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Local Workforce Development Board Member Guide

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A. The Workforce Innovation and Opportunity Act (WIOA)

WIOA was signed into law on July 22, 2014 by President Obama and is the first major workforce development legislation since the Workforce Investment Act (WIA) of 1998. WIOA is designed to increase coordination among federal workforce development and related programs. It is also intended to increase services to individuals with barriers to employment and focus on both job seekers and businesses as customers.

WIOA outlines the visions, goals, objectives, and requirements for how the public workforce system is to be structured and operated. The purpose of WIOA is to:

- Improve job and career options for workers and job seekers through an integrated, job-driven public workforce system that links talent to businesses;
- Support the development of strong regional economies where businesses thrive, and people want to live and work; and
- Develop the talent pipeline.

The three (3) key pillars of WIOA are:

1. One-Stop Career Centers should provide high quality services to job seekers, workers, and businesses;
2. Workforce solutions are driven by both businesses and workers; and
3. The workforce system supports strong regional economies.

B. WIOA Core Programs

WIOA seeks to improve coordination between four (4) core federal programs that support workforce development, adult education, employment services, and vocational rehabilitation activities. The four (4) core programs are:

1. **Title I: Adult, Dislocated Worker (DW), and Youth** – Administered by the New York State Department of Labor (NYSDOL);
2. **Title II: Adult Education and Family Literacy** – Administered by the New York State Education Department (NYSED);
3. **Title III: Wagner-Peyser** – Administered by NYSDOL; and
4. **Title IV: Vocational Rehabilitation (VR)** – Administered by NYSED's Office of Adult Career and Continuing Education Services-Vocational Rehabilitation (ACCES-VR) and the Office of Children and Family Services/NYS Commission for the Blind (OCFS/NYSCB).

In addition to the four (4) core program partners, there are also other required WIOA One-Stop partners, including:

- Trade Adjustment Assistance (TAA);
- Unemployment Compensation;
- Job Corps;

- YouthBuild;
- Migrant and Seasonal Farmworker (MSFW);
- Indian and Native American programs (INAP);
- Jobs for Veterans;
- Strengthening Career and Technical Education (CTE) for the 21st Century Act (Perkins V);
- Temporary Assistance for Needy Families (TANF);
- Senior Community Service Employment Program (SCSEP);
- Community Services Block Grant (CSBG) Employment & Training (E&T);
- Housing and Urban Development (HUD) E&T; and
- Second Chance Act of 2007.

C. Public Workforce Development System

The public workforce system is designed to help job seekers access employment, education, training, and supportive services to succeed in the labor market and match businesses with the skilled workers they need to compete in the global economy.

The structure of the public workforce development system in NYS consists of the following:

- **United States Department of Labor (USDOL)** – Oversees the public workforce system and allocates funds to the states;
- **NYSDOL** – Oversees the state's workforce system and allocates Title I funds to the Local Workforce Development Boards (LWDBs);
- **State Workforce Investment Board (SWIB)** – Develops a strategic vision for the NYS workforce system, and works with the WIOA core partners to oversee the development and implementation of WIOA programs;
- **LWDBs** – Implement WIOA programs at the local level, providing strategic direction to local areas and setting trainings priorities;
- **One-Stop Career Centers** – Deliver services to both job seeking and business customers within each local area; and
- **Service providers** – Entities providing services to customers within each local area.

D. WIOA Implementation Activities

There are several required WIOA implementation activities the LWDBs must complete at least once every few years. These activities include:

- **LWDB Recertification** – Every two (2) years, NYSDOL must ensure that each LWDB is complying with federal requirements, including successful performance, sustained fiscal integrity, a current Chief Elected Official (CEO) agreement, and LWDB composition;
- **Memorandum of Understanding (MOU)** – Every three (3) years, each LWDB must execute a MOU between the local area WIOA partners;

