



**Workforce Alliance LWDB Program Operations and Performance Committee  
Meeting Agenda**

Thursday, January 5, 2023 • 11:30 a.m.

Zoom Meeting: <https://us02web.zoom.us/j/86920159492>

---

1. **Welcome and Introductions:** Tony Naylor, Co-Chair (11:30)
2. **WIOA Adult, Dislocated Worker and Youth Program Performance for Program Year 2022:** Denise Houston (11:35) (pp. 2-7)  
*The status on performance for Program Year 2022 (PY22) will be presented and discussed.*  
**Recommended Action: Take appropriate action.**
3. **Workforce Center Operations / One-Stop Operator:** George Marko / Tisha Cannizzo (11:55) (pp. 8-12)  
*An update will be provided on Workforce Center operations and plans to better engage one-stop partners in 2023.*  
**Recommended action: Receive and file.**
4. **Local Area IV Registered Apprenticeship Report:** Amanda Duncan / Melody Head (12:10) (pp. 13-16)  
*Expansion of Registered Apprenticeship is a long-standing priority of the Workforce Alliance. A report on current activities will be presented and reviewed.*  
**Recommended action: Take appropriate action.**
5. **Consent Agenda:** Tony Naylor (12:30)  
*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 July 7, 2022 and September 1, 2022 (pp. 17-21)
  - B. Additions to the Eligible Training Provider List (ETP) – Programs from Butler Community College (pp. 22-26)
  - C. Program Operations and Performance Committee Meetings for 2023 (p. 27)**Recommended Action: Approve the consent agenda as presented.**
6. **Adjourn** (12:45)

---

*The next LWDB Program Operations and Performance Committee  
Meeting is scheduled for 11:30 a.m. on March 2, 2023*

**Item**

Workforce Innovation and Opportunity Act (WIOA) Performance Reports for Local Area IV (LAIV)

**Background**

Program Year 2022 (PY22) began on July 1, 2022. The first quarter is complete and we are midway thru the second quarter. While it is midway thru the second quarter, it is still very early in the program year for performance.

**Analysis**

WIOA Adult, Dislocated Worker, and Youth (PY22)

The Adult Program projected first quarter performance is to exceed the goal for Entered Employment 4th Quarter and Credential Rate. LAIV is projected to meet the goal for Entered Employment 2<sup>nd</sup> Quarter and Median Earnings. LAIV is projected to not meet the sanction level for Measurable Skills Gain. The low numbers in Measurable Skills Gain are a data entry issue.

The Dislocated Worker Program projected first quarter performance is to exceed the goal for Entered Employment 2<sup>nd</sup> Quarter, Entered Employment 4th Quarter and Median Earnings. LAIV is projected to not meet the sanction level for Credential Rate and Measurable Skills Gain. The low numbers in Measurable Skills Gain are a data entry issue.

The Youth Program projected first quarter performance is to exceed the goal for Placement in Employment, Education, or Training 4th Quarter, Credential Rate, and Median Earnings. LAIV is projected to not meet the sanction level for Placement in Employment, Education, or Training 2<sup>nd</sup> Quarter and Measurable Skills Gain. The low numbers in Measurable Skills Gain are a data entry issue.

The Adult Program projected second quarter performance is to exceed the goal for Entered Employment 2nd Quarter, Median Earnings, and Credential Rate. LAIV is projected to meet the goal for Entered Employment 4th Quarter. LAIV is projected to not meet the sanction level for Measurable Skills Gain. The low numbers in Measurable Skills Gain are a data entry issue.

The Dislocated Worker Program projected second quarter performance is to exceed the goal for Entered Employment 2<sup>nd</sup> Quarter, Entered Employment 4th Quarter and Median Earnings. LAIV is projected to not meet the sanction level for Credential Rate and Measurable Skills Gain. The low numbers in Measurable Skills Gain are a data entry issue.

The Youth Program projected second quarter performance is to exceed the goal for Placement in Employment, Education, or Training 2<sup>nd</sup> Quarter and Median Earnings. LAIV is projected to not meet the sanction level for Placement in Employment, Education, or Training 4th Quarter,

Credential Rate, and Measurable Skills Gain. The low numbers in Measurable Skills Gain are a data entry issue.

LAIV is projected to do a little better than the State in annual performance. LAIV is projected to exceed the goal for six measures, meet the goal for two measures, and not meet the sanction level for seven measures. The State is projected to exceed the goal for three measures, meet the goal for two measures and not meet the sanction level for ten measures.

Wagner Peyser (PY22)

Wagner-Peyser projected first and second quarter performance is to exceed the goal for Entered Employment 2nd Quarter, Employment 4th Quarter, and Median Earnings.

Effectiveness in Serving Employers for WIOA and Wagner-Peyser (PY22)

The Effectiveness in Serving Employers measure is still in baseline status. Only the Retention rate is calculated at the local level. The Employer Penetration and Repeat Business Customer rates are calculated at the State level. LAIV is very close to the State for all programs for the Retention rate. Adult Retention rate is 51.93%, Dislocated Worker Retention rate is 59.08%, Youth Retention rate is 50%, and Wagner-Peyser Retention rate is 46.67%. Statewide Employer Penetration rate is 4.04%. Statewide Repeat Business Customers rate is 33%.

Senior Community Service Employment Program (SCSEP) (PY22)

Minimal performance information is available for the SCSEP program at this time. The Department of Labor switched to a new reporting platform and performance reports were not available prior to the meeting.

**Strategic Goals Supported**

This activity supports the following Strategic goals of the Local Workforce Development Board:

- Meet or exceed the negotiated performance of WIOA Title I programs to maximize community impact

**Recommended Action:** Receive and file.

**WIOA Programs  
Program Year 2022  
Performance Report of LA IV  
as of 12/06/2022**

Adult	Goal	PY22 1st Qtr July 22 - Sept 22		PY22 2nd Qtr Oct 22 - Dec 22		PY22 3rd Qtr Jan 23 - Mar 23		PY22 4th Qtr Apr 23 - June 23		PY22 Annual Report July 22 - June 23		PY22 State / Annual Report July 22 - June 23		*Reporting Period
	Sanction													
<b>Employment Rate</b> <i>(2nd Qtr. after Exit)</i>	<b>76.00%</b>		99		64						250		714	2nd Qtr= 10/01/21 to 12/31/21
	<b>68.40%</b>	75.00	132	78.05	82					52.97	472	53.56	1333	Annual= 07/01/21 to 06/30/22
<b>Employment Rate</b> <i>(4th Qtr. after Exit)</i>	<b>71.90%</b>		56		69						220		734	2nd Qtr= 04/01/21 to 06/30/21
	<b>64.71%</b>	83.58	67	71.88	96					58.36	377	57.80	1270	Annual= 01/01/21 to 12/31/21
<b>Earnings</b> <i>(Median Earnings 2nd Qtr. after Exit)</i>	<b>\$6,784.00</b>													2nd Qtr= 10/01/21 to 12/31/21
	<b>\$6,105.60</b>	\$6,514.82	N/A	\$8,368.96	N/A	N/A	N/A	\$7,444.61	N/A	\$7,769.88	N/A	N/A	N/A	Annual= 07/01/21 to 06/30/22
<b>Credential Attainment</b> <i>(Within 4 Qtrs. after Exit)</i>	<b>76.50%</b>		6		13						33		362	2nd Qtr= 04/01/21 to 06/30/21
	<b>68.85%</b>	85.71	7	81.25	16			80.49	41	69.08	524	Annual= 01/01/21 to 12/31/21		
<b>Measurable Skills Gain</b> <i>(Real Time Measure)</i>	<b>64.10%</b>		1		0						1		115	2nd Qtr= 10/01/22 to 12/31/22
	<b>57.69%</b>	12.50	8	0.00	6			12.50	8	22.55	510	Annual= 07/01/22 to 06/30/23		

**Dislocated Workers**

<b>Employment Rate</b> <i>(2nd Qtr. after Exit)</i>	<b>77.00%</b>		153		123						391		431	2nd Qtr= 10/01/21 to 12/31/21
	<b>69.30%</b>	85.00	180	87.86	140			70.20	557	67.66	677	Annual= 07/01/21 to 06/30/22		
<b>Employment Rate</b> <i>(4th Qtr. after Exit)</i>	<b>78.00%</b>		92		171						407		438	2nd Qtr= 04/01/21 to 06/30/21
	<b>70.20%</b>	92.93	99	87.69	195			66.29	614	64.70	677	Annual= 01/01/21 to 12/31/21		
<b>Earnings</b> <i>(Median Earnings 2nd Qtr. after Exit)</i>	<b>\$9,653.00</b>													2nd Qtr= 10/01/21 to 12/31/21
	<b>\$8,687.70</b>	\$10,064.41	N/A	\$11,648.33	N/A	N/A	N/A	\$11,010.40	N/A	\$10,969.66	N/A	N/A	N/A	Annual= 07/01/21 to 06/30/22
<b>Credential Attainment</b> <i>(Within 4 Qtrs. after Exit)</i>	<b>86.90%</b>		0		5						18		50	2nd Qtr= 04/01/21 to 06/30/21
	<b>78.21%</b>	0.00	1	50.00	10			62.07	29	75.76	66	Annual= 01/01/21 to 12/31/21		
<b>Measurable Skills Gain</b> <i>(Real Time Measure)</i>	<b>58.10%</b>		0		0						0		13	2nd Qtr= 10/01/22 to 12/31/22
	<b>52.29%</b>	0.00	6	0.00	6			0.00	7	23.21	56	Annual= 07/01/22 to 06/30/23		

