

COMPOSITION OF THE WORKFORCE INVESTMENT BOARD

7.01 The members of the WIB are selected by the chief local elected officials and shall conform to all requirements of the WIOA 107(b)(2), including, but not limited to:

- a. *Business Representatives* – At least the majority (51%) of WIB membership must be representatives of business in the local area. The business representatives shall include owners of businesses, chief executives or operating officers of business or other business executives, including small businesses, business organizations, or human resources executives with optimum policy-making or hiring authority that provide employment opportunities in in-demand sectors or occupations as defined in WIOA. At least two members must represent small business as defined by the U.S. Small Business Administration. Efforts will be made to include broad representation of businesses throughout the City/County, consisting of both large and small employers. Business representatives are appointed from among individuals nominated by local business organizations and business trade associations.
- b. *Workforce Representatives* – At least twenty percent (20%) of WIB members must be workforce representatives. At least two or more members must be representatives of labor organizations nominated by local labor federations. At least one member must be a representative of a joint-labor management or union-affiliated registered apprenticeship programs.
- c. *Education Partners* – The WIB must include one representative from each of the following (i) an eligible training provider administering adult education and literacy activities under WIOA title II (ii) an institution of higher education providing workforce investment activities, including community colleges. Each of these representatives must be nominated from among these entities.
- d. *Governmental and economic and community development entities.* The WIB must include at least one representative from each of the following:
 - Economic and community development entities
 - Washington Employment Security Department
 - Washington Department of Vocational Rehabilitation
- e. Membership may include other individuals or representatives of entities as the CLEOs, in partnership with the WIB, may determine to be appropriate. A single member of the WIB may be appointed as a representative of more than one entity on the WIB if the individual meets all the criteria for representation in accordance with WIOA.

FUNCTIONS/DUTIES OF THE BOARD

- a. In partnership with the CLEOs, convene local workforce development system stakeholders to assist in the development of the local plan under § 679.550 and in identifying non-Federal expertise and resources to leverage support for workforce development activities.

- b. Conduct research and regional labor market analysis related to the workforce needs of the regional economy and other areas of research and analysis as the WIB, after receiving input from a wide array of stakeholders determines to be necessary to carry out its functions;
- c. Lead efforts to engage with a diverse range of employers in the region in order to ensure that the workforce development system meets employer needs and foster employer use of the workforce development system,
- d. Negotiate local performance measures with the CLEOs and the Governor;
- e. Develop a budget for the activities of the WIB with approval of the CLEOs and consistent with the local workforce development plan and the duties of the WIB under section 107;
- f. Conduct oversight, in partnership with the CLEOs, of the use and management of WIOA funds, including ensuring the appropriate management and investment of funds to maximize performance outcomes under WIOA section 116;
- g. Negotiate with the CLEOs and required partners on the methods for funding the infrastructure costs of WorkSource System in the local workforce development area in accordance with 20 CFR § 678.715. Under the local mechanism, local partners can contribute amounts more than the limitations contained under the State funded infrastructure mechanism at sec. 121(h)(2)(D)(ii) of WIOA;
- h. Select operators of the local WorkSource system, select providers of training and career services, and conduct oversight of local WIOA programs;
- i. In collaboration with secondary and postsecondary education programs, lead efforts in Seattle/King County to develop and implement career pathways and programs of study within the local workforce development area;
- j. Develop strategies for using technology to maximize the accessibility and effectiveness of the local workforce development system for employers, workers and job seekers.