



# WIB MEMBER ORIENTATION

# Principles of The System

- Streamlined Services
- Universal Access
- State and Local Flexibility
- Strong Role for Business
- Accountability
- Demand-Driven System

# Purpose

- Provide Workforce Investment Activities
- Through State and local workforce systems
  - Increase
    - employment
    - retention
    - earnings
    - occupational skills
  - Improve the workforce & reduce poverty

# The State Board

## The Governor

2 Members of each chamber appointed by presiding member

## Governor Appoints

- **Private Sector Members**
  - Nominated by business organizations
  - From business with employment opportunities
  - Owners or CEOs
- **City & County elected officials**
- **Labor organizations**
- **Youth Organizations**
- **Community college, CBO's or organizations with work force expertise**
- **Lead state agencies for one stop partners**
- **Other state agency officials such as Juvenile Justice and Economic Development**

# State Board Duties

- Create State Plan (single strategy)
- Designate Local Areas
- Establish/Negotiate Performance Measures
- Review Local Plans
- Create Employment Data System

# Local Elected Officials

## (Merced County Board of Supervisors)

- Request designation as Workforce Investment Area
- Appoint Local Workforce Investment Board (LWIB)
- Enter into agreements with each other (if regional)
  - To assign responsibilities for board appointment
  - To assign elected official responsibilities
- Approve local plans (shared responsibility with LWIB)
- Designate, Certify, or Terminate Employment Resource Center (ERC) One-Stop Operators (shared with LWIB)
- Approve local Board budget
- Provide oversight (shared with LWIB)

# Local Elected Officials (Merced County Board of Supervisors)

- Grant recipient
  - Disburse funds for workforce activities upon local Board direction (guidance on the use of funds)
  - May appoint another local grant recipient or fiscal agent
  - Elected officials remain liable and ultimately responsible for how funds are used
  - Is responsible to the electorate to prudently and effectively use the funds for the good of the community
- Liable for misuse of funds
  - Can agree to have Governor act as local grant recipient in which case State is liable

# Local Elected Officials

## (Merced County Board of Supervisors)

- Negotiate local performance with State Board (with LWIB)
- Allow Boards to be ERC One-Stops and/or deliver intensive services (Waiver process - requires Governor's Agreement)
- Appoint members of the Youth Council (with WIB)
- Consult with governor on in-state allocation formulas
- Concurrence and agreement with WIB decision making

# Local Workforce Investment Boards

- One for each Workforce Area
- Certified by the Governor
  - Governor and State Board set criteria for appointment
- Set policy and oversight for the local area [with Local Elected Official (LEO)]

# Local Workforce Investment Boards

- **Certification**
  - Once every two/three years
  - After first designation - Based upon meeting performance and continuous improvement
- **De-certification**
  - Failure to meet local performance measures for 2 consecutive years
  - Fraud or Abuse
  - Failure to carry out functions of the board

# Local Workforce Investment Boards

- Must hold public meetings and make available the development of specific policies and minutes upon request
  - Sunshine Provisions & Brown Act
- Cannot mandate curricula for schools

# Local Workforce Investment Boards

## Composition

- Majority business
  - Owners/executives
  - Business with job opportunities
  - Nominated by trade or business organizations
- Education
- Community based organizations
  - Veterans
  - Disabilities
- Labor organizations
- Economic Development
  - Public
  - Private
- Representatives of each ERC One-Stop partner
- Others as selected by local elected official

## Functions of Local Workforce Investment Boards (cont)

- Budget for carrying out its duties (with LEO)
- Guidance for disbursements of funds
- May employ staff (see WIB/LEO Agreement)
- Oversight – require local elected officials concurrence/agreement with decision making (shared with LEO)
- Negotiate local performance measures (with LEO & State WIB)

## Functions of Local Workforce Investment Boards

- Require public participation in decision making
- Develop employer linkages and coordinate economic development strategies
- Connecting, brokering, coaching through the ERC One-Stop & others to assist employers with hiring needs

## Functions of Local Workforce Investment Boards

- Local Plan (with LEO)
- Select ERC One-Stop operators and providers (with LEO)
  - Certify, designate and/or terminate
- Competitive selection of youth providers
  - Upon recommendation of Youth Council
- Identify eligible providers of training services
- Identify intensive service providers
  - If it is not the ERC One-Stop
  - Implement through contracts

