



# New Board Member Orientation

# Welcome!

Thank you for volunteering to serve on the Northeast Iowa Workforce Development Board. We applaud you and your willingness to give your time, your talents, and yourself to helping us meet the goals of the Northeast Iowa local area.

Our board members and CEOs play instrumental roles in guiding our mission and vision with their insights and expertise. You all play a critical role in the economic expansion and helping to serve the needs of businesses and employees within the Northeast Iowa local area.

# Vision

The Local Workforce Development Board (LWDB) will serve as a strategic leader and convener of local workforce development system stakeholders. The LWDB will partner with employers and the local workforce development system to develop policies and investments that support public workforce system strategies that support:

- The local economy,
- The development of effective approaches including local and local area sector partnerships and career pathways; and
- High quality, customer centered service delivery and service delivery approaches.

# Goals Statement

The LWDB will work to achieve the following goals:

- The Area's employers will have access to advanced, skilled, diverse, and Future Ready Workers.
- All Iowans in the Area will be provided access to continuum of high-quality education, training, and career opportunities.
- The Area's One-Stop delivery system will align all programs and services in an accessible, seamless, and integrated manner.

# WIOA Overview

- The Workforce Innovation and Opportunity Act, referred to as WIOA, was enacted on July 22, 2014.
- WIOA is Legislation designed to govern services to help job seekers and workers access employment, education, training and support services needed to succeed in the labor market and to match employers with the skilled workers they need to compete in the global economy.
- WIOA Vision is to improve job and career options for workers and job seekers through an integrated, job-driven public workforce system that links diverse talent to businesses.
- WIOA supports the development of strong regional economies where businesses thrive, and people want to live and work.
- WIOA is based on the idea that the public workforce system supports development of talent pipeline.

# WIOA: Five principles

- Integrated Service Delivery
- Focus on Strategy
- Regional Economic Development
- High Quality Services
- Accountability and Transparency



FED

U.S. Department of Labor

STATE

Governor

State Workforce Development Board

State Agencies (Labor, HHS, ED, etc.)

