

**TEXAS WORKFORCE COMMISSION**  
**Workforce Development Letter**

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| <b>ID/No:</b>     | WD 22-23  |
| <b>Date:</b>      | October 5, 2023                                     |
| <b>Keyword:</b>   | Administration; Board<br>Planning; General;<br>WIOA |
| <b>Effective:</b> | Immediately   |

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



**From:** Courtney Arbour, Director, Workforce Development Division

**Subject:** **WIOA Required Board Partnerships**

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**PURPOSE:**

The purpose of this WD Letter is to provide Local Workforce Development Boards (Boards) with guidance relating to the implementation of Board partnerships required by the Workforce Innovation and Opportunity Act (WIOA).

**RESCISSIONS:**

None

**BACKGROUND:**

On November 7, 2022, the Texas Workforce Commission's (TWC) three-member Commission approved amendments to TWC Chapter 801 Local Workforce Development Boards rule. The amendments update Chapter 801 to align with WIOA requirements regarding Board partners and memoranda of understanding (MOUs).

State law in place during the adoption of the Workforce Investment Act and the subsequent adoption of WIOA allowed Boards in Texas to operate with fewer required partnerships. The updates address significant changes in workforce development systems and help coordinate regional efforts to serve customers more effectively throughout the state.

**PROCEDURES:**

**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."

**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.”

### **Implementation**

**NLF**: Boards must develop and maintain MOUs with each of the following programs and partners, in addition to current partners, not later than March 31, 2024:

- Carl D. Perkins postsecondary career and technical education programs
- Community Services Block Grant employment and training programs
- Grantees of the US Department of Housing and Urban Development employment and training programs
- Job Corps
- Indian and Native American programs
- YouthBuild
- Second Chance Act programs

**NLF**: Boards must ensure that all MOUs conform to the minimum requirements included in the following sections of the TWC WIOA Operations Guide:

- Part C (Memoranda of Understanding)
- Part D (Infrastructure Funding)
- Appendix B (WIOA MOU Provisions Checklist)

**LF**: Boards may use the [WIOA-Required Board Partnerships Contact Information](#) list (Attachment 1) to outreach new required partners.

**NLF**: Boards must be aware that this WD Letter expires upon the successful development of MOUs with required partners as set forth in this guidance, or on March 31, 2024, whichever is later.

### **INQUIRIES:**

Send inquiries regarding this WD Letter to [wfpolicy.clarifications@twc.texas.gov](mailto:wfpolicy.clarifications@twc.texas.gov).

### **ATTACHMENTS:**

Attachment 1: [WIOA-Required Board Partnerships Contact Information](#)

### **REFERENCES:**

Workforce Innovation and Opportunity Act (29 USC §3151, Section §121)  
TWC Chapter 801 Local Workforce Development Boards  
Workforce Innovation and Opportunity Act Guide to Texas Workforce System  
Operations