- **One-Stop Career Center Certification** – Every three (3) years, evaluations of each One-Stop Career Center in the local area must take place for effectiveness, physical and program accessibility, and continuous improvement;
- **Local and Regional Plans** – Every four (4) years, each LWDB must develop a Local Plan, which analyzes the labor market needs and details how they will develop the talent pipeline and connect businesses to job seekers. Information from each of the Local Plans within a region makes up the Regional Plan, which is also completed once every four (4) years. Both the Local and Regional Plans also have a required two (2)-year modification component; and
- **One-Stop System Operator Selection** – At least once every four (4) years, each LWDB must select a System Operator for the local workforce system, whose role is at a minimum to coordinate the service delivery of required One-Stop partners, service providers, and all WIOA titles.

E. LWDBs

Each Local Workforce Development Area (LWDA) has its own LWDB responsible for overseeing the local workforce development system through strategic planning, operational alignment, and service delivery design. There are 33 LWDAs throughout NYS, each designated by the Governor. Each year, NYSDOL receives WIOA Title I Adult, DW, and Youth funding from USDOL, which is then distributed to each of the 33 LWDBs to implement these programs in the local area.

Below is a list of the ten (10) regions in NYS, with the LWDBs located within each of the regions:

Capital Region:
- Albany-Schenectady-Rensselaer (Capital Region)
- Columbia-Greene
- Saratoga-Warren-Washington (SWW)

Central Region:
- Cayuga-Cortland
- Onondaga
- Oswego

Finger Lakes Region:
- Genesee-Livingston-Orleans-Wyoming (GLOW)
- Monroe
- Ontario-Seneca-Wayne-Yates (Finger Lakes)

Long Island Region:
- Hempstead-City of Long Beach
- Oyster Bay-North Hempstead-Glen Cove
- Suffolk

Mid-Hudson Region:
- Dutchess
- Orange
- Rockland
- Sullivan
- Ulster

- Westchester-Putnam
- Yonkers

Mohawk Valley Region:
- Fulton-Montgomery-Schoharie (FMS)
- Herkimer-Madison-Oneida (HMO)

New York City Region:
- New York City

North Country Region:
- Clinton-Essex-Franklin-Hamilton (North Country)
- Jefferson-Lewis
- St. Lawrence

Southern Tier Region:
- Broome-Tioga
- Chemung-Schuyler-Steuben (CSS)
- Chenango-Delaware-Otsego (CDO)
- Tompkins

Western Region:
- Cattaraugus-Allegany
- Chautauqua
- Erie-Buffalo
- Niagara

F. LWDB Membership

LWDB members are appointed by the CEO(s) in each local area. Potential LWDB members can fall under the following categories:

- Business owners, Chief Executive Officers, or Operating officers of businesses;
- Labor organization representatives;
- Representatives of a labor organization or training director from a labor management apprenticeship program;
- Representatives of community-based organizations;
- Representatives of organizations that have expertise in youth needs;
- Representatives of eligible providers administering adult education and literacy activities;
- Representatives of higher education institutions;
- Representative of economic and community development entities;
- A NYSDOL designated representative;
- A representative of programs administered under the Rehabilitation Act;
- Representatives of local educational agencies and community-based organizations with experience in training and education;

- Representatives of transportation, housing and public assistance, and philanthropic organizations; and/or
- Other representatives the CEO(s) deems necessary.

Members must have optimum policymaking authority within their organizations, agencies, or entities and they must represent diverse geographic areas within the local area.

G. LWDB Composition

LWDB composition information can be found in Workforce Development System Technical Advisory (WDS TA) #19-03.2 – *Biennial Recertification of Local Workforce Development Boards (LWDBs)*, Attachment A. The required members of the LWDB consist of:

Business Representation

- Must be a business majority (at least 51% or more);
- Business members must be owners, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority;
- Members must represent organizations which provide employment opportunities including high quality, work relevant training and development in in-demand industry sectors or occupations;
- At least two (2) business members must be representatives of small business as defined by the U.S. Small Business Administration;
- Unless grandfathered, business nominations must be made by local business organizations or business trade organizations;
- Businesses must have at least two (2) employees other than the owner or partners; and
- Each business may only have one (1) representative on the LWDB.

