

**Tri-County Local Workforce Investment Board Meeting**  
**Thursday, September 13, 2007**  
**8:30 a.m. – 10:30 a.m.**  
**Eastern Maine Development Corporation**

**Attendees:** Mel Arsenault, Jane Black, Lisa Rancourt, Ed Upham, Bob Rowe, Greg Miller, Rick Schweikert, Jack McKay, Mike Ballesteros, David Klein, Merle Davis, Chris Greenleaf, Glenon Friedman, Ann Swan, Julie Johnston

**I. Welcome and introductions**

**II. Minutes**

Motion made by Glenon Friedman, seconded by Julie Johnston to accept the minutes from 06/14/07 as presented. Motion passed unanimously with no revisions.

**III. Executive Director's Report**

**IV. Hiring Process**

- a. The search for a new Executive Director and an Administrative Assistant are
- b. underway. The Admin position will be filled after a new Director has been hired. The search has been narrowed down to three (3) candidates. The applicants were from both the Bangor area and from outside the area. Interviews have been scheduled for September 26, 2007. The "CLEO" – county commissioners will be involved in the interviewing process. Mel has interviewed some of the candidates to help with the process. EMDC is committed to finding someone suitable for the position.
- c. Sharon Anderson has resigned to pursue a career in nursing.
- d. Some ideas to share with the CLEO's – think broadly about both employers and employees; the bigger picture- where does the State want to go? How business and employers are important to what the WIA does.
- e. Appropriations Committee – there is an \$11M gap to close in order for the LWIB to maintain and sustain the system. Funds are declining. Extra monies showing up in the system especially with the closing of GP and Moosehead Manufacturing. The Appropriation Committee has authority over State Funds, but not WIA money.
  - i. 10-12 career centers could be supported, but WIB has been trying to keep 23 open. There have been conversations regarding closing some of the career centers. Where can more efficiencies be found? It has been recommended (proposed) that by July, 2008 to close the Ellsworth Career

Center or possibly keeping it open for seasonality programs. WIB is waiting for future direction from the Appropriations Committee. The committee is on a break for three (3) weeks so there will be a delay on the action of the proposals. Can the services be provided through technology? What is it that is affordable? Funds appropriated to the war effort is causing financial issues with WIA.

- ii. Glenon reported that Hancock County is very concerned about the possible closing. Everything is located close to the Career Center. The “one stop idea” is important in making one location easier to help more people with individual guidance. About 80 percent have personal contact with counselors. Ellsworth Career Center is recognized as how a career center should be run.
- iii. This is purely cost cutting setting with no reflection on program. VOC Rehab has a lot of space, but are not there to use it on a daily basis.
- iv. The Board needs to get creative in finding a solution/solutions.
- f. On the Federal level, the money from the Feds needs to be used within two (2) years. Right now, we are using '06 funds for LWIB's. '07 funds are “in the bank”. There is current reauthorization asking to take back funds sitting in the bank. If the rescission happens, this will cause major problems for funding.
- g. Last fall the Governor asked WIA to consider co-locating the career centers closer to the community colleges/integrate with community colleges to help with internships.

## **V. Federal Monitoring Feedback Update**

There were “no significant findings for TCLWIB. There will be some changes in the drawdown procedures as requested for all 4 of the Maine LWIB's.

A weakness with the LWIB is the youth programs. Not servicing “out of school” youth. Need to RFP youth programs. Work to be done on strategy – Who is serviced? What is provided? The youth are a tougher crowd to engage – need to find alternative ways to reach the youth.

Response to audit – things need to be reproduced that had already been discussed. Suggested by October 1 to revise the plan; develop a consortium

## **VI. Department of Labor**

Department of Labor is concerned about getting enough money to provide training. Unemployment Trust Fund uses money at a different level. \$2-3 million after first year, use to pursue training. A law will be enacted to make allowances to use the Unemployment Trust Fund. There will be a Public Hearing in mid/late October. Draft rules will be sent out prior. Results – degree, certificate/marketable

## **VII. Norstar Project –(WIRED monies)**

Michelle has been working with clusters of board builders. She is doing a great job! The goal for apprenticeships was 41 last year and is up to 51 this year. They have 79 employers in one category.

Pre-apprenticeships at UTC have been very successful.

## **VIII. Performance Measures Update – David Klein**

Running at 49 percent – generally runs at 94-95 percent. Expected to increase. Tri-county area - have 125-150 new enrollments

### **Quarterly Performance Report**

460 Georgia Pacific workers

3	retired
23	still in school
14	out of unemployment benefits
3	still on unemployment benefits
386	working (180 – employed at Red Shield)

## **IX. Job Fair Update – Ed Upham**

A Career Fair was held earlier.

Job Fair schedule for October 25, 2007 at the Spectacular Event Center from 10:00 a.m. to 2:00 p.m. (EMPLOY ME) Lisa Rancourt – BDN partner

This event will target employers who have openings at this time and are actively recruiting. Will target a smaller population. There will be vendors providing food. Right now have 22 confirmed vendors. Hoping to have 50.

The BDN will do a supplement for the Job Fair. This will be out by October 22, 2007. This will be an official guide for the job fair and will contain articles about resume writing, internet searches, and advertising for businesses.

Ed also explained a little bit about what the career center does. They receive partial reimbursement from the Governor's Training Initiative – about 40 percent (\$260,000) to employers for recruitment, new skills, upgrading skills and transferable skills.

The ME Pre-apprenticeship Program –

65 percent - male	\$11.58 average wage
35 percent – female	\$10.63 average wage

The Career Center has been working with UTC on programs.

#### **X. State BES Update**

Ned McCan is the new BES director.

**XI. Other Business** – There was no other business, meeting was adjourned at 10:30 a.m.