



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

Thursday, March 5, 2020 • 11:30 a.m.

300 W. Douglas Avenue, Suite 850 – R.H. Garvey Building

Conference call option or Zoom Room web meeting access is available upon request

1. **Welcome and Introductions:** Tony Naylor (11:30)
 2. **Report on Workforce Center Operations:** George Marko/Denise Houston (11:35) (pp. 2-9)
A summary of Workforce Center operations and status of Memorandum of Understanding (MOU) partners will be provided.
Recommended action: Receive and file.
 3. **Additions to the Eligible Training Provider (ETP) List:** Denise Houston (12:00) (pp. 10-11)
Additions to the Eligible Training Provider List will be recommended to the Committee for approval.
Recommended action: Approve the initial programs as presented.
 4. **Adult Education Provider Review:** Denise Houston (12:05) (pp. 12-14)
The State of Kansas will be receiving proposals for Adult Education providers and the LWDBs are invited to be part of the review process.
Recommended action: Receive and file.
 5. **Consent Agenda:** Tony Naylor (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 January 9, 2020 (pp. 15-17)
 - B. Workforce Innovation & Opportunity Act (WIOA) Performance Reports (pp. 18-23)
 - C. Third Party Monitoring Agreement (p. 24)
 - D. One-Stop Operator Report (p. 25-26)
 - E. Workforce Alliance Strategic Planning (pp. 27-28)**Recommended Action: Approve the consent agenda as presented.**
 6. **Adjourn (12:45)**
-

*The next LWDB Program Operations and Performance Committee Meeting
is scheduled for 11:30 a.m. on Thursday, May 7, 2020.*

March 5, 2020

Submitted By: George Marko

Item**Report on Workforce Centers Operations****Background**

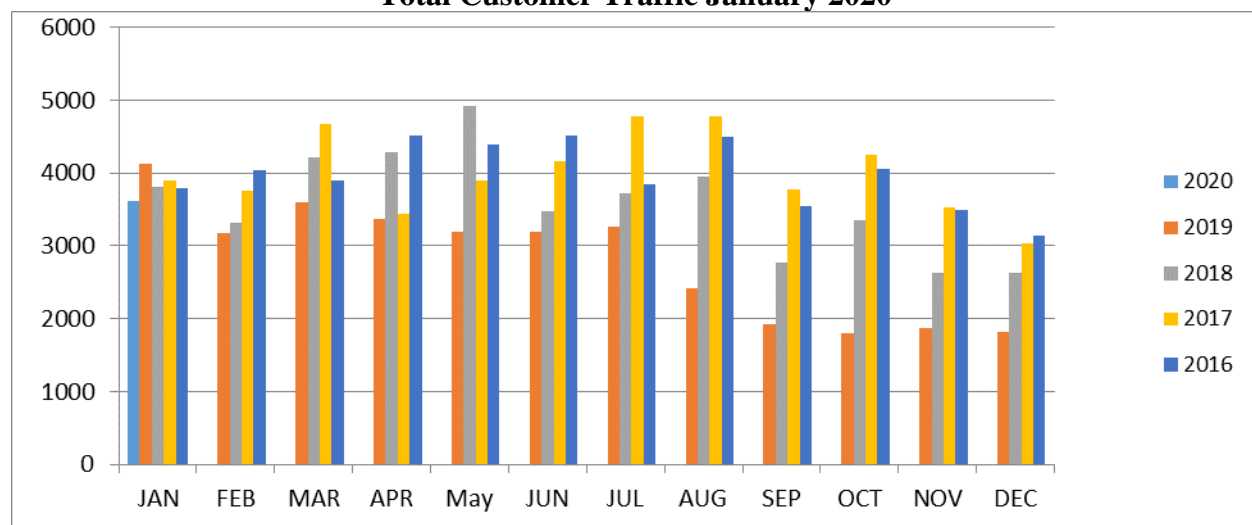
Currently, the Workforce Centers of South Central Kansas operate four locations (Wichita, El Dorado, Winfield, and Wellington). Operating hours vary by location. The Wichita Center is open Monday-Thursday from 7 am to 6 pm and Friday from 9 am to Noon. The El Dorado Office is open Monday-Thursday 8am to 1 pm then 2 pm to 5 pm and closed on Fridays. Winfield is open Mondays and Wednesdays from 8 am to Noon and 1 pm to 5 pm with being closed Tuesday, Thursday, and Friday. The Wellington Center is open Tuesday and Thursday from 8 am to Noon and 1 pm to 5pm while being closed Monday, Wednesday, and Friday.

