



LWDB Executive Committee Meeting Agenda
May 10, 2017
Wichita Workforce Center Air Capital Room
11:30 a.m. – 1:00 p.m.

- 1. Welcome and Introductions:** Kathy Jewett (11:30)
 - 2. Program Year 2017 WIOA Funding and Budget:** Chad Pettera (11:35) (pp.2-6)
Committee will review and discuss the One Stop Operator final proposal.
Recommended Action: Approve the proposed PY 2017 WIOA Budget pending final carry over amounts and recommend approval by CEOB.
 - 3. Local Area IV Demand Occupation List:** Keith Lawing (11:50) (pp7-15)
Evaluate the current demand occupations list and make recommendations for additions or changes to the Executive Committee.
Recommended Action: Approve the Demand Occupation List for Program Year 2017
 - 4. Youth Program Contracts:** Chad Pettera (12:00) (p.16)
Staff will present Youth Program Service Provider Contracts.
Recommended Action: Authorize CEO to extend contracts for WIOA Youth Program Services.
 - 5. A-133 Audit Contract Extension:** Chad Pettera (12:10) (p.17)
Staff will present the A-133 Auditor Contract for extension.
Recommended Action: Authorize CEO to amend the contract for one more annual period.
 - 6. Youth Employment Project (YEP) 2017 Update:** Keith Lawing (12:25)(pp18-20)
A report on planning activities for YEP 2017 will be provided.
Recommended Action: Take appropriate action.
 - 7. Consent Agenda and Committee Reports:** Kathy Jewett (12:50)
 - A. Approval of Meeting Minutes (pp.21-23)
 - B. Budget Update (pp.24-25)
 - C. Workforce Center Operations Update (pp.26-28)***Recommended Action: Approve consent agenda as presented.***
 - 8. Adjourn:** Kathy Jewett (1:00)
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The next LWDB Executive Committee Meeting is scheduled for Wednesday June, 2017 at 11:30am.

Item

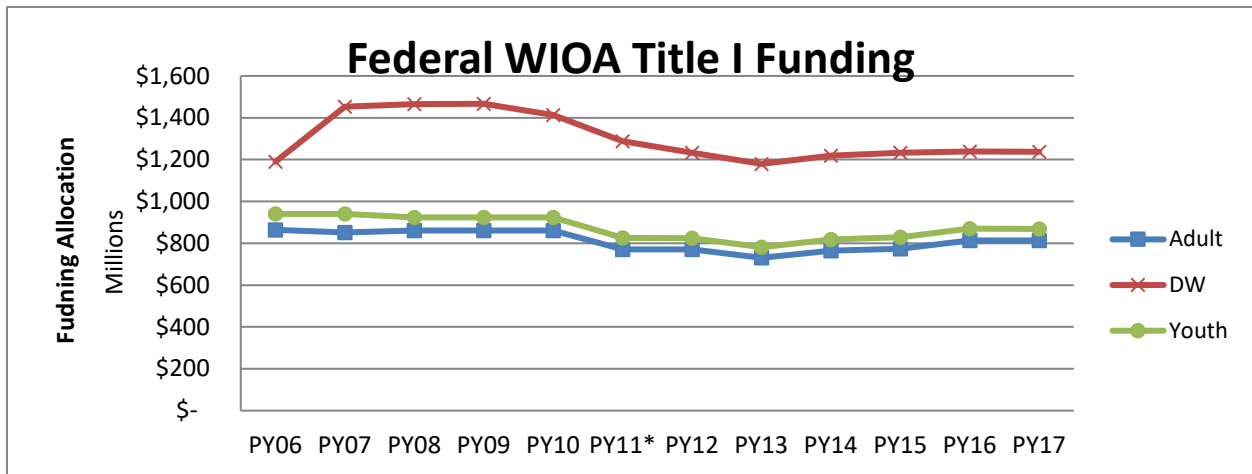
PY17 Budget Presentation

Background

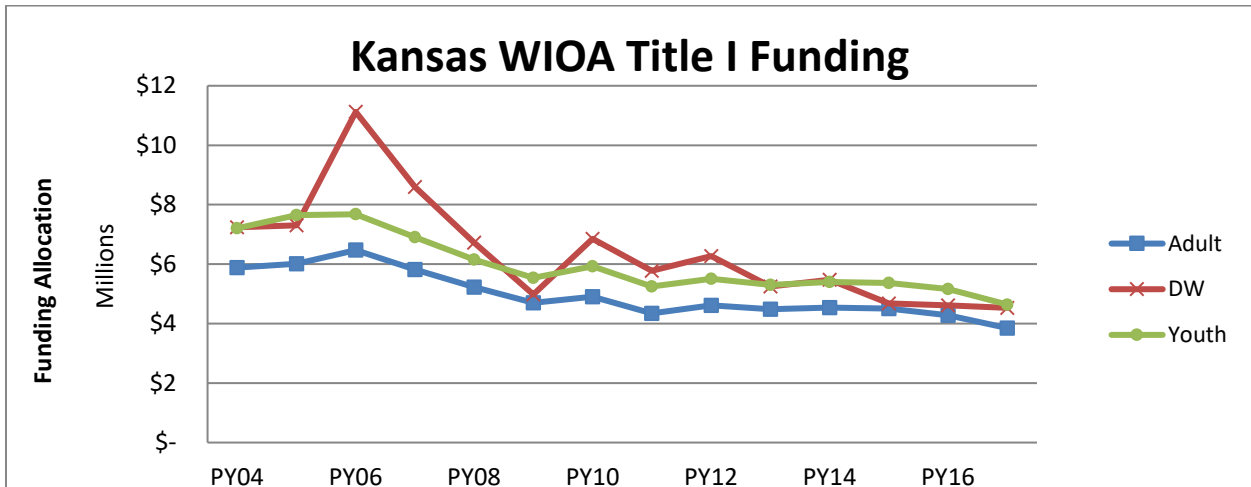
WIOA estimated allocations for PY17 are now know for the Kansas Local Workforce Development Areas. The Finance Committee met on May 4th to review the allocations and current year budget. The Finance Committee is recommending the Executive Committee approve the PY17 budget as presented.

Analysis

Funding for the WIOA programs at the federal level is estimated to remain flat or slightly decline for PY17. Funding for the individual programs for Adult is \$8.13 billion, Dislocated Worker \$1.2 billion, and Youth \$8.7 billion.



WIOA funding for the State of Kansas for Adult, Dislocated Worker and Youth is decreasing across all funding streams based on the WIOA allocation formula. Adult is decreasing from \$4.2 to \$3.8 million or a 10% reduction. Dislocated Worker is decreasing from \$4.6 to \$4.5 million or down 1.7%. Youth funding is decreasing from \$5.16 to \$4.6 million or 10%.