# WIB Strategic Partnerships

- Economic Development
- Education
  - BEAM (Business and Education Alliance of Merced County)
  - P-16 Council/Pre-School – Grade 16
- Regional
  - CCWC (Central California Workforce Collaborative)

# Conflict of Interest

[20 CFR 667.200(a)(4)]

- Board members who have a conflict of interest:
  - Shall be either
    - Disqualified from further Board membership
    - Disqualified from participating in Board decision
  - When disqualified for conflict of interest, disqualification must be announced at the meeting

## Conflict of Interest (cont)

- A WIB member may not vote/participate in the decision making of the following:
  - Provision of services by same member or entity that member represents
  - Result in direct financial benefit or loss to member or family member

## Conflict of Interest (cont)

- All members subject to:
  1. Political Reform Act of 1974 Revised 2011
  2. Fair Political Practices Commission
  3. California Government Code Section 1090 et seq. (conflicts of interest in the contract-making process)
  4. Board's Rules covering conflict of interest and disclosure of economic interests

# California Form 700

- **Statement of Economic Interests**
  - **Covered Under Fair Political Practices Commission**
  - **All WIB members must file yearly and must file when leaving the WIB**

# Prohibitions under Title I of the Workforce Investment Act, Federal Register 667

Funds may **not** be spent on:

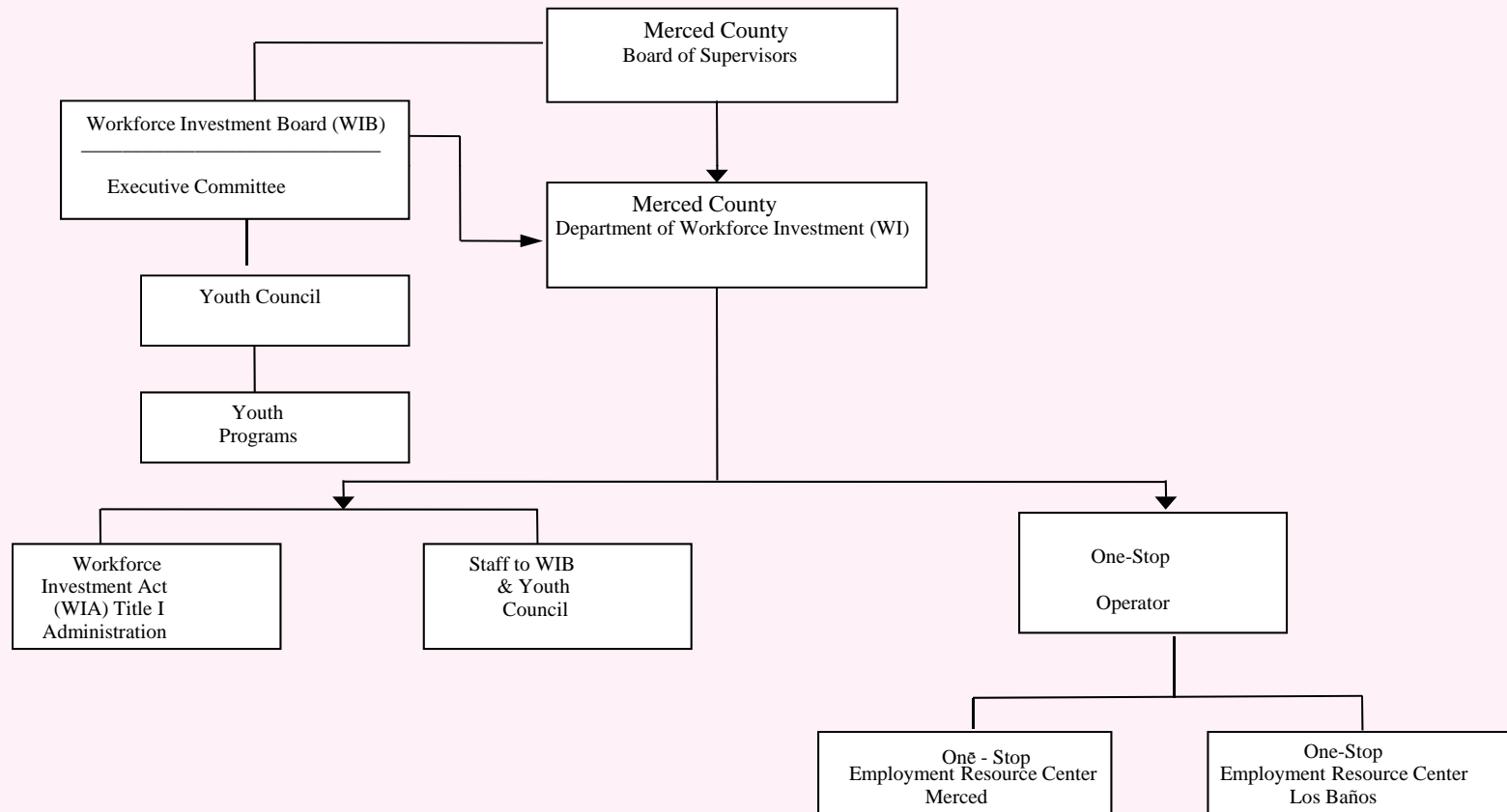
- Employment generating activities, economic development, and other similar activities, unless they are directly related to training for eligible individuals.
- The wages of incumbent employees during their participation in economic development activities provided through the Statewide workforce Investment system.
- Public Service Employment, except to provide disaster relief employment.
- Foreign travel.
- Employment and training of participants in sectarian activities.

