



**WORKFORCE CENTERS**  
of South Central Kansas  
**KANSASWORKS.COM**

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

Thursday, November 4, 2021 • 11:30 a.m.

Zoom Meeting: <https://us02web.zoom.us/j/84118046849>

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- 1. Welcome and Introductions:** Robyn Heinz, Co-Chair (11:30)
  - 2. Skills Training Report and Funding Analysis:** Keith Lawing and Denise Houston (11:35) (pp. 2-6)  
*The Fall 2021 Training Report will be presented and discussed along with a summary of funding for skills training to educational institutions.*  
**Recommended action: Take appropriate action.**
  - 3. Workforce Center Operations / One-Stop Operator:** George Marko / Tisha Cannizzo (12:00)  
(pp. 7-11)  
*A report will be provided on Workforce Center operations throughout the region.*  
**Recommended action: Receive and file.**
  - 4. Consent Agenda:** Robyn Heinz (12:15)  
*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 September 2, 2021 (pp. 12-14)
    - B. Workforce Innovation & Opportunity Act (WIOA) Performance for Program Year 2021 (PY21):  
(pp. 15-24)
    - C. Senior Community Service Employment Program (SCSEP) Kansas Department of Commerce Monitoring Review (pp. 25-37)
    - D. Addition to the Eligible Training Provider List from MedCerts (pp. 38-39)**Recommended Action: Approve the consent agenda as presented.**
  - 5. Adjourn** (12:30)
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*The next LWDB Program Operations and Performance Committee Meeting is  
scheduled for 11:30 a.m. on January 6, 2022*

## **Item**

### **Skills Training Report and Funding Analysis**

## **Background**

The Workforce Alliance (WA) continually seeks to leverage resources and align services to create significant community impact and address strategic goals identified by the Local Workforce Board of Directors. As a result, the WA has successfully generated millions of dollars for skills training and employment services above and beyond the annual allocation from the Workforce Innovation and Opportunity Act (WIOA).

## **Analysis**

To monitor and track the impact of funds that are directly allocated to support education and skills training programs, the WA releases a bi-annual training report. That report will be presented to the Program Operations and Performance (POP) Committee at the meeting on November 4.

Since 2009, the WA has tracked the investment of funding for education and skills training projects to the major public area schools and education partners in the region. The idea is to demonstrate how federal funds and WIOA resources support schools that are funded with state and local dollars. The data is broken down by WIOA Program Year. (A Program Year is July 1 to June 30.) The \$2.6 million invested in Program Year 2020 (PY20) is the highest amount funded and only the second time it has been over \$2 million.

Other highlights include:

- In PY20, there were nine active projects available to fund skills training
- Trade Adjustment Assistance (TAA) had the largest total funding amount for PY20 (\$2.3 million)
- The lowest amount of funding since PY09 was in PY17, \$552,531

## **Supports Strategic Goals**

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

## **Recommended Action**

Take appropriate action

**Program Year 2009 -2020 Comparison  
WIA/WIOA versus Non-WIA/WIOA Funds**

**Program Year 2020**

	<b>Butler Community College</b>	<b>Cowley College</b>	<b>Hutchinson Community College</b>	<b>WSU Tech</b>	<b>Wichita State University</b>	<b>WSU Cad/Cam Lab</b>	<b>Program Total</b>
<b>WIOA</b>	\$6,023.31	\$0.00	\$568.25	\$9,150.01	\$2,575.89	\$0.00	\$18,317.46
<b>TAA</b>	\$103,140.75	\$18,799.65	\$10,711.69	\$1,943,778.43	\$296,557.14	\$0.00	\$2,372,987.66
<b>KHPOP</b>	\$1,481.50	\$576.00	\$11,237.58	\$5,641.59	\$968.90	\$0.00	\$19,905.57
<b>KAMP</b>	\$0.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00
<b>PCA</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>RA</b>	\$0.00	\$0.00	\$0.00	\$1,800.00	\$6,047.50	\$0.00	\$7,847.50
<b>RETAIN</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>DWG</b>	\$1,995.00	\$0.00	\$4,778.13	\$49,887.00	\$3,709.89	\$0.00	\$60,370.02
<b>Partner4Work</b>	\$618.48	\$4,616.50	\$0.00	\$139,980.94	\$5,355.88	\$2,400.00	\$152,971.80
<b>School Total</b>	\$113,259.04	\$23,992.15	\$27,295.65	\$2,153,237.97	\$315,215.20	\$2,400.00	\$2,635,400.01

**Program Year 2019**

	<b>Butler Community College</b>	<b>Cowley College</b>	<b>Hutchinson Community College</b>	<b>WSU Tech</b>	<b>Wichita State University</b>	<b>WSU Cad/Cam Lab</b>	<b>Program Total</b>
<b>WIOA</b>	\$7,182.78	\$1,524.32	\$2,046.96	\$34,317.05	\$14,769.38	\$800.00	\$60,640.49
<b>TAA</b>	\$20,162.10	\$4,226.33	\$10,935.03	\$60,693.09	\$22,701.78	\$0.00	\$118,718.33
<b>KHPOP</b>	\$6,956.56	\$0.00	\$6,592.00	\$38,078.24	\$27,990.99	\$0.00	\$79,617.79
<b>KAMP</b>	\$0.00	\$0.00	\$0.00	\$179,250.00	\$0.00	\$0.00	\$179,250.00
<b>PCA</b>	\$0.00	\$80.51	\$0.00	\$0.00	\$0.00	\$0.00	\$80.51
<b>RA</b>	\$0.00	\$0.00	\$0.00	\$600.00	\$0.00	\$0.00	\$600.00
<b>RETAIN</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>DWG</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Partner4Work</b>	\$1,444.48	\$2,614.32	\$0.00	\$137,936.46	\$21,316.14	\$1,600.00	\$164,911.40
<b>School Total</b>	\$35,745.92	\$8,445.48	\$19,573.99	\$450,874.84	\$86,778.29	\$2,400.00	\$603,818.52

**Program Year 2018**

	<b>Butler Community College</b>	<b>Cowley College</b>	<b>Hutchinson Community College</b>	<b>WATC/WSU Tech</b>	<b>Wichita State University</b>	<b>WSU Cad/Cam Lab</b>	<b>Program Total</b>
<b>WIOA</b>	\$2,862.00	\$1,555.50	\$240.00	\$62,354.88	\$21,204.17	\$0.00	\$88,216.55
<b>TAA</b>	\$35,215.82	\$7,024.49	\$13,312.77	\$155,936.58	\$24,880.08	\$0.00	\$236,369.74
<b>KHPOP</b>	\$17,905.50	\$0.00	\$10.00	\$73,255.86	\$46,510.39	\$0.00	\$137,681.75
<b>KAMP</b>	\$0.00	\$0.00	\$0.00	\$456,000.00	\$0.00	\$0.00	\$456,000.00
<b>PCA</b>	\$0.00	\$570.00	\$0.00	\$0.00	\$0.00	\$0.00	\$570.00
<b>RA</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>RETAIN</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Partner4Work</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>School Total</b>	\$55,983.32	\$9,149.99	\$13,562.77	\$747,547.32	\$92,594.64	\$0.00	\$918,838.04

**Program Year 2009 -2020 Comparison  
WIA/WIOA versus Non-WIA/WIOA Funds**

**Program Year 2017**

	<b>Butler Community College</b>	<b>Cowley Communit y College</b>	<b>Hutchinson Community College</b>	<b>WATC/WSU Tech</b>	<b>Wichita State University</b>	<b>WSU Cad/Cam Lab</b>	<b>Program Total</b>
<b>WIOA</b>	\$9,326.97	\$0.00	\$783.00	\$29,865.51	\$7,243.91	\$0.00	\$47,219.39
<b>TAA</b>	\$20,391.25	\$5,156.25	\$0.00	\$295,896.74	\$51,227.43	\$23,200.00	\$395,871.67
<b>KHPOP</b>	\$12,205.03	\$0.00	\$6,472.50	\$50,980.32	\$25,186.56	\$0.00	\$94,844.41
<b>DEI</b>	\$2,205.17	\$0.00	\$0.00	\$7,915.00	\$3,548.09	\$800.00	\$14,468.26
<b>KAMP</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>PCA</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>GOALS</b>	\$127.90	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$127.90
<b>RA</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>School Total</b>	\$44,256.32	\$5,156.25	\$7,255.50	\$384,657.57	\$87,205.99	\$24,000.00	\$552,531.63

**Program Year 2016**

	<b>Butler Community College</b>	<b>Cowley Communit y College</b>	<b>Hutchinson Community College</b>	<b>Wichita Area Technical College</b>	<b>Wichita State University</b>	<b>WSU Cad/Cam Lab</b>	<b>Program Total</b>
<b>WIOA</b>	\$23,152.86	\$0.00	\$984.00	\$51,140.61	\$5,828.33	\$0.00	\$81,105.80
<b>TAA</b>	\$44,215.52	\$8,860.00	\$0.00	\$304,414.67	\$129,852.91	\$16,000.00	\$503,343.10
<b>KHPOP</b>	\$9,539.39	\$0.00	\$6,201.20	\$35,173.66	\$3,795.97	\$0.00	\$54,710.22
<b>KEEP</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$30,656.67	\$0.00	\$30,656.67
<b>SIF</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>DEI</b>	\$4,330.99	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,330.99
<b>GOALS</b>	\$689.26	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$689.26
<b>School Total</b>	\$81,928.02	\$8,860.00	\$7,185.20	\$390,728.94	\$170,133.88	\$16,000.00	\$674,836.04

**Program Year 2015**

	<b>Butler Community College</b>	<b>Cowley Communit y College</b>	<b>Hutchinson Community College</b>	<b>Wichita Area Technical College</b>	<b>Wichita State University</b>	<b>WSU Cad/Cam Lab</b>	<b>Program Total</b>
<b>WIA</b>	\$25,896.86	\$556.00	\$887.00	\$56,632.76	\$2,656.05	\$790.00	\$87,418.67
<b>TAA</b>	\$75,959.92	\$56,858.48	\$665.00	\$418,330.57	\$180,498.55	\$57,200.00	\$789,512.52
<b>KHPOP</b>	\$2,110.26	\$0.00	\$2,472.69	\$35,851.76	\$0.00	\$0.00	\$40,434.71
<b>KEEP</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$431,612.20	\$27,255.00	\$458,867.20
<b>OWNE</b>	\$0.00	\$0.00	\$0.00	\$61,964.97	\$0.00	\$0.00	\$61,964.97
<b>SIF</b>	\$2,602.46	\$0.00	\$0.00	\$22,078.86	\$0.00	\$0.00	\$24,681.32
<b>CAP</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>DEI</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>School Total</b>	\$106,569.50	\$57,414.48	\$4,024.69	\$594,858.92	\$614,766.80	\$85,245.00	\$1,462,879.39

**Program Year 2009 -2020 Comparison  
WIA/WIOA versus Non-WIA/WIOA Funds**

**Program Year 2014**

	<b>Butler Community College</b>	<b>Cowley Communit y College</b>	<b>Hutchinson Community College</b>	<b>Wichita Area Technical College</b>	<b>Wichita State University</b>	<b>WSU Cad/Cam Lab</b>	<b>Program Total</b>
<b>WIA</b>	\$30,636.18	\$0.00	\$1,486.00	\$205,508.94	\$9,496.34	\$3,160.00	\$250,287.46
<b>TAA</b>	\$56,335.80	\$27,262.32	\$8,919.59	\$468,205.57	\$120,868.99	\$37,200.00	\$718,792.27
<b>KHPOP</b>	\$2,204.23	\$4,195.48	\$5,794.35	\$70,447.97	\$16,588.91	\$0.00	\$99,230.94
<b>KEEP</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$654,626.99	\$3,950.00	\$658,576.99
<b>OWNE</b>	\$0.00	\$0.00	\$0.00	\$49,567.36	\$0.00	\$0.00	\$49,567.36
<b>SIF</b>	\$0.00	\$0.00	\$0.00	\$19,987.50	\$0.00	\$0.00	\$19,987.50
<b>School Total</b>	\$89,176.21	\$31,457.80	\$16,199.94	\$813,717.34	\$801,581.23	\$44,310.00	\$1,796,442.52