The Centers have 17 memorandums of understanding with required Workforce Innovation & Opportunity Act (WIOA) partners. A list of these partners is attached. The partners operating directly on site at the comprehensive One-Stop Center in Wichita include the Workforce Alliance (multiple programs), Department of Commerce (multiple programs), Flint Hills Job Corps, and the American Indian Council.

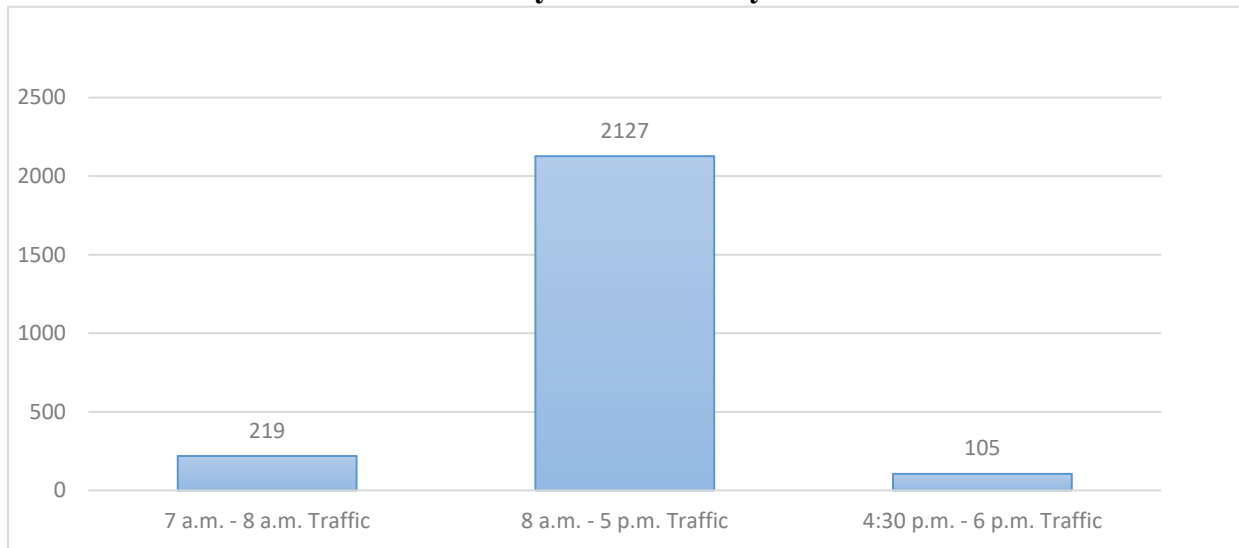
The Workforce Alliance is the only partner in the El Dorado, Wellington and Winfield centers. Traffic counts are very low at these facilities. There are community meetings scheduled to determine if better operating strategies can be implemented.

Analysis

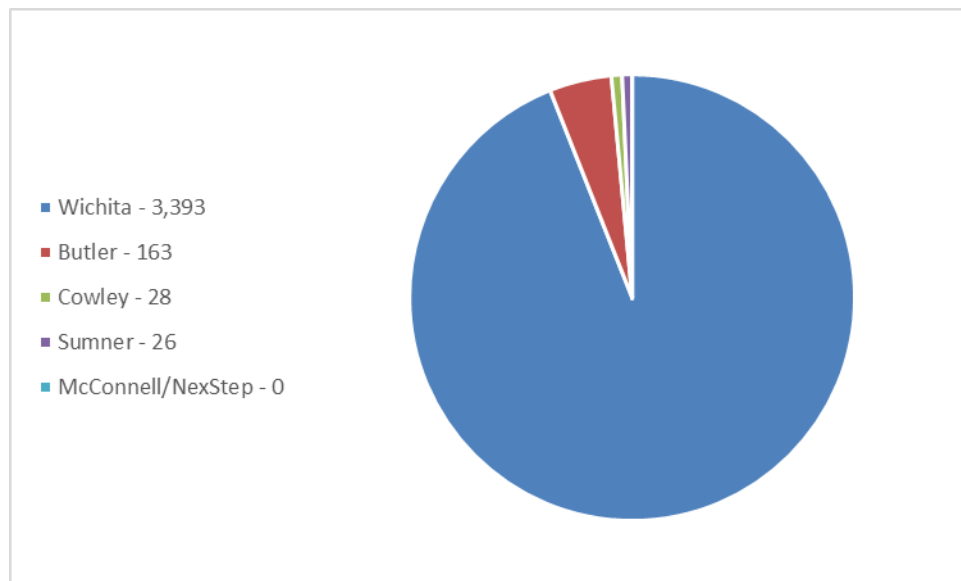
January had a significant increase in traffic compared to December's 1,816 jobseekers. The Centers saw 3,610 jobseeker for various services. The increase in traffic was driven not only by typical beginning of the year job search activities, but from the layoffs associated with the 737 Max halt in production. The workforce centers conducted six large Rapid Response meetings at Century II to help educate and guide individuals that were specifically laid off from Spirit AeroSystems. Center staff saw an attendance of 943 laid off workers at these meetings, which was 58% of the total number scheduled by Spirit AeroSystems. Overall, for the month there were seven companies that conducted layoffs and 1,261 new jobseekers that were provided a Rapid Response service.

