Local Workforce Development Board Functions

Function	Statutory and Regulatory Citation
Develop and submit a 4-year local plan for the local area, in partnership with the chief elected official and consistent with WIOA sec. 108	WIOA Section 107(d)(1) and 20 CFR 679.370(a)
If the local area is part of a planning region that includes other local areas, develop and submit a regional plan in collaboration with other local areas. If the local area is part of a planning region, the local plan must be submitted as a part of the regional plan	WIOA Section 107(d)(1) and 20 CFR 679.370(b)
Conduct workforce research and regional labor market analysis to include: **(1) Analyses and regular updates of economic conditions, needed knowledge and skills, workforce, and workforce development (including education and training) activities to include an analysis of the strengths and weaknesses (including the capacity to provide) of such services to address the identified education and skill needs of the workforce and the employment needs of employers;** **(2) Assistance to the Governor in developing the statewide workforce and labor market information system under the Wagner-Peyser Act for the region; and** **(3) Other research, data collection, and analysis related to the workforce needs of the regional economy as the WDB, after receiving input from a wide array of stakeholders, determines to be necessary to carry out its functions**	WIOA Section 107(d)(2) and 20 CFR 679.370(c)
Convene local workforce development system stakeholders to assist in the development of the local plan under § 679.550 and in identifying non-Federal expertise and resources to leverage support for workforce development activities. Such stakeholders may assist the Local WDB and standing committees in carrying out convening, brokering, and leveraging functions at the direction of the Local WDB	WIOA Section 107(d)(3) and 20 CFR 679.370(d)

Lead efforts to engage with a diverse range of employers and other entities in the region in order to: **(1) Promote business representation (particularly representatives with optimum policy-making or hiring authority from employers whose employment opportunities reflect existing and emerging employment opportunities in the region) on the Local WDB;** **(2) Develop effective linkages (including the use of intermediaries) with employers in the region to support employer utilization of the local workforce development system and to support local workforce investment activities;** **(3) Ensure that workforce investment activities meet the needs of employers and support economic growth in the region by enhancing communication, coordination, and collaboration among employers, economic development entities, and service providers; and** **(4) Develop and implement proven or promising strategies for meeting the employment and skill needs of workers and employers (such as the establishment of industry and sector partnerships), that provide the skilled workforce needed by employers in the region, and that expand employment and career advancement opportunities for workforce development system participants in in-demand industry sectors or occupations**	WIOA Section 107(d)(4) and 20 CFR 679.370(e)
With representatives of secondary and postsecondary education programs, lead efforts to develop and implement career pathways within the local area by aligning the employment, training, education, and supportive services that are needed by adults and youth, particularly individuals with barriers to employment	WIOA Section 107(d)(5) and 20 CFR 679.370(f)
Lead efforts in the local area to identify and promote proven and promising strategies and initiatives for meeting the needs of employers, workers and job seekers, and identify and disseminate information on proven and promising practices carried out in other local areas for meeting such needs	WIOA Section 107(d)(6) and 20 CFR 679.370(g)

Develop strategies for using technology to maximize the accessibility and effectiveness of the local workforce development system for employers, and workers and job seekers, by: **(1) Facilitating connections among the intake and case management information systems of the one-stop partner programs to support a comprehensive workforce development system in the local area;** **(2) Facilitating access to services provided through the one-stop delivery system involved, including access in remote areas;** **(3) Identifying strategies for better meeting the needs of individuals with barriers to employment, including strategies that augment traditional service delivery, and increase access to services and programs of the one-stop delivery system, such as improving digital literacy skills; and** **(4) Leveraging resources and capacity within the local workforce development system, including resources and capacity for services for individuals with barriers to employment**	WIOA Section 107(d)(7) and 20 CFR 679.370(h)
In partnership with the chief elected official for the local area: **(1) Conduct oversight of youth workforce investment activities authorized under WIOA sec. 129(c), adult and dislocated worker employment and training activities under WIOA secs. 134(c) and (d), and the entire one-stop delivery system in the local area;** **(2) Ensure the appropriate use and management of the funds provided under WIOA subtitle B for the youth, adult, and dislocated worker activities and one-stop delivery system in the local area; and** **(3) Ensure the appropriate use management, and investment of funds to maximize performance outcomes under WIOA sec. 116**	WIOA Section 107(d)(8) and 20 CFR 679.370(i)
Negotiate and reach agreement on local performance indicators with the chief elected official and the Governor	WIOA Section 107(d)(9) and 20 CFR 679.370(j)
Negotiate with CEO and required partners on the methods for funding the infrastructure costs of one-stop	WIOA Section 121(c) 20 CFR 679.370(k)

centers in the local area in accordance with § 678.715 of this chapter or must notify the Governor if they fail to reach agreement at the local level and will use a State infrastructure funding mechanism	
Select the following providers in the local area, and where appropriate terminate such providers in accordance with 2 CFR part 200: **(1) Providers of youth workforce investment activities through competitive grants or contracts based on the recommendations of the youth standing committee (if such a committee is established); however, if the Local WDB determines there is an insufficient number of eligible training providers in a local area, the Local WDB may award contracts on a sole-source basis as per the provisions at WIOA sec. 123(b);** **(2) Providers of training services consistent with the criteria and information requirements established by the Governor and WIOA sec. 122;** **(3) Providers of career services through the award of contracts, if the one-stop operator does not provide such services; and** **(4) One-stop operators in accordance with §§ 678.600 through 678.635 of this** **Chapter**	WIOA Section 107(d)(10) and 20 CFR 679.370(l)
In accordance with WIOA sec. 107(d)(10)(E) work with the State to ensure there are sufficient numbers and types of providers of career services and training services serving the local area and providing the services in a manner that maximizes consumer choice, as well as providing opportunities that lead to competitive integrated employment for individuals with disabilities	WIOA Section 107(d)(10)(e) 20 CFR 679.370(m)
Coordinate activities with education and training providers in the local area, including: **(1) Reviewing applications to provide adult education and literacy activities under WIOA title II for the local area to determine whether such applications are consistent with the local plan;** **(2) Making recommendations to the eligible agency to promote alignment with such plan; and** **(3) Replicating and implementing cooperative agreements**	WIOA Section 107(d)(11) and 20 CFR 679.370(n)

to enhance the provision of services to individuals with disabilities and other individuals, such as cross training of staff, technical assistance, use and sharing of information, cooperative efforts with employers, and other efforts at cooperation, collaboration, and coordination	
Develop a budget for the activities of the Local WDB, with approval of the chief elected official and consistent with the local plan and the duties of the Local WDB	WIOA Section 107(d)(12) and 20 CFR 679.370(n)
Assess, on an annual basis, the physical and programmatic accessibility of all one-stop centers in the local area, in accordance with WIOA sec. 188, if applicable, and applicable provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 *et seq.*)	WIOA Section 107(d)(13) and 20 CFR 679.370(o)
Certification of one-stop centers in accordance with § 678.800 of this chapter	(WIOA Section 107(d)(10)(i) 20 CFR 679.370(p)