

WORKFORCE CENTERS

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Local Workforce Development Board (LWDB)

Executive Committee Meeting Agenda

300 W. Douglas Avenue, Suite 850 - Wichita, Kansas

Wednesday, December 11, 2019 • 11:30 a.m. – 1:00 p.m.

1. Welcome and Introductions: Jennifer Hughes (11:30)
- 1A. Addendum: Nomination of Melissa Musgrave, Head of Employment, Airbus to serve as Vice Chair of the Workforce Alliance (WA) Local Workforce Development Board (LWDB)
Recommended action: *Approve the nomination as presented.*
2. Workforce Alliance LWDB Activities: Keith Lawing (11:35) (pp. 2-4)
The Workforce Innovation and Opportunity Act (WIOA) Local Area Plan, Memorandum of Understandings with partners as well as the WA Strategic Plan must be updated next year.
Recommended action: *Take appropriate action*
3. Veteran Recruitment Pilot Project: Keith Lawing (11:45) (pp. 5-6)
The WA is partnering with the Wichita Regional Chamber of Commerce and Textron Aviation to initiate a pilot project to develop an ongoing and sustainable strategy to recruit military veterans and spouses to the region.
Recommended action: *Take appropriate action*
4. Pilot Project Led by San Diego Workforce Partnership on Income Share Agreements: Keith Lawing and Brooke Valle, Strategy Officer, San Diego Workforce Partnership (12:00) (pp. 7-20)
The WA is one of six LWDB's that are part of a grant project with the San Diego Workforce Partnership to examine how Income Share Agreements (ISA's) can be leverage with WIOA resources.
Recommended action: *Take appropriate action*
5. Consent Agenda and Committee Reports: Jennifer Hughes (12:30)
 - A. Approval of Meeting Minutes for September 25, 2019 (pp. 21-24)
 - B. Workforce Center Operations Update (pp. 25-31)
 - C. Program Year 2019 (PY19) Budget Report (p. 32)
 - D. One-Stop Operator Report (p. 33)
 - E. LWDB Membership Update (pp. 34-35)
 - F. On-the-Job Training Contract – Wickham Industries (p. 36)
 - G. Youth Program Service Provider Contract – Aspire 2 Inspire (p. 37)**Recommended Action:** *Approve the consent agenda as presented*
6. Adjourn: Jennifer Hughes (1:00)

*The next LWDB Executive Committee Meeting is scheduled for
Wednesday, January 15, 2020 at 11:30 a.m.*

Item

Upcoming Local Workforce Development Board (LWDB) Activities

Background

The Workforce Innovation and Opportunity Act (WIOA) requires each Local Area have a Local Plan and update the Local Plan every four years. Local Area 4's current Local Plan will expire on June 30, 2020. Additionally, the LWDB develops a Strategic Plan every two years. The current Strategic Plan is also set to expire in 2020. The LWDB will need to begin the process of updating the Local and Strategic Plans to ensure they are completed and approved before the current plans expire. The WIOA, Department of Labor Only, Final Rule (WIOA Final Regulations) requires a 30 day public comment period before the Local Plan is submitted for approval.

Analysis

Subpart D of the WIOA Final Regulations sets forth the requirements for the Local Plan. The Local Plan serves as a four-year action plan to develop, align, and integrate service delivery strategies and to support the State's vision and strategic and operational goals. The current Local Plan can be found at <https://workforce-ks.com/Documents/WIOA-Local-Area-IV-Plan-2016-2020-Final-Revised-January-2018.pdf?action=view>. The Local Plan attachments can be found at <https://workforce-ks.com/Documents/WIOA-Local-Area-IV-Plan-2016-2020-Attachments.pdf?action=view>. Starting at section 679.550, the WIOA final regulations set for the requirements for the development, content, and approval of the Local Plan.

Part of the process of updating the Local Plan will include updating the Memorandums of Understanding (MOU), including Infrastructure Funding Agreements (IFAs), with WIOA Partners. The WIOA, Joint Rule for Unified and Combined State Plans, Performance Accountability, and the One-Stop System Joint Provisions; Final Rule (WIOA Final Regulations Unified and Combined State Plans) sets forth the requirements for MOUs and IFAs. The requirements for MOUs and IFAs begin in Subpart C, and continue through Subpart E.

MOUs and IFAs must be negotiated with each required WIOA Partner. The required WIOA partners are:

Required WIOA Partner	Local Entity
WIOA Adult, Dislocated Worker, and Youth Programs	Workforce Alliance of South Central Kansas
Job Corps	Flint Hills Job Corps
Native American Programs	American Indian Council
Migrant and Seasonal Farmworker Programs	SER Corporation Kansas
Wagner-Peyser Act Employment Service Programs	Kansas Department of Commerce

Adult Education and Family Literacy Act Programs	Butler Community College Cowley College NexStep Alliance/WSU Tech
Vocational Rehabilitation Programs	Kansas Department of Children and Families
Senior Community Service Employment Programs	SER National Workforce Alliance of South Central Kansas
Career and Technical Education Programs at the postsecondary level authorized under the Carl D. Perkins Act	Butler Community College Cowley College WSU Tech
Trade Adjustment Assistance Programs	Kansas Department of Commerce
Jobs for Veterans State Grants Programs	Kansas Department of Commerce
Employment and Training Activities carried out under the Community Services Block Grant	City of Wichita
Unemployment Compensation	Kansas Department of Labor

In the coming months, staff will be updating the Local Plan, MOUs, and IFAs to be reviewed and approved.

Strategic Plan -

The Workforce Alliance (WA) Local Workforce Development Board (LWDB) adopts a strategic plan every two years and will engage in the strategic planning process in 2020. The current strategic plan is attached and is used to guide the operations of the organization.

A Request For Proposal (RFP) for facilitation services has been released and can be accessed at https://workforce-ks.com/rfps/Strategic-Planning-Research-and-Development_155263.aspx.

As per past practice, the Board will conduct a series of strategic planning sessions in 2020 that will focus on key topics to review progress and outcomes related to the goals, and update the strategic plan for the next two years. The goal is to adopt the new plan at the LWDB meeting on July 22, 2020.

Supports Strategic Goal:

- Strengthen relationships with WIOA partners, community organizations and educational/training institutions to leverage resources and align services through the one-stop workforce centers (American Job Centers)

Recommended Action

Take appropriate action

Workforce Alliance of South Central Kansas Vision, Mission, Strategies



Workforce Alliance Vision:

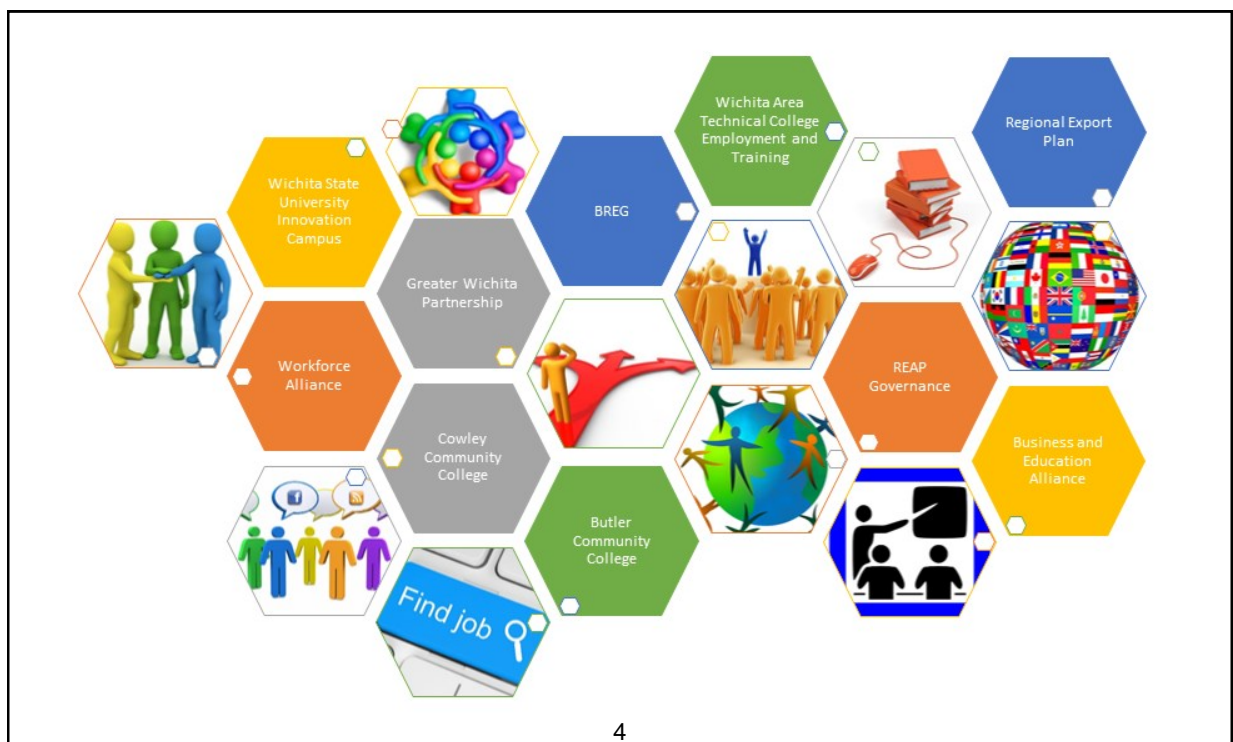
A growing regional economy through a skilled workforce

Workforce Alliance Mission:

Supporting and advancing a competitive workforce in South Central Kansas

2018-2020 Strategies and Plans

- Expand Youth Employment opportunities to help develop the workforce of the future
- Strengthen relationships with WIOA partners, community organizations and educational/training institutions to leverage resources and align services through the one-stop workforce centers (American Job Centers)
- Create and implement a more effective and comprehensive communication plan to increase public awareness about employment and training services, and skills needed for current and future careers in South Central Kansas
- Generate revenue to increase community impact of WIOA and Workforce Centers in South Central Kansas



Item

Veteran Recruitment Pilot Project

Background

There are many programs, projects and strategies to support transitioning military veterans into civilian employment. At the Wichita Workforce Center the Kansas Department of Commerce operates a federally funded Veterans employment program that are integrated into the day to day operations to serve both job seekers and employers. The Workforce Centers have a Veterans preference service policy and host the annual Get Hired job fair at Intrust Bank Arena that targets Veterans and their spouses.

