

EXECUTIVE ORDER NO. 118

Providing for the establishment of an Occupational Information System Board of Directors to perform responsibilities and accept federal funds under Title III of the Comprehensive Employment and Training Act of 1973.

I, Wendell R. Anderson, Governor of the State of Minnesota, by virtue of the authority vested in me by the Constitution and applicable statutes, hereby issue this Executive Order:

WHEREAS, Title III of the Comprehensive Employment and Training Act of 1973 provides funds to support the development and implementation of statewide occupational information systems for states and local areas within states, and

WHEREAS, certain sums of money have been allocated through the Act to support the development and implementation of statewide occupational information systems in qualifying states, and

WHEREAS, the availability of funds allocated to Minnesota for the development and implementation of an occupational information system is contingent on the establishment of a consortium policy board which is broadly representative of both the users and producers of occupational information, namely, schools and educational agencies, manpower agencies, and business and industry,

NOW, THEREFORE, I order the Higher Education Coordinating Commission to convene and administer an Occupational Information Systems Board created according to the following terms and conditions:

28311

1. The board shall be known as the Minnesota Occupational Information Systems Board.

2. The purpose of the Minnesota Occupational Information System Board shall be to accept and utilize federal funds and other funds as available to fulfill its responsibilities and to fulfill policy responsibilities designated under Title III of the Comprehensive Employment and Training Act of 1973 and such attendant regulations and guidelines as may be promulgated by the U.S. Secretary of Labor.

3. The Minnesota Occupational Information Systems Board shall be comprized of thirteen voting members and one nonvoting member as follows: the State Affirmative Action Officer, the Commissioner of Employment Services or his designee, the Commissioner of Education or his designee, the Executive Director of the Governor's Manpower Office or his designee, the Director of the State Planning Agency or his designee, and the Chancellor of the State Community College System or his designee representing the Higher Education Advisory Council. The Governor shall appoint one representative from the Minnesota business and industrial community and one from the labor community to serve at his pleasure coterminously with his term as Governor. The Director of the Minnesota Higher Education Coordinating Commission or his designee shall serve as a nonvoting member and act as Secretary Treasurer. The Director of the Higher Education Coordinating Commission shall appoint one local office representative of the Minnesota Department of Employment Services nominated by the Commissioner of Employment Services.

one student and one counselor nominated by the Commissioner of Education, one client of the Comprehensive Employment and Training Act Program nominated by the Executive Director of the Governor's Manpower Office, and one student nominated by the Higher Education Advisory Council to serve terms coterminous with that of the Governor. The Minnesota Occupational Information System Board shall select its Chairperson and Vice-Chairperson from among the twelve voting members.

4. The Minnesota Occupational Information System Board shall be authorized to: a.) prescribe its time and place of meeting, b.) determine its policies and procedures in accordance with state law except that personnel policies and procedures shall be subject to the approval of the Executive Director of the Higher Education Coordinating Commission, c.) select and hire an Executive Director and other necessary staff who shall be appointed by the Executive Director of the Higher Education Coordinating Commission, d.) adopt an annual operational budget, e.) transmit appropriate reports to the Governor and Legislature, and f.) submit requests for funds to appropriate budget officers.

5. The Board shall contract with the Minnesota Higher Education Coordinating Commission as personnel and fiscal agent, and shall submit an annual report to the Minnesota Higher Education Coordinating Commission for administrative review and evaluation and to the boards and agencies represented on or before June 30 of each year.

6. The Higher Education Coordinating Board shall establish the Board, be responsible for maintenance of the consortium between boards and agencies, perform all necessary coordinating functions, provide administrative review and evaluation annually, contract with the Board to supply fiscal and personnel services, and appoint staff on recommendation of the Board.

7. Members of the Minnesota Occupational Information System Board may, at the discretion of the members, be reimbursed for expenses in the manner described in Minnesota Statutes, Section 43.329, if sufficient federal funds are available for such expenses.

This Order shall be effective on the date of signature.

IN TESTIMONY WHEREOF, I hereunto set my hand on this

18 day of July, 1975.

Wendell R. Anderson
Wendell R. Anderson

Filed according to Law:

Joan Anderson Grove
Joan Anderson Grove
Secretary of State

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STATE OF MINNESOTA
DEPARTMENT OF STATE
FILED
JUL 18 1975
Joan Anderson Grove
Secretary of State