

Alabama Workforce Investment System

**Alabama Department of Economic and Community Affairs
Workforce Development Division
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GOVERNOR'S WORKFORCE DEVELOPMENT DIRECTIVE NO. PY99-03, Change 1

SUBJECT: Local Area Designation Policy

- 1. Purpose.** To transmit additional State policy regarding local area designations under the Workforce Investment Act.
- 2. Discussion.** Workforce Investment Act Section 116(a) specifies three means for local workforce investment area (LWIA) designation; "automatic" (Section 116(a)(2) , "temporary" (Section 116(a)(3), and "on the recommendation of state board" (Section 116(a)(4).

The requisite qualifications for "automatic" and "temporary" LWIA are respectively prescribed at Section 116(a)(2) and Section 116(a)(3), and reiterated within GWDD PY99-03. This Directive change establishes specific criteria and time lines for local workforce area designation under Section 116(a)(4).

Who may apply?

Section 116(a)(4) indicates "...any unit of general local government (including a combination of such units..." may apply for LWIA designation "...if the State board determines ... that such area be so designated..."

Such State Board determination, per Section 116(a)(1)(B), shall take into consideration a) "...the geographic areas served by local education agencies...", b) "...geographic areas served by postsecondary educational institutions...", c) "...the extent to which such local areas are consistent with labor market areas...", d) "...the distance individuals will need to travel to receive services...", and e) "...the resources ... that are available to effectively administer ... (WIA) activities...."

What else is required of a local area?

Section 117(a) reads, in part, "...There shall be established in each local area of a State and certified by the Governor of the State, a local workforce investment board, to set policy for the portion of the statewide workforce investment system within the local area..."

Specific policies and procedures detailing local board composition requirements, local board responsibilities, and local board certification/recertification procedures have been published in Governor's Workforce Development Directive Nos. PY99-04 and PY99-13.

Are there any State - initiated actions?

Section 112(b)(5) indicates the State Plan shall include "...an identification of local areas designated in the State...." Any change in the number of local areas within the State must therefore be reflected in a modification to the State Plan. Per Section 111(d)(1), the State Board shall assist the Governor in preparing such a Plan modification, which must be submitted to the Secretary of Labor for final approval.

3. Action.

Any unit or units of local government seeking to pursue local workforce investment area designation under Section 116(a)(4) of the Workforce Investment Act shall prepare and forward a petition for such designation directly to the Chair, State Workforce Investment Board and to the ADECA Workforce Development Division..

Required elements of such petition(s):

- a. Name, title, and original signature of chief local elected officials representing the unit(s) of local government filing the petition for WIA local workforce investment area designation with the State Board.
- b. Specific indication of the geographic area (Alabama counties) to be served by the proposed local workforce investment area.


- c. Identification of existing local education agencies, to include postsecondary colleges, community colleges, private technical or trade schools, and other vocational learning centers within the proposed local workforce investment area. Additionally, indicate, for each identified local education agency, the counties primarily served by such agencies.
- d. Indication that the proposed local workforce investment area is consistent "...with labor market areas..." means the proposed local workforce investment area will not "break up" an existing labor market area. Provide assurance that the existing and prospective career employment opportunities and educational / vocational educational resources within the proposed local workforce investment area will be enhanced.
- e. Indication of public / private transportation resources and transportation arteries within the proposed local workforce investment area sufficient to accommodate the commuting requirements of individuals seeking to obtain educational / vocational educational services assisted under the Workforce Investment Act.
- f. An indication of education leaders, business leaders, and local government officials prepared to actively participate in the conduct of local workforce investment board administrative activities related to planning, execution, and management of activities within the proposed local workforce investment area funded under the Workforce Investment Act. Note: The Governor must certify the local workforce investment board, pursuant to Governor's Workforce Development Directives No. PY99-04 and PY99-13. The local workforce investment area nomination petition to the State Board must, however, support the administrative capacity of the proposed local workforce investment area to adequately safeguard funds which it may be awarded, and to conduct workforce development activities, pending the finalization of such designation.

- g. The State Board will prepare and submit a recommendation to the Governor regarding the proposed local workforce investment area designation within thirty days of the submission of such package to the State Board.
- h. Procedures pursuant to nomination and certification of a local workforce investment board will be initiated following the Governor's action on a favorable State Board proposed local workforce investment area designation.
- i. The Governor will prepare, and submit to the Secretary of Labor, the appropriate modification(s) to the State Plan, following final action regarding designation of a proposed local workforce investment area.

In order to reasonably accommodate the advance public notification requirements of Section 111(g), and to allow adequate time for comprehensive State Board review of submitted proposed local workforce investment area designation packages, these materials must be submitted to the Board eight months prior to the July 1 start date of the initial Program Year of proposed local workforce investment area designation, i.e., by November 1 of a given year in order to begin operations the following July 1.

4. Contact.

Questions regarding this information should be directed to Ray Clenney, Supervisor, State Planning and Rapid Response, at 334/242-5300.



Steve Walkley, Division Director