**Youth**

<b>Education and Employment Rate</b> <i>(2nd Qtr. after Exit)</i>	<b>72.30%</b>		2		6						13		105	2nd Qtr= 10/01/21 to 12/31/21
	<b>65.07%</b>	50.00	4	100.00	6			76.47	17	57.38	183	Annual= 07/01/21 to 06/30/22		
<b>Education and Employment Rate</b> <i>(4th Qtr. after Exit)</i>	<b>69.40%</b>		5		3						14		124	2nd Qtr= 04/01/21 to 06/30/21
	<b>62.46%</b>	83.33	6	60.00	5			63.64	22	63.27	196	Annual= 01/01/21 to 12/31/21		
<b>Earnings</b> <i>(Median Earnings 2nd Qtr. after Exit)</i>	<b>\$3,050.00</b>													2nd Qtr= 10/01/21 to 12/31/21
	<b>\$2,745.00</b>	\$4,628.89	N/A	\$3,109.70	N/A	N/A	N/A	\$5,470.73	N/A	\$4,273.22	N/A	N/A	N/A	Annual= 07/01/21 to 06/30/22
<b>Credential Attainment</b> <i>(Within 4 Qtrs. after Exit)</i>	<b>66.30%</b>		4		1						10		75	2nd Qtr= 04/01/21 to 06/30/21
	<b>59.67%</b>	80.00	5	25.00%	4			71.43	14	51.37	146	Annual= 01/01/21 to 12/31/21		
<b>Measurable Skills Gain</b> <i>(Real Time Measure)</i>	<b>49.20%</b>		0		0						0		18	2nd Qtr= 10/01/22 to 12/31/22
	<b>44.28%</b>	0.00	11	0.00	15			0.00	15	11.32	159	Annual= 07/01/22 to 06/30/23		

**Summary LA IV**

	1st Qtr			2nd Qtr			3rd Qtr			4th Qtr		
	Adult	DW	Youth	Adult	DW	Youth	Adult	DW	Youth	Adult	DW	Youth
<b>Met Goal</b>	2	3	3	3	3	2						
<b>Met Sanction</b>	2			1								
<b>Did Not Meet Sanction</b>	1	2	2	1	2	3						

**Summary Annual LA IV / State**

	Program to Date			
	Adult	DW	Youth	State
<b>Met Goal</b>	2	1	3	3
<b>Met Sanction</b>		1	1	2
<b>Did Not Meet Sanction</b>	3	3	1	10

The KS Dept. of Commerce accesses confidential data to obtain additional wage info; therefore, the actual performance rating cannot be released, only whether the rating met, exceeded, or was below the goal or sanction level.

^^^ No data showing in the quarter yet even though it is within the current reporting period.

\* Reporting Period = Participants who exited during the time frame indicated will count in performance measures

**WIOA Programs  
Program Year 2022  
2nd Quarter Performance Report  
Comparison of Local Areas as of 12/06/2022**

Adults	Report Period*	Goal	LA IV South Central Kansas 6 Counties	LA I Western Kansas 62 Counties	LA II North East Kansas 17 Counties	LA III Kansas City Area 3 Counties	LA V South East Kansas 17 Counties	State
		Sanction						
<b>Employment Rate</b> <i>(2nd Qtr. after Exit)</i>	10/01/21 to 12/31/21	<b>76.00%</b> <b>68.40%</b>						
			78.05	88.10	85.71	63.54	66.67	73.36
<b>Employment Rate</b> <i>(4th Qtr. after Exit)</i>	04/01/21 to 06/30/21	<b>71.90%</b> <b>64.71%</b>						
			71.88	89.13	85.71	64.49	73.42	73.55
<b>Earnings</b> <i>(Median Earnings 2nd Qtr. after Exit)</i>	10/01/21 to 12/31/21	<b>\$6,784.00</b> <b>\$6,105.60</b>						
			\$8,368.96	\$7,958.38	\$9,717.56	\$7,513.02	\$7,452.26	\$7,908.69
<b>Credential Attainment</b> <i>(Within 4 Qtrs. after Exit)</i>	04/01/21 to 06/30/21	<b>76.50%</b> <b>68.85%</b>						
			81.25	81.08	84.85	69.86	42.31	71.89
<b>Measurable Skills Gain</b> <i>(Real Time Measure)</i>	10/01/22 to 12/31/22	<b>64.10%</b> <b>57.69%</b>						
			0.00	7.78	2.35	13.95	6.14	7.35

**Dislocated Workers**

<b>Employment Rate</b> <i>(2nd Qtr. after Exit)</i>	10/01/21 to 12/31/21	<b>77.00%</b> <b>69.30%</b>						
			87.86	100.00	^^^	50.00	75.00	85.26
<b>Employment Rate</b> <i>(4th Qtr. after Exit)</i>	04/01/21 to 06/30/21	<b>78.00%</b> <b>70.20%</b>						
			87.69	^^^	^^^	57.14	100.00	86.96
<b>Earnings</b> <i>(Median Earnings 2nd Qtr. after Exit)</i>	10/01/21 to 12/31/21	<b>\$9,653.00</b> <b>\$8,687.70</b>						
			\$11,648.33	\$11,693.73	^^^	\$10,697.88	\$14,016.55	\$11,656.90
<b>Credential Attainment</b> <i>(Within 4 Qtrs. after Exit)</i>	04/01/21 to 06/30/21	<b>86.90%</b> <b>78.21%</b>						
			50.00	^^^	^^^	100.00	100.00	70.59
<b>Measurable Skills Gain</b> <i>(Real Time Measure)</i>	10/01/22 to 12/31/22	<b>58.10%</b> <b>52.29%</b>						
			0.00	25.00	0.00	11.11	14.29	9.09

**Youth**

<b>Education and Employment Rate</b> <i>(2nd Qtr. after Exit)</i>	10/01/21 to 12/31/21	<b>72.30%</b> <b>65.07%</b>						
			100.00	83.33	92.86	80.00	80.00	87.80
<b>Education and Employment Rate</b> <i>(4th Qtr. after Exit)</i>	04/01/21 to 06/30/21	<b>69.40%</b> <b>62.46%</b>						
			60.00	100.00	76.19	80.77	54.55	76.06
<b>Earnings</b> <i>(Median Earnings 2nd Qtr. after Exit)</i>	10/01/21 to 12/31/21	<b>\$3,050.00</b> <b>\$2,745.00</b>						
			\$3,109.70	\$7,139.51	\$3,997.38	\$4,737.73	\$4,644.62	\$4,644.62
<b>Credential Attainment</b> <i>(Within 4 Qtrs. after Exit)</i>	04/01/21 to 06/30/21	<b>66.30%</b> <b>59.67%</b>						
			25.00	75.00	55.56	50.00	57.14	54.39
<b>Measurable Skills Gain</b> <i>(Real Time Measure)</i>	10/01/22 to 12/31/22	<b>49.20%</b> <b>44.28%</b>						
			0.00	0.00	0.00	10.53	10.34	4.96

**Quarterly Summary - All 5 Local Areas / State**

	LA IV			LA I			LA II		
	Adult	DW	Youth	Adult	DW	Youth	Adult	DW	Youth
Met Goal	3	3	2	4	2	4	4		3
Met Sanction	1								
Did Not Meet Sanction	1	2	3	1	1	1	1	1	2

	LA III			LA V			State		
	Adult	DW	Youth	Adult	DW	Youth	Adult	DW	Youth
Met Goal	1	2	3	2	3	2	2	3	3
Met Sanction	1				1		2		
Did Not Meet Sanction	3	3	2	3	1	3	1	2	2

The Kansas Department of Commerce accesses confidential databases to obtain additional wage data; therefore, the actual performance rating cannot be released, only whether the rating met,exceeded, or was below the goal or sanction level.

^^^ No data showing in the quarter yet even though it is within the current reporting period.

