



*Central Mississippi Planning and Development District*

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James Archer, President  
Cobie Collins, Vice President  
Quentin Whitwell, Secretary-Treasurer  
Michael Monk, Chief Executive Officer

January 19, 2016

The Honorable Trey Baxter  
President  
Madison County Board of Supervisors  
Post Office Box 2698  
Madison, Mississippi 39130

(601) 352-1209  
460-9800

Dear Mr. Baxter:

RE: Southcentral Mississippi Works (SMW) Board of Commissioners

The purpose of this letter is to request your assistance with designating a representative to serve on the Southcentral Mississippi Works Board of Commissioners. As established under the Workforce Investment Act of 1998, the Board of Commissioners is comprised of supervisors from each of our seventeen counties within our local workforce area. The Board of Supervisors has the authority to appoint a supervisor to represent your county. As you may know, Mr. John Howland previously served as the representative for Madison County.

Upon your designation of a representative, the Commissioner will receive guidance on the role and responsibility of the Board of Commissioners (BOC) in implementing the Workforce Innovation and Opportunity Act of 2014 (WIOA) in the SMW local workforce area. An orientation will be provided prior to the next Board meeting and notifications regarding all scheduled meetings will be mailed to the newly appointed Commissioner.

Thank you very much for your efforts and diligence in this process. Please notify our office of your appointment by submitting your decision in writing. If you have any questions or need more information you may contact James McGuffee of my staff at (601) 981-1511.

Sincerely,

Michael Monk  
Chief Executive Officer

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