



Illinois Workforce Innovation Board

Bruce Rauner, Governor

John Rico, Co-Chair
Sean McCarthy, Co-Chair

Action Item on the Process for Formal Communications from the Illinois Workforce Innovation Board Executive Committee to Address Cross-Agency Issues Affecting Local Areas

June 16, 2016

Background Information:

The WIOA Interagency Work Group, feels there is a need for a formal communication process by the IWIB Executive Committee to address cross-agency issues affecting local areas. These formal communications would complement the required functions of the IWIB as well as the WIOA policies that are issued. In general, these complementary, formal communications will be for the following:

- a. New or clarified guidance in significant areas that apply to or significantly impact multiple program partners (e.g., new guidance that flows from established authoritative documents such as the Governor's Guidelines), or
- b. Decisions about processes being put into place that apply to or significantly impact multiple program partners (e.g., the process used for review of regional and local plans and MOUs).

All identified needs for formal communications will be placed on WIOA Interagency Work Group meeting agendas. The WIOA Interagency Work Group will decide whether formal issuance by the IWIB Executive Committee is appropriate and if any corresponding changes need to be made to the draft communications included with the meeting agenda.

The formal communications as approved by the WIOA Interagency Work Group will be included as an action item on the agenda. The action item will be provided seven days in advance of the upcoming conference call meeting of the IWIB Executive Committee. All approved formal communications approved by the IWIB Executive Committee will be issued on IWIB letterhead to the specific workforce delivery system stakeholders to which the communication pertains.

In exceptional circumstances when the need for formal communication from the IWIB Executive Committee is immediate, a special conference call meeting of the IWIB Executive Committee will be convened to obtain approval for the formal communications needed.

Action Required

IWIB approval is needed to accept the process between the Interagency Work Group and the IWIB Executive Committee issuing formal communications that will address cross-agency issues affecting local areas.