



Workforce Development Board
Workforce Services Operations Committee
11/12/24 Meeting Notes

Members Present:

Julie Davidson – Committee Chair
Phil Hohnstein
Courtney Griesel
David Heavirland

Members Absent:

Steve Yamamori

Staff Present:

Ryan Kounovsky
Cindy Perry

Meeting called to order by J. Davidson at 3:00 pm. Meeting was adjourned at 3:48 pm.

Agenda:

- Committee to review the deliverable items in the One-Stop Operator Request for Proposal.

Discussion Items:

- General provisions of the technical requirements of the Request for Proposal were reviewed.
- The committee discussed and recommended added the following details into the Request for Proposal:
 - Adding in a requirement for the number of hours that are allocated toward this contract on a monthly basis.
 - Adding a requirement for regular in-person attendance at Local Leadership Team and Board meetings.
 - Creating project progress report check-ins.
 - Creating explicit expectations for the deliverables of the One-Stop Operator.

Next meeting:

- The next meeting will be November 18th at 1pm to be held virtually to discuss the Adult/Dislocated Work Services Request for Proposal.