



## LWDB One-Stop Advisory Council Agenda

July 16, 2020 – 11:30 a.m.

Zoom

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1. Welcome: Tisha Cannizzo (11:30 a.m.)
  2. Workforce Center Opening: George Marko and Erica Ramos (11:40 a.m.)
    - A. Workforce Center Operations pp. 2-5
    - B. YouTube Workshops - <https://www.youtube.com/c/Workforce-ks/videos> pp. 6
    - C. Virtual Job Fair pp. 7
  3. Training Program Updates: Denise Houston (11:55 a.m.)
    - A. KHPOP/PCA
    - B. Demand Occupations List pp. 8-9
  4. Kansas Unemployment Insurance Update: Nicole Struckoff (12:05 p.m.)
  5. Strategic Planning Update: Keith Lawing (12:15 p.m.)
  6. Partnership Improvement Brainstorming: Tisha Cannizzo pp. 10-15 (12:25 p.m.)
  7. Advisory Council Partner Updates: Tisha Cannizzo (12:45 p.m.)

*Time is reserved on the agenda for Council partners to provide updates and share news and activities that impact the workforce system.*
  8. Consent Agenda: Tisha Cannizzo (12:55 p.m.)

*Members of the Committee may request discussion on any of the action items at the meeting or the items may be accepted as presented in a single motion.*

    - A. Meeting Minutes from 5/21/20 pp. 16-18

***Recommended Action: Approve consent agenda as presented.***
  9. Announcements
  10. Adjourn: Tisha Cannizzo (1:00 p.m.)

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*The next LWDB One-Stop Advisory Council Meeting is scheduled for  
11:30 a.m. on Thursday, October 1, 2020 by Zoom.*

## **Item**

### **Workforce Centers Operations Update**

## **Background**

On June 25 a staff member at the Wichita Workforce Center tested positive for COVID-19. Procedures were followed to trace contacts, make notifications and the facility was closed for deep cleaning. Given the increased number of active cases of COVID-19, the potential exposure of other Workforce Center staff and an expected surge of cases following the July 4 holiday, the decision was made to close the Workforce Centers to the public, offer services virtually and by phone, and have staff work from home to limit the risk of spreading COVID-19. At this time the Workforce Centers of South Central Kansas will provide services virtually and by phone until August 3.

This report summarizes operations the past few weeks. The operating hours referenced will be reviewed and possibly altered once the Workforce Centers get back to in-person services in August.