CLEOs & CEOs

Local Workforce Development Board

Fiscal Agent

LOCAL

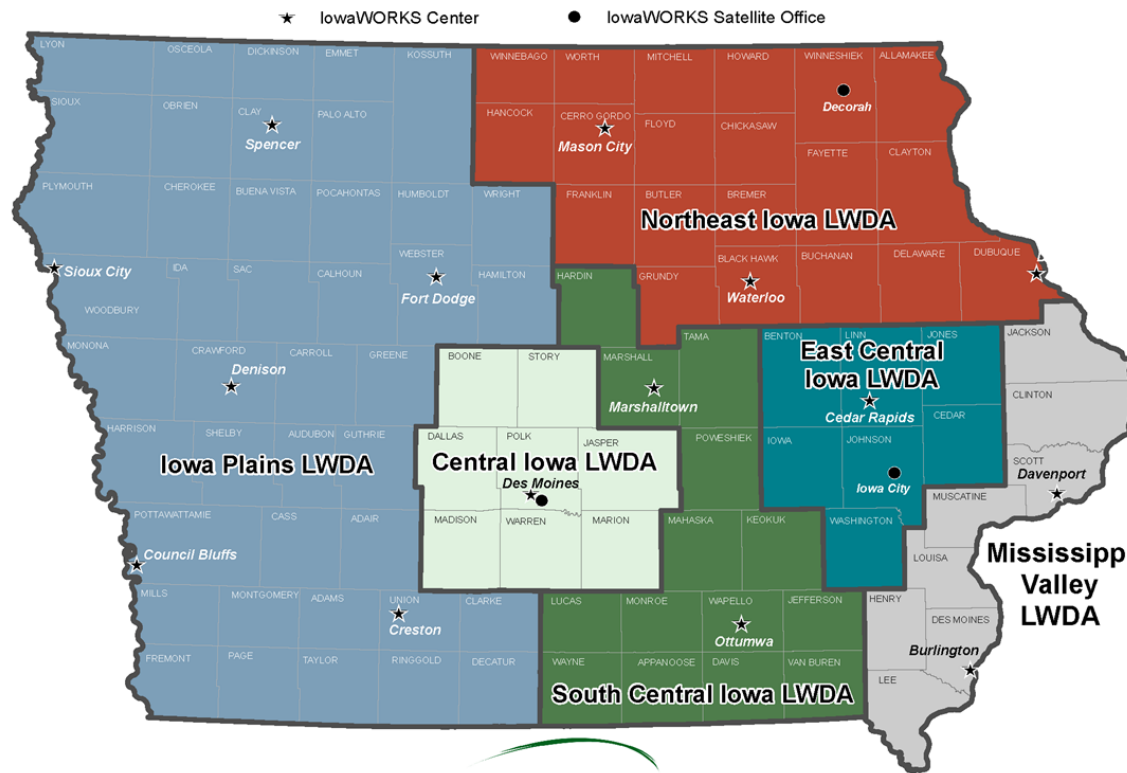
Local Workforce Development Area

IowaWORKS / AICs

Customers

# Iowa's Public Workforce System

Local Workforce Area Map: Proposed 6 Local Workforce Development Areas

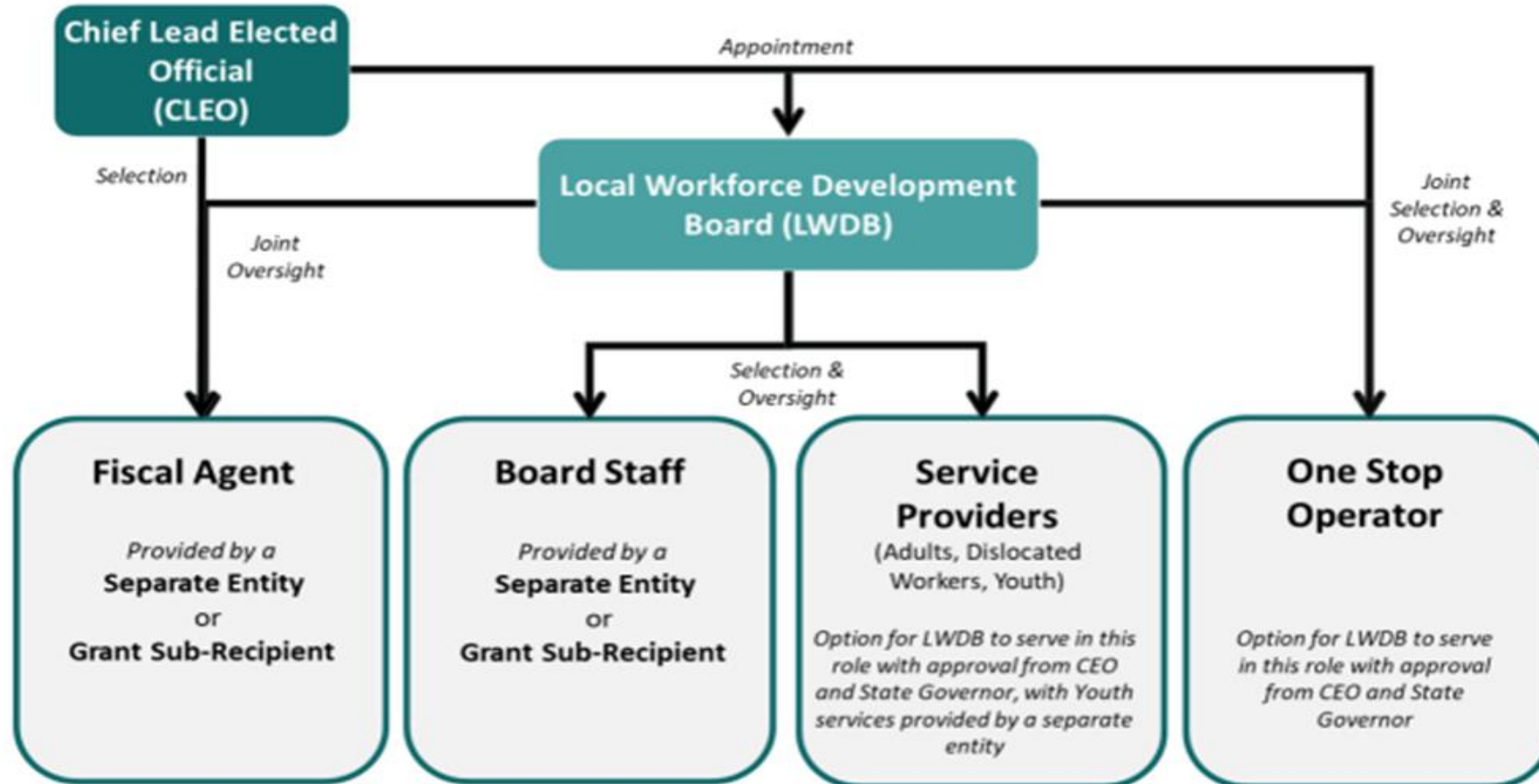




# Local Workforce Development Board

- The LWDB is appointed by the CLEO and serves as the strategic leader and convener of workforce development stakeholders in the local area.
- The majority of LWDB members are business representatives and the LWDB Chair must be a business representative.
- The LWDB works with employers and the workforce system to develop the local plan, policies, and investments that support strategies that drive regional economies, including sector partnerships, career pathways, and high quality, customer-centered service delivery.
- Local boards are charged with implementing the WIOA vision outlined in the State Plan.

# Local Governance



# Local Governance and Oversight

- CEOs appoints members to the LWDB
- LWDB selects the Service Providers
- CEOs selects the One-Stop Operator in partnership with the local board
- LWDB develops the Local Plan
- Fiscal Agent is selected by the CLEO
- Service Providers are procured by LWDBs with approval from the CLEO
- LWDB Staff are selected by the LWDB
- CEOs set policy for the local workforce system in partnership with the local board
- Conduct fiscal oversight and approve budgets

# Chief Elected Officials (CEOs)

- Each county is represented by a CEO as it relates to the WIOA roles and responsibilities.
- Northeast Iowa is made up of 20 counties therefore, 20 CEOs are designated to the Northeast Iowa Workforce Development Board.
- CEOs lay the foundation for the workforce system at the local level.
