

WORKFORCE CENTERS
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Local Workforce Development Board (LWDB)
Executive Committee Meeting Minutes
September 12, 2018 – 11:30 AM

1. Welcome and Introductions

Gabe Schlickau welcomed Committee Members, confirmed attendance and called the meeting to order.

2. Trade Adjustment Assistance (TAA) Program Presentation

Phyllis Gish and Ed Gray with TAA for the Kansas Department of Commerce gave a presentation regarding the TAA program in regard to eligibility, requirements and services provided. TAA is an important tool in assisting laid off workers to update skills and a long-time operating partner to the Workforce Alliance (WA). WA staff and LWDB members are encouraged to contact TAA regarding possible eligible cases. TAA eligible individuals are asked to contact their closest TAA facility for assistance. In order to maintain funding levels, TAA staff would like to assist more customers and are motivated to serve as many clients as possible and use as much of their funding as possible to maintain their annual funding levels.

3. Program Operations & Performance (POP) Committee Report

The POP Committee met on September 6 and approved recommendations to the Executive Committee in order to assist in ongoing operations.

The recommendations provide for additional language to the LWDB Committee policy that authorizes the POP Committee to review and approve applications for the Eligible Training Provider (ETP) List in Local Area IV. Notice will be given to the LWDB in advance of such review and approvals.

The POP Committee also recommended the following training program additions to the ETP List: Mobile Crane Operations for the Heavy Equipment College of America-Oklahoma, CE CPC Medical Billing and Coding for Wichita State University and Commercial Drivers License (CDL) for the Kansas Truck Driving School.

Under WIOA the Oversight Committee and Youth Council became the POP Committee as a result the Committee will continue to focus on youth issues. The POP Committee recommended the additions of committee members LWDB members Rod Blackburn and Andrew Chance with proposed new members from Big Brothers Big Sisters and Real Men Real Heroes.

Tony Naylor (Kathy Jewett) moved to approve the policy addition, applications to the ETP List and POP Committee Membership as presented. Motion adopted.

4. Registered Apprenticeship Proposal

The WA is proposing a strategy to increase the number of employers utilizing the Registered Apprenticeship model, grow the number of participants in RA programs, and to develop a sustainable LWDB led operational strategy to meet these goals and to support the State office of Registered Apprenticeship and the State Council of Apprenticeship by leveraging available RA Expansion Grant funds from the State of Kansas. The WA will create a RA Specialist position assigned to the Business Services Team that will be partially funded through a grant from the State of Kansas for two years. The RA specialist would be the lead on working with companies in Local Area IV to develop new apprenticeships and or expand existing programs and would also be responsible for coordinating outreach to employers and business groups based on a strategy designed and approved by the LWDB. The State Office of Apprenticeship has limited resources; therefore, it has been challenging to increase the role and usage of RA as an effective employment and training strategy; under this strategy the

office can provide technical assistance to the RA Specialist as requested and conduct oversight and monitoring of the RA projects in Local Area IV. Goals of this strategy include increasing the number of employers utilizing the RA model, creating 160 new RAs, increasing the number of existing RA enrollments (126 RA enrollments in PY17) and conducting targeted outreach to employers in such key employment sectors such as technology, manufacturing, construction, healthcare and other sectors and employers that could benefit from the RA model. Mayor Longwell asked if there was a cost to the employer associated with the program. Lawing explained that there is no cost initially other than wages, which could be partially offset with funding from the grant. Matt Peterson asked if all of the Local Areas in Kansas are involved in the program and Lawing confirmed that is the case.

Mayor Jeff Longwell (Tony Naylor) moved to approve the creation of RA Specialist position for the Workforce Alliance. Motion adopted.