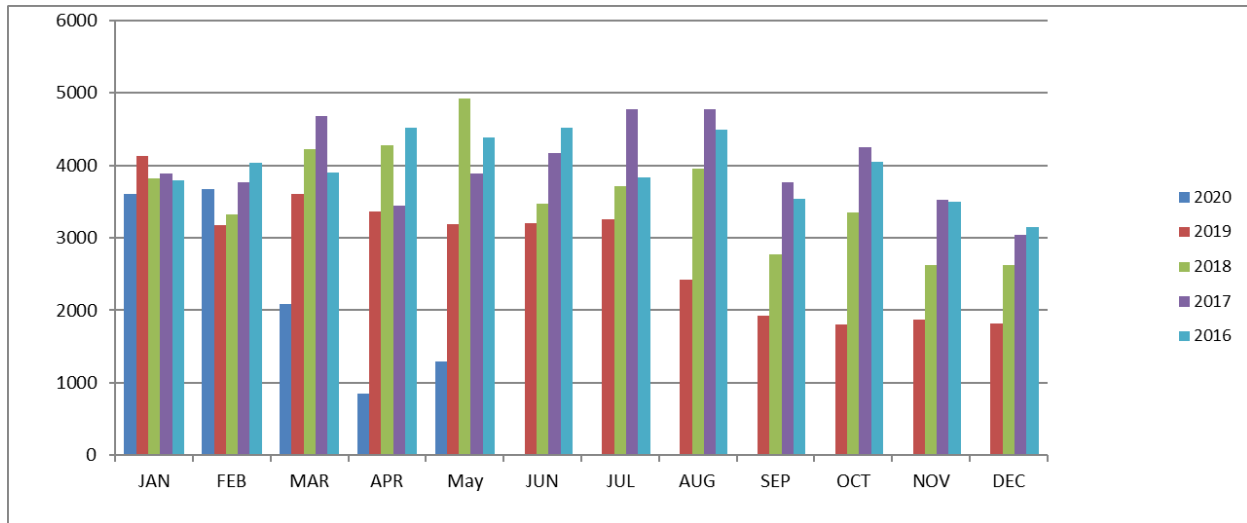
## **Analysis**

The Centers saw 1,288 jobseeker for various services in the month of May. The charts below outline the traffic and breakdown the ways in which the centers engaged with customers. The Wichita Workforce Center opened back up for in-person services on May 26<sup>th</sup>. Hours of operation have temporarily been altered in an attempt to allow for staff health screening in the mornings and cleaning of the facility in the evenings. The center is open to the public, by appointment only, from 8 am to 5 pm Monday through Thursday and 9 am to Noon on Fridays. During the time that the centers were open to the public, May 26<sup>th</sup> through June 26<sup>th</sup>, the Workforce Centers saw 512 jobseekers for in-person services. 117 of those individuals worked with our business services representatives to fill out an application or take an assessment as part of an application process. In addition to in-person services with staff, 156 jobseekers utilized the Public Access Computer area to conduct their job search activities on their own.

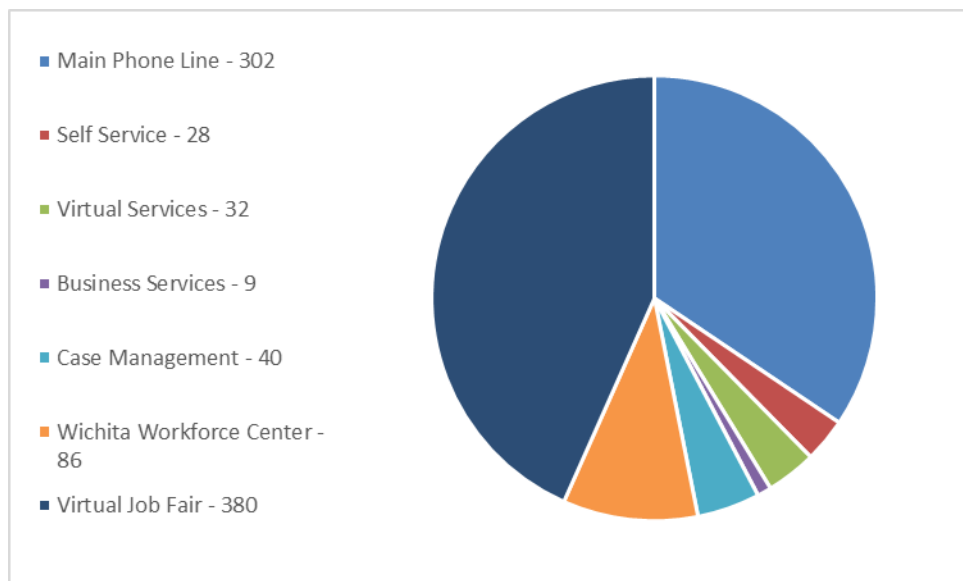
The Workforce Centers in El Dorado and Wellington re-opened for services on June 8<sup>th</sup>. The offices were operating 8 am to 5 pm Monday through Thursday, closed from noon to 1 pm for lunch, and closed on Fridays. For Wellington this was new operation hours as the Center had only operated only Tuesdays and Thursdays previously. In addition to new hours, through a partnership with the Sumner County Economic Development (SCED) office, workforce center services will be provided once a week in Caldwell starting in July. Services will be facilitated by SCED administrative staff that have gone through workforce professional training over the last couple of months.

The Workforce Center in Winfield will not re-open and a new model for service delivery is being developed in partnership with Cowley First and Cowley Community College. This decision followed a meeting convened on March 11<sup>th</sup> to discuss the community's needs and how the county can move forward with partnerships to serve jobseekers and employers. At this time jobseekers can still engage with workforce center staff to address their needs. During COVID the workforce center has built a stable virtual services option that will serve many clients in the Cowley county area until formal partnerships are created. It is our hope to create multiple access points for customers both virtually and physically. In cases that a customer cannot connect with workforce center staff virtually accommodations for an in-person meeting will be made.

### Total Customer Traffic May 2020



### Office/Service Traffic Breakdown – May 2020



### Workshops - YouTube

Since the beginning of March, center staff has been diligently working to convert and create content for customers to engage with through our social media, in particular our YouTube page. To date, we have created 23 videos with topics ranging from short videos highlighting our new virtual career center to Intro to Word Workshop. The page has increased by 36 subscribers in this time. The videos also have had over a 690 views. Moving forward we will continue to create and add new content to our

YouTube page but we will start to focus on how to connect virtually with our customers in a live format.

