

ADMINISTRATIVE ISSUANCE SYSTEM

Mayor's Order 99-85  
June 2, 1999

SUBJECT:

Establishment of the District of Columbia Workforce Investment Council and abolishment of the District of Columbia Workforce Investment Board (formerly known as the District of Columbia Private Industry Council and the State Job Training Coordinating Council)

ORIGINATING AGENCY:

Office of the Mayor

By virtue of the authority vested in me as Mayor of the District of Columbia by section 422(2) of the District of Columbia Home Rule Act, D.C. Code § 1-242(2) (1992), and in accordance with the Workforce Investment Act of 1998, Public Law 105-220, 29 U.S.C. § 2801 *et seq.*, it is hereby **ORDERED** that:

I. **ESTABLISHMENT:**

There is established in the Government of the District of Columbia the District of Columbia Workforce Investment Council (hereinafter referred to as the DCWIC).

II. **ABOLISHMENT:**

The District of Columbia Workforce Investment Board (DCWIB) established pursuant to Mayor's Order 98-1, effective January 6, 1998, shall be abolished no later than two months following the appointment of the DCWIC. The DCWIB is composed of the District of Columbia Private Industry Council (DCPIC) established by Mayor's Order 92-67, effective July 1, 1992, and Mayor's Order 97-150, effective August 26, 1997, as amended by Mayor's Order 97-183, effective October 24, 1997, in accordance with the Job Training Partnership Act of 1982, Public Law 97-300, the Omnibus Trade and Competitiveness Act of 1988, Public Law 100-418, and the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, Public Law 104-193. See Mayor's Order 97-150, effective August 26, 1997, and Mayor's Order 98-1, effective January 6, 1998.

To assure an orderly and effective transition of responsibilities from the DCWIB to the DCWIC, there shall be a formal transition period, beginning on the date upon which the appointment of DCWIC members is complete and extending no more than two months, during which time the DCWIC and DCWIB shall meet jointly. During the transition, the authority of the DCWIB will be limited to advising the DCWIC in connection with development and implementation of the District's workforce investment system.

The records, property, and funds available or to be made available to the DCWIB shall be transferred to the DCWIC on the date of the first meeting of the DCWIC.

**III. PURPOSE:**

The DCWIC shall be a public-private partnership group empowered to advise the Mayor and District Government on the development, implementation, and continuous improvement of an integrated and effective workforce investment system; the enhancement of accountability and performance systems; the encouragement of private sector participation; and the engendering of public input and support.

**IV. FUNCTIONS:**

The DCWIC shall advise and make recommendations to the Mayor in connection with the following:

- (a) Development of a strategic Workforce Investment Plan for the District;
- (b) Ways in which the District can foster regional cooperation with the jurisdictions surrounding the District to develop and implement mutually beneficial workforce investment approaches;
- (c) Development and continuous improvement of a District-wide integrated system of workforce investment activities;
- (d) Development and continuous improvement of a comprehensive performance measurement system to assess the effectiveness of workforce investment activities;
- (e) Development of an employment statistics system;
- (f) Designation or certification of One-Stop Operators;
- (g) Selection of youth activity providers;
- (h) Identification of eligible providers of activities;
- (i) Employment of a competitive process for the timely award of grants and contracts and the identification of vendors or providers of services to be awarded workforce investment resources by the District;
- (j) Conduct oversight of all workforce investment programs;
- (k) Coordination of the workforce investment activities with economic development strategies and the development of other employer linkages with such activities;

(3)

- (l) Promotion of the participation of private sector employers in the workforce investment system and the provision of assistance to employers in meeting hiring needs;
- (m) Issuance of an annual report to describe the accomplishments of the workforce investment system;
- (n) Other federal plans and programs that provide workforce investment activities at least annually;
- (o) Related matters identified by the Mayor;
- (p) Development of a budget for the purpose of carrying out DCWIC duties and functions; and
- (q) Development of all local applications for incentive grants under the Workforce Investment Act.

