

1. Welcome and Introductions

Rod Blackburn welcomed attendees, asked for self-introductions, and called the meeting to order at 11:45 a.m.

2. Approval of Minutes from June 18 and August 12, 2014

Kathy Jewett (Jennifer Hughes) moved to approve the minutes from the June 18th and August 12th meetings. Motion adopted.

3. Employer of Record Service Provider for Program Operations

In June of 2014, the Workforce Alliance issued a Request for Proposals (RFP) for employer of record services. These include payroll and related employment processing duties. This would provide services to the Workforce Investment Act Youth, Adult, and Senior programs. One bid was received from Manpower. The Committee reviewed the proposed costs and asked staff to have a legal review of our current documents, processes, and file handling procedures since case files contain such sensitive information.

Tony Naylor (Pat Jonas) moved to authorize the Chief Executive Officer to enter into an agreement with Manpower for Employer of Record Services, pending final legal review. Motion adopted.

4. Additions to the Eligible Training Provider (ETP) List

WA staff recommended the following additions to the ETP List.

Pending Initial Program

- Allied Health Career Training
 - EKG Technician
 - LPN IV Certification
 - Pharmacy Technician

These three programs meet the requirements for addition to the ETP list and are included on the Program Year 2014 Demand Occupations List for Local Area IV. Staff recommends approval.

- Plumbers and Pipefitters
 - Apprenticeship

Plumbers and Pipefitters have previously held a business account with WA, however, training services have not been provided to their apprentices in the past. Adding them to the ETP list will enable the apprentices to receive supportive services such as assistance with tools, uniforms, etc.

Staff recommended the following requests for addition to the ETP list be denied.

Pending Initial Program

- Allied Health Career Training
 - Activity Director and Social Service Designee
 - Operators Training Course
 - Restorative Aide

These are not recommended for addition to the ETP list. The Activity Director and Social Service Designee and Operators Training Course are not on the Demand Occupations list for Local Area IV. The Restorative Aide certification does not meet the self-sufficient wage criteria of \$12.02 per hour.

Naylor (Hughes) moved to approve the list and modifications as present. Motion adopted.

5. Butler Workforce Center Update

Staff noted that the lease for the new Butler Workforce Center has been signed by both parties and meetings are scheduled to construction planning. The goal is to move into the new center in early December. The current center must be vacated by December 31st. An open house will be scheduled in early 2015 to celebrate the opening.

6. Cohort Training Class Purchase for the Kansas Health Profession Opportunity Project (KHPOP)

The Workforce Alliance has negotiated a training contract with Allied Health Career Training, LLC, to train individuals in Certified Nurse Aide (CNA), Certified Medication Aide (CMA), and Home Health Aide (HHA). The individuals in this class will earn their certificates faster, in about two months' time versus four to six months, if completed in the conventional manner.

The cost is \$1,550 for each participant. There will be two classes of up to 16 participants offered, at a total cost of \$49,600. Once class will begin on September 2nd and the second class will begin on October 7th.

Kathy Jewett (John Weber) moved to authorize the Chief Executive Officer to enter into a contract with Allied Health Career Training, LLC for the training cohort. Motion adopted.

7. On-the-Job Training (OJT) Contracts

WA requests the current OJT contract with Nitride Solutions be extended. Nitride plans to hire one employee at a starting wage of \$50,000 per year plus benefits as a process engineer. Nitride has previously placed on H-1B OJT in 2012. The trainee was retained by the company at the completion of the training plan. WIA Adult/Dislocated Worker funds will be applied at a maximum of \$4,500 and H1B OJT Grant for Engineers from the State of Kansas will be used at a maximum of \$25,000.

Hughes (Naylor) moved to approve the extension of Nitride Solutions contract for on-the-job training, authorizing the Chief Executive Officer to approve as many placements and training plans funded with non-WIA dollars as grant funds allow per state approval. WIA funded OJT placements will remain limited to a maximum of five placements and/or \$40,000. Motion adopted.

8. Consent Agenda

- Staff discussed an upcoming meeting with the Kansas Department of Commerce staff and other Local Area directors regarding feedback on WIOA that the U.S. Department of Labor has requested.
- Lawing announced the Get HIRED! annual job fair for veterans will be hosted on Thursday, September 4, 2014 at Intrust Bank Arena. Attendance is expected to be near 1,000 participants plus an estimated 80 vendors.
- The City of Wichita is placing a sales tax question on the November ballot. Part of the tax (\$80 million) will be designated as a jobs fund, primarily directed at training costs. It was suggested the WA submit a letter to Wichita City Leadership offering three suggestions for the Jobs Fund, based on previous experiences and outcomes.
 1. Funds should be invested by sectors (IT, Health Care, Advanced Manufacturing) or by industries exporting and growing the regional economy.
 2. Training should be provided, whenever possible, by local training providers.
 3. Whenever possible, training should result in an industry recognized, portable credential and/or college credit towards a degree.



- An update was given on performance. First quarter of Program Year 2014 began on July 1, 2014.
- Katie Givens provided an update on the increased traffic at the Wichita Workforce Center.
- Chad Pettera overviewed the recently completed Youth Employment Initiative. 53 youths completed soft skills training, 12 additional participants completed a refresher soft skills course that had previously completed soft skills training. 65 youths were placed at 32 worksites, with 50 participants completing their summer work experience.

9. **Unscheduled Topics**

None were reported.

10. **Adjourn**

Blackburn adjourned the meeting at 1:05 p.m.

Attendance

LWIB Executive Committee Members	Guests
Rod Blackburn, WB Construction (<i>Chair</i>)	None
Mark Conway, Remediation Contractors (<i>Immediate Past Chair</i>)	Staff
Jennifer Hughes, High Touch	Keith Lawing, WA
Kathy Jewett, Kaman Composites (<i>Vice Chair</i>)	Kelly Bergeron, WA
Pat Jonas, CPRF	Katie Givens, WA
Tony Naylor, WEJATC (<i>WIA Oversight/YC Chair</i>)	Denise Houston, WA
John Weber, Downtown Wichita YMCA	George Marko, WA
	Chad Pettera, WA

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