


**EXECUTIVE DEPARTMENT**

EXECUTIVE ORDER No. 39

WHEREAS, the social and economic well-being of Wisconsin requires that its citizens have adequate employment and training opportunities; and

WHEREAS, the Comprehensive Employment and Training Act of 1973 specifically designates the State and its Chief Elected Officer, the Governor, with certain responsibilities which include the administration of the various titles of the Act in the Balance of State Prime Sponsor jurisdiction; the delineation and implementation of a State comprehensive manpower plan; the administration of the Special Governor's grants; and the coordination and integration of manpower-related services to the manpower delivery system which meet the needs of unemployed, underemployed and economically disadvantaged citizens; and

WHEREAS, it is the purpose of the Act that its goals be accomplished by the establishment of a flexible and decentralized system of federal, state, and local programs; and

WHEREAS, certain local elected officials have been authorized to develop comprehensive plans for manpower services in their respective political jurisdictions and significant amounts of public funds have been appropriated for this purpose; and

WHEREAS, other manpower programs, which involve local, state, and federal agencies and private organizations, have been developed to assist citizens in obtaining the training, work experience, employment opportunities and supportive services they require; and

WHEREAS, it is generally recognized that such programs are of maximum effectiveness to the target populations and to the taxpayers who finance them, if they are carefully planned, administered, coordinated and evaluated; and

WHEREAS, Executive Order No. 6, issued on February 1, 1975, created the State Manpower Council and directed that its staff prepare procedural recommendations for full implementation of the provisions of the Order; and

WHEREAS, Executive Order No. 13, issued on June 30, 1975, transferred responsibility for the implementation of the Comprehensive Employment and Training Act and regulations to the State Manpower Council;

NOW, THEREFORE, I, PATRICK J. LUCEY, Governor of the State of Wisconsin, by virtue of the authority vested in me by Sections 14.019 and 16.54 of the Wisconsin Statutes do hereby establish the following committees and professional staff headed by an Executive


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Director to execute the responsibilities conferred upon the committees and staff by the Comprehensive Employment and Training Act Regulations and this Executive Order:

The State Manpower Services Council

The State Manpower Services Council is an interagency, intergovernmental statewide advisory council. It will be composed according to the Comprehensive Employment and Training Act and will consist of approximately equal membership representing (a) state agencies with responsibilities for manpower training and development and for employment; (b) representatives of the general public; and, (c) at least one third representing local units of government, specifically those designated by the United States Secretary of Labor to be "prime sponsors" of manpower training and employment programs under the Comprehensive Employment and Training Act. All members will be appointed by the Governor and shall serve at the pleasure of the Governor. The Governor will designate a chairman of the Council and the State Manpower Services Council will meet on a quarterly basis or at the call of the Chairman or Executive Director as appropriate.

The State Manpower Services Council is advisory and does not relieve the State of its final decision-making responsibilities under the Comprehensive Employment and Training Act.

To facilitate the work and responsibilities of the Manpower Services Council, appropriate committees will be appointed by the chairman/men of the State Manpower Services Council in consultation with the Governor or his designee, the Executive Director. These committees will include representatives of the various groups represented by the Council. They will meet as required. Committee chairmen will be appointed by the Governor or his designee, the Executive Director.

The Council is specifically charged with the responsibility for:

- 1) Reviewing the plans and proposed plan modifications of each Prime Sponsor, and making comments and recommendations, designed to enhance the coordination of manpower efforts to meet the overall needs of the State.
- 2) Reviewing the plans of State agencies for the provision of services to Prime Sponsors and making recommendations designed to enhance the coordination of manpower efforts to meet the overall needs of the State.
- 3) Monitoring the operation of programs conducted by Prime Sponsors and assessing the availability, responsiveness, adequacy, and effectiveness of State services provided by state manpower-related agencies.