### Imagine Academy

The Wichita Workforce Center administers these free certifications that focuses on the Microsoft Office Suite 2013 (Word, PowerPoint, Excel, Outlook, Access, OneNote, and SharePoint). Below are the current totals for Imagine Academy. Here are the current totals for Imagine Academy. We have been able to award three certificates so far during this pandemic thanks to the new online certification exam process. So far in 2020, there has been 29 individual active customers. 46 total individual customers who have requested to participate in Imagine Academy in which the program saw a total of 89 active customers for all of 2019.

	2013			2016			2019 / 365			
2020 Certification Exam Type	2013 attempt	2013 pass	2013 fail	2016 attempt	2016 pass	2016 fail	2019 attempt	2019 pass	2019 fail	Total Certificates
Word	0	0	0	5	5	0	1	1	0	6
Excel	0	0	0	5	4	1	1	1	0	4
PowerPoint	0	0	0	3	3	0	0	0	0	3
Outlook	6	2	4	1	1	0	NA	NA	NA	3
Access	0	0	0	0	0	0	0	0	0	0
One Note	1	1	0	NA	NA	NA	NA	NA	NA	1
SharePoint	0	0	0	NA	NA	NA	NA	NA	NA	0
Word Expert	0	0	0	0	0	0	0	0	0	0
Excel Expert	2	0	2	0	0	0	0	0	0	0
Master Certifications	2	0	2	0	0	0	0	0	0	0
<b>Total</b>	<b>11</b>	<b>3</b>	<b>8</b>	<b>14</b>	<b>13</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>17</b>

Years	Attempt	Pass	Fail	Success Rate	Gained employment	Employment gain related to cert(s)	Promotion or wage gain	Wage gain related to cert(s)
<b>2016 Totals</b>	7	3	4	42.86%	unknown	na	unknown	na
<b>2017 Totals</b>	65	53	12	81.54%	unknown	na	unknown	na
<b>2018 Totals</b>	53	42	11	79.25%	unknown	na	unknown	na
<b>2019 Totals</b>	128	94	34	73.44%	22	10	0	0
<b>2020 Totals</b>	27	18	9	66.67%	2	0	0	0
<b>All</b>	<b>280</b>	<b>210</b>	<b>70</b>	<b>75.00%</b>	<b>24</b>	<b>10</b>	<b>0</b>	<b>0</b>

### **Business Report May 2020**

### Statewide Virtual Job Fairs

The first ever Statewide Virtual Job Fair was conducted on May 27th and 28th. The event itself was smaller in size as it was a pilot event. A second, much larger, Statewide Virtual Job Fair was held June 23-25 that incorporated 165 employers from across the state. Features of these events included individual virtual booths and public or private chat options with employers during designated times. Jobseekers also had the ability to upload their resumes to showcase to employers during their chats. In total the job fairs included 31 different businesses for Local Area IV, the list below outlines the companies that participated in the events. Combined the job fairs saw over 3,100 users, with the most recent event having just shy of 1,500. June's event saw 1,090 new users to the platform and Wichita users accounted for 15% of the overall jobseeker traffic.

Virtual Job Fair Participating Companies	
7 Clans Casinos	KETCH
ADT Security Services	Local # 29 Sheet Metal Union
Aerospace Turbine Rotables	Mahaney Group
Allied Universal	Mental Health Association of SCK
Alltite, Inc.	NORC at The University of Chicago
Barton Community College	Prairie View, Inc.
Bombardier Aviation	Retail Odyssey
City of El Dorado	Sedgwick County
Creekstone Farms	Starkey, Inc.
Dillons	Susan B Allen Memorial Hospital
El Dorado Correctional Facility	The Arnold Group-Wichita
Emprise Bank	The Arnold Group-Winfield
Farmers Insurance Group	U.S. Census 2020
First Student	USD 259-Wichita Public Schools
Foley Equipment	Workforce Centers of South Central Kansas (DOC)
Goodwill Industries of Kansas	

