

## **POLICY – PROGRAM AND FISCAL REPORTING**

### **Background**

In accordance with the Workforce Innovation and Opportunity Act, Section 107 (d) Functions of the Local Board, it is a function of the Local Board in partnership with the Chief Elected Official to "conduct oversight with respect to local programs of youth activities authorized under section 129, local employment and training activities authorized under section 134, and the one-stop delivery system in the local area."

*In addition, monitoring is required by the law. Under the law requests for forgiveness in audits can only be granted if there is evidence of monitoring. Monitoring acts as an insurance policy for the County, the WIB, and WSD. Independent monitoring will protect the workforce area from unknown or unanticipated findings in an audit or state review. The monitor will be independent and therefore neutral. The external monitoring will also fulfill a substantial portion of the WIB and County's oversight responsibility.*

### **Objective**

To protect Will County and the Workforce Investment Board from unknown or unanticipated findings in an audit or state review.

To fulfill the oversight responsibility of Will County and the Workforce Investment Board.

### **Recommendations**

The Workforce Investment Board will use the current Workforce Services Division of Will County monitoring staff to conduct monitoring of the books and records of the Workforce Services Division of Will County regarding their responsibilities as fiscal agent and as the WIOA Title I provider. Program and fiscal monitoring by Workforce Services Division will be conducted utilizing the current Program/Fiscal Monitoring Guide.  
<http://www.willcountyworkforceboard.com/about-us/our-board/board-information-and-policies/>

### **Assessment**

The quarterly monitoring report will be provided in draft form to the Workforce Services Division of Will County to respond to any findings. The report, along with the findings and the Workforce Services Division of Will County's response will be provided to both the Workforce Services Division of Will County and the Workforce Investment Board Director. The monitoring report will be put on the Workforce Investment Board agenda as a report.

Approved:           September 9, 2002  
Motion:             Roger Allen  
Second: Bob Klein

Approved:           February 8, 2016  
Motion:             Pete McLenighan  
Second: Nancy Baldwin