

# STATE WORKFORCE INVESTMENT BOARD ONE-STOP DEVELOPMENT COMMITTEE

July 26, 2007

## MINUTES

**Committee Members Present by Phone:** Marty Copps, Chair; Mike DesRosier; Georgia Gibbs-Atkinson; Gail Richardson; Jeff Rupp; and Linda Woods.

**Committee Members Present in Person:** Keith Kelly.

**Committee Members Absent:** Dave Crum

**Staff:** Leisa Smith, Chris Wilhelm, and Danielle Nettleton

**Guests:** Gary Wright, Gary Warren, George Kipp, Pam Watson, Mike Bissell

### **Welcome and Introductions**

Chair Marty Copps called the meeting to order at 9:34 a.m. Chris Wilhelm took roll call, and addressed housekeeping items. Chair Copps stated she would relax Roberts Rules of Order to allow informal discussion among members. She stated committee members who may have a conflict of interest are encouraged to participate in discussion, but will need to abstain from any action taken on one-stop recommendations.

### Approval of Agenda

Gail Richardson moved to approve the agenda as presented. Keith Kelly seconded the motion, which carried unanimously.

### Approval of Meeting Minutes

Mr. Kelly moved to approve the January 19, 2007 minutes as presented. Linda Woods seconded the motion, which carried unanimously.

### **One-Stop Recommendations**

#### “Working Friends” One Stop System

Leisa Smith reported that SWIB staff received the proposal for “Working Friends” One-Stop System in hard copy format. Emails, letters, and phone calls have clarified the plan. Staff extrapolated information from the business plan, letters, and emails to compile a Business Plan Summary. George Kipp, proposed operator of the One-Stop System, has approved this document, as has Earl Old Person, Chairman of the Blackfeet Nation.

The “Working Friends” One-Stop System has its designated center located at the Blackfeet Manpower office in Browning. The system specializes in serving the Native American population of the Blackfeet Reservation. All criteria have been met and agreements are in place with designated partners. This includes an agreement with the Job Service Operations Bureau, which provides Wagner-Peyser services to the area. Upon SWIB approval of the “Working Friends” One-Stop System, staff will schedule a site review to be preformed at the Blackfeet Manpower Office. Mike DesRosier asked staff the time line for conducting site reviews and expressed his interest in being involved in the

process. Ms. Smith informed the committee that SWIB has 60 days to conduct a site review but intends to do it as soon as possible.

Ms. Richardson asked staff if all required signatures had been received. Ms. Smith informed the committees that all signatures identified in the Business Plan Summary were on file with SWIB staff. Mr. Kipp thanked the committee for this opportunity to be the first Montana Native American One-Stop System serving communities on the Blackfeet Reservation. Mr. Kipp also expressed his excitement at becoming a certified One-Stop. Mr. Kipp is hopeful this One-Stop certification will assist the reservation when applying for federal grant opportunities. Ms. Richardson congratulated Mr. Kipp and commented that she was impressed with their marketing activities.

Mr. Kelly moved to recommend certification of the "Working Friends One-Stop System pending completion of a successful site review. Ms. Richardson seconded the motion, there were no abstentions, and the motion carried unanimously.

#### Eastern Plains Workforce System

Ms. Smith reported that Eastern Plains Workforce System has designated centers at the Job Service Workforce Centers in Glendive and Sidney. Lonnie Cross is the designated operator. The Eastern Plains Workforce System serves part of MACo District 1 and all of MACo District 2, which includes Dawson, Garfield, Prairie, Richland, McCone, Wibaux, Eastern Roosevelt, and Southeastern Sheridan Counties. All criteria have been met, and all agreements are in place. There is currently no collocation at either designated center due to limited space. Collocation will be considered if an opportunity presents itself. All mandatory signatures are on file with SWIB staff, as you can see by the table at the end of the proposal. Georgia Gibbs-Atkinson and Chris Wilhelm conducted the site reviews.

Ms. Gibbs-Atkinson reported the centers had wonderful computer stations and a pleasant group who do well for the community. Ms. Wilhelm advised there is a strong Economic Development partnership within the system. Ms. Richardson stated she was impressed by the BOS partners they have in such a large area.

Mr. DesRosier moved to recommend certification of the Eastern Plains Workforce System plan. Mr. Kelly seconded the motion, there were no abstentions, and the motion carried unanimously.

#### Southeastern Montana Community Workforce System

Southeastern Montana Community Workforce System is located in Miles City at the Job Service Workforce Center, and operated by Mike Bissell. This One-Stop System provides services throughout MACo District 3, covering Carter, Custer, Fallon, Garfield, Rosebud, Powder River, Prairie, and Treasure Counties. The Northern Cheyenne Reservation is located within this service delivery area. All criteria have been met, and all agreements are in place. All mandatory signatures are on file with SWIB staff, as can be seen by the table at the end of the proposal.

Mr. Bissell stated his belief that the S.E. Montana System has a strong relationship with the Community Management Team (CMT). One-Stop certification formalizes the strong partnerships which have been in the area since 1984. He reported that they are glad to have this opportunity and will move forward on issues of challenge in their communities such as transportation. Chair Copps, who performed the site review, reported that everything was in order.

Mr. Kelly moved to recommend certification of the Southeastern Montana Community Workforce System plan. Mr. DesRosier seconded the motion, there were no abstentions, and the motion carried unanimously.

### **Other Business**

Ms. Smith reported that the Cut Bank business plan was under staff review while Libby and Thomson Falls have not submitted a business plan but have expressed interest in becoming certified One-Stop Systems. Ms. Copps stated that, at this time, there are currently 15 certified One-Stop Systems and possibly 3 left for review and approval. She asked staff what additional, business remains for the committee before it considers dissolving. Chair Copps reminded the committee that the original intent was for the One-Stop Committee to be temporary as its primary goal was the establishment on One-Stop centers throughout Montana. Ms. Smith informed the committee that they will need to review the current process and criteria, develop an appeals process, and establish the recertification process.

### **Adjournment**

With no further business, the meeting was adjourned at 10:06 a.m.