

## One Stop Operator Request for Proposals Pre-Proposal Conference

May 19, 2020

### Opening Remarks – Sharon Johnson, SVWDB CEO

Sharon Johnson provided background information on previous One Stop Operator (OSO) contracts. Goodwill Industries of the Valley was awarded the first three year OSO contract and was also awarded a second three year OSO contract. The amount of each of the Goodwill contracts was \$10,000.

SVWDB consulted with Workforce Development Boards throughout Virginia to evaluate successful models for One Stop Operator. The SVWDB OSO contract is modeled after the Hampton Roads and Greater Peninsula workforce boards.

There are three Virginia Career Works Centers in the Shenandoah Valley region. The Harrisonburg center is a comprehensive center and will be the base for the OSO position. The Winchester Center is a certified affiliate center. The Fishersville Center, in the Southern part of region, is the smallest center and just an access point for services. The Fishersville center is owned by the Virginia Employment Commission and is currently being used to process unemployment insurance claims. The SVWDB will maintain a presence in Fishersville through co-location with VEC to be a Virginia Career Works center.

**RFP Timeline:** Proposals are due on May 29 by 1:00 p.m. On May 29<sup>th</sup>, the Proposals will go out to the Evaluation Committee members to individually evaluate proposals. The Evaluation committee receives a packet with the RFP, proposals received, references and evaluation sheet. The Evaluation Committee members will individually send their evaluations to Board staff to provide results in a meeting packet to the Executive and Finance Committees for their review, discussion and final decision.

There is a new requirement of an 80% threshold for the proposal to move forward to the Executive and Finance Committees for consideration. For the proposal to advance forward, there has to be a cumulative score of at least 80 out of 100 points. awarded through the Evaluation Committee's evaluation process. References are called and results are included in the Evaluator's and the Executive and Finance Committee's review packets.

The amount of the contract is \$25,000 for a part-time OSO staff member. Based on the design of the proposal we anticipate the part-time position to be filled by a local person with access to the Harrisonburg Center. The Workforce Board wants to be part of the hiring and selection process to make sure the OSO is a good fit. The OSO will work closely with the Board staff liaison and the VEC manager.

As a continuous improvement effort, the SVWDB is looking for best practices and innovation and wants an OSO to review and offer recommendations for improvements. For example, the OSO will work with partners to achieve Center recertification. The board and partners would like to learn about best practices for conducting Center certification. The OSO will oversee the Virginia My Journey Portal, a new online resource for job seekers to access resources and receive referrals to workforce resources. The OSO will coordinate partners and make referrals to partners.

**Questions:** There were no questions from conference participants.