

**TO: Workforce Investment Board**

**DATE: 3/27/03**

**FROM: Program Planning and Development  
Committee**

**For Action**

**For Information**

**For Discussion**

**SUBJECT: Updated Purpose of Program Planning and Development Committee.**

**PROPOSED MOTION(S): For Information.**

**DISCUSSION: On February 26, 2003, the Program Planning and Development Committee created an updated version of its purpose. It blended the purposes of its predecessors and suggestions from current members into a workable form. It reads as follows:**

**“The purpose of the Program Planning and Development Committee is to assess current programs and policies, and recommend modifications, dissolutions, or new creations, as required, to fulfill the appropriate goals and objectives of the Workforce Investment Board (WIB). The committee develops and recommends new plans for programs and associated policies to insure WIA operational success. The committee focuses on establishing and maintaining critical linkages with education, economic development, business and the community to insure that Workforce Investment goals are aligned and consistent. The committee oversees relevant research for essential data; proposes and provides oversight of marketing efforts to reach customers, constituents and stakeholders; investigates value relationships between resources spent and activity results; and promotes best practice initiatives for WIB consideration.”**

**ATTACHMENT(S): None.**