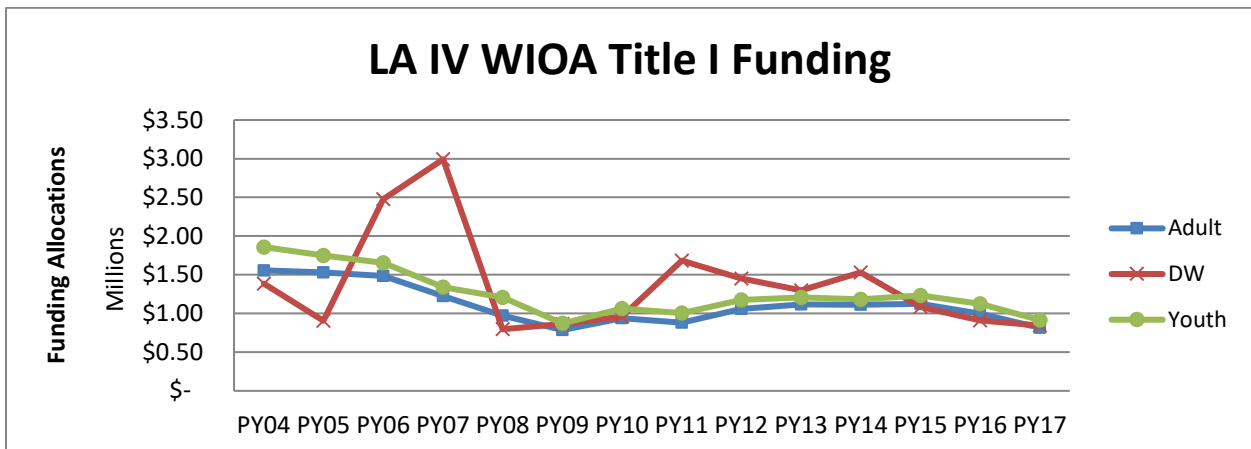


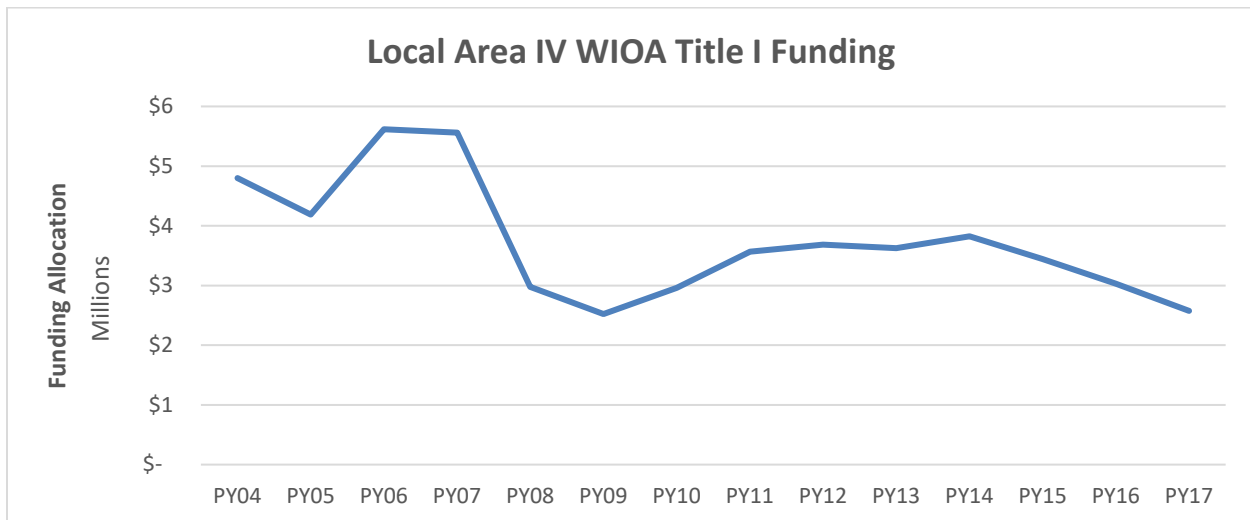
WIOA funding across the state varies, with all areas except LAV taking a cut to funding in PY17.

PY17 WIOA Allocations by Local Area and Program

Local Area	Adult	Dislocated Worker	Youth	Total	Change from Previous Year
1 -Western Kansas	\$ 350,876.00	\$ 417,878.00	\$ 412,765.00	\$ 1,181,519.00	\$ (207,940.00)
2 -Topeka Area	\$ 545,491.00	\$ 534,540.00	\$ 824,785.00	\$ 1,904,816.00	\$ (284,686.00)
3 -KC Area	\$ 863,655.00	\$ 903,578.00	\$ 949,669.00	\$ 2,716,902.00	\$ (211,544.00)
4 -WA	\$ 816,705.00	\$ 843,605.00	\$ 912,846.00	\$ 2,573,156.00	\$ (458,632.00)
5 -SE Kansas	\$ 696,269.00	\$ 697,969.00	\$ 844,747.00	\$ 2,238,985.00	\$ 291,797.00
Total	\$ 3,272,996.00	\$ 3,397,570.00	\$ 3,944,812.00	\$ 10,615,378.00	\$ (871,005.00)

Local Area IV funding is decreasing across all funding streams compared to PY16. In total for PY17 LAIV is receiving \$2.573 million in PY17, which is approximate \$50k higher than the lowest WIA allocation over the past 15 years of \$2.521 million in PY09.





The draft WIOA budget follows, which has reductions across most categories, not only is there a decrease in new allocations, but that the WA will carry over limited funds from PY16 into PY17. Staff is projecting to transfer approximately \$230,000 from the Dislocated Worker program to Adult to maintain the current case load allocation. The budget does provide 37% of the WIOA funding for direct client training and supportive services.

A combined budget as well as budget by funding stream is attached.

Strategic Goals Supported

This activity supports the following Strategic goals of the Local Workforce Development Board:

- Youth Employment Plan
- Workforce Innovation and Opportunity Act Implementation
- Regional Service Delivery Plan
- Communication Plan

Recommended Action

Approve the proposed PY 2017 WIOA Budget pending final carry over amounts and recommend approval by CEOB.

Proposed WIOA PY17 Budget July 2017 - June 2018

WIOA Revenues

Revenue Stream	PY16 Carry Over	PY17 Allocation	Transfer (up to 100%)*	Total PY17 Funding
Adult	\$ 125,000	\$ 750,000	\$ 230,000	\$ 1,105,000
Dislocated Worker	\$ 75,000	\$ 780,000	\$ (230,000)	\$ 625,000
Youth	\$ 185,000	\$ 821,561		\$ 1,006,561
Admin	\$ 25,000	\$ 221,595		\$ 246,595
Senior	\$ -	\$ 850,000		\$ 850,000
Rapid Response*		\$ 85,000		\$ 85,000
	\$ 410,000	\$ 3,508,156	\$ -	\$ 3,918,156

* Rapid Response is for Dislocated Workers

WIOA Planned Expenditures

Category	PY17 Proposed	PY16 Budget	PY16 Exp. Thru March	Budget Difference PY16/PY17
Wages	\$ 1,390,828	\$ 1,756,285	\$ 1,350,622	\$ (365,457)
Taxes	\$ 132,921	\$ 114,289	\$ 107,833	\$ 18,632
Benefits	\$ 269,141	\$ 245,895	\$ 284,846	\$ 23,246
Rent	\$ 206,813	\$ 248,424	\$ 151,211	\$ (41,611)
Building Enhancement	\$ 2,000	\$ 2,000	\$ 73	\$ -
Security	\$ 12,369	\$ 13,112	\$ 26,417	\$ (743)
Utilities	\$ 31,400	\$ 34,482	\$ 25,309	\$ (3,082)
Insurance	\$ 30,250	\$ 29,000	\$ 22,641	\$ 1,250
Office Supplies	\$ 34,450	\$ 47,630	\$ 24,858	\$ (13,180)
Equipment	\$ 21,000	\$ 14,000	\$ 1,698	\$ 7,000
Postage	\$ 1,900	\$ 1,302	\$ 1,158	\$ 598
Dues & Sub	\$ 13,200	\$ 6,901	\$ 14,056	\$ 6,299
Conference	\$ 10,000	\$ 6,500	\$ 21,799	\$ 3,500
Job Fairs	\$ 6,000	\$ 6,000	\$ 67	\$ -
Meetings	\$ 7,110	\$ 9,111	\$ 3,231	\$ (2,001)
Outreach	\$ 14,896	\$ 14,896	\$ 7,229	\$ -
Staff Development	\$ 14,399	\$ 14,500	\$ 2,736	\$ (101)
Travel	\$ 26,100	\$ 27,101	\$ 15,372	\$ (1,001)
Contract Services	\$ 227,973	\$ 271,128	\$ 176,039	\$ (43,155)
On The Job Training	\$ 200,000	\$ 250,806	\$ -	\$ (50,806)
Youth Work Experience	\$ 175,000	\$ 415,613	\$ 124,542	\$ (240,613)
Adult WX/Incumbent	\$ 616,000	\$ 539,250	\$ 463,095	\$ 76,750
Incentives	\$ 9,500	\$ 9,500	\$ 6,450	\$ -
Education & Training	\$ 363,724	\$ 348,800	\$ 178,934	\$ 14,924
Supportive Services	\$ 101,181	\$ 216,552	\$ 55,074	\$ (115,371)
	\$ 3,918,156	\$ 4,643,077	\$ 3,065,289	\$ (724,921)

