

877—7.5(84A,PL105-220) Chief elected official board. Each region is required to form a chief elected official board made up of representatives of the elected officials of local governments within the region.

7.5(1) The board shall consist of a representative of each county within a region and a representative of each of the region's cities with a population of 50,000 or more. Although required to participate, the supervisors or mayors may choose to "opt out" by resolution of their full boards of supervisors or city councils. By exercising this option, the county or city will no longer share in the liability for the WIA funds or have a voice in the design and oversight of the system.

7.5(2) The board shall be formed through an agreement that details how the responsibilities and liabilities related to WIA programs will be shared by the local governments. At a minimum, the agreement must contain the following items:

- a. All elements of an agreement required by Iowa Code chapter 28E for joint exercise of governmental powers;
- b. Process for selecting the chairperson;
- c. Process for nominating and selecting appointments to the regional workforce investment board;
- d. Apportionment of responsibility and liability among participating units of government, including losses, expenses and burdens that may result from any misuse of WIA grant funds; and
- e. Designation of an entity to serve as the local subrecipient.

7.5(3) The fully executed agreement, or any amendments to the agreement, must be filed with the secretary of state and the county recorder of each county that is a party to the agreement. A copy of the agreement and any amendments must also be sent to Division of Workforce Development Center Administration, Department of Workforce Development, 150 Des Moines Street, Des Moines, Iowa 50309.

7.5(4) The chief elected official board shall serve as the local grant recipient and be liable for any misuse of WIA grant funds, unless an agreement is reached with the department to act as the local grant recipient and to bear such liability. The department shall serve as a region's local grant recipient only in rare or extreme circumstances.

7.5(5) The chief elected official boards have the following roles and responsibilities:

- a. Providing input to the governor, through the department and state workforce development board, on designation of workforce investment regions;
- b. Securing nominations for regional workforce investment board vacancies in accordance with 877—Chapter 6, "Regional Advisory Boards," Iowa Administrative Code; and
- c. Accepting liability for any misuse of WIA funds expended under contract with the chief elected official board.

7.5(6) In partnership with the regional workforce investment board, the chief elected official board is responsible for:

- a. Negotiating and reaching agreement with the department on regional performance standards;
- b. Appointing a youth advisory council;
- c. Determining the role of the coordinating service provider;
- d. Designating and certifying the coordinating service provider;
- e. Developing a chief elected official/regional workforce investment board agreement to detail how the two boards shall work together in establishing and overseeing the region's workforce development center system, as defined in 877—7.7(84A,PL105-220);
- f. Developing and entering into a memorandum of understanding with the region's workforce development center system's partners;
- g. Conducting oversight of the WIA adult and dislocated worker services, youth programs, and the workforce development center system;
- h. Evaluating service delivery to determine if regional needs and priorities are being met;
- i. Determining whether regional needs have changed and, if so, whether a plan modification is necessary;
- j. Ensuring quality improvement is ongoing and performance standards are met; and
- k. Developing and submitting the regional workforce development customer service plan based on a regional needs assessment and analysis.