin Holmes, Robert Klaiber, Carrie Murphy, Tom Nickerson, Peter Russell, Heather Stott, Kate Van Savage, David Watts, Jim Whitten, Robin Wood

Board Members Absent: Mary Ellen Barnes, Kate Bellmore, Sara Brinker, Scott Christman, Charles Crosby, Jonathan DaSilva, Kelly Flagg, Neil Greenberg, Cory King, Jennifer Kopp, Brie O'Malley, Jennifer Steeves, Lydia Sy

Staff in Attendance: Antoinette Mancusi, Executive Director; Jillian Sample, Deputy Director; Kyle Olson, Senior Program Manager; Amy Geren, One-Stop Operator

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

- A. CCWB Chair Carrie Murphy welcomed everyone to the meeting at 9:10am. Attendance was taken and it was determined that quorum requirements were not met. The meeting continued but without voting. A special meeting via Zoom will need to be held to call for votes on meeting minutes and One-Stop Center Certification

II. Executive Director's Report – *Antoinette Mancusi, CCWI Executive Director*

- A. NOAA Grant Application – A \$5.8 million discretionary grant was applied for on February 9th. This grant will be a statewide collaboration of 30+ partners designed to address goals outlined in Maine's climate action plan that foster placement into jobs enhancing climate resilience. A decision is anticipated in June 2024
- B. Maine State Workforce Board State Plan - The Maine Department of Labor and the State Workforce Board have posted the 2024-2027 Unified State Plan for public comment.
- C. Financial Update – Grant spending continues to be on track for both CCWI and Workforce Solutions

III. CCWI Programs Overview – *Kyle Olson, CCWI Senior Program Manager*

- An overview was given on CCWI's current grants. This report covered grant summaries and current enrollments.

IV. Maine Refugee Career Pathways Program – *Jillian Sample, CCWI Deputy Director*

- A. Jillian updated the CCWB on enrollments/performance for Afghan grant.

V. One-Stop Center Overview and Updates

- A. The Coastal Counties One Stop Center is currently at 190 Lancaster Street, Portland
- B. The lease is expiring. There will soon be significant construction projects surrounding the building and limited parking moving forward. Moreover, we need a smaller space. The space right now is bigger than needed. The goal is to relocate while downsizing and also explore the possibility of

opening an additional Center in Southern Maine ie, goal of 2 small sites. However, the CEOs want a Portland-centric OSC. CCWI's Board of Directors voted in March to allow CCWI staff and Workforce Solutions to begin searching for other sites and gather info to bring back to the Board.

VI. Program Reports

Reports for WIOA PY22 & PY23, American Rescue Plan Act (ARPA), Building Pathways to Infrastructure Grant (BIG), Employment Recovery Dislocated Worker Grant (ERDW), Maine Rural Healthcare Partnership Grant (MRHP), Quality Jobs, Equity, Strategy & Training Grant (QUEST), Maine Refugee Career Pathways Grant (Afghan Grant), Comprehensive & Accessible Reemployment through Equitable Employment Recovery (CAREER) National Dislocated Worker Grant (DWG)

VII. ADJOURNMENT

CCWI Chair Carrie Murphy adjourned the meeting at 11:40a.m.

Respectfully Submitted:



Valerie Odams
CCWI Executive Assistant

APPROVED: 4/11/24