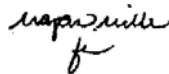


TEXAS WORKFORCE COMMISSION LETTER

ID/No:	WD 15-06, Change 7
Date:	June 3, 2009
Keyword:	Board Planning
Effective:	Immediately

To: Local Workforce Development Board Executive Directors
Commission Executive Offices
Integrated Service Area Managers



From: Laurence M. Jones, Director, Workforce Development Division

Subject: **Modification and Extension of Texas Workforce Development Board Plans: *Updates to Plan Modifications Guidelines***

PURPOSE:

To provide Local Workforce Development Boards (Boards) with updated plan modifications guidelines, including:

- a revised Attachment 1, Texas Workforce Development Board Plan Modifications Guidelines;
- a revised Attachment 2, Target Industries List Template and Target Occupations List Template; and
- Attachment 3, Statewide Target Occupations List.

BACKGROUND:

WD Letter 15-06, Change 6, issued March 2, 2009, and entitled “Modification and Extension of Texas Workforce Development Board Plans,” provided Boards with guidance and information on the modification and extension of current Board plans.

Since then, Boards have raised a variety of questions regarding the Board plan modifications guidelines, and these questions have been addressed through a Frequently Asked Questions document posted to the Texas Workforce Commission Web site. These clarifications have been incorporated into:

- the Texas Workforce Development Board Plan Modifications Guidelines (Attachment 1); and
- the footnotes on the Target Industries List Template and Target Occupations List Template (Attachment 2).

Additionally, the Statewide Target Occupations List is now available and is included as Attachment 3.

For assistance with Eligible Training Provider (ETP) matters, contact ETP Unit staff at:

- 1-866-256-6333 [Toll-free]
- etp.helpdesk@twc.state.tx.us

CHANGES TO ATTACHMENTS 1 AND 2 TO WD LETTER 15-06, CHANGE 6:

New information in Attachments 1 and 2 to this WD Letter is indicated by:

- A ~~strikethrough~~ of the original language, which indicates that language has been deleted; and
- **Bold** typeface, which indicates new or clarifying language.

PROCEDURES:

Boards must:

- remove Attachments 1 and 2 to WD Letter 15-06, Change 6; and
- replace them with Attachments 1–3 to this WD Letter.

NLF

INQUIRIES:

Direct inquiries regarding this WD Letter to Board.Plans@twc.state.tx.us.

ATTACHMENTS:

Attachment 1: Texas Workforce Development Board Plan Modifications Guidelines

Attachment 2: Target Industries List Template and Target Occupations List Template

Attachment 3: Statewide Target Occupations List

RESCISSIONS:

Attachments 1 and 2 to WD Letter 15-06, Change 6

REFERENCE:

American Recovery and Reinvestment Act of 2009

Workforce Investment Act of 1998, §118

Statewide and Local Governance of the Workforce, 20 C.F.R. §661.345 and §661.350

Texas Government Code §§2308.262, 2308.303, and 2308.304

Texas Workforce Commission Local Workforce Development Boards Rules: 40 TAC §801.17

WD Letter 15-06, issued March 23, 2006, and entitled “Texas Workforce Development Board Planning Guidelines for Fiscal Years 2007–2008”

WD Letter 15-06, Change 3, issued February 2, 2007, and entitled “Texas Workforce Development Board Planning Guidelines for Fiscal Years 2007–2008: *Update*”

WD Letter 15-06, Change 4, issued April 11, 2007, and entitled “Texas Workforce Development Board Planning Guidelines for Fiscal Years 2007–2008: *Plan Modifications*”

WD Letter 15-06, Change 6, issued March 2, 2009, and entitled “Modification and Extension of Texas Workforce Development Board Plans”

FLEXIBILITY RATINGS:

No Local Flexibility (NLF): This rating indicates that Boards must comply with the federal and state laws, rules, policies, and required procedures set forth in this WD Letter and have no local

flexibility in determining whether and/or how to comply. All information with an NLF rating is indicated by “must” or “shall.”

Local Flexibility (LF): This rating indicates that Boards have local flexibility in determining whether and/or how to implement guidance or recommended practices set forth in this WD Letter. All information with an LF rating is indicated by “may” or “recommend.”