



**San Luis Obispo Workforce Investment Board of Directors
Ten Commitments**

As a board member, I _____ agree to the following terms and conditions throughout my volunteer service as a member of the Workforce Investment Board of San Luis Obispo County.

- 1) I commit to offering between 35-40 hours a year service as a member of the WIB and agree to come prepared for meetings, this includes reading meeting minutes and other materials relevant sent to me before the meeting as long as I am able to receive them in a timely manner.
- 2) I agree to actively be involved in at least one committee as well as participate in WIB Board meetings.
- 3) I commit to participating in a board orientation so that I have a solid foundation of the WIB and the overall workforce development system as well as the critical workforce issues in our region.
- 4) I commit to attending bi-annual board retreats to ensure that I stay current on critical workforce development issues and to strategically plan for the overall Workforce Development System.
- 5) I understand that regular attendance at Board meetings is important and that the staff must know who will attend each meeting in order to ensure that a voting quorum will be met. Therefore, I will attempt to attend every Board meeting and if I am unable, I will inform the staff at least 24 hours in advance.
- 6) If for some reason I cannot provide advance notice, I pledge to avoid two consecutive unexcused absences, and understand that a third consecutive unexcused absence may be cause for my dismissal from the Board.
- 7) I understand that the key responsibilities of the WIB includes broad-based strategic planning for the region, more efficient use of resources, improved service delivery, results-based accountability, and increased employer involvement. To fulfill these responsibilities, I understand that my role as a board member has three aspects: A. Advocate, B. Governance of the system and C. Member of the region's strategic council on workforce development and will do my best to fulfill all three roles.
- 8) I commit to being informed about workforce development issues in my specific county and industry outside of the specific activities and matters that appear before the Board and look for opportunities for staff representatives of the WIB to have an active seat at the table wherever I know that workforce development policy issues are being discussed.
- 9) If I am contacted by the media I understand that the Director of the WIB is the official voice of the organization and will refer the inquiry to the office.
- 10) I commit that my organization will actively utilize the One-Stop System, support the efforts of the Youth Council and participate in the appropriate Cluster Initiatives.

Signed

Date

WIB Board Chair

Date