Workforce Alliance of South Central Kansas									
WIOA PY17 Budget by Funding Stream									
Category	Admin	Adult	DW	Youth	Senior	RR	Total		
Wages	\$ 123,513	\$ 410,806	\$ 275,934	\$ 434,292	\$ 102,873	\$ 43,410	\$ 1,390,828		
Taxes	\$ 11,487	\$ 38,205	\$ 25,662	\$ 40,389	\$ 13,142	\$ 4,037	\$ 132,921		
Benefits	\$ 24,703	\$ 80,873	\$ 54,542	\$ 85,570	\$ 12,601	\$ 10,852	\$ 269,141		
Rent	\$ 4,652	\$ 91,185	\$ 29,033	\$ 61,513	\$ 20,431	\$ -	\$ 206,813		
Building Enhancement	\$ 200	\$ 900	\$ 600	\$ 300	\$ -	\$ -	\$ 2,000		
Security	\$ 278	\$ 5,454	\$ 1,736	\$ 3,679	\$ 1,222	\$ -	\$ 12,369		
Utilities	\$ 696	\$ 13,634	\$ 4,341	\$ 9,198	\$ 3,532	\$ -	\$ 31,400		
Insurance	\$ 27,700	\$ 900	\$ 600	\$ 300	\$ 750	\$ -	\$ 30,250		
Communications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Office Supplies	\$ 1,600	\$ 12,595	\$ 8,905	\$ 9,600	\$ 1,250	\$ 500	\$ 34,450		
Equipment	\$ 6,200	\$ 5,400	\$ 3,600	\$ 5,800	\$ -	\$ -	\$ 21,000		
Copier	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Postage	\$ 120	\$ 410	\$ 290	\$ 380	\$ 600	\$ 100	\$ 1,900		
Dues & Sub	\$ 7,700	\$ 2,390	\$ 1,370	\$ 1,740	\$ -	\$ -	\$ 13,200		
Conference	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000		
Job Fairs	\$ -	\$ 2,400	\$ 1,200	\$ 2,400	\$ -	\$ -	\$ 6,000		
Meetings	\$ 2,750	\$ 1,445	\$ 910	\$ 695	\$ 700	\$ 610	\$ 7,110		
Outreach	\$ 4,100	\$ 1,390	\$ 920	\$ 2,290	\$ -	\$ 6,196	\$ 14,896		
Staff Development	\$ 3,620	\$ 3,495	\$ 2,425	\$ 4,360	\$ 500	\$ -	\$ 14,399		
Travel	\$ 1,700	\$ 8,430	\$ 5,590	\$ 6,980	\$ 2,900	\$ 500	\$ 26,100		
Contract Services	\$ 15,578	\$ 66,195	\$ 45,985	\$ 51,920	\$ 29,500	\$ 18,795	\$ 227,973		
On The Job Training	\$ -	\$ 136,000	\$ 64,000	\$ -	\$ -	\$ -	\$ 200,000		
ment/Work Experience	\$ -	\$ -	\$ -	\$ 175,000	\$ 616,000	\$ -	\$ 791,000		
Incentives	\$ -	\$ -	\$ -	\$ 9,500	\$ -	\$ -	\$ 9,500		
Education & Training	\$ -	\$ 183,413	\$ 87,655	\$ 70,655	\$ 22,000	\$ -	\$ 363,724		
Supportive Services	\$ -	\$ 39,480	\$ 9,701	\$ 30,000	\$ 22,000	\$ -	\$ 101,181		
	\$ 246,595	\$ 1,105,000	\$ 625,000	\$ 1,006,561	\$ 850,000	\$ 85,000	\$ 3,918,156		

Over the past year the WA has been able to secure additional funding that makes absorbing these WIOA reductions a little easier, a summary of those funding sources is below and will be included in consolidated budget that will be aligned and leveraged with PY17 WIOA allocations.

Project	Funder	PY17 Budget	Total Budget
KAMP- America's Promise	US DOL	\$952,000	\$5.9 Million
KHPOP Year 7	KDC- US HHS	\$551,740	\$1,655,220
Workforce Innovation Fund	KDC- US DOL	\$115,543	\$374,292
Apprenticeship Accelerator	KDC- US DOL	\$267,100	\$297,200
Butler TAA	Butler- US DOL	\$75,000	\$150,000
GOALS	KS DCF- USDA	\$75,000	\$150,000
WSU Defense	WSU- EDA	\$75,000	\$150,000
KANTRAIN	WATC-USDOL	\$10,800	\$21,600
Total		\$2,122,183	\$8,698,312

Item

Demand Occupation List Review

Background

In previous years the Board has requested that the focus of the Demand Occupation List be the top five industries in Local Area IV, as well as maintaining a line item that will allow for Youth to participate in the K-12 CTE initiative, funded through Senate Bill 155.

In Program Year 2015 the Local Workforce Development Board (LWDB) made the additions of the following to the Demand Occupation List:

- All Occupations and Related Technical Instructions for Apprenticeship Programs that have been registered with the Kansas State Office and meet local area IV self-sufficient wage
- All Occupations with demonstrated self-sufficient wages will be approved for OJT if employer has active contract with the Workforce Alliance
- Industry addition of Retail- for WIOA Youth Program Participants only

In 2015, the Blueprint for Regional Economic Growth (BREG) was initiated which is focusing on growing the region's economy. BREG convenes business leaders in eight industry clusters to identify needs of the industries which included workforce needs, planning, and resources. The industry clusters are:

- Aerospace
- Oil and Gas Production & Transportation
- Machinery & Metalworking
- Agriculture Inputs & Processing
- Transportation & Logistics
- Data Services & Electronic Components
- Advanced Materials
- Health Care – Devices, Practices, Info Tech

Analysis

The Program Operations and Performance Committee met on May 4, 2017 to review the Demand Occupation List. They suggested adding Carpentry and recommend approval of the Demand Occupation List by the Executive Committee.

Based on BREG, the Demand Occupation List for LAIV should reflect the needs of employers identified through the study. Staff have been surveyed, and are requesting the addition of the clusters of Oil and Gas Production & Transportation and Agriculture Inputs & Processing to the Demand Occupations List to line up with the BREG industry clusters.

In order for an industry/occupation to be on or added to the list, it must meet the self-sustaining wage requirement of \$12.02 per hour as a minimum, starting. This does not apply to the SB 155 program, Apprenticeships, or industries specific to WIOA Youth Programs which lead to high demand occupations and higher wages at the completion of the program.

WIOA Participant Information

As of 4-27-2017, there were 781 active participants in the Adult program, and 231 in the Dislocated Worker Program. The WIOA Youth Program currently has 149 active participants. The number of participants in training is a smaller number of those participating in the program.

WIOA – Open Enrollments	
Adult Participants	781
DW Participants	231
Youth	149
Total WIOA Participants	1,161

In the Adult and Dislocated Worker programs, there are currently 76 active participants in training. This number is relatively low compared to historical numbers, however, it is attributed to the limited WIOA funding created by sequestration and federal budget cuts and positive changes in the local economy that have decreased the number of Dislocated Workers in the local area.

Training Data by Industry WIOA Adult and Dislocated Worker LAIV Currently in Training as of 4-27-16	
Industry	Active Participants
Aviation Manufacturing	4
Health Care	24
Non-Aviation Manufacturing	3
Construction	32
Business	0
Information Technology	6
Transportation	7
Total	76

The Workforce Alliance leverages funds throughout additional grants in order to serve customers efficiently. Currently, over 200 customers are in training along with participants who are using WIOA dollars.

Training Data by Industry LAIV Currently in Training as of 4-27-16	
Industry	Active Participants
United Way Healthcare	8
PACES Aviation	1
PACES Healthcare	1
GOALS	1
DEI	15
KHPOP	56
TAA	91
WIOA Adult	36
WIOA Dislocated Worker	27
WIOA Youth	19
Total	255

Labor Market Information

Each year the Kansas Department of Labor completes a high demand list of occupations for the statewide and local areas. The list of high demand occupations combines the number of projected job openings with the number of current job openings to rank all occupations by demand from Kansas employers. Occupations are ranked by the number of job openings at the current time (job vacancy survey), in the next two years (short-term projections program), and in the next ten years (long-term projections program). The high demand occupation list is weighted more heavily on projection data than current openings.