Total Customer Traffic January 2020

Traffic by Hours January 2020



Office Traffic Breakdown – January 2020

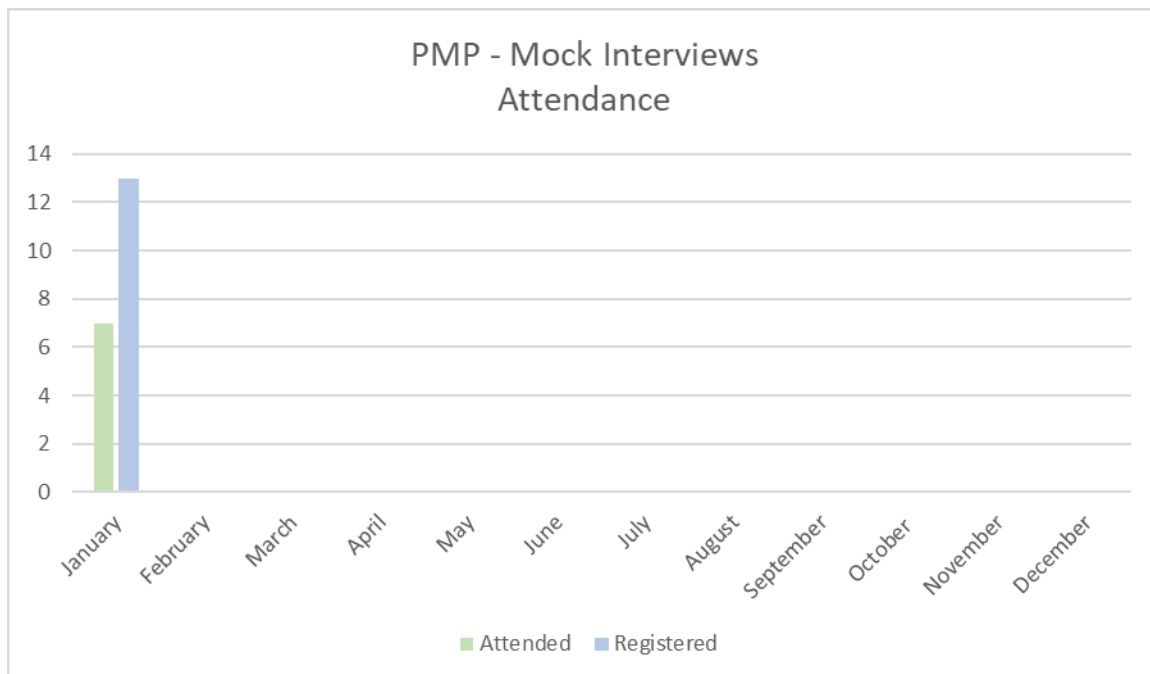
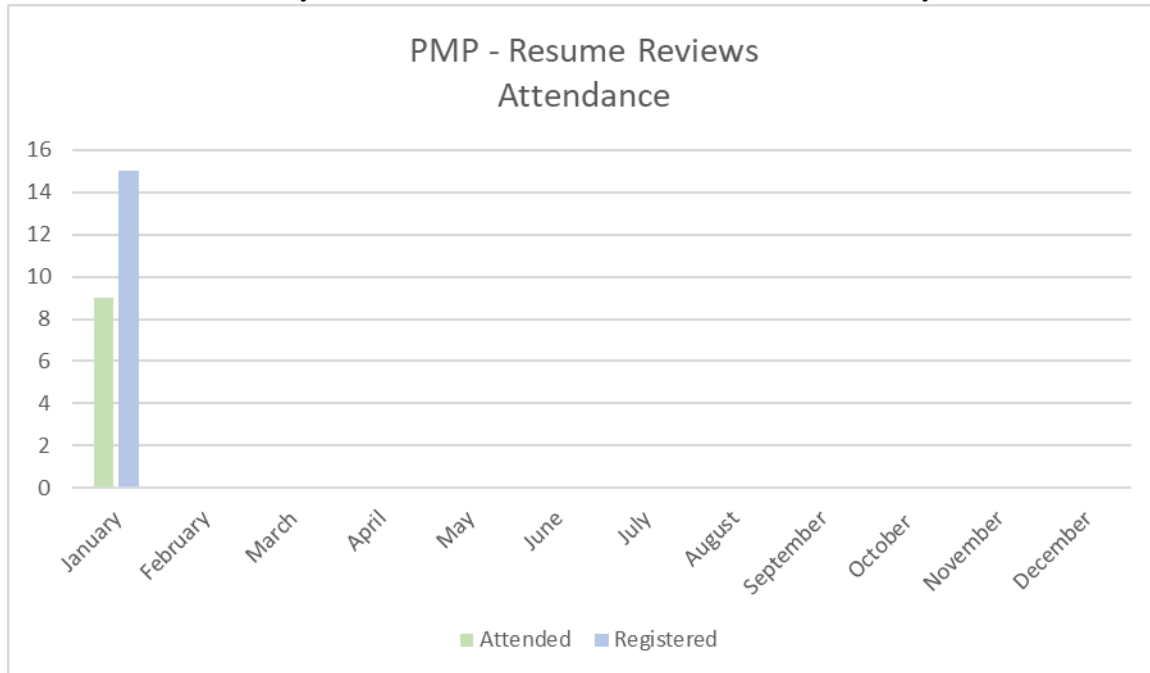


