

**U.S. Department of Labor
Employment and Training Administration
Workforce Information Advisory Council
Charter**

1. Advisory Committee's Official Designation

Workforce Information Advisory Council (WIAC or Committee)

2. Authority

The WIAC is mandated by Section 308 (e) of the Workforce Innovation and Opportunity Act of 2014 (WIOA) (Pub. L. 113-128), which amends section 15 of the Wagner-Peyser Act of 1933 (29 U.S.C. § 491-2). The WIAC operates in accordance with the Federal Advisory Committee Act (FACA), as amended (5 U.S.C. 10), and its implementing regulations (41 CFR 102-3); and Department of Labor Manual Series Chapter 1-900 (3/25/22).

3. Objectives and Scope of Activities

Pursuant to Section 15(d) of the Wagner-Peyser Act, 29 U.S.C. § 491-2(d), as amended by P.L. 113-128, the Secretary of Labor (Secretary), through the Assistant Secretary for Employment and Training and the Commissioner of Labor Statistics, will formally consult at least twice annually with the WIAC to address: (1) the evaluation and improvement of the nationwide workforce and labor market information system and statewide systems that comprise the nationwide system, and (2) how the Department of Labor (DOL) and the States will cooperate in the management of those systems. These systems include programs to produce employment-related statistics and State and local workforce and labor market information.

4. Description of Duties

As outlined in Section 15(d) of the Wagner-Peyser Act, 29 U.S.C. § 491-2(d), as amended by P.L. 113-128, the WIAC will consult with and provide written recommendations to the Secretary concerning the evaluation and improvement of the nationwide workforce and labor market information system, including recommendations for the two-year plan for the workforce and labor market information system required under Section 15(c) of the Wagner-Peyser Act. The WIAC will accomplish its objective by: (1) studying workforce and labor market information issues; (2) seeking information on innovative approaches, new technologies, and data to inform employment, skills training, and workforce and economic development decision-making and policy; and (3) advising the Secretary on how the workforce and labor market information system can best support workforce development, planning, and program development.

5. Agency or Federal Officer Receiving the Advisory Committee's Advice/Recommendations

The WIAC reports to the Secretary. The Committee will provide its advice and written recommendations to the Secretary through the Assistant Secretary for Employment and Training and the Commissioner of Labor Statistics.

6. Support

The Employment and Training Administration (ETA) and the Bureau of Labor Statistics (BLS) are responsible for providing necessary support for the WIAC. These agencies will ensure compliance with FACA, other applicable statutes and regulations, and established DOL policies and procedures.

7. Estimated Annual Operating Costs and Staff Years

FTE: 1.0 staff year

Payments to Federal Staff	\$ 225,450
Travel for Non-Federal Members	\$ 50,000
Payment to Meeting Logistics Contractor/Consultant/Experts	\$ 75,000
Travel for Meeting Logistics Contractor/Consultant/Experts	\$ 5,000
Other	\$ 5,000
Total	\$ 360,450

8. Designated Federal Officer

The agency head must designate a federal officer or employee who must be either full-time or permanent part-time to be the Designated Federal Officer (DFO) for the WIAC and its subcommittees. The Chief of the Division of National Programs, Tools, and Technical Assistance in ETA's Office of Workforce Investment will serve as the DFO. The DFO (or the DFO's designee) must:

- a. Ensure WIAC activities comply with FACA, the FACA Final Rule, agency administrative procedures, and any other applicable laws and regulations;
- b. Approve or call all WIAC committee meetings and subcommittee meetings;
- c. Prepare and approve all meeting agendas;
- d. Attend all WIAC meetings and subcommittee meetings for their duration;
- e. Fulfill the requirements under section 10(b) of FACA (codified at 5 U.S.C. 1009(b)), to include carrying out the provisions of the Freedom of Information Act (FOIA) (5 U.S.C. 552) with respect to WIAC records;

- f. Adjourn any meeting when the DFO determines adjournment to be in the public interest;
- g. Chair meetings when directed to do so by the official to whom the Committee reports;
- h. Assemble and maintain information on WIAC activities, reports, records, and other papers; and provide such information to the public, as applicable; and
- i. Ensure WIAC members and subcommittee members, as applicable, receive the appropriate training (e.g., FACA overview, ethics training) for efficient operation and compliance with FACA and the FACA Final Rule.

9. Estimated Number and Frequency of Meetings

The WIAC will meet in person or virtually at least twice per year.

10. Duration

The WIAC will continue indefinitely in accordance with WIOA. ETA, in consultation with BLS, will submit the charter for review biennially to ensure that charter provisions are accurate and consistent with DOL policy.

11. Termination

As provided in Section 15(d)(2)(F) of the Wagner-Peyser Act, 29 U.S.C. § 491–2(d)(2)(F), as amended by P.L. 113-128, the WIAC is a permanent council, and, as such, is not governed by FACA Section 14, on termination of advisory committees.

