

## LOCAL WORKFORCE DEVELOPMENT BOARD MEMBERSHIP REQUIREMENTS

LWDB Members	Who May Satisfy the Requirement
<b>Representatives of Business</b>	<p><b>WIOA § 107(b)(2)(A), 20 CFR 679.320(b)</b></p> <p><i>COMPOSITION - Such criteria shall require that, at a minimum-</i></p> <p><i>(A) a majority of the members of each local board shall be representatives of business in the local area, who</i></p> <ul style="list-style-type: none"> <li><i>(i) are owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority.</i></li> <li><i>(ii) represent businesses, including small businesses, or organizations representing businesses described in this clause, that provide employment opportunities that, at a minimum, include high-quality, work-relevant training and development in in-demand industry sectors or occupations in the local area.</i></li> <li><i>(iii) and are appointed from among individuals nominated by local business organizations and business trade associations.</i></li> </ul>
<b>Representatives of the Workforce</b>	<p><b>WIOA § 107(b)(2)(B), 20 CFR 679.320(c)</b></p> <p><i>(B) not less than 20 percent of the members of each local board shall be representatives of the workforce within the local area, who</i></p> <ul style="list-style-type: none"> <li><i>(i) shall include representatives of labor organizations (for a local area in which employees are represented by labor organizations), who have been nominated by local labor federations, or (for a local area in which no employees are represented by such organizations) other representatives of employees.</i></li> <li><i>(ii) shall include a representative, who shall be a member of a labor organization or a training director, from a joint labor- management apprenticeship program, or if no such joint program exists in the area, such a representative of an apprenticeship program in the area, if such a program exists.</i></li> <li><i>(iii) may include representatives of community- based organizations that have demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, including organizations that serve veterans or that provide or support competitive integrated employment for individuals with disabilities.</i></li> <li><i>(iv) And may include representatives of organizations that have demonstrated experience and expertise in H.R.803—33 addressing the employment, training, or education needs of eligible youth, including representatives of organizations that serve out-of-school youth.</i></li> </ul>

**Representatives of  
Education and  
Training**

**WIOA § 107(b)(2)(C), 20 CFR 679.320(d)**

*(C) each local board shall include representatives of entities administering education and training activities in the local area, who*

- (i) shall include a representative of eligible providers administering adult education and literacy activities under title II.*
- (ii) shall include a representative of institutions of higher education providing workforce investment activities (including community colleges)*
- (iii) may include representatives of local educational agencies, and of community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment.*

The balance of Local Board membership must include:

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:
  - 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.

[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)]

In addition to the representatives enumerated above, the CLEO may appoint other appropriate entities in the local area, including:

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.

<b>Representatives of Education and Training</b> (continued)	<ol style="list-style-type: none"> <li>2. Governmental and economic and community development entities who represent transportation, housing, and public assistance programs.</li> <li>3. Philanthropic organizations serving the local area; and</li> <li>4. Other appropriate individuals as determined by the chief elected official.</li> </ol>
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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:

#### LOCAL BOARD MEMBERSHIPS

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 Ed	2
Economic/Community Development	1 (economic/community development)	1
Government	2 (1Wagner-Peyser) + 1 Vocational Rehabilitation	2
	<b>PRESCRIBED LOCAL BOARD MEMBERSHP</b>	<b>19</b>