Workforce Representation

Workforce representation must account for at least 20% of the Board composition and includes the following members:

- Labor Organizations (two (2) required);
- Apprenticeship Programs (required if one exists in the local area);
- Community-based Organizations (optional); and
- Youth Organizations (optional).

Other Representatives

Additional required representation and optional members on the Board include:

- WIOA Title II Adult Education and Literacy (required);
- Higher Education (required);
- Economic and Community Development (required);

- WIOA Title III Wagner-Peyser Program (required);
- WIOA Title IV Vocational Rehabilitation (VR) Program (required);
- Local Education Agencies and Community-Based Organizations (optional);
- Other Programs/Organizations (optional); and
- Discretionary Appointments (optional).

The CEO(s) in the local areas also have the authority to appoint other members they deem appropriate.

Nominations

Nominations are required for business and labor organization representatives. Additionally, when there is more than one local area provider of Adult Education and Literacy Activities under Title II, or multiple institutions of higher education providing workforce investment activities, nominations are solicitated from those particular entities (the member must be nominated by these providers).

LWDB Chair

The LWDB must elect an LWDB Chair from the business representatives on the LWDB.

Voting Privilege

All required LWDB members must have voting privilege. The CEO may convey voting privilege to non-required members.

Representing Multiple Entities

Individuals on the LWDB can represent more than one entity if the individual meets all criteria for representation. For example, a representative of Adult Education could also represent a Community-Based Organization (CBO) under the Workforce representative's category.

H. LWDB Standing Committees

Standing committees are optional under WIOA and were not legislated under its predecessor, the Workforce Investment Act (WIA). They may be established to provide information and assist the LWDB in carrying out its responsibilities. Committees expand the capacity of the LWDB in meeting required functions and provide opportunities for stakeholders to participate in LWDB decision-making.

Standing committees must be chaired by a member of the LWDB; may include other members of the LWDB; and must include individuals, appointed by the LWDB, who are not members of the LWDB and who have demonstrated experience and expertise in accordance with WIOA §679.340 (b) and as determined by the LWDB.

The term "demonstrated experience and expertise" means an individual who is a workplace learning advisor; an individual who contributes to the field of workforce development, human resources, training and development, or a core program function; or someone the LWDB recognizes for valuable contributions in education or workforce development-related fields.

I. LWDB Required Functions

The required functions of the LWDBs can be found in WIOA Section 107 (d) and are summarized below:

Strategic Functions

- **Local and Regional Plans** – The LWDB in partnership with the CEO(s) must submit a Local and Regional Plan;
- **Workforce research and regional labor market information (LMI) analysis** – Analyze the regional economy and LMI to determine how to strategically meet the needs of job seekers and businesses;
- **Convening, brokering, and leveraging** – Convene local workforce development system stakeholders to assist in the development of the Local Plan and in identifying non-Federal expertise and resources to leverage support for workforce development activities;
- **Employer engagement** – Lead efforts to engage with, and meet the needs of, a diverse range of businesses and other entities in the region to:
    - Promote business representation;
    - Develop effective linkages to support the utilization of the local workforce development system and support local workforce investment activities; and
    - Develop and implement proven or promising strategies for meeting the employment and skill needs of workers and
- **Lead local efforts to develop and implement career pathways** – Align the employment, training, education, and supportive services needed by adults and youth, particularly individuals with barriers to employment.