## Prohibitions under Title I of the Workforce Investment Act, Federal Register 667 (cont'd)

Funds may **not** be spent on:

- The encouragement or inducement of a business to relocate from any location in the United States, if the relocation results in any employee losing his or job at the original location.
- Customized training, skill training, or on-the-job training or company specific assessments of job applicants or employees of a business or a part of a business that has relocated from any location in the US, until the company has operated at that location for 120 days, if the relocation has resulted in any employee losing his or her jobs at the original location.

# Merced County Workforce Investment Area Organizational Chart



# Local Workforce Investment Board Goals Adopted in 2006

## Goal 1:

Comprehensive programs for employment and life skills for youth and adults

## Goal 2:

Facilitating resources and networks to help business succeed

## WIB Goals (cont)

### Goal 3:

Influence workforce legislation and regulations

### Goal 4:

Improve ERC One-Stop effectiveness and quality

## WIB Goals (cont)

### Goal 5:

Board development strategies, public awareness and outcomes

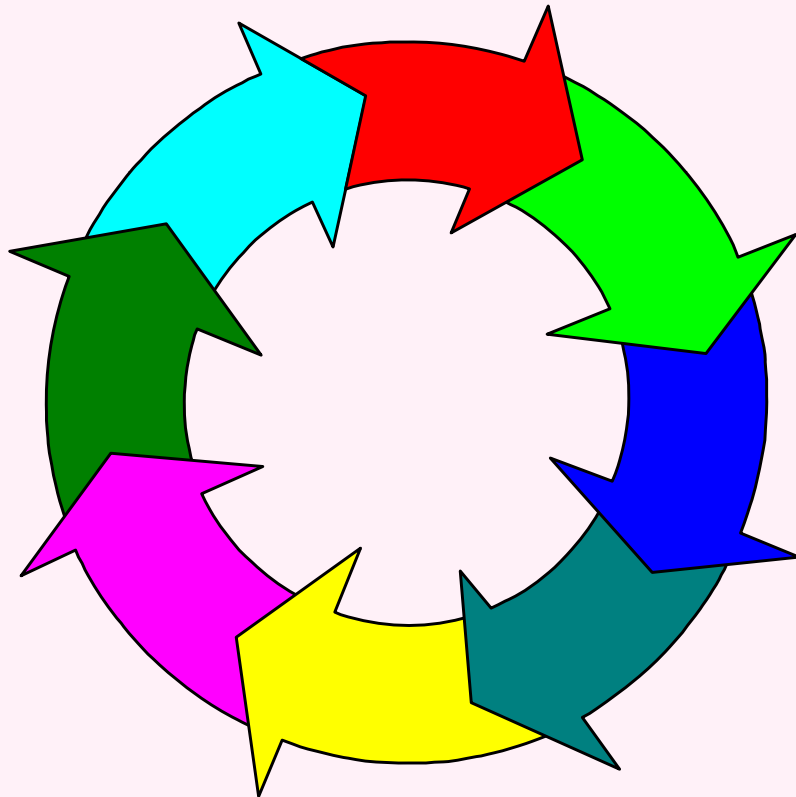
### Goal 6:

