

**North Carolina Instructions
for Local and Regional
Workforce Development Area Plans**

Workforce Innovation and Opportunity Act

Title I

**PY 2018 Plan Update
July 1, 2018 – June 30, 2019**

*North Carolina Department of Commerce
Division of Workforce Solutions
4316 Mail Service Center
313 Chapanoke Road, Suite 120
Raleigh, NC 27699-4316*

Instructions

Introduction

The Workforce Innovation and Opportunity Act (WIOA) requires each Workforce Development Board (WDB) to develop and submit, in partnership with the local chief elected official a comprehensive four-year plan. Four-Year Plans were submitted in May 2016. Annually, each WDB is to provide updates to the Comprehensive Four-Year Plan (PY 2016). The WIOA Program Year (PY) 2018 Plan is to provide current information and be effective July 1, 2018 - June 30, 2019 and will include all current local policies. The Comprehensive Four-Year Plan (PY 2016) should be maintained and updated, as appropriate.

Federal and State Requirements for Local Administration of the Workforce Innovation and Opportunity Act

Local Workforce Development Boards should reference the Workforce Innovation and Opportunity Act, Public Law 113-128, enacted July 22, 2014. Additional information is available at the U.S. Department of Labor Employment and Training Administration website: www.doleta.gov

North Carolina policy information is available at <http://www.nccommerce.com/workforce/workforce-professionals/policy-statements>. Local Workforce Development Boards may reference the North Carolina WIOA Unified State Plan.

Plan Submission and Due Date

The Local Plan must be submitted through Workforce Information System Enterprise (WISE). ***The due date is April 30, 2018.*** Each attachment must be submitted separately in Word or PDF format. Attachments not submitted separately will not be accepted. Forms requiring original signatures may be mailed to the local Board's assigned Planner at: N.C. Division of Workforce Solutions, 4316 Mail Services Center, Raleigh, NC 27699-4316. Hand delivered documents may be left at 313 Chapanoke Road, Raleigh, NC 27603.

Workforce Development Board Overview

The Local Area Overview provides important contact information that is used throughout the Division. It is important this section remain current during the Program Year. Updates should be submitted to the local Board's assigned Division Planner when changes occur, especially to contact names and addresses in the Local Board Overview Section.

1. Provide the Local Area's official (legal) name as it appears on the local Consortium Agreement established to administer the Workforce Innovation and Opportunity Act (WIOA) or, if not a Consortium, in the formal request for Local Area designation. If the Local Area is a Consortium, attach a copy of the current Consortium Agreement. Name document: Local Area Name Consortium Agreement.

Charlotte-Mecklenburg Workforce Development Board, Inc. (dba "Charlotte Works")
Refer to Attachment for the latest document.

2. Provide the name, title, organization name, address, telephone number and e-mail address of the Workforce Development Director.

Prefix	Dr.	First Name	Patrick	Last Name	Graham	Suffix	
Title	President/ CEO						
Organization Name	Charlotte Works						
Address	11301 Carmel Commons Blvd, Suite 301						
City	Charlotte	State	NC	Zip Code	28226		
Phone	(704) 206-1342	E-mail	pgraham@charlotteworks.com				

3. Provide the name, elected title, local government affiliation, address, telephone number and e-mail address of the Local Area's Chief Elected Official.

Prefix	Honorable	First Name	Viola	Last Name	Lyles	Suffix	
Title	Mayor						
Local Government	City of Charlotte						
Address	600 East Fourth Street, 15 th Floor						
City	Charlotte	State	NC	Zip Code	28202		
Phone	704-336-2241	E-mail	mayor@charlottenc.gov				

Prefix	Honorable	First Name	Ella	Last Name	Scarborough	Suffix	
Title	County Commissioner Chairman						
Local Government	Mecklenburg County						
Address	600 East Fourth Street, 15th Floor						
City	Charlotte	State	NC	Zip Code	28202		
Phone	980-314-2899	E-mail	Ella.Scarborough@MecklenburgCountyNC.gov				

4. Provide the name, title, business name, address, telephone number and e-mail address of the individual authorized to receive official mail for the Chief Elected Official, if different than question 3.

Prefix	Mr.	First Name	Marcus	Last Name	Jones	Suffix	
Title	City Manager						
Business Name	City of Charlotte						
Address	600 East Fourth Street						
City	Charlotte	State	NC	Zip Code	28202		
Phone	704-336-2241	E-mail	marcus.jones@charlottenc.gov				

5. Provide the name, address, telephone number of the Administrative/Fiscal Agent responsible for disbursing Local Area WIOA grant funds. This is the entity responsible for the disbursal of grant funds. [WIOA Sections 107(d)(12)(B)(i)(III) and 108(b)(15)].

Organization	City of Charlotte - Attn: Joan Campbell						
Address	600 East Fourth Street						
City	Charlotte	State	NC	Zip Code	28202		
Phone	704-336-2410						

6. Provide the name, title, organization name, address, telephone number and e-mail address of the Administrative/Fiscal Agent's signatory official.

Prefix	Honorable	First Name	Viola	Last Name	Lyles	Suffix	
Title	Mayor						
Local Government	City of Charlotte						
Address	600 East Fourth Street, 15th Floor						
City	Charlotte	State	NC	Zip Code	28202		
Phone	704-336-2241	E-mail	mayor@charlottenc.gov				

7. Attach a copy of the Administrative Entity/Fiscal Agent's organizational chart with an 'effective as of date'. Name document: Administrative Entity Name Organizational Chart.

Refer to Attachment Labeled "City Organizational Chart"

8. Provide the Administrative Entity's Data Universal Numbering System (DUNS) number and assurance that the 'System for Award Management' (SAM) status is current. Administrative Entities must register at least annually on the SAM website (<https://www.sam.gov/portal/SAM/##11>) to receive Federal funding [required by Federal Acquisition Regulation (FAR) Section 4.11 and Section 52.204-7].

The Administrative Entity for Charlotte Works is the City of Charlotte. The City of Charlotte's DUNS number 071064166 is registered/ active in SAM.gov.

Composition of the local Workforce Development Boards shall comply with WIOA Section 107. Local Workforce Development Board Membership Requirements have been provided as reference at [Appendix A](#).