- Primary focus is to ensure that the local system operates in a comprehensive, integrated, and streamlined manner that expands opportunities for all workers and businesses.
- Additionally, CEOs set the foundation for the LWDB to be strategic by ensuring fiscal integrity and that the local area is represented by suitable workforce board members.
- CEOs are responsible for the initial bylaws for the board.
- CLEO is the Chief Lead Elected Official that is selected among other CEOs to represent the CEOs and make decisions on their behalf.
- The law gives specific duties to the CLEO.

# Board Membership Requirements

Business Representatives- Must be 51% of the board (two members from small business)

Workforce Representatives- Must be 20% of the board

Other Representatives- Balance of membership

- Adult Education and Literacy (Title II)
- Institution of Higher Education (providing workforce investment activities)
- Economic and Community Development
- Wagner-Peyser Employment Services
- Vocational Rehabilitation

# Board Focus

- ❑ Establish the vision for WIOA in Northeast Iowa and oversee the implementation of that vision.
- ❑ Play strategic, operational, and oversight roles to ensure the local system accomplishes its intended purpose.
- ❑ Work with required partners, employers and key stakeholders within the Northeast Iowa LWDA to develop the WIOA Local Plan, policies, and investment decisions that support the vision and goals of the board.
- ❑ Develop, continuously improve, and provide oversight of the workforce system, supports integration between Core and Required Partners and develops strategic plans that set funding priorities for the local area.
- ❑ Strengthen partnerships between businesses and stakeholders to support strategies driven by in-demand occupations and industries.

