

# CITY OF HIGH POINT

## AGENDA ITEM



**Title:** Guilford Workforce Development Consortium Agreement/Resolution

**From:** Randy McCaslin, Deputy City Manager

**Meeting Date:** August 17, 2015

**Advertising Date:** N/A

**Public Hearing:** N/A

**Attachments:** Executive Summary -Greensboro/High Point/Guilford County Local Area Plan –  
Program Year 2015-2016  
Resolution/Consortium Agreement

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### **PURPOSE:**

The contiguous units of local government, Greensboro/High Point/Guilford County, agree to establish a consortium to act jointly as a local Workforce Development Area under the Workforce Innovation and Opportunity Act (WIOA), Public Law 113-128 as enacted July 22, 2014. This consortium shall be known as the Guilford Workforce Development Consortium.

### **BACKGROUND:**

Program Year 2015 marks the first year of the Workforce Innovation and Opportunity Act (WIOA), the federal workforce legislation that replaces the Workforce Investment Act. WIOA requires each workforce development board to develop and submit a comprehensive four-year plan to the state, in partnership with the local chief elected official. The WIOA four-year plan will be effective beginning a year from now for the time period July 1, 2016 - June 30, 2020. To facilitate a seamless transition, the Division of Workforce Solutions has asked for a one-year local and regional plan to be reviewed and approved for Program Year 2015 (July 1, 2015 -June 30, 2016).

### **BUDGET IMPACT:**

N/A

### **RECOMMENDATION/ACTION REQUESTED:**

Adoption of Resolution authorizing execution of the Guilford Workforce Development Consortium Agreement and that the appropriate City official be authorized to execute all necessary documents.

**GREENSBORO/HIGH POINT/GUILFORD COUNTY**  
**LOCAL AREA PLAN**  
**PROGRAM YEAR 2015-16**  
**EXECUTIVE SUMMARY**

**Introduction**

Program Year 2015 marks the first year of the Workforce Innovation and Opportunity Act (WIOA), the federal workforce legislation that replaces the Workforce Investment Act. WIOA requires each workforce development board to develop and submit a comprehensive four-year plan to the state, in partnership with the local chief elected official. The WIOA four-year plan will be effective beginning a year from now for the time period July 1, 2016 - June 30, 2020. To facilitate a seamless transition, the N.C. Division of Workforce Solutions has asked for a one-year local and regional plan to be reviewed and approved for Program Year 2015 (July 1, 2015 – June 30, 2016).

The PY 2015 Local Area Plan serves to:

- Provide a strategic framework for workforce development
- Align with state vision and goals
- Outline regional and local workforce analyses and strategies
- Foster regional collaboration to meet the needs of regional economies
- Define connections with workforce development partners,
- Enhance access to high quality services through the NCWorks Career Center system
- Meet federal WIOA requirements
- Outline operational details of administering federal funds
- Provide a basis of accountability through monitoring and audit reviews
- Transition to full WIOA implementation effective July 1, 2016 and the required four year plans covering July 2016 – June 2020

The Plan requirements set the foundation for WIOA principles by fostering strategic alignment, improving service integration and ensuring that the workforce system is industry relevant. The 2015 Plan contains six required sections for which questions and responses are summarized below:

- Local Area Overview
- Regional Strategic Planning
- Local Area Planning
- NCWorks Career Centers (One-Stop Delivery System)
- Programs
- Policies

**LOCAL AREA OVERVIEW**

This section contains administrative information including legal names and certifications, staff and board contact information, county population information and organizational charts for the WDB staff and the City of Greensboro. The Board configuration has changed under WIOA and new potential members are being identified now for approval by the Chief Elected Official to meet the new requirements.

## **REGIONAL STRATEGIC PLANNING**

This section includes information about regional planning, including:

- Our regional configuration which is called TRIADWORKS and consists of these five WDB's: Northwest Piedmont, Greensboro/High Point/Guilford County, DavidsonWorks, Regional Partnership and Kerr-Tarr.
- A synopsis of the region's recent significant accomplishments including economic development summits, WIOA staff training efforts, aviation training model development, regional outreach materials creation and a panel presentation at the regional conference
- A description of how the regional plan aligns with the NCWorks Commission strategic plan
- An brief analysis of the regional economic conditions including in-demand industry sectors and knowledge and skills needed by employers, as well as an analysis of the workforce itself
- A description of strategies used to facilitate engagement of businesses including the 1000 in 100 initiative, regional Business Service Unit projects, resources on the TriadWorks website and a description of strategies used to coordinate workforce development with economic development
- An outline of regional transportation issues related to workforce development
- A description of how the region coordinates with educational institutions to avoid duplication of services, including the Piedmont Regional Workforce Alliance between boards and community colleges
- A description of how the region connects military skills to occupational demands

## **LOCAL AREA PLANNING**

This section includes information about local planning, including:

