

**REGION 9 WORKFORCE INVESTMENT BOARD
MEMORANDUM**

Date: 06/7/07

To: Region 9 Workforce Investment Board

From: 2007 Recertification Committee Members: Craig Schmidt, Randy Scruggs, Heidi Begeot and Charla Fraley

RE: Recommendations on Certification/Recertification

PROCESS USED

At the March 12, 2007 quarterly meeting Board members approved the formation of a One-Stop Recertification Committee with Craig Schmidt, Randy Scruggs; Heidi Begeot, and Charla Fraley nominated to serve on the committee.

The One-Stop Recertification Committee (Committee) of the Region 9 Workforce Investment Board was charged with reviewing the One-Stop Centers. The Committee used the tools and process developed by the Oregon Workforce Alliance (OWA).

Under the process established by OWA, Regional Workforce Investment Boards (RWIBs) will recommend to OWA the certification or re-certification of a One-Stop site based upon the degree to which the applicant One-Stop Center has met the certification criteria. Where criteria are not met and certification is desired, the benchmarks and a time line by which the One Stop Center will be in compliance with the minimum criteria will be established by the RWIB in its recommendation to OWA. The RWIB may also recommend the certification of a site as an affiliate. The minimum standards for certification are detailed in the OWA One-Stop certification checklist.

RE-CERTIFICATION PROCESS TIMELINE

Date of Site Visit	All Centers have completed Business Plans if applicable and reviewed the One-Stop Certification/Re-certification tool.
April 27, 2007	On site review of Mid-Columbia Council of Governments One-Stop Center in Fossil.
May 4, 2007	On site review of State Office Building One-Stop Center in The Dalles.
May 4, 2007	On site review of Mid-Columbia Council of Governments One Stop Center in The Dalles
June 5, 2007	On site review of Mid-Columbia Council of Governments One-Stop Center in Hood River.
June 11, 2007	Recommendations of Committee presented to Region 9 Workforce Investment Board.
July 19, 2007	Recommendations submitted to TOC/OWA

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The Certification Team recommends certification status of the sites listed above for a period of two years.

It is anticipated that the Hood River Career Center will address the items found lacking in a fully certified center and following taking corrective actions petition the RWIB for full certification. Specific comments and ratings can be found in each Evaluation Form

RECOMMENDATIONS: AFFILIATE SITES

LOCATION	ACTION
Mid-Columbia Council of Governments, Fossil	Use of larger window signs.
State Office Building	Parking lot signage indicating agencies inside building
Mid-Columbia Council of Governments, The Dalles	None

RECOMMENDATIONS: DEVELOPMENTAL SITE

LOCATION	ACTION	DUE DATE
Hood River Career Center	Resolve Co-Location and other Issues	September 15, 2007
	Resource Sharing Agreement Meeting One	September 30, 2007
	Resource Sharing Agreement Meeting Two	October 30, 2007
	Resource Sharing Agreement Meeting Three	November 30, 2007
	Resource Sharing Agreement Completed	December 31, 2007
	Petition RWIB for status change to Certified One-Stop	March 31, 2008