Analysis

The WA is partnering with the Wichita Regional Chamber of Commerce and Textron Aviation to initiate a pilot project to develop an ongoing and sustainable strategy to recruit military veterans and spouses to the region. As part of the Chamber's Manufacturing Talent Pipeline task force, Wichita Mayor Jeff Longwell and Sedgwick County Commission Chair David Dennis suggested creating a greater focus on developing a strategic partnership with McConnell Air Force Base to increase the talent pool in South Central Kansas. The task force, chaired by Workforce Alliance CEO Keith Lawing, reached out to the Veterans Advocacy Board Employment Subcommittee on Employment to learn more about the overall employment issues facing persons transitioning from military service.

The result of these conversations was a targeted strategy to leverage resources from multiple organizations to create a pilot project to develop a sustainable to expand and build on current programs on employment needs for veterans. Through the Department of Defense SkillBridge project, Textron Aviation is loaning an executive intern that will be working with the WA, the Chamber and the Veterans Advocacy Employment Subcommittee over the next six months. The intern is a transitioning Air Force member serving at McConnell. Spirit AeroSystems is also offering staff support for this strategy. A draft white paper summarizing the pilot project is attached and the work plan includes the following activities.

- Recruit from veterans transitioning from the military stationed in Kansas and nearby military bases, focus on connecting to high demand-high skilled jobs/careers.
- Locate and track Kansas veterans stationed and target those bases/facilities and recruit them back to Kansas to connect to high demand-high skilled jobs/careers.
- Engage and recruit spouses of military members/veterans to workforce opportunities.
- Engage and recruit members of the Kansas National Guard and the Reserves and use the Guard/Reserves as recruitment tools to attract transitioning military members to Wichita.

Strategic Goals Supported

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

- Strengthen relationships with WIOA partners, community organizations and educational/training institutions to leverage resources and align services through the one-stop workforce centers (American Job Centers)
- Generate revenue to increase community impact of WIOA and Workforce Centers in South Central Kansas

Recommended Action

Take appropriate action

Draft White Paper
11/21/19

Pilot Project and Goal: Increasing Former Military Talent in Labor Pool

Key Partners: Workforce Alliance of South Central Kansas, Wichita Regional Chamber of Commerce, Greater Wichita Partnership, Veterans Advisory Employment Committee, Advanced Manufacturing Talent Task Force, City of Wichita and Sedgwick County

Work Plan: Identify and assign one part-time person funded by key stakeholders with a singular focus on veteran recruitment strategies:

- Recruit from veterans transitioning from the military stationed in Kansas and nearby military bases, focus on connecting to high demand-high skilled jobs/careers.
- Locate and track Kansas veterans stationed and target those bases/facilities and recruit them back to Kansas to connect to high demand-high skilled jobs/careers.
- Engage and recruit spouses of military members/veterans to workforce opportunities.
- Engage and recruit members of the Kansas National Guard and the Reserves and use the Guard/Reserves as recruitment tools to attract transitioning military members to Wichita.

Candidate profile to lead pilot project:

- Former/Retired military
- Some knowledge of Wichita/Kansas but does not have to be from Kansas
- Possibly be housed at Workforce Alliance or Wichita Chamber and be connected to work of Veterans Advisory group led by John Buckley and aligned with strategies of the Greater Wichita Partnership

Targeted Employers to Engage: (Not limited solely to this list)

- Koch Industries
- Textron Aviation
- Spirit AeroSystems
- Airbus Americas Engineering
- Cargill Protein
- Evergy
- Ascension Via Christi
- Wichita State University
- USD 259
- High Touch Technologies

The companies that are part of this pilot would provide data on key jobs they need to fill and use labor market data to identify military installations to design specific recruiting strategies. (Examples include A&P mechanics, engineers, supply chain specialists, project managers, and heavy equipment operators.)

Resource development for project support through public-private partnership:

- Possible Public/Non Profit Investors
 - City of Wichita
 - Sedgwick County
 - Wichita Regional Chamber of Commerce
 - Greater Wichita Partnership
 - Workforce Alliance / Kansas Department of Commerce

Private or corporate investors could contribute specific amount, or base an amount of the financial support to cost recruiting key positions to their firm.

Item

Pilot Project Led by San Diego Workforce Partnership on Income Share Agreements (ISA's)

Background

The Workforce Alliance is one of six “*learning communities*” that are partners in a grant project with the San Diego Workforce Partnership (SDWP) to examine how Income Share Agreements (ISAs) can be leveraged with WIOA resources. SDWP has initiated a pilot project with the University of California San Diego Extension (UCSD Ext) and currently have a number of students in career based education programs funded through ISAs. The goal is to determine if the model can be scaled and sustained to transform the way lifelong learning and post-secondary education is financed by linking payments to increased earning potential by providing access to quality education and training opportunities to underserved and underrepresented populations.

Analysis

ISAs enable students to finance their education or fill a gap in school financing by agreeing to make payments after graduation based on a percentage of their income for a set period of time. The rate is typically set to ensure payments are comparable to a private student loan. A forward-looking, income-based student financing product better aligns the cost of an education with the value a student receives from the education.

SDWP has secured a grant to support the ISA pilot project. The WA and the other project partners are learning about the ISA model and analyzing the options about implementing it in other markets. Along with the WA, the other learning communities represent organizations and Local Workforce Development Boards from Colorado, Massachusetts, Minnesota, New York and Philadelphia.

Attached are background materials about ISAs. Cynthia Centeno Garcia from the SWDP will be connected to the Executive Committee meeting to provide an overview of the pilot project.

Strategic Goals Supported

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

- Strengthen relationships with WIOA partners, community organizations and educational/training institutions to leverage resources and align services through the one-stop workforce centers (American Job Centers)
- Generate revenue to increase community impact of WIOA and Workforce Centers in South Central Kansas

Recommended Action

Take appropriate action

Who's Involved

☐ Colorado

- Workforce Development Council Office

☐ Massachusetts

- Commonwealth Corporation

☐ Minneapolis

- City of Minneapolis

☐ New York

- NYC Small Business Services

☐ Philadelphia

- Philadelphia Works, Inc

☐ Wichita, Kansas

- Workforce Centers of South-Central Kansas



Why ISAs in the Public Workforce System?

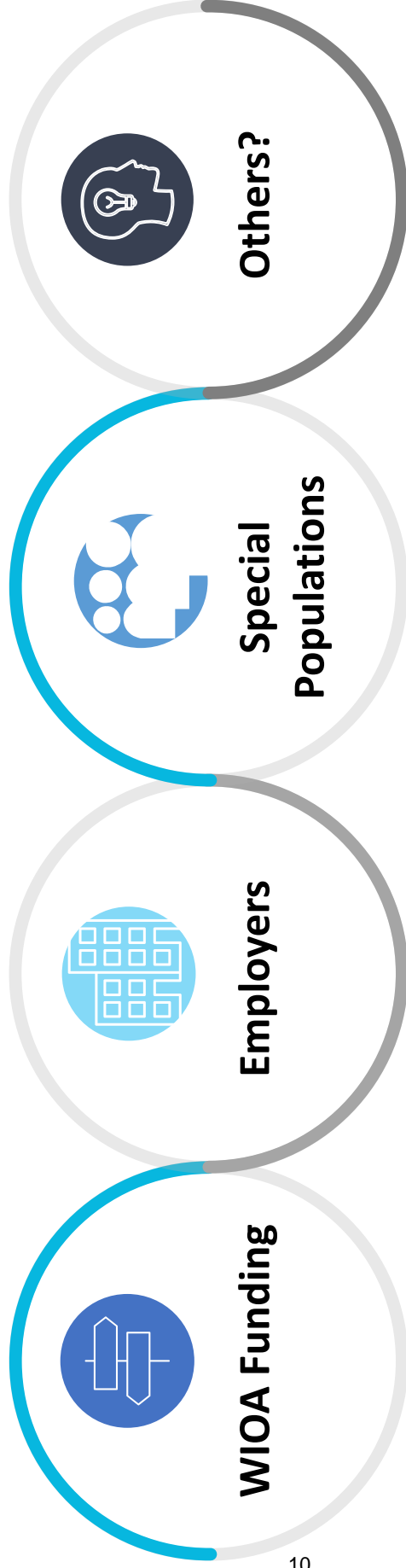
Other thoughts: Why are ISAs of interest to you? How might you apply them in your own community?

The Workforce Partnership began this journey to:

- Fill access gaps where other funding falls short
- Align workforce, education and job seeker outcomes
- Create a self-sustaining fund through the “pay-it-forward” approach
- Build a credential-centric model – programs selected are based on labor market data and employer feedback
- Address a holistic set of needs by building in wrap-around support
- Find unique ways to engage employers

Proposed Areas of Focus for Project

We propose to complete a robust, multi-part feasibility study which examines how ISAs could be used to support different aspects of the workforce system:



Explore what role federal funds could/should play in funding ISA-based credential attainment.

Explore mechanisms to engage with employers either around the repayment of a portion of an employee's ISA as a retention mechanism or in applying the ISA mechanism to provide supportive services (such as transportation) to incumbent workers

Explore applicability of ISAs as a mechanism to overcome barriers which exist in credential conversions for immigrants/refugees (or other special populations)

What other areas are most meaningful for your community?

Desired Results

Outputs

- Launch of a Learning **community of forward-thinking workforce boards** who have an outcome-based focus on challenges to education and credential access
- Completion of **feasibility studies and at least one experiment** to explore how the ISA model can be adapted to support a wide range of credentials and supportive service needs for diverse populations, with a particular focus on embedding transparent competencies into program selection, understanding how to leverage WIOA funds, partner with employers and address conversion needs for immigrants and refugees
- Creation of a **repository of templates, tools and support** which are student-centric, market-informed, and locally responsive. (e.g. Student Bill of Rights, Best Practice Guides, whitepaper on promising practices)
- Provision of **technical assistance** to other communities who are launching or looking to launch ISA programs

Outcomes

- Adoption of **standardized mechanisms for identifying, tracking and measuring credentials**
- **Strengthened infrastructure for operationalizing good ISA programs** as measured by hours of TA provided and number of feasibility studies in review or in design
- **Increased level of consumer protection** as measured by number of organizations who sign on to the customer bill of rights for their ISAs
- **Improved time to market for launching new ISA models** as evidenced by successful completion of feasibility studies and their experiments
- **Expanded policy support for ISA approach** from state or local officials as measured through educational efforts with policymakers
- **Increased number of participants served** through training
- **Establishment of “evergreen” funds** for education in local communities



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Introduction to Income Share Agreements

In an income share agreement, students receive funding for education and in exchange, agree to pay a defined percentage of their post-completion income for a defined period of time. A student, for instance, might receive \$5,000 for a java programming credential and agree to pay five percent of her income after completion for three years. When the student's income falls below a defined threshold, her payment obligation is zero — and there's a cap on total payments as well. Because the student's payment obligation is a function of her income, with no fixed balance, the ISA funder assumes the risk that the student's educational investment does not ultimately pay off. This makes ISAs a powerful alternative financing model for any education program that improves the economic futures of its graduates, whether short-duration workforce training, a four-year degree program, or something in between.