9. Provide each Workforce Development Board members' name, business title, business name and address, telephone number and e-mail address on the provided form. The first block is reserved to identify the Board chairperson ([form provided](#)). Indicate all required representation and indicate if vacant. [WIOA Section 107(b)(2)]. Name document: Local Area Name WDB List. See [Appendix A](#) for Local Area Workforce Development Boards membership requirements.

Note: Check the block on provided form certifying compliance with required WIOA local Workforce Development Board business nomination process.

* Use and identify categories as indicated on the form. Do not change required category names.

Refer to Attachment Labeled "Charlotte Works WIOA Board List"

10. Attach the Workforce Development Board By-laws including date adopted/amended. List any recent changes here. Name document: Local Area Name WDB By-laws.

Sunshine Provision - The Local Board shall make available to the public, on a regular basis through electronic means and open meetings, information regarding the activities of the Local Board, including information regarding the Local Plan prior to submission of the Plan, and regarding membership, the designation and certification of one-stop operators, and the award of grants or contracts to eligible providers of youth workforce investment activities, and on request, minutes of formal meetings of the Local Board. [WIOA Section 107(e)]

Refer to Attachment Labeled "Bylaws of Charlotte Works"

11. Describe how the Workforce Development Board meets the Sunshine Provision.

Charlotte Works will make the plan available on our website at www.charlotteworks.com.

Public Comment - The Workforce Development Board shall make copies of the proposed Local Plan available to the public through electronic and other means, such as public hearings and local news media; allow for public comment not later than the end of the 30 day period beginning on the date the proposed plan is made available; and, include with submission of the Local Plan any comments that represent disagreement with the Plan. [WIOA Section 108(d)]

12. Describe how the Workforce Development board will make copies of the proposed Local Plan available to the public. [WIOA Section 108(d)]

The local plan will be published on the Charlotte Works website with contact information to allow public comments/questions.

13. Attach a copy of the Local Workforce Development Board’s organizational chart with an ‘effective as of date.’ Include position titles. Name document: Local WDB Name Organizational Chart.

Refer to Attachment Labeled “Charlotte Works Organizational Chart”

14. Complete the following chart for the PY18 Local Workforce Development Board’s planned meeting schedule to include time, dates and location. *[Expand form as needed.]*

Date	Time	Location (include address and room #)
August 16, 2018	12:00 - 2:00	TBD*
October 18, 2018	12:00 - 2:00	TBD*
December 6, 2018	12:00 - 2:00	TBD*
January 24, 2019	12:00 - 2:00	TBD*
March 14, 2019	12:00 - 2:00	TBD*
May 31, 2019	12:00 - 2:00	TBD*

*Meetings are anticipated to be held at the below location. This will be confirmed upon release of semester schedules.

CPCC, Harris Campus
3210 CPCC Harris Campus Dr
Building H2, Room 2124
Charlotte, NC 28208

15. Attach a copy of the signed ‘Certification Regarding Debarment, Suspension, and other Responsibility Matters – Primary Covered Transactions’ ([form provided](#)). [Required by the Regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98, Section 98.510, participants’ responsibilities.] Name document: *Local Area Name Debarment Form*.

Note: Document must bear the original signature of the Administrative Entity signatory official. Mail the signed [Certification form](#) original to Division Planner.

Refer to Attachment Labeled “Certification Regarding Debarment, Suspension and other Responsibility Matters”

16. Submit the original Workforce Development Board and Chief Elected Official (CEO) Signatory Page (form provided), bearing the original signatures of the Chief Elected Official(s) and the Workforce Development Board Chairman, and attach a copy of the signed document. Name document: *Local Area Name Signatory Page*.

Note: Mail the signed original [Signatory Form](#) to Division Planner.

Refer to Attachment Labeled “Local Area Signatory Page”

NCWorks Career Centers

1. Identify NCWorks Career Center location(s) including Tier 1, Tier 2, Affiliate, and Specialized sites; On-site partners; how NCWorks Career Center operator(s) are designated; provider(s) of WIOA career services and method of selection; whether youth services provider is on-site and, if so, youth services offered. Use the NCWorks [Career Center Chart](#). [WIOA Section 121(b)(1)(A) and (b)(1)(B)] Name document: *Local Area Name Career Centers*.
2. Provide the date and process for when the competitive procurement of the One-Stop Operators(s) occurred. Include the expected length of the contract (one-four years).

The following is a summary of the timeline for our procurement process.

- Week of May 16, 2016- RFP released
- Week of May 25, 2016- Preproposal Conference for interested bidders
 - Charlotte Works staff facilitated a pre proposal conference for interested bidders to provide an overview of the RFP, expectations, deadlines, etc.

Charlotte Works staff were also available to interested bidders to answer any questions.

- Week of June 1, 2016- Letter of intent due
- Week of June 24, 2016- Proposals Due
- Week of July 25, 2016- Review Committee Meeting
 - The review committee was made up of Charlotte Works' Board of Directors. The review committee members reviewed and scored each of the three proposals. The three bidders prepared a presentation to the review committee and presented to the review committee during the review committee meeting. This allowed the review committee to ask questions and hear from the bidders directly. The review committee voted at the end of the review committee meeting, after all bidders presented, and were prepared to make the suggestion to the Board of Directors. The Board of Directors voted on the One-Stop Operator during the board meeting the week of July 29, 2016.
- Week of July 29, 2016- Operator selected
- October 2016- Operator begins operating
- The Operator and Adult/DW Service Provider will have annual contracts for up to three years. Charlotte Works RFP cycle is every three years.

3. How do you coordinate services with WorkFirst (Temporary Assistance for Needy Families)?

Our NCWorks Career Center provider is also a contractor for Mecklenburg County's WorkFirst (TANF) program. WorkFirst customers are served in the NCWorks Career Center. They participate in the NCWorks Career Center orientation, the soft skills curriculum (Working Smart), as well as all other services offered to NCWorks career seekers.

In June 2018, Mecklenburg County will begin opening community resource centers where Charlotte Works will place a career advisor to ensure TANF clients have access to the career center services, such as career coaching and training opportunities.

Charlotte Works is also partnering with Mecklenburg County to launch a program to rapidly place individuals needing immediate employment. This effort aligns Mecklenburg County's Workfirst program and other County programs with Charlotte Works' NCWorks services.

4. How is the Career Center used outside of regular business hours?

The Career Centers are open the 1st and 3rd Tuesday until 7 p.m. The programs offered after 4:30 p.m. are career advising, workshops, and the resource center.

