

**LOCAL ELECTED OFFICIAL (LEO)
WORKFORCE INVESTMENT BOARD (WIB)
AGREEMENT**

The **Greenville County Workforce Investment Board (WIB)** and chief elected official now modify this agreement to continue a partnership for the operation of the Workforce Investment Act (WIA) of 1998 (PL 105-220).

By signing, the LEO/WIB agreement shall remain in force until amended in writing by the mutual consent of both parties listed above.

PURPOSE

The Greenville Workforce Investment Board, a workforce development planning entity, will carry out the provisions of the Workforce Investment Act (WIA) in Greenville County.

SECTION 1 – CHIEF ELECTED OFFICIAL

The chief elected official is liable for funds received under Title I of the Workforce Investment Act (WIA) and has the responsibility to appoint members to the local Workforce Investment Board (WIB). The chief elected official has the authority to remove board members if determined to be in the best interest of the WIB to do so. The Workforce Investment Act (WIA) implies that such standards derive from the authority to appoint.

SECTION 2 – WORKFORCE INVESTMENT BOARD

Membership of the local board must be selected in accordance with the criteria established under the Act, Section 117(b)(1) and 117(b)(2). Membership to the Greenville Workforce Investment Board shall be made by appointment of the chief elected official.

SECTION 3 - DESIGNATION OF THE GRANT RECIPIENT

The chief elected official has designated Greenville County Government (“County”) to be the grant recipient pursuant to Section 117 (d)(3)(B)(i)(III) of the Act. This designation, however, does not relieve the chief elected official of the liability for any misuse of grant funds as described in Section 117 (d)(3)(B)(i)(I).

SECTION 4 - DESIGNATION OF THE ADMINISTRATIVE ENTITY

Greenville County Workforce Development Division is designated as the administrative entity to provide program oversight for the local programs of youth activities authorized under section 129, local employment and training activities authorized under 134, and the local One-Stop delivery system in the local area pursuant to section 117[d][4], and consistent with the local 5-year strategic plan.

SECTION 5 - DESIGNATION OF THE ONE STOP OPERATOR

The local WIB, with the agreement of the chief elected official, shall designate, certify and decertify One-Stop Operators, and terminate for cause the eligibility of such Operators pursuant to Section 121(d) of the Act.

SECTION 6 - DEVELOPMENT OF A COMPREHENSIVE 5 YEAR LOCAL STRATEGIC PLAN

The Greenville Workforce Investment Board shall develop and submit to the Governor a comprehensive local 5-year strategic plan, in partnership with the chief elected official. The plan shall be consistent with the State plan and Section 118 of the Act.

SECTION 7 - FUNCTIONS AND RESPONSIBILITIES

Pursuant to Section 117(d), the Greenville County Workforce Investment Board (WIB) will be responsible for the following:

1. Developing the five year local workforce development plan and conducting oversight of the One-Stop System, youth activities and adult employment training activities.
2. Selecting, certifying, and decertifying One-Stop Operators, with the agreement of the chief elected official;
3. Selecting eligible youth service providers by awarding contracts on a competitive basis, based on the recommendations of the Youth Council;
4. Approving eligible providers of training services in the local area as described in Section 134(d);
5. Developing the annual WIA budget for the purpose of carrying out the oversight duties of the local Board, subject to the approval of the chief elected official;
6. Providing direction to Greenville County Government, as the WIA grant recipient, for the disbursement of grant funds, including, but not limited to making recommendations to the County on the salary of the Workforce Investment Administrator responsible for directing the activities of Workforce Development Division.
7. Soliciting and accepting grants and donations from sources other than Federal funds made available under the WIA;
8. Maintaining a Youth Council as required by the Act, in cooperation with the chief elected official, as a subgroup of the local board to coordinate workforce and youth plans and activities.

9. Negotiating local performance measures as described in Section 136(c) with the chief elected official and the Governor;
10. Assisting the Governor in developing the statewide employment statistics system;
11. Coordinating the workforce investment activities in the local area with economic development strategies and develop other employer linkages with such activities;
12. Promoting the participation of private sector employers in the statewide workforce investment system and ensure the effective provision, through the system, of connecting, brokering, and coaching activities, through intermediaries such as the one-stop operator in the local area or through other organizations, to assist such employers in meeting hiring needs.
13. Making available to the public, on a regular basis through 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 activities, and on request, minutes of formal meetings of the local board.

