

**GCWED GUIDANCE LETTER #01-2017**

**DATE:** February 3, 2017

**TO:** Planning Region Teams  
Local Elected Officials  
Workforce Development Board Chairs  
Workforce Board Staff  
WIOA Fiscal Agents

**FROM:** Richard McPherson, Co-Chair, Workforce Systems Oversight Committee  
John Hawkins, Co-Chair, Workforce Systems Oversight Committee  
Governor's Council for Workforce and Economic Development

**RE:** Updated Milestones Guidance

This letter is in reference to the original milestone guidance dated June 29, 2016. It was designed to help implement the requirements for accomplishing regional and local planning within the state. We commend you for your hard work within your areas and regions.

After further reflection and review, we are releasing less aggressive updated milestones, some of which have already been met.

Below are the new milestones with some combined and new dates added:

**Implementation Milestones**

**Milestone 1**

- September 1, 2016
- Regional Planning Agreements
- Includes roles and responsibilities

**Considerations for Milestone 1:**

The local elected officials (LEOs) for local workforce development areas/regional planning areas are required to enter into an agreement to establish a unified workforce.

**Milestone 2**

- December 1, 2016
- Self-Assessment and SWOT Analysis

**Milestone 3**

- February 28, 2017
- Establish Administrative Cost Agreements

**Milestone 4**

- March 1, 2017
- Develop Sector Strategies Framework

**Milestone 5**

- April 1, 2017
- Establish regional agreements or MOU necessary to:
  - Collectively negotiate and reach agreement on local levels of performance and;
  - Establish performance accountability measures.

**May & June 2017 Planning Regions Presentations**

Governor's Council Workforce System Oversight Committee and System Oversight Sub-Committee

**Implement**

July 1, 2017

Please be advised the System Oversight Subcommittee (SOS) of our Council is available for technical assistance. Do not hesitate to contact Jeane Burruss, Council Staff, at [jeane.burruss@osuokc.edu](mailto:jeane.burruss@osuokc.edu) or (405) 213-6947 to arrange for SOS support.

Sincerely,



Richard McPherson



John Hawkins