

Tri-County Local Workforce Investment Board Meeting
Thursday, May 21, 2009
8:30 a.m. – 10:30 a.m.
Eastern Maine Development Corporation

Meeting Attendees:

Julie Johnston (Chair)	L.L. Bean
Kathy Coogan	TDC
Craig Holland	MDOL
Ed Upham	MDOL, CareerCenter
Andrea Bickford	Department of Blind and Visual Impaired
Christine Greenleaf	Maine AFL-CIO
Steve Lambert	Hollywood Slots
Joanna Russell	TCLWIB
Jane Black	EMDC
Ken Proctor	Mayo Regional Hospital
Gail Kelly	Office of Senator Snowe
Michael Aube	EMDC
Jon Symonds	Penobscot Job Corps
Jack McKay	EMLC
Chris Kuhn	Penobscot Job Corps
Charles Newton	Penquis
Michelle Park	Morris Yachts, Inc.
Joyce Hedlund	EMCC
Steve Pound	Cianbro Construction

I. Welcome

a. Welcome from LWIB Chair, Julie Johnston

The meeting of the Local Workforce Investment Board was called to order by Chair, Julie Johnston. Julie welcomed all attendees and asked everyone to introduce themselves.

II. Review & Vote to approve April 16, 2009 LWIB minutes

a. Vote to approve April 16, 2009 minutes

Motion by Charles Newton; seconded by Steve Pound to accept the minutes of April 16, 2009 as presented and place on file. Approved.

III. Report from LWIB Director

Joanna reviewed her report which was provided in the packet.

Tri County Workforce Investment Board Update - May 2009

AMERICAN RECOVERY ACT

The Tri County Workforce Investment Board received its allocations of the American Recovery & Reinvestment Funds. (Handout to follow)

States are expected to spend the Recovery Act funding quickly and effectively. WIA funding for Adults, Dislocated Workers, and Youth are considered to be PY 2008 funds and, therefore, must be expended by the end of PY 2010 (June 30, 2011). It is the Congress' intent, as well as that of the Administration, that the majority of these funds will be utilized within the first year of availability.

WIA Award: The Tri County Workforce Investment Board is currently working through an appeal process. The hearing date is set for May 28th and 29th. The LWIB will be informed as the process moves forward.

PY09 WIA Allocations have been distributed and will be discussed at LWIB meeting. (Handout to follow)

TCWIB YOUTH COUNCIL

TCWIB Youth Council meeting was held Wednesday March 18, 2009 from 5pm-7pm. All interested parties were encouraged to attend the meeting. The agenda focused on educating the attendees on the role of a Youth Council member outlining their commitment. The group crafted a Youth Council Member job description. The members who attended committed to attending meetings and providing input into the workforce system designed to serve youth. A list of potential Youth Council Members will be presented to the LWIB for approval during the June 11, 2009 meeting. We are looking for participation from LWIB members particularly the private sector.

Invitations to join the Youth Council will be sent out to the LWIB members before June 1, 2009. The Youth Council meets 4 times a year.

A Youth Council Workshop will be held at Eastern Maine Community College on May 27, 2009 from 9am-3pm. All LWIB members are invited to attend.

KATAHDIN NEG REVIEW

On May 11, 2009 BES conducted a 120 review of the program with no major findings. A report is expected in the near future.

TRUE TEXTILE NEG

On Friday May 15, 2009 The U.S. Department of Labor announced a \$462,096 grant to assist approximately 100 workers affected by layoffs at True Textiles Inc. located in Guilford and Newport, Maine.

“This grant will allow affected workers in Maine to access training and services that will aid them in obtaining re-employment in growing regional industries.

The grant will be awarded to the Maine Department of Labor and will be administered by the Eastern Maine Development Corp. All of the workers targeted for assistance under this grant also have been certified as eligible for Trade Adjustment Assistance (TAA). Through this grant, workers will be able to access “wrap-around” services that are not available through the TAA program.

True Textiles Inc., a leading producer of commercial interior fabrics, has been adversely impacted by foreign competition. On Oct. 21, 2008, True Textiles Inc. publicly announced previous and pending layoffs at the Guilford and Newport locations. Layoffs occurred from Sept. 15, 2008, through March 9, 2009.

This grant will be funded by resources made available for National Emergency Grants under the American Recovery and Reinvestment Act of 2009.

IV. Introduction: Michael Aube, EMDC President and CEO
a. Mobilize Maine

Michael Aube provided a brief outline of a new economic development strategy called “Mobilize Maine” that will be developed over the next year. There are six (6) EDD (Economic Development Districts) in the State which cover all of the sixteen (16) counties of Maine.

Through the initiative of northern New England connectivity which was sponsored by FairPoint initially, there are financial resources available for each state to develop its own type of economic development strategy. It focuses on rural area.

This (Mobilize Maine) is a different strategy. It is a very public process which focuses on building on our assets as opposed to our wants. Its focus is on building the assets; how do you connect the assets? What are the critical skills, the training needs, the educational activities and requirement that will make a difference as we try to move forward in expanding economical opportunity and economical growth? The link between the LWIB and what the CLEO is responsible for is a critical part of this. A PowerPoint presentation was distributed to the Board.

