

Coastal Operators Group (COG) Meeting

Minutes

January 22, 2024

Agenda Item	Notes	Next Steps
Welcome and Review 11/29 Meeting Minutes	In attendance: Amy Geren (OSO); Jeff Martinelli (WFS), Linda Greer (Adult Ed), Kim Desso (Voc Rehab), David Watts (Adult Ed) COG agendas and meeting minutes can be accessed @ https://www.coastalcounties.org/board-operations/	
Review 2023 Goals Develop 2024 Goals	<p>2023 goals and progress</p> <ol style="list-style-type: none"> 1. Track testing referrals to Adult Ed. 2. Streamline the referral system between the One-Stop Center and system partners. <ol style="list-style-type: none"> a. Co-enrollment data entered into MaineSTARS but does not track referral generation; working together is tracked, but not the start of referrals. b. David referred 13 people to WFS this month and nine were enrolled. c. Same referral challenges for Voc Rehab: able to check in enrollment system but unless a case note is made about a referral to Adult Ed, they don't have those details. 3. Support cross-training between agencies for knowledgeable referrals. <ol style="list-style-type: none"> a. Current materials can be accessed at https://www.coastalcounties.org/board-operations/. Amy is continuing to record videos of partner programming which will be added under the same tab. b. Adult Ed video can focus on programming versus what is available in specific hubs to encourage thinking about the program as a system; 99% of what is offered is duplicated in all Adult Ed locations. 4. Coordinate business services and share via multiple outlets. <ol style="list-style-type: none"> a. Employer Summit will be May 14th in Bangor at the Cross Insurance Arena. b. Webinar series is also being developed. The first one is scheduled for February 21st and will focus on hiring older adults. The Senior Community Service Employment Program as delivered by A4TD and MEDHHS OADS are possible presenters. 	Continue to build on referral processes and cross-training goals from 2023.
Updates from the group 1. Programmatic updates/initiatives 2. Biggest challenge of the month	<ul style="list-style-type: none"> • WFS has a new York County career advisor with some experience working with youth and marginalized populations. Staff turnover continues to be a challenge; four new staff since July. Case management skills and showing outreach initiative are challenges. • Voc Rehab has three new RC II hires; would like three more. Offices in Lewiston and Portland are hiring assistants who will be responsible for reaching out to underserved communities. Lewiston is not getting many candidates for new hires. • Linda would like to see Kim's job post for potential candidates. 	Share Voc Rehab job posting with meeting minutes.

	<ul style="list-style-type: none">• Staffing is challenging for Adult Ed part-time positions due to grant cycles. New possible staff has strong HR and other relevant skills background. Long learning curve relative to COG goals.• Too many doing the same thing, re: reporting requirements. Grant-funded positions are temporary but require a lot of training.• Adult ED is challenged by hiring teachers. CNA teachers are paid highly to keep. Need medical assistant, culinary, YouthBuild, CDL instructors.• David will be performing at the new Lincoln hotel in Biddeford on March 3rd!	
Adjourn		2:45 PM

Next Meeting: February 28 @ 2:00PM