Properly designed, ISAs align the economic destinies of students, education providers, and education funders, making ISAs uniquely capable of addressing the constellation of problems for which the “student debt crisis” has become a euphemism. ISAs can:

- **Hold institutions accountable for outcomes.** An ISA funder's returns are a function of how students fare with the credential they attain. Because investment viability pivots on institutional quality, ISAs create a strong incentive to identify and invest in education programs with a track record of serving students well.
- **Erase the correlation between circumstance and success.** ISAs don't require co-signers or sterling credit scores. Instead, ISAs are underwritten on a student's likely future earning power, given their graduation from a certain institution and (in some cases) program of study. So, ISAs are broadly accessible to potential students and only narrowly accessible to education institutions — the exact inverse of many student loans.
- **Multiply the resources available to support students.** An ISA exchanges student downside protection for investor upside participation, making effective, efficient student support systems mutually remunerative. In other words, any intervention - career coaching, networking, emergency aid, housing assistance - that improves the prospects of students at a greater rate than it costs to implement bolsters investors and students alike.
- **Grow pathways into good jobs.** Because they more effectively mediate between private interest and the public good, ISAs can increase the size and sources of education investment, drawing new resources toward funding education institutions and students' journeys through them.

ISAs harbor enormous capacity for good. They can replenish the ranks of our skilled workforce; renew economic opportunity for low-income people; sustainably scale high-quality education and training programs; and reduce the burdens of student debt for the next generation. While generating these concrete social returns, ISAs generate a financial return, making them a scalable, sustainable resource for communities and a pathbreaking pillar of sustainable investing.

Key Terms in ISAs

ISAs can seem more complicated than other financing options, but that's simply because they're different – ISAs are actually very simple, when you understand the key terms and features associated with them. Here are the five important components of an ISA.

- 1. Income share**

This is the fixed percentage of a recipient's monthly income that they'll be required to pay back, after they have completed coursework and are earning above the income threshold.

- 2. Required payments**

After a recipient has made the number of monthly required payments described in the ISA contract, their obligation is complete, no matter what amount they paid in total.

- 3. Income threshold**

Recipients are only obligated to make payments when they are making above a certain income threshold — often the living wage in a given geography. When recipients are earning below that threshold, their ISA obligation is zero.

- 4. Payment cap**

The maximum amount (in dollar terms) that a recipient can pay under the ISA, above which their obligation is immediately complete.

- 5. Extensions**

When a recipient is earning less than the income threshold, their ISA obligation will extend by a corresponding number of months, up to a certain number set in the ISA contract.

ISAs in Workforce Development: A Statement of Principles

We believe that Income Share Agreement programs can strengthen and grow the workforce development system, but only if they are designed in a manner that reflects our values and the lived experience of the communities we serve. The core promise of the ISA model is shared opportunity. In an ISA, education providers and participants have one, shared benchmark for success: stable employment at a living wage. Every component of a workforce development ISA program should further this promise. As a practical toolkit for workforce boards exploring ISAs, and as a guidepost for consumers considering an ISA program, we are publishing a list of the core features that we believe all workforce development ISAs should include. We acknowledge, of course, that ISAs are an evolving part of our field. We intend what follows to be practicable and concrete, but do not want to foreclose new approaches to shared objectives.

1. Designed with input from those the program will serve.

A workforce ISA should utilize a human-centered design framework, directly engaging those it intends to serve in the design process and creating feedback mechanisms which allow for continuous improvement once operational.

2. A minimum income threshold that reflects the local self-sufficiency wage.

A workforce ISA should be a function of sustainable earnings, not just earnings. Participants should not have any ISA payment obligation when they are earning below a threshold linked to local self-sufficiency wages. While government subsidies may play a stop gap measure during times of transition, they do not form part of a sustainable wage.

3. A rigorous framework for credential/institution eligibility.

A workforce ISA should provide funding for participation in education programs that have a proven track record of participant success, and meet a robust, transparent set of quality criteria that are student-centered, evidence-based and market aligned.

4. Inclusive, broad-access eligibility criteria for participants.

A workforce ISA should be broadly accessible, and not restricted by credit history or criminal history, except in the limited circumstances where such restriction is required for a target occupation. Character, competency and need based eligibility approaches should serve as the standard.

5. Transparent, comprehensible, proactive disclosure and comparison tools.

A workforce ISA should be presented to prospective participants in a clear and open manner, alongside other high-quality funding options. Demonstrated comprehension of key terms and features by potential participant should be a necessary stage of the ISA application process.

6. A definition of income that excludes benefits and household earnings.

A workforce ISA should *only* obligate participants to pay back a defined percentage of *their income*, above a minimum threshold. The definition of individual income that informs calculation of a participant's payment obligation should be explicitly designed to exclude household earnings and social safety net benefits of any kind.

7. A framework for dealing with hardship.

A workforce ISA should be sensitive to individual life circumstances, especially those where the traditional and routine protections in an ISA (e.g., the minimum income threshold) are not sufficient. Participants should have clear, accessible resources for disputing income calculations and presenting mitigating circumstances.

8. Useful and effective non-financial supports.

A workforce ISA should strongly consider bundling funding with a meaningful set of participant support services that contribute to, and are sustained by, positive employment outcomes. These can range from internship wages and career coaching to emergency aid and technology. These supports should also consider time horizons which align to the length of the repayment period.

9. Tools for holding providers accountable for outcomes.

A workforce ISA should shift risk away from participants, toward funders *and* education providers. Providers should share accountability for participant outcomes, whether in the form of segmented payment (disbursement triggered by milestone), contribution to the ISA fund, or another type of financial involvement.

10. Clear, constrained payment terms.

A workforce ISA should have a clearly defined payment window, inclusive of limited extensions, which closes regardless of total payments made by a participant. It should also have terms for prepayment and maximum payment, which will be transparent to participants before entered into an ISA contract.

11. Competency-based assessments.

A workforce ISA should employ competency-based approaches that reduce hiring bias and create access to opportunity based on qualifications. They should be structured around setting the participant up for success and should include identified processes to support those who may need additional support prior to initiating a program.

12. Proactive compliance with federal and state law.

A workforce ISA should comport with the highest possible standard of consumer protection law imaginable in all areas, even where a certain specific standard does not clearly or obviously apply to ISAs.

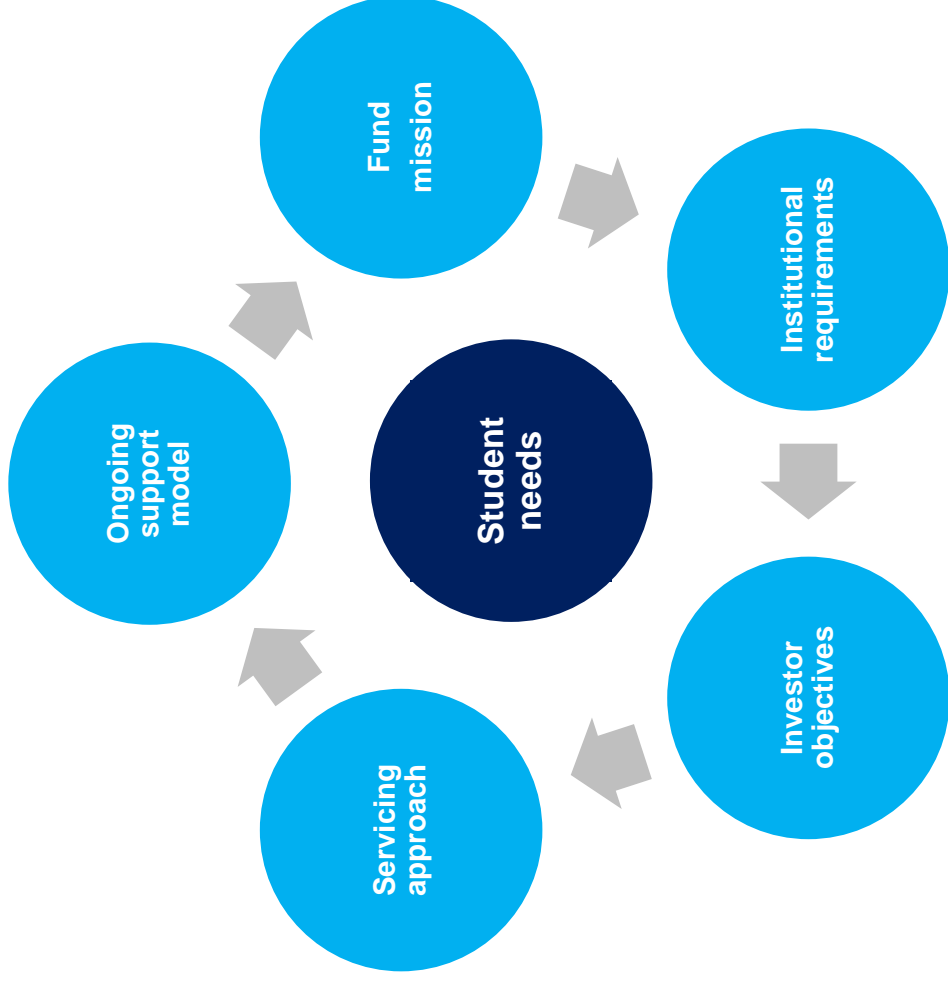
ISAs 101: Design Process Overview

Establishing an ISA Fund for Your Local Area

ISA Design Process

Structuring and implementing an ISA program requires investigation and reconciliation of:

