

Mass Workforce Issuance

Workforce Issuance No. 13-05

Policy **Information**

To: Chief Elected Officials
Workforce Investment Board Chairs
Workforce Investment Board Directors
Title I Administrators
Career Center Directors
Title I Fiscal Officers
DCS Operations Managers

cc: WIA State Partners

From: Alice Sweeney, Acting Director

Date: January 31, 2013

Subject: **WIA Workforce Investment Board Certification: Final Extension**

Purpose: To notify Local Workforce Investment Boards (LWIBs), Local Chief Elected Officials, One-Stop Career Center Operators and other local workforce investment partners of a final extension of the current Workforce Investment Act (WIA) Workforce Investment Board (WIB) Certification.

Background: MassWorkforce Issuance No. 12-51, *WIA Workforce Investment Board Certification Extension*, dated October 1, 2012, extended WIB WIA certifications through January 31, 2013.

The Commonwealth is hereby extending the effective time period for all current WIA WIB certifications, for one final time through **June 30, 2013**.

This final extension will provide a time frame for the preparation, submission and review of the required documents that is commensurate with the depth of information that will be required for the new Massachusetts workforce board certification.

Additional information will be forthcoming with regard to FY13 WIB certification requirements, and the policy guidance will be issued as draft for review and comment one week in advance of posting.

Policy: The Commonwealth has determined as a matter of policy that the effective time period for all current WIA WIB certifications will be extended through June 30, 2013. However, notwithstanding the extension of the certification period, every Workforce Investment Board must ensure that DCS has on file a current, accurate Membership Matrix for both the WIB and Youth Council.

LWIBs should also ensure that the CEO/LWIB Agreement, WIB By-Laws and all local/regional agreements are current.

Action

Required: Please submit your current WIB Membership Matrix (Attachment A) to DCS to Lisa Caissie at Lcaissie@detma.org by **February 15, 2013**.

Upon any future change to the membership of the Workforce Investment Board or the Youth Council, an updated Membership Matrix must be submitted to DCS.

Effective: Immediately

Inquiries: Please email all questions to PolicyQA@detma.org. Also, indicate Issuance number and description.

Attachment: A. Local Workforce Investment Board Membership Matrix template