SAN FRANCISCO
Office of Economic and Workforce Development

ATTACH 6

OVERVIEW
Committees of the WISF

This document articulates a framework for the WISF's committee structure. Each committee will be delegated specific decision making and/or advisory authority. The proposed structure will entail some changes to the WISF's bylaws which will be proposed at the October 2009 WISF meeting.

Standing Committees

Executive Committee. The Executive Committee may take action on behalf of the entire board. The Executive Committee oversees and reviews the work of all other committees and hears reports on their progress. This committee is appointed by the Mayor in conjunction with the Chair of the WISF.

Finance Subcommittee. The Finance Subcommittee is established as a subcommittee of the Executive Committee. The Finance Subcommittee monitors and reviews the WISF's budget, prepares recommendations for WIA and other funding streams, reviews audit and other financial reports. This committee develops and approves the Local Plan for Workforce Investment. This committee is appointed by the Chair of the WISF.

Youth Council: The Youth Council will be the primary program and policy body that oversees youth workforce development. The Youth Council will be empowered to approve criteria for youth workforce providers, changes in participant eligibility, setting quality standards, and provide other programmatic oversight over youth workforce services. This committee is appointed by the Mayor in conjunction with the Chair of the WISF.

One Stop Operations and Services. The One Stop Operations and Services committee is the primary program planning and oversight committee of the One Stop. This committee is responsible for recommending and producing an MOU with One Stop Partners. This committee will recommend to the WISF, criteria for workforce providers, changes in participant eligibility criteria, changes in priority populations among others. This committee is appointed by the Chair of the WISF.

Ad-Hoc Committees

Sector Subcommittees The Sector Subcommittees will oversee the Sector Academies that OEWD recently procured through the RFP 107 for Workforce Services. It is recommended that the WISF establish Sector Subcommittees for the Construction, Green Collar Jobs, Health Care, and Social Service sectors. These Sector Subcommittees will provide policy and program recommendations to the WISF that may improve workforce development in the targeted industry. The Sector Subcommittees will identify key needs of the industry including skill requirements, vet and approve a programmatic framework, review training curriculum, identify partnership opportunities, and provide programmatic oversight of any workforce programs related to this industry. This committee is appointed by the Chair of the WISF.