



Workforce Investment San Francisco Board Bylaws Proposed Revisions September 14, 2016



Office of Economic and Workforce Development

Building Tomorrow's Workforce Today



Bylaw Overview

What are Bylaws?

Simple Definition:

- A rule that an organization (such as a club or company) makes and that its members must follow.
- A rule adopted by an organization chiefly for the government of its members and the regulation of its affairs.

Cited from <http://www.merriam-webster.com/dictionary/bylaw>



Proposed Changes for WISF Board Approval

Overview of Major Revisions:

- 1) Updated the Bylaws to be consistent with WIOA to comply with board composition changes and remove references to former WIA legislation;
- 2) Clearer guidelines outlined for establishing committees;
- 3) Revisions to sections on term, appointment and resignation processes to provide more clarity;

* Note: Approved bylaws will be effective immediately.



Proposed Changes for Approval

- **Page 1 – Section: Recitals**
 - Recitals added to provide clarity and context on WIOA and WISF Board role.
- **Page 2 – Section 2.0: Mission Statement**
 - Updated to be more consistent with other publications.
- **Page 2 – Section 3.2: Authorized Membership**
 - Authorized Membership updated to reflect no more than 40 members of the board to create more efficiency with the board and no fewer than 19.
- **Page 2 – Section 3.3: Criteria for Member Categories**
 - Criteria of Member Categories updated in accordance with WIOA (Mandatory categories are Business, Workforce Representatives, Education and Government and Community Development).



Proposed Changes for Approval

- **Page 4 – Section 3.7: Tenure of Board**

- Board members shall remain on the board until their term expires, they resign in writing, they no longer hold the status for membership on the Board which they were appointed, as determined by the Chair, or they are removed for cause.

- **Page 4 – Section 3.8: Holdover Terms**

- In the event an appointment to fill a vacancy has not occurred by the conclusion of the board member's term, that member may continue to serve on the board in a holdover capacity, for a period not exceed one year, to allow for the appointment of a Board member to serve remainder of said following term.



Proposed Changes for Approval

- **Page 4 – Section 3.9: Change of Member Affiliation**
 - Change of Member Affiliation updated to give board members the opportunity to continue to serve on the board if their affiliation changes if their new affiliation is still within the same membership category (for example, business affiliation to a new business affiliation).
- **Page 5 – Section 3.14: Annual Statement of Economic Interests**
 - Members and **Designated Alternates** have the duty of submitting an annual statement of economic interests.
- **Page 6 – Section 4.4: Support Functions provided by OEWD**
 - Secretarial functions clearly defined as being managed by OEWD staff.
- **Page 8 – Section 5.6: Public Sector Committee**
 - The Public Sector Committee shall provide recommendations to the WISF to direct workforce services to meet public sector employment needs.

Questions?

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