

**Local Elected Officials Agreement  
Broome-Tioga Workforce Development Area**

**Workforce Innovation and Opportunity Act**

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The County Executive of Broome County and the Chairman of the Legislature of Tioga County, acting on their authority as the Chief Elected Officials, enter into this agreement, pursuant to and in accordance with the Workforce Innovation and Opportunity Act (herein referred to as WIOA) § 107 [c] [1] [B]. The Broome County Executive and the Tioga County Legislature Chairman are chief elected officials, as defined in WIOA § 3 [9], and enter into this agreement to organize and implement activities pursuant to WIOA and as proposed by the Governor of the State of New York for purpose of administering WIOA in Broome and Tioga counties.

Part 1 - Designation of the Chief Local Elected Officials

1. For purposes of administering WIOA and for entering into and implementing agreements in accordance with that Act, the Chief Local Elected Officials shall be designated from the respective counties in the following manner: The County Executive of Broome County and the Chairman of the Legislature of Tioga County.
2. Non-concurrence between the Counties shall be resolved as expeditiously as possible. Representatives of the two Counties shall meet and confer with one another to resolve issues of non-concurrence. If concurrence cannot be reached within a reasonable amount of time, steps shall be taken towards resolution through the State.

Part 2- Designation of Grant Recipient and Fiscal Agent

1. Pursuant to WIOA § 107 [d] [12] [B] [i] [I], the Chief Local Elected Officials recognize and name the County Executive of Broome County as Grant Recipient, liable for any misuse of WIOA grant funds.
2. Pursuant to WIOA § 107 [d] [12] [B] [i] [II] and [III], in order to assist in the administration of grant funds, the Grant Recipient designates the Broome County Office of Employment and Training as local grant subrecipient for related and necessary activities under WIOA. The Broome County Office of Employment and Training shall disburse such funds for grant activities at the direction of the local board.
3. The name of the area is the "Broome-Tioga Workforce Development Area"
4. This Agreement becomes effective upon the concurrent acceptance by the Counties and subsequent signature by the Chief Elected Officials of Broome and Tioga Counties. This Agreement (including any subsequent amendments) shall stay in effect until such time as: 1) both parties act to rescind the Agreement; or 2) federal or state authority ceases for the Broome-Tioga Workforce Development Area to serve as the local implementation means for job-training programs. Should either party wish to rescind this Agreement, formal action seeking a rescission

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must be taken at least six months prior to the conclusion of the program year. The effective date of the rescission would then be the close of that program year.

4. No unilateral alteration of this agreement shall be made. Modification to the agreement by either County must be mutually negotiated and all requests to modify the agreement must be presented in writing to the Chief Elected Officials.

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Part 3- Composition of and Designation of Workforce Development Board

1. Pursuant to WIOA §§ 107 [a] & [b] of WIOA, the Chief Local Elected Officials, as set forth in Part 1.1 above, will establish and appoint a Workforce Development Board (WDB) to assist and carry out provisions of WIOA.
2. The desired composition of the Workforce Development Board shall be:
  - **A minimum of 19** total members including as many public sector members as necessary to meet the requirements of WIOA
  - **A majority of the members shall come from the private sector** and shall be appointed as follows: Broome County shall appoint **75 percent** of the private sector members and Tioga County shall appoint 25 percent of the private sector members. Each individual county shall appoint such private sector members following the method required by each county.
  - These regional public sector appointments, or their senior-level designee, shall be made for the following representation: two from Labor; two from community-based organizations; one adult literacy representative; one vocational rehabilitation representative; one higher education representative; one Wagner-Peyser representative; and one from the economic development board. Such appointments shall be made jointly by both Counties following the method required by each County.
  - Public Sector members shall be appointed as necessary to adequately address the requirements of WIOA. Such appointments will be made as follows: Broome and Tioga County shall nominate public sector members. Nominations for these public sector appointments shall be forwarded to the Director of the Broome County Office of Employment and Training, acting as the representative of the administrative entity, who shall review such nominations to ensure that the criteria set forth in WIOA for required public sector membership to the Board is met by representation. Following such review the Director of the Broome County Office of Employment and Training shall forward the nomination to the respective County Chief Elected Official for appointment following the method required for each County.

Every effort will be made to balance the selection geographically throughout the Broome-Tioga Workforce Investment Area as well as balance the selection of large and small business, and other related factors to as accurately as possible reflect the landscape of the Broome-Tioga Workforce Investment Area.

Modification of membership may be completed at any time by the WIB once established subject to the confirmation and concurrence of the Chief Local Elected Officials, as set forth in Part 1.1 above.

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Part 4 - Designation of One Stop Services

1. As required by Section 121 (a) of WIOA, the Chief Local Elected Officials in cooperation with the Workforce Development Board, shall develop, administer, and approve the appropriate Memoranda of Understanding in establishing no less than one facility known as One Stop Center in the Broome-Tioga Workforce Investment Area.

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