

TO: Workforce Investment Board

DATE: 01/23/03

FROM: Standards & Certification

X For Action

For Information

Meeting Notes

SUBJECT: One-Stop Certification

PROPOSED MOTION(S): Ratify action by the WIB Executive Committee to approve the four criteria.

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