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- 4) Recommending to the Prime Sponsors, to agencies providing manpower services and to the Governor and the general public ways to improve the coordination and effectiveness of manpower services within the State.
- 5) Making an annual report to the Governor, including comments on the reports of the State Advisory Council on Vocational Education, which will be a public document, and issuing other studies or documents, as may be advisable, to help carry out the purposes of the Comprehensive Employment and Training Act.
- 6) Identifying the employment and training and vocational education needs of the State and assessing the extent to which employment training, vocational education, vocational rehabilitation, and other programs assisted under the Comprehensive Employment and Training Act and other manpower-related Acts provide a consistent, integrated and coordinated approach to meeting such needs.
- 7) Undertaking other responsibilities or duties which may be deemed appropriate by the Governor or his designee, the Executive Director.

The Prime Sponsor Manpower Planning Council

This Prime Sponsor Manpower Planning Council will be composed according to the Comprehensive Employment and Training Act and consist of approximately equal membership representing (a) State agencies with responsibilities for manpower training development and training in the Balance of State Prime Sponsor jurisdiction, (b) the general public, and (c) members of area manpower advisory boards.

All members will be appointed by the Governor and serve at the pleasure of the Governor. The Governor or his designee, the Executive Director, will appoint the chairman of the Council, and the Prime Sponsor Manpower Planning Council's representative to the Services Council. The Prime Sponsor Manpower Planning Council will meet on a quarterly basis or at the call of the chairman or the Executive Director, as appropriate.

The Prime Sponsor Manpower Planning Council is advisory. The Council's advisory authority does not free the Governor and his designee, the Executive Director, from the final decision-making responsibilities specified under the Act.

In order to facilitate the work and responsibilities of the Prime Sponsor Manpower Planning Council, appropriate committees and committee chairman will be appointed by the Governor or his designee, the


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Executive Director. The Council is specifically charged with the responsibility for:

- 1) Advising the Governor and his designee, the Executive Director, in the identification of basic goals, policies and procedures for programs under Title I and Title II of the Act.
- 2) Evaluating, assessing and recommending program plans and providing continuing analyses of the needs for employment training and related services within the Prime Sponsorship Balance of State jurisdiction.
- 3) Monitoring all manpower programs funded under Title I and Title II of the Comprehensive Employment and Training Act and providing objective evaluations of other manpower and related programs operating in the Prime Sponsorship Balance of State jurisdiction.
- 4) Undertaking other responsibilities or duties which may be deemed appropriate by the Governor or his designee, the Executive Director.


To obtain broad-based participation in the comprehensive manpower planning process by citizens, local units of government, business, labor, industry, and representatives of key target population groups, the Council will establish and utilize a network of Area Manpower Advisory Planning Boards to stimulate local contributions to the planning process. The Area Manpower Advisory Planning Boards will adhere to the Wisconsin Administrative districts as established by Executive Order No. 22, issued on August 24, 1970, and directed by Sec. 106(b)(6) of the Comprehensive Employment and Training Act.

The Area Manpower Advisory Planning Boards will have major responsibility for: identifying area resources and needs, selecting area goals and objectives, recommending priorities for services, reviewing programs as implemented, and making recommendations to the Prime Sponsor Manpower Planning Council and the State Manpower Services Council.


The Governor's Manpower Office

The State Manpower Council staff, as referenced in Executive Order No. 13 issued on June 30, 1975, is hereby renamed the Governor's Manpower Office. The Governor will appoint the Executive Director of the Office, who will serve at the pleasure of the Governor.


The Executive Director, Deputy Director and other representatives authorized by the Executive Director will have signatory authority to bind the State of Wisconsin in connection with grants, contracts,



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modifications and vouchers required under the manpower programs administered by the Governor's manpower office. All powers, duties, records, personnel, and contractual obligations will be the responsibility of the Executive Director or other authorized representatives as designated by the Executive Director.