WIOA Title I Programs

Adult and Dislocated Worker Services

1. Provide the date and process for the competitive procurement of the Adult and Dislocated Worker Programs that ensures an arm's-length relationship between the Workforce Development Board and service delivery. Identify any service provider contract extensions.

Note: While Final Regulations Section 679.410 (b) and (c) provide exceptions to the competitive procurement process, WDBs *must* have an arm's-length relationship to the delivery of services.

The following is a summary of the timeline for our procurement process.

- Week of May 16, 2016- RFP released
- Week of May 25, 2016- Preproposal Conference for interested bidders
 - Charlotte Works staff facilitated a pre proposal conference for interested bidders to provide an overview of the RFP, expectations, deadlines, etc. Charlotte Works staff were also available to interested bidders to answer any questions.
- Week of June 1, 2016- Letter of intent due
- Week of June 24, 2016- Proposals Due
- Week of July 25, 2016- Review Committee Meeting
 - The review committee was made up of Charlotte Works' Board of Directors. The review committee members reviewed and scored each of the three proposals. The three bidders prepared a presentation to the review committee and presented to the review committee during the review committee meeting. This allowed the review committee to ask questions and hear from the bidders directly. The review committee voted at the end of the review committee meeting, after all bidders presented, and were prepared to make the suggestion to the Board of Directors. The Board of Directors voted on the One-Stop Operator and Adult/DW Service Provider during the board meeting the week of July 29, 2016.
- Week of July 29, 2016- Operator selected
- October 2016- Operator begins operating
- The Operator and Adult/DW Service Provider will have annual contracts for up to three years. Charlotte Works RFP cycle is every three years.

2. Attach the Local Workforce Development Board’s Adult and Dislocated Worker (DW) service providers chart effective July 1, 2018 using the [Adult/Dislocated Worker Service Provider List](#) provided. Name document: *Local Area Name Adult and DW Providers 2018*.

Refer to Attachment Labeled “Charlotte Works NCWorks Career Center System”

3. Describe how and when eligible training providers are reviewed at the local level and how customers are informed they have choices in choosing their providers. Define what “significant number of competent providers” means in the local area. Include whether the local Workforce Development Board uses more strict performance measures to evaluate eligible training providers. Attach if a separate policy. Name document: *Local Area Name Eligible Training Providers*. [Division Policy Statement 21-2015]

Refer to Attachment Labeled “Southwest Region Workforce Development Boards Training Provider/Program Approval Policy”

A regional policy is used as a guide to identify training providers. Charlotte Works reviews eligible training providers annually and/or when a program comes up for recertification. Each provider and program is reviewed by our Labor Market Intelligence committee made up of industry leaders that serve on our Board of Directors. This committee decides whether to approve or reject providers and their programs based on local demand and criteria set in the local policy. Charlotte Works reviews provider performance information to ensure they meet the 70% requirement for job placement. This process ensures training providers meet performance expectations.

Charlotte Works also has a variety of training providers that span several industries and have providers that train in most of our region’s occupations in demand. We have at least three training providers that offer numerous programs in each of our target industries with the exception of manufacturing. In that industry, we have verified that one training provider, Central Piedmont Community College, is widely accepted by employers and are promoting training there through the certified career pathway.

Significant numbers of competent providers can vary in meaning. At Charlotte Works it means that job seekers have several options to choose from when selecting training for their desired career path.

During career advisor meetings, clients are informed of available training providers and their associated programs. Additionally, clients may use the NCWorks website to perform independent research on other training programs available for WIOA funding. Customer choice is important for Charlotte Works. Job seekers are given all of the resources that are needed to make an informed decision about their training.

4. What strategies are in place to ensure Local Workforce Boards meet or exceed federal Adult and Dislocated Worker Performance Measures?

The following outlines techniques used to ensure accountability of the operator by Charlotte Works:

- Charlotte Works sets program goals with the operator on an annual basis when developing the contract for the program year. These internal performance metrics support the annual performance measures.
- Charlotte Works holds the operator accountable on a monthly basis by requiring the operator to submit a monthly dashboard
- Charlotte Works monitors the WIOA performance measures on a quarterly basis Future Works and NCWorks.
- The compliance manager facilitates a monthly training session for career center staff to ensure standards are met.
- The Charlotte Works compliance manager performs monthly onsite visits to each career center to review current programming and processes to support activities and customer outcomes.
- The compliance manager reviews hard copies of client files as well as online files in NCWorks to ensure programming supports compliance. The compliance manager does a random file sampling each month of the WIOA enrollments for that month. The compliance manager does a random sampling each year, reviewing at least 10% of the participant files for each program year. The compliance manager also reviews and approves all files prior to system exit to ensure the file is in compliance and exits properly.

5. Describe how the Board uses local funds for Incumbent Worker Training (IWT). If the Board does not use local funds for IWT, please state why and what would be needed to incorporate IWT as a locally offered service.

The Incumbent Worker Training is use to assist businesses in addressing the skills gap within their organization. The program seeks to upskill current employees resulting in wage increases as the employee is enabled to accept new responsibilities. The grant targets those opportunities which will increase the upward mobility of employees in lower paying positions. Below are the current companies that are participating in the IWT program.

Company	Training	No. of employees
Siemens	Welding training	6-8 employees
NSi Industries	Delivering Excellent Customer Service, Excel, OSHA 10-hr general, Certified in Logistics, Transportation & Distribution, Certified Supply Chain Professional	total of 31 employee
AO Smith	Basic welding certification, SAP courses	total of 50 employees

6. Complete the following chart (by placing an X in each applicable box) to demonstrate what work-based learning opportunities are available in the local Workforce Board area. *[Expand form as needed.]*

On-the-Job Training	Local Incumbent Worker Training	Internships	Job Shadowing	Paid/Unpaid Work Experience	Specify Others:
X	X	X	X	X	Pre-apprenticeship Apprenticeship Workplace tours Employer roundtable discussions

7. Please describe the efforts the Workforce Development Board has made to deliver business services on a regional basis.

Charlotte Works has partnered with the other two workforce boards in our region (Centralina and Gaston) and the Department of Workforce Solutions to create two certified career pathways in Advanced Manufacturing and in Health Care. We have implemented the two career pathways by hosting information sessions to our NCWorks Career Centers and partners, along with all of our community partners and many of our employer partners. To date, 125 people have been trained on how to use the pathways.