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May 2020

*45 – Pre-Employment Skills Assessments Administered*

*123 - Services to Employers*

*273 - Job Postings*

*14 – Employer Accounts Created*

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**Recommended Action**

*Receive and File.*



2020

**KANSASWORKS**

# **VIRTUAL JOB FAIRS**

## **UPCOMING DATES**

JULY - 28, 29, 30

AUGUST - 25, 26, 27

SEPTEMBER - 22, 23, 24

OCTOBER - 27, 28, 29

DECEMBER - 8, 9, 10

- Employers from across the state will be hiring
- Job seekers will have the opportunity to live chat with employers as the employers schedule allows
- Job seekers can join via computer or cell phone

## **PRE-REGISTER:**

<https://KansasworksVirtualJobFair.EasyVirtualFair.com>

Any individual with a disability may request accommodations by contacting 877-509-6757 prior to the event



**KANSASWORKS**

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## YouTube Videos to Assist Job Seekers

<https://www.youtube.com/c/Workforce-ks/videos>

### Workforce Center Tools

- Introduction to the Workforce Center Services
- Virtual Career Center
- Basic Job Search in KansasWorks and Locating COVID-19 Essential Jobs
- Immediate Job Openings and Daily New Job Postings
- How to Retrieve Your Resume from KansasWorks
- Onet Online and Career Pathways
- Grant Funded Training Opportunities
- WorkKeys NCRC (National Career Readiness Certificate)

### Job Search

- What Now? – Job Search COVID-19 Edition
- Creating a Resume Using Templates
- Completing Online Job Applications
- Interview Bound Workshops
- Interviewing Online – Video Interviews
- Preparing for Job Fairs
- Applying for Jobs on Smart Phones & Tablets

### Computer Skills

- Basic Computers 101 (Equipment/Keyboard)
- Basic Computers 102 (Computer & Internet Navigation)
- Intro to Word Workshop
- Intermediate Word Workshop

### Motivational/Behavioral/Other Skills

- Attitude Determines Altitude
- Creating an Elevator Pitch
- How to Manage Your Worth by Creating Value (Soft Skills Workshop)
- An Alternative – Gig Economy

# WORKFORCE CENTERS KANSASWORKS.COM

## Occupations/Industries Approved For Training in Local Area IV PY20

July 1, 2020 to June 30, 2021

<u>Industry</u>	<u>Occupations</u>
Advanced Manufacturing Advanced Materials Aerospace*	Aviation Maintenance Technology/ A&P (Aircraft Mechanics) Avionics CAD/CAM & CATIA Composite Fabrication & Repair Computer Controlled Machine Tool Operator (CNC) Diesel Mechanics Electrician Engineering (Aerospace/Chemical/Electrical/Industrial/Mechanical) Heat Treating Equipment Setters, Operators & Tenders, Metal and Plastic Heavy Equipment Operator Industrial Equipment Operator Industrial Maintenance Technician Machine Tool Operator-Metal and Plastic Manufacturing or Production Technicians Non-Destructive Testing (NDT) or Inspection Operations Management Technical Certification Quality Control or Inspection (O*NET –Quality Control Analyst) Robotics Technician Sheet Metal Workers Supply Chain Managers Tool and Die Maker Tooling Transportation Equipment (Heavy and Tractor Trailer Truck Drivers) Welders, Cutters, Solderers, and Brazers
Agriculture*	Biological Technicians Farm Equipment Mechanics and Service Technicians Natural Sciences Managers Refuse and Recyclable Material Collectors Soil and Plant Scientists Zoologists and Wildlife Biologists
Automotive	Automotive Service Technicians and Mechanics
Construction	Carpentry HVAC
Data Services Information Technology*	Computer and Information System Managers (IM System Managers) Computer User Support Specialists Cyber Security (Information Security Analysts) Network and Computer System Administrators Software Applications Software Developers Software Engineers Web Developer
Educational Services	Teacher (ONET codes 25-2012 through 25-2054)
Health Care*	Acute Coding/Medical Billing (Billing, Posting, and Rate Clerks) Administration/Management (Medical and Health Service Managers) American Health Information Management Association Certified Coding Specialist

Page 1 of 2

“Equal Opportunity Employer/Program - Auxiliary aids and services are available upon request to individuals with disabilities. Any individual with a disability may request accommodations by contacting the Disability Resource Coordinator at the Workforce Centers, 316-771-6800, TDD: 711 or 1-800-766-3777, (admin@workforce-ks.com).”