- student needs
- fund mission
- institutional requirements
- investor objectives
- servicing approach
- ongoing support model



Four key phases

Program Design	Fund Design	Operations Design	Deployment
<p>Establish the fund's mission, define basic program parameters, and identify the stakeholders and partners necessary for its success.</p> <ul style="list-style-type: none"> • Determine your “why” / what problem this intends to solve • Define success criteria • Identify and form the appropriate partnerships with institutions that will participate • Assess regulatory, legal, and policy risks • Determine necessary wrap around supports 	<p>Create the ISA contract and develop pool composition targets, weighing the mission against the needs of students, stakeholders, and the fund.</p> <ul style="list-style-type: none"> • Determine ISA fund terms • Financial modeling based on institutions selected • Review of underwriting, contracts and disclosures 	<p>Prepare for the launch and operations of the fund, accounting for communications, outreach, origination, and servicing.</p> <ul style="list-style-type: none"> • Servicer procurement • Formulate a marketing strategy, including outreach and messaging • Originations development • Establish participant support structure 	<p>Launch and operate the fund Support participants throughout their program.</p> <ul style="list-style-type: none"> • Outreach and marketing • Origination support • Ongoing servicing • In flight participant support and coaching • Capture best practices • In-depth public- and policy-facing research

Detailed activities

Establish mission and success criteria	Definition of capital structure and capital formation	Legal and regulatory assessment	Partner diligence
Facilitate an ongoing dialogue with key stakeholders, including potential users, to establish baseline pricing and return targets, as well as student-centric principles and criteria to guide design.	Develop a capital structure that suits the needs of the fund and its target investors.	A thorough evaluation of legal, regulatory, and policy risks and preconditions.	Develop selection criteria and, as appropriate, deploy procurement processes for servicing, origination, and training partners.
Design and Modeling	Marketing and outreach strategy	Best practices and student experience research	Ongoing career consulting and coaching
Conduct a quantitative and qualitative analysis of program terms, based on mission criteria, market needs, student perception, and outcome data.	Develop an outreach and channel strategy based on qualitative and quantitative student research.	Conduct ongoing primary research with students throughout the process to test the approach to messaging, originating, and servicing. Capture best practices for the benefit of the fund and the ISA ecosystem.	Determine staffing models to provide participants with real time support throughout the program ranging from emergency funds to coaching, job placement, or other unique needs

Suggested staging

Launch

Servicer/originator-led activity		
Program Design		
Define mission		
Identify institutional partners		
Legal/regulatory assessment		
Fund design		
Modeling support		
Underwriting consultation		
Contract design		
Capital structure definition		
Operations design		
Marketing strategy		
Origination design		
F.A.O engagement		
Servicing design		
Deployment		
Marketing / outreach		
Origination and participant support		
Servicing		
Best practices capture / research		

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Local Workforce Development Board (LWDB)

Executive Committee Meeting Minutes

September 25, 2019 – 11:30 AM

1. Welcome and Introductions

Chair Jennifer Hughes welcomed Committee members, asked for introductions and called the meeting to order. In attendance was Kristina Langrehr, new LWDB member, replacing Todd Conklin from Ascension Via Christi Health on the LWDB.

2. Workforce Alliance Operations Review

Staff are reviewing a number of WA operations due to a decrease in Workforce Innovation and Opportunity Act (WIOA) funding, a need to update the Strategic Plan in 2020 and a requirement for new Local Area Plan.

The WA WIOA Youth program has had difficulty meeting a couple of performance measures. Staff have scheduled a site visit to Local Area III to examine their operations.

A work group has been established and led by Keith Lawing to analyze one-stop operations and the integrated service delivery plan.

A Request for Information (RFI) was released on September 5, 2019 to explore potential partnerships and new models for service delivery in Cowley and Sumner counties. A public informational meeting was held at the Sumner Workforce Center in Wellington on September 16th and responses to the RFI are due October 4th. Results will be shared with the Committee at a future meeting. A procurement for services may be needed and in place by July 1, 2020.

LWDB members, partners and staff will be invited to attend a series of meetings in 2020 to develop the organization's next strategic plan. Each meeting will focus on a different aspect of workforce development. Staff will be compiling a list of key accomplishments under the 2018-2020 Strategic Plan to share at these meetings.

Report was received and filed.

3. Workforce Alliance Committee Update

The current WA Board standing committees are being examined to determine if they are relevant to current operations. The committees include: Executive Committee, Program Operations and Performance (POP) Committee, Community Impact Committee, Finance Committee and One-Stop Advisory Council. The WA Board can and has appointed task forces and work groups as needed. A list of current committees and their members was reviewed.

The committee structure was established soon after the passage of WIOA in 2014. Currently, committees are organized such that there is a duplication of duties and one of the most important strategic community initiatives, youth employment, does not have a specific Board committee. The POP committee is tasked with reviewing performance, the Demand Occupations list, Eligible Training Provider list and internal monitoring reports. Some of these tasks overlap with duties of the Executive Committee and it is possible that these duties could be assigned to the Executive Committee. An option might be to merge the POP Committee and the Executive Committee, and then create a committee dedicated to youth employment issues. This would avoid an overlap or duplication of functions and be more efficient.

Since the original forming of committees, the profile and partnerships of the WA Youth Employment Project have increased. The WA is now the lead partner for the Helping Youth Prepare for Employment (HYPE) collaborative. The operating partners for HYPE include the YMCA, City of Wichita and USD 259. There are also a number of HYPE partners throughout the local area including schools, community based organizations, employers and funders. The WA previously had a Youth Council under the Workforce Investment Act, but those functions were merged into the POP Committee under WIOA. There is an active HYPE work group coordinated by WSU through an

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agreement with the City of Wichita, but that arrangement is ending. The creation of a WA Board committee on youth employment would help oversee WIOA Youth Program performance and coordinate strategies for HYPE. Membership could include WA Board members, HYPE partners, key community-based organizations and employers.

Board members discussed these proposals and agreed to consider them and then make decisions as to committee reorganization based on the outcomes of the upcoming strategic planning process in 2020. *Report was received and filed.*

4. **City-to-City Report - San Antonio, Texas: Jennifer Hughes and Laura Rainwater)**

Since 2006, the Wichita Regional Chamber of Commerce has organized an annual trip to another U.S. city to introduce the Wichita region's business and community leaders to innovative projects and best practices. Attendees network, learn, and bring home ideas that may be adapted and implemented in the region. LWDB members in attendance at this year's trip included: Jennifer Hughes, Global Partner Solutions; Gabe Schlickau, Meritrust Credit Union; Ebony Clemons Ajibolade, Westar/Every; Amy Williams, LWDB Community Impact Committee/Spirit Aerosystems and Gary Plummer, Wichita Regional Chamber of Commerce. Laura Rainwater and Jennifer Hughes provided the Committee with a summary of the trip. There were three tracks for participants to follow during the visit economic development, mental health & homelessness and education. Collaboration was a huge focus of trip as well as to remind people about what is being done well in their communities and what can be done better. The WA hosted a breakfast during the trip and Chair Jennifer Hughes presented to the group and discussed the outcomes of HYPE for 2019. The trip provided an opportunity to network with others from the community and form possible partnerships.

Report was received and filed.

5. **2019 Youth Employment Project (YEP)/Helping Youth Prepare for Employment (HYPE)**

In 2019, YEP had 1,034 job placements (63% increase over 2018). Including the HYPE partners brings the job placement totals to 1,230. The majority of job placements were tailored as needed by the employer and included temporary and part-time jobs. Wages were either subsidized through YEP or directly funded by the employer. 221 employers engaged with YEP by hiring young adults for temporary and or part-time jobs in 2019.

At the Mayor's Press Briefing on September 12, 2019, Bank of America Market President Shawn Lancelot pledged support for HYPE in 2020. It will be important to secure additional funding commitments in order to maintain the outcomes from this year or to increase the impact of the initiative. Funders in 2019 include Bank of America, City of Wichita, Sedgwick County, Emprise Bank, Workforce Alliance and the annual Jobs FORE Youth golf tournament.

The outcomes from YEP are shared with HYPE partners for a total community impact measure, which is tabulated and reported by WSU. WSU will no longer be involved with the program after this year; they will publish their report at this end of this month.

Under HYPE created a pilot project to target 14-15 year olds called Camp HYPE. In the past, the WA noted a significant number of this age group interested in employment, but few employers willing to hire youth under 16. Camp HYPE was developed to help address this issue and to combine the desire to work with a career exploration strategy. North High School was selected as the base for designing the pilot project. Two week long sessions were held and youth were paid for their attendance; they visited numerous businesses and organizations in the community. The pilot was successful and additional funds and employers are needed in order to be able to provide this opportunity again next year. Wichita Transit provided transportation at no cost. It is hoped that additional schools can be provided the opportunity to participate in Camp HYPE, but additional funding is needed. A formal report will be presented to the City of Wichita, Sedgwick County and USD 259 Board of Education.

WORKFORCE CENTERS

of South Central Kansas

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Staff were asked if there was any negative feedback about the program. Most of the negative concerns were minor and are being addressed and any major ones such as which schools can participate will be dependent on funding.

Pat Jonas asked if the HYPE program could help improve the WA's ability to meet the WIOA Youth Program performance measures that have been a struggle for the last couple of years. Staff related that there are not many WIOA youth involved in the HYPE program but it does provide a larger pool of employers for work experience.

LWDB members Michele Gifford, Textron Aviation and Kathy Jewett, XLT Ovens reported on their experiences hiring youth from the program and indicated that it is a win-win as both the youth and employer benefit greatly. Textron hired 57 youth and placed them in positions across the organization. Permanent positions were offered to some and many in the program discover what occupations they do not wish to pursue, which provides them with an advantage in their education. It will be very important to increase awareness of the program to not only youth, but also parents.

Staff proposes a task force to address the issues of awareness, outreach, collaboration and funding as well as work with staff on planning for HYPE next year. Jennifer Hughes, Kristin Langrehr, Pat Jonas, John Weber, Erica Ramos and Michele Gifford volunteered to be a members of this task force. Members of the HYPE work group will also be invited. It was suggested that a one page summary of the program including demographics and outcomes be created for LWDB members and staff to distribute to potential participants and employers.

Report was received and filed.