Operational Functions

- **Identify and promote proven and promising strategies** and initiatives for meeting the needs of businesses, workers, and job seekers, and identify and disseminate information carried out in other local areas for meeting such needs;
- **Develop strategies for using technology** to maximize the accessibility and effectiveness of the local workforce development system through:
    - Facilitating connections among intake and case management information systems of the One-Stop partner programs;
    - Facilitating access to services provided through the One-Stop delivery system including access in remote areas;
    - Identifying strategies for better meeting the needs of individuals with barriers to employment, including strategies that augment traditional service delivery and increase access to services and programs, such as improving digital literacy skills; and
    - Leveraging resources and capacity within the local workforce development system, including resources and capacity for individuals with barriers to employment.
- In partnership with the CEO(s) in the local area, **conduct oversight** of Youth workforce investment activities under WIOA Section 129(c), Adult and DW employment and training

activities under WIOA Section 134(c) and (d) and the entire workforce delivery system; ensure the appropriate use and management of the funds provided under WIOA subtitle B for Youth, Adult, and DW activities; and ensure the appropriate use management and investment of funds to maximize performance outcomes under WIOA Section 116;

- **Negotiate** and reach agreement on **local performance measures**;
- **Negotiate** with the CEO(s) and required partners on the methods **for funding the infrastructure costs** of the One-Stop Career Centers in the local area (or notifying the Governor if they fail to reach agreement at the local level and will use the State infrastructure funding mechanism);
- **Select the following providers** in the local area and where appropriate:
    - Providers of Youth workforce investment activities;
    - Providers of training services;
    - Providers of career services through award of contracts; and
    - One-Stop System Operators.
- Work with NYS to **ensure there are sufficient numbers and types of providers of career services and training services** in the local area and provide the services in a manner that maximizes consumer choice and provides opportunities that lead to competitive integrated employment for individuals with disabilities;
- **Coordinate activities with education and training providers in the local area including reviewing applications** to provide adult education and literacy activities, making recommendations to the eligible agency to promote alignment with such plan, and replicating/implementing cooperative agreements to enhance provision of services to individuals with disabilities and other individuals, such as cross training of staff and technical assistance;
- **Develop a budget** for the activities of the LWDB, with approval of the CEO(s) and consistent with the Local Plan and duties of the LWDB;
- **Assess on an annual basis, the physical and programmatic accessibility of all One-Stop Career Centers** in the local area in accordance with WIOA Section 188, if applicable, and applicable provisions of the Americans with Disabilities Act of 1990; and
- **Certify One-Stop Career Centers** in accordance with WIOA §678.800.

J. LWDB Responsibilities

Additional LWDB responsibilities include:

- Setting local policy for the workforce development system, consistent with NYS policies;
- Disclosing any real or potential conflicts(s) of interest (i.e., detailing any relationships of the One-Stop System Operator with particular service providers);
- Ensuring practices are not established that create disincentives to providing services to individuals with barriers to employment who may require longer-term career and training services;
- Ensuring workforce development activities meet business needs and support economic growth; and

- Leading efforts to identify and promote proven strategies and initiatives for meeting the needs of businesses, workers, and job seekers.

LWDBs may also be responsible for the following:

- Imposing limits on Individual Training Accounts (ITAs) (if imposed, these limits must be described in the Local Plan);
- Increasing the reimbursement rate for On-the-Job Training (OJT) contracts from 50% to 75%; and
- Establishing additional criteria or set higher standards for service coordination than those set by NYS.

K. LWDB By-Laws

The CEO must establish by-laws that at a minimum address:

- The nomination process used by the CEO(s) to select the LWDB Chair and members;
- The process to notify the CEO(s) of LWDB member vacancy to ensure a prompt nominee;
- Term limitations and how the term appointments will be staggered to ensure only a portion of membership expires each year;
- The proxy and alternate designee process that will be used when a LWDB member is unable to attend a meeting and assigns a designee;
- The use of technology (i.e., phone and Web-based meetings) that will be used to promote member participation at meetings;
- The process to ensure LWDB members actively participate in convening the workforce development system's stakeholders, brokering relationships with a diverse range of businesses, and leveraging support for workforce development activities; and
- A description of any other conditions governing appointment or membership on the LWDB as deemed appropriate by the CEO(s).

