



CAREERLINK OPERATOR POLICY

1.0 Purpose. The Northwest Pennsylvania Workforce Investment Board has oversight of the Operator Consortiums for each PA CareerLink within its region. The policy shall set forth criteria for consortium membership.

2.0 Requirements. Governing regulations and guidelines include:
Workforce Investment Act
Northwest PA Workforce Investment Area Local Plan
Northwest PA Workforce Investment Area One Stop Service Plan / Agreements

3.0 Scope. The following are the criteria by which a PA CareerLink partner can qualify to be on the Operator Consortium:

- A. A partner must have a minimum of one Full Time Equivalent (FTE) on the Resource Sharing Agreement (RSA), unless prohibited by federal or state statutes or guidelines.
- B. A minimum of five percent (5%) of overall financial contribution to the RSA.
- C. In-kind contributions shall not be considered as equivalent to financial contributions.
- D. A partner must participate in the Career Resource Center (CRC), unless prohibited by federal or state statutes or guidelines.

In addition, at a minimum the Operator Consortium must consist of three mandatory partners. The total number of partners on the consortium must be an odd number.

4.0 Responsibility. The responsibility for implementation of this policy lies with the WIB, as governed by the requirements in 2.0 of this policy. Oversight of the policy shall lie with the WIB CEO.

5.0 History.

Name	Date	Rev. Level	Description of change	Effective Date
Jim Triplett	5/12/2005	A	New policy	
Jim Triplett	5/23/2005	B	Revision of wording	
Deb O’Neil	5/01/2009	C	Update logo, content, EO Officer	7/1/2009

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