It is being powered locally. We (as the EDD) are being asked to put together a Leadership Team of 12 -15 people. The service area for EMDC encompasses six (6)

counties and we are looking to put together three (3) Leadership Teams. Those teams will be trained by the consultants and will be charged with the responsibility of recruiting members. This process will establish some measurable goals, both short term and long term.

The initiative will provide a roadmap of where we will see the future growth in opportunity, in a collaborative way, not independently. Michael strongly believes that the Workforce Development in the eastern Maine area is the singularly important thing we can focus our attention on right now.

EMDC will be moving the training into the fall when individuals will be more willing to make the commitment rather than during the summer months. The Leadership Team has not yet been established. If you have an interest in being a part of this team, please contact Michael Aube at EMDC.

V. ARRA Funding – Distribute

Joanna distributed a document to the Board showing the allocations of the American Recovery and Reinvestment Act (ARRA) distributions. The first page covered the Youth Allocations. The Youth Allocations is going to be utilized for the Summer Youth Employment Program. The allocations shown are broken down by the local areas and then by counties. The total amount of youth funds for Local Area 2 is \$919,144. Out of those funds 10 percent or \$91,911 is set aside for Admin. These funds will be used by the local area board to hire someone to work beside Joanna. This person will be responsible for tracking the funding to be certain that we are in compliance with the contracts and are providing transparency to our communities.

The remaining 90 percent of the funding is then broken down by a directive from the Governor to an 80/20 percent split. Eighty percent of the funding must be allocated directly to training that has to fall under four (4) industries. These industries are 1) Healthcare; 2) IT; 3) “Green jobs”; and 4) Energy. Private sector and educators need to come together quickly to discuss these industries and what can the educators do in terms of certificate programs and degree programs?

There will be discussion later in the meeting regarding an RFP for educators to submit bundles of training.

The LWIB also have the WIA formula funds. In the Strategic plan, hospitality, tourism, Marine trades and composites were highlighted. These are not included in the Governor’s industries.

Another project which is due by June 15, 2009 is the Strategic Plan Modification. Joanna will work with a consultant to put together a draft Strategic Plan Modification and email it out to the Board prior to the June 11 meeting. Comments will be needed back before June 11, 2009.

The timeframe is different for the Adult and Dislocated Workers. These funds will not be available for use until July 1, 2009.

VI. TDC – update on Summer Youth Employment

Kathy Coogan was asked to provide an update of the Summer Youth Employment program.

The CLEO Board has indicated that they would like the funds for the summer program need to be fully invested by September 30, 2009. They also requested that the allocation formula to distribute slots follow the same allocation formula that was applied to the formula funding. That would give (using 250 slots) 175 slots for Penobscot County, 29 slots for Piscataquis County and 51 slots for Hancock County. The requirement of the State for the Summer Weatherization Program is 100 slots across the State and locally we would have 25.

The CLEO decided to subsidize all wages at the same rate as minimum wage. In the packets copies of the Work Site Application and the application for Subcontractor Services for the Youth Program were provided.

VII. Draft RFP ARRA training – need to vote to move forward

Options:

- 40 percent set aside
- Have a question out there “Do you have people out there ready to go?” This will get the RFP Committee ready to go and get the applications out there.
- Have a bundle of people; once we have the bundle of people, then we put out the RFP and things need to move quickly
- If we do put out an RFP and say “when we have a number of people, what would your process be?” This might facilitate the time frame and ramp up time to get things going. We can then give the potential students the choices that we now have. The choices would be more specific.
- Get the RFP out; receive responses and then create your own course catalog and know what is available
- Something practical needs to be identified before the RFP is sent out. Perhaps some additional guidelines need to be added to the RFP saying where this is where the work/jobs is/are going to be.

Following a great deal of discussion, a **Motion was made by Ed Upham; seconded by Steve Pound** to table this item until the June 11, 2009 meeting. Motion approved.

Joanna has two (2) volunteers to review the subcontractor applications/proposals. She

would like to have at least two (2) more. Joanna requested permission to go outside the LWIB to find professionals in the community that would have experience that could help in assessing the proposals.

Motion by Jack McKay; second by Charles Newton to grant permission to Joanna Russell to go outside the LWIB Board to find professionals in the community to help in assessing the subcontractor proposals for the Youth Program. Approved.

VIII. Request for RFP Review Committee – Vote at June 11th meeting

Review committee will assess and recommend awards

1. Summer Youth Employment Program – Sub Contractor Bids
2. Bundled Training proposals

IX. Needs Related Payment Policy Draft – review, discuss

We do not have a Needs Related Payment Policy.

We have not been making needs based payments. In speaking with the Directors of the three (3) other Local Areas, Joanna learned that when Local Areas approve a needs based payment, that it has a tendency to drain your training funds. Need based payments does not fit under support services.

Included in the packet was a draft of a Needs-Related Payments under ARRA funds document for review and vote.

Will discuss further at the June 11, 2009 meeting.

X. WIA PY09 Funding – Distribute

Joanna outlined the PY09 WIA Allocations for review.

XI. Q & A opportunity for LWIB members (Opportunity for members to ask questions about the WIA system, CareerCenter, Service Provider, etc.

**XII. Next LWIB meeting is scheduled for June 11, 2009
8:30 to 10:30 a.m. at EMDC**

Motion from Christine Greenleaf; second from Joyce Hedlund to adjourn. Meeting adjourned at 10:30 a.m.

Respectfully submitted, Jane C. Black, EMDC