We also partner with the Charlotte Chamber as well as Charlotte Regional Partnership, which are both economic development organizations for our region. We partner with both organizations to work with businesses who are interested in expanding or moving to our region.

We are also creating industry partnerships in the key areas (Hospitality, Construction, Manufacturing, Transportation/Logistics, Finance and IT). The facilitated meetings are a chance to identify opportunities and challenges within Charlotte's industry sectors. The meeting's goal is to define specific areas for action. Community leaders from education, workforce development, and economic development organizations are participating in order to foster truly collaborative partnerships. We also host employer breakfasts to do outreach to local employers and share our services.

We also host Veteran specific job fairs to inform and help unemployed, underemployed, and transitioning veterans.

8. Describe follow-up services provided to Adults and Dislocated Worker.

Per Training and Employment Guidance Letter (TEGL) 19-16 and Section 134(C)(2)(A), funds described shall be used to provide career services, which shall be available to individuals who are adults or dislocated workers through the one-stop delivery system and shall, at a minimum, include—...(xiii) follow up services, including counseling regarding the workplace, for participants in workforce investment activities authorized under this subtitle who are placed in unsubsidized employment, for not less than 12 months after the first day of the employment, as appropriate.

When a client obtains unsubsidized employment, the career advisor follows up with the client to ensure they are maintaining employment quarterly for one year. The goal is to support the client in maintaining employment and assess if any additional services are needed to help the client sustain employment.

Youth Services

1. Does the Workforce Development Board have a standing committee to provide information to assist with planning, operational and other issues relating to the provision of services to youth? [WIOA Section 107(b)(4)(A)(ii)]

Due to the changes of WIOA not requiring a youth committee, the committee was restructured as an ad hoc committee of the Charlotte Works Board. All of the youth committee's memberships expired in 2014 and instead of appointing the committee for a short period of time; the new committee was formed to address youth needs and issues as they arise. Currently, this committee's objective is to better align K-12 and post-secondary education with workforce and economic development goals to ensure our future workforce has the skills necessary to support our long-term local and regional competitiveness.

If no, describe how oversight to planning, operational and other issues relating to the provision of services to youth will be provided.

While a separate committee does not exist, the economic mobility committee (sub committee of the BOD) provides support, guidance, and assists with the planning for youth services through our Careers4All platform.

If yes, please provide a response to the following questions.

- a) Provide the committee's purpose/vision.
- b) Attach the list of members to include members' agency/organization, one of which must be a community-based organization with a demonstrated record of success in serving eligible youth. Provide the Committee's Chair information in the first block (who must be a Workforce Development Board member.) Name document: *Local Area Name Youth Committee Members*.
[WIOA Section 107(b)(4)(A)(ii)]
- c) Complete the following chart for the PY18 Youth Committee's planned meeting schedule to include dates, time and location. *[Expand form as needed.]*

Date	Time	Location (include address and room #)
N/A		

2. Provide the date and process for when the competitive procurement of the Youth Programs were completed, to include any contract extensions.

An RFP was released March, 2016. The youth program providers began July 1, 2016 – June 30, 2017 with an annual contract that can be renewed for up to three years. The RFP includes a high level program design and standard WIOA federal requirements.

- RFP Released March 14, 2016
- Bidders' Conference March 23, 2016
- Charlotte Works staff facilitated a pre proposal conference for interested bidders to provide an overview of the RFP, expectations, deadlines, etc. Charlotte Works staff were also available to interested bidders to answer any questions.
- Letter of Intent to Bid (non-binding) Due March 28, 2016
- Proposals Due – 12 p.m. April 15, 2016
- Review Committee May 25, 2016
 - The review committee was made up of Charlotte Works' Board of Directors. The review committee members reviewed and scored each of the three proposals. The three bidders prepared a presentation to the review committee and presented to the review committee during the review committee meeting. This allowed the review committee to ask questions and hear from the bidders directly. The review committee voted at the end of the review committee meeting, after all bidders presented, and were prepared to make the suggestion to the Board of Directors. The Board of Directors voted on the One-Stop WIOA Youth Program Service Provider during the board meeting in June 2016.
- Board Action June 2016
- Notice of Selection June 2016
- Contract Period Begins July 1, 2016
 - The youth program provider contracts are renewed annually for up to 3 years. Contracts are annual and the RFP cycle is every three years.

3. Attach the Local Workforce Development Board Youth service provider's chart, effective July 1, 2018, using the provided [Youth Service Provider List](#). Complete each column to include specifying where Youth Services are provided. Name the document: Local Area Name Youth Providers 2018.

Refer to Attachment Labeled "PY18 WIOA Local Youth Service Providers List"

4. What strategies are in place to ensure Local Workforce Boards meet or exceed federal Youth Performance Measures?
 - Charlotte Works develops internal performance metrics to support the annual performance measures. Performance is monitored monthly using the monthly dashboards completed and submitted by the WIOA youth program providers. Charlotte Works also uses reports from NCWorks and Future Works to monitor performance. Charlotte Works uses NCWorks predictive and case management reports monthly, and Future Works reports quarterly.
 - The Compliance Manager helps to manage the performance measurements using monthly and quarterly reports.

- The Compliance Manager sends reports to director of youth service providers for quarterly updates and performs follow-up on any data entry issues or missed goals. Action plans are defined to ensure progress/updates.
 - The Program Manager provides training to the Career Advisors regarding entering performance outcomes into NCWorks online to ensure appropriate reporting.
 - Youth service providers supply a dashboard to assist in monitoring ongoing performance. The data is integrated into the Charlotte Works dashboard.
5. Specify if the Local Workforce Development Board plans to offer incentives for youth. If yes, attach the Youth Incentive Policy to include: a) criteria to be used to award incentives; b) type(s) of incentive awards to be made available; c) whether WIOA funds will be used and d) whether the Local Workforce Development Board has internal controls to safeguard cash/gift cards. Name document: *Local Area Name Youth Incentive Policy*.

Note: Federal funds may not be spent on entertainment costs.

Yes, the Local Area offers incentives for youth.

Local Innovations

- List additional funding received by the local Workforce Development Board to include special grants, National Dislocated Worker Grants, YouthBuild, outside funding and others to include a brief description of the source and the amount.