\* Reporting Period = Participants who exited during the time frame indicated will count in performance measures

**Wagner-Peyser  
Program Year 2022  
Performance Report of LAIV  
as of 12/06/2022**

Wagner-Peyser	Goal	PY22 1st Qtr July 21 - Sept 21	PY22 2nd Qtr Oct 21 - Dec 21	PY22 3rd Qtr Jan 22 - Mar 22	PY22 4th Qtr Apr 22 - June 22	*Reporting Period
	Sanction					
<b>Employment Rate</b> <i>(2nd Qtr. after Exit)</i>	66.50%		969		1100	2nd Qtr= 10/01/21 to 12/31/21
	59.85%	72.86%	1330	75.50%	1457	Annual= 07/01/21 to 06/30/22
<b>Employment Rate</b> <i>(4th Qtr. after Exit)</i>	64.90%		884		850	2nd Qtr= 04/01/21 to 06/30/21
	58.41%	74.10%	1193	74.43%	1142	Annual= 01/01/21 to 12/31/21
<b>Earnings</b> <i>(Median Earnings 2nd Qtr. after Exit)</i>	\$5,653.00					2nd Qtr= 10/01/21 to 12/31/21
	\$5,087.70	\$6,583.27	N/A	\$8,213.53	N/A	Annual= 07/01/21 to 06/30/22

Wagner-Peyser	Goal	PY21 Annual Report July 21 - June 22	PY21 State / Annual Report July 21 - June 22	*Reporting Period		
	Sanction					
<b>Employment Rate</b> <i>(2nd Qtr. after Exit)</i>	66.50%		3734	8725	2nd Qtr= 10/01/21 to 12/31/21	
	59.85%	53.66%	6959	51.54%	16930	Annual= 07/01/21 to 06/30/22
<b>Employment Rate</b> <i>(4th Qtr. after Exit)</i>	64.90%		2649	6206	2nd Qtr= 04/01/21 to 06/30/21	
	58.41%	51.77%	5117	47.61%	13035	Annual= 01/01/21 to 12/31/21
<b>Earnings</b> <i>(Median Earnings 2nd Qtr. after Exit)</i>	\$5,653.00					2nd Qtr= 10/01/21 to 12/31/21
	\$5,087.70	\$8,259.93	N/A	\$8,158.47	N/A	Annual= 07/01/21 to 06/30/22

Summary LA IV	Quarterly Local Area IV			
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
Met Goal	3	3		
Met Sanction				
Did Not Meet Sanction				

Summary Annual LA IV / State	Program to Date	
	LAIV	State
Met Goal	1	1
Met Sanction		
Did Not Meet Sanction	2	2

\*\*\*\*\* The Kansas Department of Commerce accesses confidential databases to obtain additional wage data; therefore, the actual performance rating cannot be released, only whether the rating met, exceeded, or was below the goal or sanction level

\* Reporting Period = Participants who exited during the time frame indicated will count in performance measures

**WIOA Effectiveness in Serving Employers  
Program Year 2022  
Performance Report of LAIV  
as of 12/06/2022**

Retention is the only measure that varies across WIOA / Wagner Peyser performance reports. The top table is a breakdown of the annual Retention performance percentages for Local Area IV and the State. The bottom chart reflects the statewide performance percentages for the 2 other employer based performance measures (Employer Penetration Rate & Repeat Business Customers Rate).

	Goal	PY22 Annual Report / LAIV July 22 - June 23		PY22 Annual Report / State July 22 - June 23		*Reporting Period
	Sanction					
<i>*No Goals / Sanctions set at this time*</i>						
<b>Retention - Adult</b> <i>(2nd &amp; 4th Qtrs. After Exit)</i>	N/A	51.93%	148	52.05%	521	Annual= 01/01/21 to 12/31/21
	N/A		285		1001	
<b>Retention - Dislocated Worker</b> <i>(2nd &amp; 4th Qtrs. After Exit)</i>	N/A	59.08%	309	58.63%	333	Annual= 01/01/21 to 12/31/21
	N/A		523		568	
<b>Retention - Youth</b> <i>(2nd &amp; 4th Qtrs. After Exit)</i>	N/A	50.00%	9	48.10%	76	Annual= 01/01/21 to 12/31/21
	N/A		18		158	
<b>Retention - Wagner Peyser</b> <i>(2nd &amp; 4th Qtrs. After Exit)</i>	N/A	46.67%	1792	46.37%	4140	Annual= 01/01/21 to 12/31/21
	N/A		3840		8929	

	Goal	PY21 State / Annual Report July 22 - June 23		*Reporting Period
	Sanction			
<b>Employer Penetration Rate</b> <i>(% of Employers using WIOA Core Services)</i>	N/A	4.04%	3761	Annual= 07/01/21 to 06/30/22
	N/A		93058	
<b>Repeat Business Customers Rate</b> <i>(% of Employers that used WIOA Core Serv. more than once in the last 3 years)</i>	N/A	33.00%	3074	Annual= 07/01/21 to 06/30/22
	N/A		9315	

The KS Dept. of Commerce accesses confidential data to obtain additional wage info; therefore, the actual performance rating cannot be released, only whether the rating met, exceeded, or was below the goal or sanction level.

^^^ No data showing in the quarter yet even though it is within the current reporting period.

\* Reporting Period = Participants who exited during the time frame indicated will count in performance measures

January 5, 2023

Submitted By: Tisha Cannizzo and George Marko

**Item**

Workforce Centers Operations November Update

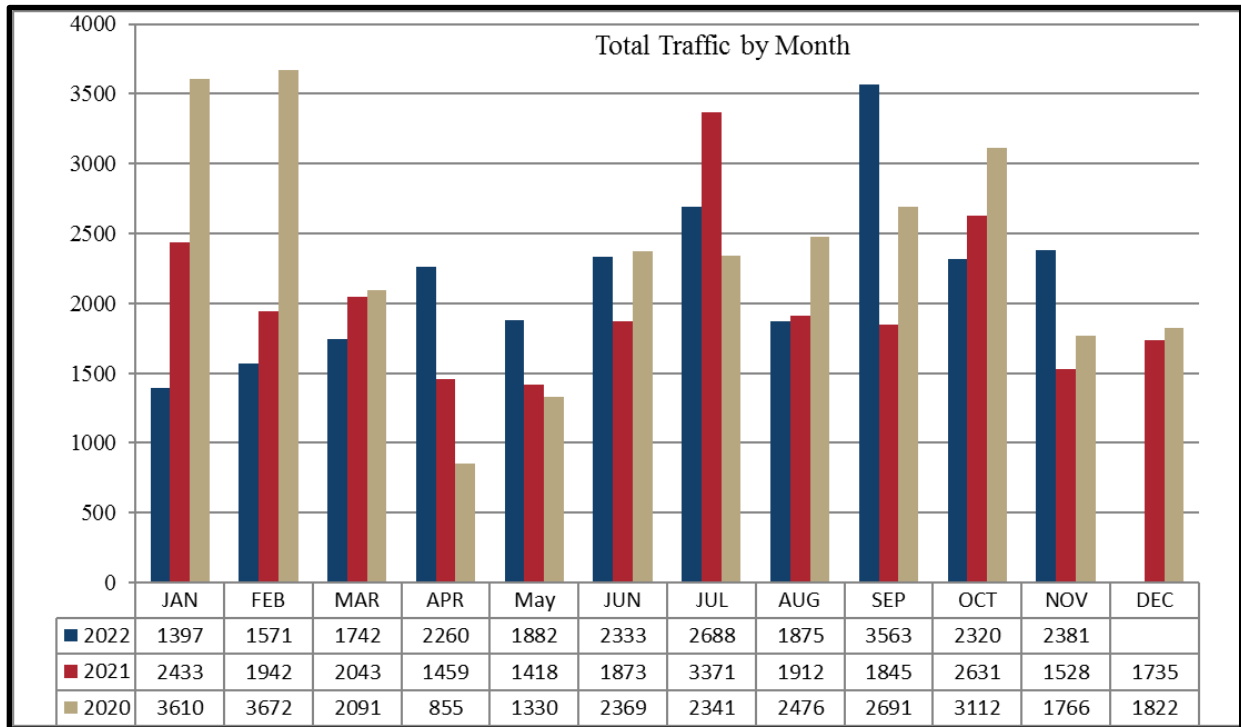
**Background**

Operating Hours beginning January 9, 2023:

- Wichita Workforce Center - Monday–Thursday 7 am–6 pm, Friday 9 am – noon
- Butler Workforce Center (El Dorado) – Monday-Thursday 8 am – 5 pm
- Sumner Workforce Center (Wellington) – Monday and Wednesday 8 am – 5 pm
- Cowley Workforce Center (Cowley College, Ark City) - Monday-Friday 8 am-5 pm

**Total Customer Traffic**

Across all Centers, there were 2,381 individuals served in November. That includes 115 job seekers who came in for business services, 372 who attended the Get Hired Job Fair and 250 youth who engaged in workshops and other events in the community. The bar graph below illustrates how traffic has fluctuated since January 2020.





