

Chief Elected Officers Board (CEOB/Local Elected Officials) “Job Description”

Local Elected Officials (LEO) appoint Workforce Development Board (WDB) members and the governor certifies the membership of the local WDB annually. The WDB chair is a representative of the private sector and selected from the WDB members. Members adhere to a strict conflict of interest policy.

The LEO designee varies within each local service delivery area. It may be the chief elected official of one unit of local government such as a mayor or county executive. It **may also be a consortium of chief elected officials** from many units of local government within the local service delivery area. In many local areas, the LEO board is referred to as the administrative or consortium board.

The LEO appoints the WDB members based on a nomination process. **The LEO assumes fiscal liability for the proper expenditure of funds. In partnership with the WDB, the LEO is responsible for the development, implementation, and oversight of a local Workforce Development System that serves the needs of employers and job seekers.**

Source: Workforce Development Board Orientation Packet, Michigan Works! Association