**Program Year 2013**

	<b>Butler Community College</b>	<b>Cowley Communit y College</b>	<b>Hutchinson Community College</b>	<b>Wichita Area Technical College</b>	<b>Wichita State University</b>	<b>WSU Cad/Cam Lab</b>	<b>Program Total</b>
<b>WIA</b>	\$18,098.65	\$0.00	\$6,550.83	\$111,963.47	\$36,549.84	\$5,925.00	\$179,087.79
<b>TAA</b>	\$51,221.84	\$17,950.97	\$24,207.11	\$188,724.32	\$133,327.75	\$16,000.00	\$431,431.99
<b>KHPOP</b>	\$19,125.62	\$3,448.57	\$4,308.16	\$98,530.19	\$29,149.59	\$0.00	\$154,562.13
<b>KEEP</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$793,743.16	\$2,370.00	\$796,113.16
<b>OWNE</b>	\$0.00	\$0.00	\$0.00	\$5,489.00	\$0.00	\$0.00	\$5,489.00
<b>School Total</b>	\$88,446.11	\$21,399.54	\$35,066.10	\$404,706.98	\$992,770.34	\$24,295.00	\$1,566,684.07

**Program Year 2012**

	<b>Butler Community College</b>	<b>Cowley Communit y College</b>	<b>Hutchinson Community College</b>	<b>Wichita Area Technical College</b>	<b>Wichita State University</b>	<b>WSU Cad/Cam Lab</b>	<b>Program Total</b>
<b>WIA</b>	\$31,714.04	\$0.00	\$11,686.03	\$287,416.06	\$57,139.62	\$7,110.00	\$395,065.75
<b>Rapid Response</b>	\$8,950.43	\$0.00	\$4,045.18	\$301,937.09	\$108,136.83	\$11,455.00	\$434,524.53
<b>NEG</b>	\$11,657.00	\$176.51	\$0.00	\$49,698.50	\$12,292.48	\$7,505.00	\$81,329.49
<b>TAA</b>	\$57,703.87	\$16,517.29	\$28,332.40	\$465,886.83	\$151,566.24	\$22,000.00	\$742,006.63
<b>KHPOP</b>	\$21,801.95	\$1,904.67	\$5,849.76	\$103,734.93	\$61,030.15	\$0.00	\$194,321.46
<b>WIRED</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>SESPT</b>	\$0.00	\$0.00	\$0.00	\$132,283.63	\$0.00	\$0.00	\$132,283.63
<b>KEEP</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$412,515.80	\$0.00	\$412,515.80
<b>School Total</b>	\$131,827.29	\$18,598.47	\$49,913.37	\$1,340,957.04	\$802,681.12	\$48,070.00	\$2,392,047.29

**Program Year 2009 -2020 Comparison  
WIA/WIOA versus Non-WIA/WIOA Funds**

**Program Year 2011**

	<b>Butler Community College</b>	<b>Cowley Communit y College</b>	<b>Hutchinson Community College</b>	<b>Wichita Area Technical College</b>	<b>Wichita State University</b>	<b>WSU Cad/Cam Lab</b>	<b>Program Total</b>
<b>WIA</b>	\$25,042.01	\$0.00	\$4,312.43	\$212,808.21	\$21,496.90	\$10,270.00	\$273,929.55
<b>Rapid Response</b>	\$2,884.53	\$0.00	\$4,402.48	\$44,883.74	\$16,568.96	\$1,580.00	\$70,319.71
<b>NEG</b>	\$58,148.83	\$9,018.97	\$8,680.40	\$212,831.28	\$71,907.80	\$58,360.00	\$418,947.28
<b>TAA</b>	\$89,491.65	\$24,436.45	\$15,601.54	\$228,676.62	\$123,557.27	\$11,200.00	\$492,963.53
<b>KHPOP</b>	\$18,157.60	\$9,088.65	\$5,142.15	\$57,233.31	\$30,921.75	\$0.00	\$120,543.46
<b>WIRED</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>KEEP</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$197,808.03	\$0.00	\$197,808.03
<b>School Total</b>	\$193,724.62	\$42,544.07	\$38,139.00	\$756,433.16	\$462,260.71	\$81,410.00	\$1,574,511.56

**Program Year 2010**

	<b>Butler Community College</b>	<b>Cowley Communit y College</b>	<b>Hutchinson Community College</b>	<b>Wichita Area Technical College</b>	<b>Wichita State University</b>	<b>WSU Cad/Cam Lab</b>	<b>Program Total</b>
<b>WIA</b>	\$12,779.40	\$0.00	\$0.00	\$52,179.47	\$20,143.50	\$0.00	\$85,102.37
<b>Rapid Response</b>	\$4,840.23	\$2,185.95	\$4,179.14	\$27,957.08	\$39,489.22	\$11,430.00	\$90,081.62
<b>NEG</b>	\$82,937.26	\$11,616.49	\$5,150.63	\$482,664.57	\$68,626.45	\$74,715.00	\$725,710.40
<b>TAA</b>	\$36,753.12	\$14,463.96	\$3,030.47	\$239,254.02	\$37,077.35	\$3,200.00	\$333,778.92
<b>KHPOP</b>	\$3,161.97	\$0.00	\$97.66	\$1,611.22	\$0.00	\$0.00	\$4,870.85
<b>WIRED</b>	\$0.00	\$0.00	\$0.00	\$334.27	\$0.00	\$0.00	\$334.27
<b>School Total</b>	\$140,471.98	\$28,266.40	\$12,457.90	\$804,000.63	\$165,336.52	\$89,345.00	\$1,239,878.43

**Program Year 2009**

	<b>Butler Community College</b>	<b>Cowley Communit y College</b>	<b>Hutchinson Community College</b>	<b>Wichita Area Technical College</b>	<b>Wichita State University</b>	<b>WSU Cad/Cam Lab</b>	<b>Program Total</b>
<b>WIA</b>	\$31,092.26	\$13,120.10	\$2,157.82	\$187,990.15	\$15,889.41	\$3,160.00	\$253,409.74
<b>Rapid Response</b>	\$10,584.25	\$3,306.00	\$0.00	\$200,091.79	\$9,835.07	\$0.00	\$223,817.11
<b>NEG</b>	\$4,919.75	\$5,378.45	\$328.00	\$107,250.62	\$11,908.37	\$1,580.00	\$131,365.19
<b>TAA</b>	\$18,831.04	\$8,110.45	\$0.00	\$17,490.84	\$16,204.80	\$0.00	\$60,637.13
<b>KHPOP</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>WIRED</b>	\$18,071.75	\$2,219.00	\$592.63	\$215,659.47	\$1,755.75	\$0.00	\$238,298.60
<b>School Total</b>	\$83,499.05	\$32,134.00	\$3,078.45	\$728,482.87	\$55,593.40	\$4,740.00	\$907,527.77

November 4, 2021

Submitted By: Tisha Cannizzo and George Marko

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**Item**

Workforce Centers Operations Update

**Background**

The My Reemployment Program (MRP) continued during the month of September, with a decrease in traffic for the Workforce Centers. The Wichita Workforce Center staff are serving local customers, in person and by phone, as well as supporting the state-wide efforts to work the MRP email inbox and staffing the KansasWorks chat.

At the Wichita Workforce Center, group orientations were offered Monday through Thursday at 9 am and 2 pm and a staff person was assigned to meet any walk-in MRP customers one on one. Customers were also able to complete their Job Search Plan in the Public Access Computers (PAC) area and submit their completed documents to the front desk staff. A total of 57 customers' MRP documents were processed from front desk drop offs, group orientations and one on one appointments during the month of September.

**Local Area IV Operations**Operating Hours:

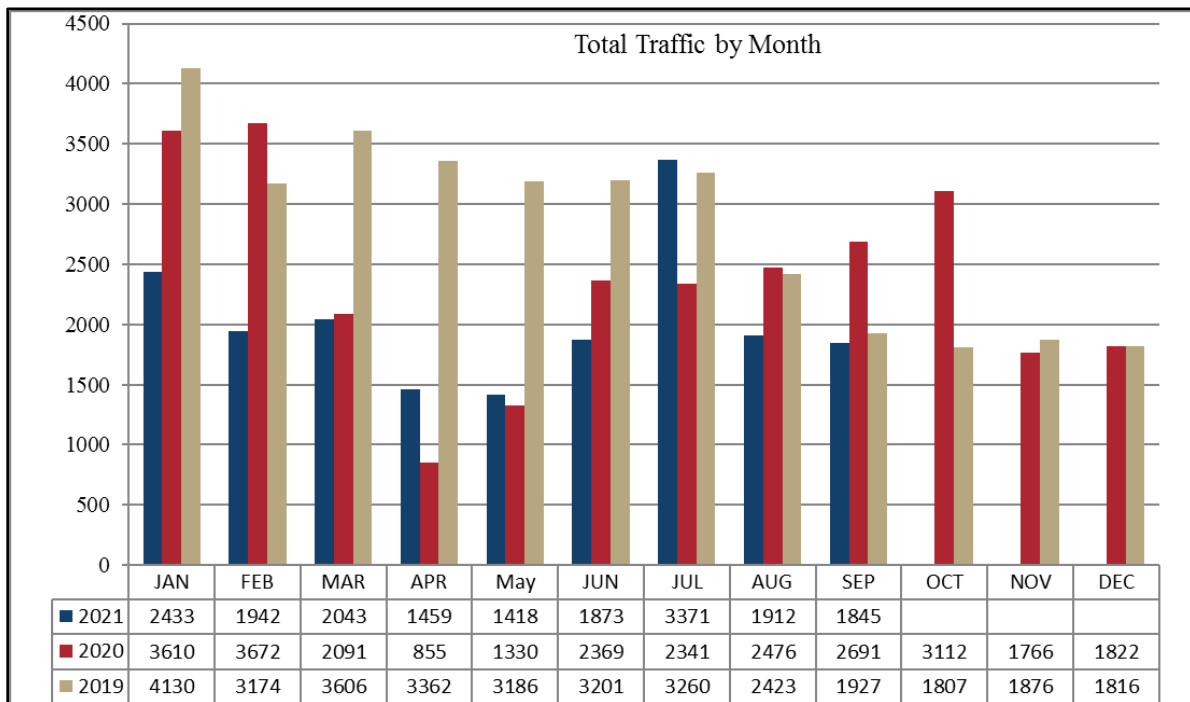
- Wichita Workforce Center
  - Monday–Thursday 8 am–5 pm, virtually on Friday 8 am–noon
- Butler Workforce Center (El Dorado)
  - Monday–Thursday 8 am–5 pm, virtually on Friday 8 am–noon
- Sumner Workforce Center (Wellington)
  - Monday–Thursday 8 am–5 pm, virtually on Friday 8 am–noon
- Cowley Workforce Center (Cowley College, Ark City)
  - Monday-Friday 8 am-5 pm

Statewide KansasWorks Activity as of 11/1/2021

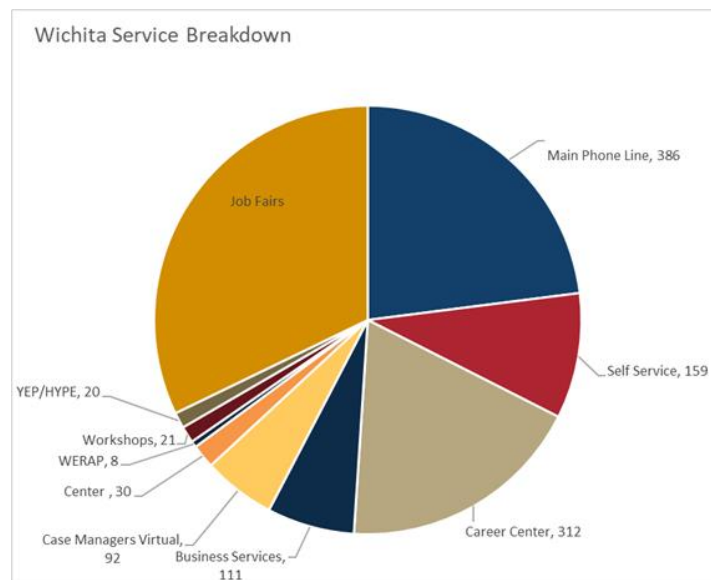
- Jobs posted – 63,341
- Active resumes – 11,279

### Total Customer Traffic 2021

The Workforce Centers saw 1,845 jobseekers for various services and provided 111 business services in the month of September.