Top 25 Occupations With Most Vacancies						
Local Area IV						
Second Quarter, 2016						
Occupational Title (Ordered by Number of Vacancies)	Number of Vacancies	Number of Vacancies*				Job Vacancy Rate
		Permanent Full-Time	Permanent Part-Time	Temporary Full-Time	Temporary Part-Time	
Heavy and Tractor-Trailer Truck Drivers	356	353	0	3	0	9.6%
Personal Care Aides	346	286	60	0	0	6.8%
Light Truck or Delivery Services Drivers	303	303	0	0	0	13.8%
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	268	195	3	0	70	6.0%
Cashiers	243	6	221	2	15	3.3%
Carpenters	243	243	0	0	0	14.0%
Nursing Assistants	238	141	97	0	0	5.3%
Retail Salespersons	207	5	194	8	1	2.1%
Registered Nurses	204	142	59	0	3	3.2%
Automotive Service Technicians and Mechanics	203	203	0	0	0	13.5%
Laborers and Freight, Stock, and Material Movers, Hand	187	5	57	125	0	5.7%
Construction Laborers	179	164	0	0	15	7.4%
Tire Repairers and Changers	171	86	86	0	0	36.4%
Sales Representatives, Wholesale and Manufacturing, Except Technical and Scientific Products	154	154	0	0	0	4.8%
Helpers--Electricians	150	150	0	0	0	37.4%
Psychiatric Technicians	145	145	0	0	0	59.3%
Teacher Assistants	144	91	16	38	0	3.2%
Maintenance and Repair Workers, General	113	58	55	0	0	3.6%
Combined Food Preparation and Serving Workers, Including Fast Food	112	5	107	0	0	2.5%
Home Health Aides	108	0	108	0	0	12.1%
Computer Network Architects	103	103	0	0	0	36.4%
First-Line Supervisors of Retail Sales Workers	101	100	1	0	0	3.4%
Receptionists and Information Clerks	101	3	98	0	0	3.7%
Electrical Engineers	101	101	0	0	0	21.8%
Insurance Sales Agents	98	98	0	0	0	21.0%

* Sum of all permanent and temporary jobs may not equal the total number of vacancies due to rounding.
 Source: Kansas Department of Labor, Labor Market Information Services

Strategic Goals Supported

This activity supports the following Strategic goals of the Local Workforce Development Board:

- Youth Employment Plan
- Workforce Innovation and Opportunity Act Implementation
- Communication Plan

Recommended Action: Approve the Demand Occupation List for Program Year 2017.

**Proposed PY 17
 Kansas Local Area IV WIOA (Adult and Dislocated Worker) Approved Training List**

Industry	O*Net Code	Occupation	KS Median Wage/Hr. (2015 - O*Net)	KS Growth Projection 2012-2022 (O*Net)	WA Staff Recommendation
Advanced Manufacturing Advanced Materials Aerospace *BREG	49-3011	Aviation Maintenance Technology/ A&P (Aircraft Mechanics)	\$ 30.72	1% Slow	Remain
	49-2091	Avionics	\$ 28.04	1% - Slow	Remain
	17-3019	CAD/CAM & CATIA	\$ 25.91	-2%	Remain
	51-4061	Composite Fabrication & Repair	\$ 13.16	-2%	Remain
	51-4041	Computer Controlled Machine Tool Operator (CNC)	\$ 18.57	9% Fast Growth	Remain
	47-2111	Electrician	\$ 24.36	14% Fast Growth	Remain
	17-2011	Engineering (Aerospace/Chemical/ Electrical/ Industrial/Mechanical) *	\$ 46.98	-2%	Remain
	51-4191	Heat Treating Equipment Setters, Operators & Tenders, Metal and Plastic	\$ 14.51	-2%	Remain
	47-2073	Heavy Equipment Operator	\$ 17.21	9% Fast Growth	Remain
	53-7051	Industrial Equipment Operator	\$ 15.83	2% Slow	Remain
	49-9071	Industrial Maintenance Technician	\$ 16.69	5% Average	Remain
	51-4081	Machine Tool Operator- Metal and Plastic	\$ 18.14	-2%	Remain
	17-3029.09	Manufacturing or Production Technicians	\$ 27.39	1% Slow	Remain

	17-3029.01	Nondestructive Testing (NDT) or Inspection	\$ 27.39	1% Slow	Remain
	11-1021	Operations Management Technical Certificate	\$ 40.73	5% Average	Remain
	19-4099.01	Quality Control or Inspection (O*NET - Quality Control Analyst)	\$ 21.55	5% Average	Remain
	51-4033	Tooling	\$ 14.65	-2%	Remain
	51-4111	Tool and Die Maker	\$ 22.92	-2%	Remain
	53-3032	Transportation Equipment (Heavy and Tractor-Trailer Truck Drivers)	\$ 18.69	5% Average	Remain
	47-2211	Sheet Metal Workers	\$ 18.80	5% Average	Remain
	51-4121	Welders, Cutters, Solderers, and Brazers	\$ 17.20	2% Slow	Remain
	49-3031	Diesel Mechanics	\$ 19.66	9% Fast	Remain
Agriculture *BREG	49-3041	Farm Equipment Mechanics and Service Technicians	\$ 19.30	5% Average	Add
	53-7081	Refuse and Recyclable Material Collectors	\$ 14.26	5% Average	Add
	19-1013	Soil and Plant Scientists	\$ 30.85	5% Average	Add
	19-1023	Zoologists and Wildlife Biologists	\$ 23.57	2% Slow	Add
	19-4021	Biological Technicians	\$ 19.64	5% Average	Add
	11-9121	Natural Sciences Managers	\$ 47.63	2% Slow	Add
Construction	47-3012	Carpenters	\$ 12.82	5% Average	Add
	47-3013	Electrical Apprentice (Helpers-Electricians)**	\$ 12.23	14% Fast	Remain
	49-9021.01	HVAC	\$ 21.59	14% Fast	Remain

	47-2152	Plumbers and Pipefitters (Helpers-Apprentice)	\$ 23.74	9% Fast	Remain
	Various	Registered Apprenticeship: (Kansas RA Programs)	Various	Various	Remain
Healthcare *BREG	29-2071	Acute Coding/Medical Billing (Billing, Posting and Rate Clerks)	\$ 16.05	14% Fast	Remain
	11-9111	Administration/Management (Medical and Health Service Managers)	\$ 36.29	14% Fast	Remain
	29-2071	American Health Information Management Association Certified Coding Specialist	\$16.05	14% Fast	Remain
	29-1141	Bachelor of Science in Nursing (BSN)	\$ 27.08	14% Fast	Remain
	31-1011	Certified Medication Aide (CMA)	\$ 10.90	14% Fast	Remain
	31-9091	Dental Assistant/Hygienist	\$ 16.03	14% Fast	Remain
	11-3021	Health Information Technology (HIT) (Computer and Information Systems Managers)	\$ 49.66	14% Fast	Remain
	29-2061	Licensed Practical Nurse (LPN)	\$ 18.93	14% Fast	Remain
	31-9092	Medical Assistant	\$ 13.73	14% Fast	Remain
	29-2012	Medical Laboratory Technician	\$ 17.45	14% Fast	Remain
	29-2011	Medical Technology BS	\$ 26.51	14% Fast	Remain
	29-2071	Medical Records Technician	\$ 16.05	14% Fast	Remain
	31-2011	Occupational Therapy Assistant	\$ 28.08	14% Fast	Remain

	29-2052	Pharmacy Technician/ Pharmacy Aid	\$ 14.01	9% Fast	Remain
	31-2021	Physical Therapy Assistant (PTA)	\$ 26.22	14% Fast	Remain
	29-2099.06	Radiological Technician/Sonography	\$ 23.85	14% Fast	Remain
	29-1126	Respiratory Therapist	\$ 24.09	9% Fast	Remain
	29-1141	Registered Nurse (RN)	\$ 27.08	14% Fast	Remain
	29-2055	Surgical Technologist	\$ 18.13	14% Fast	Remain
Data Services Information Technology *BREG	11-3021	Computer and Information System Managers (IM System Managers)	\$ 49.66	14% Fast	Remain
	15-1122	Cyber Security (Information Security Analysts)	\$ 30.60	14% Fast	Remain
	15-1142	Network and Computer Systems Administrators	\$ 32.13	5% Average	Remain
	15-1133	Software Engineers	\$ 45.88	9% Fast	Remain
	15-1132	Software Applications	\$ 43.58	14% Fast	Remain
	15-1151	Computer User Support Specialists	\$ 21.07	9% Fast	Remain
Oil and Gas *BREG	19-2031	Chemist	\$ 30.75	2% Slow	Add
	19-4041	Geologist	\$ 23.82	9% Fast	Add
	19-4041.01	Geophysical Data Technician	\$ 23.82	9% Fast	Add
	49-9041	Industrial Controls	\$ 24.61	14% Fast	Add
	51-9061	Inspection	\$ 20.93	1% Slow	Add
	47-5012	Instrumentation	\$ 19.17	9% Fast	Add
	29-2034	Radiographer	\$ 24.30	9% Fast	Add