March 5, 2020

Submitted By: George Marko

Practice Makes Progress

Since March 2019 when the PMP program was put into place it has served 78 jobseekers for resume reviews and 73 jobseekers for mock interviews for a grand total of 171. The program has also been fortunate to have 25 industry professionals across 19 organization assist our jobseekers in these services. Specifically for January the center saw 9 jobseekers for resume reviews and 7 for mock interviews. Attendance in these program still varies. We had 3 employer partners help with the resume reviews, but only 1 for the mock interviews in the month of January.



March 5, 2020

Submitted By: George Marko

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 8 separate people who have received Master certifications thus far, and all 8 of those people have Expert certifications in Word and 6 in Excel.

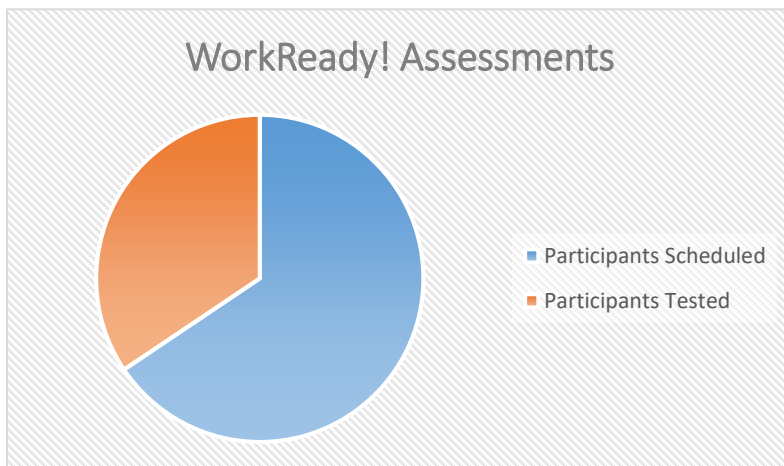
	Attempt	Pass	Fail	Success Rate	Gained employment	Promotion or Wage Gain	Related to cert(s)
2016 Totals	7	3	4	42.86%	unknown	unknown	unknown
2017 Totals	65	53	12	81.54%	unknown	unknown	unknown
2018 Totals	53	42	11	79.25%	unknown	unknown	unknown
2019 Total	128	94	34	73.44	22	0	10
All	253	192	61	75.89	22	0	10