Grant	When the grant was received	PY16 Grants Received 7/1/16 to 6/30/17
Career Pathways Program year 2014 to fund 2 staff in Raleigh Dion Clark and Lauren Coffey	Aug-16	\$100,000.00
NC4Me Hiring event for veterans	Dec-16	\$10,000.00
Career Pathways Program year 2014 to fund 2 staff in Raleigh Dion Clark and Lauren Coffey	Mar-17	\$200,000.00
Advanced Manufacturing/healthcare implementation grant	Apr-17	\$157,500.00
Service Delivery Innovation grant (Statewide Working Smart)	May-17	\$177,068.00
Cost Sharing DWS brochures - all local areas	Sep-17	
External non WIOA grants received		
Bosch - to support training sessions for educators and career counselors to build awareness for the NC certified Career Pathway	Nov-17	\$5,000.00
Wells Fargo centralized job coordination unit	Oct-17	\$25,000.00
Verizon - Working Smart for Youth Expansion	Nov-17	\$25,000.00

- Describe one local Workforce Development Board best adult/dislocated worker program practice.

Recently, completion of Working Smart, Charlotte Works' soft skills curriculum was made mandatory for all adult and dislocated workers seeking training services. Employers are consistently sharing their workforce challenges around talent not having the soft skills such as,

communication and conflict resolution. Because of this, we have required Working Smart for these individuals to ensure everyone enrolled into training has these essential skills to obtain and retain employment after credential attainment.

3. Describe one local Workforce Development Board best youth program practice.

Charlotte Works in partnership with the City of Charlotte and the Charlotte Area Transit System developed a pre-apprenticeship and apprenticeship program in diesel auto mechanics for WIOA youth program participants. In the pre-apprenticeship program, the young people learn about diesel mechanics as well as gain work experience through an internship. The youth then transition into the registered apprenticeship program where they gain full time permanent employment and enroll in Central Piedmont Community College's diesel mechanics program.

4. Describe a local Workforce Development Board regional strategy that has yielded positive results.

Charlotte Works in partnership with Centralina and Gaston workforce development boards as well as regional educational and industry partners developed two certified career pathways in advanced manufacturing and healthcare. Since the development of these pathways, Charlotte Works has partnered with the workforce boards with implementing the pathways through development of outreach materials and training community partners on how to use the pathways when advising students and career seekers. The results of this effort allow educators and advisors to share these career pathways that help students and adults make informed decisions about their education and careers.

PY 2018 Local Area Plan Required Policy Attachments

1. The following policies must be attached as separate documents in the PY 2018 Plan. Name documents: Local Area Name, Policy Name.

Please make a notation below if the Policy has been revised for Program Year 2018.

Example: Competitive Procurement – Revised

1. Adult/ Dislocated Worker Work Experience Policy (PS 10-2017)
 2. Competitive Procurement Policy (PS 19-2017)
 3. Conflict of Interest Policy (PS 18-2017) **Revised for PY18*
 4. Equal Opportunity Procedures (PS 05-2015)
 5. Financial Management Policy for Workforce Innovation and Opportunity Act Title I (PS 20-2017)
 6. Individualized Training Account Policy
 7. On-the-Job Training Policy (PS 04-2015)
 8. Oversight Monitoring Policies and Tools
 9. Priority of Service Policy (PS 03-2017)
 10. Supportive Services Policies
 11. Youth Work Experience Policy (PS 10-2017)
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2. Designate whether or not you have the following Optional Policies. If yes, attach the policy as a separate document. Name documents: Local Area Name, Policy Name. [Example: IWT Policy – Yes. Attached as *Workforce Development Board, IWT Policy*.]
 1. Local Area Incumbent Worker Training Policy
 2. Local Area Needs-Related Policies
 3. Local Area Transitional Jobs Policy
 4. Local Area Youth Incentive Policy

3. Individual Training Accounts (ITAs) are required [Regulations Section 680.300] to pay the cost of training provided with Adult and Dislocated Worker funds and limitations on duration and amount may be included [Regulations Section 680.320]. Please provide the following ITA elements in summary:

Individual Training Accounts (ITA) Summary	
Dollar Amounts	\$4,000/year, \$8,000 lifetime max
Time Limits	2 years
Degree or Certificates allowed (Associate's, Bachelor's, other)	Certificates, Certifications, Bachelor's and Associate's (where there is 2 or less semesters required to complete).
Procedures for determining case-by-case exceptions for training that may be allowed	Any case-by-case exceptions are based upon the type of training the client is seeking and expected employment outcomes. If the client can justify needing the training to move up, if they have years of experience in the field and just need certification, if they have a written note from an employer stating the training will help them get hired or promoted, those are all factors we consider. We have also done special approvals for clients seeking training outside of Mecklenburg County and the surrounding area as long as the training they are seeking leads to an occupation in demand. For example, last year, we approved a client seeking training at Davidson Community College because the program was not offered in the Charlotte area.
Period of time for which ITAs are issued (semester, school year, short term, etc.)	Short term and semester
Supportive Services covered by ITA (uniforms, tools, physical exams, etc.)	ITAs cover supportive services such as books, tools, drug screens, background checks, driving records, uniforms and appropriate shoes/boots, and physical exams.
Other	

4. Please specify the supportive services provided by the local Board Supportive Services Policy. List specific items under Supplies, Emergency and Other, as identified in the local Policy. *[Expand form as needed.]*

Transportation	Childcare	Supplies <i>(include examples)</i>	Emergency <i>(include examples)</i>	Other <i>(include examples)</i>
Public transportation passes (bus passes)	Child care assistance	Special services/supplies for persons with disabilities	Emergency housing/utilities	Employment related clothing and other required items
Taxi/uber when appropriate or car pool/van pool fees			Car repairs	Training related uniforms or required items (tools, supplies, safety equipment)
NC vehicle registration fee				Records required for employment (birth certificate, background check)
Vehicle inspection fee				
NC driver's license				
Parking Fees				
Mileage reimbursement				

Required Attachment Checklist from Plan Instructions:

- Signed copy of Consortium Agreement (if applicable)
- Administrative Entity Organizational Chart
- Workforce Development Board List ([*form provided*](#))
- Workforce Development Board By-laws
- Local Area Organizational Chart
- Local Area Certification Regarding Debarment * ([*form provided*](#))
- Local Area Signatory Form* ([*form provided*](#))
- Local Area NCWorks Career Center System ([*form provided*](#))
- Local Area Adult and Dislocated Worker Services Providers ([*form provided*](#))
- Local Area Eligible Training Providers (*optional*)
- Local Area Youth Committee Meeting Schedule (*optional*)
- Local Area Youth Committee Members (*optional*)
- Local Area Youth Services Providers ([*form provided*](#))
- Local Area Youth Incentive Policy (*optional*)