	47-2073	Equipment Operator	\$ 17.77	9% Fast	Add
Transportation and Logistics	53-3032	CDL	\$ 18.69	5% Average	Remain
*BREG					
Retail**	41-2031	Retail Salespersons	\$ 10.28	5% Average	Remain
K-12 CTE:	All Certifications and Credentials included on the Kansas SB 155 approved list are included on the Kansas Local Area IV WIA (Adult and Dislocated Worker) Approved Training List Remain				
Registered Apprenticeship	All Occupations and Related Technical Instructions for Apprenticeship Programs that have been registered with the Kansas State Office of Apprenticeship for the South Central Region are included on the Kansas Local Area IV WIA (Adult and Dislocated Worker) Approved Training. RA's must also meet local area IV self-sufficient wage requirements. List: http://www.kansasapprenticeship.org/employers/Pages/SponsorsinLocalAreaIV.aspx Remain				
On-the-Job Training	All occupations with demonstrated self-sufficient wages will be approved for OJT if employer has active contract with the Workforce Alliance Remain				

* BREG = Industry sectors under the Blueprint for Regional Economic Growth which promotes growth of the regional economy, leading to more jobs and better quality of life for citizens. For more information visit www.bregsck.com.

** Retail: For participants in the WIOA Youth program only

Item

Youth Program Service Provider Contracts

Background

The Workforce Innovation and Opportunity Act (WIOA) Youth program must procure the required Youth elements and services associated with the operation of the program. Youth element contracts are evaluated yearly to ensure the most up to date services for the WIOA Youth program.

Analysis

The following contractors have requested an extension to continue services with the Workforce Alliance to provide Youth elements:

- Butler Community College – Occupational Skills Training, Alternative Secondary School, Education & Workforce Preparation, Preparation and Transition to Post-Secondary Education
- Cerebral Palsy Research Foundation – Occupational Skills Training
- Episcopal Social Services – Leadership and Development, Work Experience, Job Coaching
- Goodwill – Alternative Secondary School
- Hutchinson Community College – Occupational Skills Training
- KANSEL – Alternative Secondary School, Tutoring, Financial Literacy, Study Skills Training & Instruction
- Margaret Harris – Tutoring
- Newman University – Occupational Skills Training
- Pyxis – Occupational Skills Training, Leadership and Development, Workforce Preparations, Work Experience, Adult Mentoring, Financial Literacy, and Entrepreneurship services
- Sylvan Learning Center – Tutoring
- Wichita Area Technical Center – Occupational Skills Training
- Wichita Electrical Joint Area Training Center – Occupational Skills Training
- Wichita State University – Occupational Skills Training
- Wichita Technical Institute – Occupational Skills Training and Workforce Preparation

The following contractors have declined an extension to continue services with the Workforce Alliance to provide Youth elements:

- Ember Hope

Strategic Goals Supported

This activity supports the following Strategic goals of the Local Workforce Development Board:

- Youth Employment Plan

Recommended Action: *Authorize CEO to extend contracts for WIOA Youth Program Services.*

Item

A-133 Audit Contract

Background

The Workforce Alliance in coordination with the other local areas of Kansas procured A-133 Audit services together and chose Wipfli as the vendor.

Analysis

Wipfli has completed the last three audits and the contract allows for two more annual extensions. The costs would increase one hundred dollars to \$17,300 for the audit of PY16 Activity.

Strategic Goals Supported

This activity supports the following Strategic goals of the Local Workforce Development Board:

- Youth Employment Plan
- Fundraising Strategies
- Workforce Innovation and Opportunity Act Implementation

Recommended Action: *Authorize the CEO to amend the contract for one more annual period.*

Item

Youth Employment Project 2017 Update

Background

The Youth Employment Project (YEP) is a community-wide collaborative that works with businesses, nonprofits, community organizations and government agencies to connect young adults to a first job experience or work experience opportunity. The goal for YEP is to place 500 young adults in first jobs or work experience opportunities in 2017.

Analysis

Essential Skills Certificate

Workshops for YEP began in March 2017. These workshops focus on the attainment of the Essential Skills Certificate (ESC) which covers customer service, work place etiquette, and financial literacy. An Advance Kansas Leadership group assisted in revising the financial literacy and money handling workshop curriculum and YEP outreach efforts. To date, five Essential Skills Workshops have been conducted with 122 ESC awarded.

Outreach Efforts

There has been a great deal of activity to engage employers with YEP. The Wichita Business Journal has run several stories on the initiative, and the Wichita Regional Chamber of Commerce identified YEP as a priority project that aligns with their 2017 goal of diversity and inclusion. In addition, Meritrust Credit Union blasted out info on YEP through multiple media formats. A group from Advance Kansas has assisted on this and they helped to revamp the financial literacy workshop.

To date, there are 74 employers that are committed to hiring 125 youth for the summer. 82 of these positions will be subsidized, and 43 will be unsubsidized positions paid by the employer. Employer recruitment continues and it is expected more employers will be involved.

Staff have been conducting outreach through community partners on YEP opportunities. There have been 20 outreach events held at 12 high schools in five school districts. Outreach efforts have reached over 619 young adults, resulting in 285 youth applying to participate in YEP. Two outreach sessions are planned for May and June, including a booth at Riverfest. Other efforts include:

- Two job fairs for YEP are currently being developed and will be held at the Wichita Workforce Center, May 26 and June 9.
- Manufacturing Interview Day has been scheduled for May 22, 2017 and will be held at the Wichita Workforce Center. Cox Machine, Spirit AeroSystems, and Mid-Continent Instruments and Avionics have committed to Manufacturing Interview Day, and staff are working on acquiring more businesses for this event.
- The WA will have a YEP booth at Riverfest in the Steam City where a budgeting activity and outreach will occur.

2017 YEP Outreach			
Event Date	Group	Outreach Event	Participants
2/13/2017	Kingman High School	Workshop	29
3/15/2017	Cheney High School	Workshop	174
3/16/2017	Haysville-Campus High School	Workshop	17
3/25/2017	Regional Youth Advisory Council	Workshop	14
3/30/2017	Fairmount Neighborhood	Information Session	3
4/4/2017	Wichita East High School	Workshop	15
4/10/2017	Wichita South High School	Information Session	16
4/10/2017	Wichita South High School	Information Session	13
04/12/2017	Wichita South High School	Information Session	25
04/13/2017	Wichita North High School	Information Session	36
04/18/2017	Wichita North West High School	Information Session	9
04/18/2017	Wichita South High School	Workshop	14
04/20/2017	Wichita Northeast Magnet	Workshop	11
04/20/2017	Wichita Northwest High School	Workshop	28
04/25/2017	Wichita West High School	Information Session	42
04/26/2017	Wichita West High School	Information Session	32
04/28/2017	Harper County High Schools	Workshop	21
04/29/2017	NAACP	Workshop	16
05/04/2017	Wichita Area Technical Institute	Information Session	37
05/04/2017	Wichita North High School	Information Session	10

Credly Badges

Credly badges are given to young adults when they complete a soft skill. They enable recognition of achievements that can be shown to employers. These soft skills achievements cannot necessarily be communicated by a standardized test or a resume. To date, 629 Credly badges have been awarded to 572 young adults.

Work Experience Placements

There were seven new youth work experience placements made in April 2017; there have been 44 total placements in 2017; 25 are currently active and 19 have been completed. Placements have been made with 27 employers, representing nine industries across LAIV.