January 5, 2023

Submitted By: Tisha Cannizzo and George Marko

### Job Seeker Services

As Career Center staff met to help job seekers with resumes, mock interviews, job search activities and assisted with unemployment insurance questions; they also provided assistance in the following areas:

- Facilitated three workshops titled *Resume Start to Finish*, *Intro to Word*, and *Job Fair Prep*,
- Worked 16 KansasWorks chat sessions, each in 4-hour periods,
- A staff person presented the *Attitude Determines Altitude* workshop at St. Anthony’s Family Shelter with six customers in attendance.

### Affiliate Offices

- Staff at the affiliate offices in Butler, Sumner and Cowley counties are responsible for serving both job seekers and employers so they similar duties to the staff in the Wichita Career Center and Business Services.
- Staffing company DES began using space in the Butler Workforce Center to interview applicants for BG Products and other employers.
- Staff participated in a Childcare event at the El Dorado Chamber of Commerce on November 1.
- The Butler and Sumner offices hosted WorkKeys sessions on November 21.

Job Seeker Services	Wichita	Butler	Sumner
# Walk In Customers	44	57	9
# Phone Appointments	81	3	3
# Zoom Appointments	6	0	0
# In Person Appointments	294		
# Customers Booked	<b>425</b>		
<b>Total Customers Served</b>	<b>295</b>	<b>60</b>	<b>12</b>

Workforce Center	# Job Seekers Served										
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov
<b>Wichita</b>	270	209	407	345	390	410	443	455	351	360	295
<b>Butler</b>	89	80	77	89	184	79	69	87	71	73	60
<b>Cowley</b>	9	20	18	24	8	37	14	23	13	24	6
<b>Sumner</b>	3	10	20	9	6	5	11	14	11	12	12
<b>Corrections</b>	4	17	22	18	54	43	30	26	24	24	31
<b>McConnell</b>	4	9	16	19	29	30	27	19	20	33	31

January 5, 2023

Submitted By: Tisha Cannizzo and George Marko

### Workshops

YouTube workshops remain strong with 263 unique users and 412 total views in November. With over 70 workshops recorded, there are many options. Below is a list of the most frequently watch YouTube videos followed by attendance data for live workshops facilitated at the Wichita Workforce Center.

2022 Top Viewed Workshop Videos	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov
Total Views	496	410	534	441	312	470	344	328	440	405	412
Attitude Determines Altitude	43	67	57	90	66	45	36	31	58	22	44
WorkKeys National Career Readiness Certificate	51	35	54	40	27	33	39	50	32	33	37
Creating a Resume Using Templates	41	31	14	4	5	30	11	8	25	30	51
Introduction to the Workforce Center and Services	30	29	41	34	50	31	34	32	23	18	29
Starting Off Right		15	8	17	12	13	6	4	21	18	38
Basic Computers 101- Part 1			24	6	3	8	11	12	17	7	31
O-net Online and Career Pathways					12	23	9	11	17	42	22
Kids are Good Business! How Employers can Earn Benefits for Helping to Provide Childcare								49	54	38	19

In House Workshops	November Registered	November Attended	2022 Attended
Basic Computers 101	10	6	46
Basic Computers 102	10	11	71
Intro to Word	10	13	85
Intro to Excel	24	22	85
Online Applications 101	10	12	45
Resumes Start to Finish (Part 1)	9	4	26
Resumes Start to Finish (Part 2)	2	2	14
Interview Bound	2	1	14
<b>TOTAL</b>	<b>77</b>	<b>71</b>	<b>381</b>

January 5, 2023

Submitted By: Tisha Cannizzo and George Marko

---

### **One Stop Operator Update**

The One Stop Operator has been working with the Workforce Center leadership to update service delivery through the collaboration with community partners. This will include regular meetings to engage partners at different levels. The first Workforce Partner Collaboration Meeting was held in December and the Workforce 101 and Access Point Meeting are being planned for January 2023.

- ❖ Workforce 101 - 4<sup>th</sup> Tuesday at 1-2:30 pm
  - This will be a single exposure event for any new partner organization or a new staff member of an existing partner. The meeting will include a tour of the Wichita Workforce Center and an introduction to Workforce Center services. Individuals in attendance will be invited to identify the level at which their organization would like to engage with the Workforce Center.
- ❖ Workforce Partner Collaboration Meeting - 2nd Tuesday of the month 11:30-1 (lunch provided)
- ❖ This meeting will alternate each month with Access Point Meetings. It is expected to be the largest, most inclusive of all the partner meetings, with an opportunity to meet and develop relationships and to learn about programs and services to benefit all organizations.
- ❖ Access Point - 2nd Tuesday of the month 11:30-1 (lunch provided)
  - This meeting will alternate each month with Workforce Partner Collaboration meetings. It is intended to engage organizations strategically to deliver services. The group will discuss opportunities to deliver services of all partners from multiple sites. The focus will be on integration, co-enrollment and a high level of partnership
  - These partners will understand the purpose to identify job seekers who have the ability to maintain a job and fill open positions for employers. The Workforce Center will provide job search resources and offer Train the Trainer classes for partners to provide services to job seekers. Depending on staff resources, Workforce Center staff may connect with partner clients, offer workshops or host job fairs in coordination with Access Point partners. Access points are organizations who desire a high level of collaboration, are flexible and innovative with a mutual goal to meet the needs of both organizations and serve the best interests of the customer.
- ❖ WIOA Partners - Twice a year
  - Partners receiving WIOA funding are required to integrate with Workforce services. These meetings will focus on infrastructure costs and MOU agreements. It is the hope that WIOA partners will engage at every level to be the most highly integrated partner from which others would emulate.

### **Business Services**

Area IV posted 951 jobs in KansasWorks in November, which is the highest it has been since April of this year. State-wide, there are currently 58,723 open positions, with 7,586 active resumes in Kansas Works, consistent with levels over the last several months.

457 job seekers attended three job fairs in November, representing 87 employers. Job seeker and employer participation were higher this month due to the Get Hired event held on November 10 at Intrust Bank Arena. The majority of employers who attended the event stated they had found quality candidates.

January 5, 2023

Submitted By: Tisha Cannizzo and George Marko

**WorkReady! Certificates**

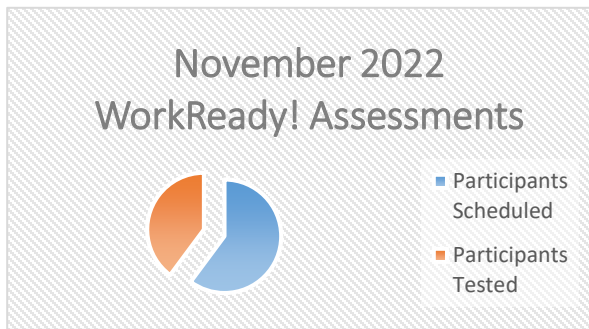
November Certificates Awarded - 164  
Award Rate – 86.3%

2022 Certificates Awarded – 1422  
Award Rate – 85.6%

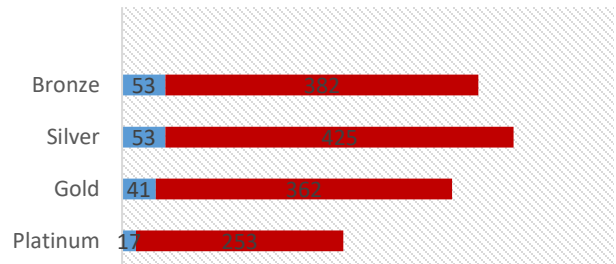
**WorkReady! Testing**

November Testing Sessions - 11  
Attendance Rate – 66.2%

2022 Testing Sessions – 147  
Attendance Rate – 67%



**November/Total 2022  
WorkReady! Certificate Achievements**



	<b>November</b>	<b>2022 Totals</b>
<i>Pre-Employment Skills Assessments Administered</i>	314	2,331
<i>Applications Completed</i>	27	652
<i>Services to Employers</i>	191	2,691
<i>Job Postings</i>	951	8,567

**Recommended Action**

*Receive and File.*

# LAIV Registered Apprenticeship Report

As of 12/30/2022

LAIV Registered Apprenticeship [Website](#)

There are 25 Registered Apprenticeship (RA) sponsors and 2 SAEI Intermediaries totaling 45 approved RA programs.

The WA accepts onsite applications for five RA programs. In December 2022, 22 individuals began the pre-screen and/or application process, resulting in 15 completed applications that were referred to RA program sponsors for consideration. Total application and pre-screen details are below:

<b>RA Applications and Prescreens</b>			
2022	Applications and Prescreens	Completed Referrals	Completion Percentage
January	18	10	55%
February	41	14	34%
March	97	52	53%
April	39	21	54%
May	28	20	71%
June	19	16	84%
July	19	10	53%
August	18	5	27%
September	8	5	62%
October	11	4	36%
November	10	4	40%
December	22	15	68%
<b>Totals</b>	<b>330</b>	<b>176</b>	<b>53%</b>

In LAIV, there are currently active registered apprentices enrolled in 45 RA programs.

