

**WASHINGTON STATE  
 WORKFORCE TRAINING AND EDUCATION COORDINATING BOARD  
 MEETING NO. 162  
 MAY 3, 2012**

**WORKFORCE DEVELOPMENT COUNCIL  
 CERTIFICATIONS FOR 2012–2014**

The Workforce Investment Act requires governors to certify Workforce Development Councils (WDCs) every two years. The role of the Workforce Board is to recommend certification to the Governor. In March 2012, Chief Local Elected Officials (CLEOs) submitted their applications for 2012-2014 council re-certification. Each application identifies leaders appointed by CLEOs to serve on their local area council for a period beginning July 1, 2012.

The Board’s certification review committee is made up of Amy Johnson, Lori Province, and Gary Kamimura. The committee met on April 18, 2012, to review 12 WDC certification applications. The committee concluded that nine applications satisfied the Governor’s certification criteria (see Appendix A) and were determined complete. The committee unanimously agreed to advise the full Board to recommend Governor Gregoire certify the following WDCs:

WDC of Seattle-King County	Southwest Washington WDC
Workforce Development Council Snohomish County	Olympic WDC
Tacoma-Pierce County WDC	Benton-Franklin WDC
Eastern Washington Partnership WDC	Northwest Workforce Council
South Central WDC	

The committee unanimously agreed to recommend conditional approval for three additional applications pending their completion of outstanding appointments. Further, the committee recommends that these applications move forward to the Governor once a full roster of appointments is completed (see two-part proposed motion):

Pacific Mountain WDC	Spokane Area WDC
	North Central Washington WDC

Workforce Board staff will share copies of updated applications with committee members as they are received. In this way, committee members can confirm that: (1) CLEOs have completed their appointments to vacant council positions; (2) updated applications meet the Governor’s certification criteria; and (3) conditional approval can be lifted (without returning to the Board). The full Board will receive an update on certification at its June 28, 2012 meeting.

**Board Action Requested:** Adoption of the recommended motion.

## **RECOMMENDED MOTION**

**WHEREAS,** The Workforce Investment Act requires governors to certify Workforce Development Councils every two years, and current certifications of the local councils end in June 2012;

**WHEREAS,** One of the roles of the Workforce Training and Education Coordinating Board is to review council certification applications and recommend Governor approval for councils meeting the Governor's certification criteria; and

**WHEREAS,** On April 18, 2012, a committee of the Board concluded that certification applications for seven Workforce Development Councils meet the Governor's criteria for council certification;

**THEREFORE BE IT RESOLVED,** that the Workforce Training and Education Coordinating Board recommend that Governor Gregoire certify the following Workforce Development Councils for the period beginning July 1, 2012:

- Workforce Development Council of Seattle-King County
- Southwest Washington Workforce Development Council
- Workforce Development Council Snohomish County
- Olympic Workforce Development Council
- Tacoma-Pierce County Workforce Development Council
- Benton-Franklin Workforce Development Council
- Eastern Washington Partnership Workforce Development Council
- Northwest Workforce Council
- South Central Workforce Development Council

**BE IT FURTHER RESOLVED,** That the Workforce Training and Education Coordinating Board recommends that Governor Gregoire certify the following Workforce Development Councils for the period beginning July 1, 2012, once members of the Board's certification review committee confirm that Chief Local Elected Officials have completed their council appointments:

- Spokane Area Workforce Development Council
- Pacific Mountain Workforce Development Council
- North Central Washington Workforce Development Council

**WASHINGTON STATE'S 2012  
WORKFORCE DEVELOPMENT COUNCIL  
MEMBERSHIP CRITERIA**

- (1) Business. Section 117(b)(2)(A) of the Workforce Investment Act requires a majority (at least 51 percent) of Council be representatives of business. The Council shall include representatives of business in the local area, who are owners of business, chief executives or operating officers of business, and other business executives or employers with optimum policymaking or hiring authority. The business members shall represent businesses with employment opportunities that reflect the employment opportunities of the local area; and are appointed from among individuals nominated by local business organizations and business trade associations.

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 fifty employees. Local business organizations and associations must nominate individuals, and the CLEOs must appoint members from among the nominees. Business defined: Members are owners of businesses, chief executives, or operating officers of businesses, and their private sector executives (including business contractors) with maximum “within region” policy or hiring authority. Additionally, Chief Local Elected Officials are encouraged to select representatives from key economic sectors in the area and employers with highly regarded human resource practices.

- (2) Labor. WIA Section 117 requires that there be at least two representatives of labor. Washington’s criteria, established in 1999, requires that the Council membership require at least three labor representatives.<sup>1</sup> The central labor councils must nominate individuals, and the CLEOs must appoint members from among the nominees.
- (3) Education. WIA Section 117 requires that there be at least two representatives of education. Washington’s criteria, established in 1999, requires that there be at least two representatives of K-12 education and at least two representatives of postsecondary education. Local education agencies, institutions, or organizations must nominate representatives. The CLEOs must appoint members from among the nominees.
- (4) There must also be at least one member who represents each of the following:
- The state’s public vocational rehabilitation agency
  - Public assistance agencies
  - Economic development agencies
  - Community-based organizations
  - The public employment services

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<sup>1</sup> Business and labor members whose term on a Council has not expired on June 30, 2012, do not need to be re-nominated by the appropriate nominating entity. CLEOs will need to ask the appropriate nominating entity to re-nominate any business or labor member whose current term ends on or before June 30, 2012, if the member seeks to serve for another term.

Note: Federal CFR 661.315 requires Councils, other than those established under WIA Sec.117(i) Alternative Entity, to have two or more representatives of community-based organizations, two or more representatives of economic development, and one member representing each One-Stop partner. An entity administering two or more of the required One-Stop programs may be represented on a Council by a single individual (WIA 12-16-98 rule).

- (5) If any of the membership criteria requires a change in the membership categories represented on a pre-existing entity or in the charter of a pre-existing entity, per Department of Labor rule (CFR 661.330), then that criterion is null and void for that entity.
- (6) Meeting annual WIA Title I-B levels of performance is a council certification criteria (WIA Sec. 117(c)(3)(B)).