2017 Youth Work Experience Summary					
Company	Industry	April 2017 Placements	Active Placements	Completed Placements	2017 Total Placements
Allied Health Career Training Center	Medical	0	2	1	3
Augusta Historical Museum	Nonprofit	0	1	0	1
Center Industries	Manufacturing	0	1	0	1
Century II	Service	0	0	2	2
Children First	Nonprofit	0	1	0	1
Computer Depot	IT	0	1	0	1
Cornerstone	Service	1	1	0	1
Cox Machine	Manufacturing	1	1	1	2
De Leon Agencies	Financial	0	1	0	1
Dress For Success	Nonprofit	0	1	0	1
El Dorado Golf Course	Service	0	0	2	2
El Dorado Senior Center	Service	0	1	0	1
El Dorado Workforce Center	Nonprofit	0	0	1	1
Episcopal Social Services	Nonprofit	0	1	0	1
Exploration Place	Service	1	3	1	4
Goodwill	Retail	0	0	8	8
Kansas Oil Museum	Nonprofit	0	1	0	1
La Familia	Nonprofit	1	1	0	1
Meineke	Automotive	0	0	1	1
Platinum Reality	Service	1	1	0	1
RCIL	Nonprofit	0	1	0	1
RV Products	Manufacturing	0	2	0	2
Salon Tease	Service	0	1	0	1
TrueCare Pharmacy	Healthcare	0	1	0	1
Two Men and a Truck	Service	1	1	0	1
Wichita Public Library	Nonprofit	0	0	2	2
Wichita Workforce Center	Nonprofit	1	1	0	1
	Total	7	25	19	44

Strategic Goals Supported

- Youth Employment Plan
- Regional Service Delivery Plan

Recommended Action:

Take appropriate action.



LWDB Executive Committee Meeting Minutes

March 8, 2017

1. Welcome and Introductions

Kathy Jewett welcomed Chief Elected Officials Board Members, asked for self-introductions and called the meeting to order.

2. WIOA Implementation: One Stop Operator Proposal

WIOA regulations have been published, and they require the One Stop Operations to be competitively procured and a One Stop Operator be in place by July 1, 2017. The Workforce Alliance (WA) released a Request for Proposal (RFP) in December 2016. Two proposals were received, and a RFP Review taskforce was appointed to review the bids. The RFP Review taskforce heard presentations from both bidders, and chose Eckerd Youth Alternatives as their preferred choice. Eckerd Youth Alternatives is a non-profit organization and has extensive experience working with youth that will be valuable to WA. The preferred bidder had a wider scope and larger budget than the WA can support. Staff negotiated a more defined scope and budget with Eckerd Youth Alternatives. After negotiations, Eckerd Youth Alternatives submitted a revised budget and staff presented the budget to the RFP Review taskforce. The RFP Review taskforce recommended staff to enter into contract negotiations, and bring a contract back to the Board for review. Keith Lawing stated the Committee participated and supported the recommendation. The RFP Review taskforce recommended a one year contract with 3 possible annual extensions. Eckerd Youth Alternatives will be held accountable by the Board, and will begin work with the Workforce Centers July 1, 2017.

Tony Naylor (Jennifer Hughes) moved to authorize the CEO to sign a contract with Eckerd Youth Alternatives as the One Stop Operator pending final legal review. Motion Adopted.

3. Youth Program Contracts

The WIOA Youth program must procure the required Youth elements and services associated with the operation of the program. Cowley Community Adult Education is proposing to provide WIOA Youth with GED and tutoring services. While the WA currently has contracts with providers for GED services, this contract would allow the WA to extend GED services into Cowley County for WIOA youth.

Hughes (Naylor) moved to authorize CEO to enter into a contract with Cowley College Adult Education for WIOA Youth Program Services.

4. Workforce Centers Hours of Operations

The Wichita Workforce Centers (WWC) has for the past two years conducted extending hours into the evening during the summer and fall time periods. This extension of hours was done to give underemployed individuals more opportunity to access services. After analyzing traffic, feedback from the community, and discussions with partners, staff are proposing to modify the hours of operation to provide better access to the public. The proposal is to implement hours of 7 a.m. to 6 p.m. Monday through Thursday and 8 a.m. to 12 p.m. on Friday. The partners are being asked to commit to at least 12 months of this operating model to allow time for adequate evaluation of the new hours. Once approved by the Board, extensive outreach will be conducted to notify the community of the change of hours. WA staff will provide updates on traffic to the Committee throughout the year.

Hughes (Naylor) moved to approve the new Workforce Centers Hours of Operations. Motion Adopted.

5. Youth Employment Project (YEP) 2017 Update

Lawing provided the Committee with handouts that included community partners, employer information and an employer resource guide. The goal for YEP 2017 is to place 500 young adults in first jobs or work experiences as well as 200 young adults obtaining the Essential Skills Certificate upon completion of a series of comprehensive workshops. YEP is a partnership with the Workforce Alliance and community organizations to further the advancement and success of young adults in Local Area IV.

RSM Marketing has donated in-kind services to forward the advertisement of YEP. One of three videos was shown to Committee members that included past YEP participants, YEP employers, and Community Members who support the YEP project. WA will use these videos to advertise the benefits that YEP offers for employers and young adults.

The Wichita Business Journal has initiated a series of reports in the journal at the end of every month providing a progress report for YEP to further the outreach and potentially gain more participation and interest.

Report was received and filed.

6. Kansas Advanced Manufacturing Program (KAMP) Update

The Kansas Advanced Manufacturing Program (KAMP), funded from the America's Promise Grant, is a tuition free skills training and work-based learning opportunities, which can include on-the-job training to prepare participants for careers in the aviation and advanced manufacturing industries. All training will be employer driven and tied to employment opportunities. KAMP is designed to move low-wage and underemployed workers into high-paying manufacturing careers. To date, the WA has hired Mary Anne Szczepanski for the position of Sector Specialist and will be managing the KAMP grant. Case management positions for KAMP are now open, and the WA is currently accepting applications. The WA plans to begin enrolling customers for skills training and work-based learning beginning July 1, 2017.

Report was received and filed.

7. Consent Agenda

Staff reviewed the proposed changes to the Adult, Dislocated Worker, and Youth Supporting Service Policies. The WA also reviewed a Senior Community Service Employment Program (SCSEP) rotation policy that will require a participant's Host Agency to be reviewed each year during the recertification process to ensure the participant is still gaining skills required for job readiness. If the Host Agency can no longer provide the participant with job readiness skills, the participant will be moved to a new Host Agency that can provide those required skills.

Currently, over 20 youth are active in Work Experiences across Local Area IV. Staff have been focusing outreach to employers, and will continue doing so throughout the summer.

The Construction Job Fair was held on March 4, and over 250 individuals attended with 25 companies participating. The Statewide Job Fair on March 9, will be held in 11 locations throughout the state including Butler, Sumner, and Wichita Workforce Centers.

Hughes (Rod Blackburn) moved to approve the consent agenda as presented. Motion Adopted.

8. Adjourn (12:46)



Present Executive & LWDB

Committee Members

Kathy Jewett, Chair
Rod Blackburn
Jennifer Hughes
Tony Naylor
Justin Powell

Present Chief Elected Officials

Board Members

Commissioner Unruh
Commissioner Howell

Guests

Aaron Plume
Pete Meitzner
Michael Magennis

Staff

Keith Lawing
Katie Givens
Denise Houston
Chad Pettera
Angie Duntz
Rachel Campbell
Marla Canfield
Stacy Cotten

DRAFT

Item

Staff Reports

Background

PY16 Budget updates

Analysis

The PY16 budget with expenditures through the end of the March are attached to the report. These budgets include a breakdown between WIOA (LWDB budget) and non-WIOA Funding (WA Inc.) and combined totals.

The PY16 budget allocates 40% on direct client spending including classroom training, work experience, on-the-job training and supportive services. Through March 30, 2017, direct client spending by percentage is 27% and 23% with an overall organization at 26%.

Strategic Goals Supported

This activity supports the following Strategic goals of the Local Workforce Development Board:

- Youth Employment Plan
- Fundraising Strategies
- Workforce Innovation and Opportunity Act Implementation
- Regional Service Delivery Plan

Recommended Action

Receive and file.

