

# Coastal Operators Group (COG) Meeting

## Minutes

February 28, 2024

2:00 – 3:00 PM

Agenda Item	Notes	Next Steps
Welcome and Review 1/22 Meeting Minutes	<p>Amy Geren, OSO; David Grima (Rockland Career Center); Jeff Martinelli (WFS); Linda Greer (Adult Ed, Hub 9); Sheila Muldoon (WFS); Mike Robinson (WFS); Rene Smith (Brunswick Career Center); Kim Desso (Voc Rehab); Joy Rodrick (WFS); Rob Klaiber (Portland and Springvale Career Centers); Abbie Yamamoto (Adult Ed, Hub 8); Krista Campbell (Portland Career Center)</p> <p>COG agendas and meeting minutes can be accessed @ <a href="https://www.coastalcounties.org/board-operations/">https://www.coastalcounties.org/board-operations/</a></p>	
<p>Goals:</p> <ol style="list-style-type: none"> <li>1. Finalize 2024 goals</li> <li>2. Brainstorm action steps to support goal achievement</li> </ol>	<ol style="list-style-type: none"> <li>1. Track testing referrals to Adult Ed.               <ol style="list-style-type: none"> <li>a. Career Centers track referrals from hiring events.</li> <li>b. Rockland Career Centers refers to WFS for any training, including Adult Ed services.</li> <li>c. Voc. Rehab uses Adult Ed directly when working with New Mainers, administering the HiSET.</li> <li>d. Portland and Springvale Career Centers referring more and more to Adult Ed for English Language classes, although they are not the only English Language education partner.</li> </ol> </li> <li>2. Streamline the referral system between the One-Stop Center and system partners.</li> <li>3. Support cross-training between agencies for knowledgeable referrals.</li> <li>4. Coordinate business services and share via multiple outlets.</li> </ol>	<p>Amy will reconnect with Chris to go over referral data in AWARE and with Adult Ed for referral data in Maine STARS</p>
<p>Updates from the group</p> <ol style="list-style-type: none"> <li>1. Programmatic updates/initiatives</li> <li>2. Biggest challenge of the month</li> </ol>	<p><b>Mike:</b> Transitioning to a new role at WFS – managing outreach for business development and on-the-job-training. Hired four new business services coordinators. Will reach out to employers for internships, on-the-job-training, and reimbursement opportunity. Jesse is focusing on outreach, attending job fairs, does presentations in the community. [Amy confirmed Jesse’s fine presentation skills at a training for Avesta staff.]</p> <p>Send referrals for business engagement to Mike.</p> <p><b>Jeff:</b> York advisor came on board and is doing really well. Have had a focused effort on employer outreach. People’s Inclusive Welding has been a good trainer of welders.</p> <p>Meeting with AmeriCorp to involve staff in youth development. Great meeting with Oakhurst Dairy for youth development.</p> <p><b>Sheila:</b> Joy is working with career advisors in Southern Maine while Sheila works with the northern coastal counties area. People’s Inclusive Welding has been great to work with. Have been working with Revision</p>	

	<p>Energy; AFL-CIO; AGC for training and hiring. Apprenticeship with Reed &amp; Reed. Seeing a lot of referrals. January was a big month – over 150 referrals.</p> <p><b>Kim:</b> Last month was hiring a community liaison, but the preferred applicant wasn't able to begin work. Busy ramping up for summer. Trying to get youth into paid summer opportunities.</p> <p><b>Linda:</b> Resume workshop writing at the library was a good community connection. A certified dementia course is available but not full. This certification could be an opportunity to become a supervisor from a direct care position. Free courses about dementia for community members are filling up.</p> <p><b>Abbie:</b> A new school term just began on Monday, including new workforce classes. A new section of school likely to be renamed to something specific to workforce services. This will be to distribute the workload among staff, which will make classes for adult learners better. Looking for a new lead to the New Mainers Resource Center. It has been a tricky position to fill because of understanding the legal/immigration aspects of the job.</p> <p><b>Rob:</b> Looking to fill Veterans Services positions. Still seeing high volume beyond capacity. Language barriers have been slowing things down. Building out a schedule of resume workshops at the Portland career center – possibility to offer in multiple languages. Will be posted online soon.</p> <p>March 6<sup>th</sup> – next job fair in Greater Portland. The last job fair had over 250 job seekers. Diane just worked with WFS at their last job fair. Made an agreement with FedCap in York County for more job fairs. Springvale center is partnering with the SBA on a small business series.</p> <p><b>Krista:</b> Has been in touch with People's Inclusive Welding to see about pairing with New Mainers; working on language barrier.</p> <p><b>Rene:</b> Brunswick office has been working with the 24 families that were relocated a couple of months ago. Getting ready to work with another group of 24 families – no later than April. Have been working with the welcome center in Brunswick who can work with people getting work authorization. Immigrant Resource Center has been great to work with and share information through; can provide services until New Mainers are work authorized.</p> <p>Have been working with Brunswick High School to connect to work experiences, etc. Getting ready to hold a hiring event. Also reaching out to Bath High School. Outdoor hiring events in the summer will resume. Office is fully staffed!</p> <p><b>David:</b> Rockland is a rural career center. Employers are struggling to find workers. Housing availability has been a barrier. Have five hiring events on the horizon – one at the local prison in Warren, one for students who will be graduating soon. Dragon Cement closure is creating layoffs. Local chamber of commerce is having a business-to-business expo; have asked the career center to host a hiring event. Surveyed employers in the area to assess interest in hiring diverse populations, i.e., recently released from prison, people in recovery, etc.</p>	<p>Portland Adult Ed posting for New Mainers Resource Center coordinator:  <a href="https://www.applitrack.com/portlandschools/onlineapp/JobPostings/view.aspx?Category=ADULT+EDUCATION&amp;AppliTrackJobId=4215&amp;AppliTrackLayoutMode=detail&amp;AppliTrackViewPosting=1">https://www.applitrack.com/portlandschools/onlineapp/JobPostings/view.aspx?Category=ADULT+EDUCATION&amp;AppliTrackJobId=4215&amp;AppliTrackLayoutMode=detail&amp;AppliTrackViewPosting=1</a></p>
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**Next Meeting: March 27 @ 2:00PM**