

TO: The Workforce Investment Board

DATE: 11/16/00

**FROM: Workforce Investment Board
Executive Committee**

- For Action**
- For Information**
- Meeting Notes**

SUBJECT: Authorization for Workforce Investment Board (WIB) Chair

PROPOSED MOTION(S): That the WIB authorize the WIB Chair to sign applications, letters of Intent, and other documents required to apply for grants when the time frame prohibits action by the full WIB. Further, acceptance of any grant awarded will be contingent upon approval of the WIB.

DISCUSSION: On many occasions grant opportunities are made available that require quick turnaround time for submission. Many of these grant applications require WIB approval and signature of the WIB Chair. At the Executive Committee meeting on 11/06/00, this issue was discussed, and a recommendation was developed to request that the WIB authorize the WIB Chair to sign any document(s) that are required for submission of a grant that seems appropriate and compatible with WIB goals when the application must be submitted prior to the next scheduled meeting of the WIB.

Any grant awarded under this scenario would not be accepted without the subsequent approval of the full WIB.

ATTACHMENT(S): None.