Workforce Alliance Consolidated Budgets PY16

July 2016 - June 2017

Expenditures Through 03/31/2017

Category	LWDB					WA INC				Consolidated			
	Budget	March Expenditures	YTD Expenditures	% Budget Remaining		Budget	March Expenditures	YTD Expenditures	% Budget Remaining	Budget	March Expenditures	YTD Expenditures	% Budget Remaining
Wages	\$ 1,756,284	\$ 95,604	\$ 1,350,622	23%	\$ 769,654	\$ 102,016	\$ 397,527	48%	\$ 2,525,938	\$ 197,620	\$ 1,748,149	31%	
Taxes	\$ 114,287	\$ 16,803	\$ 107,833	6%	\$ 69,695	\$ 11,402	\$ 32,721	53%	\$ 183,982	\$ 28,205	\$ 140,554	24%	
Benefits	\$ 245,895	\$ 24,336	\$ 284,846	-16%	\$ 144,999	\$ 18,116	\$ 56,788	61%	\$ 390,894	\$ 42,452	\$ 341,634	13%	
Rent	\$ 248,418	\$ (92,536)	\$ 151,211	39%	\$ 67,688	\$ 11,867	\$ 38,433	43%	\$ 316,106	\$ (80,669)	\$ 189,644	40%	
Build Enh	\$ 2,000	\$ -	\$ 73	96%	\$ 14			100%	\$ 2,014	\$ -	\$ 73	96%	
Security	\$ 13,111	\$ 2,430	\$ 26,417	-101%	\$ 8,689	\$ 762	\$ 3,660	58%	\$ 21,800	\$ 3,192	\$ 30,077	-38%	
Utilities	\$ 34,485	\$ 3,944	\$ 25,309	27%	\$ 12,798	\$ 1,882	\$ 6,824	47%	\$ 47,283	\$ 5,826	\$ 32,133	32%	
Insurance	\$ 29,000	\$ 9,556	\$ 22,641	22%	\$ 6,299	\$ (2,102)	\$ 2,514	60%	\$ 35,299	\$ 7,454	\$ 25,155	29%	
Communications	\$ -	\$ -	\$ -	0%				#DIV/0!	\$ -	\$ -	\$ -	#DIV/0!	
Supplies	\$ 47,630	\$ 2,854	\$ 24,858	48%	\$ 17,854	\$ 197	\$ 6,019	66%	\$ 65,484	\$ 3,051	\$ 30,877	53%	
Equipment	\$ 14,000	\$ -	\$ 1,698	88%	\$ -			#DIV/0!	\$ 14,000	\$ -	\$ 1,698	88%	
Copy	\$ -	\$ -	\$ -	#DIV/0!	\$ 350			100%	\$ 350	\$ -	\$ -	100%	
Postage	\$ 1,300	\$ 155	\$ 1,158	11%	\$ 370	\$ 61	\$ 330	11%	\$ 1,670	\$ 216	\$ 1,488	11%	
Dues/Sub	\$ 6,900	\$ 645	\$ 14,056	-104%	\$ 3,600	\$ 180	\$ 6,505	-81%	\$ 10,500	\$ 825	\$ 20,561	-96%	
Conferences	\$ 6,500	\$ 290	\$ 21,799	-235%	\$ 25,000	\$ 2,129	\$ 8,766	65%	\$ 31,500	\$ 2,419	\$ 30,565	3%	
Job Fairs	\$ 6,000	\$ -	\$ 67	99%	\$ 35,000	\$ 8,512	\$ 24,266	31%	\$ 41,000	\$ 8,512	\$ 24,333	41%	
Meetings	\$ 9,110	\$ 677	\$ 3,231	65%	\$ 12,500	\$ 1,217	\$ 12,902	-3%	\$ 21,610	\$ 1,894	\$ 16,133	25%	
Outreach	\$ 14,896	\$ 651	\$ 7,229	51%	\$ 3,800	\$ 214	\$ 11,393	-200%	\$ 18,696	\$ 865	\$ 18,622	0%	
Transition				0%	\$ -			0%		\$ -	\$ -		
Staff Development	\$ 14,499	\$ 27	\$ 2,736	81%	\$ -	\$ 158	\$ 2,347	#DIV/0!	\$ 14,499	\$ 185	\$ 5,083	65%	
Travel	\$ 27,100	\$ 1,234	\$ 15,372	43%	\$ 19,894	\$ 2,054	\$ 6,715	66%	\$ 46,994	\$ 3,288	\$ 22,087	53%	
Contract Services	\$ 271,135	\$ 9,993	\$ 176,039	35%	\$ 128,243	\$ (11,804)	\$ 16,457	87%	\$ 399,378	\$ (1,811)	\$ 192,496	52%	
Misc					\$ -	\$ (640)	\$ (14,536)		\$ -	\$ (640)	\$ (14,536)		
Depreciation Expense					\$ -	\$ 14,276	\$ 42,828		\$ -	\$ 14,276	\$ 42,828		
Interest Expense					\$ -	\$ 1,129	\$ 4,254		\$ -	\$ 1,129	\$ 4,254		
Work Experience	\$ 954,864	\$ 63,835	\$ 587,638	38%	\$ 14,400	\$ 1,569	\$ 40,659	-182%	\$ 969,264	\$ 65,404	\$ 628,297	35%	
OJT Training	\$ 250,808			100%	\$ 62,000	\$ -	\$ 2,598	96%	\$ 312,808	\$ -	\$ 2,598	99%	
Incentives	\$ 9,500	\$ 850	\$ 6,450	32%	\$ 5,285	\$ (525)	\$ 5,140	3%	\$ 14,785	\$ 325	\$ 11,590	22%	
Education & Training	\$ 348,799	\$ 15,540	\$ 178,934	49%	\$ 383,220	\$ 3,702	\$ 107,189	72%	\$ 732,019	\$ 19,242	\$ 286,123	61%	
Supportive Services	\$ 216,552	\$ 7,854	\$ 55,074	75%	\$ 408,482	\$ 6,710	\$ 39,917	90%	\$ 625,034	\$ 14,564	\$ 94,991	85%	
Total	\$ 4,643,073	\$ 164,742	\$ 3,065,291	34%	\$ 2,199,834	\$ 173,082	\$ 862,216	61%	\$ 6,842,907	\$ 337,824	\$ 3,927,507	43%	

Item

Consent Agenda

Background

Workforce Centers Operations Update

Analysis

Traffic

For the month of March, the Workforce Centers in South Central Kansas served 4,675 customers for a variety of services which included 14 Job Fairs 1,208 job seekers connected to 110 employers.

Workshops

Microsoft Word 2013 Workshops were rolled out along with the opportunity for customers to participate in the Microsoft Imagine Academy. Customers have the opportunity to certify as a Microsoft Specialist in Word, Excel and PowerPoint. To date, 15 certifications have been awarded in South Central Kansas.

Beginning in April, Microsoft Excel 2013 will be available to customers. Additionally, staff members are ramping up outreach to the community in order to raise awareness of this opportunity.

Workshops for the Youth Employment Project (YEP) began in March 2017. These workshops will focus on the attainment of the Essential Skills Certificate which covers customer service, essential work place skills, and financial literacy. To date, two Essential Skills Workshops have been conducted with 46 Essential Skills Certificates awarded. Outreach in the community has allowed more than 250 youth to learn about YEP.

Business Services

Six multi-employer job fairs we held throughout the local area in the month of March.

