

**Massachusetts Workforce Investment Board**  
**Workforce Board Certification Policy – Subgroup Initial Thoughts**

**SECTION B**

This section has been revisited as a result of the enactment of the Workforce Innovation and Opportunities Act. New board functions in WIOA are being added to the standard local board certification requirements and prior certification “additional requirements” which represent a baseline for all workforce boards. Under WIOA we will drive improvement for the Massachusetts workforce system through continued high standards of excellence for workforce boards.

We continue to promote planning within the framework of a current and forward-looking Strategic Plan (SP) that is data-driven, contains viable goals and concrete benchmarks, identifies and highlights active regional collaborations and promotes the use of measurement and tools to drive system performance.

The first component extracts information that demonstrates the region is using and analyzing data, honing in on the most relevant issues and skills gaps and defining and measuring their strategies. Components #2, 3 and 4 promote more robust strategies to strengthen OSCC performance and in seeking other funds.

<p><i>Reviewers will rate this section as follows: “non-responsive,” “acceptable,” “highly responsive/exemplary.”</i></p>
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**1. Please include the Local Workforce Board’s Strategic Plan (SP) covering current and future years.**

**The SP (and/or accompanying “scoreboard/scorecard/dashboard” documents noted in component #2) will be reviewed for the following:**

- Demonstrates an analysis of the labor market data that outlines employment patterns, skill and education needs, employer hiring patterns and other various trends relevant to the workforce system related to the region’s workforce supply and demand
- Demonstrates use of this labor market data to develop “data driven” strategies and that utilizes “business intelligence” to drive the local system.
- Articulates workforce development strategies (OSCC services and other) to address the workforce challenges and skill gaps
- Includes strategies for the Workforce Board to convene, broker and leverage strategic partnerships with key stakeholders, e.g., WIOA “core partner” programs (Title I Adult, Dislocated Worker and Youth programs; Adult Education and Literacy programs; the Wagner-Peyser Employment Service; and Title I of the Rehabilitation Act programs Adult Literacy, Vocational Rehabilitation), secondary education, community colleges and other higher education entities, organized labor, and others

- Includes using their strategic partnerships with the same key stakeholders as noted above to develop and/or replicate successful career pathway models and industry sector interventions that involve significant employer engagement activities
- Includes use of job driven strategies and innovative use of work-based models of training interventions, e.g. OJT, apprenticeships, internships, etc.
- Indicates how proven and promising practices will be disseminated.

**Please respond to questions “a” and “b.”**

1a. Please briefly list the key the economic development goals for the region

- Please describe the participation and role of the Workforce Board in the development of the region’s Comprehensive Economic Development Strategy (CEDS) and/or other economic development plans used in the region.
- Please describe the coordination of workforce investment activities with economic development strategies. Please include any key action items, goals and benchmarks.

1b. Please describe any activities that your Workforce Board has participated in that demonstrate cross regional planning and collaboration in response to business and industry workforce needs and what other partners were involved. **Keep only if the parameters of “regional planning” have been clarified at this time???**

**2. Scoreboard/Scorecard/Dashboard**

Please include the document(s) that is/are used by the local Workforce Board to measure how the region is achieving results on the SP measures and on activities related to core workforce programs and any other locally implemented workforce intervention.

**It should, at a minimum, include the following:**

- Industry measures
- Business measures
- Adult job placement measures
  1. Unemployed individuals
  2. Special populations, including Adult Learners, Persons with Disabilities and Veterans at a minimum
- Youth Measures

**Please respond to the following:**

2a. Please describe how your scoreboard/scorecard/dashboard communicates results to:

- Career Centers
- Board members
- The public

2b. Please provide concrete examples of how document(s) demonstrate the value added to the region by the board, through its impact on employers, job seekers and youth. **NEED TO DEFINE 'VALUE ADDED'**

**3. Performance Tools I am still not sure if this belongs here or as an Operational Plan Q – not sure we made clear decision on this**

Please include the performance tools that are used in your region.

**Please respond to the following:**

3a. Please list and describe the performance tools that are used in your region to demonstrate service delivery oversight for:

- OSCC Title I Adult, Dislocated Worker and Wagner Peyser services
- Youth services

3b. Please provide information that demonstrates how these performance tools are reflective of the Strategic Plan and the goals within that plan.

**4. Revenue Plan**

Please include the local Workforce Board's Revenue Plan.

**The Revenue Plan will be reviewed for the following:**

- Identifies all existing funding that support the strategies within the Strategic Plan (traditional WIOA resources and other new resources) and the execution of the delivery of workforce services in the region.
- Identifies the leveraging of resources among and between key stakeholders and core partners.
- Identifies priorities for revenue generation to help further implement strategies where existing funding is deemed inadequate.