### Wichita Service Traffic Breakdown – September 2021





November 4, 2021

Submitted By: Tisha Cannizzo and George Marko

**Job Seeker Traffic – In person vs. Virtual Services**

Wichita Workforce Center – 465 in person, 991 virtual

Butler Workforce Center – 75 in person, 4 virtual

Sumner Workforce Center – 8 in person

Cowley Workforce Center – 62 in person, 17 virtual

**Cowley Workforce Center (Cowley College)**

The Cowley College Workforce Center assisted 79 job seekers during the month of September. Jobseeker services ranged from creating a resume, Unemployment Insurance questions and My Reemployment program assistance. The office also assisted 42 customers with updating their KansasWorks accounts. The Cowley College Workforce Center also engaged with 42 businesses during the month of September. Staff were able to discuss business services and provide a KansasWorks application to 15 employers at the Student Job Fair held on 9/15/2021. In addition, invitations to participate in the Statewide Job Fair were sent out to 17 businesses. There were two jobs posted in KansasWorks for the month of September, four KansasWorks applications sent out separate from the ones sent out during the student job fair and an additional six companies who received general business services outreach assistance.

**Workshops**

The Workforce Centers now offers four options for job seekers to develop their skills through workshops; 1) prerecorded YouTube mini workshops, 2) six @HOME workshops that can be attended live by zoom, 3) the new Stream @ Cowley and 4) six live, in person, computer workshops. Registrations for the live workshops have been strong but follow through on attendance continues to be low. To date, there have been no participants for the Stream @ Cowley workshops. Below is a breakdown of the workshops that have been offered since January 1, 2021 with their delivery format. The average attendance rate for virtual workshops is 43% and in person workshops is 48%.

<b>Format</b>	<b># of Courses</b>	<b>Workshops</b>	<b>Total Registered</b>	<b>Total Attended</b>
In Person	5	Basic Computers 101	28	22
In Person	5	Basic Computers 102	35	20
Virtual	5	Intro to Word	27	7
In Person	2	Intro to Word	22	7
Virtual	5	Intermediate Word	45	16
In Person	3	Intermediate Word	15	7
Virtual	5	Intro to Excel	60	20
In Person	3	Intro to Excel	38	17
Virtual	5	Intermediate Excel	51	24
In Person	4	Intermediate Excel	47	19
Virtual	9	Interview Bound	42	17
Virtual	9	Job Fair Prep	40	24
Virtual	9	Online Applications 101	34	14
Virtual	9	Practice Makes Progress	47	28
In Person	1	Practice Makes Progress	10	2
Virtual	9	Resumes Start to Finish	34	14
Virtual	9	Starting off Right	33	11
Virtual	1	Train the Trainer	10	5
<b>Virtual</b>			<b>423</b>	<b>180</b>
<b>In Person</b>		9	<b>195</b>	<b>94</b>
<b>TOTAL</b>			<b>618</b>	<b>274</b>

November 4, 2021

Submitted By: Tisha Cannizzo and George Marko

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**One Stop Operator Report September 2021**

In the month of September, staff have been raising money to support the United Way! Employers speak each week to staff and for this period include Wildcat Construction, Sodexo and Labor Finders.

Leaders from the Workforce Center and the Kansas Division of Children and Family (DCF) have been meeting monthly, with quarterly joint staff meetings, to improve collaboration for the benefit of mutual clients. The October joint staff meeting had over 90 staff registered to learn more about the Workforce Center workshops. Staff participated in break-out groups to get to know each other and to brainstorm about how to encourage high barriered job seekers to access these workshops.

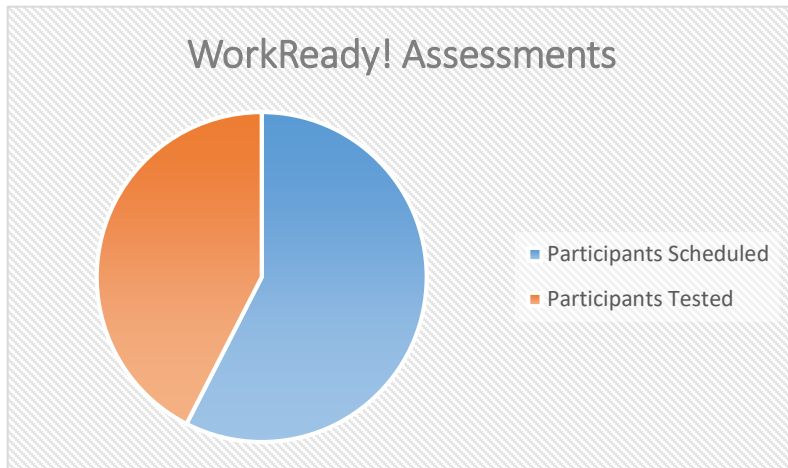
The One Stop Operator has been working with the Training Team to learn the Eckerd U system to offer online training to Workforce Center staff through Eckerd Connects. Supervisors participated in three training courses through September. Staff are scheduled to begin receiving training in October.

**Business Services Report September 2021**

In addition to the 459 employer contacts documented in KansasWorks, there were an additional 487 employer contacts made who did not have a KansasWorks account. This was a reduction of 600 contacts compared to August 2021. There were 109 job placements with an average wage of \$15.83 along with four companies with On the Job Training (OJT) contracts, resulting in a total of 34 active placements.

Over the last three months the Workforce Center has hosted, either in person or virtually, 10 job fairs. KansasWorks Statewide virtual job fairs will be now conducted on a quarterly basis with the next event scheduled for December 8-9.

<b>Date</b>	<b>Job Fair</b>	<b>Employers</b>	<b>Attendees</b>
8/2/21	Mid-Continent Controls	1	5
8/12/21	GET HIRED	68	419
8/26/21	Get Hired Virtual Job Fair	17	36
	<b>August Totals</b>	<b>86</b>	<b>460</b>
9/9/21	WFC Multi-employer Virtual Job Fair	58	15
9/23/21	WFC Multi-employer Virtual Job Fair	24	13
9/29 - 9/30	KansasWorks Statewide Virtual Job Fair	260	318
	<b>September Totals</b>	<b>342</b>	<b>346</b>
10/14/21	Kingman County Job Fair	6	30
10/19/21	Child Start Early Childhood Education Virtual Job Fair	17	6
10/21/21	Visit Wichita Hospitality Career Fair	20	37
10/28/21	WFC Multi-employer Virtual Job Fair	37	7
	<b>October Totals</b>	<b>80</b>	<b>80</b>
		<b>508</b>	<b>886</b>



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**WorkReady! Testing September 2021**

9 - Testing Sessions

73.8% - % Attendance Rate

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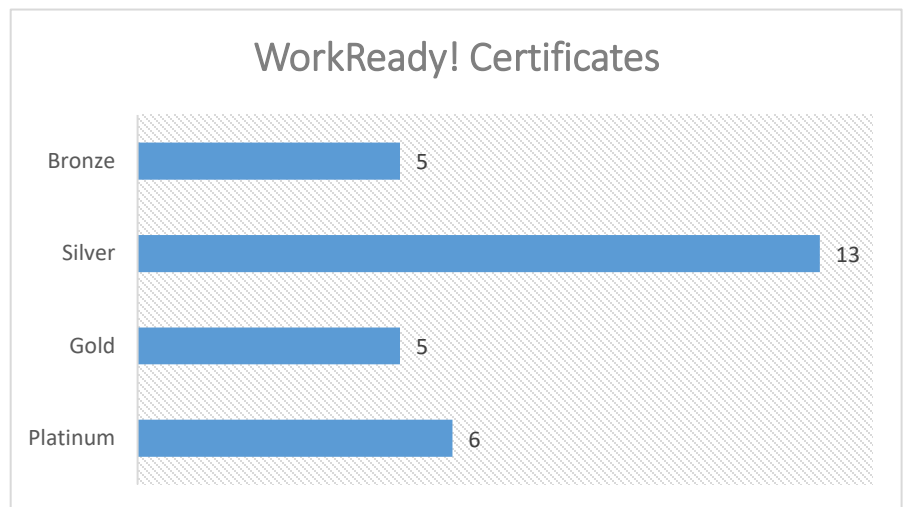
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**WorkReady! Certificates September 2021**

29 - Certificates Awarded

93.5% - % Award Rate

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157 – Pre-Employment Skills Assessments Administered

40 – Applications Completed

459 - Services to Employers

810 - Job Postings

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**Recommended Action**

*Receive and File.*

## **LWDB Program Operations and Performance (POP) Committee Meeting Minutes**

September 2, 2021

### **1. Welcome and Introductions**

The LWDB Program Operations and Performance Committee assembled via Zoom. Co-Chair Tony Naylor welcomed Committee members and called the meeting to order. Keith Lawing introduced Kami Moore, the new Director of Adult Education at Cowley College, who has replaced Jennifer Anderson on the board and on the Committee.

### **2. Workforce Innovation & Opportunity Act (WIOA) Performance for Program Year 2020 (PY20)**

Program Year 2020 (PY20) ended on June 30, 2021. KANSASWORKS is now closed for further data entry and performance is final as of August 27, 2021.

For WIOA Adult, Dislocated Worker, and Youth (PY20), all sanction levels were met or exceeded for Local Area IV (LAIV) and the state for all programs. There are some issues with the after-exit employment numbers and median earnings being affected by the effects of the pandemic and related economic conditions and that is expected to continue into future reporting as there is a lag in timing of the data. Staff will continue to monitor these issues and effects.

For Wagner-Peyser, LA IV final annual performance will exceed the goal for Median Earnings and meet the goal for Entered Employment 2nd Quarter and Entered Employment 4th Quarter.

The Effectiveness in Serving Employers for WIOA and Wagner-Peyser measure is still in baseline status and there are no goals or measures for this report as yet. The Retention rate is calculated at the local and State level and the Employer Penetration (% of employers using WIOA core services) 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. Alex Munoz asked if those measures would be broken down into Local Areas at some in the future. These measures will continue to be calculated at the level as there are issues with KANSASWORKS' ability to track this data effectively and that is being reviewed by the State to improve. This measure is new under WIOA and is a work in progress in terms of what this data measures and how that data can be used to improve services.

For the Senior Community Service Employment Program (SCSEP), 4<sup>th</sup> quarter and annual information is available, but the numbers are not final. LAIV projected annual performance is to exceed the goal for Service to Most in Need and Employment Rate 2<sup>nd</sup> Quarter, not meet the sanction level for Employment Rate 4<sup>th</sup> Quarter or Median Earnings. Information is not available for Service Level and Community Service. Many of these measures were affected by the pandemic when participants were not allowed to work at host agencies and are still being affected by the economic aftermath.

*Report was received and filed.*

### **3. Additions to the Eligible Training Provider (ETP) List**

Additions to the Eligible Training Provider List from Butler Community College and WSU Tech were presented to the Committee for approval. All programs on the ETP List must be approved by the LWDB. Staff recommended approving Culinary Arts (American Culinary Federation-ACF Certificate for Sous Chef and Culinarian) and Diesel Technology (Certificate and Associate of Applied Science-AAS) programs from Butler Community College and a Healthcare Administration and Management (Associates Degree for Nursing) program from WSU Tech. All programs support occupations that have projected growth and meet the wage standards for Local Area IV.

*Alex Munoz (Robyn Heinz) moved to approve the initial program to the Eligible Training Provider (ETP) list as presented. Motion adopted.*

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

The Wichita Workforce Center has been impacted more in the last two weeks by COVID cases than it has at any time prior. No hospitalizations have been required as yet, but staff are concerned and taking additional precautions. For the next few weeks into October, there will be limited access to in-person services at the center. Staff remain committed to provide customers with as many in-person services as practical and will continue to monitor the spread rate in the community and change plans accordingly.