Positions within the Governor's Manpower Office will exist as defined in Secs. 16.08(2)(b), 16.08(3) and 14.02 of the Wisconsin Statutes. Unclassified Civil Service positions will be Executive Director, Deputy Director, Executive Assistant, Division Administrator, Bureau Director, and Program Manager, except that the positions of Bureau Director of Staff Services and the Bureau Director for Administrative Services will remain in the Classified Civil Service. The position of Bureau Director of Technical Services will remain in the Classified Service for the duration of the term of service of the incumbents therein and thereafter will be in the unclassified service. All other positions will be within the Classified Civil Service system as defined in Sec. 16.08(3) of the Wisconsin Statutes.

The Governor's Manpower Office will be responsible for:

- 1) Performing administrative grant management and providing program evaluations of all Titles under the Act within its jurisdiction, including the Governor's Special Grants;
- 2) Providing staff to the State Manpower Services Council and the Prime Sponsor Manpower Planning Council, including the Area Manpower Advisory Planning Boards;
- 3) Establishing statewide manpower objectives, priorities and policies;
- 4) Determining organizational responsibilities and performance standards in the implementation of manpower programs;
- 5) Developing, on an annual basis and consistent with the Comprehensive Employment and Training Act, comprehensive State manpower plans which are based upon and responsive to the needs of the State. Such plans will include both recommendations for annual manpower program funding and forecasts of long-range manpower development needs and activities;
- 6) Assessing, on a regular basis, the effectiveness of the various manpower programs operating in the State and recommending changes in or seeking appropriate manpower legislation.
- 7) Maintaining an inventory of and systematically reviewing and making recommendations to the Governor in regard to all programs in the State that provide assistance to citizens


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in obtaining employment, including programs which provide vocational training, vocational rehabilitation, on the job training, work experience, job development, job placement, public services employment, and related services and special programs to encourage business and economic development among minority and low income groups. Such recommendations shall emphasize ways of improving the coordination and effectiveness of such programs.

- 8) Delineating an overall State plan for the development and sharing of resources and facilities required to conduct programs under its Prime Sponsorship without unnecessary duplication in the most efficient and economical manner.
- 9) Fostering the cooperation and participation of all State agencies which provide manpower and manpower-related services in the implementation of comprehensive manpower services by all Prime Sponsors.
- 10) Providing or making adequate provision for the coordination of all manpower and related plans and services to be developed and delivered throughout the State to eliminate conflict, duplication and overlap.
- 11) Providing for the exchange of information between States and local governments on State, regional and local planning in manpower-related areas.
- 12) Performing those other duties or responsibilities which may be deemed appropriate by the Governor or his designee, the Executive Director.

In order to carry out the provisions of the Comprehensive Employment and Training Act of 1973, the following counties are hereby designated as agencies for the purpose of entering into agreements with other counties or municipalities to qualify as Prime Sponsors: Dane, Marathon, Kenosha, Milwaukee, Outagamie, Racine, Rock, Waukesha, and Winnebago. Where consortia agreements are negotiated between these counties and adjoining counties or municipalities, subject to the provisions of the Comprehensive Employment and Training Act, those counties are also designated as eligible to participate in the operation of manpower programs.

This Executive Order supersedes Executive Order No. 25 issued on July 1, 1971; Executive Order No. 6 issued on February 1, 1975; and Executive Order No. 13 issued on June 30, 1975.

Nothing contained in this Executive Order shall diminish the rights and responsibilities of Prime Sponsors of manpower programs under the Comprehensive Employment and Training Act. Also, nothing con-



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tained herein shall supersede State or federal legislation governing the operation of existing manpower training and employment programs.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Wisconsin to be affixed. Done at the Capitol in the City of Madison, this 16th day of February, in the year of our Lord one thousand nine hundred and seventy-seven.



Patrick J. Lucey
PATRICK J. LUCEY, Governor

By the Governor:

Joseph A. Gillette
Secretary of State