Health Care*	Certified Nurse Aide (CNA)-Only as part of a career pathway Certified Medication Aide (CMA) Dental Assistant/Hygienist Health Information Technology (HIT) Home Health Aide (HHA)- Only as part of a career pathway Licensed Practical Nurse (LPN) Medical Assistant Medical Laboratory Technician Medical Records Technician Medical Technology BS Occupational Therapy Assistant Pharmacy Technician/Pharmacy Aid Phlebotomist Physical Therapy Assistant (PTA) Radiology Technician/Sonography Registered Nurse (RN) Respiratory Therapist Surgical Technologist
Hospitality	Chefs and Head Cooks
K-12 CTE	All Certifications and Credentials included on the KANSAS SB 155 approved list are included on the Kansas Local Area IV WIOA Approved Training List for Youth Program only.
Oil/Gas/Energy*	Chemist Equipment Operator Geologist Geophysical Data Technician Industrial Controls Inspection Instrumentation Radiographer
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.
Public Safety	Emergency Medical Technicians and Paramedics Probation Officers and Correctional Treatment Specialists Police and Sheriff's Patrol Officers
Registered Apprenticeship	All Occupations and Related Technical Instruction 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 WIOA Approved Training List. RA's must also meet Local Area IV self-sufficient wage requirements.
Retail	For participants in the WIOA Youth program only.
Social Services	Social Worker
Transportation and Logistics*	CDL

\*Industry corresponds to a Career Pathway. Career Pathways allow job seekers, students, and parents to explore educational requirements and career opportunities in prevalent industry clusters within the region.

## **One Stop Advisory Council – 10/3/19**

### **Partner Services Brainstorming Activity**

#### **Original Intent of OSAC**

- Mandated meeting
- Improving partnerships
- Learn about resources
- Make things easier for customers
- Advocacy
- Networking
- Getting to know people from different agencies
- Share data and information – anecdotally and procedurally
- Make recommendations to LWFDDB – program operations and policies

#### **Focus of OSAC moving forward**

- Understand system policies
- Improving partnerships
- Make things easier for customers
- Share data and information – anecdotally and procedurally
- Make recommendations to LWFDDB – program operations and policies

#### **Community Resources**

##### **DCF**

- Monthly cash grant
- Funding transportation
- Funding child care

##### **Migrant Seasonal Farmworker**

- Access to computer, copy machine, phone for job search
- English
- Emergency Services
- Food
- Housing
- Citizenship
- Advocate
- SMA

##### **Adult Education**

- Career Exploration
- Test prep for college placement
- GED training
- ESL training
- WorkKeys test

- Mental Health and Wellness

#### **United Way**

- Maintain database of community resources
- Connect people to the resources in the community (Call, click or text)

#### **Workforce Center**

- Youth Employment Program
- Youth Assessment and guidance
- Informational flyers
- Referrals to outside agencies

#### **Employer**

##### **DCF**

- Host hiring fair
- Workshops
- Job tryout
- Job coaching

##### **Dept. of Labor**

- Workshops with KS Small Business Centers to educate

##### **Migrant Seasonal Farmworker**

- OJTs
- Monitor complaints system
- SMA

##### **Adult Education**

- Provide academic services at employer (GED on location)

##### **Workforce Center**

- Labor market data
- WorkKeys
- Mock interviews
- Resume search
- Job listings
- Pre-employment assessments
- Job fairs
- On the Job Training
- Registered apprenticeships
- Lay off assistance
- Applicant recruitment
- Incumbent worker training
- Employer engagement
- Youth
  - Employer engagement
  - Work experience
  - OJT

## **Job Seeker**

### **DCF**

- Resume review
- Workshops
- Mock interviewing
- Job search
- Vocational Rehabilitation
  - Work assessment
  - Fund job prep
    - Resume
    - Mock interviews
    - Proper dress & behavior
  - Assistive tech
  - Dental
  - Vision
  - Fund Transportation
  - Job placement services
  - Fund
    - Medical
    - Mental health services
  - Job coaching

### **Migrant Seasonal Farmworker**

- Use of computer
- Job placement
- Mock interview
- Resume writing/review
- Employment
- Advocate
- SMA

### **Adult Education**

- Resume development
- Case management
- Career exploration – online and Holland codes
- Work ethics training (soft skills)
- ESL
- GED/ABE

### **Workforce Center**

- Labor market information
- WorkKeys
- Mock interviews
- Resume creation/review
- Job search
- Application assistance