The Greenville County Government shall be responsible for the following:

1. Receipt and accountability for all Workforce Investment Act funds.
2. Establishment and maintenance of a financial management system;
3. Designation of the Workforce Development Division within Greenville County;
4. Establishment and maintenance of procurement and contracting system;
5. Processing payment and reimbursements;
6. Engaging and selecting an auditor to audit WIA funds as required by the Act; and providing full disclosure of audit findings to the WIB Chairman.
7. Providing personnel services to the WIB and staff in the same manner and to the extent accorded to other operating entities under provisions of existing Greenville County Personnel Regulations and Policies, with the following exceptions:
 - a. The WIB and the County Administrator shall concur on the selection of Workforce Investment Administrator responsible for directing the activities of the Workforce Development Division;

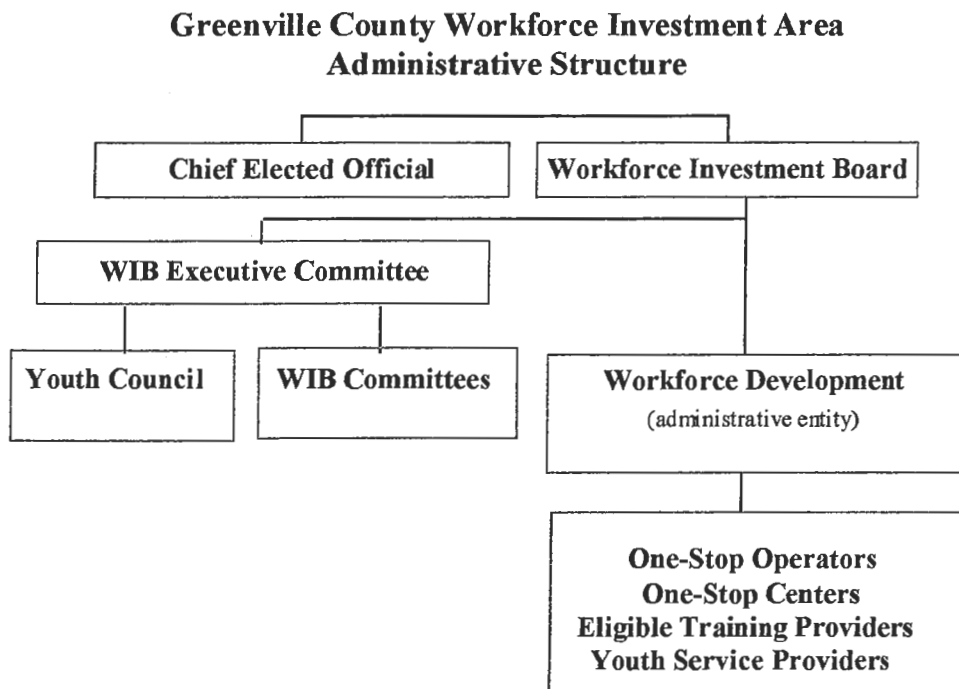
- b. The WIB shall have the authority to request that the County remove the Workforce Investment Administrator responsible for directing the activities of Workforce Development Division for failure to meet board expectations, consistent with Greenville County Personnel policies.
- c. The WIB shall, through its duly elected Chair and after consultation with the Executive Committee, have input on the annual performance appraisal of the Workforce Investment Administrator responsible for directing the activities of Workforce Development Division;
- d. The WIB Chair shall receive notice of any grievances involving, or disciplinary action taken against, the Workforce Development Administrator;

The Administrative Entity (Workforce Development Division) shall be responsible for the following:

1. Disbursing funds;
2. Taking action against its subcontractors, subgrantees, one-stop operators, eligible providers of training services, and other subrecipients to eliminate abuses in the program;
3. Preventing any misuse of funds by subrecipients;
4. Providing administrative/managerial support to the WIB and its subcommittees in carrying out its responsibilities as prescribed in Section 7 of this agreement and the Act.
5. Providing oversight and general direction to One-Stop Operators in their roles as operators.
6. Assisting the chief elected official, WIB and Youth Council with establishing contract specifications and procedures for soliciting bids/proposals subject to applicable County procurement rules unless Federal and State guidelines concerning WIA are in conflict;
7. Submitting contracts and memorandums of understanding (MOUs) to the chief elected official for approval;
8. Providing contract supervision and technical assistance to contractors;
9. Establishing and maintaining a management information system;
10. Preparing program and financial status reports for scheduled WIB and Youth Council meetings upon request; and
11. Assisting the WIB with preparation of the local 5-year strategic plan.
12. Providing oversight of WIA program operations, services and activities.

SECTION 8 - ADMINISTRATIVE STRUCTURE

The Greenville County Workforce Investment Area will maintain the following structure:

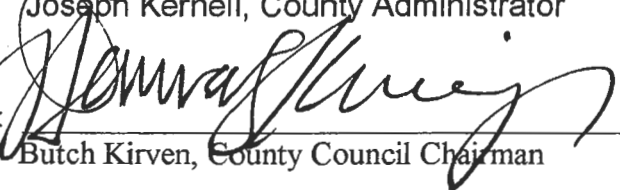


In witness whereof, the parties have executed this agreement:

CHIEF ELECTED OFFICIAL

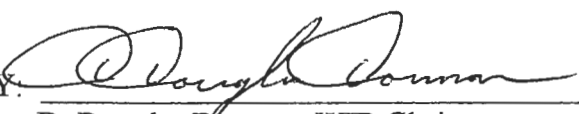
BY: 
Joseph Kernell, County Administrator

1-19-06
Date

BY: 
Butch Kirven, County Council Chairman

1-8-06
Date

WORKFORCE INVESTMENT BOARD

BY: 
D. Douglas Dorman, WIB Chair

12/27/05
Date