

Office of State Budget and Management
Establish New, Receipt-Supported Positions
(G.S. 143-34.1)

Agency: Commerce **Division:** Employment and Training

Budget Code: 4302 **Center Title:** 531212 **Center Number:** 2680-5860

***** Position Information *****

Proposed Classification: Administrative Officer III **Proposed Salary Grade:** 72

Salary Range: \$30,050.00-\$54,434.00 **Proposed Effective Date:** 06 / 01/04

Number of Positions: 1

	<u>Center Authorized Budget</u>	<u>Current Request (Salary and Fringe)</u>
Total Budget	\$ 2,906,727	\$ 36,719
Receipts	<u>2,906,727</u>	<u>36,719</u>
Appropriation	\$	\$

Funding Source(s): Federal Funds – Workforce Investment Act – Center 2680, Account 538865

Justification for Position (including description of duties and responsibilities):

Federal laws require that every entity to which Federal financial assistance is extended to designate an Equal Opportunity Officer (EO). The Equal Opportunity Officer is responsible for coordinating the agency's equal opportunity obligations under the law. Currently the Equal Opportunity Officer is assigned other duties. The Division of Employment and Training needs to enhance its equal opportunity oversight responsibilities to provide the U. S. Department of Labor reasonable assurance that it is complying with applicable laws.

The State has had steady increases in funding and the number of applicants, registrants, and participants over the past three years. These increases have caused a tremendous increase in the current EO Officer's equal opportunity and non-equal opportunity responsibilities. A new position is needed to assist in new and increased equal opportunity functions. Functions will include but are not limited to monitoring and investigating subrecipients, reviewing subrecipients written equal opportunity policies, providing training, and analyzing equal opportunity related data.

Failure to achieved compliance with applicable laws may result in suspension, termination, denial or discontinuance of Workforce Investment Act Title I financial assistance, in whole or in part.

Statutory Reference for Request: United States Department of Labor Workforce Investment Act of 1998

Robin D. Pasquarello
Presentation to be made by

Denise Sessoms Agency Head Signature

Chief Fiscal Officer
Title

State Budget Officer Signature