



**LWDB One Stop Advisory Council &
Program Operations and Performance Committee Meeting Minutes**
March 2, 2017

1. Welcome, Introductions, and Announcements

Rod Blackburn and Tony Naylor welcomed attendees, asked for self-introductions and called the meeting to order.

2. WIOA Implementation: One Stop Operator

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. 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.

Report was received and filed.

3. 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.

Michael Magennis (Robert Giesen) moved to recommend the Executive Committee to approve the new Workforce Centers Hours of Operations. Motion Adopted.

4. Proposed Partner Reporting Templates

In December 2016, a set of proposed Business Reporting Templates was sent out to the One Stop Advisory Council for review. No changes were requested from the Council. Staff presented the Business Reporting Templates proposed to be provided to the One Stop Advisory Council by the Workforce Alliance and the Kansas Department of Commerce. First reports will be provided the Council in May 2017. Partners are highly encouraged to document employer activity and provide the WA with reports in order to accurately show numbers for Local Area IV and to avoid duplication of services.

Report was received and filed.

5. Consent Agenda

Staff reviewed the proposed changes to the Adult, Dislocated Worker, and Youth Supporting Service Policies. The WA is requesting adding language under Car Repair that the repair must be done at a repair facility by a person employed by the facility, and who is certified for the type of repair performed. The WA is also requesting 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.

Meeting minutes from October 6, 2016 LWDB One Stop Advisory Council and September 8, 2016 LWDB Program Operations and Performance Committee were reviewed with no changes requested.

The Workforce Centers served over 3,000 customers for the month of January. The Workforce Centers began Microsoft Word 2013 workshops in January, and will begin Microsoft Excel 2013 workshops in March. The Kansas Board of Regents has partnered with the Workforce Centers through Microsoft Imagine Academy to provide Microsoft Certifications for those who successfully pass the certification test. To date, nine have been awarded certifications in South Central Kansas.

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.

Beginning in March, the Wichita Workforce Center will host two large multiemployer job fairs. The Statewide Job Fair on March 9, will be held in 11 locations throughout the state including Butler, Sumner, and Wichita Workforce Centers. The Construction Job Fair will be held on March 4.

Magennis (Kerri Falletti) moved to approve consent agenda as presented. Motion Adopted.

6. Additional Topics

Keith Lawing spoke on employment and recovery in Local Area IV. Lawing referenced the Midwest Metros Great Recession Employment Recovery handout provided by the Greater Wichita Area Partnership. While this chart shows Wichita recovery, it is an accurate indicator of recovery and job growth throughout the entire Local Area IV.

The Fourth District Congressional Representative is now vacant with the recent appointment of Mike Pompeo to the Director of Central Intelligence Agency, a special election will be held on April 11, 2017 to fill the vacancy. Lawing has extended an invitation to both candidates to the Workforce Centers. Both accepted the invitations, and will be given a tour of the Workforce Center and staff will be available to answer any questions the candidates may have regarding operations. Lawing encouraged Board members to attend the meet and greet and introduce themselves to the candidates. Once dates are set for the tour and meet and greet, WA staff will inform the Board.

The Youth Employment Project (YEP) is in full gear with outreach and recruitment of youth as well as employers. The goal for YEP 2017 is to provide 500 work experience opportunities for youth in the community. YEP is a partnership with the Workforce Alliance and community organizations to further the advancement and success of young adults in Local Area IV.

May 11, 2017 the Workforce Alliance will hold the annual Jobs FORE Youth Golf Tournament at Hidden Lakes Golf Course in Derby, Kansas.

7. Adjourn (12:51)



Present Program Operations and
Performance Committee Members

Tony Naylor, Co-Chair
Kerri Falletti
Michael Magennis

Present One Stop Advisory
Council

Rod Blackburn, Chair
Chris Stanyer
Catrina Red Willow
Carolyn Benitez
Justin Powell
Serena Hansen
Mohan Kambampati

Guests

Robert Giesen
Heidi Davidson
Kathy Swain

Staff

Keith Lawing
Chad Pettera
Amanda Duncan
Katie Givens
Denise Houston
Rachel Campbell
Angie Duntz
Stacy Cotten
Marla Canfield
George Marko
Chip Reece
Viridiana Villalobos