6. Consent Agenda and Committee Reports

Minutes from the June 12, 2019 meeting, Workforce Center Operations Update for August, PY19 Budget Report, One-Stop Operator Report, Butler Workforce Center Lease, Chief Elected Official Board Updates, Workforce Centers Calendar for 2020 and an on-the-job training contract for the City of Winfield were presented to the Committee for review and/or approval.

A full report on the Practice Makes Progress (PMP) will be provided at the October 23rd LWDB meeting. PMP provides an opportunity for employers in the region to volunteer their services in reviewing resumes and conducting mock interviews for job seekers. Interest and participation in the program has been growing.

A staff in-service training is scheduled for October 14th. The workforce centers will be closed to provide training to staff members.

The Butler County workforce center lease is up for renewal. Staff worked with a task force of LWDB members to review options and recommended approving a 3% increase in rent with a renewal for 18 months and four annual options to renew thereafter.

The Chief Elected Officials Board (CEOB) met on September 9th and approved amendments to the CEOB and appointments/reappointments to the LWDB.

Staff recommended the addition of the City of Winfield to the On-the-Job Training Eligible Training Provider List.

John Weber (Michele Gifford) moved to approve the Consent Agenda as presented. Motion adopted.

7. Other Business

- A handout, "Midwest Metros Great Recession Employment Recovery" chart distributed by the Greater Wichita Partnership was shared with the Committee. To date, Wichita still lags behind the national average and with similar areas in employment recovery following the recession.

8. **Adjournment**

The meeting was adjourned at 12:55.

LWDB Executive Committee Members

Jennifer Hughes, Chair
Michele Gifford
Kathy Jewett
Pat Jonas
Tony Naylor
John Weber

Staff/Guests

Keith Lawing
Tisha Cannizzo
Amanda Duncan
Denise Houston
Kristina Langrehr, LWDB
Shirley Lindhorst
George Marko
Chad Pettera
Laura Rainwater
Erica Ramos, LWDB

Item

Consent Agenda

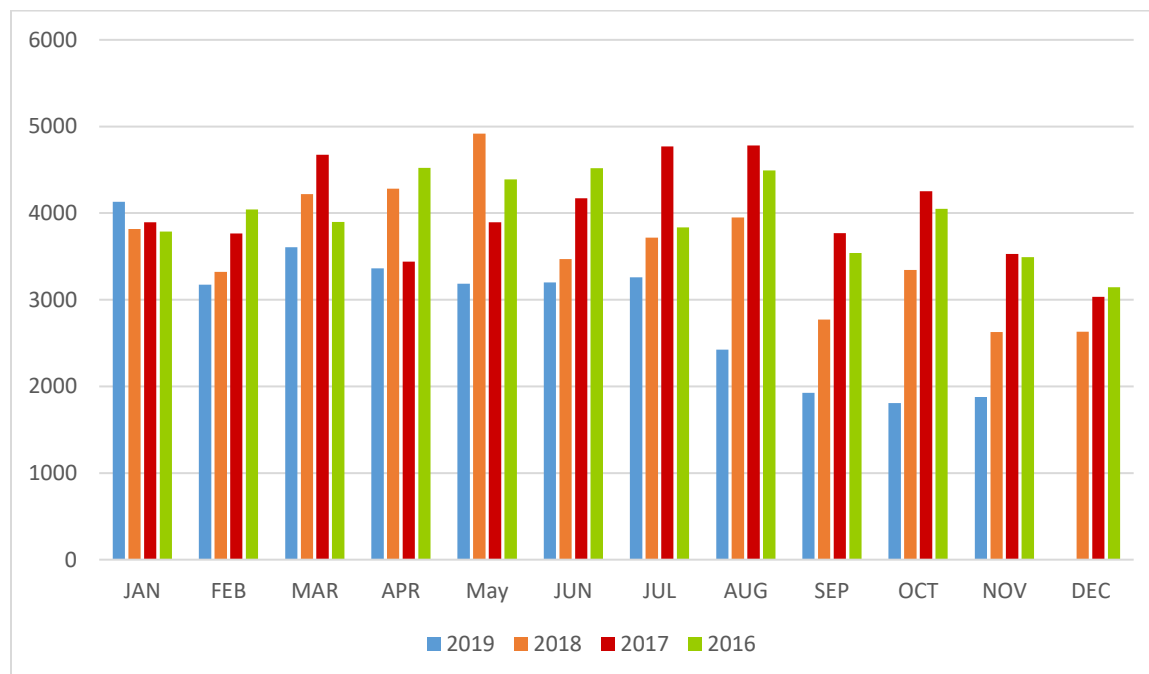
Background

Workforce Centers Operations Update

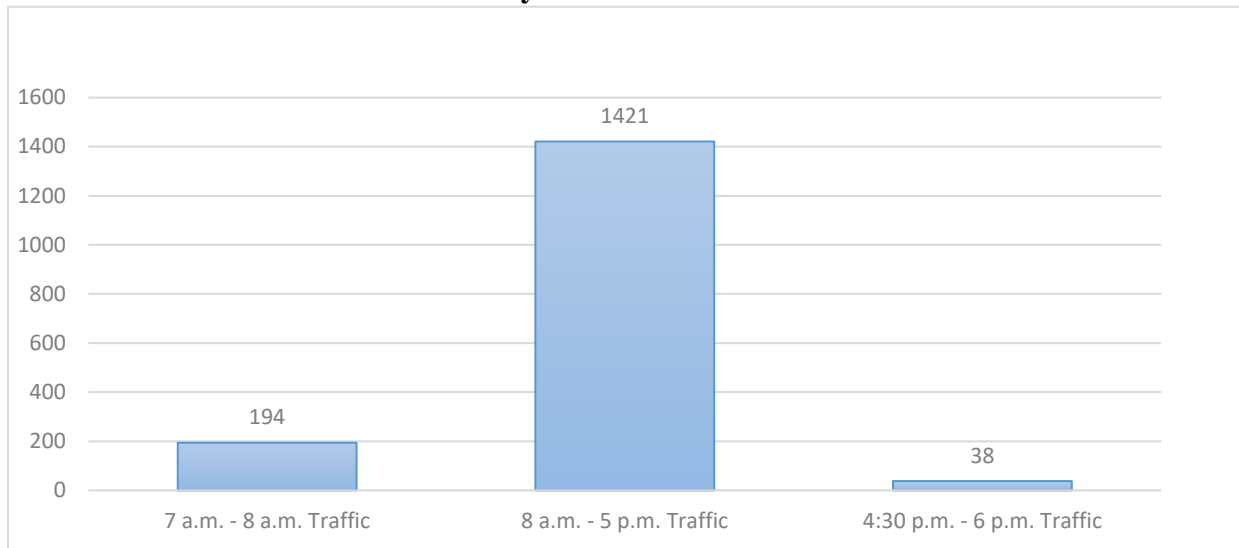
Analysis

Compared to 2018, the centers have decreased in traffic by 21% or 8,484 customers year to date. More notably, during the last quarter of 2019 we have observed a steep decline in center traffic. This has been contributed to many factors one of which is a steadily low unemployment rate. Customers that are employable are not utilizing the center as often for basic services, however we are seeing those customers that need more intensive one-on-one assistance to overcome multiple barriers. For example, those that are part of the My Re-Employment Program are attending their mandatory meeting but are not coming back as often. Many are reporting employment. Another piece that has changed since August has been the implementation of our new check-in system that has allowed us to be more accurate. However, it does report the numbers differently than our previous system by capturing individual customers per month, compared to our legacy system that calculated the number by individuals per day. Since its launch in August, WaitWhile has been a valuable tool for the center to seek out daily trends and determine services that are used most frequently from day to day and hour to hour. Lastly, we have witnessed a decline in the retail sector's typical seasonal hiring trends thus eliminating quality 4th quarter jobs that our area's jobseekers had always taken advantage of. Recently, Walmart cancelled a hiring event locally and indicated they felt they were fully staffed.