# Board Roles

- ❑ Manage local WIOA funds to support community workforce needs
- ❑ Ensure effective committee structure
- ❑ Participate in plans to align and integrate service delivery strategies
- ❑ Data-driven decision making for the local area
- ❑ Monitor performance to foster quality services and optimized outcomes
- ❑ Manage resources to deliver excellent customer centered service
- ❑ Convene workforce stakeholders to align the workforce system
- ❑ Strategize and lead efforts to design the local workforce system
- ❑ Optimize regional economies to develop sector strategies and career pathways
- ❑ Set policies for the local workforce system consistent with state and federal policies and in partnership with CEOs

# NEIWDB Committees

- Executive Committee
- Disability Access Committee
- Finance Committee
- Planning & Operations Committee
- Youth Committee
- *Committees are chaired by a member of the LWDB*
- *Committees meet monthly*



# One-Stop Centers

- One-Stop delivery system must be setup to provide career services and access to training services; provide access to programs and activities carried out by the One-Stop partners; and provide access to all workforce and labor market information, job search, placement, recruitment, and labor exchange services authorized under the Wagner-Peyser Act.
- Each local area is required to have one physical comprehensive One-Stop Center in which required programs and services are accessible, also, known as the AJC's or the American Job Centers

# One-Stop Centers in Northeast Iowa



## Mason City IowaWORKS

600 S. Pierce Avenue  
Mason City, Iowa 50401  
641-422-1543  
MasonCityIowaWorks@iwd.iowa.gov



## Dubuque IowaWORKS

680 Main Street, 2<sup>nd</sup> Floor  
Dubuque, Iowa 52001  
563-556-5800  
DubuqueIowaWorks@iwd.iowa.gov



## Waterloo IowaWORKS

3420 University Avenue  
Waterloo, Iowa 50701  
319-235-2123  
WaterlooIowaWorks@iwd.iowa.gov



## Decorah IowaWORKS

312 Winnebago Street  
Decorah, Iowa 52101  
563-382-0457  
DecorahIowaWorks@iwd.iowa.gov

# Partners in the Workforce System

## CORE

- Title I- Employment and training services for adults, dislocated workers, and youth
- Title II- Adult Education and Literacy
- Title III- Wagner- Peyser Employment Services
- Title IV- Vocational Rehabilitation (IVRS and IDB)

# Partners in the Workforce System

## Required

- Job Corps
- National Farmworkers Jobs Program (NFJG)
- Native American Programs
- Senior Community Service Employment Program
- Career and Technical Education Programs
- Trade Adjustment Assistance
- Jobs for Veterans State Grants Programs
- State Unemployment Compensation
- Temporary Assistance for Needy Families (TANF)
- Ticket-to-Work
- Reemployment Services and Eligibility Assessment (RESEA)
- Reentry Employment Opportunities

# WIOA Funding

- There are three types of program funds: Adult, Dislocated Worker and Youth
- Administrative funds are 10% of each of these funding streams and the other 90% is considered program funds
- Two primary periods for WIOA Title I funds:
  - Program Year (PY) July 1<sup>st</sup> – June 30<sup>th</sup>
  - Fiscal Year (FY) Oct. 1<sup>st</sup> – June 30<sup>th</sup>
- Up to 20% of Adult/Dislocated Worker and Youth funding can be carried over for up to two years.
- Administrative funds is available for up to two years and there is no cap on the amount of funding that can be carried over each year.
- All Adult and Dislocated Worker program funding can be transferred from one program to another.
- At least 75% of Youth funds must be used to provide out-of-school services (ages 16-24).
- A minimum of 20% of the Youth funding must be used to provide work experience.
- No more than 20% of the combined Adult/DW total allocation can be used for incumbent working training.
- Up to 10% of the combined Adult/DW total allocation can be used to provide transitional jobs.

# Questions?

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