

Regional Workforce Councils (RWC)  
10-Point Accountability Metrics

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Subject to the availability of funds, each RWC will receive an initial allocation of operational funding. This is contingent upon each Council signing that they agree to the terms and conditions, as determined, and that it will strive to meet and maintain certain pre-defined performance metrics.

Sustainment funding for subsequent years includes formula funding increases, however increases are performance based. For RWCs to receive scheduled funding increases, the below listed pre-defined accountability metrics must be met. A report will be provided by each RWC to the Deputy Secretary of the Alabama Department of Commerce, Workforce Development Division, September 1, each year.

Copies of RWC reports will be provided annually to the Alabama Workforce Council (AWC) to assist a feedback loop from the region. Copies will be given to select members of the legislature as a consolidated accountability report for fiscal resources invested, when requested.

1. Develop a regional workforce strategic plan within the first two years. Conduct strategic planning review, annually, that includes Business and Industry (B&I), economic developers and elected officials to ensure the workforce strategies support local economic development goals in the region and align with both the local economic development plan (if it exists) and the State's Accelerate Alabama Plan. Strategic Plans should be updated at least every three years. *Updated strategic plans should be sent to the Department of Commerce.*
2. Conduct a needs assessment of current and future workforce capacity, skills development and training, both short-term and long-term training needs at least every two years. *Provide a summary of the region-wide training needs assessment to Commerce.*
3. Facilitate communication among stakeholders and advocate for high quality workforce development activities and initiatives, promoting an efficient and effective use of resources. Councils should establish a sub committee to achieve this goal. *Provide to Commerce a summary of the process that the RWC Subject Matter Experts (SME) use when conducting grant reviews for projects.*
4. Encourage and facilitate delivery of workforce training/education solutions designed to meet the workforce needs of B&I. Examples of this may be job fairs, customized training programs, soft skills training, etc. *Provide an annual summary of solutions delivered and the outcomes (i.e. Host job fair and assist in the recruiting and/or job placement of individuals, etc.).*
5. Monitor the effectiveness of state and federally funded training projects awarded to service providers in the region. The instrument template will be provided by Commerce along with training for its implementation, documentation and reporting. Consider the extent to which the outcomes match the established goals of the project and the level of B&I satisfaction. *Provide an annual summary of training projects that were successful, and any actions taken for those considered unsatisfactory. Report any resistance/issues by training resources, and if needed, formally request assistance in resolving the problems.*

6. Assist in examining the service delivery structure and coordination among the entities providing workforce development services in the region (i.e., Alabama Career Centers, two-year colleges, ATN, AIDT and K12, etc.). *Provide an annual summary of services considered successful, and any actions/recommendations for those considered unsatisfactory.* Instrument (and training) provided by Commerce.
7. Establish a strategy to expose K12 youth to career opportunities (i.e. a Career Expo event). Appoint a Career Opportunity Team to plan for and potentially implement an event by the third year. If successful, attempt to repeat annually if RWC Members desire to continue. *Provide to Commerce the structure of the Career Opportunity Team.*
8. Maintain a 75% private sector Council Membership - and a balanced representation of the major B&I in the region. (An all-inclusive representation of at least one voting member per county is imperative to ensure rural stakeholders are served.) *Provide a listing annually of all voting members name, contact info, and include the entity and the counties that they represent.* Commerce will assist as necessary and if requested to do so.
9. Establish a minimum of one Industry Cluster Committee per year, for each of the major industries in the region or geographic area, until all are established. Smaller industries may be combined to form one cluster committee that represents multiple industries. *Provide summary of major issues that were identified by each committee, and the follow-on solution(s) recommended by the RWC.*
10. Based on the needs identified by B&I and/or included in the strategic plan, *request industry specific training projects annually, by RFP or similar means, from partners and service providers (provide a list to Commerce of the training projects that RFPs addressed)* Projects funded should result in targeted responses via short-term and/or long-term initiatives.

Of the performance metrics listed above, at a minimum, the following successful outcomes are required:

Year 1 – 3 out of 10  
Year 2 – 6 out of 10  
Year 3 – 9 out of 10

**Technical support will be provided by the Department of Commerce to assist in successfully executing the above metrics.** Providing the metrics are reached, these RWCs will be eligible to receive a funding increase in the subsequent fiscal year, if funds are available.