Capacity in WIB system to gather business data

# WIA Partners

- Sit on the Local WIB
- Must sign a Memorandum of Understanding with local WIB
- Contribute resources to the system (not WIA contracted services funds)
- Allocate resources to core services
- Use the ERC One-Stop system as a front door

# Worknet System



- Partners make the ERC One-Stop

# Worknet Partners:

- California State Department of Rehabilitation
- CVOC (Central Valley Opportunity Center)
- Economic Development Agencies
  - Commerce, Aviation and Economic Development
  - Merced County Economic Development Corporation
- EDD - Los Banos/Merced (Employment Development Department)

» Continued

## **Worknet Partners** (continued)

- Service Corps of Retired Executives (SCORE)
- Housing Authority of the County of Merced
- Job Corps
- MCOE (Merced County Office of Education)
- Merced Adult School
- Merced College
- WI (Merced County Department of Workforce Investment)

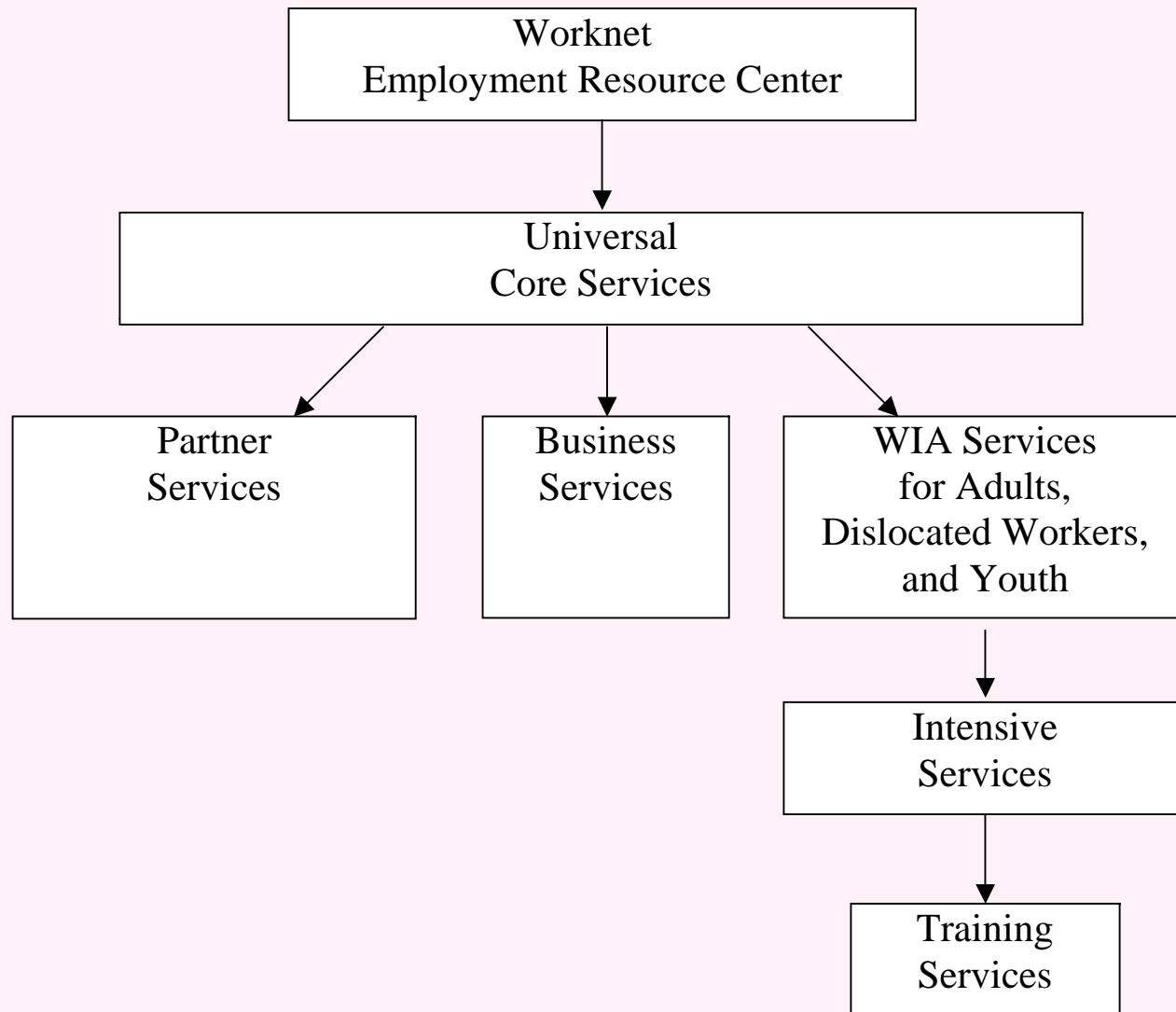
## **Worknet Partners** (continued)

