



**Local Workforce Development Board (LWDB)
One-Stop Advisory Council (OSAC)
Meeting Minutes
April 1, 2021**

1. Welcome and Call to Order (11:32 am)

Tisha Cannizzo welcomed attendees and called the meeting to order. She invited each individual to introduce themselves.

2. Workforce Center Operations (11:36 am)

George Marko, of the Workforce Alliance, explained the Wichita Workforce Center (WFC) has been gradually opening operations since the beginning of March. Tech Time is scheduled on Tuesdays and Thursdays from Noon to 4:00pm. Virtual services are still being emphasized. In-person services will continue to gradually increase; they are planning on being fully open and operational by the beginning of May. Hours will be Monday through Thursday 7:30am to 5:30pm, allowing time in the morning and evening for cleaning. Masks will still be required in the centers. Virtual services and @Home workshops will still be available when the WFC is fully re-opened. Marko asked the partners if they had staff that might be interested in facilitating the @Home workshops over Zoom as part of cost sharing. On-site workshops will be restarting in May, and the WFC still wants to offer virtual workshops.

Mark Calvin with the Haysville Learning Café shared that his organization is gearing up to offer online services and would be interested in helping. He will reach out after the meeting to discuss.

Chris Stanyer with Goodwill/NexStep Alliance asked if the WFC is currently or would be participating in offering vaccination clinics; Erica Ramos, Kansas Department of Commerce, indicated that she and Keith Lawing, CEO Workforce Alliance, were contacted about utilizing the Wichita Center as a vaccination site. They indicated the space could be used, but there has not been any planning or dates discussed.

3. Wichita Emergency Rental Assistance Program (WERAP) (11:45 am)

John Grant, with the Workforce Alliance, shared information about the WFC's efforts to assist the public with applications to WERAP. He explained that the documentation required for the application is extensive and that has been the focus of many of his interactions. He is also able to provide guidance on completing the application and using the Center's scanner or fax machine to send supporting documentation. The WFC is not processing the applications, only assisting in completing them. Grant emphasized that this program is only for Wichita residents; for those customers in need outside of Wichita, there is the Kansas Emergency Rental Assistance (KERA) program.

Stanyer asked how the partners might refer customers who need assistance with the WERAP application. Grant asked that partners forward the customer's contact information to him and he will reach out to them.

4. **WIOA One-Stop Memorandum of Understanding (MOU) (11:50 am)**

Chad Pettera, with the Workforce Alliance, reminded the partners that the updated service grids were sent out, and he is still waiting on the return of a couple. However, partners that returned their service grids should have received a draft MOU for review and feedback. His goal is to have all the MOUs updated and sent out for signatures by the end of April. He emphasized that a complete service grid is required for the MOUs based on the recent Department of Labor review.

A. One-Stop Budget: Pettera also discussed the budget; he explained that he needs updated participant numbers for the current year. He asked that the partners provide those to him or Cannizzo. He also alerted the partners to potential swings in budget because of a decrease in numbers due to COVID-19. The budget in the packet was incorrect; an updated version will be sent out (*NOTE: the packet, including an updated budget was posted on workforce-ks.com and a link sent to the partners on 4/2/21*). The budget indicates no in-kind services; if any in-kind services were performed, partners should let Pettera or Cannizzo know.

5. **Local Area IV WIOA Plans (11:50 am)**

Denise Houston, with the Workforce Alliance, provided an overview of the Regional and Local plans as required by the WIOA legislation. The Regional Plan includes input from three Kansas Local Areas (1, 4, and 5) and includes strategies to formally involve more stakeholders across the region to address expectations, needs, and gaps; to coordinate outreach efforts throughout the region, and to identify common in-demand occupations across the region.

The Local Plan is specific to the 6 county region in Local Area 4; it includes labor market information, identifies the Wichita WFC as the local full service American Job Center, identifies strengths and weaknesses, and includes Local Area Strategic Vision and Goals.

