

The Workforce Innovation and Opportunity Act

WIOA Desk Reference

The public workforce system is governed by a wide array of stakeholders including the governor, local-elected officials, and the leadership of individual American Job Centers. The primary architects of the State's overall workforce strategy are the all-volunteer State and local Workforce Development Boards (WDB).

State and Local Workforce Development Boards

- The Governor appoints the State WDB membership. The chief local elected officials appoints the local WDB membership.
- WDBs drive the vision for the workforce system at the state and local levels and maintain the critical role of leading and guiding the State's implementation of the Workforce Innovation and Opportunity Act (WIOA).
- Boards are business-led and a majority of each WDB's members must come from the business community. Required WDB members also include representatives from the core WIOA programs, labor, apprenticeship, and state and local government (as appropriate). Governors and/or chief local elected officials may also select other groups, such as community colleges and community-based organizations to sit on boards.
- State WDBs advise and assist the Governor in establishing policies and procedures that facilitate and strengthen partnership and collaboration among local areas. State and Local WDBs can work together to support regional collaboration within economic development areas and ensure that career pathways, sector strategies, and expansion of apprenticeship and other earn-and-learn approaches address the needs of business.
- In addition to these strategic functions, WDBs are stewards of Federal and non-Federal funds and oversee a host of operational systems and processes that benefit the jobseeker and job creator.
- WDBs play a critical role in promoting, sustaining, and growing regional economies. WDBs are responsible for aligning investments in job training, integrating service delivery across programs, and ensuring that workforce investments are job-driven and match employers with skilled workers.
- Boards may appoint standing committees to advise and help manage the work of the board. Standing committees are composed largely of non-board members.
- Both State and local WDBs may hire staff to help them accomplish their missions.



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Strategic Roles

- ◆ Create an agile system that identifies and responds quickly to the needs of focus industries and populations
- ◆ Identify regions and local areas
- ◆ Define sector partnerships
- ◆ Develop career pathways between industries and sectors
- ◆ Strengthen connections between core programs
- ◆ Promote proven and promising practices
- ◆ Effective use technology to streamline systems and processes

Key Tactical Responsibilities

- ◆ Develop and implement state/local plan and performance measures
- ◆ Develop and align policies with partners and programs
- ◆ Develop a One-Stop certification process
- ◆ Coordinate on an infrastructure cost sharing agreement with partners
- ◆ Procure service providers
- ◆ Assess Eligible Training Providers and Programs
- ◆ Develop a data collection database or management information system

Additional Resources

- ◆ WIOA Sections 101 and 107
- ◆ 20 CFR 679.100-160 and 300-430
- ◆ Call To Action for Workforce Development Boards - This document describes how board members drive the public workforce system through the development of strategy, outreach to key stakeholders, judicious stewardship of Federal workforce funds, and a commitment to continuous improvement.
- ◆ Strategic Boards Toolkit - This toolkit is intended to assist WDBs in becoming more strategic and effective and equip them with the knowledge and tools needed to become key players in growing and sustaining regional economies.

WIOA Implementation Technical Assistance

The Innovation and Opportunity Network (ION) is a community of practitioners, program staff, partners, planners, industry leaders, and stakeholders that strive for system improvement, capacity building, and excellence in the public workforce system. ION is a national, regional, state, and local alliance that makes available the technical assistance, information sharing, and training needed to implement the vision of WIOA. Visit ION at: <https://ion.workforcegps.org>