- A description of the WDB's strategic vision and goals which include 1) maximizing the workforce system to provide a skilled workforce to improve the quality of life and create opportunities for individuals; 2) fostering collaboration and building relationships with committed partners and stakeholders; 3) enhancing the quality of workforce development delivery systems to become the "go to" place for solutions to customer needs; and 4) developing a multi-faceted communications and marketing plan connecting our communities and their stakeholders with workforce development services and resources
- A description of strategies used to align services provided by WDB's to those provided by our WIOA-defined core partners of Wagner-Peyser, Vocational Rehabilitation and Adult Education and Literacy providers and to create memorandums of understanding with these agencies and other partners required under WIOA
- A description of plans to incorporate sector strategies, career pathways and work-based learning approaches to meet the needs of employers, including the Work Ready Community initiative and increased involvement with employer and industry groups in developing workforce service strategies and training programs
- A discussion of how Rapid Response activities (relating to layoffs) are coordinated with the NC Department of Commerce
- A description of the Local Area procurement process to award subgrants and contracts
- A description of how workforce performance measures are tracked

## **NCWORKS CAREER CENTERS**

This section focuses on how the NCWorks Career Centers are structured in the Local Area including:

- Description of center structure and customer flow within the centers (there are currently three centers in the county; the two Greensboro locations will be consolidated by year-end in a new state of the art facility)
- Usage of automated case management systems and how non-center based services are provided to customers
- How infrastructure costs are funded in the system (via cost-sharing with the primary partners)
- A description of what the different partners in the system bring to the table and how services are specifically provided to target groups such as persons with disabilities, veterans, welfare recipients and others with barriers to employment

## **PROGRAMS**

This section describes the existing strengths and planned areas of positive change for existing Adult and Dislocated Worker services. Strengths are focused on partnerships, services offered in the “product box”, engagement of local businesses in designing programs, and development of individualized employment plans. Areas of improvement will include more emphasis on combining classroom training with work-based learning, increased use of data for decision making, an increase in individual training cost caps, and more emphasis on marketing services to employers and jobseekers.

The plan includes an estimation that \$3.6 million will be spent on services to Adults and Dislocated Workers in 2015-16 (including serving an estimated 20,000 unique visitors to centers during the year) and that a minimum of 650 individuals will be enrolled in some combination of subsidized occupational skill-specific training and/or work-based learning, including transitional employment opportunities.

The plan includes a description of how key changes impacting the youth program will be implemented, including a new requirement that 75% of youth expenditures will be on out of school youth and that 20% of youth expenditures will be on work experience. Those requirements will be included in an RFP planned for release in June 2015 to identify a youth contractor for the October 2015 – June 2016 period (the existing contractor will provide services through at least September 2015).

Out of School Youth services will be focused on both school dropouts and completers of the Career Technical Education (CTE) programs in Guilford County Schools who do not immediately enter employment. The limited enrollment of in-school students allowable under the new law will be targeted toward post-graduation transition planning with seniors enrolled in CTE programs.

The plan includes an estimation that \$1.96 million will be spent on services to Youth in 2015-16 with a minimum of 350 youth enrolled.

## **POLICIES**

This final section describes (primarily through attachments) local policies relating to monitoring, equal opportunity, supportive services, incumbent worker training, transitional employment, on-the-job training, individual classroom training and meeting priority of service requirements under WIOA.

# Guilford Workforce Development Consortium Agreement

## ARTICLE I. TITLE AND PURPOSE

The contiguous units of local government listed below agree to establish a consortium to act jointly as a local Workforce Development Area under the Workforce Innovation and Opportunity Act (WIOA), Public Law 113-128 as enacted July 22, 2014. This consortium shall be known as the Guilford Workforce Development Consortium.

## ARTICLE II. MEMBERSHIP

The Consortium shall be composed of the following independent and contiguous units of general purpose local government:

County of Guilford  
City of Greensboro  
City of High Point

## ARTICLE III. CERTIFICATION OF AUTHORITY

### 1. AUTHORITY UNDER STATE AND LOCAL LAW

The member units of government certify that they possess full legal authority, as provided by state and local law, to enter into this agreement and to fulfill the legal and financial requirements of operating as a local Workforce Development Area under the Workforce Innovation and Opportunity Act for the entire geographic area covered by this agreement.

### 2. SPECIFIC RESOLUTIONS TO ENTER INTO AGREEMENT

A copy of each duly executed resolution giving the respective counties specific authority to enter into this consortium agreement will be attached to this document and are incorporated herein by reference.

### 3. DESIGNATION OF CHIEF ELECTED OFFICIALS FROM EACH MEMBER UNIT OF GOVERNMENT

Each member unit of government designates as chief elected official for Workforce Innovation and Opportunity Act purposes, upon whose representation the State, the Workforce Development Board, the administrative entity and the other member units may rely. The Honorable Mayor of the City of Greensboro, Mayor of the City of High Point, and the Chairperson of the Guilford County Commissioner shall be the signatories to this agreement and shall be authorized to execute such other agreements, as are necessary for the purposes of the Workforce Innovation and Opportunity Act and other grants that may be awarded to the Consortium.