L. LWDB Meetings

Every meeting of a public body must be open to the general public, except for executive sessions. Meetings open to the public must be open to being photographed, broadcast, webcast or recorded and/or transmitted according to the NYS Open Meetings Law. The public must be provided the opportunity to attend, listen, and observe meetings in at least one (1) physical location. If videoconferencing is used for the meeting, the LWDB must provide an opportunity for the public to attend, listen, and observe at any site at which a member participates.

LWDBs must ensure meetings are held in facilities that permit barrier-free physical access.

A public body is any entity in which a quorum is required in order to conduct public business, and which consists of two (2) or more members. A quorum is achieved when a majority (51% or more) of voting members are present, and it is required for the LWDB to hold a meeting and vote on matters of the LWDB. If a quorum is not met, the LWDB must make every effort to reconvene as soon as possible to vote on key items.

All required LWDB members must also have voting privilege and non-required members may also have voting privilege if the CEO chooses.

As of May 3, 2023, virtual participation is allowed by members of a public body with a disability. These individuals will count toward a quorum even if participating virtually.

Sunshine Provision (WIOA §679.390)

In order to meet the requirement of conducting business in an open manner under the Sunshine Provision of WIOA, the LWDB must make available to the public, on a regular basis through electronic means and open meetings, information related to activities of the LWDB. This is typically completed through the LWDB website and includes:

- A list of LWDB members, including their affiliations;
- Information about the Local Plan, or modification to the Local Plan, before submission of the Plan;
- Selection of the One-Stop System Operator, including posting the solicitation instrument while the competition is open;
- Awards of grants or contracts to eligible training providers of workforce activities, including providers of youth workforce activities;
- LWDB By-Laws; and
- The minutes of formal meetings of the LWDB.

M. LWDB Roles

There are several local area roles under WIOA, and these include:

1. LWDB Director/Staff

- The LWDB may hire an Executive Director and other staff to assist in carrying out the functions of the LWDB.
- The LWDB must establish and apply a set of qualifications for the position of LWDB Director that ensures the individual selected has the requisite knowledge, skills, and abilities to meet the identified benchmarks and carry out the functions of the LWDB.
- The LWDB Director and staff must be subject to the limitations on the payment of salary and bonuses.

The authority to hire staff to support the LWDB is granted to the LWDB, not the State agency, and there is no federal mandate that the LWDB hire staff. However, in NYS we expect that there will be an Executive Director hired for each LWDB, and the Director should be someone who is experienced with workforce programs and service delivery.

One-Stop System Operator

LWDBs must select a One-Stop System Operator through a competitive process at least once every four (4) years as per NYSDOL's WDS TA #17-01 – *One-Stop Operator Competitive Selection* (March 1, 2017).

One-Stop System Operators may be a single entity or consortium of entities and may operate one or more One-Stop Career Centers. There may be more than one Operator in a local area.

Entities eligible to compete to be the System Operator include:

- Postsecondary educational institutions;
- Employment Service agencies established under the Wagner-Peyser Act;
- Private, nonprofit organizations (including CBOs);
- Private for-profit entities;
- Government agencies; and/or
- Another interested organization or entity.

LWDBs may compete for and be selected as the Operator only with agreement of the CEO(s) and Governor, and only if appropriate firewall and conflict of interest policies are in place.

Entities must prepare written documentation explaining the nature of the competitive process to be followed in selecting a One-Stop System Operator. Per USDOL Training and Employment Guidance Letter (TEGL) 15-16, these written policies must outline a timetable to ensure that the selection of a One-Stop Operator through a competitive process is conducted every four (4) years. These written policies must also address the settlement of all contractual and administrative issues arising out of procurements, such as protests, appeals, and disputes.

Documentation is key for ensuring transparency in the competition process. Some of the items the LWDB must make available to the public include the LWDB's written conflict of interest policy, the LWDB's written procurement policies, the procurement solicitation itself, a list of entities that have submitted bids or proposals, an abstract of those bids or proposals, the identity of the selected One-Stop System Operator, and the total award amount and duration of the contract with the One-Stop System Operator.

