

GL-Attachment T-WIB By-Laws

LOCAL WORKFORCE INVESTMENT BOARD BYLAWS

ARTICLE I - NAME AND PURPOSE

Section 1. NAME

The name of this board shall be the Greater Lincoln Local Workforce Investment Board and shall include the City of Lincoln, Lancaster County and Saunders County, Nebraska. Hereinafter it may be referred to as the LWIB or the "Board".

Section 2. PURPOSE

The purpose of the Greater Lincoln Local Workforce Investment Board shall be to carry out such duties and functions as delegated to it by the Local Workforce Investment Area Interlocal Agreement and the Workforce Investment Act of 1998 P.L. 105-220.

ARTICLE II - MEMBERSHIP

Section 1. COMPOSITION OF THE BOARD

In accordance with the Local Workforce Investment Area Interlocal Agreement and Section 117 (b) of the Workforce Investment Act of 1998, the Board shall consist of the following members with a majority of the board representing business in the local area:

- (a) Representatives of business in the local area nominated by local business organizations and business trade associations.
- (b) Representatives of local educational entities nominated by regional or local educational agencies, institutions or organizations representing local educational entities.
- (c) Representatives of labor organizations nominated by local labor federations or representatives of employees.
- (d) Representatives of community based organizations.
- (e) Representatives of economic development agencies.
- (f) Representatives of each of the one-stop partners.
- (g) Such other individuals or representatives of entities as the Mayor of Lincoln may determine to be appropriate.

Section 2. TERMS OF APPOINTMENTS

Members of the Board shall serve for a term of three years except for initial appointments which may be for terms of one to three years.

Section 3. APPOINTMENT AND REMOVAL

The Mayor of Lincoln, as Chief Elected Official under the Local Workforce Investment Area Interlocal Agreement, shall make all appointments to the Board and may remove any member, at any time, with or without cause.

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Section 4. RESIGNATION

When members deem it necessary to resign from their appointment to the Board, they shall tender their resignation to the Mayor of Lincoln with copies to the Chairperson of the Board. Said member is considered an active member until replaced by another individual. The Mayor shall appoint another individual to serve, for the remainder of the unexpired term, in accordance with Article II, Section 3. In the event that the Chairperson resigns, the Vice-Chairperson shall serve as Acting Chairperson until such time as a new Chairperson is elected by the Board.

Section 5. VACANCY

In the event of a vacancy, the Mayor shall appoint another individual to serve, for the remainder of the unexpired term, in accordance with Article II, Section 3.

ARTICLE III- OFFICERS

Section 1. OFFICERS

The officers of the Board shall be Chairperson, Vice-Chairperson, and Secretary. These officers shall perform the duties prescribed by these bylaws and by the parliamentary authority adopted by the board. The City Treasurer shall be the Treasurer of the Board.

Section 2. ELECTION OF OFFICERS

The Officers shall be elected by ballot to serve for two years or until their successors are elected, and their term of office shall begin at the annual meeting at which they are elected except for the initial election of officers where their term will begin at the instant the chair declares each officer elected. No member shall hold more than one office at a time.

Section 3. CHAIRPERSON

The Board shall elect a chairperson who is a local business representative as defined in the WIA, Section 117 (2)(A)(I). The Chairperson shall preside at all meetings of the Board and appoint Chairs and members of all committees and task groups as deemed necessary or desirable by the Board unless otherwise specifically provided for within these Bylaws. The Chairperson shall represent the Board and has the authority to speak on its behalf before the Mayor of Lincoln, Nebraska Workforce Investment Board and at all public meetings and functions. The Chairperson shall have the authority to perform such other duties applicable to the office as prescribed by the Board and the parliamentary authority adopted by the Board.

Section 4. VICE-CHAIRPERSON

The Board shall elect a Vice-Chairperson who is a local business representative as defined in the WIA, Section 117 (2)(A)(I). At the request of, or in the absence of the Chairperson, the Vice-Chairperson shall perform the duties of the Chairperson and perform other duties assigned by the Chairperson. The Vice-Chairperson shall have the authority to perform such other duties applicable to the office as prescribed by the Board and the parliamentary authority adopted by the Board.

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Section 5. ABSENCE OF OFFICERS

In the event that all officers are absent from a meeting, the Chairperson shall designate a member of the Board that meets all requirements of Article III, Section 3 as the Acting Chairperson, who shall preside at such meeting only.

Section 6. VACANCY OF OFFICERS

In the event of any vacancies of such officers, the Board shall elect a new officer at the next meeting of the Board to fill the vacancy for the remainder of the term.

ARTICLE IV - MEETINGS

Section 1. REGULAR MEETINGS

The regular meetings of the Board shall be at the call of the Chairperson.

Section 2. MEETING NOTICE

Notice of all meetings shall be in compliance with the Nebraska Public Meetings law. Written notice of each meeting shall be sent to Board members by the Secretary or the Secretary's designee specifying the time, date, location, and proposed agenda not less than 3 days before the meeting. Written notice of the time and place of the meeting shall be sent out by the Secretary of the Board or the Secretary's designee to the City Clerk not less than 3 days before the meeting.