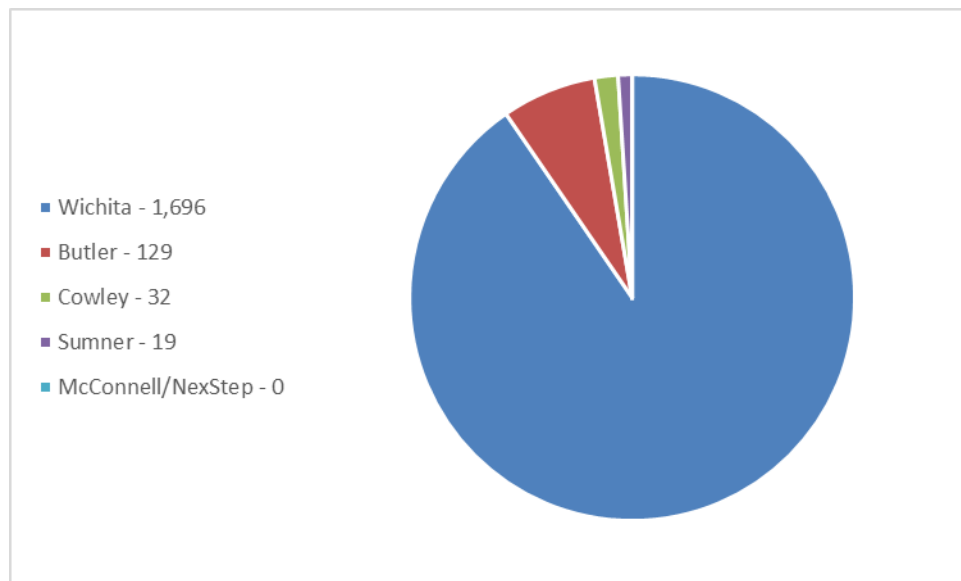
Total Customer Traffic November 2019



Traffic by Hours November 2019



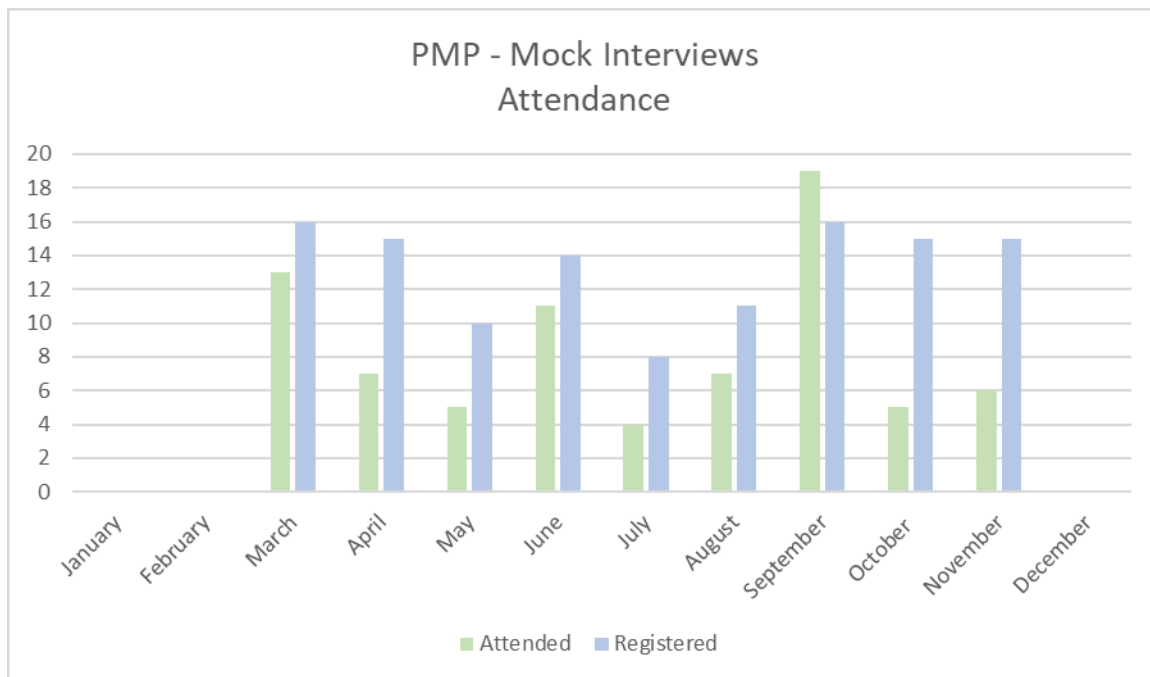
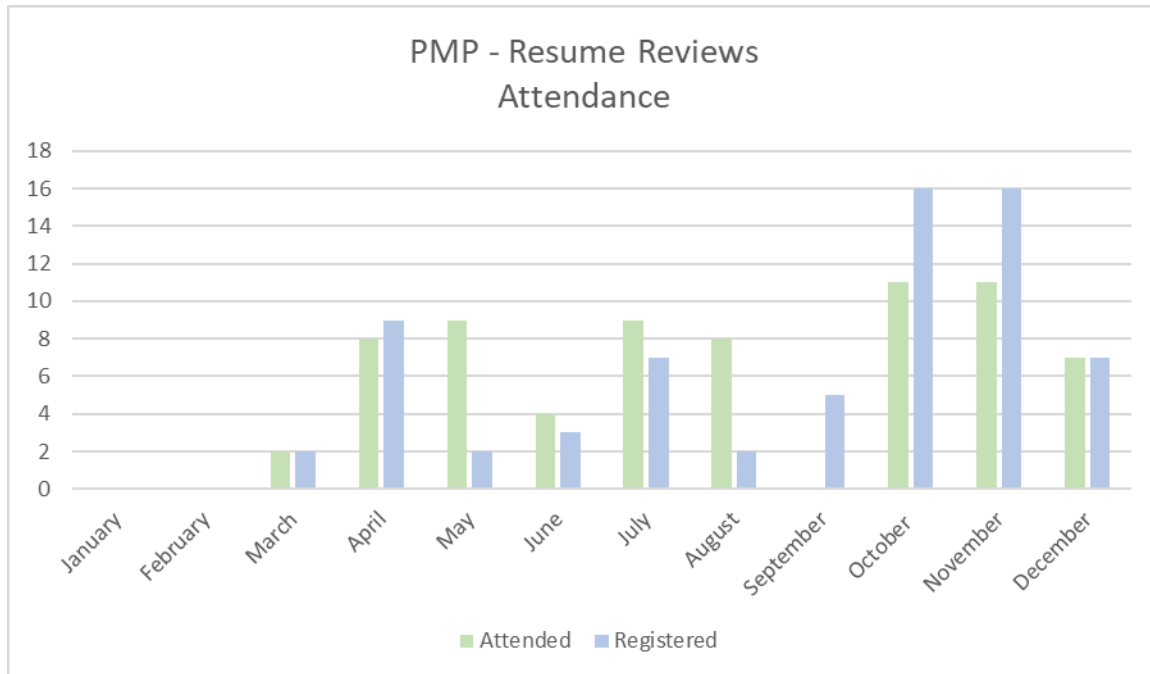
Office Traffic Breakdown – November 2019



Practice Makes Progress

Since March 2019 when the PMP program was put into place, it has served 69 jobseekers for resume reviews and 77 jobseekers for mock interviews for a grand total of 147. The program has also been fortunate to have 25 industry professionals across 19 organization assist our jobseekers in these services. Specifically for November, the center saw 11 jobseekers for resume reviews and 6 for

mock interviews. Attendance in this program still varies. Our employer partners have been more consistent but jobseeker participation continues to change from month to month.



Imagine Academy

The Wichita Workforce Center administers these free certifications that focuses on the Microsoft Office Suite 2013 (Word, PowerPoint, Excel, Outlook, Access, OneNote, and SharePoint). Below are the current totals for Imagine Academy. Also to note is that the Workforce Center has had five separate people who have received Master certifications thus far, and eight of those people have Expert certifications in Word and Excel.

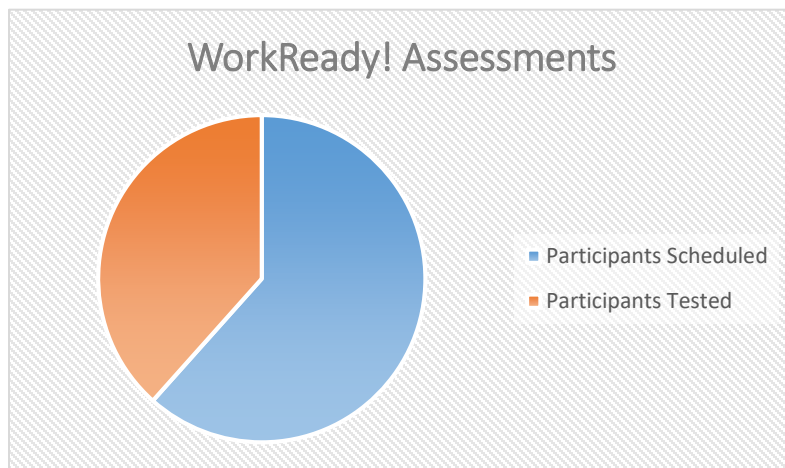
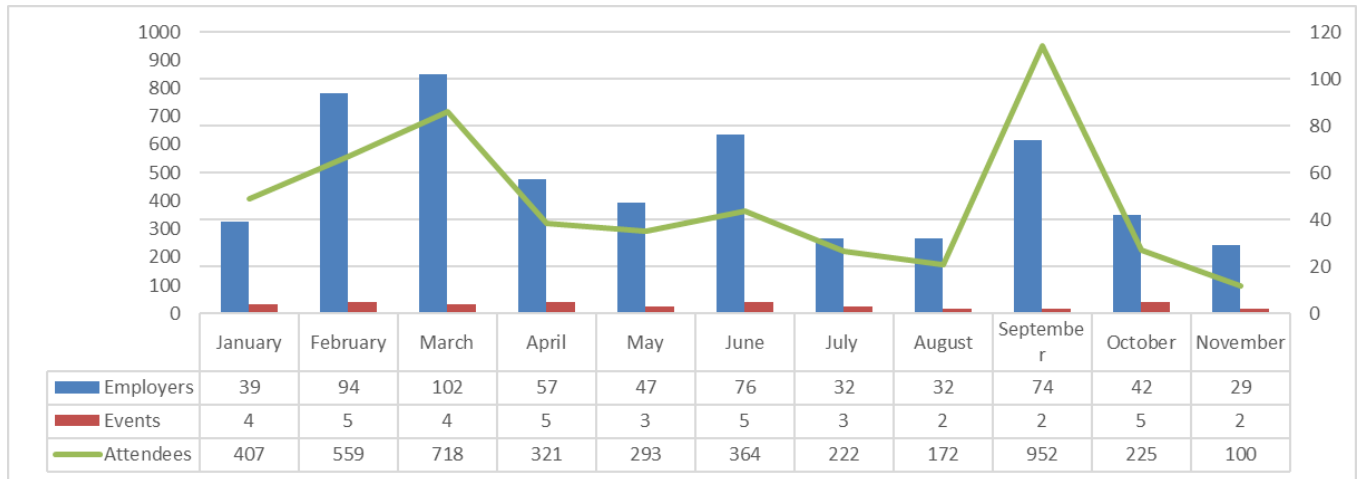
	attempt	pass	fail	Success Rate	Gained employment	promotion or wage gain	Related to cert(s)
2016 Totals	7	3	4	42.86%	unknown	unknown	unknown
2017 Totals	65	53	12	81.54%	unknown	unknown	unknown
2018 Totals	53	42	11	79.25%	unknown	unknown	unknown
2019 Total	84	62	22	73.81%	16	0	7
All	209	160	49	76.56%	16	0	7

2019 Certification Exam Type	attempt	pass	fail
Word 2013	14	13	1
Excel 2013	19	15	4
PowerPoint 2013	8	8	0
Outlook 2013	12	7	5
Access 2013	5	5	0
One Note 2013	1	1	0
SharePoint 2013	2	0	2
Word Expert 2013	8	4	4
Excel Expert 2013	8	4	4
MOS 2013 Master cert	7	5	2
Total	84	62	22

Business Report November 2019

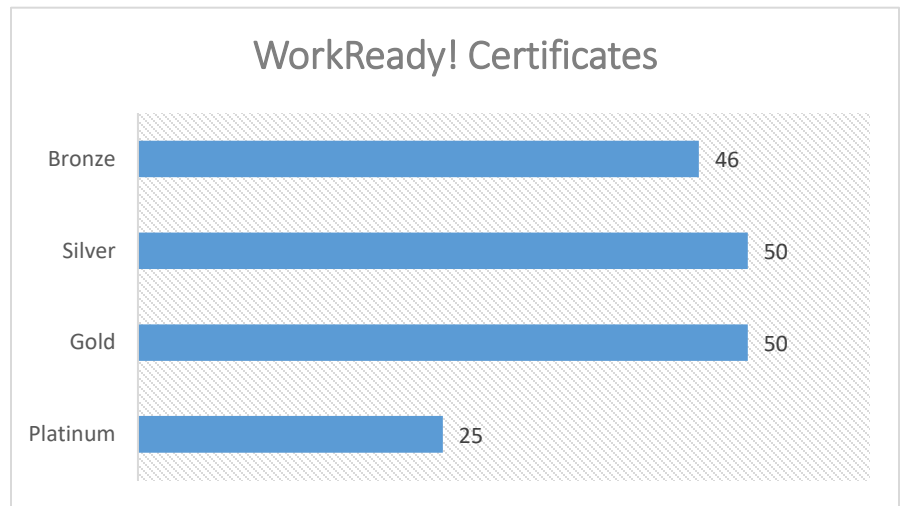
In November, the Business Services team conducted two job fairs that served 29 employers and provided opportunities to 100 jobseekers.