- **Community Action Agency**

# Worknet ERC One-Stop Oversight

- Workforce Investment Board -Appointed by the Board of Supervisors (LEO)
- ERC One Stop Operator - Appointed by LEO and WIB and is Merced Department of Workforce Investment
- ERC One Stop Governing Body - Merced Worknet Leadership Team

# Worknet ERC One-Stop Services



# Who are the customers ?



- Business
- Adults - 18 and older – registered for selective service, right to work, I9
- Disadvantaged Youth- 16 to 21 years
- Dislocated workers - laid off, plant closure, self employed or a displaced homemaker

# Worknet ERC One-Stop Services

- **Business Services**
- **Core Services** – universal access for all job seekers at no cost
- **Intensive Services** – must be WIA eligible to receive career guidance, a written career plan and comprehensive assessment
- **Training Services** – must be eligible for vocational training and on-the-job training (OJT)

# Business Services

- Recruitment
- Applicant screening
- Applicant assessment
- Applicant testing
- Employed worker/  
upgrade skill training
- Information on Hiring  
Tax Credits
- Customized Training
- Rapid response for  
workforce reduction
- Rapid response for  
workforce expansion
- Labor market information
- Vocational Training for  
qualified individuals
- Translation
- Enterprise Zone  
Assistance

# Core Services

- **Assisted Job**
  - Development
  - Referrals
  - Search, Placement
  - Workshops
- **Eligibility**
- **Employment & Labor Market information**
- **Financial Assistance Information**
- **Filing unemployment**
- **Follow-up**

# Intensive Services

- Comprehensive / special assessment
- Career counseling
- Individual Employment Plan
- Case Management
- Life skills
- Basic Skills Improvement and/or GED preparation



# Training services



- Occupational skills
- On-the-job training
- Entrepreneurial
- Skills upgrade/retraining
- Job readiness training
- Adult Education

# Individual Training Accounts = ITA's

- Customer choice
- State approved eligible training provider list
- Performance and cost information
- Training in demand occupations

# Youth Councils

- A subgroup of the local board
- Membership
  - WIB members (5)
  - Representatives of public housing authorities
  - Parents of eligible youth
  - Individuals including former participants, representatives of organizations with experience relating to youth activities
  - Other individuals agreed to by the Board Chair and the elected officials

# Youth Councils

- Youth Council members who are not WIB members can only vote at the Youth Council
- Duties
  - Developing the parts of the Local Plan applicable to eligible youth
  - With Board Approval
    - Recommending youth providers
    - Oversight of youth providers
  - Coordinating youth activities
  - Other duties as assigned by the Chair

# Youth Councils Goals

- Develop and implement an outreach program for youth to increase their knowledge of programs and services available to youth.
- Provide oversight for all WIA Youth programs and assure goals, objectives, and timelines are being met.
- Research and evaluate the best practices and current indicators for success of state and national youth programs.

**Thank You**