



Local Workforce Development Board (LWDB)
One-Stop Advisory Council (OSAC)
Meeting Minutes
August 2, 2018

1. Welcome and Introductions (11:34)

Tisha Cannizzo welcomed attendees, asked for self-introductions, and called the meeting to order.

2. WIOA Implementation (11:36)

Workforce Innovation and Opportunity Act (WIOA) Implementation - One-Stop Infrastructure Cost Sharing

Chad Pettera and Cannizzo presented an updated budget including information for the current fiscal year for Infrastructure Cost Sharing, a list of available in-kind services, and a list of in-kind services provided during PY 17 (7/1/17 to 6/30/18). Partners were urged to provide additional information about in-kind services provided for during PY 17 by the end of September.

Keith Lawing suggested an addition to the Available In-Kind Services list

- A. Delivery of customer services wherein partners would provide staff to volunteer to serve customers at the Workforce Center in some capacity (resume reviews, initial intakes, front desk coverage were mentioned).

Questions regarding expectations, value of services, and tracking for Access Points were raised. Pettera agreed to create a 1-page information sheet outlining expectations for services, value of services, the certification process, and tracking requirements. The partners agreed to provide customer tracking information monthly. Cannizzo agreed to create a tracking form for participation and referrals.

Carolyn Benitez, SER Corporation, had editorial updates to the MOUs. With those changes made, it was recommended that the MOU be sent to the Executive Committee for approval.

Carolyn Benitez (Catrina Red Willow) so moved. The motion carried.

3. Collaboration/Partner Updates (12:00)

Council members provided updates about their collaboration efforts and their organization's news and activities:

- A. SER Corporation: Continuing efforts to boost referral system. Overall referrals were up, but many referred customers do not meet eligibility for program.
- B. Dress for Success Wichita: In meetings with Workforce Center to provide workforce development services to their clients more seamlessly.
- C. Cowley College Adult Ed: Workforce Professionals come discuss Workforce Center services with new students. They are able to set up KANSASWORKS accounts and access Work Keys preparation software.
- D. Butler CC Adult Ed: Began the 10th class in collaboration with the DCF GOALS program. Additionally, they have a Workforce Professional come to their classes to share information regarding Workforce Center services and Work Keys curriculum

- E. NexStep Alliance:
 1. Involved with Workforce Center, TRIO, and DCF. Currently working with WIBA for mentoring, and hosting Friday presentations featuring local employers and community based organizations.
 2. Learn IT Digital Skills is up and running. The Mobile Lab is available and free.
 3. Co-locating with the Workforce Center. Mickayla Fink is providing assistance to make NexStep Alliance a true affiliate site.
 4. Transition coordinator is training as a Workforce Professional to assist student with services.
 5. Have a meeting with lawmakers in Washington DC about adult education and requested success stories.
 6. Requested permission to work on a referral website for LAIV partners. No objections.
- F. DCF Vocational Rehabilitation:
 1. More providers are referring to the Workforce Center and are able to attend with clients
 2. Have a federal review in Topeka the 3rd week in September
 3. Interviewing candidates for manager positions and hiring two more counselors
- G. American Indian Council
 1. Working with the Business Team at the Workforce Center to get clients involved in more services.
 2. Also working with a coalition with Hunter Health Clinic, Mid America All Indian Center, and the Warrior Society to better serve their shared demographic
 3. Conducting outreach to schools and colleges
- H. KS Department of Labor (Unemployment): working on making sure people filing for benefits are properly classified and working to make multiple referrals for customers in need.
- I. Workforce Alliance:
 1. Working on furthering partnerships with the Library system to provide workshops.
 2. Also providing Workforce Center orientations to WIN, Dress for Success Wichita (in talks), Miracles, and Dear Neighbor Ministries.
 3. During this time Keith Lawing brought up that the Alliance may be able to set up chat/video conferences with representatives from Adult Ed to help customers fill out FAFSA.
 4. It was also suggested that the Workforce Center collaborate with local colleges to host FAFSA workshops detailing the importance of the forms and the documents required to complete it.

4. Consent Agenda (12:51)

Meeting minutes from the 6/718 OSAC meeting and June's Workforce Center Operations report were distributed to the Council for review with no changes requested. The Operations Report included an updates on One Stop Operations including outreach efforts; Get Hired Job Fair reminder: Sept. 6th 5-6pm at Intrust Bank Area; Veteran's Program Success; and Trade Adjustment Assistance program. Additionally, the Consent Agenda included information on Center traffic and extended hours. Operating hours for the Wichita Workforce Center changed in April of 2017 to allow for earlier opening and later closing times in an effort to assist already employed individuals searching for better job opportunities to more conveniently use the center's services.

Catrina Red Willow (Chris Stanyer) moved to approve the consent agenda as presented. Motion adopted.

5. Announcements (12:53)

The next OSAC meeting is scheduled for Thursday, 10/4 in Wellington at the new Cowley College campus. The 12/6 meeting is scheduled at the Department of Children and Families located at 2601 S. Oliver in Wichita.

Tisha Cannizzo requested input from the partners regarding agenda items for the next meeting.

6. Adjourn (12:55)

Council Members

Jennifer Anderson

Carolyn Benitez

Peter Bodyk

Cindy Morris (for Bert Flachsbarth)

Portia Portugal

Catrina Red Willow

Chris Stanyer

Sherry Watkins

Staff/Guests

Tisha Cannizzo

Amanda Duncan

Mickayla Fink

Wendy Inzunza

Keith Lawing

George Marko

Chad Pettera

Janet Sutton