2019 Certification Exam Type	Attempt	Pass	Fail
Word 2013	22	21	1
Word 2016	2	2	0
Excel 2013	22	18	4
PowerPoint 2013	10	10	0
Outlook 2013	16	9	7
Access 2013	8	8	0
One Note 2013	2	2	0
SharePoint 2013	5	2	3
Word Expert 2013	14	8	6
Excel Expert 2013	14	6	8
Master Certifications 2013	13	8	5
Total	128	94	34

Business Report January 2020

In January the Business Services team conducted 3 job fairs that served 43 employers and provided opportunities to 1,109 jobseekers.

Total Job Fair Traffic 2020

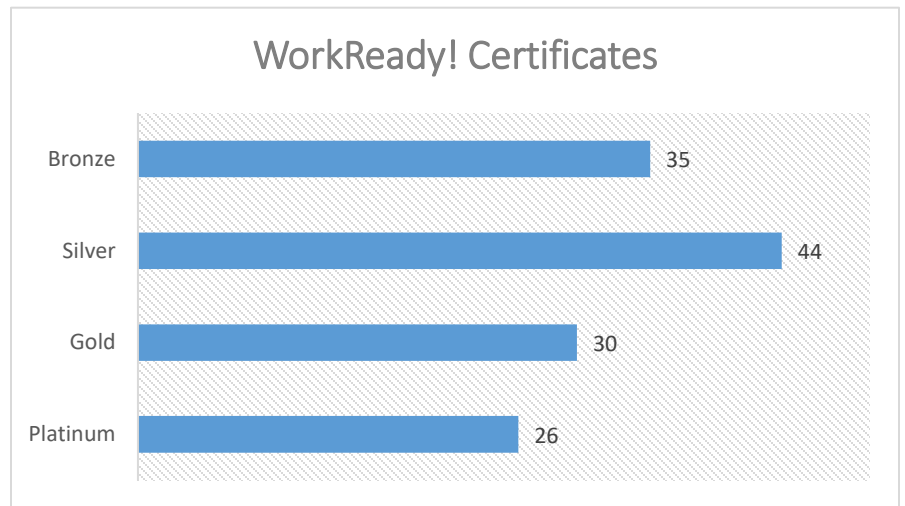


WorkReady! Testing January 2020
14 - Testing Sessions
52.5 % - % Attendance Rate

March 5, 2020

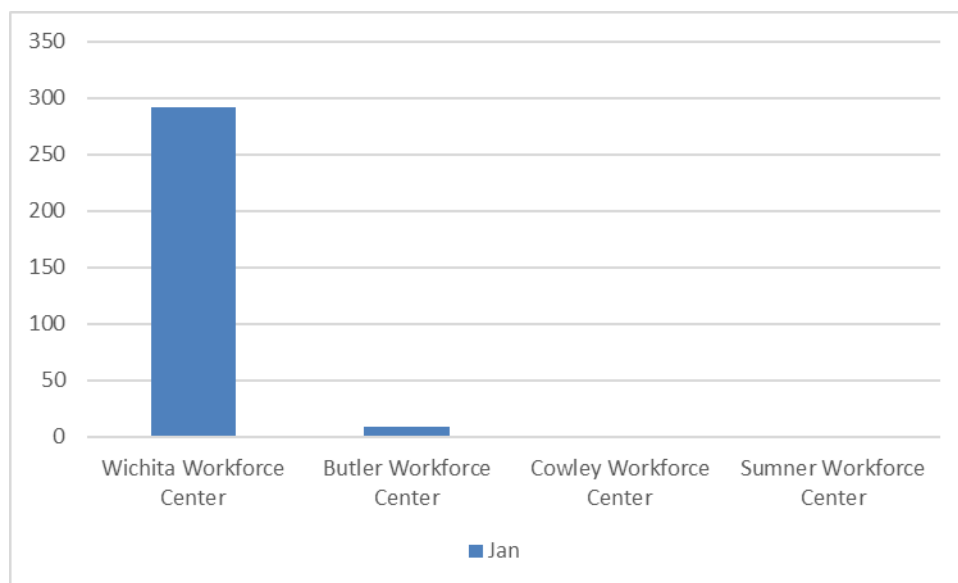
Submitted By: George Marko

WorkReady! Certificates January 2020
135 - Certificates Awarded
90.6% - % Award Rate