Functions of the One-Stop System Operator include coordinating the service delivery of required One-Stop Career Center partners, which relates to labor exchange and career services, and includes:

- Job search;
- Employment and training services;
- Programs and activities carrier out by One-Stop partners;
- Business services; and
- Encouraging and supporting serving individuals with barriers to employment.

The LWDB may also establish additional functions for the One-Stop System Operator, which may include:

- Coordinating service providers across the One-Stop delivery system;
- Being the primary provider of services within the Career Center;
- Providing some of the services within the Career Center; or

- Coordinating service delivery in a multi-Center area, which may include affiliate sites.

Prohibited functions of the One-Stop System Operator include:

- Convening system stakeholders to assist in the development of the Local Plan;
- Preparing and submitting Local Plans;
- Being responsible for oversight of itself;
- Managing or significantly participating in the competitive selection process for One-Stop System Operators;
- Selecting or terminating One-Stop System Operators, Adult/DW service providers, or Youth providers;
- Negotiating local performance measures; and
- Developing and submitting the budget for activities of the LWDB in the local area.

Grant Recipient/Fiscal Agent

The CEO(s) in the LWDA is the local grant recipient as designated in the WIOA CEO Agreement NYSDOL requires and keeps on file for each of the 33 LWDBs. The CEO Agreement serves as the foundational document for the local area.

In order to assist in the administration of the grant funds, the CEO(s) or Governor, where the Governor serves as the local grant recipient for a local area, may designate an entity to serve as a local grant subrecipient or as a local fiscal agent. This designation does not relieve the CEO(s) or Governor of the liability for any misuse of grant funds. This must also be included in the CEO Agreement.

The grant recipient/subrecipient must distribute the grant funds for workforce investment activities at the direction of the LWDB, and must act in accordance with Office of Management and Budget (OMB) circulars, WIOA, and corresponding Federal Regulations and NYS policies.

The grant subrecipient/fiscal agent has the following functions:

- Receive funds;
- Ensure sustained fiscal integrity and accountability for the expenditure of funds;
- Respond to audit findings;
- Maintain proper accounting records and documentation;
- Prepare financial reports; and
- Provide technical assistance to subrecipients as necessary.

At the direction of the LWDB, the fiscal agent may also have the following additional functions:

- Procure contracts or obtain written agreements;
- Conduct financial monitoring of service providers; and
- Ensure independent audit of all employment and training programs.

Service Delivery Providers

The LWDB must identify eligible providers of career and training services in the local area. Career services and youth services can be provided through competitively awarded contracts; MOUs; or agreements with service providers, who may be public, private for-profit, and/or not-for-profit providers approved by the LWDB.

LWDBs are permitted to be the Adult/DW service provider in a local area with the agreement of the CEO(s) and the Governor, and appropriate firewall/conflict of interest policies.

Please note that NYSDOL does not have a formal process for this firewall agreement. Generally, this happens via LWDB approval of the grant recipient/fiscal agent organization to also be a service provider, such as via the County E&T office or via staff of an incorporated WIOA 501(c)(3) fiscal agent.

Local area training providers must be listed on the ETPL and are required to register if the LWDB is offering an ITA to a participant.

The LWDB will work with NYS to ensure there are sufficient numbers and types of providers of career services and training services serving the local area and providing the services involved in a manner that maximizes consumer choice, as well as providing opportunities that lead to competitive integrated employment for individuals with disabilities. This includes eligible providers with expertise in assisting individuals with disabilities and eligible providers with expertise in assisting adults in needs of adult education and literacy activities.

N. Firewalls and Conflict of Interest

Per WIOA §679.430, any organization or entity that has been selected or otherwise designated to perform more than one of the described WIOA functions must clarify how the organization will carry out its responsibilities while demonstrating compliance with WIOA and corresponding regulations, relevant OMB circulars, and the local area's written firewall agreement:

- LWDB staff;
- One-Stop System Operator;
- Local grant recipient/fiscal agent; and
- Direct provider of services.