- Youth 16-24
  - Provider of work-based learning

## **Training**

### **DCF**

- Fund adult ed
- Fund short-term training
- Vocational rehabilitation
  - Fund education, technical, other

### **Migrant Seasonal Farmworker**

- Classroom training
- OJTs
- Placement
- Advocate/outreach
- SMA

### **Dept. of Labor**

- Training on unemployment services

### **Adult Education**

- Digital skills
- Digital literacy
- AO-K
- Literacy
- SB199
- Soft skills training
- Microsoft office certification
- Financial aid for CTE
- Financial aid support
- Transition coaching

### **Workforce Center**

- Fund Supportive services for housing, utilities and transportation
- Fund occupational skills training
- On the job training
- TAA services
- WIOA funded training through approved providers
- Youth case management

## **One Stop Advisory Council - 12/5/19**

### **Focus Areas Discussion**

#### **Observations from 10/3/19 Brainstorming on partner services**

- Consistency of duplicate services being offered by different organizations
  - Coordinated training for staff would be welcomed
    - Resume building
    - Mock interview
    - Digital literacy, particularly for job search
  - Soft Skills
    - Use of personal phone at work
    - How to communicate with an employer
- Delivery of identical services at different locations to make transportation and availability easier on customers. Offer programs remotely/digitally for rural areas.

#### **Focus of OSAC moving forward**

- Understand system policies
  - Agencies' eligibility guidelines for appropriate referrals
  - Understanding of support resources
- Improving partnerships
  - Knowing a contact person at each partner to be able to call with questions and direct referrals to customers
  - Programs and staff are constantly changing. Continual training/conversations with updates/changes.
    - Be intentional and deliberate about making connections at partner agencies
    - Include staff.
  - Leverage resources from different agencies/programs to provide better support to customers
  - Break down perception of competition between agencies to allow for better partnerships
  - Work together to capitalize on employer partnerships
    - Don't duplicate efforts to compete for customers
    - Don't pull human resources from the same employers
- Make things easier for customers
  - Make language more common and easier to understand in job listings so that job seekers know whether or not they are qualified.
  - Customers often don't recognize their own skills and how they relate to job listings.
  - Learn about the ICT Care model.
- Share data and information – anecdotally and procedurally
  - Client data so they don't have to be re-traumatized by having to retell their story
  - Understand the outcomes of different agencies. Where do we have the same outcomes and where/how are they different?
  - Share employment trends and available jobs.

## **Implementation of Ideas Generated from OSAC Focus Discussion – 2/6/2020**

- Understand system policies
  - Create a digital calculator for Area IV that would allow anyone to input the needs of a client and the system would generate a list of suggestions based on the program eligibilities mapped out in the system.
  - Create an email group to share regular updates
  - Cross-training for the region
  - Create training, similar to the WIF trainings, and record each program so that new staff could review it. Must be updated annually. Possibly host the live training as part of the Workforce in-service trainings.
- Improving Partnerships
  - Host regular networking events where there are structured discussion topics. Similar to the 5<sup>th</sup> Friday Breakfast from Nov. 2018. Must be at a time that partner staff can participate. Conduct in other counties of area besides SG.
  - Co-locate partner offices in the Workforce Center. For those who are struggling with the legal aspect of the MOU, could it just be a regular “meeting” at the Workforce Center for a specified time every week as a trial period.
  - Utilize video conferencing to bring in a partner when meeting with a client.



**Local Workforce Development Board (LWDB)  
One-Stop Advisory Council (OSAC)  
Meeting Minutes  
May 21, 2020**

**1. Welcome and Introductions (1:05 pm)**

Tisha Cannizzo welcomed attendees, asked for self-introductions, and called the meeting to order.

**2. Workforce Center (WFC) Opening (1:07 pm)**

George Marko, of the Workforce Alliance, provided information about the Wichita Workforce Center opening to customers on May 26<sup>th</sup>. The center will be open by appointment only including for self-services like computer and fax machine usage. Customers will undergo temperature checks and complete a health screening questionnaire before being allowed in the Center. Customers and staff will be required to wear masks and observe 6ft of distance as much as possible. Virtual services are still being emphasized, customers can now make appointments on the website. The Statewide Job Fair will be held virtually on May 27<sup>th</sup> from 10am to 2pm. Customers will be able to live chat with employers as well as see their specific job openings. They can also upload a resume if they like.