V. **APPOINTMENTS:**

The DCWIC shall be made up of not more than thirty-nine members. It shall include:

**PUBLIC MEMBERS**

**Elected officials**

- the Mayor or his delegee;
- the Council: two representatives from the Council of the District of Columbia, who shall be selected by the Chairman of the Council of District of Columbia;

**District Agencies:** No more than seven representatives, who shall be selected by the Mayor and who shall include:

the Director, Department of Employment Services,  
the Director, Department of Human Services, and  
the Superintendent of the District of Columbia Public Schools.

**PRIVATE SECTOR MEMBERS**

**Business Representatives:** No more than twenty representatives, nominated by local business organizations, who are owners of businesses, chief executives, or other business executives with policy or hiring authority who represent businesses that reflect the employment opportunities of the District;

(4)

**Organized Labor:** Two representatives from organized labor;

**Youth Representatives:** Two representatives from organizations that have experience with respect to youth activities;

**Organizations With Workforce Investment Experience:** No more than three representatives from organizations that have experience with respect to the delivery of workforce investment activities; and

**Community Representatives:** No more than three representatives as selected by the Mayor that have expertise relative to the District.

## VI. **ORGANIZATION:**

### **OFFICERS**

The Mayor shall appoint on an annual basis a business member of the DCWIC to be the Chairperson. In addition, other officers of the DCWIC (*i.e.* 1<sup>st</sup> Vice-Chairperson, 2<sup>nd</sup> Vice-Chairperson, and a Parliamentarian) shall be business members elected on an annual basis by the membership.

### **COMMITTEES**

The DCWIC shall have two standing committees, the Executive and Youth Committees. The Chairperson and the Executive Committee of the DCWIC are empowered to create such other committees and sub-groups as they deem necessary to perform the functions of the DCWIC.

**The Executive Committee** shall have thirteen members, all being members of the WIC. Seven of these members, including the Chairperson of the DCWIC shall be business members. The members of the Executive Committee shall consist of:

Four members from District agencies to include:

The Director, Department of Employment Services  
The Director, Department of Human Services; and  
The Superintendent of District of Columbia Public Schools

Two Private sector members:

One member from organized labor; and  
One DCWIC member representing the community.

**The Youth Committee** of the DCWIC shall be established to serve the functions of the "Youth Council" in accordance with section 117(h) of the Workforce Investment Act of 1998, 29 U.S.C. § 2832(h).

**VIII. TERMS:**

- a. Members shall be appointed for staggered terms. Initially, thirty percent of members shall be appointed for one-year terms, thirty percent for two-year terms, and the remainder for three-year terms. All subsequent appointments shall be for three-year terms.
- b. Except for the representatives of the Council of the District of Columbia, all representatives of District Agencies and all private sector members shall serve at the pleasure of the Mayor.

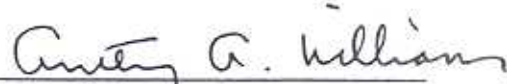
**IX. ADMINISTRATION:**


Members of the DCWIC shall serve without remuneration, except that expenses of the DCWIC as a whole and of individual members, when approved in advance by the Mayor or his designee, shall become obligations against funds appropriated for that purpose.

**X. REPEALERS:**

Mayor's Order 92-67, dated June 1, 1992; Mayor's Order 97-150, dated August 26, 1997; Mayor's Order 97-183, dated October 24, 1997; and Mayor's Order 98-1, dated January 6, 1998 are repealed and the DCWIB (including the DCPIC and SJTCC) established pursuant thereto are abolished two months from the appointment of the DCWIC.

**XI. EFFECTIVE DATE: This order shall become effective immediately.**

  
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ANTHONY A. WILLIAMS  
MAYOR

ATTEST:   
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BEVERLY DRIVERS  
SECRETARY OF THE DISTRICT OF COLUMBIA