*Mail signed and unfolded *originals* to assigned Division Planner at N.C. Division of Workforce Solutions at:





313 Chapanoke Road, Suite 120, 4316 Mail Services Center, Raleigh, NC 27699-4316.

Appendix



Local Workforce Development Board Membership Requirements







#	POLICY	FILE(S)
1	*Adult/ Dislocated Worker Work Experience Policy	 WIOA Adult DW Work Experience Po
2	*Competitive Procurement Policy	 Charlotte Works Competitive Selectio
3	*Conflict of Interest Policy	 CW_Conflict of Interest Policy.pdf
4	*Equal Opportunity Procedures	 2018 Participants Rights Benefits Cor
5	*Financial Management Policy for Workforce Innovation and Opportunity Act Title I	 Charlotte Works Financial Managem
6	*Individualized Training Account Policy	 Charlotte Works ITA Policy - WIOA.pdf
7	*On-the-Job Training Policy	 Charlotte Works OJT Policy PY 17.pdf
8	*Oversight Monitoring Policies and Tools	 Desk Review Monitoring Guide.d

#	POLICY	FILE(S)
9	Charlotte Works Priority of Service	 Charlotte Works Priority of Service.pc
10	Supportive Services Policies	  CW_Youth CW Supportive Supportive Services Services Policy Adult
11	Youth Work Experience Policy	 Charlotte Works (Youth) Work Experi

*Indicates new or updated policies in draft form, pending board approval at the next meeting on June 1, 2018.

RESOURCE	SUPPORTING QUESTION	FILE(S)	FILE NAME FOR PUBLICATION
Consortium Agreement*	WDB Overview 1	 Consortium Agreement_2015.pd	Charlotte Regional Workforce Consortium Agreement 2016
Administrative Entity Organizational Chart	WDB Overview 7	 CityOrgChart.pdf	City of Charlotte 2016 Organizational Chart
Workforce Development Board List	WDB Overview 9	 BOD List 4.2018.pdf	Charlotte Works Board Member List 2016
Workforce Development Board By-laws	WDB Overview 10	 CharlotteWorks_By Laws.pdf	Charlotte Works Board By-laws 2016
Local Area Organizational Chart	WDB Overview 13	 2018.02 CW Org Chart.pdf	Charlotte Works Organizational Chart 2018
Local Area Certification Regarding Debarment	WDB Overview 15	Signed document will be submitted separately  Signatory Pages.pdf	Charlotte Works 2016 Certification Regarding Debarment
Local Area Signatory Form	WDB Overview 16	Signed document will be submitted separately	Charlotte Works 2016 Signatory Form

RESOURCE	SUPPORTING QUESTION	FILE(S)	FILE NAME FOR PUBLICATION
Local Area NCWorks Career Center System	NCWorks Career Ctr 1	 Charlotte Works NCWorks Career Cer	Charlotte Works NCWorks Career Center System
Local Area Adult and Dislocated Worker Services Providers (provided)	WIOA Title 1 Programs 2	 Charlotte Works Adult and DW Provi	Charlotte Works Adult and DW Providers 2017
Charlotte Works Eligible Training Providers Policy	WIOA Title 1 Programs 3	 WIOA Southwest Regional Training Pr	Charlotte Works WIOA Southwest Regional Training Provider Policy
Local Area Youth Services Providers	Youth 5	 PY 2018 WIOA Local Youth Service Provid	PY 2017 WIOA Local Youth Service Providers List

Charlotte Works WIOA Board List
April 10, 2018

	Category	Name and Business Title	Business Name and Address	Phone Number	Email Address	Term
1.	Business (IT)	Toya Allen Director, Client Success (Chairman)	Cornerstone on Demand 311 Covington Crossing Weddington, NC 28104	704-763-1304 (m)	toya.allen@me.com	PY16-PY19
2.	Business (Finance/Banking)	Chris Payton Senior VP, Global Talent Acquisition (Vice Chairman)	Bank of America 401 North Tryon St Charlotte, NC 28202	980-683-6917 980-428-4787 (m)	chris.payton@bankofamerica.com	PY17-PY20
3.	Business (Finance/Banking)	Jerome Festa Managing Director (Treasurer/Secretary)	Wells Fargo International Group 301 S. College Street, 9 th Floor Charlotte, NC 28288	704-715-7963 980-322-4833 (m)	jerome.festa@wellsfargo.com	PY18-PY21
4.	Business <i>(Small Business)</i> (Entrepreneurship)	Dan Roselli Owner and Co-Founder (Former Chairman)	Packard Place 222 S. Church Street Charlotte, NC 28202	704-227-0733 704-277-6052 (m)	droselli@packardplace.us	PY18-PY21
5.	Business (Healthcare)	Laura Morrow-Fox AVP Human Resources Talent Acquisition	Atrium Health P.O. Box 32861 Charlotte, NC 28232-2861	704-631-0169 614-257-7166 (m)	Laura.Morrow-Fox@carolinashealthcare.org	PY16-PY19
6.	Business (Finance/Banking)	Robin Strayhorn Recruiter	PNC Bank 200 Providence Road, Suite 300 Mailstop: T4-UCLP-03-1 Charlotte, NC 28207	704-686-1766 704-345-3156 (m)	robin.strayhorn@pnc.com	PY14-PY17

7.	Business <i>(Small Business)</i>	Merribeth Butler Executive Director	NC Business Leadership Networks (NCBLN) 9815 Sam Furr Road, Suite J-90 Huntersville, NC 28078	980-422-5544 (m)	beth@usbln.org	PY17-PY20
8.	Business	Mohammad Jenatian President	Greater Charlotte Hospitality & Tourism Alliance (HTA) 301 South McDowell St. Suite 1106 Charlotte, NC 28204	704-331-0079	mj@charlottehta.com	PY17-PY20
9.	Business	Kevin Jenkins Vice President/General Manager	Turner Construction Company 4601 Park Road Suite 601 Charlotte, NC 28209	704.512.8918 (m)	kjenkins@tcco.com	PY17-PY20
10.	Business	Carol Morris VP Community Leadership and Civic Leadership	Foundation for the Carolinas 220 North Tryon Street Charlotte NC 28202	704-973-4550 704-277-4405 (m)	cmorris@fftc.org	PY18-PY21
11.	Business	Vacant (in recruitment process)				
12.	Business	Vacant (in recruitment process)				
13.	Business	Vacant (in recruitment process)				

