



LWDB Program Operations and Performance Committee Meeting Minutes

1. Welcome and Introductions

Robyn Heinz welcomed attendees, asked for self-introductions and called the meeting to order.

2. WIOA Implementation

Regional Planning: A requirement of WIOA is for workforce boards that operate in the same labor market to conduct regional planning. The State of Kansas designates South Central Kansas as Region II which contains all of the counties in Local Area IV and four counties in Local Area I. A regional draft plan has been put online for public comment. One focal point of the regional plan is consistency of delivery of services throughout the region.

One Stop Operator: The Workforce Alliance (WA) and Eckerd Youth Alternatives have both agreed to a contract, and are preparing the transition of Eckerd Youth Alternatives into the Workforce Center. Eckerd Youth Alternatives has also posted a One Stop Operator position, and interviews will be held on May 15, 2017. Eckerd Youth Alternatives has agreed to in-kind contributions that will include online training for staff on WIOA and customer service, and resources and training for staff during the bi-annual staff development days.

Report was received and filed.

3. Demand Occupation List Review

Staff reviewed the proposed Demand Occupation List. The WA is aligning the Demand Occupation List with the Blueprint for Regional Economic Growth (BREG) study which is focused on growing the region's economy. Staff also provided labor market information regarding WIOA Participants, training by industry, and occupations with most vacancies in Local Area IV. Carpentry as well as Hospitality and Retail were mentioned by the Committee as occupations that should be considered for the Demand Occupation List. These occupations will be researched by staff and will be considered for the Demand Occupation List in the future.

Kerri Falletti (Jon Cresler) moved to approve and recommend to the LWDB Executive Committee the adoption of the Demand Occupation List for Program Year 2017. Motion Adopted.

4. Eligible Training Provider (ETP) List Additions

Staff presented initial programs for approval. Programs presented are from employers who are currently on the ETP list and align with the Demand Occupation List. Employers requesting program approvals include Allied Health Career Training, LLC, Butler Community College, and We Care Online. Innovative Academic Solutions also requested a program to be added to the ETP list. However, staff recommends denying this program as they are not approved by the Kansas State Board of Regents, a requirement for the ETP list for healthcare programs.

Rod Blackburn (Falletti) moved to approve the initial programs as presented. Motion Adopted. Cresler Abstained.

5. **System Update**

Staff gave an update on the new Workforce Center (WFC) hours of operations. On April 3, 2017, the WFC changed the Wichita office operation hours to Monday through Thursday 7 a.m. to 6 p.m. and Friday 8 a.m. to Noon. Productivity has increased since this change has been implemented, and Friday afternoons will still be utilized. For example, two youth job fairs have already been scheduled for Friday afternoons.

Staff provided the Committee with KANSASWORKS State Board performance reports for review. Performance reports for Local Area IV will in the future align with State Board reports for consistency.

Report was received and filed.

6. **Consent Agenda**

Meeting minutes from March 2, 2017 were reviewed with no changes requested.

The Workforce Centers began Microsoft Word 2013 workshops in January, and 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, 22 have been awarded certifications in South Central Kansas. Microsoft PowerPoint 2013 workshops will begin in June 2017.

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. To date, over 100 Essential Skills Certificates have been awarded to youth, outreach efforts have reached over 500 youth, resulting in over 200 youth applying to participate in YEP. Over 100 employers have committed to accepting a youth for the fall, and two job fairs will be held exclusively for youth. Bank of America Foundation has awarded the Workforce Alliance with a forty thousand dollar grant to help advance the Youth Employment Project.

PY16 budget updates were distributed to Committee members for review.

Falletti (Cresler) moved to approve the consent agenda as presented. Motion Adopted.

7. **Adjourn (12:30)**

Present Committee Members

Robyn Heinz, Co-Chair
Kerri Falletti
Sarah Robinson

LWDB Members

Rod Blackburn

Guests

Jon Cresler

Staff

Keith Lawing
Amanda Duncan
Katie Givens
Chad Pettera
Denise Houston
Rachel Campbell
Aletra Chaney