



Meeting Minutes
Executive Committee Meeting
January 15, 2014 / 3:00pm-4:30pm
26 Franklin Street, Bangor

Attendance:

TCWIB member Kerry Tripp- present on site
TCWIB vice chair Ben Sprague- on the phone
TCWIB member Scott Cuddy- On the phone
TCWIB member Rich Schweikert- On the phone
TCWIB chair Dan Tremble came in during the broad overview
TCWIB member not present- Julie Johnston
TCWIB member not present- Steve Pound
TCWIB executive director- Joanna Russell
NMDC executive director- Bob Clark

- I. Welcome – The meeting was delayed as members of the committee were not all present at 3pm. The group began in executive session reviewing agenda item # III- the 2014 WIA Adult & DW and Youth proposal review process with 4 members in attendance:
- II. December 9, 2013 TCWIB EC meeting minutes- Ben Sprague motioned to approve and Kerrie Tripp seconded the motion. Unanimously voted to approve
- III. WIA Proposal Review Committee Report- The Executive Committee went into executive session and after discussion on the proposal moved out of executive session to vote.

The review committee voted unanimously on January 9, 2014 to make the following recommendation:

1. To award a two year conditional contract to Eastern Maine Development Corporation pending submission of completed FY13 A-

133 “unqualified” report with EMDC’s completed response by June 1, 2014.

2. The TCWIB also requests that upon receipt of the auditor’s engagement letter for FY13 review that EMDC forward a copy of the engagement letter to the TCWIB.
3. Based on program performance, financial management and submission of a completed FY13 A-133 report the TCWIB reserves the right to put the WIA services back out to bid.
4. The TCWIB requires that EMDC work to resolve the financial matters and be removed from the status of High Risk Grantee Designee.

Scott Cuddy made a motion to recommend to the full TCWIB to go with the review committees recommendation for the Adult and Dislocated Worker contract.

Kerrie Tripp seconded the motion and the motion carried.

Scott Cuddy made a motion to recommend to the full TCWIB to go with the review committees recommendation for the Youth contract.

Kerrie Tripp seconded the motion and the motion carried.

IV. EMDC/ Mobilize Eastern Maine Project- Joanna provided the documents submitted by EMDC and summarized the activities between EMDC and TCWIB. No invoice has been submitted to date. There are several required documents missing which may be submitted with the invoice.

V. Update TCWIB membership/ executive committee members- Joanna informed the group that the board needs to recruit three new members and that we need to replace at least one on the executive committee. One suggestion was made to reach out to Ken Proctor to inquire about the possibility of him replacing Chuck Rohn as the finance committee chair and member of the executive committee.

VI. Action Items, Schedule emergency meeting with the full board to vote on the review committee’s recommendation. DATE: January 23, 2014 at 8:30. Follow-Up and Closing Meeting adjourned at 4:00pm.

Call-in Number: 207-493-5855 Participant PIN: 6669483#