RA Sponsor	Active Apprentices
Airxcel Inc.	10
Butler Rural Electric	4
City of Augusta	3
City of Wellington	2
City of Winfield	5
FlagshipKansas.Tech Intermediary	1
Independent Electrical Contractors	38
InterHab Intermediary	2
Ironworkers JAC	29
Metal Finishing	12
Plumbers & Pipefitters of Kansas	272
Sedgwick County Electric Cooperative	3
Sheet Metal Workers JAC	39
Spirit AeroSystems	40
Wichita Electrical JAC	132
WSU Tech	4
<b>Total</b>	<b>596</b>

**Approved:**

**Approval Pending:**

FlagshipKansas.Tech Intermediary (6 programs pending)

**In Development:**

Wescon Controls--CNC Operator  
Ferroloy—Maintenance Technician

**LA IV Programs and Occupations**

<b>Number</b>	<b>Sponsor Name</b>	<b>Occupations</b>	<b>Program Length &amp; Type</b>	<b>Active Apprentices Count</b>	<b>Program Sponsor County</b>
2020-KS-75214	Airxcel Inc. - Shipping & Receiving Clerk			10	Sedgwick County
		Assembly Technician	2000 Hours/ Hybrid		
		Industrial Manufacturing Technician	2052-3000 Hours/ Hybrid		
2020-KS-75172	Butler Rural Electric Cooperative Assn., Inc.	Shipping & Receiving Clerk	2250 Hours/ Time Based		2 Butler County
		Line Maintainer	8000 Hours/ Time Based		
2020-KS-75155	City of Augusta				3 Butler County
		Lineman	6000-8000 Hours/ Hybrid		
2020-KS-74870	City of Mount Hope				0 Sedgwick County
		Lineman	6000-8000 Hours/ Hybrid		
2020-KS-75148	City of Wellington				2 Sumner County
		Lineman	6000-8000 Hours/ Hybrid		
2020-KS-74920	City of Winfield				3 Cowley County
		Gas Utility Worker	4000 Hours/ Time Based		
		Lineman	6000-8000 Hours/ Hybrid		
		Power-Plant Operator	8000 Hours/ Time Based		
2022-KS-113755	Cox Machine				0 Sedgwick County
		Router Operator	3760-4000 Hours/ Hybrid		
2020-KS-74987	Great Lakes Polymer Technologies				0 Kingman County
		Machine Operator	2000 Hours/ Time Based		
2020-KS-74990	Independent Electrical Contractor, Inc. Wichita				57 Sedgwick County
		Electrician	8000 Hours/ Time Based		
2020-KS-74810	Ironworkers JAC				31 Sedgwick County
		Ironworker	6000 Hours/ Time Based		
2020-KS-75310	Kuhn Mechanical				0 Cowley County
		Plumber	6000 Hours/ Hybrid		
2020-KS-74988	Martin Interconnected Services				0 Sedgwick County
		Assembly Technician	2000 Hours/ Hybrid		
2022-KS-113762	Metal Finishing Company				14 Sedgwick County
		Non-Destructive Testing Inspector	2000 Hours/ Competency		
2020-KS-75366	Northern Natural Gas				0 Kingman County
		Gas Utility Worker	4000 Hours/ Time Based		
2020-KS-74673	Plumbers and Pipefitters Apprenticeship Training of Kansas				246 Sedgwick County
		Plumber	8500-10000 Hours/ Hybrid		
		Pipefitting	8500-10000 Hours/ Hybrid		
		HVAC/R Service Technician	8500-10000 Hours/ Hybrid		
2020-KS-74991	Plumbing-Heating-Cooling Contractors Association				0 Sedgwick County
		Heating and Air Conditioning Mechanic	8000 Hours/ Time Based		
		Plumber	8000 Hours/ Time Based		
2020-KS-74509	Sedgwick County Electric Cooperative				3 Sedgwick County
		Line Maintainer	8000 Hours/ Time Based		
2020-KS-74982	Sheet Metal Workers JATC, Local #29				45 Sedgwick County
		Sheet Metal Worker	8000-9000 Hour/ Hybrid		
2020-KS-74667	Spirit Aerosystems Inc.				40 Sedgwick County
		Maintenance Electrician Power Distribution	8000 Hours/ Time Based		
		Industrial Maintenance Repairer	8000 Hours/ Time Based		
		Non-Destructive Tester	4000 Hours/ Time Based		
		NC Programmer	4000 Hours/ Time Based		
		Equipment Maintenance Electrician (SCADA)	8000 Hours/ Time Based		

2020-KS-74986	TECT Aerospace	Machinist	4000 Hours/ Competency	9 Sumner County
2019-KS-74322	Wichita Electrical Joint Apprenticeship Training Committee	Electrician	8000 Hours/ Time Based	129 Sedgwick County
<b>Intermediaries:</b>				
2020-KS-75217	Wichita State University Campus of Applied Sciences and Technology (WSU Tech)	Carpentry Construction Framing & Finishing Level 1	2760-4000 Hours/ Hybrid	4 Sedgwick County
2021-KS-87913	Hamilton-Ryker TalentGro	Cook	2100 Hours/Competency	25 Williamson County/Te
		Dock Worker	2000 Hours/Competency	
		Industrial Manufacturing Technician	2000 Hours/Competency	
		Material Coordinator	4000 Hours/Competency	
		Medical Assistant		
		Certified Nurses Assistant	2000 Hours/Competency	
		Welder	6000 Hours/Competency	
2022-KS-113756	Snap IT Solutions, LLC	Software Developer	2000 Hours/Competency	0 Johnson County
		Software Tester	2000 Hours/Competency	
		CRM Administrator	2000 Hours/Competency	
2022-KS-112907	InterHab	Direct Support Professional	2250-4000 Hours/Hybrid	2 Shawnee County
2022-KS-113999	FlagshipKansas.Tech	Cyber Defense Incident Responder	2400 Hours/ Competency	1 Sedgwick County
		Cyber Security Support Technician	2000 Hours/Competency	
		Help Desk Technician	2000 Hours/Competency	
		Information Security Analysts	2000 Hours/Competency	
		Computer Support Specialist		
		IT Specialist		
		Cloud Operations Specialist 1		
		Cloud Operations Specialist 2		
		Cloud Support Specialist		
2020-KS-75176	Dwayne Peaslee Technical Training Center	Medical Equipment Preparer	2000 Hours/Competency	59 Douglas County
		Collision Technician	4000 Hours/Time Based	
		Electrician	7200-8000 Hours/Hybrid	
		Heating & Air Conditioner Installation Service	2000 Hours/Time Based	
		Truck Driver, Heavy	2000 Hours/Competency	
		Industrial Machinery Mechanic	4000 Hours/Time Based	
		Maintenance Repair Worker Level 1	2000 Hours/Time Based	
		Facilities Maintenance Technician	2000 Hours/Competency	
		Mechatronics Technician	6000-8000 Hours/Hybrid	
		Residential Electrician	2000 Hours/Time Based	
		Residential Plumber	2000 Hours/Time Based	
		Robotics Technician	3000 Hours/Competency	
		Auto Service Technician	4000 Hours/Time Based	

2022-KS-111754	KC Tech Council			5	Jackson County
		Software Analyst	2000 Hours/Competency		
		IT Support Professional	2000-2080 Hours/Hybrid		
		Cyber Security Analyst	2000 Hours/Competency		
		CRM Administrator	2000 Hours/Competency		
		IT Business Analyst	2000 Hours/Competency		



**LWDB Program Operations and Performance (POP) Committee Meeting Minutes**  
July 7, 2022

**1. Welcome and Introductions**

The Workforce Alliance (WA) Local Workforce Development Board (LWDB) Program Operations and Performance (POP) Committee assembled via Zoom. Co-Chair Tony Naylor welcomed Committee members and called the meeting to order.

**2. Workforce Innovation & Opportunity Act (WIOA) Performance for Program Year 2021 (PY21)**

An update on performance for WIOA programs for Local Area IV (LAIV) and the State for Program Year 2021 (PY21) was provided. PY21 began on July 1, 2021 and just ended on June 30, 2022. Measurable Skills Gain data continues to be entered and is expected to increase for final performance reporting due in mid-August.

The Adult Program projected fourth quarter performance is to exceed the goal for Median Earnings and Credential Rate, meet the goal for Entered Employment 2<sup>nd</sup> Quarter and Entered Employment 4<sup>th</sup> Quarter and not meet the sanction level for Measurable Skills Gain. Employment measures continue to be a struggle due to the data occurring during the pandemic time frame.

The Dislocated Worker Program projected fourth quarter performance is to exceed the goal for Entered Employment 4<sup>th</sup> Quarter and Median Earnings, meet the goal for Entered Employment 2<sup>nd</sup> Quarter and not meet the sanction level for Credential Rate and Measurable Skills Gain. Data entry does continue on those that obtained credentials.