14.	Labor Organization, or where none exists, other representative of employees <i>(provide organization affiliation)</i>	Tim Rorie President	Southern Piedmont Central Labor Council 5622 Sage Hills Dr., #815 Charlotte, NC 28277	704-983-3033 704-905-9406 (m)	spclc.pres@gmail.com	PY16-PY19
15.	Labor Organization, or where none exists, other representative of employees <i>(provide organization affiliation)</i>	Scott Thrower Assistant Business Manager	Southern Piedmont Central Labor Council 1900 Cross Beam Dr. Charlotte, NC 28217	704-773-3568 (m)	strower@ibew379.org	PY16-PY19
16.	**Business & Joint Labor-Management, or union affiliated, registered apprenticeship program. Or where none exists, representative of registered apprenticeship program <i>(provide representative's affiliation)</i>	Roger Collins Technical Training Specialist and Apprenticeship Coordinator	Siemens 5101 Westinghouse Blvd Charlotte, NC 28273	704 551-5116 704-806-0299 (m)	roger.collins@siemens.com	PY18-PY21

17.	Labor <i>or</i> Apprenticeship <i>or</i> Community Based Organization <i>or</i> Organizations addressing needs of eligible youth <i>(Must identify choice of category represented)</i>	Vacant (in recruitment process)				
18.	Labor <i>or</i> Apprenticeship <i>or</i> Community Based Organization <i>or</i> Organizations addressing needs of eligible youth <i>(Must identify choice of category represented)</i>	Chris Jackson President/CEO	Goodwill Industries of the Southern Piedmont 5301 Wilkinson Blvd, Charlotte, NC 28208	704-332-0264 704-236-6173 (m)	Chris.Jackson@goodwillsp.org	PY17-PY20
19.	Labor <i>or</i> Apprenticeship <i>or</i> Community Based Organization <i>or</i> Organizations addressing needs of eligible youth <i>(Must identify choice of category represented)</i>	Sean Garrett Executive Director	United Way of Central Carolinas 301 S. Brevard St. Charlotte, NC 28202	704-371-6210 404-668-1863 (m)	sgarrett@uwcentralcarolinas.org	PY17-PY20

20.	Labor <i>or</i> Apprenticeship <i>or</i> Community Based Organization <i>or</i> Organizations addressing needs of eligible youth <i>(Must identify choice of category represented)</i>	Akeshia Craven-Howell Assistant Superintendent for School Options	Charlotte Mecklenburg Schools (CMS) 1430 Alleghany Street Charlotte, NC 28208	980-343-2736 704-616-6496 (m/CMS) 847-219-6860 (m)	ae.craven-howell@cms.k12.nc.us	PY18-PY21
21.	Labor <i>or</i> Apprenticeship <i>or</i> Community Based Organization <i>or</i> Organizations addressing needs of eligible youth <i>(Must identify choice of category represented)</i>	Anthony Trotman Assistant County Manager	Mecklenburg County Health & Human Services 600 E. 4 th Street, 11 th Floor Charlotte, NC 28202	980-314-2911 704 572-3490 (m)	Anthony.Trotman@mecklenburgcountyn.c.gov	PY17-PY20
22.	Higher Education	Clay Andrews Assistant Director for Corporate Partnership	University of North Carolina at Charlotte 9201 University City Blvd, Grigg 254 Charlotte, NC 28223-0001	704-687-8234 704-737-6542 (m)	wandrew4@uncc.edu	PY17-PY20

23.	Vocational Rehabilitation Program	Donna Sobotkin Unit Manager	Division of Vocational Rehabilitation, Charlotte Unit North Carolina Department of Health and Human Services 5501 Executive Center Drive, Suite 101 Charlotte, NC 28212	704-568-8804	donna.sobotkin@dhs.nc.gov	PY17-PY20
24.	Economic Development	Keva Walton Chief Growth Officer Economic & Talent Development	Charlotte Chamber of Commerce 330 S. Tryon Street Charlotte, NC 28202	704-378-1319	kwatson@charlottechamber.com	PY18-PY21
25.	Wagner-Peyser Act	Veronica C. Grantham Regional Operations Director, Southwest Prosperity Zone	North Carolina Department of Commerce 1391 Bessemer City Road Gastonia, NC 28052	828-755-8219 (m)	veronica.grantham@nccommerce.com	PY17-PY20
26.	Provider of Adult Education and Literacy	Karen Pauly Dean, College & Career Readiness	Central Piedmont Community College Central Campus, D3 PO Box 35009 Charlotte, NC 28235	704-330-6976 828-989-4662 (m)	karen.pauly@cpcc.edu	PY18-PY21

Denotes vacancies, or in approval process, if a name is listed.

Notes:

- In obtaining nominations and making appointments, follow Workforce Innovation and Opportunity Act Section 107(b)(2) and US Department of Labor Training and Employment Guidance Letter (TEGL) 27-14.

- *If Local Workforce Development Board Area has more than 19 total members: 1) add lines to chart and complete all columns for additional members; 2) ensure required percentages are still met.

- Use form provided and identify categories as indicated on the form. Do not change required category names.

By submission of this form, the Workforce Development Board certifies its compliance with the appointment and nomination process of business representatives from among local business organizations and business trade associations. [WIOA Section 107(b)(2)(A)]

Directions for Completing Attachment NCWorks Career Center System

Complete **Attachment** to describe the Local Area's One-Stop Career Center system.

Column A, include each One-Stop Career Center(s)' name and street address, host facility and hours of operation.

Column B, specify the type of Career Center and list all counties served by site. *Type of Center Designation: Tier 1, Tier 2, Specialized, Affiliates

-Add location of Youth Sites if not included with above designations.

Column C, list the on-site partners, identify funding source and agency name such as Title I (Adult, Dislocated Worker, Youth, Job Corps, YouthBuild, National Farmworkers and Native American Programs), Wagner-Peyser, Trade Act, Career and Technical Education. Career Center Partners should, at a minimum, reflect required WIOA partners (WIOA 121(b)(1)(B)).

