

Local Workforce Development Board Membership Requirements

LWDB Members	Who May Satisfy The Requirement
<p>Representatives of Business [WIOA § 107(b)(2)(A), 20 CFR 679.320(b)]</p>	<p>The majority of the members of the Local Board must be representatives of business in the local area. At a minimum, two members must represent small business as defined by the U.S. Small Business Administration. Business representatives serving on Local Boards may also serve on the State Board. Each business representative must meet the following criteria:</p> <ol style="list-style-type: none"> 1. be an owner, chief executive officer, chief operating officer, or other individual with optimum policymaking or hiring authority; 2. have employees, and provide employment opportunities in in-demand industry sectors or occupations, as those terms are defined in WIOA section 3(23); and provide high-quality, work-relevant training and development opportunities to its workforce or the workforce of others (in the case of organizations representing business as per WIOA § 107(b)(2)(A)(ii); and 3. are appointed from among individuals nominated by local business organizations and business trade associations; other than their employers
<p>Representatives of Workforce [WIOA § 107(b)(2)(B), 20 CFR 679.320(c)]</p>	<p>Not less than 20 percent of the members of the Local Board must be workforce representatives. These representatives:</p> <ol style="list-style-type: none"> 1. must include two or more representatives of labor organizations, where such organizations exist in the local area. Where labor organizations do not exist, representatives must be selected from other employee representatives; 2. must include one or more representatives of a joint labor- management, or union affiliated, registered apprenticeship program within the area who must be a training director or a member of a labor organization. If no union affiliated registered apprenticeship programs exist in the area, a representative of a registered apprenticeship program with no union affiliation must be appointed, if one exists; and may include:

	<p>In addition to the representatives enumerated above, the Board may include the following to contribute to the 20 percent requirement:</p> <ol style="list-style-type: none"> 1. one or more representatives of community-based organizations that have demonstrated experience and expertise in addressing the employment, training or education needs of individuals with barriers to employment, including organizations that serve veterans or provide or support competitive integrated employment for individuals with disabilities; and 2. one or more representatives of organizations that demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth, including representatives of organizations that serve out-of-school youth.
<p>Representatives of Education and Training [WIOA § 107(b)(2)(C), 20 CFR 679.320(d)]</p>	<p>The balance of Local Board membership must include:</p> <ol style="list-style-type: none"> 1. At least one eligible provider administering adult education and literacy activities under WIOA title II; 2. At least one representative from an institution of higher education providing workforce investment activities, including community colleges; and 3. At least one representative from each of the following governmental and economic and community development entities: <ol style="list-style-type: none"> a. Economic and community development entities; b. The state Employment Service Office under the Wagner- Peyser Act (29 U.S.C. 49 et seq.) serving the local area; and c. The programs carried out under title I of the Rehabilitation Act of 1973, other than sec. 112 or Part C of that title. <p>[Special Rule: If there are multiple eligible providers serving the local area by administering adult education and literacy activities under Title II, or multiple institutions of higher education serving the local area by providing workforce investment activities, the representative of Title II and the representative of an institution of higher education must be appointed from among individuals nominated by local providers representing those providers or institutions. WIOA §107(b)(6)]</p> <p>In addition to the representatives enumerated above, the CLEO may appoint other appropriate entities in the local area, including:</p>

	<ol style="list-style-type: none"> 1. Entities administering education and training activities who represent local educational agencies or community-based organizations with demonstrated expertise in addressing the education or training needs for individuals with barriers to employment; 2. Governmental and economic and community development entities who represent transportation, housing, and public assistance programs; 3. Philanthropic organizations serving the local area; and 4. Other appropriate individuals as determined by the chief elected official.
--	---

Nothing in WIOA expressly prohibits a person from representing more than one local board membership category. Assuming no representation of multiple categories occurs, the minimum size of a Local Workforce Development Board will be 19 members as described in the formula below:

MINIMUM LOCAL BOARD MEMBERSHIP		
Category	Count	Total
Business	9 + 1 (to maintain a majority) =	10
Workforce	3 (2 labor + 1 apprentice) + 1 (to maintain 20%) =	4
Education/Training	2 (1 adult education/literacy + 1 higher education) =	2
Economic/Community Development	1 (1 economic/community development) =	1
Government	2 (1 Wagner-Peyser + 1 Vocational Rehabilitation) =	2
Minimum Local Board Membership:		19