Youth Program projected fourth quarter performance is to exceed the goal for Placement in Employment, Education, or Training 2<sup>nd</sup> Quarter, Placement in Employment, Education, or Training 4<sup>th</sup> Quarter, Median Earnings, and Credential Rate. LAIV is projected to not meet the sanction level for Measurable Skills Gain.

Wagner-Peyser projected fourth quarter performance is to exceed the goal for Median Earnings, Entered Employment 2<sup>nd</sup> Quarter, and Entered Employment 4<sup>th</sup> Quarter.

The Effectiveness in Serving Employers measure is still in baseline status. Only the Retention rate is calculated at the local level. The Employer Penetration and Repeat Business Customer rates are calculated at the State level. LAIV is very close to the State for all programs for the Retention rate.

For Average Indicator Score, Local Area IV is projected to exceed the goal for Employment 2<sup>nd</sup> Quarter, Employment 4<sup>th</sup> Quarter, Credential Rate, Measurable Skills Gain and Median Earnings. For Average Program Score Local Area IV is projected to exceed the goal for the Adult and Youth programs and to meet the goal for the Dislocated Worker program. These reports show that no corrective action plans or programmatic changes will be required for LAIV for the program year.

For the Senior Community Service Employment Program (SCSEP) in LAIV, third quarter performance is projected to exceed the goal for Service to Most in Need and Employment Rate 4<sup>th</sup> Quarter and not meet the sanction level for Service Level, Community Service, Median Earnings, and Employment Rate 2<sup>nd</sup> Quarter. Fourth quarter data is not yet available.

*Report was received and filed.*

**3. WIOA Adult, Dislocated Worker and Youth Program Policies: Self-Sufficient Wage Increase**

The Workforce Innovation and Opportunity Act (WIOA) tasks the Local Workforce Development Board (LWDB) with setting an economic self-sufficiency standard for the local area. The self-sufficiency standard for LAIV has not been updated since 2010. The current self-sufficiency standards are \$12.02 per hour for the Adult and Youth programs and \$15.38 per hour for the Dislocated Worker program. The current standards were developed from the Average Wage performance measure under the Workforce Investment Act and no longer exists under WIOA. Staff proposes using the MIT Living Wage Calculator to set the new standard; it estimates the cost of living in a community or region based

on typical expenses and indicates that the living wage is \$15.60 per hour or \$32,448.00 per year for a single adult with no children in the Wichita Metropolitan Statistical Area.

This issue was discussed with the Executive Committee at its meeting on June 16, 2022. Concern was expressed that if the new wage level was adopted, it might have the unintended consequences of eliminating some employers from having access to some workforce center services or on-the-job training contracts if they cannot offer employment at the new wage level. Staff were asked to review some options for possible gradual implementation. Staff proposed making this change for Program Year 2022 to the Dislocated Worker program and updating the self-sufficient wage to this standard incrementally over the next couple of program years for the Adult and Youth programs (13.50 per hour or \$28,080.00 in 2022, \$14.50 per hour or \$30,160.00 in 2023 and \$15.60 per hour or \$32,448.00 in 2024). Staff also proposed reviewing this standard on an annual basis with the MIT Living Wage Calculator at the same time the LWDB reviews the Occupations Approved for Training/Demand Occupations List.

Committee members were asked to provide feedback; no action is required at this time. This item will likely be discussed at the full board meeting on July 27, 2022. Many felt that if the MIT data is accurate and it has been so long since the standard was updated, that incrementally increasing the standard would fail to get it to ultimately where it needs to be. It was pointed out that there is a need to be realistic about the current labor market; employers are having to raise wages to attract and retain workers. Another concern is how changing the standard would affect areas outside of just Wichita. It was asked what area the Wichita MSA includes. The area includes all counties served by Local Area IV except Cowley and Harper and includes Harvey County in Local Area I. The MIT calculator data can be obtained by county and there is a very small difference between counties. Committee members were interested in the possibility of having the ability to have exceptions for entry level positions with a career pathway progression that would eventually meet the standard.

*No action was required or taken; Committee members agreed that the proposed new standard be implemented for the Dislocated Worker program for Program Year 2022 with a possible incremental increase for the Adult and Youth programs to that level within the next year or two and that the standard be reviewed on an annual basis with the MIT Living Wage Calculator at the same time the LWDB reviews the Occupations Approved for Training/Demand Occupations List. These recommendations will be presented to the LWDB and/or Executive Committee for action.*

#### **4. Workforce Center Operations / One-Stop Operator**

An update was provided on Workforce Center operations and One-Stop Operator activities for the month of May. Data from the month of June will be available soon and it is anticipated that there will be an increase in traffic to the Workforce Center. Virtual workshops remain popular and live workshops at the Center are being offered.

Workkeys participation had been trending down, but has increased over the last month due to increased usage by employers such as Spirit AeroSystems. Kami Moore reported that adult education at Cowley College and other institutions will no longer be using Workkeys due to its high cost and many employers in the region do not know what Workkeys is or recognize it. Lawing stated that perhaps the workforce system needs to do a better job of promoting Workkeys to employers as a preemployment tool and it should be integrated into adult education programs. This topic will be discussed further with the Kansas Department of Commerce.

Interview Day was held on June 21<sup>st</sup>; Business Services representatives partnered with workforce professionals in the Center and identified specific employers looking to hire and then actively recruited job seekers for specific positions with that employer. Job seekers had resumes reviewed, participated in mock interviews and were invited for interviews with the employers. Fifteen offers were made and employers provided positive feedback regarding the event to the effect that it was well worth their time and more productive than job fairs. Staff are evaluating outcomes from the event to determine how

best to move forward. Business services continue to post a high number of jobs. Workkeys testing has increased and more employers are using it as an evaluation tool. The Kansas Department of Commerce recently had Request for Proposals (RFPs) for testing platforms and Workkeys was the least expensive; a soft skills assessment may be added. Prior to the pandemic, much of the traffic to the Workforce Center was for computer usage and Internet access. Due to the pandemic, more people had to obtain their own access and are now not coming into center as much for this purpose. Staff are looking at strategies to increase traffic to the center by providing opportunities for job seekers to meet directly with employers and apprenticeship programs. There is a need to engage employers in a very deliberate way to increase traffic to workforce centers.

*Report was received and filed.*

## **5. Consent Agenda**

Meeting minutes from May 5, 2022, additions to the Eligible Training Provider List (ETP) from Cowley College for Milling Technicians and the Training Report for Spring 2022 were presented to the Committee for review and approval. A new addition to the report is the amount of payments spent on training; since the last report the WA has spent over \$2,000,000. The number of customers in training has decreased due to the ending of the registered apprenticeship grant and the Kansas Health Professional Opportunity Project (KHPOP) grant. Staff continue to explore funding opportunities to replace these sources.

*John Clark (Robyn Heinz) moved to approve the Consent Agenda as presented. Kami Moore, Cowley College abstained from the vote. Motion adopted.*

## **6. New Business/Announcements**

- A. An LWDB Roundtable discussion on the topic of military recruitment strategy is scheduled for Wednesday, July 13<sup>th</sup> at 8:00 AM at the Workforce Center.
- B. The next meeting of the full LWDB is scheduled for Wednesday, July 27<sup>th</sup>. The WA is involved in many ongoing projects and updates will be provided.

The meeting was adjourned at 12:37.

### *Present Committee & Board Members*

Robyn Heinz, Co-Chair  
Tony Naylor, Co-Chair  
Justin Albert  
John Clark  
Kami Moore  
Alex Munoz  
Erica Ramos

### *Staff/Guests*

Denise Houston  
Keith Lawing  
Shirley Lindhorst  
George Marko  
Chad Pettera  
Tisha Cannizzo, Eckerd Connects  
Jennie Heersche, Cowley College

**LWDB Program Operations and Performance (POP) Committee Meeting Notes**  
September 1, 2022

**1. Welcome and Introductions**

The Workforce Alliance (WA) Local Workforce Development Board (LWDB) Program Operations and Performance (POP) Committee assembled via Zoom. Co-Chair Robyn Heinz welcomed Committee members and called the meeting to order. A quorum was not present.

**2. Workforce Innovation and Opportunity Act (WIOA) Adult, Dislocated Worker and Youth Program Policies: Self-Sufficient Wage Increase**

The WIOA tasks the LWDB with setting an economic self-sufficiency standard for the local area. Over the last three months the LWDB, Executive Committee and this Committee have analyzed various options for increasing the self-sufficient wage for Program Year 2022. The Executive Committee met on August 10, 2022 and approved an increase to the self-sufficient wage. The self-sufficient wage for Program Year 2022, which began on July 1, 2022 is \$15.60 an hour or \$32,448 a year. The self-sufficient wage will be the same for all WIOA programs. In the future, the self-sufficient wage will be reviewed in conjunction with the annual review of the Demand Occupations List. The new policy allows for exceptions to the self-sufficient wage criteria and the Executive Committee instructed staff to prepare language and procedures outlining those exceptions. Exceptions are allowed for training for justice involved individuals or persons with disabilities that includes a transitional job/work experience strategy or a career ladder that would result in a self-sufficient wage and training for anyone resulting in a career ladder in which the trainee would reach or exceed the self-sufficient wage within six months. In order for a participant to be considered for one of the exceptions, staff must submit an exception request through the electronic file documentation system. The exception request needs to include sufficient documentation to show the participant is eligible for one of the exceptions. The exception must be approved by two WA senior staff members. Staff has conducted training for Workforce Center staff on the self-sufficient wage increase. Forms, documents, procedures and protocols are currently being revised to reflect the change.

