

**TO: Workforce Investment Board**

**DATE: 11/21/02**

**FROM: WIB Staff**

**For Action**

**For Information**

**Meeting Notes**

**SUBJECT: One-Stop Certification**

**PROPOSED MOTION(S): To discuss and if necessary take action.**

**DISCUSSION: The Standards and Certification Committee reached decisions on four criteria concerning One-Stop Certification.**

**First, the committee decided to accept the new timeline for certification by extending the deadline to June 30, 2003.**

**Second, they discussed the scoring level necessary for certification. They decided to make the minimum score 30% or 300 points based on the Baldrige Scoring Bands. If the score was less than 30% or 300 points then a conditional certification would be assigned to the One-Stop for 6 months to give it time to resubmit to reach the minimum level.**

**Third, the committee decided to make recertification every two (2) years.**

**Fourth, the committee decided on the makeup of the Examination Team. The team would have eight (8) members to include one (1) leader/coordinator and seven (7) members for each area to be evaluated. Four (4) would be appointed by the WIB Chair and four would be members-at-large appointed by the Standards and Certification Chair.**

**ATTACHMENT(S): None**

