



Charleston One-Stop
1321 Plaza East
Charleston, WV 25301



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September 20, 2018
10:00 am – 12:20 pm

ONE-STOP OPERATOR MEETING NOTES

BridgeValley Conference Room ATC 136

The One-Stop Partners met at BridgeValley Advanced Technology Center Conference Room ATC 136, for the Quarterly meeting on September 20, 2018.

S. K. Miller welcomed all to Quarterly One-Stop Meeting hosted by herself and Loyd Casto.

Each partner was given an opportunity to introduce themselves and the organization they represent. One goal is to know each other and the organizations

Presentation: Alesia Hairston, job Developer with West Virginia Department of Health and Human Services.

Alesia explained the SNAP and why they need us a partners. SK thanked Alesia for a very informative presentation.

Amy: Common intake forms was discussed and ask for comments and suggestions on the forms. Also ask for the forms to pick submitted monthly to Loyd Casto at the One Stop.

Update on the One Stop/Plaza East: Tamera discussed that the counters are being lowered and a new front door in going in.

SK on the updated MOUs we now have MOUs on the four mandated partners on file and need to collect any updates quarterly. Loyd talked about not too many surveys forms however had a couple great surveys.

Loyd talked about looking for new partners and working with our existing partners.

SK ask what is working at the One-Stop so we can continue with that Enact stated they meet their clients there and works out great.

Need to re-visit the partner's hours on site on Thursday having the partners on site all day or set hours.

Upcoming events:

High School College Fair will be October 2nd @ Charleston Civic Center

Transition Job Fair October 29th and 30th @ 9:30 am at BridgeValley

Minority Job Fair on October 24th at the Charleston Civic Center

HRDF moving September 28th to their new building on Leon Sullivan Way, the Building Trades Building on the first floor.

Loyd and Amy are working on a power point for the One Stop.

Next Meeting presentation will be from Evie Williams with US Department of Housing and Urban Development.

Having asked for final words and hearing none, the meeting adjourned at 12:20.

Attachments:

[Next Meeting: Thursday, December 13, 2018 \(10:00\) BridgeValley Community and Technical College](#)

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