Both plans are posted for public comment on the Workforce Centers' website (workforce-ks.com/community_outreach/localworkforcedevelopmentboard). The comment period will close April 29, 2021; the Alliance will review comments and make changes as needed. The plans are due to the Department of Commerce May 1, 2021 and are effective July 1, 2021.

Lawing added that the WFC wants to take the lessons learned while working from home and continue the collaboration among partners; he urged everyone to comment on the plan. He explained that even if the comments do not result in a change in the plan, they are all included in the submission to the state.

Stanyer asked if Hutchinson is involved in the Regional or Local plan. Houston answered that Reno County is part of Local Area 1 and so part of the Regional Plan.

6. **Kansas Unemployment Insurance (UI) Update (12:16 pm)**

Nicole Struckhoff, with Kansas Department of Labor, began her update with the news that Amber Schultz was approved as the new Secretary of the Kansas Department of Labor; she just needs to be sworn in. Struckhoff continued by saying the new security measures implemented at the end of 2020 have successfully stopped 6.5 million dollars in fraudulent claims from being paid out. Customers should not see any gaps in payments due to the extensions of the federal UI programs as long as they have continued to file claims and

remain eligible. All federal programs have been extended and are paying out. Employers can report employees who refuse to return to work, and claimants must answer the “looking for work” question to receive payment. Additionally, RESEA restarted the week of March 15th. Non-profits may see up to a 75% reduction to 2nd and 3rd quarter payments because of the American Rescue Plan.

FAQ sheets were included with the packet.

7. WorkSource Spokane (12:20 pm)

Cannizzo opened the meeting for discussion about the WorkSource One presentation during the 2/15 WFC In-Service. Stanyer said that he was unable to attend and requested a link to the recording. The discussion was tabled until everyone has a chance to view the presentation.

8. Advisory Council Partner Updates (12:22 pm)

Partners were invited to provide updates on projects or needs in their organizations:

- Flint Hills Job Corps
 - Deb Weve shared that virtual enrollment for classes will start soon; additionally, students will hopefully be back on campus soon.
- Goodwill/NexStep Alliance
 - Stanyer shared that Goodwill’s new CEO, Laura Ritterbush, has been traveling around the state hearing from Goodwill constituents about ways to improve services; the Adult Ed sector has been doing the same. He also announced that the NexStep Unlocked program in partnership with the KS Pathway to Career legislation has their first graduate.
- Haysville Learning Café
 - Calvin shared that they are working on distance learning and tutoring and enhanced collaboration among the 7 centers. They are also looking for ways to collaborate with other organizations. He indicated they will be utilizing the @ Home Workshops from the WFC as curriculum for their Workforce Ready program.
- SER Corporation
 - Carolyn Benitez shared that they are giving more presentations recently. They have also begun working with a new training provider and will focus on health and IT industries for training for their customers.

9. Consent Agenda (12:29 pm)

Minutes from the February 4, 2021 OSAC meeting were presented for review. No discussion or changes were requested.

Chris Stanyer (Carolyn Benitez) moved to approve the consent agenda as presented. Motion adopted.

10. Announcements (12:30 pm)

Cannizzo reminded partners about the flyers in the packet. The next meeting is scheduled for Thursday, June 3, 2021 via Zoom

11. Adjourn (12:30 pm)



Council Members

Carolyn Benitez, SER Corporation
Mark Calvin, Haysville Learning Café
Nicole Castellanos, American Indian Council
Erica Ramos, KS Dept. Commerce
Chris Stanyer, Goodwill/NexStep Alliance
Nicole Struckhoff, KS Dept. Labor Unemployment
Deb Weve, Flint Hills Job Corps

Staff/Guests

Tisha Cannizzo
Amanda Duncan
John Grant
Denise Houston
Keith Lawing
George Marko
Chad Pettera
Janet Sutton