



Workforce Alliance Program Operations and Performance (POP) Committee
Meeting Minutes
November 7, 2024

1. Welcome and Introductions

The Workforce Alliance (WA) Program Operations and Performance (POP) Committee assembled in person and virtually via Zoom. Co-Chair Robyn Heinz welcomed Committee members and called the meeting to order.

2. Workforce Innovation & Opportunity Act (WIOA) Adult, Dislocated Worker and Youth Program Performance for Program Year 2023 Final Reports for Local Area IV (LAIV)

Performance reporting for Program Year 2023 (PY23) officially ended June 30, 2024; Program Year 2024 (PY24) began on July 1, 2024. The final performance reports for WIOA programs for Program Year 2023 were reviewed; these reports were submitted to the Department of Labor (DOL).

The Adult and Dislocated Worker Programs annual performance met or exceeded goals for all measures except for the sanction level for Credential Rate. The Youth Program annual performance exceeded all goals. Wagner-Peyser annual performance met or exceeded all goals.

The Effectiveness in Serving Employers measure is still in baseline status. The Retention rate is calculated at the local level, while the Employer Penetration and Repeat Business Customer rates are calculated at the State level. LAIV is very close to the State in performance for all programs. The Department of Labor will be focusing on the Retention rate moving forward; staff are unsure as to whether the other measures will continue to be required.

The Average Program Score report indicates that all measures were met or exceeded for all programs; therefore, no corrective action plan is required. There are new goals for Program Year 2024 (PY24) for some measures and they are higher than previous goals; staff will be carefully monitoring progress throughout the new year and will discuss in more detail when reporting for PY24 begins.

For the Senior Community Service Employment Program (SCSEP), LAIV has met or exceeded all goals for the program except for Community Service, number of hours in training. The program has had a slow rebound from the effects of COVID given the demographics of participants; however, there has been an increase in participants and this should improve the ability to meet this measure in the future. There is a reporting issue with Median Earnings that DOL is working to fix in their reporting system; information on that measure will be available at a later time.

Report was received and filed.

3. Local Area IV Registered Apprenticeship (RA) Report

Amanda Duncan reviewed the most recent monthly registered apprenticeship program report. It provides an update on active RA training programs and those that have been submitted for state approval, such as for early childhood education and manufacturing. The state has expanded eligibility for apprenticeship funding, allowing legacy programs to access funds. Staff have availability of different funding sources in addition to RA fund for training such as the One Workforce Grant and strategically utilize them based on employer needs and program alignment with in-demand occupations. Alex Munoz asked if the registered apprenticeship training was subject to the WIOA programs Eligible Training Provider (ETP) list. Duncan responded that they do not; however, most have been closely aligned with the list.

Report was received and filed.

4. Fall 2024 Skills Training Report

The WA releases two training reports a year to track trends, review funding levels and identify leveraged resources supporting jobs seekers and employers in LAIV. The Fall report was reviewed with Committee members. Overall, there has been a decline in participants in traditional classroom training and

occupational skills training; however, the number of participants in work-based learning, specifically in registered apprenticeships and incumbent worker training has been increasing. The report includes a breakdown of training types, including occupational skills, on-the-job training, and incumbent worker training by both active and completed trainings. The report also includes information on the number of participants in each of the training providers' programs as well as funds expended for participants by provider.

John Clark (Alex Munoz) moved to approve the draft report and forward to Workforce Alliance Board of Directors.

5. Workforce Center Operations / One-Stop Operator Report

The most current report on Workforce Center operations and One-Stop Operator activities with data from September was presented for review. The Center has received a steady level of traffic of around 3,000 customers a month. There was an increase in traffic from August and a slight decrease from the previous year. There was an increase in training enrollments in May, June, and July, and a drop-off in August; the majority of enrollments coming from the One Workforce Grant. The report included an overview of employer services, including job postings, pre-employment skills assessments, and services to employers. The new one-stop operator has been learning her new role and the processes of the workforce center. An effort is being made to streamline intake processes and reinforce customer service accountability and oversight across all workforce centers. Workforce Center partner collaboration meetings are beginning to be planned. Alex Munoz asked about the status activity at the Cowley and Sumner County offices as it looks like there has been a decline. There was an ongoing staffing issue when Cowley Colleges was providing services and there is now one WA staff member seeing those counties' customers. Staff have been in communication with the college and county economic development offices on how to move forward in providing services to those areas; however, customers are being seen, hiring events have been scheduled and youth employment activities have taken place.

Report was received and filed.

6. Monitoring Reports

Chad Pettera reviewed an internal monitoring report for the WIOA Youth Program and the contract with the Cerebral Palsy Research Foundation (CPRF). A few findings were highlighted, including the need for staff training on service strategies and the documentation is made that all services available are offered to a customer. Staff will continue to work on the ongoing need for case note training and documentation improvements to address these findings. It was also found that annual training on mental health services had not been provided, which is mandated by the CPRF contract. A new learning management system is being developed to address this issue.

An update was provided on the status of a DOL WIOA Key Provisions review that was completed for LAIV in August 2020. The monitoring report identified findings requiring resolution. WA received notice from DOL that the findings have all been resolved and the monitoring report is now closed. The findings and resolutions in the report were included in the meeting packet. The resolution involved revising internal budgets, firewalls, and agreements, and resolving a case management issue. Staff are satisfied with the project's completion.

Report was received and filed.

7. Consent Agenda

Meeting minutes from September 5, 2024, were presented to the Committee for review and/or approval.

Alex Munoz (Justin Albert) moved to approve the Consent Agenda as presented. Motion adopted.

8. Adjournment

The meeting was adjourned at 12:09.

Present Committee Members

Robin Heinz, Co-Chair

Justin Albert

John Clark

Kami Moore via Zoom

Alex Munoz

Erica Ramos

Staff/Guests

Amanda Duncan

Denise Houston

Shirley Lindhorst

Chad Pettera

Janet Sutton

Tyrone Baker, YMCA