

**Workforce Investment Board of Macon and DeWitt Counties
Executive Committee – One-Stop Operator Procurement Team Meeting**

Date: 3/30/2017

Time: 1:30 pm

Location: Conference Call

Members Present: Brian Lockwood, Mirinda Rothrock, Rebecca Harmon, Tim Harmon

Members Absent: Mike King

1. One-Stop Operator Overview

- a. Rebecca Harmon of Workforce Enterprise Services., Inc. (WES., Inc) provided team members with an overview of WIOA, the Joint Rule and TEGL 15-16's guidance of One-Stop Operator procurement.

2. Content Decisions

- a. The team discussed potential roles and responsibilities for the One-Stop Operator. The following were agreed upon; service coordination, reporting and performance, facilities and operation, one-stop center staffing.
- b. WES., Inc. will produce a draft of the MOU for review by the Team by April 11, 2017. The RFP will be released by April 28, 2017. The Team will meet the first week of June to rate the proposals.

3. Meeting Adjourned

- a. There being no further business the meeting was adjourned by Brian Lockwood.