The most current Workforce Center customer data was shared with the Committee. Data from the El Dorado and Cowley College offices was not available for inclusion in the report, but staff will insure that it is available in the future. The Get Hired! Job Fair was held at INTRUST Arena last month with attendance being less than in previous years, although employers were please with the quality of applicants. Employment benefits to may recipients this week and staff are anticipating a possible increase for workforce center services and job fairs. Staff have just completed a large number of enrollments for Trade Adjustment Assistance (TAA) and Dislocated Worker (DW) programs and will be preparing a Training Report for the Committee in the next month or so. A link was provided to Committee members to access a KWCH “Building You” story regarding a recent TAA participant that ultimately obtained an excellent job <https://www.kwch.com/2021/09/01/building-you-laid-off-worker-retrains-lands-new-career/> after successfully completing the TAA program. The My Reemployment program, which is a required state program for people that have been on unemployment for three weeks or more, created significant traffic to the Workforce Center as well as increased phone, chat and email volume for staff to manage. Traffic and volume have decreased somewhat due to unemployment benefits coming to an end. Workshops are still being offered with basic computer skills workshops being offered in person and the soft skills and job search type workshops are being held virtually. Participation has been an issue and staff are looking at ways to increase attendance. In-person job fairs had resumed; however, with the increase in COVID cases, those will be held virtually for the foreseeable future. A new virtual job fair platform has just been procured, which employers seem to be pleased with using. A training opportunity is being rolled out to staff through a platform offered by Eckerd Connects, which offers basic workforce training, customer service, soft skills, etc.

*Report was received and filed.*

#### **5. External Monitoring Report**

The Workforce Alliance contracts with a third-party vendor, Regier, Monroe and Carr (RCM), to conduct monitoring of operations and programs. The Chief Elected Official Board (CEOB) and the Local Workforce Development Board (LWDB) agreed to implement an external monitoring contract to provide an additional firewall to limit potential conflicts of interest. RCM completed its third monitoring and issued its third report in July 2021; the report summarizes RCM procedures and what was reviewed. RCM identified the following issues: two files for which Basic Career Services Eligibility (BCSE) was required but had not been completed; multiple files in which case notes were inadequate, erroneous, or missing in general; two files where services were either approved or denied by a supervisor, but inadequate documentation was present to support those decisions; and eight clients who should have but did not receive follow up. Two other files were noted; however, those were business services files for which the WA does not provide follow up services; staff will file a response with the monitor to correct this in their report. Staff is recommending further staff training on case management and follow up services to try to eliminate these issues in the future as well as a refresher on BCSE.

*Report was received a filed.*

## **6. Consent Agenda and Committee Reports**

Minutes from the May 6, 2021 meeting and regional labor market data were presented to the Committee for review and approval. Labor market data from January 2020 through June of 2021 for the ten-county region that the WA serves was provided to the Committee. There are more people in the labor force but fewer people actually employed. Many employers are experiencing difficulty in finding workers. It does appear that with the ending of unemployment benefits, more people are beginning to look for work. It is important that the pandemic be controlled in order to get people back to work and get the economy where it needs to be.

*John Clark (Robyn Heinz) moved to approve the approval of the Consent Agenda as presented. Motion adopted.*

## **7. New Business/Announcements**

- A. A demonstration of the new virtual job fair platform will be provided to the Executive Committee at its meeting on September 8<sup>th</sup>. POP Committee members are welcome to participate or contact Keith Lawing for an individual session.
- B. Jennie Heersche and Greg Butler provided an update on services at the Cowley College workforce office. In-person services have not been affected greatly by the continued pandemic as yet. During the month of August, the office saw 146 customer contacts, a mix of students, employers and community members. They are continuing to provide outreach in the community to increase awareness of programs and services. They are finding that job seekers are much more selective about what jobs they are interested in (flexible schedules, working from home, etc.)

## **8. Adjournment**

The meeting was adjourned at 12:26.

### *Present Committee & Board Members*

Tony Naylor, Co-Chair

Robyn Heinz, Co-Chair

Justin Albert

John Clark

Kami Moore

Alex Munoz

Erica Ramos

### *Staff/Guests*

Amanda Duncan

Denise Houston

Keith Lawing

Shirley Lindhorst

Chad Pettera

Tisha Cannizzo, Eckerd Connects

Jon Cressler, Butler Community College

Greg Butler, Cowley College

Jennie Heersche, Cowley College

## **Item**

### **Performance Reports**

## **Background**

Program Year 2021 (PY21) began on July 1, 2021. The first quarter just ended and the second quarter of the program year has begun.

## **Analysis**

### WIOA Adult, Dislocated Worker, and Youth (PY21)

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

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

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

Local Area IV is close to the State in annual performance so far. Local Area IV is projected to exceed the goal for two measures, meet the goal for two measures, and not meet the sanction level for 11 measures. The State is projected to exceed the goal for two measures and not meet the sanction level for 13 measures.

### Wagner Peyser (PY21)

Wagner-Peyser projected first quarter performance is to exceed the goal for Median Earnings. LAIV is projected to meet the goal for Entered Employment 2<sup>nd</sup> Quarter. LAIV is projected to not meet the sanction level for Entered Employment 4<sup>th</sup> Quarter.

### Effectiveness in Serving Employers for WIOA and Wagner-Peyser (PY21)

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 35.12%, Dislocated Worker Retention rate is 33.33%, Youth

Retention rate is 41.67%, and Wagner-Peyser Retention rate is 36.47%. Statewide Employer Penetration rate is 3.79%. Statewide Repeat Business Customers rate is 31.25%.

WIOA Average Indicator Scores (PY21)

For Average Indicator Score Local Area IV is projected to exceed the goal for Credential Rate, meet the goal for Median Earnings, and not meet the sanction level for Employment 2nd Quarter, Employment 4<sup>th</sup> Quarter, and Measurable Skills Gain.

For Average Program Score Local Area IV is projected to not meet the sanction level for the Adult, Dislocated Worker, and Youth programs.

Senior Community Service Program (PY21)

First quarter information is available for the Senior Community Service Program. LAIV projected first quarter performance is to exceed the goal for Service to Most in Need, Employment Rate 2<sup>nd</sup> Quarter, and Employment Rate 4<sup>th</sup> Quarter. LAIV is projected to not meet the sanction level for Service Level, Community Service, and Median Earnings.

**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 2021  
Performance Report of LA IV  
as of 10/13/2021**

Adult		Goal	PY21 1st Qtr July 21 - Sept 21		PY21 2nd Qtr Oct 21 - Dec 21		PY21 3rd Qtr Jan 22 - Mar 22		PY21 4th Qtr Apr 22 - June 22		PY21 Annual Report July 21 - June 22		PY21 State / Annual Report July 21 - June 22		*Reporting Period
		Sanction													
Employment Rate	(2nd Qtr. after Exit)	76.00%		61		54					121		437		2nd Qtr= 10/01/20 to 12/31/20
		68.40%	69.32	88	62.07	87				42.01	288	40.88	1069		Annual= 07/01/20 to 06/30/21
Employment Rate	(4th Qtr. after Exit)	74.00%		73		49					133		532		2nd Qtr= 04/01/20 to 06/30/20
		66.60%	55.30	132	66.22	74				34.91	381	39.76	1338		Annual= 01/01/20 to 12/31/20
Earnings (Median Earnings 2nd Qtr. after Exit)		\$5,751.00													2nd Qtr= 10/01/20 to 12/31/20
		\$5,175.90	\$5,781.33	N/A	\$5,596.59	N/A	N/A		N/A	\$5,766.50	N/A	\$6,561.97	N/A		Annual= 07/01/20 to 06/30/21
Credential Attainment (Within 4 Qtrs. after Exit)		74.60%		8		6					31		382		2nd Qtr= 04/01/20 to 06/30/20
		67.14%	72.73	11	85.71	7				72.09	43	75.35	507		Annual= 01/01/20 to 12/31/20
Measurable Skills Gain (Real Time Measure)		53.20%		0		0					0		51		2nd Qtr= 10/01/21 to 12/31/21
		47.88%	0.00	24	0.00	20				0.00	24	12.88	396		Annual= 07/01/21 to 06/30/22

**Dislocated Workers**

Employment Rate	(2nd Qtr. after Exit)	82.50%		28		35					73		101		2nd Qtr= 10/01/20 to 12/31/20
		74.25%	66.67	42	70.00	50				23.47	311	27.08	373		Annual= 07/01/20 to 06/30/21
Employment Rate	(4th Qtr. after Exit)	79.00%		22		23					49		91		2nd Qtr= 04/01/20 to 06/30/20
		71.10%	75.86	29	69.70	33				31.82	154	34.47	264		Annual= 01/01/20 to 12/31/20
Earnings	(Median Earnings 2nd Qtr. after Exit)	\$9,100.00													2nd Qtr= 10/01/20 to 12/31/20
		\$8,190.00	\$7,957.96	N/A	\$8,056.66	N/A	N/A		N/A	\$7,793.94	N/A	\$7,670.96	N/A		Annual= 07/01/20 to 06/30/21
Credential Attainment	(Within 4 Qtrs. after Exit)	78.60%		3		6					18		63		2nd Qtr= 04/01/20 to 06/30/20
		70.74%	75.00	4	30.00	20				42.86	42	60.00	105		Annual= 01/01/20 to 12/31/20
Measurable Skills Gain	(Real Time Measure)	69.30%		5		0					5		13		2nd Qtr= 10/01/21 to 12/31/21
		62.37%	21.74	23	0.00	18				20.83	24	19.70	66		Annual= 07/01/21 to 06/30/22

**Youth**

Education and Employment Rate	(2nd Qtr. after Exit)	72.50%		2		3					5		73		2nd Qtr= 10/01/20 to 12/31/20
		65.25%	66.67	3	100.00	3				62.50	8	51.77	141		Annual= 07/01/20 to 06/30/21
Education and Employment Rate	(4th Qtr. after Exit)	69.10%		3		3					6		125		2nd Qtr= 04/01/20 to 06/30/20
		62.19%	75.00	4	100.00	3				46.15	13	50.00	250		Annual= 01/01/20 to 12/31/20
Earnings	(Median Earnings 2nd Qtr. after Exit)	\$4,145.00													2nd Qtr= 10/01/20 to 12/31/20
		\$3,730.50	\$1,901.74	N/A	\$5,865.94	N/A	N/A		N/A	\$4,444.19	N/A	\$3,277.20	N/A		Annual= 07/01/20 to 06/30/21
Credential Attainment	(Within 4 Qtrs. after Exit)	59.00%		3		1					9		84		2nd Qtr= 04/01/20 to 06/30/20
		53.10%	100.00	3	100.00%	1				100.00	9	48.55	173		Annual= 01/01/20 to 12/31/20
Measurable Skills Gain	(Real Time Measure)	57.60%		0		0					0		10		2nd Qtr= 10/01/21 to 12/31/21
		51.84%	0.00	5	0.00	4				0.00	5	9.26	108		Annual= 07/01/21 to 06/30/22

Summary LA IV	1st Qtr			2nd Qtr			3rd Qtr			4th Qtr		
	Adult	DW	Youth	Adult	DW	Youth	Adult	DW	Youth	Adult	DW	Youth
Met Goal	1		2	1		4						
Met Sanction	2	2	1	1								
Did Not Meet Sanction	2	3	2	3	5	1						

Summary Annual LA IV / State	Program to Date			
	Adult	DW	Youth	State
Met Goal			2	2
Met Sanction	2			
Did Not Meet Sanction	3	5	3	13

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 2021  
2nd Quarter Performance Report  
Comparison of Local Areas as of 10/13/2021**

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> (2nd Qtr. after Exit)	10/01/20 to 12/31/20	76.00%						
		68.40%	62.07	78.79	80.95	66.30	64.86	67.41
<b>Employment Rate</b> (4th Qtr. after Exit)	04/01/20 to 06/30/20	74.00%						
		66.60%	66.22	84.21	65.91	58.42	64.29	66.57
<b>Earnings</b> (Median Earnings 2nd Qtr. after Exit)	10/01/20 to 12/31/20	\$5,751.00						
		\$5,175.90	\$5,596.59	\$7,475.02	\$8,708.40	\$5,802.95	\$9,172.60	\$7,063.29
<b>Credential Attainment</b> (Within 4 Qtrs. after Exit)	04/01/20 to 06/30/20	74.6%						
		67.14%	85.71	52.94	85.00	86.67	72.22	76.39
<b>Measurable Skills Gain</b> (Real Time Measure)	10/01/21 to 12/31/21	53.20%						
		47.88%	0.00	0.96	0.00	4.76	0.00	1.27

