

TO: Executive Committee

DATE: 12/07/09

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: Ad Hoc Committees' Responsibilities

PROPOSED MOTION(S): That the Executive Committee define the roles of the Quality Employment and Development Committee and the Economic Development Committee.

DISCUSSION: There are currently two ad hoc committees with duties and responsibilities that occasionally overlap. It is necessary to define the goals and function of each committee so there is not a duplication of efforts. The Economic Development Committee was developed to adhere to the Workforce Investment Act that mandates that local Workforce Investment Areas coordinate their activities with economic development strategies in that area. Given the changing economic climate, new legislation and current uncertainties of future strategies, it may be necessary to redefine the role of this committee. There may be a need to expand the scope of the committee as well as narrowing and/or defining the specific functions of the committee.

The Quality Employment and Development Committee was developed and expanded from the previous Recertification Ad-Hoc Committee. While the recertification of our One-Stops was successfully achieved for a three-year period, it is an ongoing commitment towards improvement. As of late, the committee has been reviewing potential grants, performance measures, participant numbers, customer satisfaction surveys, certain policies, and other projects as they arise.

There has been some overlap and uncertainty on the duties that each committee has been assigned or undertaken. There is a need to define their functions to alleviate these uncertainties and overlaps.

ATTACHMENT(S): N/A