Section 3. ANNUAL MEETING

The annual meeting shall be held at the first meeting of every calendar year and shall be for the purpose of electing officers, and any other business that may arise.

Section 4. SPECIAL MEETINGS

Special meetings maybe called by the Chairperson of the Board or upon the written request signed by ten members of the Board and filed with the Secretary. The purpose of the meeting shall be stated in the notice. Except in cases of emergency, at least two days' notice shall be given.

Section 5. QUORUM

A majority of the members shall constitute a quorum. The concurrence of a majority of the quorum present shall be necessary for any final action on any motion, unless otherwise provided herein or required by law.

Section 6. MANNER OF VOTING

The vote on motions moved and seconded shall be by roll call vote. No motion shall be deemed to have passed unless it received a majority vote of the quorum. For purposes of this section, procedural motions may be satisfied by a unanimous voice vote. In the event that the voice vote is not unanimous, a roll call vote shall be required.

Section 7. SUNSHINE PROVISION

The Board shall conduct their meetings in compliance with Nebraska law and the Public Meetings Act and the Workforce Investment Act under Section 117(e) including 20 CFR

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661.307. Under 20 CFR 661.307 a local board must conduct its business in an open manner and make activities of the board available to the public including the development of specific policies and minutes of formal Board meetings upon request.

Section 8. CONFLICT OF INTEREST

Board members are subject to Chapter 2.54 of the Lincoln Municipal Code, Sections 49-1499 through 49-14,103.03 Nebraska Revised Statute and Section 117 (g) of the Workforce Investment Act regarding Conflicts of Interest and 20 CFR 667.200 (a)(4).

- (a) A Board member must disclose with particularity the nature and extent of any financial interest in or affiliation with any person, business or organization that is seeking anything of value from the LWIB prior to consideration of the request by the Board.
- (b) Under Section 117 (g) of the WIA, board members may not vote on a matter under consideration regarding the provision of services by such member or by an entity that such member represents or that would provide direct financial benefit to such member or the immediate family of such member.
- (c) Under 20 CFR 667.200 (a)(4) a Local Board or a Youth Council member must neither cast a vote on, nor participate in any decision-making capacity, on the provision of services by such member (or any organization which that member directly represents), nor on any matter which would provide any direct financial benefit to that member or a member of his immediate family. Neither membership on the Local Board, State Board, the Youth Council nor the receipt of WIA funds to provide training and related services, by itself, violate these conflict of interest provisions.

ARTICLE V - EXECUTIVE BOARD

Section 1. MEMBERS

The officers of the Board, the Chairperson of each standing committee and the Chairperson of the Youth Council shall constitute the Executive Board.

Section 2. DUTIES

The Executive Board shall have general supervision of the affairs of the Board between its business meetings, make recommendations to the Board, and shall perform such other duties as are specified in these bylaws. The Executive Board shall be subject to the orders of the Board and none of its acts shall conflict with action taken by the Board. The Executive Board may exercise such other powers and perform other duties or functions as may be authorized by majority vote of the Board.

ARTICLE VI -COMMITTEES

Section 1. STANDING AND SPECIAL COMMITTEES

Standing or special committees shall be appointed by the Chairperson as the Board shall from time to time deem necessary to carry on the work of the Board. The Chairperson shall be ex officio a member of all committees.

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ARTICLE VII - PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Board in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Board may adopt.

ARTICLE VIII - AMENDMENT OF BYLAWS

These bylaws can be amended at any regular meeting of the Board by a two-thirds vote of the quorum present, provided that the amendment has been submitted to Board members in writing at least ten days in advance of the meeting at which they are to be acted upon. Such notice shall include both the proposed change and the section it supersedes.

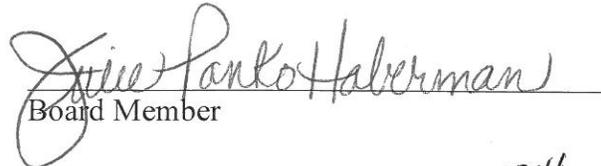
ARTICLE IX - SUSPENSION OF BYLAWS

The Board may, by a vote of two-thirds of the quorum present, suspend all or any part of these bylaws when to do so would not be in conflict with the laws of the State of Nebraska or applicable federal laws.

ARTICLE X - EFFECTIVE DATE

These bylaws shall become effective immediately upon majority approval of the quorum present.

Introduced by:

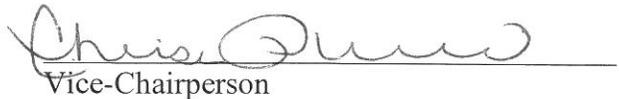

Board Member

Adopted as Amended by the Greater Lincoln Local Workforce Investment Board on the 12th day of February, 2014.

Attest:


Chairperson

Greater Lincoln Local Workforce
Investment Board


Vice-Chairperson