



LWDB Executive Committee Meeting Minutes  
March 14, 2018

**1. Welcome and Introductions**

Gabe Schlickau welcomed Committee Members, asked for self-introductions and called the meeting to order.

**2. Leased Space Request For Proposal**

The Workforce Alliance has completed a request for proposal (RFP) process for leased space for the organization's administrative functions. Currently, the Workforce Alliance has a lease through June 2018 at 300 W. Douglas, Suite 850 in the RH Garvey Building. The Organization also leases space at 2021 N. Amidon (Wichita Workforce Center) and is currently at capacity. Two proposals were received, one for the current location at 300 W. Douglas, and the other at 358 N. Main in Wichita. A taskforce (LWDB Members Jennifer Hughes, Kathy Jewett and John Weber) was formed to review the proposals, evaluate the costs, and tour the 358 N. Main space. At no additional cost to the WA, the 300 W. Douglas landlord will add an ADA restroom and expand the employee breakroom. The task force determined that the administrative offices should remain at 300 W. Douglas due to the space at 358 N. Main being too large and the cost to move too high.

*Tony Naylor (Kathy Jewett) moved to authorize the President/CEO to enter into a lease for space at 300 W. Douglas, Suite 850 for a term of three years with an option of two additional annual terms. Motion adopted.*

**3. Designation of Secretary/Treasurer**

A recent change to the governance structure of the Workforce Alliance required the adoption of new bylaws and action is needed to appoint a Secretary/Treasurer. Since these are largely internal staff functions, it is recommended that Chad Pettera be appointed to the position. As Chief Financial Officer, he carries out many of these functions and will work with the Chief Executive Officer on records of the official Local Workforce Development Board and Committee meetings.

*Tony Naylor (Kathy Jewett) moved to appoint Chad Pettera as the Secretary/Treasurer for the Workforce Alliance. Motion adopted.*

**4. Addition of Adult and Dislocated Worker Transitional Jobs Policy**

A new policy is being proposed to help mitigate barriers to employment for some WIOA eligible job seekers, which is an element of the Workforce Innovation and Opportunity Act (WIOA). Often these individuals have limited or poor work history combined with other challenges that make job placements, including On-the-Job Training (OJT), very difficult. A transitional job is a short-term subsidized work experience for clients with barriers to employment who are chronically unemployed or have an inconsistent work history. Transitional jobs are designed to assist those clients in developing a work history, demonstrate success in the workplace, and develop skills that will lead to unsubsidized employment. OJT funds may also be leveraged along with transitional jobs to allow an employer to work with a client on a trial basis before starting them in an OJT.

It is uncertain how this short-term work experience will affect performance measures in the long run.

*Rod Blackburn (Tony Naylor) moved to approve the addition of the Adult and Dislocated Worker Transitional Jobs Policy. Motion adopted.*

## 5. KAMP Grant Report

The Workforce Alliance of South Central Kansas (WA) and Kansas WorkforceOne (KWO), partner to operate the Kansas Advanced Manufacturing Project (KAMP), a four year \$5.9 million United States Department of Labor America's Promise grant to prepare 1,070 unemployed or underemployed individuals for manufacturing careers. Implementation of the KAMP grant is a partnership of industry, education and government. It is based on earn-and-learn training strategies. KAMP is employer driven and there are funds to support three types of training projects: occupational skills training for new hires; on the job training; and incumbent worker training. As of March, there are 192 participants in training through KAMP. Participants earn credit hours and a technical certificate from WATC while being paid a training wage. Participation and spending for the program is on target and wage outcomes and success stories will be reported in the future. There is a possibility that the grant could end early due to the demand for training.

*Report was received and filed.*

## 6. Project Wichita

Project Wichita is a new 10-year regional community vision initiative. Project Wichita is a collaboration of business, education and government leaders with a goal to learn what residents think about their communities and what they want for the future. Students and volunteers from Wichita State University's Public Policy and Management Center will survey the city and there will be town hall meetings, focus groups, community and neighborhood association gatherings as well as online surveys and social media outreach. Project leaders are targeting \$400,000 and more than \$300,000 in commitments has been confirmed. The LWDB's Community Impact Committee reviewed and discussed Project Wichita and recommends the Workforce Alliance be a funder to engage in the Vision Team that will help shape the outcomes and next steps as this fits in with a number of the goals in the 2018-2020 strategic plan.

*Kathy Jewett (Rod Blackburn) moved to allocate \$5,000 to support Project Wichita. Motion adopted.*

## 7. Consent Agenda and Committee Reports

Minutes from the February 14, 2018 meeting, Workforce Center operations update, budget report, WIOA Performance Measures update and a Youth Contract were distributed to the Committee for review.

The Department of Labor is now requiring jobseekers that have received unemployment benefits for eight weeks to visit a Workforce Center to continue receiving benefits. My Reemployment Plan begins the first week in April, which will direct additional traffic to the center. Tony Naylor would like additional information on how this new program affects workers who have been laid off. The WA will research the possibility of whether the increased costs incurred by the WA due to the additional traffic to the Workforce Center can be included in infrastructure cost sharing with the Department of Labor's Unemployment Insurance.

Whiteline CDL Training has made a request to provide occupational skills training to the WIOA Youth Program. The training will provide a participant with training in commercial truck driving and prepare the participant to take the commercial license exam.

*Tony Naylor (Kathy Jewett) moved to approve the consent agenda and committee reports as presented. Motion adopted.*

**8. Other Business**

- The Statewide Job Fair was held on March 8<sup>th</sup> at the Wichita and Butler Workforce Centers. The Job Fair served 72 job seekers and 35 employers in Wichita and 51 employees in Butler County.
- The Construction Job Fair will be held on April 7<sup>th</sup> from 9:00 to 11:00 at the Wichita Workforce Center; 300 job seekers attended last year.
- The 6th annual Jobs FORE Youth golf tournament to raise funds for the Youth Employment Project (YEP) is scheduled for April 26 at Hidden Lakes. Meritrust Credit Union will be the Title Sponsor for this year's tournament. Sponsors and teams are still needed in order to reach revenue goals.
- LWDB Chair Gabe Schlickau, LWDB Vice Chair Jennifer Hughes and Keith Lawing will attend the annual National Association of Workforce Board's (NAWB) Forum from March 25 – March 27 in Washington DC. While in DC, they will be meeting with legislative staff for Senator Moran, Senator Roberts and Representative Estes.

**9. Adjourn (12:45)**

*Present Committee & Board Members*

Gabe Schlickau, Chair

Rod Blackburn

Kathy Jewett

Gay Kimble

Tony Naylor

Matt Peterson

Erica Ramos

*Staff/Guests*

Keith Lawing

Chad Pettera

Marla Canfield

Amanda Duncan

Katie Givens

Denise Houston

Shirley Lindhorst

George Marko

Tisha Cannizzo, Eckerd Connects