

Mendocino County Workforce Investment Board

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May 19, 2000

TO: One-Stop System Partners

FROM: Susan Roberts, WIA Coordinator

SUBJECT: Memorandum of Understanding for Mandated One-Stop Partners

Attached is the WIB-adopted MOU for you to review, complete, sign and return to me by June 7, 2000. If you do not have signatory authority for the MOU, please inform me when you will be able to have it signed and returned.

Even if you can't sign the MOU, please complete Attachment A and return it to me by June 7, 2000. If you have also developed a cost allocation plan, include that as well.

This memo will be distributed to non-mandated system partners whose participation in the one-stop system is crucial to the development of a comprehensive collaborative network of providers. It is hoped that many of them will wish to complete the MOU to identify their contributions.

Please contact me at the above address if you have any questions or concerns. My e-mail address is robertss@mcdss.org. I appreciate your assistance.