

**YAVAPAI COUNTY BOARD OF SUPERVISORS
RESOLUTION NO. 1921**

**SPECIFYING PROVISIONS GOVERNING THE ESTABLISHMENT, STRUCTURE
AND OPERATION OF THE YAVAPAI COUNTY LOCAL WORKFORCE
DEVELOPMENT BOARD**

WHEREAS, The Federal Government has established a comprehensive Workforce Development System with the objective of involving the private business sector in the delivery of workforce development services and has enacted or authorized statutes, rules and regulations respecting the program including, but not limited to, the Workforce Innovation and Opportunity Act (WIOA) of July 2014, (WIOA) Public Law 113-128; and

WHEREAS, Sec. 107(c) of the WIOA requires that in each local area of the State, a Local Workforce Development Board (WDB) be established to set policy for the portion of the statewide Workforce Development System within each local area and requires the involvement of the “Chief Elected Official” for each local area in certain aspects of the establishment and operation of the WDB; and

WHEREAS, for the purpose of the establishing and operating the WDB for Yavapai County, the Yavapai County Board of Supervisors is designated as the Chief Elected Official of the County; and

WHEREAS, in aid of the discharge of its statutory responsibilities, the Board of Supervisors wishes to further clarify the roles of the Parties with respect to the establishment and operation of the WIOA local workforce operations and services.

NOW, THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Yavapai County Workforce Development Board (WDB) is established to be comprised of members appointed by the Board of Supervisors in accordance with the criteria set forth in Section 107 of the WIOA. Private-sector appointments to the WDB shall be for staggered two-year terms. All terms shall commence on July 1. Terms for private-sector appointments shall expire as of June 30 of the second calendar year following the calendar year during which the term commenced. Terms for public sector appointments shall expire as of June 30 of the fourth calendar year following the calendar year during which the term commenced. Terms for public sector appointments shall be for staggered four-year terms. All terms shall commence on the day of appointment. The WDB shall meet a minimum of two times annually, shall convene such additional meetings as necessary for the conduct of its business, and shall meet at least annually in joint session with the Board of Supervisors. The Board of Supervisors may designate a non-voting County representative to participate in WDB meetings.
2. The WDB Executive Committee is established to be comprised of five (5) private-sector members plus one (1) non-voting public representative from the WDB required partners. The Board of Supervisors shall appoint private-sector members. Members appointed by the Board of

Supervisors shall either reside in and/or personally conduct partner business in the supervisorial district. Appointments to the Executive Committee shall be for staggered two-year terms. Terms shall commence on July 1 and expire as of June 30 of the second calendar year following the calendar year during which the term commenced. The Executive Committee shall, at minimum, hold quarterly meetings and shall convene such additional meetings as required to conduct its business.

3. Appointments by the Board of Supervisors to fill vacancies on the WDB or the Executive Committee shall be for the remainder of the uncompleted term only.
4. In carrying out their respective roles, the Board of Supervisors and the WDB shall comply with all applicable statutes, rules and regulations pertaining to the establishment and operation of the Local Workforce Development System.
5. The WDB shall perform those functions as required to oversee and implement the local Workforce Development System including, but not limited to the following:
 - a. Shall develop and submit a local plan to the Governor in partnership with the local chief elected officials that meet the requirements in Section 108 of the WIOA.
 - b. Coordinate activities with education and training providers of workforce investment activities, adult basic education and literacy, career and technical education and local agencies pursuant to Section 107(d)(11) of the WIOA.
 - c. Subject to the approval of the Board of Supervisors, develop annually a budget for the purpose of carrying out its activities of the local board, consistent with the local plan pursuant to Section 107(d)(12) of the WIOA.
 - d. In partnership with the Board of Supervisors, conduct oversight for local employment and training activities authorized under sub-sections (c) and (d) of Section 134, and the one-stop delivery system pursuant to Section 107(d)(8) of the WIOA.
 - e. The local board, the Board of Supervisors, and the Governor shall negotiate and reach agreement on local performance accountability measures pursuant to Section 107(d)(9) of the WIOA.
 - f. Assist the Governor in developing the statewide workforce and labor market information system pursuant to Section 107(d)(2)(B) of the WIOA.
 - g. Coordinate the authorized local workforce development activities pursuant to Section 117(d)(7) of the WIOA.
6. Pursuant to Section 107(d)(12)(B) of the WIOA, the Board of Supervisors shall serve as the designated grant recipient for WIOA grant funds and shall be liable for any misuse of the grant funds allocated to the local area. The Board of Supervisors may designate an entity to serve as a local grant sub-recipient for such funds, direct services or as a local fiscal agent.
7. The Board of Supervisors shall review, every two years, the activities of the WDB, and recommend WDB certification to the Governor as applicable.
8. All meetings of the WDB shall conform to the provisions of the Open Meeting Laws of the State of Arizona.

9. The WDB may enact such Bylaws, policies, or procedures as are not in conflict with applicable statutes, rules or regulations or with the provisions of this Resolution.

Approved and Adopted by the Yavapai County Board of Supervisors this 5th day of October 2015.

/s/ Craig L. Brown

Craig L. Brown, Chairman

ATTEST:

/s/ Ana Wayman-Trujillo

Ana Wayman-Trujillo, Clerk of the Board

APPROVED AS TO FORM AND DETERMINED TO BE WITHIN THE SCOPE OF PREFORMANCE OF DUTY OF THE YAVAPAI COUNTY BOARD OF SUPERVISORS:

/s/ Jack Fields

Jack Fields

Deputy County Attorney