12. Membership and Designation

- a. **Representation.** Under Section 15(d)(2)(B) of the Wagner-Peyser Act, 29 U.S.C. § 491–2(d)(2)(B), as amended by P.L. 113-128, the Secretary will appoint the 14 members of the WIAC, which will consist of:
 - i. Four members who are representatives of lead State agencies with responsibility for workforce investment activities, or State agencies described in Wagner-Peyser Act Section 4 [agency designated or authorized by the Governor vested with all powers necessary to cooperate with the Secretary under the Act], who have been nominated by such agencies or by a national organization that represents such agencies;
 - ii. Four members who are representatives of the State workforce and labor market information directors affiliated with the State agencies that perform the duties described in Wagner-Peyser Act Section 15(e)(2) (single State agency responsible for the management of the statewide workforce and labor market information system), who have been nominated by the directors;
 - iii. One member who is a representative of providers of training services under section 122 (Identification of Eligible Providers of Training Services) of P.L. 113-128;

- iv. One member who is a representative of economic development entities;
 - v. One member who is a representative of businesses, who has been nominated by national business organizations or trade associations;
 - vi. One member who is a representative of labor organizations, who has been nominated by a national labor federation;
 - vii. One member who is a representative of local workforce development boards, who has been nominated by a national organization representing such boards; and
 - viii. One member who is a representative of research entities that use workforce and labor market information.
- b. **Member Terms.** As outlined in Wagner-Peyser Act Section 15(d)(2)(D), 29 U.S.C. § 491–2(d)(2)(D), as amended by WIOA, P.L. 113-128, each member of the WIAC is appointed for a term of three years, except that the initial terms for members may be one, two, or three years in order to establish a rotation in which one-third of the members are selected each year. The Secretary may not appoint a member for more than two consecutive terms. Any member whom the Secretary appoints to fill a vacancy occurring before the expiration of the predecessor’s term will be appointed only for the remainder of that term. As provided for by Wagner-Peyser Act Section 15(d)(2)(D)(ii), 29 U.S.C. § 491–2(d)(2)(D), as amended by WIOA, P.L. 113-128, a member may, at the Secretary’s discretion, serve after the expiration of that member’s term until a successor has taken office.

c. **Membership Requirements**

- i. As required by Wagner-Peyser Act Section 15(d)(2)(C), 29 U.S.C. § 491–2(d)(2)(C), as amended by P.L. 113-128, the Secretary will ensure that WIAC membership is geographically diverse, and that no two members appointed under clauses (i), (ii), and (vii), in Section 12(a) above, represent the same State.
- ii. Except as otherwise required by law, and in accordance with the WIAC membership balance plan, WIAC membership will be consistent with FACA and its implementing regulations, as follows. WIAC membership will be fairly balanced. Members will come from a cross-section of those directly affected, interested, and qualified as appropriate to the nature and functions of the WIAC. WIAC’s composition will, therefore, depend upon several factors, including (1) the WIAC’s mission; (2) the geographic, ethnic, social, economic, or scientific impact of the WIAC’s recommendations; (3) the types of specific perspectives required; (4) the need to obtain divergent points of view on the issues before the WIAC, such as those of consumers, technical experts, the public at large, academia, business, or other sectors; and (5) the relevance of State, local, or tribal governments to the development of the WIAC’s recommendations.

- iii. The Secretary will appoint a WIAC Chairperson and Vice-Chairperson.
 - iv. All WIAC members serve at the pleasure of the Secretary. Members may be appointed, reappointed, or replaced, and their terms may be extended, changed, or terminated at the Secretary's discretion. A member's excessive absence from WIAC meetings may result in the member's removal and replacement.
- d. **Travel Expenses.** The members of the WIAC will not receive compensation for the performance of services for the WIAC, but will be allowed travel expenses, including per diem in lieu of subsistence, at rates authorized for employees of agencies under 5 U.S.C. § 5701-5711, while away from their homes or regular places of business in the performance of services for the WIAC. Notwithstanding 31 U.S.C. § 1342, the Secretary may accept the voluntary and uncompensated services of members of the WIAC.

13. Subcommittees

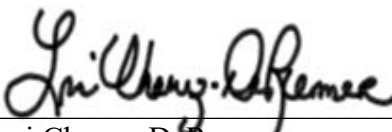
The Secretary may create subcommittees which must report their recommendations and advice to the full Committee for full deliberation and discussion. Subcommittees must not provide advice or work products directly to the Secretary. A subcommittee created under this section is subject to the same laws as the WIAC.

14. Recordkeeping

The records of the WIAC and those of the formally and informally established subcommittees or other subgroups will be handled in accordance with General Records Schedule 6.2, Federal Advisory Committee Records or other approved DOL records disposition schedule. These records will be available for public inspection and copying, subject to the FOIA.

15. Filing Date

This charter is filed on the date indicated below.



Lori Chavez-DeRemer
Secretary of Labor

07/14/2025

Date