Total Job Fair Traffic 2019



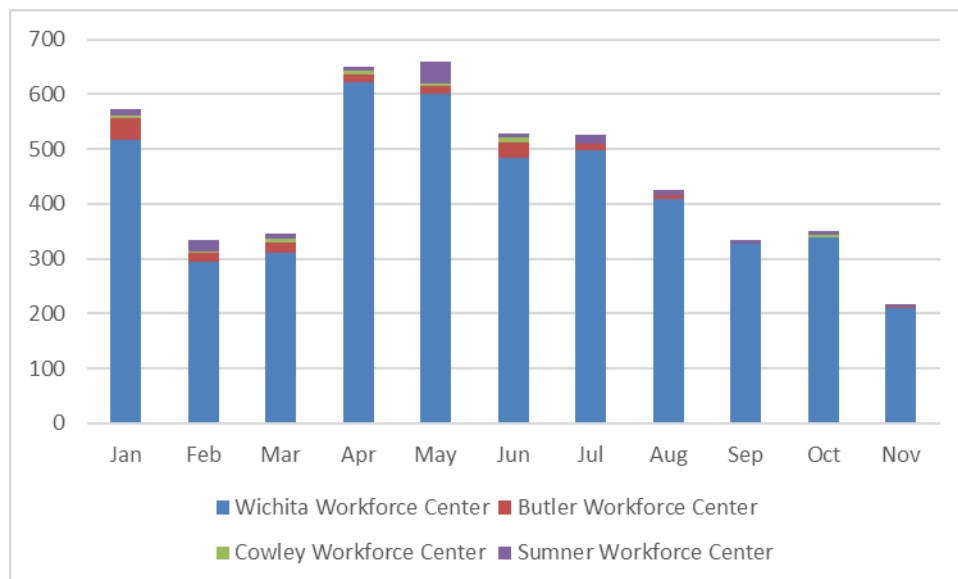
WorkReady! Testing November 2019
 23 - Testing Sessions
 62.3 % - % Attendance Rate

WorkReady! Certificates November 2019
171 - Certificates Awarded
91.4% - % Award Rate

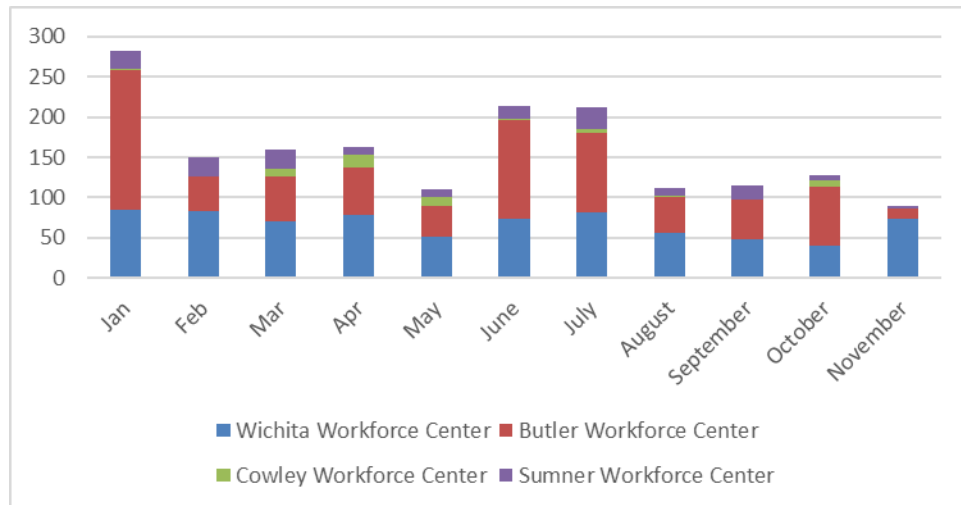


November 2019
226 – Pre-Employment Skills Assessments Administered
90 - Prescreens & Applications Received
111 - Services to Employers
218 - Job Postings

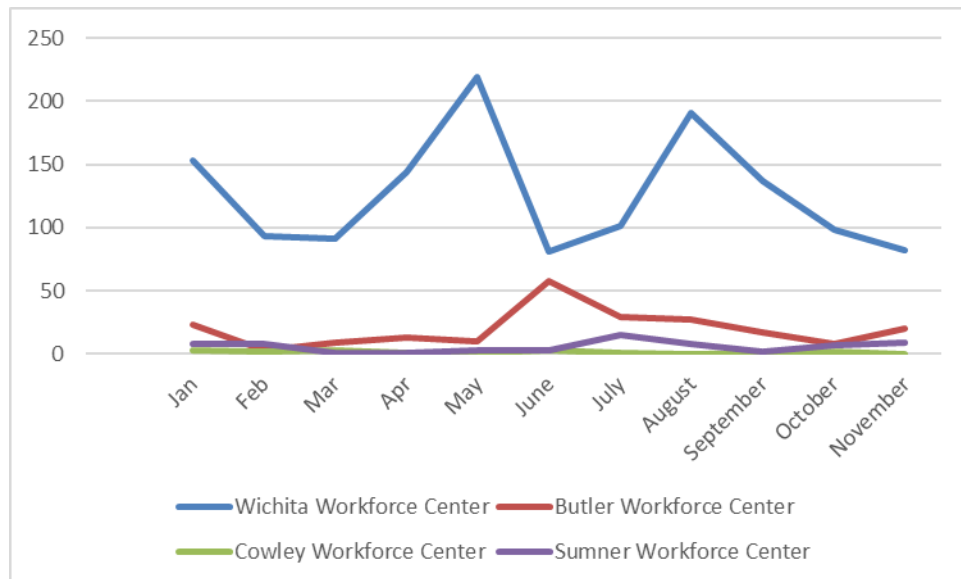
Job Postings by Office - 2019



Applications Completed by Office – 2019



Number of Services Provided to Employers by Office – 2019



Common Services include - Available One-Stop Services, Available Training Services, General Marketing Information, Job Fairs, Job Order Activities, Job Seeker Outreach Activities, Job Service Activities, Recruitment Assistance, Registered Apprenticeship, Strategic Planning Activities, and Rapid Response Assistance.

Recommended Action

Receive and File.

Workforce Alliance Consolidated Budget PY19

July 2019 - June 2020

Category	WIOA				Community Impact Funds				Consolidated			
	August		YTD		August		YTD		August		YTD	
	Budget	Expenditures	Expenditures	% Budget Remaining	Budget	Expenditures	Expenditures	% Budget Remaining	Budget	Expenditures	Expenditures	% Budget Remaining
Wages	\$ 1,422,735	\$ 109,160	\$ 435,408	69%	\$ 1,342,089	\$ 92,315	\$ 386,516	71%	\$ 2,764,824	\$ 201,475	\$ 821,924	70%
Fringe	\$ 348,846	\$ 25,013	\$ 113,201	68%	\$ 331,445	\$ 15,254	\$ 71,882	78%	\$ 680,291	\$ 40,267	\$ 185,083	73%
Facilities	\$ 210,245	\$ 44,974	\$ 175,171	17%	\$ 221,743	\$ 16,487	\$ 57,304	74%	\$ 431,988	\$ 61,461	\$ 232,475	46%
Contract/Pro Fees	\$ 167,371	\$ 22,594	\$ 60,681	64%	\$ 169,734	\$ 4,121	\$ 25,521	85%	\$ 337,105	\$ 26,715	\$ 86,202	74%
Supplies/Equipment	\$ 45,610	\$ 13,892	\$ 27,975	39%	\$ 84,828	\$ 8,823	\$ 35,460	58%	\$ 130,438	\$ 22,715	\$ 63,435	51%
Outreach/Cap Building	\$ 40,483	\$ -	\$ 6,127	85%	\$ 89,320	\$ 3,750	\$ 29,031	67%	\$ 129,803	\$ 3,750	\$ 35,158	73%
Travel/Conferences	\$ 53,450	\$ 1,718	\$ 8,333	84%	\$ 62,976	\$ 1,525	\$ 19,738	69%	\$ 116,426	\$ 3,243	\$ 28,071	76%
Grants Awarded	\$ 100,500	\$ -	\$ -	100%	\$ 103,957	\$ 22,625	\$ 32,393	69%	\$ 204,457	\$ 22,625	\$ 32,393	84%
Staff Development	\$ 14,350	\$ -	\$ 9,194	36%	\$ 17,570	\$ -	\$ 776	96%	\$ 31,920	\$ -	\$ 9,970	69%
Misc	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	0%
Work Experience	\$ 795,000	\$ 38,399	\$ 192,757	76%	\$ 162,777	\$ -	\$ (58,001)	136%	\$ 957,777	\$ 38,399	\$ 134,756	86%
On The Job Training	\$ 50,000	\$ 1,907	\$ 5,044		\$ 450,000	\$ 34,170	\$ (20,148)	104%	\$ 500,000	\$ 36,077	\$ (15,104)	103%
Incentives	\$ 4,500	\$ 300	\$ 1,600	64%	\$ 7,000	\$ 250	\$ 5,525	21%	\$ 11,500	\$ 550	\$ 7,125	38%
Occupational Training	\$ 317,804	\$ 8,524	\$ 85,540	73%	\$ 1,005,822	\$ 212,956	\$ 316,372	69%	\$ 1,323,626	\$ 221,480	\$ 401,912	70%
Supportive Services	\$ 33,000	\$ (9,487)	\$ 10,225	69%	\$ 146,752	\$ 4,780	\$ 23,580	84%	\$ 179,752	\$ (4,707)	\$ 33,805	81%
Total	\$ 3,603,894	\$ 256,994	\$ 1,131,256	69%	\$ 4,196,013	\$ 417,056	\$ 925,949	78%	\$ 7,799,907	\$ 674,050	\$ 2,057,205	74%

Analysis

Budget: The PY19 budget with expenditures through the end of the October 2019. The budget includes a breakdown between WIOA (LWDB budget) and non-WIOA Funding (Community Impact Funds) and combined totals.

