



Workforce Issuance

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☒ **Policy** ☐ **Information**

To: Chief Elected Officials
MassHire Workforce Board Chairs
MassHire Workforce Board Directors
MassHire Career Center Directors
MassHire Fiscal Officers
MDCS Operations Managers

cc: WIOA State Partners

From: Alice Sweeney, Director
MassHire Department of Career Services

Date: June 26, 2020

Subject: **MassHire Workforce Board Certification**

Purpose: To notify Chief Elected Officials, MassHire Workforce Boards, MassHire Career Center Operators and other local workforce partners that the local workforce board certifications will be based only the federal standards for a for a one-year interim period due to situations created by the necessary response to the COVID-19 pandemic. For MassHire boards, this essentially means that certification for FY21 will be dependent upon WIOA membership compliance.

Background: The Local Board is appointed by the CEO in each local area in accordance with state criteria established under WIOA §107(b), and is certified by the Governor every 2 years, in accordance with WIOA §107(c)(2).

The MassHire Department of Career Services (MDCS), the designated State Workforce Agency (SWA) on behalf of the Governor, certifies Massachusetts Local Boards in accordance with WIOA.

Beginning in 2008, the Commonwealth of Massachusetts implemented the High Performing Workforce Board Certification as the first stage in an evolving quality process to recognize exemplary MassHire Workforce Board systems and practices.

High-Performing Workforce Board criteria, initially established by the Executive Office of Labor and Workforce Development and endorsed by the Massachusetts State Workforce Board, set forth “high performance” standards through which each local board would be reviewed with regard to its capacity and effectiveness in addressing local workforce issues from a broad, strategic perspective. In developing these standards, the Commonwealth considered input from a broad spectrum of its workforce partners, stakeholders and consumers, including businesses and local elected officials.

Under WIOA, the high-performance workforce board certification standards were carried forth and updated by the WIOA Steering Committee and approved by the State Board.

The U.S. Department of Labor recognizes Massachusetts for its policy of high-performance workforce board certification and expects that this process will continue to evolve and inform national standards for local workforce boards.

Due to the COVID-19 pandemic, we have entered a period of crisis and necessary adjustments in all aspects of workforce development business models in Massachusetts and nationally.

In order to respond to the need to adjust our services and protocols to continue quality service to our business and job seeker customers during this unprecedented time, MDOS requested the support of the DOL Regional Office (RDOL) on shifting or postponing a number of items and activities that were due to be completed during FY20 or the beginning of FY21.

The biennial certifications for MassHire Workforce Boards expire on June 30, 2020. RDOL has approved a temporary suspension of Massachusetts’ High Performing Workforce Board Certification for FY21. Accordingly, for Fiscal Year 2021, the Commonwealth will alter the MassHire Workforce Board Certification process for a one-year period to include only the federal criteria.

WIOA Section 107 provides criteria for the certification of Local Boards. It states that, in order to be certified, (1) the Local Board must have met WIOA membership requirements, (2) must have met or exceeded federal performance accountability measures, and (3) must demonstrate sustained fiscal integrity.

Note: “Sustained fiscal integrity” means the USDOL Secretary of Labor has not made a formal determination that either the grant recipient (CEO) or the fiscal agent has mis-expended funds due to willful disregard, gross negligence or failure to comply with accepted standards of administration.

MassHire Workforce Board (MWB) Guidance: Membership and Appointments (Attachment B) has been provided for reference.

Policy: MassHire Workforce Boards will be certified for a period of one year based solely on the federal criteria identified above.

In that regard, the only information required for FY21 certification is current status of board membership. MassHire Workforce Boards are required to provide their current membership listing on the MDCS Membership Matrix. MassHire Workforce Boards whose membership is presently in order will be certified. Boards whose membership is incomplete due to vacancies or term expirations will be awarded “conditional certification,” pending fulfillment of all membership requirements.

Upon approval by the MassHire Department of Career Services, the period for MassHire Workforce Board certification will be retroactive to July 1, 2020 – June 30, 2021.

Action

Required: Please submit the current Workforce Board Membership Matrix (Attachment A) to MDCS no later than July 10, 2020. Please email to Lisa Caissie: Lisa.J.Caissie@Massmail.state.ma.us.

Effective: Immediately

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

Attachments:

- A: MassHire Workforce Board Membership Matrix
- B: MassHire Workforce Board (MWB) Guidance: Membership and Appointments

References: 20 CFR 679.300, 679.310
WIOA §107(a) and (b)