**Dislocated Workers**

<b>Employment Rate</b> (2nd Qtr. after Exit)	10/01/20 to 12/31/20	82.50%						
		74.25%	70.00	100.00	~~~~	47.06	100.00	66.67
<b>Employment Rate</b> (4th Qtr. after Exit)	04/01/20 to 06/30/20	79.00%						
		71.10%	69.70	100.00	~~~~	60.87	50.00	66.13
<b>Earnings</b> (Median Earnings 2nd Qtr. after Exit)	10/01/20 to 12/31/20	\$9,100.00						
		\$8,190.00	\$8,056.66	\$10,044.40	~~~~	\$8,011.33	\$5,107.00	\$7,549.31
<b>Credential Attainment</b> (Within 4 Qtrs. after Exit)	04/01/20 to 06/30/20	78.60%						
		70.74%	30.00	0.00	~~~~	80.00	100.00	50.00
<b>Measurable Skills Gain</b> (Real Time Measure)	10/01/21 to 12/31/21	69.30%						
		62.37%	0.00	0.00	~~~~	14.29	0.00	1.89

**Youth**

<b>Education and Employment Rate</b> (2nd Qtr. after Exit)	10/01/20 to 12/31/20	72.50%						
		65.25%	100.00	80.00	100.00	71.43	100.00	82.14
<b>Education and Employment Rate</b> (4th Qtr. after Exit)	04/01/20 to 06/30/20	69.10%						
		62.19%	100.00	94.44	75.00	64.00	80.00	74.19
<b>Earnings</b> (Median Earnings 2nd Qtr. after Exit)	10/01/20 to 12/31/20	\$4,145.00						
		\$3,730.50	\$5,865.94	\$4,496.25	\$2,422.69	\$2,157.22	\$5,355.00	\$3,820.13
<b>Credential Attainment</b> (Within 4 Qtrs. after Exit)	04/01/20 to 06/30/20	59.00%						
		53.10%	100.00	56.25	60.00	34.38	33.33	44.62
<b>Measurable Skills Gain</b> (Real Time Measure)	10/01/21 to 12/31/21	57.60%						
		51.84%	0.00	0.00	0.00	0.00	0.00	0.00

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

	LA IV			LA I			LA II		
	Adult	DW	Youth	Adult	DW	Youth	Adult	DW	Youth
Met Goal	1		4	3	3	3	3	^^	3
Met Sanction	1					1		^^	
Did Not Meet Sanction	3	5	1	2	2	1	2	^^	2

	LA III			LA V			State		
	Adult	DW	Youth	Adult	DW	Youth	Adult	DW	Youth
Met Goal	2	1		1	2	3	2		2
Met Sanction			2	1					1
Did Not Meet Sanction	3	4	3	3	3	2	3	5	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 2021  
Performance Report of LAIV  
as of 10/13/2021**

|                                                   |            | PY21<br>1st Qtr |                   | PY21<br>2nd Qtr |                 | PY21<br>3rd Qtr |                 | PY21<br>4th Qtr |                  |                               |
|---------------------------------------------------|------------|-----------------|-------------------|-----------------|-----------------|-----------------|-----------------|-----------------|------------------|-------------------------------|
|                                                   |            | Goal            |                   |                 |                 |                 |                 |                 |                  |                               |
| Wagner-Peyser                                     |            | Sanction        | July 21 - Sept 21 |                 | Oct 21 - Dec 21 |                 | Jan 22 - Mar 22 |                 | Apr 22 - June 22 | *Reporting Period             |
| Employment Rate<br>(2nd Qtr. after Exit)          | 70.60%     |                 | 782               |                 | 640             |                 |                 |                 |                  | 2nd Qtr= 10/01/20 to 12/31/20 |
|                                                   | 63.54%     | 67.59%          | 1157              | 65.98%          | 970             |                 |                 |                 |                  | Annual= 07/01/20 to 06/30/21  |
| Employment Rate<br>(4th Qtr. after Exit)          | 69.80%     |                 | 1489              |                 | 406             |                 |                 |                 |                  | 2nd Qtr= 04/01/20 to 06/30/20 |
|                                                   | 62.82%     | 61.38%          | 2426              | 64.14%          | 633             |                 |                 |                 |                  | Annual= 01/01/20 to 12/31/20  |
| Earnings<br>(Median Earnings 2nd Qtr. after Exit) | \$5,356.00 |                 |                   |                 |                 |                 |                 |                 |                  | 2nd Qtr= 10/01/20 to 12/31/20 |
|                                                   | \$4,820.40 | \$5,462.48      | N/A               | \$6,252.04      | N/A             |                 | N/A             |                 | N/A              | Annual= 07/01/20 to 06/30/21  |

| Wagner-Peyser                                     |            | PY21<br>Annual Report<br>July 21 - June 22 |      | PY21<br>State / Annual Report<br>July 21 - June 22 |       | *Reporting Period             |
|---------------------------------------------------|------------|--------------------------------------------|------|----------------------------------------------------|-------|-------------------------------|
|                                                   | Goal       |                                            |      |                                                    |       |                               |
|                                                   | Sanction   |                                            |      |                                                    |       |                               |
| Employment Rate<br>(2nd Qtr. after Exit)          | 70.60%     | 34.77%                                     | 1517 | 37.35%                                             | 5041  | 2nd Qtr= 10/01/20 to 12/31/20 |
|                                                   | 63.54%     |                                            | 4363 |                                                    | 13497 | Annual= 07/01/20 to 06/30/21  |
| Employment Rate<br>(4th Qtr. after Exit)          | 69.80%     | 37.82%                                     | 1964 | 32.11%                                             | 4892  | 2nd Qtr= 04/01/20 to 06/30/20 |
|                                                   | 62.82%     |                                            | 5193 |                                                    | 15234 | Annual= 01/01/20 to 12/31/20  |
| Earnings<br>(Median Earnings 2nd Qtr. after Exit) | \$5,356.00 | \$5,704.63                                 | N/A  | \$5,766.94                                         | N/A   | 2nd Qtr= 10/01/20 to 12/31/20 |
|                                                   | \$4,820.40 |                                            |      |                                                    |       | Annual= 07/01/20 to 06/30/21  |

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

| 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 2021**  
**Performance Report of LAIV**  
**as of 10/13/2021**

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).

| *No Goals / Sanctions set at this time*                       | Goal     | PY21<br>Annual Report / LAIV<br>July 21 - June 22 |      | PY21<br>Annual Report / State<br>July 21 - June 22 |      | *Reporting Period            |
|---------------------------------------------------------------|----------|---------------------------------------------------|------|----------------------------------------------------|------|------------------------------|
|                                                               | Sanction |                                                   |      |                                                    |      |                              |
|                                                               |          |                                                   |      |                                                    |      |                              |
| Retention - Adult<br>(2nd & 4th Qtrs. After Exit)             | N/A      | 35.12%                                            | 85   | 38.11%                                             | 362  | Annual= 01/01/20 to 12/31/20 |
|                                                               | N/A      |                                                   | 242  |                                                    | 950  |                              |
| Retention - Dislocated Worker<br>(2nd & 4th Qtrs. After Exit) | N/A      | 33.33%                                            | 35   | 34.81%                                             | 63   | Annual= 01/01/20 to 12/31/20 |
|                                                               | N/A      |                                                   | 105  |                                                    | 181  |                              |
| Retention - Youth<br>(2nd & 4th Qtrs. After Exit)             | N/A      | 41.67%                                            | 5    | 35.20%                                             | 63   | Annual= 01/01/20 to 12/31/20 |
|                                                               | N/A      |                                                   | 12   |                                                    | 179  |                              |
| Retention - Wagner Peyser<br>(2nd & 4th Qtrs. After Exit)     | N/A      | 36.47%                                            | 1224 | 31.98%                                             | 3076 | Annual= 01/01/20 to 12/31/20 |
|                                                               | N/A      |                                                   | 3356 |                                                    | 9619 |                              |

|                                                                                                                               | Goal     | PY21<br>State / Annual Report<br>July 21 - June 22 |       | *Reporting Period            |
|-------------------------------------------------------------------------------------------------------------------------------|----------|----------------------------------------------------|-------|------------------------------|
|                                                                                                                               | Sanction |                                                    |       |                              |
| <b>Employer Penetration Rate</b><br><i>(% of Employers using WIOA Core Services)</i>                                          | N/A      | 3.79%                                              | 3424  | Annual= 07/01/20 to 06/30/21 |
|                                                                                                                               | N/A      |                                                    | 90409 |                              |
| <b>Repeat Business Customers Rate</b><br><i>(% of Employers that used WIOA Core Serv. more than once in the last 3 years)</i> | N/A      | 31.25%                                             | 2759  | Annual= 07/01/20 to 06/30/21 |
|                                                                                                                               | N/A      |                                                    | 8830  |                              |

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 2021  
Performance Throughout the Program Year  
Local Area IV  
as of 10/13/2021**

| Local Area IV Performance Through PY 2021 |                    |                |                    |               |                    |               |                         |
|-------------------------------------------|--------------------|----------------|--------------------|---------------|--------------------|---------------|-------------------------|
| Indicator / Program                       | Performance / Goal | Title I Adults | Performance / Goal | Title I DW    | Performance / Goal | Title I Youth | Average Indicator Score |
| Employment 2nd Quarter After Exit         | 42.01%             | 55.28%         | 23.47%             | 28.45%        | 62.50%             | 86.21%        | 56.64%                  |
|                                           | 76.00%             |                | 82.50%             |               | 72.50%             |               |                         |
| Employment 4th Quarter After Exit         | 34.91%             | 47.18%         | 31.82%             | 40.28%        | 46.15%             | 66.79%        | 51.41%                  |
|                                           | 74.00%             |                | 79.00%             |               | 69.10%             |               |                         |
| Median Earnings 2nd Quarter After Exit    | \$5,766.50         | 100.27%        | \$7,793.94         | 85.65%        | \$4,444.19         | 107.22%       | 97.71%                  |
|                                           | \$5,751.00         |                | \$9,100.00         |               | \$4,145.00         |               |                         |
| Credential Attainment Rate                | 72.09%             | 96.64%         | 42.86%             | 54.53%        | 100.00%            | 169.49%       | 106.89%                 |
|                                           | 74.60%             |                | 78.60%             |               | 59.00%             |               |                         |
| Measurable Skill Gains                    | 0.00%              | 0.00%          | 20.83%             | 30.06%        | 0.00%              | 0.00%         | 10.02%                  |
|                                           | 53.20%             |                | 69.30%             |               | 57.60%             |               |                         |
| <b>Average Program Score</b>              | <b>90.00%</b>      | <b>59.87%</b>  | <b>90.00%</b>      | <b>47.79%</b> | <b>90.00%</b>      | <b>85.94%</b> |                         |

Indicator / Program totals will meet sanction by achieving 50% (i.e. Red = 0%-49.99%; Yellow = 50%-99.99%; Green = 100% or greater)

Average Program Score and Average Indicator Score totals will meet sanction by achieving 90% (i.e. Red = 0%-89.99%; Yellow = 90%-99.99%; Green = 100% or greater)

**WIOA Programs**  
**Program Year 2021**  
**Performance Throughout the Program Year**  
**Statewide**  
**as of 10/13/2021**

| Overall State Performance Through PY 2021 |                    |                |                    |               |                    |               |                         |
|-------------------------------------------|--------------------|----------------|--------------------|---------------|--------------------|---------------|-------------------------|
| Indicator / Program                       | Performance / Goal | Title I Adults | Performance / Goal | Title I DW    | Performance / Goal | Title I Youth | Average Indicator Score |
| Employment 2nd Quarter After Exit         | 40.88%             | 53.79%         | 27.08%             | 32.82%        | 51.77%             | 71.41%        | 52.67%                  |
|                                           | 76.00%             |                | 82.50%             |               | 72.50%             |               |                         |
| Employment 4th Quarter After Exit         | 39.76%             | 53.73%         | 34.47%             | 43.63%        | 50.00%             | 72.36%        | 56.57%                  |
|                                           | 74.00%             |                | 79.00%             |               | 69.10%             |               |                         |
| Median Earnings 2nd Quarter After Exit    | \$6,561.97         | 114.10%        | \$7,670.96         | 84.30%        | \$3,277.20         | 79.06%        | 92.49%                  |
|                                           | \$5,751.00         |                | \$9,100.00         |               | \$4,145.00         |               |                         |
| Credential Attainment Rate                | 75.35%             | 101.01%        | 60.00%             | 76.34%        | 48.55%             | 82.29%        | 86.54%                  |
|                                           | 74.60%             |                | 78.60%             |               | 59.00%             |               |                         |
| Measurable Skill Gains                    | 12.88%             | 24.21%         | 19.70%             | 28.43%        | 9.26%              | 16.08%        | 22.90%                  |
|                                           | 53.20%             |                | 69.30%             |               | 57.60%             |               |                         |
| <b>Average Program Score</b>              | <b>90.00%</b>      | <b>69.37%</b>  | <b>90.00%</b>      | <b>53.10%</b> | <b>90.00%</b>      | <b>64.24%</b> |                         |