5. Youth Employment Project (YEP) Update

Staff provided an update on this year's progress and outcomes for 2017 for the Youth Employment Project (YEP). The program assists young adults in finding a first job or work experience opportunity and provides assistance in resume creation, job search, preparing for interviews as well as education on soft skills, customer service and financial literacy. YEP is a collaboration of community partners including the Workforce Alliance of South Central Kansas, the City of Wichita, the Greater Wichita YMCA and school districts. Preliminary numbers indicate that 1,420 young adults were served with 83 employers participating in the program. Outcomes of YEP have significantly increased from last year with more youth served and more employers funding work experience opportunities. The City of Wichita and Sedgwick County are working on a possible matching of funds for next year's project. Former WA staff, Katie Givens is now working with Wichita State University on their contract with the City of Wichita to analyze youth employment in the region. Final numbers including demographic information will be reported at a later date.

6. Consent Agenda and Committee Reports

Minutes from the August 8, 2018 conference call meeting, Workforce Center Operations Update for July, PY18 Budget Report, A-133 Audit Procurement, WIOA Programs and core partner performance reports, On-the-Job Training Contracts for Five Star Call Centers and Hi-Tech Interiors and Youth Program Service Provider Contact for New Horizons Learning Center were presented to the Committee for review and/or approval.

The Program Year 2018 (PY18) Budget reporting is from July 1st through July 31st and as a result does not reflect a great deal of activity at this time.

The current contract for A-133 Audit Services with WIPFLI has one annual extension available. This would be the final year available under the procurement completed in 2013. The Kansas Association of Workforce Boards (KAWB) partnered to release a joint request for proposals (RFP) for A-133 Audit Services for services beginning with an audit of fiscal year end June 30, 2019 in order to reduce costs for the LWDBs. Three proposals were received from CMA Group, Cochran Head & Vick & Co, and Wipfli. All local areas participated in the procurement and independently evaluated the proposals. As of the end of August, Areas I, II, and V have recommended Wipfli with Area III recommending CMA Group. The new contract for audit services would be for three years with two annual extensions available.

Under the Workforce Innovation and Opportunity Act (WIOA), performance measures for Title I and Title IV programs were revised to improve the alignment of services and increase referrals and cooperation between programs. Performance results for Program Year 2017 (PY17), beginning July 1, 2017 and ending June 30, 2018 were reported for WA programs in Local Area IV and that of its core partners Adult Education, Wagner-Peyser and Vocational Rehabilitation. The POP Committee

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reviewed these reports in detail at its September 6th meeting. The only measure that Local Area IV is not meeting is that of Youth Program Credential Attainment due to changes introduced by WIOA that require the participant be employed upon earning the credential. There are several reasons for this and the WA is working to improve the attainment measure and receiving technical assistance from the state.

Pat Jonas (Kathy Jewett) moved to approve the Consent Agenda as presented. Motion adopted.

7. Other Business

- The annual Get Hired! Job Fair was held at Intrust Bank arena on September 6th. 1,023 job seekers attended. Feedback received from employers indicate that there was a very large number of highly qualified people in attendance.
- A representative from Google will be at the Workforce Center on September 18th to discuss their free online tools with staff and partners.
- The Fair Chance Forum Series continues to address barriers faced by job seekers with criminal backgrounds. The next program is scheduled for October 5th and will focus on transportation issues.
- WSU will facilitate a focus group of LWDB members and employers on October 24th in order to determine how to better serve the needs of employers. Additional information will be distributed to LWDB members.
- The Workforce Innovation and Opportunity Conference is scheduled for October 8th and 9th. LWDB Chair Gabe Schlickau and Keith Lawing will participate in panels during the event. Board members are encouraged to attend and their registration will be paid by the WA. Contact Shirley Lindhorst, slindhorst@workforce-ks.com if interested.

8. Adjourn (12:49)

LWDB Executive Committee Members

Gabe Schlickau, Chair
Kathy Jewett
Pat Jonas via phone
Mayor Jeff Longwell
Tony Naylor
John Weber via phone

Staff/Guests

Keith Lawing
Matt Peterson, LWDB
Marla Canfield
Tisha Cannizzo
Denise Houston
Wendy Inzunza
Shirley Lindhorst
George Marko
Alex Munoz
Alicyn Kidd
Chad Pettera
Aaron Plume
Erica Ramos

Phyllis Gish, TAA, Kansas Dept. of Commerce
Ed Gray, TAA, Kansas Dept. of Commerce