If the LWDB selects an entity to staff the LWDB that provides additional workforce functions beyond the functions described at WIOA Section 107(d), then the entity is required to enter into a written agreement with the LWDB and CEOs to clarify their roles and responsibilities as required by §679.430.

In addition to the required written firewall agreement, NYSDOL also likes to see a flow chart to show the delineation of roles and that the same entity/organization acting in multiple roles has different supervision over the units and staff tasked with these roles.

In smaller local areas, it is common for a single WIOA-funded staff person to wear multiple functional hats as they work through their day, and similarly in these cases NYSDOL recommends that separate functional supervisors be assigned to this person to provide the needed firewall between roles. If separate paid supervisors are not available, LWDB members or committees can be employed to provide separate chains of command between functions.

The firewall example below outlines the supervisory firewalls in place in Niagara County for a service delivery E&T Director who has also been appointed the One-Stop System Operator. Note that this is not a complete §679.430 firewall agreement outlining the firewalls for all WIOA roles performed by the entire organization of Niagara County.

Niagara County Firewall Flowchart example:

NCET Director as **One-Stop System Operator**

When fulfilling the role of One-Stop System Operator, the Director will direct all questions regarding functions to the Niagara County WDB. They will report directly to the WDB.

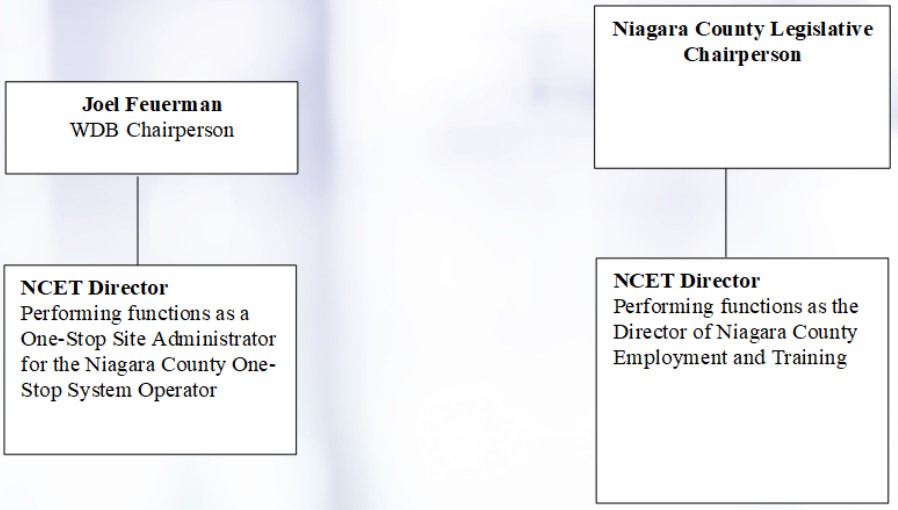
The Director will allocate time on their time sheet to reflect the hours spent performing One-Stop System Operator duties. There will be a separate category for them to track the time spent performing System Operator functions.

Please see Item 5 for a full list of One-Stop System Operator duties.

Employment and Training Director

When fulfilling the traditional role of Employment & Training Director, all questions regarding NCET functions will be directed to the sitting Niagara County Legislative Chairperson.

The Director will continue to allocate time on their time sheet to reflect the hours spent performing their duties as the Employment & Training Director.



O. Relevant Laws and Resources

- WIOA: https://www.congress.gov/113/bills/hr803/BILLS-113hr803enr.pdf
- Federal Regulations: https://www.govinfo.gov/content/pkg/FR-2016-08-19/pdf/2016-15975.pdf
- USDOL Advisories: https://wdr.doleta.gov/directives/
- NYSDOL's WDS TAs: https://dol.ny.gov/policy-directives
- LWDB Mailbox: LWDB@labor.ny.gov
- LWDB Membership Rosters: https://dol.ny.gov/lwdbs