

**Northwest One Stop Operator/Program/Fiscal Monitoring Procurement Task Force
Minutes of January 13, 2022 Meeting**

The Northwest One Stop Operator/Program/Fiscal Monitoring Procurement Task Force met on January 13, 2022, at 3:00 p.m. via Zoom.

Attending the meeting were Bo Phillips, John Dyess, Kelley Sharp, Patty Methvin and Joe Willis.

MS. METHVIN reviewed procurement process to date.

MS. METHVIN went through the score sheet line by line and tallied the scores from the Task Force members. All scores were rated acceptable or exceeds expectations.

MR. BO PHILLIPS made the motion to recommend to the full Workforce Board that Northwest accepts the bid and contracts with Hightower Workforce Initiatives to monitor the One Stop Operator, Program and Fiscal files. MR. KELLEY SHARP seconded the motion. The motion carried.

MS. METHVIN let the Task Force know that she will be sending dates and times out for a called NW Workforce Board meeting to ratify the Task Force's recommendations.

MR. PHILLIPS made the motion to adjourn. MR. SHARP seconded the motion. The motion passed.

John Dyess, Chair