Indicator / Program totals will meet sanction by achieving 50% (i.e. Red = 0%-49.99%; Yellow = 50%-99.99%; Green = 100% or greater)

Average Program Score and Average Indicator Score totals will meet sanction by achieving 90% (i.e. Red = 0%-89.99%; Yellow = 90%-99.99%; Green = 100% or greater)

## Performance Through PY Year – Calculation Key

| Local Area IV Performance Through PY 2017 |                    |                |                    |            |                    |               |                         |
|-------------------------------------------|--------------------|----------------|--------------------|------------|--------------------|---------------|-------------------------|
| Indicator / Program                       | Performance / Goal | Title I Adults | Performance / Goal | Title I DW | Performance / Goal | Title I Youth | Average Indicator Score |
| Employment 2nd Quarter After Exit         | <b>A</b> 72.27%    | 91.83%         | 75.00%             | 90.36%     | 65.15%             | 88.04%        | 90.08%                  |
|                                           | <b>B</b> 78.70%    |                | 83.00%             |            | 74.00%             |               |                         |
| Employment 4th Quarter After Exit         | 72.34%             | 102.18%        | 78.00%             | 103.59%    | 66.15%             | 92.65%        | 99.47%                  |
|                                           | 70.80%             |                | 75.30%             |            | 71.40%             |               |                         |
| Median Earning 2nd Quarter After Exit     | \$5,235            | 85.86%         | \$9,607            | 125.01%    | X                  | N/A           | 105.43%                 |
|                                           | \$6,097            |                | \$7,685            |            | X                  |               |                         |
| Credential Attainment Rate                | 83.02%             | 151.50%        | 66.67%             | 122.78%    | 24.07%             | 39.72%        | 104.67%                 |
|                                           | 54.80%             |                | 54.30%             |            | 60.60%             |               |                         |
| Average Program Score                     | 90.00%             | 107.84%        | 90.00%             | 110.43%    | 90.00%             | 73.47%        |                         |

**A** = Performance / Goal Actual Rate

**B** = Performance / Goal Target Rate

1. Take **Actual Rate** / **Target Rate** = Percentage Rate/s for Title I Programs Adult, DW, Youth (i.e. 72.27% / 78.70% = 91.83%). Complete this for each indicator in each program to obtain all initial percentage rates (indicated by purple box above).

2. Average Program Score – To figure the Average Program Score:

Add the percentage totals for each Title I program column (i.e. Adult 91.83% + 102.18% + 85.86% + 151.50% = 431.37%). Then divide the total by the number of program indicators for each program (i.e. Adult 431.37% / 4 = 107.84%).

3. Average Indicator Score – To figure the Average Indicator Score:

Add the percentage totals for each Indicator / Program row (i.e. Employment 2<sup>nd</sup> Quarter After Exit 91.83% + 90.36% + 88.04% = 270.23%). Then divide the total by the number of Title I Programs in the indicator (i.e. Employment 2<sup>nd</sup> Quarter After Exit 270.23% / 3 = 90.08%).

*All Actual Rate / Target Rate percentages pulled from WIOA Annual Performance Reports – Local Area/WIB & Statewide*

**Senior Community Service Employment Program (SCSEP)**  
**Program Year 2021**  
**Performance Report of LAIV**  
**as of 10/13/2021 (Updated Quarterly)**

| SCSEP Measure                                                              | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Goal     | PY21<br>1st Qtr<br>July 21 to<br>Sept 21 |       | PY21<br>2nd Qtr<br>Oct 21 to<br>Dec 21 |     | PY21<br>3rd Qtr<br>Jan 22 to<br>Mar 22 |     | PY21<br>4th Qtr<br>Apr 22 to<br>June 22 |     | PY21<br>YTD<br>July 21 to<br>June 22 |       |
|----------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|------------------------------------------|-------|----------------------------------------|-----|----------------------------------------|-----|-----------------------------------------|-----|--------------------------------------|-------|
|                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Sanction |                                          |       |                                        |     |                                        |     |                                         |     |                                      |       |
| <b>Service Level</b>                                                       | The number of participants who are active on the last day of the reporting period or who exited during the reporting period divided by the number of modified community service positions                                                                                                                                                                                                                                                                                                                                                                                                                               | 150.0%   |                                          | 55    |                                        | 40  |                                        |     |                                         |     |                                      | 55    |
|                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 135.0%   | 65.5%                                    | 84    | N/A                                    | 0   |                                        |     |                                         |     | 65.5%                                | 84    |
| <b>Community Service</b>                                                   | The number of hours of community service in the reporting period divided by the number of hours of community service funded by the grant minus the number of paid training hours in the reporting period                                                                                                                                                                                                                                                                                                                                                                                                                | 76.0%    |                                          | 8901  |                                        | 0   |                                        |     |                                         |     |                                      | 8901  |
|                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 68.4%    | 38.8%                                    | 22915 | N/A                                    | 0   |                                        |     |                                         |     | 38.8%                                | 22915 |
| <b>Service to Most In Need</b>                                             | Average number of barriers per participant. The total number of the following characteristics: severe disability, frail; age 75 or older, old enough for but not receiving SS Title II, severely limited employment prospects and living in an area of persistent unemployment, limited English proficiency, low literacy skills, disability, rural, veterans, low employment prospects, failed to find employment after using WIA Title I, and homeless or at risk of homelessness divided the number of participants who are active on the last day of the reporting period or who exited during the reporting period | 2.79%    |                                          | 169   |                                        | 123 |                                        |     |                                         |     |                                      | 169   |
|                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 2.51%    | 3.07%                                    | 55    | 3.08%                                  | 40  |                                        |     |                                         |     | 3.07%                                | 55    |
| <b>Employment Rate</b><br>(2nd Qtr. after Exit)                            | The percentage of participants who are in unsubsidized employment during the second quarter after exit from the program.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 32.0%    |                                          | 1     |                                        | 0   |                                        |     |                                         |     |                                      | 1     |
|                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 28.8%    | 100.0%                                   | 1     | N/A                                    | 0   |                                        |     |                                         |     | 100.0%                               | 1     |
| <b>Employment Rate</b><br>(4th Qtr. after Exit)                            | The percentage of participants who are in unsubsidized employment during the fourth quarter after exit from the program                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 28.1%    |                                          | 3     |                                        | 0   |                                        |     |                                         |     |                                      | 3     |
|                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 25.3%    | 33.3%                                    | 9     | N/A                                    | 0   |                                        |     |                                         |     | 33.3%                                | 9     |
| <b>Earnings</b><br>(Median Earning 2nd Qtr. after Exit)                    | The median earnings of participants who are in unsubsidized employment during the second quarter after exit from the program                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | \$3,431  |                                          |       |                                        |     |                                        |     |                                         |     |                                      |       |
|                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | \$3,088  | \$1,814                                  | N/A   | N/A                                    | N/A |                                        | N/A |                                         | N/A | \$1,814                              | N/A   |
| <b>Effectiveness in Serving Employers, Participants, and Host Agencies</b> | Average annual ACSI for employers                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 85.8%    |                                          |       |                                        |     |                                        |     |                                         |     |                                      |       |
|                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 77.2%    | ~~~~                                     |       | ~~~~                                   |     | ~~~~                                   |     | ~~~~                                    |     | ~~~~                                 |       |
|                                                                            | Average annual ACSI for participants                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 81.2%    |                                          |       |                                        |     |                                        |     |                                         |     |                                      |       |
|                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 73.1%    | ~~~~                                     |       | ~~~~                                   |     | ~~~~                                   |     | ~~~~                                    |     | ~~~~                                 |       |
|                                                                            | Average annual ACSI for host agencies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 81.9%    |                                          |       |                                        |     |                                        |     |                                         |     |                                      |       |
|                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 73.7%    | ~~~~                                     |       | ~~~~                                   |     | ~~~~                                   |     | ~~~~                                    |     | ~~~~                                 |       |

| Summary           | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter | YTD |
|-------------------|-------------|-------------|-------------|-------------|-----|
| Met Goal          | 3           | 1           |             |             | 3   |
| Met Sanction      |             |             |             |             |     |
| Did Not Meet Goal | 3           |             |             |             | 3   |

