

**Workforce Innovation and Opportunity Act (WIOA)
Task Force Charter**



**SUBCOMMITTEE ON LOCAL GOVERNANCE AND SECTOR STRATEGIES TO CLOSE SKILL GAPS IN
THE WORKPLACE**

Regions Task Force

Purpose and Mission

Complete the deliverables within given timelines and to develop recommendations to present to the WIOA Subcommittee on Local Governance and Sectors for review and subsequent submission to the steering committee.

This task force will provide advice to the subcommittee advance Governor Inslee's charge to the Workforce Board to focus on achieving three fundamental goals for the state's workforce development system:

- *Help more people find and keep jobs that lead to economic self-sufficiency, with a focus on disadvantaged populations.*
- *Close skill gaps for employers, with a focus on in-demand industry sectors and occupations.*
- *Work together as a single, seamless team to make this happen.*

Time Commitment

Currently, 3 to 4 meetings are anticipated between March and June 30, 2015. With deliverables presented at each subcommittee meeting

Task Force Responsibilities

- Develop initial regional boundary scenarios for subcommittee review
- Recommend a process for vetting with local elected officials and WDCs
- Work with subcommittee to vet regional boundary scenarios with locals
- Make final recommendation(s) to subcommittee

Task Force Governance and Membership

The task force will be convened by Cynthia Forland (ESD). The members are as follows:

Members Roster

| Name | Representing | Email | Phone |
|-----------------|---------------------|-------------------------------|--------------|
| Linda Nguyen | Workforce Central | Inguyen@workforce-central.org | 253-254-7607 |
| Jeanne Bennette | SWWDC | jbennett@swwdc.org | 360-567-1073 |
| TBD | | | |

Task Force Operating Functions

The Task Force meetings will be conducted in an open and transparent environment, allowing opportunity for input from stakeholders and interested participants. This task force is empowered to meet as-needed to meet due dates and to develop recommendations. The task force is committed to the same operating principles as the subcommittee:

- An open and inclusive process of gathering input and recommendations from key stakeholders.
- To be good listeners, be respectful of all points of view and have robust discussions on the key issues.
- If consensus is not reached, the minority viewpoint will be fairly presented to the Steering Committee.
- Public notification of meeting dates, meeting minutes and key documents will be posted on the Workforce Board WIOA webpages: www.wtb.wa.gov/WIOAmeetings.asp. This will enable open communications.

Initial Committee Deliverables and Timeline *(This list may be revised to include additional decision-making milestones.)*

| <i>Deliverables</i> | <i>Deadline</i> |
|--|---|
| - Develop scenarios for regional boundaries for subcommittee review - Recommend a process for vetting with elected officials and WDCs | 4/1/15 for present at 4/6/15 subcommittee meeting |
| - Review initial taskforce scenarios and recommend which scenarios to vet locally - Finalize process for vetting | 4/29/15 for presentation at 5/4/15 subcommittee meeting |
| - Vet regional boundary recommendations - Compile feedback | 5/26/15 for presentation at 6/1/15 subcommittee meeting |