



2 South Main Street 2<sup>nd</sup> Floor Pleasantville, NJ 08232  
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### Request for Certification of the Atlantic County One Stop Career Center

Dear Sir or Madam,

The Atlantic County Workforce Development Board submits this letter of transmittal to request the approval of the local certification of the Atlantic County One Stop Career Center for the time period 2018 to 2020, as is required by Section 121 of the Workforce Innovation and Opportunity Act.

Consistent with the principles of the Malcolm Baldrige National Quality Award, Atlantic County's One Stop Certification process was comprehensive and explored all aspects of operation. From the beginning of the certification process, One Stop partners have played a critical role in the implementation and delivery of One Stop services. All partners have a shared vision which is prominently displayed in the Partner MOU that is part of the certification packet. The areas annual plan is used as a guide for service implementation and future service delivery. The South Jersey Workforce Collaborative created the workforce development regional plan and regularly meets to discuss regional needs within our collective workforces.

Since early last year, (2019) local One Stop partners have been meeting regularly to discuss area education, job, training and workforce needs. In addition, the local employment services, business services representative, state technical assistant, one stop coordinator and workforce development board director would meet to discuss current activities and strategize about future plans for customer engagement, job matching and job placement.

This certification also includes supportive documentation for performance and policy related to ongoing service delivery, review of monthly service levels, training completion, certifications obtained and job placement achieved all help guide the continuation of service delivery.

All monitoring and audit reviews are incorporated into the planning process for future services and are evaluated by members of the management team and the One Stop Coordinator.

Overall, the Atlantic County One Stop Career Center is a comprehensive facility for meeting the workforce needs of adult, dislocated workers, youth, public assistance recipients, veterans, returning citizens, people with

disabilities, and job seekers. It is through the coordinated and collaborative efforts of all staff and partners, that the service delivery occurs.

Documentation related to this certification request can be found at the Atlantic County Workforce Development Board website at: [www.AtlanticCountywdb.com](http://www.AtlanticCountywdb.com)

All questions and comments related to this certification request should be given to:

Francis F. Kuhn  
Executive Director  
Atlantic County Workforce Development Board  
2 South Main Street, Pleasantville, NJ 08232  
(609) 485-0153 ext. 4805

Thank you for your time and attention to this request for certification.

Francis F. Kuhn,  
Executive Director  
Atlantic County Workforce Development Board