Bold Numbers = Official numbers and will not change  
 ~~~~ = Information is not available



KANSAS DEPARTMENT OF COMMERCE  
REGULATORY COMPLIANCE UNIT  
LEGAL SERVICES



# MONITORING SUMMARY REPORT

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LWDA IV SENIOR COMMUNITY SERVICE  
EMPLOYMENT PROGRAM  
PROGRAM YEAR (PY) 2020 REVIEW  
(SCSEP)

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OCTOBER 2021

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REPORT #21-04-01

# MONITORING SUMMARY REPORT

## LWDA IV SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM REVIEW

|  |                 |
|--|-----------------|
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## EXECUTIVE SUMMARY

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In August 2021, the Kansas Department of Commerce's (Commerce) Regulatory Compliance Unit (CRC) reviewed the Local Workforce Development Area IV (LWDA IV) Senior Community Service Employment Program (SCSEP) for compliance with Title V of the Older Americans Act (OAA), Federal Regulations at 20 CFR Part 641, and applicable United States Department of Labor (USDOL) Training and Employment Guidance Letters (TEGL) and Older Worker Bulletins (OWB). Workforce Alliance, Commerce's state grant sub-awardee, operates the SCSEP in LWDA IV which includes Butler, Cowley, Harper, Harvey, Kingman, Sedgwick, and Sumner Counties in south-central Kansas. Additional information about Workforce Alliance is available at [www.workforce-ks.com](http://www.workforce-ks.com).

### Observations

In PY 2020, SCSEP participation and performance was significantly affected by the COVID-19 pandemic. Per USDOL guidance at 20 CFR Part 641.565, participants were placed on paid leave for nine months of the program year to protect their health and safety. The return to host sites in June 2021 was challenging as 17 individuals exited in the last quarter. During the paid break, workforce centers were closed to in-person services and provided online job search assistance including virtual job fairs and workshops. These services are beneficial for most job seekers; however, many SCSEP participants lack computers and internet access. Workforce centers reopened to in-person services in the last quarter of PY 2020.

At PY 2020 end only 63% of authorized positions (53 of 84) were occupied compared to 83% occupancy (69 of 83) at PY 2019 end. In PY 2020, the SCSEP placed 13 participants into unsubsidized employment compared to 25 in PY 2019. In PY 2020, the program gained 14 new participants compared to 45 new participants gained the previous program year. In PY 2020, the SCSEP expended 80% of total grant funds on participant wages and benefits surpassing the 75% program benchmark. In PY 2019, SCSEP achieved 100% of aggregate performance goals; however, PY 2020 core performance results were incomplete due to the pandemic.

### Recommendation

- SCSEP should continue to increase participant enrollments by coordinating outreach activities that target diverse applicant sources, community organizations, and host site agencies.

### Best Practices and Program Highlights

- SCSEP provides fair and equitable consideration to applicants and participants with past criminal convictions.
- SCSEP recently established an office at the Senior Services of Wichita agency to conduct outreach and recruitment activities.

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## BACKGROUND

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Congress enacted the Workforce Innovation and Opportunity Act (WIOA) of 2014 to reform federal job training programs and strengthen the workforce investment system to put Americans, particularly those with employment barriers, back to work and make the United States more competitive in the 21st Century. Final WIOA rules were published in the Federal Register on August 19, 2016, to provide program implementation. The Senior Community Service Employment Program (SCSEP), authorized by the Older Americans Act, offers subsidized work-based training to unemployed and low-income older workers with poor employment prospects. Participants are employed in non-profit and public organizations known as “host agencies” where they work an average of 20 hours a week and receive the highest of the federal, state, or local minimum wage. SCSEP participants receive access to other American Job Center programs to obtain unsubsidized employment prior to reaching the forty-eight-month durational limit.

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## REVIEW SCOPE

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Commerce, the designated WIOA grant recipient, monitors five local workforce development areas (LWDA) for compliance with the Act’s federal rules and regulations addressing program service provision, adherence to uniform administrative requirements, and compliance with non-discrimination and equal opportunity provisions. Commerce’s Regulatory Compliance Unit (CRC) completes this requirement through yearly program and fiscal reviews which may include any or all grant program administrative components. CRC documents monitoring results through summary reports disseminated for response and referenced during corrective action proceedings, if necessary. CRC reviews various reference documents to prepare for onsite reviews which may include but are not limited to:

- Workforce Innovation and Opportunity Act (WIOA) of 2014, Final Rule
- 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
- Previous monitoring reports issued by the U.S. Department of Labor Employment and Training Administration (USDOL/ETA), Commerce Regulatory Compliance Unit, or other independent entity
- Kansas Department of Commerce WIOA Policies and Procedures
- Local Area Workforce Development Plans and Policies and Procedures Manuals
- Sub-recipient monthly fiscal and performance reports
- 2006 Older Americans Act Amendments, P.L. 109-365, 42 U.S.C. 3056 *et seq.*
- SCSEP Final Rule 20 CFR Part 641 and Training Employment Guidance Letters (TEGL) issued by USDOL
- 20 CFR Part 641 Interim Final Rule Senior Community Service Employment Program; Performance Accountability

## **Entrance Conference**

CRC conducted the entrance conference on Thursday, August 12, 2021, at the Wichita Workforce Center. CRC staff members John Ybarra and Chad Hagedorn conferred with Workforce Alliance Vice President and Chief Operating Officer Chad Pettera, Policy and Technical Assistance Manager Denise Houston, and SCSEP Manager Chip Reece. Mr. Pettera and Mr. Reece provided CRC with program and financial documents for desk review. Following the entrance conference CRC staff interviewed two SCSEP case managers and received a workforce center tour.

### **A. Recruitment, Outreach, and Participant Case Management Services**

**Outreach and Recruitment-**CRC learned that outreach and recruitment continues to be challenging due to in-person meetings being unavailable during the pandemic. Staff conducts regular outreach to senior service programs, host site agencies, and community organizations via telephone and virtual platforms. The SCSEP manager continually recruits new host agency partners to expand work experience opportunities available to participants. CRC reviewed the PY 2020 Joint Quarterly Narrative Performance Reports and noted SCSEP staff conducted outreach at 40 different host agency partner sites. CRC reviewed program outreach flyers which included methods for applicants to contact staff at each workforce center. Additionally, Workforce Alliance convenes quarterly partner meetings to inform host agencies and senior service groups about various workforce center programs including the SCSEP. In August 2021, SCSEP established an office at the Senior Services of Wichita agency to conduct outreach and recruitment activities.

- **Recommendation:** SCSEP should continue to increase participant enrollments by coordinating outreach activities that target diverse applicant sources, community organizations, and host site agencies.

**SCSEP Referral Protocol-**Program applicants consult with career center staff for three days to register in KANSASWORKS, create resumes, search jobs, perform assessments, and complete initial WIOA eligibility processes. Career center staff then forwards participant eligibility information to the SCSEP supervisor for review and approval. Upon approval, the participant is assigned to a case manager who sends the participant a program application with documentation requirements and appointment date. Upon receipt, the case manager sends the completed application and documents to the program supervisor for review. Upon supervisor approval the case manager places the participant into a community service assignment.

Local policy states applicants determined as job-ready cannot be placed into a community service assignment and instead they are referred to the career center for job search assistance. Workforce Alliance notifies ineligible applicants through phone calls and form letters stating reasons for exclusion. Applicants determined ineligible may appeal the decision or re-apply and are referred to career center services or other community agencies.

**Case Management Tracking System and Income Eligibility Certification-**SCSEP staff use the KANSASWORKS internet application to manage participant caseloads, capture assessment details, establish Individual Employment Plans (IEP), search for training providers, track job referrals and placements, and generate reports. SCSEP staff calculate income utilizing both a 12-month and 6-month annualized method whichever is most favorable to the applicant and maintains income certification documents in participant files. Case managers conduct eligibility re-certification once yearly after initial application. CRC noted through file reviews staff appropriately excluded income including unemployment benefits, Social Security Disability payments, and public assistance payments.

**Initial Assessments and Individual Employment Plan (IEP) Development-**During initial assessment, career center staff administers the *Prove It!* assessment to measure basic computer skills, professional etiquette, and employability. All applicants complete a self-assessment form which collects information about their education, training, employment history, occupational interests, and barriers. Case managers utilize assessment results to develop Individual Employment Plans (IEP) to facilitate host agency assignments. CRC reviewed ten IEPs and noted the following documentation: need for SCSEP program, personal reasons for employment goal, current vs. needed skills, employment and educational history, skill development plan, training required, employment goals, client strengths, plan for overcoming barriers, customer and case manager responsibilities, economic need statement, supportive services needed, host agency placement, access to physical exam, case notes, client progress review, and follow-up needed. Case managers and participants jointly update IEPs every six months. CRC noted that case managers routinely inform participants that failure to achieve agreed upon goals could result in program termination.

**WIOA Coordination and Supportive Services-**All SCSEP participants are co-enrolled in the WIOA Adult program to provide access to additional employment, training, and supportive services. SCSEP participants are required to attend resume writing courses, job search workshops, employment fairs, and computer trainings throughout their program duration. The Workforce Alliance Business Services Team works directly with area employers and refers SCSEP participants to job openings matching their experience and qualifications.

CRC noted that supportive services consisted of bus passes, gas reimbursement, utility assistance, rent assistance, car repair, and employment-related expenses such as work clothing. Case managers identify need for supportive services through assessment interviews and appointments with participants. CRC reviewed ten case files and viewed supportive services documentation in the IEP and *Community Service Assignment Form*. CRC observed that bus passes were the most requested supportive service. CRC learned that supportive services were limited during Program Year 2020 due to WIOA Adult program funding restrictions. SCSEP informed CRC that allocations for WIOA funding should arrive in October 2021 and access to supportive service funding should return to normal levels.

**Program Exit and Follow-Up-**Participants are exited from the program upon obtaining unsubsidized employment, leaving the program voluntarily or involuntarily, or upon reaching their durational limit. Regardless of exit reason, each participant receives a termination letter 30 days prior to exit. CRC noted case managers document exit information on the *SCSEP Exit Form* (ETA 9123) and *SCSEP Statement of Exit Form*. Staff conducts follow-up with program exiters for 12

months to obtain information regarding un-subsidized employment, current volunteer activities, exclusionary elements, and to provide additional case management including supportive services.

**Host Agency Development, Policies and Procedures, and Host Agency Safety Inspections-** CRC noted that SCSEP has partnered with nearly 100 community service host sites and recruited several new host agencies in PY 2020 including the healthcare, community betterment, local government, and retail sectors. Workforce Alliance developed the *Host Agency Handbook* and *Participant Handbook* which outlines policies, procedures, responsibilities, and prohibitions for staff, host agency supervisors, and participants. Staff provides the handbook to participants at enrollment and to host agency supervisors during orientation. Participants must sign the *Participant Commitment Agreement* requiring adherence to program rules and regulations. Host agencies must sign a *Host Agency Agreement* which advises them of local, state, and federal regulations governing SCSEP and affirms their obligation to provide the following: orientation, safety review, supervised training, job search assistance, assistance in upgrading employment responsibilities and personal development, and non-discrimination in the workplace

Additionally, the *Host Agency Agreement* requires host sites to participate in regularly scheduled monitoring visits. Workforce Alliance created the *SCSEP Host Agency Safety Inspection Form* and *Monitoring Report Form* to monitor host agency safety requirements per 20 CFR 641.535. CRC reviewed several safety inspection and monitoring reports completed and signed jointly by staff, host agencies, and participants.

**SCSEP Participant Termination and Complaint and Grievance Policies-**The *SCSEP Termination Policy* states that participants may be terminated for: knowingly providing false information during the eligibility process, incorrectly determined eligible at enrollment or an annual recertification, determined no longer eligible at recertification, reaching the maximum 48 months participation limit, becoming employed during enrollment, and for cause. Participants receive the termination policy during the initial case manager appointment. If a participant fails to comply with their IEP they receive a written warning and are instructed to correct the behavior. Repeated failure to correct non-compliant behavior or situations involving serious harm or imminent threat to health, safety, or property, may result in program termination. Should a disciplinary issue arise at the Host Agency, the supervisor should contact Workforce Alliance immediately. Host agencies may not fire, terminate, dismiss, and/or let go of participants without Workforce Alliance authorization. SCSEP provides written notice to terminated participants with the grievance and complaint procedures and then offers them career center resources.

Workforce Alliance provides equal opportunity and complaint/grievance policy notices to participants at enrollment and upon termination. SCSEP program discrimination complaints are processed per WIOA regulations at 29 CFR 38.69. Host agencies receive a non-discrimination notice on the *Host Agency Agreement* which the supervisor and SCSEP program director sign. Additionally, CRC observed the equal opportunity notice required by 29 CFR part 38.38 on the Workforce Alliance website, Wichita Workforce Center lobby, and in program outreach materials.

## **B. PROGRAM ADMINISTRATION**

**Participant Payroll and Benefits-**Workforce Alliance contracts with Manpower Employment Services Inc. (Manpower) for payroll management services. Participants complete and submit weekly time sheets to their supervisors. Supervisors sign and fax or e-mail time sheets every Friday to SCSEP staff who then forward hours-worked documentation to Manpower for payment processing. Participants may receive a paper paycheck or direct bank account deposit and can elect to receive a VISA-brand pay card to access funds free of charge. Manpower is the employer of record and provides workers compensation coverage, conducts employment eligibility verification, and withholds Federal, State and local taxes, Federal Insurance Contributions Act (FICA), and Medicare taxes.

Local policy states participants cannot collect unemployment benefits for hours worked and they do not accrue sick leave or vacation time. If a participant is sick or unable to attend work, they arrange with the host agency to reschedule work hours for the current or following week. Participants may only receive holiday pay if their host agency is closed to observe a Federal holiday on a day they are normally scheduled to work. All participants work 20 hours weekly and earn at least \$7.25 per hour per Federal minimum wage. CRC noted during case file reviews that participants received 20 hours weekly paid leave during the COVID-19 paid break. At enrollment and annually thereafter, participants are offered a free physical exam paid for by SCSEP through the University of Kansas Adult Medicine Clinics. Participants accept or decline the physical exam via the *SCSEP Physical Exam Form* which is signed by the participant and case manager. CRC observed signed copies of the physical exam forms, appointment scheduling letters, and purchase orders in participant files. SCSEP staff do not receive the physical exam results and the exam does not affect participant program status.

