

Chart of Responsibilities

Elected Officials	Elected Officials/Workforce Board	Workforce Board
Identify the chief local elected official	Approval of non mandatory OS partners	Elects their chair
Enter into agreements with each other	Comment on the State Plan	Create standing committees and appoint members
Serve as or designate a sub-grant recipient	Negotiate the performance measures	Direct the activities of the standing committees
Grant voting privileges to non- board members	Regional planning	May Solicit and accept grants and donations from non-federal sources
Select the fiscal agent	Set policy for the local area	Determine and contract for Career Services Providers (May be the City)
Request local area designation from the state	Enter into an agreement with each other regarding their roles and responsibilities	May incorporate, and may operate as a not for profits
Create by-laws with respect to the appointment process	Work with the Governor in a disaster	May hire staff subject to salary caps
Appoint workforce board members	Develop the local 4 plan and 2 year modifications	Must annually assess the physical and program accessibility of all local OS centers
	Oversight	Determine local procedures regarding approval and performance of eligible training providers
	Select and Terminate One-Stop Operator	Implement pay for performance contracts for the 14 youth elements
	Agree to the Board serving as the one stop operator	Transfer funds between adult and dislocated worker with state approval
	Develop Board Budget	Set the adult priorities – must be in the plan
	Develop and enter into an MOU with the OS partners	Determine occupations in demand
	Approve optional OS partners	Decide to award class size training contracts
	Negotiate OS infrastructure costs	Decide Ojt Reimbursements
		Decide to set aside funds for incumbent worker training
		Decide non federal contribution for incumbent worker training

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		Decide to use 10% of the Adult / DW allocation for transitional jobs
		Use funds for employer services in collaboration with the OS
		Decide to offer services on a fee basis
		Analyze economic conditions Analyze and use statewide Wagner Peyser labor market information
		Research, data collection, and analysis of the local workforce needs With input from stakeholders
		Engage Employers
		Convene stakeholders
		Lead efforts to develop and implement career pathways
		Identify and promote strategies and initiatives To meet employer, worker and jobseekers needs
		Share proven and promising best practices
		Facilitate OS Partner Integration
		Leverage local resources and capacity
		Provide Framework Youth Services
		Select and Terminate Youth Providers
		Review Adult Education Provider Applications
		Implement Cooperative Agreements with the Core Partners