*No action was required or taken. There was no comment or feedback regarding the terms or language presented regarding exceptions to the self-sufficient wage policy.*

**3. WIOA Monitoring Report for Cowley College Services Contract and Kansas Department of Commerce Statewide WIOA Programs Case Management Monitoring Report**

One of the responsibilities of the WA LWDB is to monitor program operations; a monitoring report on the Cowley College Service Contract was reviewed as well as WIOA programs case management monitoring conducted by the Kansas Department of Commerce (KDC). The actual reports for both monitoring were sent as separate attachments with the meeting packet distribution and are posted with the packet on the board and committee meetings page of the WA website.

KDC issued a WIOA Monitoring Summary report on May 5, 2022; a review of the WIOA Case Management operations was conducted. KDC's report identified no findings, but had two areas of concern, three observations and four promising practices and highlights. One area of concern was that two of the files reviewed did not contain the required EEO notice. This has been addressed with case managers; the participant was co-enrolled and forms were not included to avoid duplication of effort. The second area of concern was that only 9.4% of non-administrative Youth program funding was spent on work experiences, which does not meet the minimum spending threshold of 20%. The WA has just completed a monitoring review of the Youth program and is working on a corrective action plan to increase enrollments and work experience activity. Due to COVID and shutdowns, it was difficult to obtain youth work experiences. Work experience spending in the current year has increased and will continue to be monitored closely.

An internal monitoring was performed on WA program services provided by Cowley College. There were three findings and seven areas of concern. Staff and One-Stop Operator Tisha Cannizzo have met with Cowley staff to address the findings and the concerns and a formal corrective action has been put in place. The contract began January 2021 and ended June 2022; it was renewed in July 2022. *Report was received and filed.*

**4. Workforce Center Operations / One-Stop Operator**

Traffic data was reviewed and numbers have increased slightly over the last few months. A job fair was held at the Wichita Workforce Center for Textron Aviation in July that had significant attendance. Jobseeker services numbers are broken down by appointments in-person, virtual, telephone and walk-in traffic. Workshop videos posted on YouTube continue to receive a high number of views. The workshop attendance numbers presented include participation in all workshops, Imagine Academy and Workkeys testing. The Business Services team continues to post a large number of jobs as employers continue to have a great need for employees. Statewide there are over 68,000 open positions with under 10,000 resumes posted to KansasWorks. The Textron Aviation job fair resulted in over 400 job offers with the possibility of more in the near future; over 800 people attended the event. Additional job fairs are planned to help meet the needs of employers; upcoming job fairs include hiring events for Wanzek Construction, Kansas Department of Children and Families, a statewide job fair, Sedgwick County, multi-employer job fairs as well as a multi-departmental job fair for the City of Wichita. *Report was received and filed.*

**5. Consent Agenda**

Meeting minutes from July 7, 2022 and additions to the Eligible Training Provider List (ETP) were presented to the Committee for review and approval. Staff recommended approving initial programs to the ETP list for Certified AWS Cloud Practitioner, Certified AWS Developer and Certified EKG Technician from Butler Community College/Ed2Go; Fire Science Leadership and Welding Technology (Certificate A) from Butler Community College, Entry Level Tech from Novacoast and Leadership Elite and Mini MBA from Wichita State University.

The Workforce Innovation Conference sponsored by the Kansas Department of Commerce and the Kansas Board of Regents is scheduled for October 3<sup>rd</sup> and 4<sup>th</sup> in Lawrence, Kansas. *There were no questions or discussion. These items will be presented to the Committee at a future meeting for approval.*

The meeting was adjourned at 12:00.

Present Committee & Board Members

Robyn Heinz, Co-Chair  
Justin Albert  
Alex Munoz  
Erica Ramos

Staff/Guests

Amanda Duncan  
Denise Houston  
Keith Lawing  
Shirley Lindhorst  
George Marko  
Chad Pettera

Tisha Cannizzo, Eckerd Connects  
Jon Cressler, Butler Community College  
Jennie Heersche, Cowley College

## **Item**

The following additions are recommended for the Eligible Training Provider List.

## **Background**

All programs on the Eligible Training Provider List must be approved.

## **Analysis**

### Pending Initial Programs

Staff recommends approving the following:

Butler Community College/Ed2Go: Five initial programs

- Biofuel Production Operations-NC
- Chemical Plant Operations-NC
- Natural Gas Plant Operations-NC
- Oil Refinery Operations-NC
- Welder Technician (Tools Included) -NC

Butler Community College/Ed4Career: 35 initial programs

- Clinical Medical Assistant Specialist-NC
- Dental Billing & Coding-NC
- Drug & Alcohol Counselor Professional-NC
- Executive Assistant Professional-NC
- Home Health Aide Specialist-NC
- Human Resource Management Professional Program-NC
- Inpatient Auditing Specialist-NC
- Medical Office Assistant Electronic Health Records Expert
- Administrative Assistant Professional Program-NC
- Administrative Bookkeeper Professional Program-NC
- Project & Business Management Professional-NC
- Administrative Medical Office Professional Program-NC
- Dental Office Assistant Professional-NC
- Medical Transcription Specialist with Microsoft Office-NC
- Medical Billing & Coding Professional-NC
- Legal Secretary Professional-NC
- Life Skills Coaching Entrepreneur-NC
- Event Planning Professional-NC
- Computer Technician Professional-NC
- Child Day Care Manager Professional-NC
- Mental Health Technician Professional-NC
- Network Administrator Professional-NC
- Nutrition & Fitness Professional-NC
- Ophthalmic Assistant Specialist-NC

- Paralegal Professional-NC
- Personal Fitness Instructor Professional-NC
- Pharmacy Technician Professional-NC
- Professional Cooking & Catering Entrepreneur-NC
- Project Management for CAPM and Leadership-NC
- Project Management for PMP and Leadership-NC
- Teacher's Aide Professional-NC
- Stress Management Coaching Expert-NC
- Surgical Medical Assistant Expert-NC
- Veterinary Assistant Professional-NC
- Virtual Assistant Professional-NC

**Supports Strategic Goals**

- Meet or exceed the negotiated performance of WIOA Title I programs to maximize community impact

**Recommended Action**

Approve the initial programs as presented.

**WIOA Eligible Training Provider  
Programs Information  
January 2023**

Provider Name	Program Name	Occupation/ Industry in Area IV	Length of Training	Approximate Cost Per Credit Hour In State	Approximate Total Program Cost	Type of Attainment	\$ Per Hr.	ONET Projected Growth 2018-2028	Recommended Action
<b>Pending Initial Programs</b>									
Butler Community College/Ed2Go	Biofuel Production Operations-NC	Oil and Gas	400 Hours	\$6.49	\$2,595.00	Certification	\$29.71	0% Growth	Approve
Butler Community College/Ed2Go	Chemical Plant Operations-NC	Oil and Gas	400 Hours	\$6.49	\$2,595.00	Certification	\$23.89	7% Growth	Approve
Butler Community College/Ed2Go	Natural Gas Plant Operations-NC	Oil and Gas	400 Hours	\$6.49	\$2,595.00	Certification	\$37.18	9% Decline	Approve-While ONET shows a decline in growth over the next ten years, there are currently open jobs in KANSASWORKS for this occupation and the median wage meets the self sufficiency standard
Butler Community College/Ed2Go	Oil Refinery Operations-NC	Oil and Gas	400 Hours	\$6.99	\$2,795.00	Certification	\$46.80	3% Growth	Approve
Butler Community College/Ed2Go	Welder Technician (Tools Included) -NC	Advanced Manufacturing/Advanced Materials/Aerospace	125 Hours	\$21.56	\$2,695.00	Certification	\$21.92	12% Growth	Approve
Butler Community College/Ed4Career	Clinical Medical Assistant Specialist-NC	Healthcare	720 Hours	\$5.56	\$4,000.00	Certification	\$16.99	14% Growth	Approve
Butler Community College/Ed4Career	Dental Billing & Coding-NC	Healthcare	500 Hours	\$6.60	\$3,300.00	Certification	\$21.25	7% Growth	Approve
Butler Community College/Ed4Career	Drug & Alcohol Counselor Professional-NC	Social Services	675 Hours	\$5.93	\$4,000.00	Certification	\$23.24	16% Growth	Approve
Butler Community College/Ed4Career	Executive Assistant Professional-NC	None	705 Hours	\$5.38	\$3,790.00	Certification	\$22.94	19% Decline	Approve-While ONET shows a decline in growth over the next ten years, there are currently open jobs in KANSASWORKS for this occupation and the median wage meets the self sufficiency standard
Butler Community College/Ed4Career	Home Health Aide Specialist-NC	Healthcare	585 Hours	\$6.15	\$3,600.00	Certification	\$11.16	17% Growth	Approve-While ONET median wage is below self-sufficient target, occupation is on a career ladder leading to a self sufficient wage
Butler Community College/Ed4Career	Human Resource Management Professional Program-NC	None	660 Hours	\$6.11	\$4,030.00	Certification	\$49.32	12% Growth	Approve-While not on the current Occupations Approved for Training it could be in the future or in another Local Area in Kansas
Butler Community College/Ed4Career	Inpatient Auditing Specialist-NC	Healthcare	545 Hours	\$6.39	\$3,480.00	Certification	\$30.28	9% Growth	Approve
Butler Community College/Ed4Career	Medical Office Assistant Electronic Health Records Expert	Healthcare	720 Hours	\$5.69	\$4,100.00	Certification	\$16.99	14% Growth	Approve
Butler Community College/Ed4Career	Administrative Assistant Professional Program-NC	None	705 Hours	\$5.63	\$3,970.00	Certification	\$17.39	8% Decline	Approve-While ONET shows a decline in growth over the next ten years, there are currently open jobs in KANSASWORKS for this occupation and the median wage meets the self sufficiency standard
Butler Community College/Ed4Career	Administrative Bookkeeper Professional Program-NC	None	725 Hours	\$5.49	\$3,980.00	Certification	\$18.21	2% Decline	Approve-While ONET shows a decline in growth over the next ten years, there are currently open jobs in KANSASWORKS for this occupation and the median wage meets the self sufficiency standard