The PY19 budget allocates 33% on direct client spending including classroom training, work experience, on-the-job training and supportive services. Through October 31, 2019, direct client spending by percentage is 27% in total. Community Impact Funds continue to be negative for Work Experience and On the Job Training as we continue processing end of the year KAMP accruals. The budget has 74% remaining, which is about 8% in the black after the October.

Strategic Goals Supported

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

- Expand Youth Employment Opportunities to help develop the workforce of the future
- Strengthen relationships with WIOA partners, community organizations and educational/training institutions to leverage resources and align services through the one-stop workforce centers (American Job Centers)
- Create and implement a more effective and comprehensive communication plan to increase public awareness about employment and training services, and skills needed for current and future careers in South Central Kansas
- Generate revenue to increase community impact of WIOA and Workforce Centers

Recommended Action

Receive and file.

December 11, 2019

Submitted By: Tisha Cannizzo, One Stop Operator, Eckerd Connects

One Stop Operator Report – October/November**A. Administers and oversees the Integrated Service Delivery Plan**

1. Working with Keith Lawing, George Marko and Erica Ramos to evaluate our current staffing structure, work flow and how we serve customers to update the Integration Delivery Plan. This conversation has been really helpful to open dialogue about changes to our economy, funding availability and how we can best serve our customers, both the employer and the job seeker.

B. Coordinate partner services and activities to encourage efficiency and customer service

1. The One Stop Operator coordinates meetings with Center leadership and supervisory staff to encourage communication, identify training needs and overall activities of the Center.
2. One Stop Advisory Council – We had a productive meeting, with most of the council in attendance on 10/1/19. We took a step back to identify the reasons for the creation of the council and what was still relevant. We then identified services provided by each of the agencies represented. At our 12/5/19 meeting we will continue that conversation to discuss overlap and how we can serve customers more effectively.
3. Partner Collaboration Meetings – This monthly meeting is an opportunity to connect with community partners. It consists of a tour of the Workforce Center and meeting with Center supervisors to learn more about each program and discuss how to collaborate on services. It has increased awareness by other organizations, of the Center's activities, and increased attendance at events.

C. Developing and providing staff development opportunities for the one stop partners

1. Friday Morning Meetings – Time is set aside every Friday morning at 8-9 am for a variety of staff learning/communication opportunities. In October and November we shared our new website with the staff, hosted a workshop by Junior League to teach staff and customers how to negotiate their salaries, visited the Treehouse for single mothers of young children, learned about a new education track at WSU, received active shooter training and celebrated the service of our veteran employees.
2. On Columbus Day we hosted a staff in-service that primarily focused on areas of mental health, including 1) how to de-escalate an upset customer, 2) the relationship between unresolved childhood trauma and adult soft skills in the work-place and 3) ways to identify symptoms of mental illness and how to avoid triggers.
3. The Training Team has been discussing the need for supervisor training for staff who have been promoted.

D. Ensure Workforce Alliance One Stops are certified as required by the US Department of Labor

1. The Wichita and three affiliate centers were certified in the summer of 2018. A plan will be developed for recertification in 2020.

E. Ensure access to career, training and employment services

1. The One Stop Operator is reviewing customer evaluations and sharing results with supervisors to address concerns and recognize good customer service. Results are consistently very positive.

Month	Surveys Completed	Customers who requested follow-up	Customer Satisfaction (rating 1-5)	Likelihood to recommend our services (1-10)	% who achieved their goals for that visit
Wichita WFC					
August	96	71	4.75	9.35	96.88
September	135	97	4.82	9.63	99.26
October	180	128	4.71	9.35	97.78
November	237	94	4.68	9.43	97.46
Butler WFC					
November	19	8	4.72	9.5	100

Item

Local Workforce Development Board (LWDB) Membership Update

The following is a current list of LWDB members and their terms. Board members serve a three-year term; these terms are staggered in order to limit annual turnover.

Local Workforce Development Board Members (LWDB) - Local Area IV	Term Expires
<u>PRIVATE SECTOR</u>	
Rod Blackburn, Blackburn Properties LLC/Partners in Education Foundation	2022
Ebony Clemons-Ajibolade, Westar	2020
Robert Giesen, B&B Electric Motor Co.	2020
Michele Gifford, Textron Aviation	2020
Laura Hands, Koch	2020
Robyn Heinz, Vornado Air (POP Co-Chair)	2022
Jennifer Hughes, Global Partner Solutions (Chair)	2022
Kathy Jewett, XLT Ovens	2021
Patrick Jonas, Center Industries/CPRF	2022
Jessica Kilpatric, Fidelity Bank	2021
Gay Kimble, Rainbows United	2020
Kristina Langrehr, Ascension Via Christi Health	2021
Melissa Musgrave, Airbus (Vice Chair)	2022
Matt Peterson, Cargill	2020
Gary Plummer, Wichita Regional Chamber	2020
Lisa Roberts Proffitt, FlagshipKansas.Tech	2021
Luis Rodriguez, keycentrix	2022
Suzanne Scott, Spirit AeroSystems	2020
Gabe Schlickau, Meritrust Credit Union (Immediate Past Chair))	2021
John Weber, Assisted Living Locators	2020
<u>PARTNERS</u>	
Alfaro, Butler County Economic Development	2020
Jennifer Anderson, Cowley College - Adult Education Program	2021
Michael Donnelly, KS Dept. of Children and Families, KRS	2020
Kerri Falletti, Cowley First, Economic Development	2020
Erica Ramos, KS. Dept. of Commerce, Wagner Peyser	2022
Dr. Kimberly Krull, Butler Community College, Higher Education	2020
Sheree Utash, WSU Tech	2020

<u>LABOR</u>	
Jeff Townsend, Sheet Metal Workers Local Union 29	2020
Andrew Chance, Iron Workers Local Union 24	2022
John Clark, Plumbers and Pipefitters	2022
Dan Hink, Painters District Council #3	2022
Russell Kennedy, IBEW, #271	2021
B.J. Moore, SPEEA	2021
Tony Naylor, IBEW, Local Union #271 (POP Co-Chair)	2021

Recommended Action

Receive and file.

Item

On-the-Job Training (OJT) Contracts for the Eligible Training Provider List (ETP)

Background

1. Approval of Addition to the ETP List for OJT

The following employer has submitted an application to be added to the ETP list for OJT.

Employer:	Wickham Industries, Inc.
Company Description:	Glass fabrication and installation services.
Location:	Wichita, Sedgwick County
Occupation(s):	Production Worker, Customer Service Rep, Accounting Rep, Glazier Apprentice
Training Length:	Up to 6 months
Average Wage Range:	\$12.05 per hour
Benefits:	<ul style="list-style-type: none">• Vacation Pay• Health insurance• Dental and vision plan• Prescription drug plan• Life insurance• Short-term disability• 401(k) profit-sharing savings plan• Incentive programs• Tool purchase programs
Comments:	Wickham Industries was founded in 1946 by Benjamin and Violet Wickham. Through decades of quality service and craftsmanship, the company has become a leading glazing subcontractor in the Wichita area, and remains family owned, now in its third generation. Wickham currently employs 115 people. They anticipate hiring 30-50 new employees in the next two years.
OJT Funding Streams <i>subject to availability</i>	<input checked="" type="checkbox"/> WIOA Adult/Dislocated Worker – \$4,500 per trainee max <input checked="" type="checkbox"/> WIOA Youth – \$4,500 per trainee max <input checked="" type="checkbox"/> Partner4Work DW – \$3,200 per trainee max <input checked="" type="checkbox"/> KAMP– \$3,000 per trainee max

Recommended Action

Approve the addition of Wickham Industries, Inc. to the OJT ETP list.

Item

Youth Program Service Provider Contracts

Background

The Workforce Innovation and Opportunity Act (WIOA) Youth program must procure the required Youth Elements and services associated with the operation of the program.

Analysis

Aspire 2 Inspire U, LLC has submitted a proposal to provide Leadership Development, Workforce Preparation, and Adult Mentoring services to WIOA Youth participants. This is a new company started by a former employer of a past service provider. WA had positive results with the individual providing the services, but has concerns regarding cost proposed.

Elements Proposed:

Leadership Development \$1,598 Per Participant

The proposed program is a 10-day class at 20 hours a week for 40 hours total. The objective of the program is to guide young adults toward becoming mature adults, good neighbors and conscientious citizens by encouraging responsibility, confidences, self-determination, employability and other positive social behaviors. The class will be broken up based on 5 days work readiness and 5 days life management/Leadership development.

Work Experience \$160 Per Participant

A one day work ready refresher course for participants that have already completed a Workforce Experience prior, but is in need of additional assistance. The course will focus on resume preparation, interview and soft skills.

Adult Mentoring \$2,500 Per Participant Annually

This twelve-month mentoring program will empower young adults by matching them with a caring and skilled mentor. The mentors will provide guidance, support, and encouragement to develop the competence and character of the mentee. The mentors will meet with the participant at least monthly with a goal of twice a month. The mentor will also make contact via email, phone, or text weekly. There will also be structured activities in-group settings that will focus on work readiness, life skills, soft skills, conflict resolution, problem solving, civic leadership, career exploration, etc.

Strategic Goals Supported

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

- Expand Youth employment opportunities to help develop the workforce of the future.
- Strengthen relationships with WIOA partners, community organizations and educational/training institutions to leverage resources and align services through the one-stop workforce centers (American Job Centers)

Recommended Action

Authorize the President/CEO to enter into a contract with Aspire 2 Inspire U, LLC for WIOA Youth Program Elements after cost negotiation has been completed.