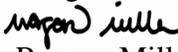


TEXAS WORKFORCE COMMISSION LETTER

ID/No:	WD 29-15
Date:	December 22, 2015
Keyword:	Administration
Effective:	January 22, 2016

To: Local Workforce Development Board Executive Directors
Commission Executive Offices
Integrated Service Area Managers

From:  Reagan Miller, Director, Workforce Development Division

Subject: **Board Oversight Capacity Evaluation Criteria**

PURPOSE:

To provide Local Workforce Development Boards (Boards) with information and guidance on Board oversight capacity ratings, including:

- review period for the evaluation of Board oversight capacity; and
- criteria for evaluating Board oversight capacity.

BACKGROUND:

Texas Labor Code §302.048 requires that the Texas Workforce Commission (TWC) establish rules that set forth criteria for evaluating each Board's overall capacity to oversee and manage local funds and the delivery of local workforce services. Section 302.048 further states that the criteria established by TWC's three-member Commission (Commission) must address each Board's ability to:

- develop, maintain, and upgrade comprehensive fiscal management systems;
- hire, train, and retain qualified staff to carry out the Board's oversight activities;
- select and oversee local contractors to improve the delivery of workforce services;
- oversee and improve the operations of Workforce Solutions Offices served by the Board;
- manage each contractor's performance across multiple Board programs; and
- identify and resolve long-standing Board oversight problems and contract provider performance issues.

On October 21, 2015, the Commission adopted amended TWC rule §802.67, which provides that TWC will evaluate, on at least an annual basis, each Board's oversight capacity, as specified in Texas Labor Code §302.048.

On November 16, 2015, the Commission approved the Board Oversight Capacity Ratings form for TWC use in evaluating each Board's overall capacity to oversee and manage local funds and the delivery of local workforce services. Evaluation

criteria are based on the six areas identified under Texas Labor Code §302.048 as separate categories.

PROCEDURES:

Review Period for the Evaluation of Board Oversight Capacity

NLF: Boards must be aware that TWC’s evaluation of Board oversight capacity will use the October 1 through September 30 review period and will post the first ratings for Board Contract Year 2016.

TWC will post the ratings on its website at the end of the calendar year following the review period.

Criteria for Evaluating Board Oversight Capacity

NLF: Boards must be aware that TWC will evaluate, on at least an annual basis, each Board’s oversight capacity using the criteria shown in Attachment 1, an example of a completed Local Workforce Development Board Oversight Capacity Ratings form. Each of the six criteria is graded as “Meets Standards” or “Below Standards.”

NLF: Boards must be aware that the Community Impact Statement section of the Local Workforce Development Board Oversight Capacity Ratings form is provided for Board use, to highlight any efforts to demonstrate and contribute to an effective workforce system, specifically identifying areas not reflected in the six categories.

NLF: Boards must submit their annual Community Impact Statements to wfpolicy@twc.state.tx.us by October 31, 2016.

INQUIRIES:

Direct inquiries regarding this WD Letter to wfpolicy.clarifications@twc.state.tx.us.

ATTACHMENT:

Local Workforce Development Board Oversight Capacity Ratings form

RESCISSIONS:

None

REFERENCES:

Texas Labor Code §302.048
Texas Workforce Commission Integrity of the Texas Workforce System Rules 40 TAC, Chapter 802

FLEXIBILITY RATINGS:

No Local Flexibility (NLF): This rating indicates that Boards must comply with the federal and state laws, rules, policies, and required procedures set forth in this WD Letter and have no local flexibility in determining whether and/or how to comply. All information with an NLF rating is indicated by “must” or “shall.”

Local Flexibility (LF): This rating indicates that Boards have local flexibility in determining whether and/or how to implement guidance or recommended practices set forth in this WD Letter. All information with an LF rating is indicated by “may” or “recommend.”