**WIOA Eligible Training Provider  
Programs Information  
January 2023**

Butler Community College/Ed4Career	Project & Business Management Professional-NC	None	585 Hours	\$6.79	\$3,975.00	Certification	\$37.38	8% Growth	Approve-While not on the current Occupations Approved for Training it could be in the future or in another Local Area in Kansas
Butler Community College/Ed4Career	Administrative Medical Office Professional Program-NC	Healthcare	615 Hours	\$5.75	\$3,540.00	Certification	\$17.59	8% Growth	Approve
Butler Community College/Ed4Career	Dental Office Assistant Professional-NC	Healthcare	705 Hours	\$5.56	\$3,920.00	Certification	\$17.59	8% Growth	Approve
Butler Community College/Ed4Career	Medical Transcription Specialist with Microsoft Office-NC	Healthcare	585 Hours	\$5.73	\$3,350.00	Certification	\$14.68	6% Decline	Approve-While ONET median wage is below self-sufficient target, occupation is on a career ladder leading to a self sufficient wage
Butler Community College/Ed4Career	Medical Billing & Coding Professional-NC	Healthcare	745 Hours	\$5.37	\$4,000.00	Certification	\$18.13	3% Growth	Approve
Butler Community College/Ed4Career	Legal Secretary Professional-NC	None	705 Hours	\$4.82	\$3,400.00	Certification	\$18.12	19% Decline	Approve-While ONET shows a decline in growth over the next ten years, there are currently open jobs in KANSASWORKS for this occupation and the median wage meets the self sufficiency standard
Butler Community College/Ed4Career	Life Skills Coaching Entrepreneur-NC	None	765 Hours	\$5.23	\$4,000.00	Certification	\$21.71	10% Growth	Approve-While not on the current Occupations Approved for Training it could be in the future or in another Local Area in Kansas
Butler Community College/Ed4Career	Event Planning Professional-NC	None	675 Hours	\$5.77	\$3,900.00	Certification	\$23.16	14% Growth	Approve-While not on the current Occupations Approved for Training it could be in the future or in another Local Area in Kansas
Butler Community College/Ed4Career	Computer Technician Professional-NC	Data Services/Information Technology	660 Hours	\$5.68	\$3,750.00	Certification	\$26.97	14% Growth	Approve
Butler Community College/Ed4Career	Child Day Care Manager Professional-NC	None	660 Hours	\$5.83	\$3,850.00	Certification	\$22.75	4% Decline	Approve-While ONET shows a decline in growth over the next ten years, there are currently open jobs in KANSASWORKS for this occupation and the median wage meets the self sufficiency standard
Butler Community College/Ed4Career	Mental Health Technician Professional-NC	Social Services	615 Hours	\$6.30	\$3,875.00	Certification	\$14.12	14% Growth	Approve-While ONET median wage is below self-sufficient target, occupation is on a career ladder leading to a self sufficient wage
Butler Community College/Ed4Career	Network Administrator Professional-NC	Data Services/Information Technology	600 Hours	\$6.03	\$3,620.00	Certification	\$37.00	6% Growth	Approve
Butler Community College/Ed4Career	Nutrition & Fitness Professional-NC	None	540 Hours	\$6.01	\$3,250.00	Certification	\$29.02	8% Growth	Approve-While not on the current Occupations Approved for Training it could be in the future or in another Local Area in Kansas
Butler Community College/Ed4Career	Ophthalmic Assistant Specialist-NC	Healthcare	405 Hours	\$6.17	\$2,500.00	Certification	\$16.99	14% Growth	Approve
Butler Community College/Ed4Career	Paralegal Professional-NC	None	945 Hours	\$4.33	\$4,100.00	Certification	\$22.31	14% Growth	Approve-While not on the current Occupations Approved for Training it could be in the future or in another Local Area in Kansas
Butler Community College/Ed4Career	Personal Fitness Instructor Professional-NC	None	615 Hours	\$6.17	\$3,800.00	Certification	\$22.59	18% Growth	Approve-While not on the current Occupations Approved for Training it could be in the future or in another Local Area in Kansas
Butler Community College/Ed4Career	Pharmacy Technician Professional-NC	Healthcare	745 Hours	\$5.42	\$4,040.00	Certification	\$17.61	11% Growth	Approve
Butler Community College/Ed4Career	Professional Cooking & Catering Entrepreneur-NC	Hospitality	675 Hours	\$5.33	\$3,600.00	Certification	\$21.49	20% Growth	Approve

**WIOA Eligible Training Provider  
Programs Information  
January 2023**

Butler Community College/Ed4Career	Project Management for CAPM and Leadership-NC	None	450 Hours	\$6.88	\$3,100.00	Certification	\$37.38	8% Growth	Approve-While not on the current Occupations Approved for Training it could be in the future or in another Local Area in Kansas
Butler Community College/Ed4Career	Project Management for PMP and Leadership-NC	None	450 Hours	\$6.88	\$3,100.00	Certification	\$47.87	8% Growth	Approve-While not on the current Occupations Approved for Training it could be in the future or in another Local Area in Kansas
Butler Community College/Ed4Career	Teacher's Aide Professional-NC	Educational Services	685 Hours	\$5.68	\$3,895.00	Certification	\$13.65	5% Growth	Approve-While ONET median wage is below self-sufficient target, occupation is on a career ladder leading to a self sufficient wage
Butler Community College/Ed4Career	Stress Management Coaching Expert-NC	None	765 Hours	\$5.49	\$4,200.00	Certification	\$21.71	10% Growth	Approve-While not on the current Occupations Approved for Training it could be in the future or in another Local Area in Kansas
Butler Community College/Ed4Career	Surgical Medical Assistant Expert-NC	Healthcare	630 Hours	\$6.34	\$4,000.00	Certification	\$18.09	14% Growth	Approve
Butler Community College/Ed4Career	Veterinary Assistant Professional-NC	None	595 Hours	\$5.87	\$3,497.00	Certification	\$11.60	16% Growth	Approve-While ONET median wage is below self-sufficient target, occupation is on a career ladder leading to a self sufficient wage
Butler Community College/Ed4Career	Virtual Assistant Professional-NC	None	705 Hours	\$5.50	\$3,880.00	Certification	\$22.94	19% Decline	Approve-While ONET shows a decline in growth over the next ten years, the median wage meets the self sufficiency standard

**Item**

Program Operations and Performance Committee Meetings for 2023

Program Operations and Performance Committee Meetings are scheduled for the first Thursday of every other month beginning in January 2023.

- Thursday, January 5, 2023
- Thursday, March 2, 2023
- Thursday, May 4, 2023
- Thursday, July 13, 2023 \*
- Thursday, September 7, 2023
- Thursday, November 2, 2023

*\* Exception to Recurring Meeting Dates Due to Holidays*

Over the past two years, all Committee meetings have been held virtually via Zoom. For 2023, if the Committee would like to hold in-person meetings, staff recommend selecting these dates in advance and that a majority of members agree to attend in person.

**Recommended Action**

Take appropriate action.