

June 3, 2016

WORKFORCE ADMINISTRATION
Workforce Innovation and Opportunity Act
Informational Broadcast
IB # 16-013

**Local Plan Development Additional Guidance – Board Certification –
One-Stop Delivery System Policy
Effective Immediately**

This Informational Broadcast is to inform all Local Workforce Development Area staff and interested parties that:

1. The State Council approved the template (outline) for local plans 2016.
2. The One-Stop Delivery System Policy 03-2016 was approved by the State Council on 5-26-2016. It will replace the current One-Stop Delivery System Policy 03-2013.
3. The State Council approved guidance on the Local Board Certification Process and is providing a self-assessment tool. Please note the following guidance:
 - a. The letter requesting to be certified should be addressed to the Workforce Arizona Council and signed by the Chair of the Local Board as well as the Local Elected Official. A signature from the Chair of the County Board of Supervisors acting on behalf of the Board will be sufficient.
 - b. The local board assessment does not need to be submitted until October 3rd.
 - c. The referenced Local Governance Policy 02-2015 is attached for your convenience. It is also posted at <https://des.az.gov/content/policy-and-procedure-manual-chapter-1>.

Attachments:

- Template for the Local Workforce Development Plan, approved 5-26-2016
- 03-2016 One-Stop Delivery System Policy, final 5-26-2016
- WAC Approved Local Board Certification Process
- WAC Approved Local Board Self-Assessment 5-27-2016

All requests for clarification should be sent via e-mail by your policy designee to:
WIOAQandA@azdes.gov.