

Tri-County Local Workforce Investment Board Meeting
Thursday December 6, 2007
8:30am-10:30am
Eastern Maine Development Corporation

Present:

Joanna Russell, Kathy Billings, Ed Upham, Kathy Coogan, Jon Farley, Faye Ivers, Gail Kelly, Steve Lambert, Charlie Webb, Dawn Mealey, Jack McKay, Mike Youngblood, Karen Smith, Mike Carroll, Jason Bird, Michelle Park, Glenon Friedmann, Andrea Bickford, Tonya Pickering, Julie Johnston

Agenda:

- I. Call to Order and Welcome
- II. Introductions
- III. EMDC- Charles Webb Introduction
- IV. State BES- Ned McCann introduction
- V. Review and Motion to Approve Minutes from September Board Meeting
- VI. Executive Director's Report
- VII. Activities: Service Delivery Committee, LWIB Meeting, Maine Jobs Council Appropriations Committee and CareerCenters- update
- VIII. Federal Monitoring
- IX. Performance Measures Update- Jon Farley
- X. Job Fair Update- Ed Upham
- XI. NSAI Update- Michelle Park
- XII. State BES Update- Dawn Mealy
- XIII. Other Business
 - a) Elect New TCLWIB Chair

1. **September Minutes-** The September 13th board meeting minutes were passed unanimously without change.
2. **Executive Director's Report-** Joanna Russell introduced herself and gave a short biography. She also gave her report which included the Service Delivery Committee work surrounding the possible closing of CareerCenters, impending state budget cuts, Competitive Skills Scholarship Program, and exploring alternative options to service delivery in the Tri-County Area. Ms. Russell also encouraged the board members to explore how they might impact the connections between their industries, employers and our job candidates. Creating time saving methods to connect qualified job candidates to hiring employers is one of our primary goals.

3. **CareerCenter update**- Jon Farley replaced David Klien as the CareerCenter Manager October 29, 2007. Mr. Farley gave a report highlighting the performance numbers of the Tri-County area compared to the other three LWIBs.
4. **Career Fair Update**- Ed Upham reported on the success of the latest job fair in October that was put on by the CareerCenter, in coordination with the Bangor Daily News. Mr. Upham distributed a newspaper insert that went out in the Bangor Daily News prior to the career fair. The insert provided marketing opportunities for many of the companies who participated in the fall career fair.
5. **NSAI Report**- Michelle Park gave her report on NSAI and its role in promoting workforce development. Ms. Park used a slide presentation that resulted from the recent symposium held at the Samoset Resort.
6. **BES Update**- Dawn Mealey gave an update on BES's current news
 - a. CareerCenter sustainability is a big issue.
 - b. Federal and State budget cuts have strained the ability to deliver the best services
 - i. The money that has been appropriated has remained constant
 1. But, inflation, salary increases, etc. have made it a practical decline
 - c. The competitive skills scholarship program- Two pilot programs in progress. One of the two programs is being implemented at the Bangor CareerCenter.
 - d. The Governor's Training Initiative program is on hold and not accepting new applications until April 1st
7. **Other Business**
 - a. **Need to elect a new board chair**- Board members were encouraged to nominate candidates for board chair.
 - i. Nominations should be sent in before the March Board meeting
 1. 2 weeks prior to the meeting, all received nominations will be sent out to the entire board for consideration
 - ii. The board voted unanimously to allow self nominations
 - iii. The major responsibility of the board chair is to facilitate the meeting. Most of the preparations are done prior to the meeting.
8. **Reports and presentations (CareerCenters/ Job Fair update/ NSAI) available upon request.**
9. **The board meeting was adjourned at 10:30 am**
10. **2008 Meeting dates:**

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|---------------------------|--------------------------|
| March 13, 2008 | 8:30am to 10:30am |
| June 12, 2008 | 8:30am to 10:30am |
| September 11, 2008 | 8:30am to 10:30am |
| December 11, 2008 | 8:30am to 10:30am |