

STATE WORKFORCE INVESTMENT BOARD ONE-STOP DEVELOPMENT COMMITTEE

March 20, 2008

MINUTES

Committee Members Present by Video/ Phone: Marty Copps, Chair; Mike DesRosier; Keith Kelly; Gail Richardson; Jeff Rupp; and Linda Woods.

Committee Members Absent: Dave Crum and Georgia Gibbs-Atkinson

Staff: Eamon Hansen and Danielle Nettleton

Guests: Sandy Hayes and Kim Blunt

Welcome and Introductions

Chair Marty Copps called the meeting to order at 3:07 p.m. Danielle Nettleton took roll call and addressed housekeeping items. Chair Copps stated she would relax Roberts Rules of Order to allow informal discussion among members.

Approval of Agenda

Chair Copps asked if there were any modifications to the agenda. Keith Kelly moved to approve the agenda as presented. Linda Woods seconded the motion which carried unanimously.

Approval of Minutes

Chair Copps asked if there were any modifications to the November 2, 2007 minutes. Gail Richardson moved to approve the November 2, 2007 meeting minutes. Mike DesRosier seconded the motion which carried unanimously.

One-Stop Certification Process and Criteria

Chair Copps reviewed the meeting materials and asked if there were any comments on the recommended clarifications to the One-Stop Certification Criteria and Process and the new tools for the Certification Assessment process. Ms. Woods asked if SWIB was going to allow One-Stop operators to review and comment before finalizing the documents. Ms. Nettleton stated the meeting documents had been posted on the SWIB website and no public comment had been received. Committee members reviewed the attachments and agreed that they looked good barring two grammatical changes. Committee members commented the new process was user friendly and simple to fill out. Ms. Nettleton stated that upon approval by the SWIB, the updated certification process and assessment forms will be posted to the SWIB website for one-stop operators and Community Management Teams to access.

Mr. Kelly moved to approve the Montana One-Stop Certification Process as amended. Ms. Richardson seconded the motion which carried unanimously.

Other Business

Chair Copps stated there are three Job Services working on One-Stop proposals in Libby, Thompson Falls, and Anaconda. SWIB staff will schedule the next committee meeting upon review of future business plans submitted. Mr. Kelly announced the Governor's Workforce Conference will be held in Billings on May 21 and 22.

Adjournment

With no further business, Chair Copps adjourned the meeting at 3:26 p.m.