



LWDB One Stop Advisory Council Meeting Minutes
February 1, 2018

1. Welcome and Introductions

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

2. WIOA Implementation

One-Stop Infrastructure Cost Sharing -

Center staff have met with all of its partners except the City of Wichita to discuss the one-stop center budget for Kansas Local Area IV (LAIV) and to determine the method and allocations for sharing the infrastructure costs of the One Stop's in LAIV as required by WIOA. The LWDB Executive Committee approved the Cost Sharing Memorandum of Understanding at its meeting on 12/13/17. Negotiations continue with partners on the in-kind costs that will be incorporated in the budget and on how delivery of those services can be completed by 6/30/18. Allocations for Program Year 2017 are based on the number of participants served in the local area. This method could change after July 1st depending on information provided in the reports that Council partners submit to staff. All partners are requested to submit their participant numbers and cost sharing information if they have not already done so as the final cost for each partner cannot be determined until all partners submit their numbers. Cost sharing amendments were due to the state by the end of the year.

Report was received and filed.

One Stop Certification Update -

The Wichita Workforce Center review is complete and has received certification from the state. The Affiliate Centers in Butler, Cowley and Sumner Counties have also been reviewed and certified. The certification is good for two years and the process will probably remain the same unless there is a change in state policy.

3. One-Stop Advisory Council 2018 Work Plan

A Work Plan for 2018 was approved by the Council at its 12/7/17 meeting. The work plan includes One-Stop System Integration (tracking partner referrals, analyzing WIOA performance and program data, and identifying continuous improvement activities), branding and marketing of the American Job Center/Workforce Center system, and improving the consistency and accuracy of training data reporting. Tisha Cannizzo, Eckerd Connects/One-Stop Manager is now the lead convener and staff support for the OSAC. All areas of the plan will be reviewed and discussed in depth at the next meeting.

Angie Duntz, Workforce Alliance (WA) Communications Manager and Public Information Officer, addressed the Council regarding the issue of statewide branding. Workforce Centers in Kansas' five Local Areas are not marketed consistently across the state. The Kansas Department of Commerce is working with the Local Areas to identify as a single brand as related to WIOA requirements. A workgroup has been formed with members from all of the Local Areas to meet and make progress on this issue. Branding examples from Florida and Michigan were presented to the group and a discussion about the pros and cons of a uniform brand ensued. Council members were asked to provide input and feedback so that their input can be included in the Work Group discussion. The Council will be updated on any progress or actions that take place.

Most agreed that employers and jobseekers do not identify with the names of each of the Local Area workforce centers and would like to see a common referral system and central website that branches out to each Local Area to decrease time, confusion and frustration. However, each

Local Area is unique in who they serve and a single brand might lead to identical expectations as well as the assumption that it is a state agency. A common linkage is needed, but without throwing away individual identities.

Denise Houston, WA Policy Manager provided an update on tracking referrals and performance data reporting. Report templates were sent previously to all partners for use in submitting referral and performance data. March numbers are due 4/15/18. Data from these reports may be used to assist in determining cost sharing. Report templates will be re-sent to all partners.

A proposal was made to have future Council meetings at different partner or employer locations. As response was positive, members were asked to offer suggestions for a location for the next meeting.

Report was received and filed.

4. **Workforce Professionals In-Service Training**

The Workforce Center will host their next workforce center in-service training for staff and all center partners on Monday, 2/19/18. Council members were encouraged to attend and invite others including those that are not formal partners of the workforce center and might benefit from the training. These conferences are held twice a year and OSAC members are welcome to participate in the work group that organizes them. Additionally, the WA has weekly staff training on Friday mornings and every 5th Friday of the month, partners are invited to attend a training with WA staff in an effort to further collaboration with partners.

Report was received and filed.

5. **Advisory Council Partner Updates:**

Council members provided updates to each other about their organization's news and activities:

- A. DCF – Employer Service Group is hosting a Job and Resume Fair on 2/22/18.
- B. NexStep Alliance – WATC rebranding effort with WSU as WSU Tech underway. Goodwill received a grant from Google to purchase a mobile digital skills learning lab. Stanyer proposed the creation of a one point of contact referral system to help reduce the duplicity of information clients are being asked to provide when using services from multiple agencies.
- C. Butler Community College - Kansas Adult Education Conference will take place on 2/21/18. Engineering and technology scholarship opportunities are available.
- D. Cowley College – Barbering program scholarships are available for inmates at the Winfield Correctional Facility. GED Accelerator Program for CNA students is available. CDL training is available.
- E. Job Corps – Enrollment 18 to 24 year olds is on-going; however enrollment for 16 and 17 year olds is currently unavailable.
- F. Kansas Department of Labor – The Kansas Labor Information Center (KLIC) is available to provide updates on unemployment claims, provide economic data and labor market information.
- G. SER – Financial aid is available for community college and technology schools with a signed contract.
- H. DCF Vocational Rehabilitation – Working to improve their process to decrease the days needed to determine eligibility to 20 days and get into the plan down to 51 days. They currently have six open positions and the Secretary will be visiting to assist in determining ways to retain staff.
- I. Kansas Department of Commerce – Statewide Job Fair is scheduled for 3/8/18 at the Wichita and Butler Workforce Centers.



- J. Workforce Alliance - A Senior Community Service Employment Program (SCSEP) Lunch and Learn will be held on 2/7/18. This event will include information on how the program works as well as how resources can be leveraged to provide a benefit to employers while assisting the worker age 55 and over improve skills and gain work experience. The Jobs FORE Youth Golf Tournament is scheduled for 4/26/18 at Hidden Lakes Golf Course in Derby. Proceeds from the tournament help support the Youth Employment Project.

6. Consent Agenda

- A. Meeting minutes from the 12/7/17 OSAC meeting and December's Workforce Center Operations report were distributed to the Council for review with no changes requested.
- B. The Workforce Alliance Strategic Plan was adopted by the LWDB at its meeting on 1/24/18.

The goals are:

- 1. Expand youth employment opportunities to help develop the workforce of the future.
- 2. Strengthen relationships with WIOA partners, community organizations and educational/training institutions to leverage resources and align services through the one-stop workforce centers (American Job Centers)
- 3. Create and implement a more effective and comprehensive communication plan to increase public awareness about employment and training services, and skills needed for current and future careers in South Central Kansas
- 4. Generate revenue to increase community impact of WIOA and Workforce Centers in South Central Kansas

Wichita State University is preparing a formal report and assisting the WA in designing a work plan to assist in achieving the goals.

Bill Gale (Benitez) moved to approve the consent agenda as presented. Motion Adopted.

7. Adjourn (12:45)

Present Council Members

Jennifer Anderson
Carolyn Benitez
Peter Bodyk
Karen Cline
Brett Flachsbarth
Bill Gale
Erica Ramos
Chris Stanyer
Sherry Watkins

Staff/Guests

Tisha Cannizzo
Angie Duntz
Denise Houston
Wendy Inzunza
Denise Houston
Shirley Lindhorst
Chad Pettera