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As requested, CCWD has reevaluated the charter criteria and interim plans process for 2015. We have revised our original guidance and are now asking you to complete a short checklist indicating your board's compliance with the charter criteria versus the entire chartering criteria adopted by the OWIB last year. We have spoken with the OWIB Executive Committee and they are supportive of this shift.

Executive Order 13-08, issued in July 2013, directed that all local boards be chartered under a set of criteria approved by the Oregon Workforce Investment Board (OWIB). In May of 2014, the OWIB adopted charter criteria and recognized that the criteria reflected new roles for the local boards and would take time to meet. The guidance from CCWD sent to you in November 2014 acknowledged that two significant shifts had occurred – changes to local area boundaries and the Workforce Innovation and Opportunity Act (WIOA) – and revised the approach to the chartering process.

The implications of those shifts have been unfolding over the past four months and have had a more significant impact than we anticipated. For example, it's become clear that there is alignment between the Executive Order and WIOA; the majority of the charter criteria are included in the local plan requirements under WIOA and will be included in plans that are developed over the next year. It's also become clear that the efforts to build or create local boards where there have been boundary or administrative structure changes have taken longer than expected.

So, in an effort to focus on the broader federal and state workforce objectives and reduce premature or duplicative work, we are asking each of the local areas to complete the attached chartering criteria checklist by the following dates:

- May 15, 2015 for existing and transitioning boards
- September 1, 2015 for new boards

Questions specific to the checklists and completed checklists should be directed to Kurt Tackman (503.947.2439 or Kurt.R.Tackman@oregon.gov).

CCWD will extend existing plans through June 30, 2016 for existing and transitioning boards after receipt of the checklist. By June 30, CCWD will also ensure that the new boards are in compliance with federal and state regulations and have sufficient capacity to execute functions of a local board. Beginning in July, CCWD will provide technical assistance for the new boards and directors to better understand and respond to the charter criteria checklist.

As discussed previously, the OWIB will be going through their Strategic Planning Process from May-September and CCWD will issue local planning guidance by October 1, 2015. This guidance will include a planning toolkit and training to assist all boards in their development of a new, WIOA-compliant local plan.

We hope this modified and much shorter process will benefit all of us. Questions about topics not specifically related to the checklist should be directed to Karen.

Thanks-

Karen and Melissa