- Construction Careers Job Fair- 291 attendees
- Cowley First Job Fair- 140 attendees
- Government and Public Safety Job Fair- 104 attendees
- Statewide Job Fair- Butler- 58 attendees
- Statewide Job Fair- Sumner- 26 attendees
- Statewide Job Fair- Wichita- 446 attendees

Strategic Goals Supported

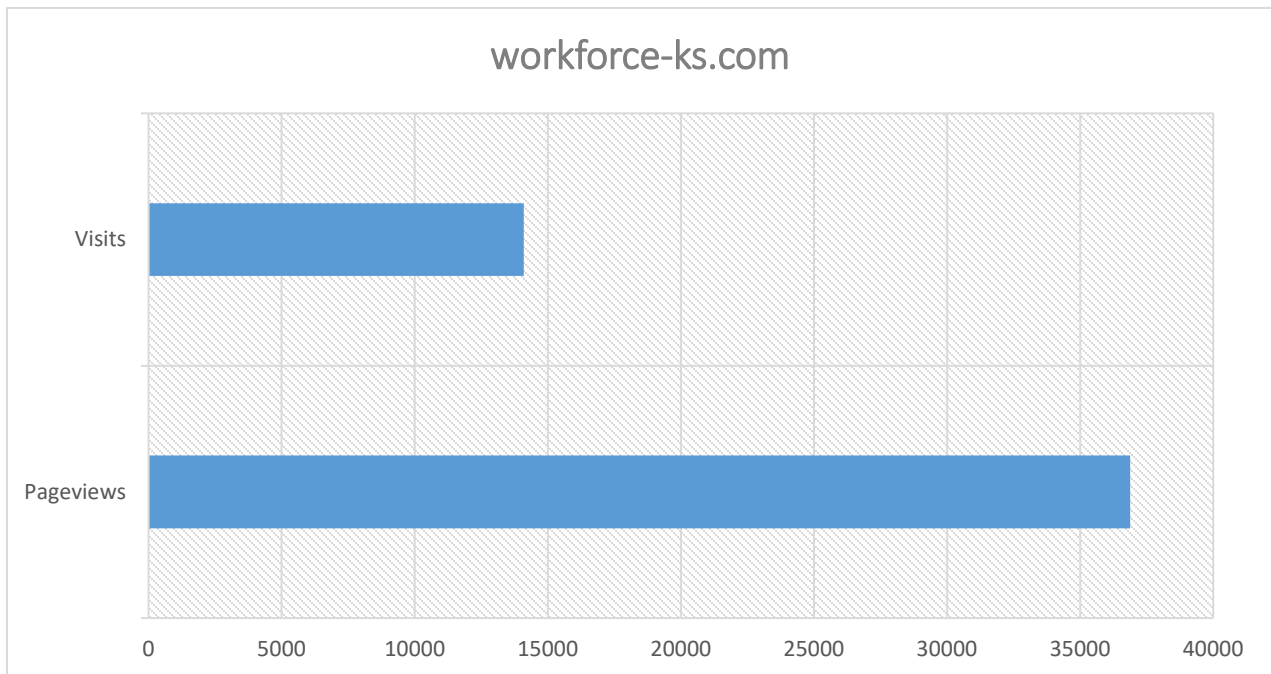
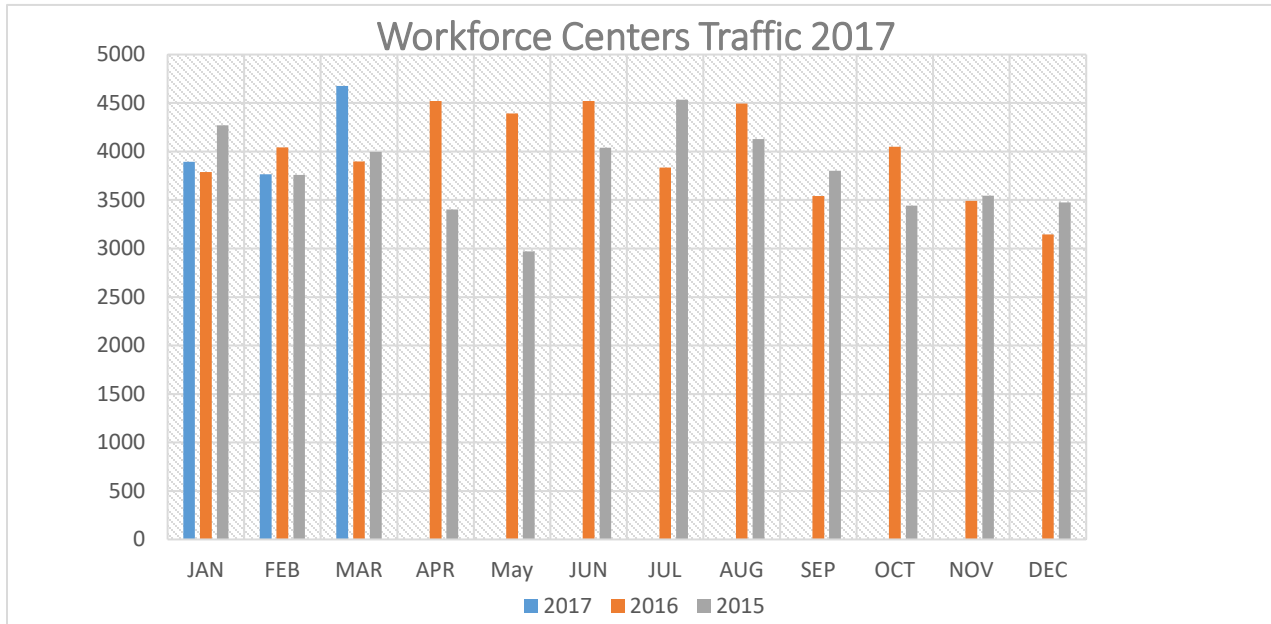
This activity supports the following Strategic goals of the Local Workforce Development Board:

- Youth Employment Plan
- Workforce Innovation and Opportunity Act Implementation
- Regional Service Delivery Plan

Recommended Action

Receive and File.

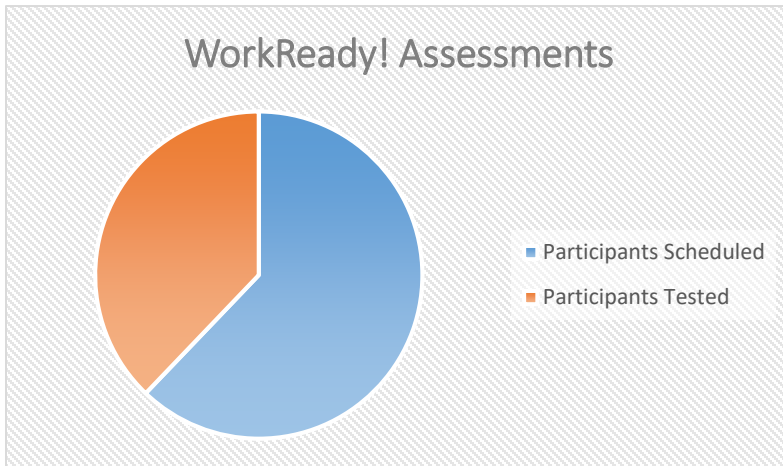
Workforce Center Operations Updated March 2017



Most Visited Workforce Centers Pages

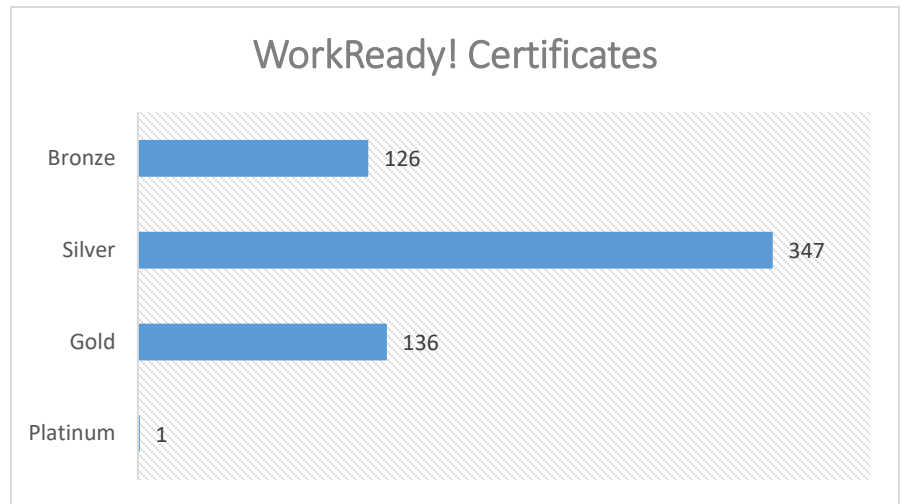
- KANSASWORKS Statewide Job Fair
- Job Seekers
- Workshops
- YEP
- Job Fairs
- Hot Jobs
- Free Workshops
- New Daily Job Postings

Business Report Updated March 2017



WorkReady! Testing March 2017
20 - Testing Sessions
66% - % Attendance Rate

WorkReady! Certificates March 2017
241 - Certificates Awarded
89 % - % Award Rate



Registered Apprenticeships:
#5 Plumbers & Pipefitters
#24 Electrical Apprentices

March 2017
262 - Provelt Assessments Administered
123 - Prescreens & Applications Received
242 - Services to Employers
14 - Job Fairs
