

**One Stop Operator Procurement Workgroup
January 26, 2015
Minutes**

Meeting started at 2:00 PM with Cynthia Spell-Tweh, Charles Casey, Connie Fraijo and Gabe Loyola.

Apologies were expressed for miscommunication and not sending out notification to all and agenda prior to meeting. Agenda was reviewed and group began discussion on the One Stop Operator (OSO) Procurement.

Questions related to implementation time frame were discussed.

- Do new WIBs have to be appointed first?
- Do we begin procurement before Local Areas are designated?
- What is the definition of OSO Procurement?
- One part of Act says one thing another part says something else, which part do we follow?
- Local Areas have to work with City, County and Tribal Attorneys and it may get complicated, how do we make it simple, effective and efficient?

Charles Casey provided the section on OSO as it is written in state policy. (Attached)

Cynthia Spell-Tweh discussed issues related to local process of informing local elected officials and having to follow an established protocol. Thus, scheduling and briefings with local elected officials will take time.

Group discussed and agreed that since Arizona does not have any fiscal or programmatic issues as other states may have had in the past. The local areas should request a Waiver to accept the existing OSO in AZ. Connie agreed to send a Waiver form for group to consider (Attached).

The Waiver Request is Option A. If it is not accepted by USDOL we will fall back on finding simple locally driven solution.

As part of this discussion the group felt that the Local Area Designation is important and that we can use the process to articulate the Local Areas' desire to work cooperatively and establish some implementation principles.

The following recommendation for the Task Forces was discussed:

A letter from Local Area requesting designation should include:

1. Local Area Letterhead
2. Signed by Chief Elected Official
3. Indicate WIB has reviewed and recommended designation under WIOA
4. There are no program issues
5. There are no fiscal issues
6. Experience in carrying out program
7. WIB will continue to make recommendations to Local Elected Officials
8. In partnership with WIB to ensure proper transition and implementation of WIOA
9. Will continue working under the Local Business Plan approved by the Governor
10. Will work in partnership with the state to implement WIOA

Meeting adjourned at 3:00 PM.