



Lisa Wilson  
Chair

Pamela Lancaster  
CEOB Chair

## Motion to Approve Revised Bylaws May 26, 2016 Meeting of the Greater Nebraska Workforce Development Board

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### Revised Bylaws, Agenda Item 5D

**Background:** WIOA requires local boards to take on several program oversight functions. Since a local board may or may not have the time and capacity to handle all issues themselves, there is a need to create specialized committees made up of board members to handle some of these oversight responsibilities.

It is proposed that an Executive Committee, Strategic Planning Committee, and System Coordination Committee under the Workforce Innovation and Opportunity Act for the Greater Nebraska Workforce Development Board be added to the bylaws. Revision includes the addition of the following wording:

#### ARTICLE V. STANDING COMMITTEES AND SPECIAL COMMITTEES

##### Section 1. CREATION OF STANDING COMMITTEES

- (a) There shall be an Executive Committee, and two subcommittees of the Local Board: 1) System Coordination Committee, and 2) Strategic Planning Committee.
- (b) The CEOB or the NWDB Chair may create special committees, ad hoc committees, task forces, or similarly designated groups, as he or she deems necessary or desirable

##### Section 2. APPOINTMENT OF CHAIR

The Chair of the GNWDB shall serve as Chair of the Executive Committee. The Chair of all other committees shall be representatives of business and industry elected by a majority vote of each committee.

##### Section 3. APPOINTMENT OF MEMBERS

The CEOB shall designate the members of the Executive Committee, consisting of seven members. A majority of Executive Committee members will represent business. Said members to include:

- (a) Chair of GNWDB
- (b) Vice-Chair of GNWDB
- (c) Chair of each standing committee
- (d) Representative of Labor category
- (e) Representative of One-Stop Partners, provided, one person may be designated to represent more than one One-Stop Partner
- (f) Additional representatives from the general membership as needed to complete the seven member body and ensure a majority of representatives are from business.

The Chair of the GNWDB shall appoint the members to all other committees from the general membership.

#### Section 4. VOTING RIGHTS

Subsection a. Only GNWDB members appointed to serve on any standing or special committee or subcommittee shall have voting rights on those committees.

Subsection b. All actions or recommend actions shall be by majority vote.

#### Section 5. COMMITTEE MEMBERSHIP

GNWDB members may serve on more than one committee, subcommittee, special committee, ad hoc committee, task force, or other group that currently exists or that may be created under these bylaws.

#### Section 6. COMMITTEE MEETINGS

- (a) Committees, subcommittees, special committees, or groups created under these bylaws shall meet on an “as needed” basis subject to the call of the Chair of the GNWDB and/or the committee or group Chair.
- (b) When required by Nebraska Open Meetings Act, notice of all meetings shall be in accordance with the Nebraska Open Meetings Act, sections 84-1408 et seq. Nebraska Revised Statutes. Written notice of each meeting shall be sent to members prior to the scheduled meeting along with a copy of the proposed minutes of the previous meeting. The notice shall specify the time, date, location, and proposed agenda for the meeting.
- (c) Pursuant to the Nebraska Open Meetings Act, section 84-1409(1)(b) subcommittees created under these bylaws, including the System Coordination Committee and the Strategic Planning Committee, can take no formal action, have no policy making authority, and shall not be considered public bodies for the purposes of the Nebraska Open Meetings Act.

#### Section 7. EXECUTIVE COMMITTEE

There shall be an Executive Committee consisting of seven GNWDB members, including the GNWDB Chair and Vice-Chair Chairs, Chairs of each Subcommittee, one representative of labor, one one-stop provider representative, and any other members required from business and industry in order to ensure that the majority of Executive Committee members represent business. The Executive Committee shall have the authority to act on behalf of the GNWDB on issues that require action to develop or implement the local plan between scheduled Board meetings, and may exercise such other powers and perform such other duties or functions as may be authorized by majority vote of the Board. The Executive Committee, as a public body, is subject to Nebraska’s Open Meetings Act, sections 84-1408 et seq.

#### Section 8. SYSTEM COORDINATION COMMITTEE

There shall be a System Coordination Committee consisting of members appointed by the Chair in accordance with these bylaws. The System Coordination Committee shall be a subcommittee of the Local Board. This subcommittee shall be assigned duties and responsibilities associated with Performance, Roles and Resources associated with One-Stop Partners, Youth Program, Accessibility, Staff Training, Continuous System Improvement, Policy Alignment, Technology Solutions, Public Sector Partnerships, System-related Grant Applications, Local Area Plans, and other duties as assigned by the Chair of the Local Board. The System Coordination Committee, as a subcommittee of the Local Board, is not subject to Nebraska’s Open Meetings Act, sections 84-1408 et seq. for it does not hold hearings, make policy, or take formal action on behalf of the Local Board.

#### Section 9. STRATEGIC PLANNING COMMITTEE

There shall be a Strategic Planning Committee consisting of members appointed by the Chair in accordance under these bylaws. The Strategic Planning Committee shall be a subcommittee of the Local Board. This subcommittee shall be assigned duties and responsibilities associated with Employer Engagement, Industry-focused Sector Strategies, Career Pathways, Connecting Workforce Efforts, Regional Plans, Bylaw Review, Financial Monitoring, Workforce-related Grant Applications, and other duties as assigned by the Chair of the Local Board. The Strategic Planning Committee, as a subcommittee of the Local Board, is not subject to Nebraska’s Open Meetings Act, sections 84-1408 et seq. for it does not hold hearings, make policy, or take formal action on behalf of the Local Board.

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