**Financial Management and Program Expenditure Requirements-**Workforce Alliance maintains a *Financial Management System Policy* to govern budget controls, cash management, program income, cost allocations, allowable costs, internal controls, and financial reporting. Federal regulations at 20 CFR Part 641.873 require SCSEP grantees expend at least 75% of SCSEP grant funds to pay for participant wages and benefits. In PY 2020, Workforce Alliance received \$766,866.00 in total grant funds and expended \$611,849.00 on participant wages and benefits; an 80% expenditure rate. In PY 2020, SCSEP produced zero program income and no funds were used for office equipment purchases.

Federal regulations at 20 CFR Part 641.809 require all SCSEP grantees ensure at least 10% of the total cost of grant activities consists of allowable costs paid with non-federal funds. Workforce Alliance provides the non-federal match through in-kind contributions per 20 CFR Part 641.809(d). Host site supervisors track hours spent supervising participants then multiply the hours by their current wage value to calculate the weekly in-kind contribution on participant timesheets. The PY 2020 match amount was \$7,307.24 which is 1% of the \$766,866.00 total grant funds received. CRC recognizes the matching requirement was not met due to participants being placed on paid leave at home for nine months of PY 2020.



## C. PERFORMANCE MEASURES AND STATISTICS

### *PY 2020 Final SCSEP Quarterly Progress Report and Participant Characteristics (ETA 5140)*

- Number of Authorized Positions: 84
- Current Participants: 53 (63% of total positions occupied)
- Total Exits: 30 Year to Date
- Vacancies: 31 (37% of total positions vacant)
- Placements: 13 Year to Date
- Median Placement Starting Wage: \$11.00 L4Q

| <b>Gender</b>                                 | <b>YTD<br/>Number</b> | <b>YTD<br/>Percentage</b> |
|---|-----------------------|---------------------------|
| Male  | 38                    | 46%                       |
| Female  | 45                    | 54%                       |
| <b>Race and Ethnicity</b>                     | <b>YTD<br/>Number</b> | <b>YTD<br/>Percentage</b> |
| Hispanic/Latino/Spanish Origin                | 4                     | 5%                        |
| American Indian/Alaska Native                 | 1                     | 1%                        |
| Asian   | 0                     | 0%                        |
| Black or African American                     | 26                    | 31%                       |
| Native Hawaiian/Pacific Islander              | 0                     | 0%                        |
| White   | 55                    | 66%                       |
| <b>Additional Participant Characteristics</b> |                       |                           |
| Family income at or below poverty level       | 69                    | 83%                       |
| Individuals with disabilities                 | 19                    | 23%                       |
| Individuals with Limited English Proficiency  | 0                     | 0%                        |
| Individuals with low employment prospects     | 76                    | 92%                       |
| Homeless Individuals                          | 32                    | 39%                       |
| Veterans (or spouses)                         | 17                    | 20%                       |
| Individuals receiving public assistance       | 54                    | 65%                       |
| Individuals Formerly Incarcerated             | 3                     | 4%                        |

### **PY 2020 Performance Core Performance Measures (ETA 5140)**

| <b>Core Measure</b>            | <b>Description</b>   | <b>PY 2020<br/>Goal</b> | <b>PY<br/>YTD<br/>2020<br/>Actual</b> | <b>Result</b> |
|--------------------------------|--|-------------------------|---------------------------------------|---------------|
| <b>Service Level</b>           | Participants who are active on the last day of the reporting period or who exited during the reporting period divided by the number of modified community service positions.   | <b>NA%</b>              | <b>NA%</b>                            | <b>NA</b>     |
| <b>Community Service</b>       | Community service hours in the reporting period divided by community service hours funded by the grant minus the number of paid training hours in the reporting period.  | <b>NA%</b>              | <b>NA%</b>                            | <b>NA</b>     |
| <b>Service to Most in Need</b> | Average number of barriers. The total number of the following characteristics: severe disability, frail; age 75 or older, old enough for but not receiving SS Title II, severely limited employment prospects and living in an area of persistent unemployment, limited English proficiency, low | <b>2.79</b>             | <b>3.10</b>                           | <b>Met</b>    |

|   |  |              |              |                |
|---|--|--------------|--------------|----------------|
|   | literacy skills, disability, rural, veterans, low employment prospects, failed to find employment after using WIOA Title I, and homeless or at risk of homelessness divided by number of participants active on the last day of the reporting period or who exited during the reporting period |              |              |                |
| <b>Employment Rate – 2nd Quarter after Exit</b>                           | Of those not employed at the time of participation, the participants employed in the second quarter after exit quarter divided by participants who exit during the quarter.  | <b>29.0%</b> | <b>40.7%</b> | <b>Met</b>     |
| <b>Employment Rate – 4th Quarter after Exit</b>                           | Of those participants who are employed in the first quarter after exit quarter, the number employed in both the second and fourth quarters after the exit quarter divided by participants who exit during the quarter.   | <b>27.1%</b> | <b>26.7%</b> | <b>Met</b>     |
| <b>Median Earnings</b>  | Of those participants employed in the first, second, and third quarters after the program exit quarter, total earnings in the second and third quarters after the exit quarter, divided by the number of exiters during the period.  | <b>3465</b>  | <b>2651</b>  | <b>Not Met</b> |
| <b>Effectiveness in serving employers, participants and host agencies</b> | Average annual ACSI for employers  | <b>85.8%</b> | <b>0</b>     | <b>NA</b>      |
|   | Average annual ACSI for participants   | <b>81.2%</b> | <b>0</b>     | <b>NA</b>      |
|   | Average annual ACSI for host agencies  | <b>81.9%</b> | <b>0</b>     | <b>NA</b>      |

**Observations:** In PY 2020, SCSEP participants were on paid break for three of four quarters which significantly affected core performance measures. At PY 2020 end, only 53 of 84 authorized positions (63%) were occupied and female participation outnumbered male participation by 8%. Whites and African Americans comprised 97% of total participants. Whites had the highest participation rate at 66% of all participants and nearly a quarter of all participants were persons with disabilities. In PY 2020, the SCSEP placed 13 participants into unsubsidized employment.

***PY 2019 Final SCSEP Quarterly Progress Report and Participant Characteristics (ETA 5140)***

- Number of Authorized Positions: 83
- Current Participants: 69 (83% of total positions occupied)
- Total Exits: 45 Year to Date
- Vacancies: 14 (17% of total positions vacant)
- Placements: 25 Year to Date
- Median Placement Starting Wage: \$10.00 L4Q

| <b>Gender</b>             | <b>YTD Number</b> | <b>YTD Percentage</b> |
|---------------------------|-------------------|-----------------------|
| Male                      | 55                | 48%                   |
| Female                    | 59                | 52%                   |
| <b>Race and Ethnicity</b> | <b>YTD Number</b> | <b>YTD Percentage</b> |

|   |    |     |
|---|----|-----|
| Hispanic/Latino/Spanish Origin                | 7  | 6%  |
| American Indian/Alaska Native                 | 1  | 1%  |
| Asian   | 0  | 0%  |
| Black or African American                     | 32 | 28% |
| Native Hawaiian/Pacific Islander              | 0  | 0%  |
| White   | 77 | 68% |
| <b>Additional Participant Characteristics</b> |    |     |
| Family income at or below poverty level       | 98 | 86% |
| Individuals with disabilities                 | 29 | 25% |
| Individuals with Limited English Proficiency  | 2  | 2%  |
| Individuals with low employment prospects     | 97 | 85% |
| Homeless Individuals                          | 38 | 33% |
| Veterans (or spouses)                         | 21 | 18% |
| Individuals receiving public assistance       | 74 | 65% |
| Individuals Formerly Incarcerated             | NA | NA% |

### **PY 2019 Performance Core Performance Measures (ETA 5140)**

| <b>Core Measure</b>                             | <b>Description</b>  | <b>PY 2019 Goal</b> | <b>PY YTD 2019 Actual</b> | <b>Result</b> |
|---|---|---------------------|---------------------------|---------------|
| <b>Service Level</b>                            | Participants who are active on the last day of the reporting period or who exited during the reporting period divided by the number of modified community service positions.  | <b>150%</b>         | <b>137.3%</b>             | <b>Met</b>    |
| <b>Community Service</b>                        | Community service hours in the reporting period divided by community service hours funded by the grant minus the number of paid training hours in the reporting period.   | <b>76%</b>          | <b>65.6%</b>              | <b>Met</b>    |
| <b>Service to Most in Need</b>                  | Average number of barriers. The total number of the following characteristics: severe disability, frail; age 75 or older, old enough for but not receiving SS Title II, severely limited employment prospects and living in an area of persistent unemployment, limited English proficiency, low literacy skills, disability, rural, veterans, low employment prospects, failed to find employment after using WIOA Title I, and homeless or at risk of homelessness divided by number of participants active on the last day of the reporting period or who exited during the reporting period | <b>2.79</b>         | <b>2.92</b>               | <b>Met</b>    |
| <b>Employment Rate – 2nd Quarter after Exit</b> | Of those not employed at the time of participation, the participants employed in the second quarter after exit quarter divided by participants who exit during the quarter.   | <b>32.0%</b>        | <b>42.9%</b>              | <b>Met</b>    |
| <b>Employment Rate – 4th Quarter after Exit</b> | Of those participants who are employed in the first quarter after exit quarter, the number employed in both the second and fourth quarters after the exit quarter divided by participants who exit during the quarter.  | <b>28.1%</b>        | <b>26.7%</b>              | <b>Met</b>    |
| <b>Median Earnings</b>                          | Of those participants employed in the first, second, and third quarters after the program exit quarter, total earnings in the second and third quarters after the exit quarter, divided by the number of exiters during the period.   | <b>3431</b>         | <b>3775</b>               | <b>Met</b>    |
| <b>Effectiveness in serving</b>                 | Average annual ACSI for employers   | <b>85.8%</b>        | <b>0</b>                  | <b>NA</b>     |

|  |                                       |              |             |               |
|--|---------------------------------------|--------------|-------------|---------------|
| <b>employers,<br/>participants<br/>and host<br/>agencies</b> | Average annual ACSI for participants  | <b>81.2%</b> | <b>80.2</b> | <b>Met</b>    |
|  | Average annual ACSI for host agencies | <b>81.9%</b> | <b>80.7</b> | <b>Met</b>    |
| <b>PY 20219 Percent of Aggregate Goals Achieved</b>          |                                       |              |             | <b>100.0%</b> |

**Observations:** In PY 2019, SCSEP met or exceeded all core performance measure and achieved 100% of Aggregate Goals. At program year end, 69 of 83 authorized positions (83%) were occupied and the program placed 25 persons into unsubsidized employment at a median starting wage of \$10.00 per hour. White (68%) and African American (28%) individuals constituted 96% of all program participants. One quarter of all participants were persons with disabilities.

#### **D. PARTICIPANT FILE REVIEWS AND PROGRAM MONITORING**

CRC reviewed ten participant files which were well organized and contained the following: IEPs, assessments, eligibility determination, disability verification forms, complaint and grievance/equal opportunity notices, case notes, client status sheets, participant age, income sources, family size, proof of residence, host site/training assignment forms, weekly work schedules/timesheets, and physical exam offer/refusal documentation. CRC noted case file documentation demonstrating that IEPs are updated every four months and income recertification occurs annually. The Workforce Alliance monitoring unit performs quarterly participant file reviews and forwards results and required corrective actions to the SCSEP program supervisor for response. CRC reviewed participant 12-month monitoring reviews and host agency safety inspections conducted by SCSEP staff. Additionally, CRC reviewed the SCSEP state-level (ETA 9179) quarterly performance report submitted to USDOL documenting progress toward meeting grant objectives.

#### **E. HOST SITE VISIT AND INTERVIEW**

For several years, SCSEP has partnered with the Senior Services of Wichita organization. Senior Services provides recreation, life-enriching events, meaningful employment, caregiver support, health and nutrition, and in-home respite care to over 9,000 seniors yearly. CRC toured the Senior Services Center in Downtown Wichita and met with Director Jennifer Fox. Senior Services recently created an office for SCSEP staff to utilize for outreach and recruitment activities. Ms. Fox stated that SCSEP staff communicate effectively and are responsive to concerns and did not offer any recommendations for program improvement. CRC was unable to interview a participant onsite and instead offers the following program success story.

#### **F. PARTICIPANT SUCCESS STORY**

When Raymond entered SCSEP, he was unemployed for over six years. Since that time, he has received extensive training in maintenance and custodial work as well as additional experience in providing light office support for monitoring individuals with ankle bracelets at his host agency. At the beginning of the COVID pandemic, Ray was set to reach his durational limit in SCSEP. However, due to the extension granted for those reaching their durational limit, he was able to continue receiving paid leave to prevent financial difficulty as well as the ability to return to his

host agency. His absence during the paid break from his host agency led them to create a position for him, where he will continue to assist with maintenance as well as provided monitoring services for the clientele they serve. After 11 years of not working in an unsubsidized job, he now works approximately 30 hours per week at \$26.50/hr. His employment is not only a success, but a substantial boost to his financial situation.

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#### EXIT CONFERENCE

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Prior to publishing this report, CRC provided SCSEP administrators with a summary of observations and recommendations. Noting a lack of compliance findings or areas of concern, Workforce Alliance and CRC agreed that an exit conference was not necessary.

**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 Program

Staff recommends approving the following:

MedCerts: 1 initial program  
Dental Assistant

**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  
November 2021

| Provider Name                          | Program Name     | Occupation/<br>Industry in Area<br>IV | Length of<br>Training | Approximate<br>Cost Per<br>Credit Hour In<br>State | Approximate<br>Total<br>Program Cost | Type of<br>Attainment | \$ Per<br>Hr. | ONET<br>Projected<br>Growth<br>2018-2028 | Recommended Action |
|--|------------------|---------------------------------------|-----------------------|--|--------------------------------------|-----------------------|---------------|--|--------------------|
| <b><i>Pending Initial Programs</i></b> |                  |                                       |                       |  |                                      |                       |               |  |                    |
| MedCerts                               | Dental Assistant | Healthcare                            | 224 Hours             | \$17.86  | \$4,000.00                           | Certification         | \$19.03       | 6% Growth                                | Approve-           |