



Memo

Date: January 7, 2008

To: Media
Calendar/News Department

From: Andrew Spreadborough
Central Oregon Intergovernmental Council
WorkSource Redmond
541-504-3306

Subject: WorkSource Redmond One Stop Management Team Meeting

There will be a meeting of the **WorkSource Redmond One Stop Management Team** on Monday, **January 14, 2008** at WorkSource Redmond, 2158 S.E. College Loop, Building #2. The meeting is scheduled from 2:00-4:00 PM. Agenda items include:

- Review and Revise inter-agency referral form
- Review and Revise customer satisfaction survey tool
- Equal Opportunity/Non-Discrimination trainings
- Review and update training tracking form

All meetings of the One Stop Management Team are open to the public. For more information, contact Andrew Spreadborough, 541-504-3306.