



1. Welcome, Introductions and Announcements

Rod Blackburn welcomed attendees, asked for self introductions, and called the meeting to order at 10:00 a.m.

2. Public Comment

There was no public comment.

3. Presentation: Exports and Economic Development

The Wichita Region of South Central Kansas was selected to participate in the Brookings Global Cities Exchange (GCX) program after a competitive & extensive application process. Participation in the program will produce a data-driven Regional Export Plan with the guidance of the Brookings GCX team, JP Morgan Chase and the U.S. International Trade Administration. Seven other cities/regions were selected and form a peer group: Atlanta; Upstate South Carolina representing the Greenville-Spartanburg-Anderson CSA; Indianapolis; Jacksonville, FL; Milwaukee; Phoenix; and Sacramento, CA. The year-long planning process began in December 2013 with the convening of the newest eight cities/regions at the Brookings Institution in Washington, DC, and will culminate with the release of the Wichita Region's Export Plan and Investment Strategy in the fourth quarter of 2014.

Tim Chase, GWEDC and Karyn Page, Kansas Global Trade Services, presented information on the importance of exports to the regional economy, noting that exports represent about 1/3 of manufacturing jobs in South Central Kansas.

4. Approval of Lease Agreement for the Wichita Workforce Center

On September 18, 2013, the Workforce Alliance released a Request for Proposals (RFP) to seek leased space for operation of the Wichita Workforce Center. The RFP closed on October 2, 2013. An LWIB member and staff task force reviewed the proposals and selected a finalist, with direction from the LWIB Executive Committee, began negotiating for improvements and final costs for the leased space.

WA staff have negotiated with Bruce Harris with H&C Investments, also known as New Leaf Plaza, at the southwest corner of 21st and North Amidon. The WA negotiated for approximately 15,000 square feet of leased space in the southwest corner of New Leaf Plaza.

The lease will be for five (5) years, ending June 30, 2019. The leased rate agreed upon is \$14.35 per square foot for an annual cost of \$216,484.10. This cost will be shared by the MOU partners or subleases. The lease has provisions for pay for increased costs in years two through five. The lease includes three option annual lease extensions and includes:

- 80 staff/employee parking spaces in the rear of the building
- Access to over 90 customer parking spaces
- Maintenance, landscaping, snow removal and pest control
- Construction of the property (currently an empty shell)
- Utilities
- Clauses for termination for breach, financial reasons, or convenience.

The space at New Leaf Plaza will contain the public access functions of the Workforce Alliance. Administration functions will stay at their current location, the R.H. Garvey building downtown, until

May of 2015 when an adjoining space at New Leaf Plaza will be vacated and available for potential expansion by WA.

The total estimated annual cost for space at both New Leaf and Garvey is \$350,000, an annual savings of \$50,000 over the previous lease agreement at 150 N. Main.

Jeff Longwell (Robyn Heinz) moved authorize the Chief Executive Officer to enter into a lease for space at New Leaf Plaza for the Wichita Workforce Center, pending final legal review. Motion adopted.

5. Approval of On-the-Job Training Contracts

A. Approval of addition to the Eligible Training Provider List for On-the-Job Training

Q Automation, located in Derby has applied for funding for On-the-Job Training for Engineers. The company manufacturers and designs robotic equipment. The company anticipates hiring 15 new engineering over the next two years of the contract. WIA funds will pay for participant training up to a maximum of \$4,500 per person.

Heinz (Jennifer Hughes) moved to approve the addition of Q Automation to the eligible training provider list for on-th-job training and to approve an exception to the OJT contract with Q Automation, authorizing the Chief Executive Officer to approve as many placements and training plans funded with non-WIA dollars as grant funds allow. WIA funded OJT placements will remain limited to a maximum of five placements and/or \$40,000. Motion adopted.

6. Consent Agenda and Committee Reports

Chad Pettera reported that a finance report was provided as a handout. Expenditures and revenues are on track overall. Dislocated Worker funding was expended faster and Adult funding slower than anticipated for the semester. The audit is being finalized and will be presented to the LWIB Finance Committee for review in the next few weeks. No findings were reported during the audit process.

Lawing reminded the LWIB that the 2014 Jobs FORE Youth golf tournament will be held on Friday, April 25, 2014, at Auburn Hills Golf Course in Wichita. WA is seeking sponsors for the event overall (\$1,000), prizes and beverage carts (\$500) and holes (\$150). The cost for a team of four to enter is \$300. Registration is open on the WA website as well as sponsorship forms.

Lawing announced that the WA is the lead applicant of a consortium applying to the Department of Labor for a Youth Connect Grant. A summary of the partner agencies and the application was included in the packet. If awarded, the grant could total \$10 million over four year, starting in August 2014.

The Workforce Alliance is hosting a Congressional Staff member site visit to Wichita on Friday, January 17th sponsored by the Joyce Foundation and Jobs For the Future (JFF). The visitors are staff from 11 congressional offices and the HELP committee and will tour NCAT, NexStep Alliance, Spirit AeroSystems, and Kaman Composites before returning to Washington DC that evening.

Bill Bolin (Jeff McCausland) moved to approve the recommended actions as presented in the consent agenda. Motion adopted.

7. Adjourn

Blackburn adjourned the meeting at 11:25 a.m.



ATTENDANCE

Present LWIB Members

Rod Blackburn, Chair
Mike Beene
Bill Bolin
Tim Chase
Mark Conway
Robyn Heinz
Alicia Holloway
Jennifer Hughes
Kathy Jewett (by phone)
Pat Jonas
Jeff Longwell

Richard Lopez
Jeff McCausland
Paul Meals
Brad Mears
Tony Naylor
Steve Porter
Ronald Ratzlaff
Catrina Red Willow
Gabe Schlickau
John Weber

Absent LWIB Members

Suzie Ahlstrand
Dave Alfaro
Lisa Barnes
Linda Coleman
Karla Fisher
Brett Flaschbarth
Nikki Freeman
Bob Giesen
Pat Hanrahan
Phillip Hayes
Arthur Hoopes
Tony Kinkel
Ben Mabry
Mike Magennis
Sangita Richardson
Mary K. Vaughn

Kriste Weber
Debora Weve
Pat Jonas
Kriste Weber

Guests

Karyn Page, KS Global Trade Services
Justin Powell, KS Department of Commerce

Staff

Keith Lawing
Kelly Bergeron
Lori Byers
Amanda Duncan
Katie Givens
Chad Pettera
Brian Schintgen

NOTE: All staff handouts referenced in these minutes are maintained in the master meeting file at the Workforce Alliance office and are available upon request.