

WORKFORCE CENTERS
of South Central Kansas
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Local Workforce Development Board (LWDB)
Executive Committee Meeting Minutes
April 10, 2019 – 11:30 AM

1. Welcome and Introductions

Gabe Schlickau welcomed Committee Members and called the meeting to order. Laura Rainwater was introduced as the Workforce Alliance's new Director of Administrative Services and Executive Director for the Regional Economic Area Partnership (REAP).

2. National Association of Workforce Boards (NAWB) Forum

LWDB Members Gabe Schlickau, Jennifer Hughes, Kathy Jewett and Michele Gifford attended the NAWB Forum in Washington D.C. in March and they reported to the Committee and staff about their experience and takeaways. Attendance was up greatly from previous years. All agreed the highlight of the event was Nick Pinchuk, Chairman and CEO of Snap-on Tools who provided an excellent presentation and Kathy Jewett will share the link to the video NAWB filmed with all when released. Other videos and presentations from the Forum will be available for download on the NAWB website. All appreciated the networking opportunities, information presented and the visits with Representative Estes' office and with Senators Roberts' and Moran's offices.

3. Annual A-133 Audit of FY17

The Workforce Alliance (WA) received the A-133 Audit from Wipfli was presented to the Committee. The audit report has no findings and has been filed with the appropriate organizations. The Committee recognized Chad Pettera and his staff and thanked him for these outcomes.
Report was received and filed.

4. One-Stop Operator Report

The WA contracts with Eckerd Connects for One-Stop operator services. Tisha Cannizzo with Eckerd Connects provides regular updates to the Committee and LWDB members on actions taken to meet the roles and responsibilities of the contract. For May, participation in the monthly partner collaboration meetings and 5th Friday breakfast event have increased. The 5th Friday breakfast on March 29 featured a panel on providing hope to previously incarcerated individuals. The distribution list of community partners continues to grow. A comprehensive training program is being developed with a team of staff that is ongoing and will be continually updated to train new and existing staff. Mayor Longwell requested that Tisha add the names of partners organizations to the report in the future and provide him with an electronic list for his use in sharing information with community businesses like Koch. He also expressed his opinion that the WA should be involved in a new behavioral health and addictions group led by the Sedgwick County Sheriff's office and the Wichita Police Chief.

Report was received, filed and attached to the minutes.

5. Workforce Innovation and Opportunity Act (WIOA) Internal Monitoring Reports

The WA has always had an ongoing internal review of its programs at the staff level. Staff has recently implemented monitoring operations to formalize those reports and findings and share them with the Performance and Operations Committee (POP) and with the Executive Committee. The intent is for POP to review those reports and make recommendations to staff and pass those on to the Executive Committee and LWDB for future review and recommendations. The Monitoring Team has a schedule for 2019 and will look at different programs and operations throughout the year. Chad Pettera, WA CFO/COO reviewed reports to date for Career Center File Monitoring, WIOA Youth Program

Monitoring and Kansas Health Professional Opportunity Program (KHPOP). Most the actions taken to address areas of concern are related to additional training opportunities that have been provided to staff.

Staff requested that Committee members provide oversight and recommendations to staff.

6. Kansas Department of Commerce Monitoring Report

The Kansas Department of Commerce (KDC) carried out monitoring the governance of the Workforce Alliance in late 2018; the report resulted in 17 findings. Most of the findings were in regard to the bylaws, local government representation on the Chief Elected Officials Board (CEOB), local government Chief Elected Officials Agreement, designations, statutorily required duties and internal controls. Staff did additional research and consulted with WA legal advisors and KDC officials and prepared a formal response to the report to dispute most of the findings especially those related to the bylaws and governance structure of the WA. The response was sent to KDC and this topic was discussed at the February 13 LWDB Executive Committee meeting.

A response was received from KDC and shared with the Committee. No further action from the WA is required and it appears the situation is resolved such that the current governing model and bylaws do not need to be modified. As no corrective action was imposed, the WA received its re-certification.

WA staff recognizes that changes are required to the Chief Elected Officials Board (CEOB) agreement and operations. Councils of local governments like REAP, WAMPO and the Sedgwick County Association of Cities are not allowed to be voting members of the CEOB. Each municipality in Local Area IV will need to be notified and invited to be part of the CEOB by accepting some financial liability in the event of a disallowed cost of misspent WIOA funds just as County governments are obligated under WIOA to share financial liability for funding. Staff are initiating this process.

Staff are also evaluating the release of a Request for Proposal for third party program monitoring to strengthen internal controls and oversight.

Staff suggests an invitation be sent to Secretary David Toland for him to meet with the LWDB Executive Committee in order to achieve a better understanding of the role of the LWDB and the operating philosophy of the WA.

Report was received and filed.

7. 2019 Jobs FORE Youth Golf Tournament Update

The Jobs FORE Youth Golf Tournament is held every year to raise additional funds to help support the WA Youth Employment Project (YEP). This year's tournament presented by Meritrust Credit Union is scheduled for Thursday, April 25, 2019 at Hidden Lakes Golf Course in Derby. Last year's tournament raised of over \$18,000. \$250 Hole Sponsors are still needed.

8. Consent Agenda and Committee Reports

Minutes from the February 13, 2019 meeting, revised LWDB Conflict of Interest form, Workforce Center Operations Update for March, PY18 Budget Report, WIOA program performance reports and on-the-job training contracts for Starkey, Inc. and Hi-Tech Interiors were presented to the Committee for review and/or approval.

Mayor Jeff Longwell (Michele Gifford) moved to approve the Consent Agenda as presented. Motion adopted.

9. Other Business

- The April 24th LWDB meeting time will change to 9:45 so that Representative Ron Estes can visit with the board during his visit.
- The Regional Economic Area Partnership (REAP) in partnership with Kansas Farm Bureau will host a regional convening highlighting agricultural issues in South Central Kansas on Thursday, April 18th at Exploration Place. The event is sponsored by Cargill and Representatives Estes and Marshall will speak.
- The NAWB Board of Directors will have their 3rd quarter meeting July 16th through 18th in Wichita. Events with Spirit and WSU Tech are planned.

10. Adjourn (12:48)

LWDB Executive Committee Members

Gabe Schlickau, Chair
Jennifer Hughes, Vice Chair via phone
Rod Blackburn via phone
Michele Gifford
Kathy Jewett
Mayor Jeff Longwell

Staff/Guests

Keith Lawing
Peter Bodyk, LWDB One-Stop Advisory Council
Tisha Cannizzo
Amanda Duncan
Shirley Lindhorst
George Marko
Chad Pettera
Laura Rainwater