Cassandra Bell, Kansas Department of Commerce, shared the process by which she virtually serves customers in the Disabled Veteran Outreach Program. She also shared some success stories she's had despite the shutdown.

**3. Partner Referral Form (1:19 pm)**

Denise Houston, Workforce Alliance, shared the new Partner Referral Form designed to help create a "no wrong door" approach to referrals for training services. The new form includes demographic information to help determine which program(s) will be most appropriate for the customer. Customers no longer have to come into the Center for a referral; customers can self-refer and partners can refer through the WFC website (use the career training page in the virtual career center). Once received, the referral will be processed and the customer will be contacted to schedule a video eligibility appointment.

**4. Demand Occupation List (1:27 pm)**

Houston discussed the update process for the Occupations Approved for Training for the new program year starting July 1<sup>st</sup>. The list of Occupations Approved for Training is required for WIOA training programs. The Alliance is requesting feedback regarding the existing list and suggestions for occupations that may be included in the updated list. Houston will share a link to the survey which is due by Tuesday. The updated list will be out at the beginning of July.

**5. Kansas Unemployment Insurance (UI) Update (1:31 pm)**

Nicole Struckoff, Kansas Department of Labor, provided an update to the UI workings including the phase out of the Amazon call line. Department of Labor (DOL) is training three new groups of staff to work the call center to compensate for the loss of the call line. Pandemic Unemployment Assistance (PUA) for self-employed individuals, independent contractors, etc. is live. Individuals wishing to take advantage of these benefits should file a



regular claim through [getkansasbenefits.gov](http://getkansasbenefits.gov) and after that file a PUA claim making sure to upload income documents. Retroactive payments of the CARES Act \$600 have all gone out. Only claims made on or after March 29<sup>th</sup> are eligible for the payment. They are still experiencing an 8- to 10-week backlog for determinations for people with education citizenship, or other claim issues. Have had several questions about employees refusing to return to work: job refusal fliers were included in the packet. Struckoff emphasized that all information about updates including information on PUA, claims, retroactive payments are on the [getkansasbenefits.gov](http://getkansasbenefits.gov) website.

**6. Strategic Planning Update (1:38 pm)**

Keith Lawing, Workforce Alliance, shared that the first round of facilitated meetings for Strategic Planning were completed. 3 identical sessions for each of the topics (Board of Directors role, youth program, and funding/operations) were held. Will be assembling the information gathered and holding additional meetings to drill down on some of the topics. The new strategic plan will likely be adopted by September or October. Lawing encouraged partners to continue to be involved in the discussions.

**7. Advisory Council Partner Updates (1:44 pm)**

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

- Cowley Community College
  - Teaching is 100% online currently; campus is open to students by appointment though they are starting to relax restrictions on bigger groups. CTE classes are rotating students in to do assessments and training. They're waiting to find out what the fall is going to look like; hoping to have students on campus, especially with dorm capacity. Adult Ed classes in prisons are operating as normal. No cases of COVID-19 in Winfield prison. Because the Spring semester was cut short, they are giving GED students the opportunity to enroll in 2 online prep courses.
- Workforce Alliance
  - Operations: Finalized contract and completed staff training with Language Line for Limited English Proficiency customers.
  - WIOA Youth Program: Heavily affected by COVID-19, but are back open for referrals and have begun enrolling those customers that meet eligibility requirements. Focusing on short term training and high school diplomas.
  - Youth Employment Program: still happening this summer, but will likely include more "Career Camps" rather than actual work experience. May still be able to provide stipends for some or all of the participants.

**8. Consent Agenda (1:59 pm)**

Minutes from the April 30th OSAC meeting were presented for review. No changes were requested

*Dustin Costello (Jennifer Anderson) moved to approve the consent agenda as presented. Motion adopted.*

**9. Announcements (1:59 pm)**

Cannizzo reminded the partners that the next meeting is scheduled for June 4<sup>th</sup>, but is open to reschedule or shortening the meeting as it's so close to this meeting.

**10. Adjourn (2:01 pm)**



*Council Members*

Jennifer Anderson  
Peter Bodyk  
Dustin Costello  
Erin George  
Nicole Struckoff  
Sherry Watkins

*Staff/Guests*

Cassandra Bell  
Tisha Cannizzo  
Stacy Cotten  
Denise Houston  
Keith Lawing  
George Marko  
Chad Pettera  
Janet Sutton