



400 East Wyomissing Avenue
Mohnton, PA 19540
Jenny Batista, Chair
Amber Columbo, Director

The Berks County Workforce Development Board (the Board) was appointed effective July 1, 2015 by the Berks County Board of Commissioners. The Board continues the work begun in 1999 by its predecessor organization the Berks County Workforce Investment Board (WIB). Federal funding under the *Workforce Innovation and Opportunity Act of 2014* provides most of the financial support for Board activities and programs.

Board members are unpaid members of the local community. By federal law and state policy, representatives of the local business community must constitute a majority of the Board's membership. Local labor organizations, community-based organizations, economic and community development entities and educational institutions are also represented on the Board.

The Board normally holds public meetings once each calendar quarter and members also serve on Committees which meet regularly. Board Committees may also include non-Board members with workforce development experience and expertise.

The Board designates the operator(s) and oversees the operation of the PA CareerLink® Berks County (one stop delivery system).

Statement of Purpose

The purpose of the Berks County Workforce Development Board is to identify the long-term, strategic workforce development needs of the community; propose strategies to meet those needs; set priorities; build partnerships to align resources in support of those strategies; test specific initiatives to advance those ends; and measure and evaluate results. We support the development and maintenance of a skilled and competitive workforce in alignment with the broader economic development efforts to attract, retain and grow business in Berks County.

Excerpt from the By-Laws of the Berks County Workforce Development Board adopted 12/13/24:

Section 1.04 Duties and Responsibilities

- a. The Chief Elected Official ("CEO") is responsible for all workforce funds allocated to the LWDA and appoints the WDB members to fulfill the following duties and responsibilities:
 - i. Develop the strategic vision, workforce development plans, policies, and priorities for the local Workforce Development Area.
 - ii. Conduct workforce research and regional labor market analysis to assist in the development of this vision, plans, policies, and priorities for the local Workforce Development Area,
 - iii. Advise and assist the County of Berks Board of Commissioners by setting policy to promote effective workforce development programs in the local Workforce Development Area.
 - iv. Support the development and maintenance of a skilled and competitive workforce in alignment with the broader economic development efforts to attract, retain and grow business in Berks County.

- v. Propose strategies to meet the long-term, strategic needs of the local Workforce Development Area as identified.
 - vi. Collaborate with local representatives of secondary and postsecondary education to lead efforts in the local Workforce Development Area to develop and implement career pathways.
 - vii. Develop strategies for using technology to maximize the accessibility and effectiveness of the local workforce development system for employers, workers, and jobseekers.
 - viii. Build partnerships to align resources in support of those strategies.
 - ix. Develop a comprehensive workforce development plan and other plans and strategies as may be required.
 - x. Designate operators and oversee the operation of the PA CareerLink[®] (one stop delivery system) located within the Berks County Workforce Development Area.
 - xi. Select program providers.
 - xii. In partnership with the Chief Elected Official, provide program oversight for local WIOA and other programs to ensure the appropriate use, management, and investment of funds to maximize performance outcomes. Maintain accountability to assess program performance and customer satisfaction through program oversight and monitoring.
 - xiii. Negotiate and reach agreement on local performance measures as appropriate.
 - xiv. Recommend providers of workforce development and training to the Commonwealth for certification
 - xv. Disseminate information on WDB approved and State certified training programs.
 - xvi. Promote private sector participation and employer engagement in the local workforce development system.
 - xvii. Appoint WDB Committees as described herein.
 - xviii. Develop and approve the WDB budget, modifications, and other related budgets.
 - xix. Administer additional federal, state, and other workforce funds as an integrated system.
- b. The WDB shall exercise such decision-making powers and perform such functions and duties as are necessary and appropriate to fulfill its mission, subject to requirements and limitations imposed upon the WDB under the terms of relevant Federal and State laws and regulations as they may be amended from time to time.
 - c. No member of the WDB may delegate any WDB duties or responsibilities onto a proxy or alternate.
 - d. Each member of the board is normally expected to serve on at least one committee.