

**TO: Workforce Investment Board
Executive Committee**

DATE: 12/02/02

FROM: Standards & Certification

**X For Action
For Information
Meeting Notes**

SUBJECT: One-Stop Certification

**PROPOSED MOTION(S): To approve the four criteria and forward to the
WIB for ratification**

**DISCUSSION: The Standards and Certification Committee reached
decisions on the 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 allow 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 (4) would be
members-at-large appointed by the Standards and Certification Chair.**

ATTACHMENT(S): N/A