4. DESIGNATION OF CHIEF ELECTED OFFICIAL FOR LOCAL WORKFORCE DEVELOPMENT AREA

The member units provide that the Mayor of the City of Greensboro shall be authorized to exercise the functions of the local area chief elected official which are required under the Workforce Innovation and Opportunity Act.

ARTICLE IV. DURATION

This agreement will become effective on the date of the last chief elected official's signature and shall continue in effect until the local Workforce Development Area is re-designated by the Governor of North Carolina or by termination of this Agreement by a member unit of government as provided for in Article XI.

ARTICLE V. ASSURANCES AND CERTIFICATIONS

The member units will comply with the requirements of the Workforce Innovation and Opportunity Act, and regulations promulgated thereunder, all other applicable federal regulations, the statutes of the State of North Carolina, and, written directives and instructions relevant to local workforce development area operation from the Governor of North Carolina or his/her designee.

ARTICLE VI. FINANCING

1. It is anticipated that funding necessary to implement this agreement will be derived from federal grant funds received through the Governor. It is further understood that local funds are not required under the Workforce Innovation and Opportunity Act; however, if a Consortium member deems it necessary or desirable, the parties hereto may allocate local funds for special initiatives as appropriate under the intent of this agreement.
2. The units of local government acknowledge that they are jointly and severally accountable for Consortium liabilities arising out of activities under the Workforce Innovation and Opportunity Act, to the extent consistent with State and local law.
3. Liability may include, but is not limited to, responsibility for prompt repayment from non-program funds of any disallowed costs by the administrative entity of the local workforce development area, or any of its sub-recipients or contractors, or the Workforce Development Board. It is further understood that the City of Greensboro, the designated Administrative Entity and Grant Recipient, shall provide oversight of the resources received on behalf of this Consortium.
4. Any entity or joint agency created or designated by this local workforce development area, including the Workforce Development Board and Administrative Entity, shall be considered a public agency for the purposes of the Local Government Budget and Fiscal Control Act.

## ARTICLE VII. ESTABLISHMENT OF A WORKFORCE DEVELOPMENT BOARD

The member units of government agree that the Workforce Development Board shall be established in accordance with Section 107 of the Workforce Innovation and Opportunity Act and applicable State of North Carolina laws including G.S. 143B-438.11.

The Chief Elected Official, as noted in Article III. 4., shall appoint members of the Workforce Development Board from among persons nominated in accordance with the Workforce Innovation and Opportunity Act and the Workforce Development Board Executive committee. Nominations for membership on of the Workforce Development Board shall be solicited from organizations and public sector agencies, in accordance with the Workforce Innovation and Opportunity Act; and in consultation with the Chief Elected Officials.

## ARTICLE VIII. APPOINTMENT OF PERSONNEL

Appointment of personnel shall be as described in the Guilford Workforce Development Board/Chief Elected Official Agreement.

## ARTICLE IX. REAL PROPERTY, EQUIPMENT AND SUPPLIES

The Guilford Workforce Development Consortium will follow all Workforce Innovation and Opportunity Act requirements governing the title, use and disposition of real property, equipment and supplies purchased with federal funds,

## ARTICLE X. AMENDMENTS

The agreement may be amended at any time upon the consent of all of the parties as evidenced by resolution of the governing bodies of each member government and as approved by the State.

## ARTICLE XI. TERMINATION

The parties to this agreement may request termination at any time upon six months prior written notice, such termination to be effective when the Governor considers local Workforce Development Area re-designations or at the end of the then current grant administration agreement program year.

In Witness Whereof, the parties hereto have caused this be properly executed by the respective authorized officials, and this Agreement is executed in triplicate.

**City of Greensboro**

_____	Nancy B. Vaughan	_____
ATTEST	Mayor	Date
	City of Greensboro	

**City of High Point**

_____	Bill Bencini	_____
ATTEST	Mayor	Date
	City of High Point	

**County of Guilford**

_____	Hank Henning	_____
ATTEST	Chairman	Date
	Guilford County Board of Commissioners	



## **Resolution Authorizing Execution of the Guilford Workforce Development Consortium Agreement**

**Whereas**, the Workforce Innovative & Opportunity Act (WIOA) provides funds for delivery of workforce development programs and employment and training services in designated Local Areas;

**Whereas**, the Governor of NC has designated Guilford County and the Guilford Workforce Development Consortium as a Local Area and Entity approved to receive funds under the Workforce Innovative & Opportunity Act, and other federal or state designated funds;

**Whereas**, the City of Greensboro, City of High Point and County of Guilford have formed a Consortium, hereinafter name Guilford Workforce Development Consortium, to receive funds and deliver workforce development programs for the citizens of Guilford County;

**Whereas**, the Consortium members provide that the *Mayor of the City of High Point* shall be authorized to exercise the functions of the Local Area Chief Elected Officials as required under the Workforce Innovative & Opportunity Act;

**Now, therefore, be it resolved by the members of the *High Point City Council*:**

**That**, the *Mayor of the City of High Point* is authorized to approve and execute the Guilford County Workforce Development Consortium Agreement.

Adopted this day \_\_\_\_ day of June, 2015

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