Column D, list the Center Operator (agency name) and Method of Selection (Competitive, Sole Source to include if contract was extended).

Column E, list the WIOA Providers of Career Services (agency name) and method of selection.

Column F, indicate whether youth services are provided on-site.

Column G, indicate additional on-site partners.

Charlotte Works NCWorks Career Center System

(Reflects Local Area Structure as of July 1, 2018)

A. One-Stop Location(s) (Address and Hours)	*B. Tier 1 or Tier 2 Specialized or Affiliate	C. On-site Partners	**D. Career Center Operator and Method of Selection	E. Provider(s) of WIOA Career Services and Method of Selection	F. Provider(s) and Type of On-site Youth Services	G. Additional Partners
NCWorks Career Center 5601 Executive Center Drive, Suite 100 Charlotte, NC 28212 Monday - Thursday 8 a.m. – 4:30 p.m. Friday 8 a.m. – 2 p.m.	Tier 1	Central Piedmont Community College Department of Social Services	ResCare Workforce Services Competitive Procurement	ResCare Workforce Services Competitive Procurement	NCWorks Career Center refers eligible youth to youth contractors for youth services.	
NCWorks Career Center 7140 Forest Point Blvd., Suite A Charlotte, NC 28217 Monday - Thursday 8 a.m. – 4:30 p.m. Friday 8 a.m. – 2 p.m.	Tier 1	Central Piedmont Community College	ResCare Workforce Services Competitive Procurement	ResCare Workforce Services Competitive Procurement	NCWorks Career Center refers eligible youth to youth contractors for youth services.	

*Type of Center Designation:

- Tier 1 (T1)
- Tier 2 (T2)
- Specialized (S)

Affiliates (A) – At locations where A, DW and WP services are provided

**Method of Selection:

- Competitive Procurement
- Sole Source
- Contract Extended

PY 2018 WIOA Local Adult & Dislocated Worker Service Providers List

WIOA Adult/Dislocated Worker Activity Provider (Organization Name, Address and Telephone Number)	Contact Person (Name, Title and E-mail Address)	County/Counties Served and where services are provided** (One-Stop, Office, Both)	Type of Organization (State Agency, For-profit, Non-profit, other-specify)	Type of Contract (Cost Reimbursement, Fixed Price, Performance Based, Hybrid, other-specify)
Rescare Workforce Services 5601 Executive Center Drive, Suite 100, Charlotte NC 28212 7140 Forest Point Blvd. Suite A Charlotte, NC 28217	Lisa Boyd Project Director Lisa.Boyd@rescare.com	Charlotte and Mecklenburg County One-stop	For Profit	Cost Reimbursement and Paid for Performance Management Fee

(RFP Conducted: date here)

**Note where Services are provided: at the One-Stop Centers, the Office location provided, combination. Be specific.

PY 2018 WIOA Local Youth Service Providers List

WIOA Youth Activity Provider (Name, Address and Telephone Number)	Contact Person (Name, Title and E-mail Address)	County/Counties Served and where services are provided** (One-Stop, Office, Both)	Type of Organization (State Agency, For-profit, Non-profit, other-specify)	Type of Contract (Cost Reimbursement, Fixed Price, Performance Based, Hybrid, other-specify)
Out-of-School Youth Program Central Piedmont Community College 1412 E. Fourth Street, Education Center Building, Room 102 Charlotte, NC 28204 704.330.6794	Sheena Ashley Director of Career Development (HRD) & work and Learn Sheena.Ashley@cpcc.edu	Charlotte/Mecklenburg County Office	State Agency	Cost reimbursement
Out-of-School Youth Program ResCare Workforce Services 5500 Executive Center Drive, Suite 235 Charlotte, NC 28212 980.237.2800	Darnell Middleton Program Director darnellmiddleton@rescare.com	Charlotte/Mecklenburg County Office	For-profit	Cost reimbursement

Local Workforce Development Boards Membership Requirements

Representative of Business	Who May Satisfy the Requirements
<p>(WIOA Section 107(b) (2)(A))</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> <ul style="list-style-type: none"> • be an owner, chief executive officer, chief operating officer or other individual with optimum policy making and hiring authority; • 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 Sec. 107(b)(2)(A)(ii); and • are appointed from among individuals nominated by local business organizations and business trade associations.
<p>Representative of Workforce</p> <p>(WIOA Section 107(b)(2)(B))</p>	<p>Not less than 20 percent of the members of the Local Board must be workforce representatives. These representatives:</p> <ul style="list-style-type: none"> • 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; <i>[In North Carolina, such examples include the North Carolina Association of Educators (NCAE) or the State Employees Association of North Carolina (SEANC)].</i> • 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> <ul style="list-style-type: none"> • one or more representative of community-based organizations that have demonstrated experience and expertise in addressing the employment, training or education needs of individuals with barriers to employment,

	<p>including organizations that serve veterans or provide or support competitive integrated employment for individuals with disabilities; and</p> <ul style="list-style-type: none"> • one or more representatives of organizations that demonstrated experience or expertise in addressing the employment, training, or education needs or eligible youth, including representatives of organizations that serve out-of-school youth.
<p>Representatives of Education and Training (WIOA Section 107(b) (2)(C))</p>	<p>The balance of Local Board membership must include:</p> <ul style="list-style-type: none"> • At least one eligible provider administering adult education and literacy activities under WIOA Title II; • At least one representative from an institution of higher education providing workforce investments activities, including community colleges; and • At least one representative from each of the following governmental and economic and community development entities: <ul style="list-style-type: none"> • Economic and community development entities; • The state Employment Service Office under the Wagner-Peyser Act (29 U.S. C. 49 et seq.) serving the local area; and • The programs carried out under Title I of the Rehabilitation Act of 1973, other than Sec. 112 or part C of that title. <p>In addition to the representatives enumerated above, the CLEO may appoint other appropriate entities in the local area, including:</p> <ul style="list-style-type: none"> • Entities administering education and training activities who represent local educational agencies or community-based organizations with demonstrated expertise in addressing the education and training needs for individuals with barriers to employment; • Governmental and economic and community development entities who represent transportation, housing and public assistance programs; • Philanthropic organizations serving the local area; and • Other appropriate individuals as determined by the chief elected official.

Source: USDOL Training and Employment Guidance Letter (TEGL) 27-14