

Criteria for Appointing Members to a Workforce Development Council

The Workforce Investment Act of 1998 directs Chief Local Elected Officials (CLEOs) to appoint members to the Workforce Development Council in their local area. In 1999 Governor Gary Locke established the membership composition criteria for Workforce Development Councils in accordance with federal guidelines [WIA Sec. 117 (a), (b) and (i)] and with additional criteria recommend by the Workforce Training and Education Coordinating Board.

Governors certify Workforce Development Councils every two years. Governor Christine Gregoire certified the current councils in June 2012. Council certification will occur again in the spring of 2014.

As with all volunteer councils, members of local area Workforce Development Councils, move from the area, retire, resign or term-out. Council staff provide CLEOs with a variety of technical supports so that full council membership is maintained. Council staff are responsible to track council vacancies, coordinate nomination processes according to nomination rules specified by the Governor, and assure that membership criteria remains in compliance with federal and state membership composition criteria.

Membership Criteria

There are two types of Workforce Development Council structures; each having their own criteria for membership selection.

1. The following membership criteria (WIA Sec 117(i)) apply to:

- Olympic Workforce Development Council
- Northwest Workforce Development Council
- Tacoma-Pierce County Workforce Development Council
- North Central Workforce Development Council
- South Central Workforce Development Council
- Eastern Washington Partnership Workforce Development Council
- Benton Franklin Workforce Development Council
- Spokane Area Workforce Development Council

Membership Categories and Appointment Criteria	Required Number of Members
<p style="text-align: center;">Business</p> <p>Business representatives, appointed to the Council, must be individuals who are owners of businesses, chief executives or operating officers of businesses, and other private sector executives (including business associations) with optimum/maximum "within region" policy or hiring authority.</p> <p>Additional state criteria established in 1999: Business members must include at least three representatives of businesses with substantial employment and at least three representatives of small businesses employing fewer than 50 employees. CLEOs are encouraged to select representatives from key economic sectors in the area and employers with highly regarded human resource practices. Local business organizations and associations must nominate individuals, and CLEOs must appoint members from among the nominees.</p>	<p>Business members must constitute a majority (at least 51 percent) of council members appointed.</p>

Labor	
Local Council membership must include at least three labor representatives. Labor representatives must be nominated by central labor councils.	At least three.
Education	
Education representation on the local Council must include: <ul style="list-style-type: none"> • At least two representatives of postsecondary education. • At least two representatives of K-12. Appointments may include representatives of local educational entities, including representatives of local education agencies, local school boards, entities providing adult education and literacy activities, and postsecondary education institutions including community and technical colleges. Educational representatives must be selected from among individuals nominated by regional or local educational agencies, institutions, or organizations representing such local educational entities.	At least four.
Other Council Members	
Membership on the local Council must include at least one representative of each of the following: <ul style="list-style-type: none"> • State vocational rehabilitation agencies. • Public assistance agencies. • Economic development agencies. • Community-based organizations (including organizations representing individuals with disabilities and veterans, for a local area in which such organizations are present). • The Public Employment Service. 	At least one representative of each of the entities listed.

2. The following membership criteria (WIA Sec 117(b)) apply to:

- Pacific Mountain Workforce Development Council
- Snohomish County Workforce Development Council
- Workforce Development Council of Seattle-King County
- Southwest Washington Workforce Development Council

Membership Categories and Appointment Criteria	Required Number of Members
<p style="text-align: center;">Business</p> <p>Business representatives, appointed to the Council, must be individuals who are owners of businesses, chief executives or operating officers of businesses, and other private sector executives (including business associations) with optimum/maximum “within region” policy or hiring authority.</p> <p>Additional state criteria established in 1999: Business members must include at least three representatives of businesses with substantial employment and at least</p>	Business members must constitute a majority (at least 51 percent) of council members appointed.

<p>three representatives of small businesses employing fewer than 50 employees. CLEOs are encouraged to select representatives from key economic sectors in the area and employers with highly regarded human resource practices. Local business organizations and associations must nominate individuals, and CLEOs must appoint members from among the nominees.</p>	
<p style="text-align: center;">Labor</p> <p>Local Council membership must include at least three labor representatives.</p> <p>Labor representatives must be nominated by central labor councils.</p>	<p>At least three</p>
<p style="text-align: center;">Education</p> <p>Education representation on the local Council must include:</p> <ul style="list-style-type: none"> • At least two representatives of postsecondary education. • At least two representatives of K-12. <p>Appointments may include representatives of local educational entities, including representatives of local education agencies, local school boards, entities providing adult education and literacy activities, and postsecondary education institutions including community and technical colleges.</p> <p>Educational representatives must be selected from among individuals nominated by regional or local educational agencies, institutions, or organizations representing such local educational entities.</p>	<p>At least four</p>
<p style="text-align: center;">Community-Based Organizations</p> <p>Local Council membership must include representatives for community-based organizations (including organizations representing individuals with disabilities and veterans, for a local area in which such organizations are present.</p>	<p>Two or more</p>
<p style="text-align: center;">Economic Development Agencies</p> <p>Local Council membership must include representatives of economic development entities, including private sector economic development entities.</p>	<p>Two or more</p>
<p style="text-align: center;">WorkSource Partners (WIA Sec. 121(b)(1))</p> <p>The required One-Stop/WorkSource programs and activities are:</p> <ul style="list-style-type: none"> • WIA Title I-B services to youth, adults, and dislocated workers. • WIA Title I-C Job Corps. • WIA Title I-D Native American programs. • WIA Sec. 121(b)(1)(B)(i) Veteran’s workforce programs. • Programs authorized under the Wagner-Peyser Act. • WIA Title II Adult education and literacy activities. • Vocational rehabilitation programs authorized under Parts A and B of title I of the federal Rehabilitation Act. • Welfare-to-Work programs. • Senior community Service Employment programs. • Postsecondary vocational education activities under the Carl D. Perkins Vocational and Applied Technology Education Act. • Trade Adjustment Assistance and NAFTA programs. • Local Veteran’s Employment Representatives and Disabled Veterans Outreach programs. 	<p>Council members to include One-Stop representation (see clause near bottom of left column</p>

<ul style="list-style-type: none"> • Employment and training activities carried out by the Department of Housing and Urban Development. • Programs authorized under state unemployment compensation laws. <p>WIA Sec. 661.315 requires the local Council contain at least one member representing each One-Stop/WorkSource partner entity if the entity or program exists within the Workforce Development Area. Note: Any entity serving as the grant recipient of two or more of the programs and activities carried out by the One-Stop partners [WIA Sec. 121(b)(1)] may be represented by a single individual (WIA 12-16-98 rule).</p>	
<p style="text-align: center;">Others</p> <p>The local Council may include individuals or representatives of other appropriate entities, including entities representing individuals with multiple barriers to employment and other special populations, as determined by the Chief Local Elected Officials.</p>	<p style="text-align: center;">Locally determined</p>