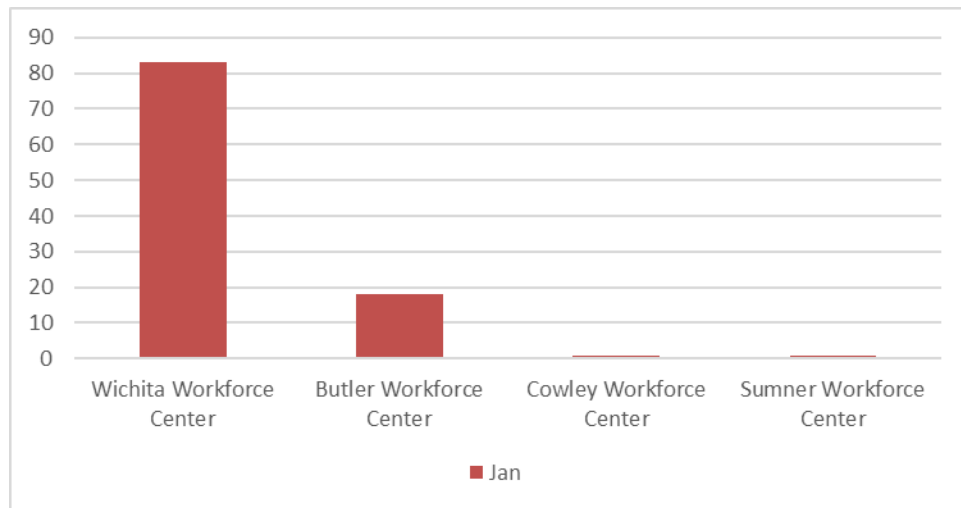
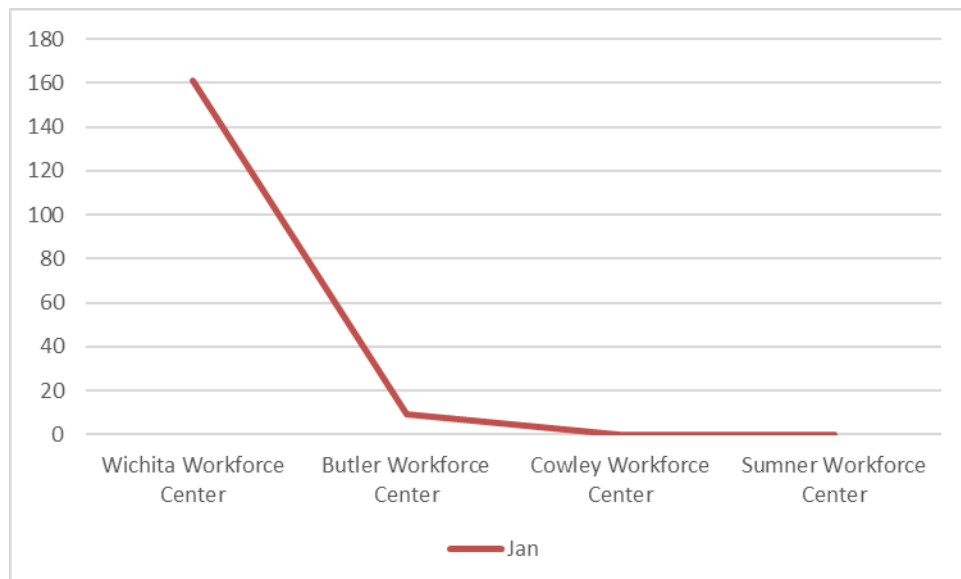
January 2020
194 – Pre-Employment Skills Assessments Administered
103 - Prescreens & Applications Received
170 - Services to Employers
301 - Job Postings

Job Postings by Office - 2020



March 5, 2020

Submitted By: George Marko

Applications Completed by Office – 2020**Number of Services Provided to Employers by Office – 2020**

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.

Local Area IV Memorandum of Understanding (MOU) Partners

Required WIOA Partner	Local Entity	Signed MOU
WIOA Adult, Dislocated Worker, and Youth Programs	Workforce Alliance of South Central Kansas	Yes
Job Corps	Flint Hills Job Corps	Yes
Native American Programs	American Indian Council	Yes
Migrant and Seasonal Farmworker Programs	SER Corporation Kansas	Yes
Wagner-Peyser Act Employment Service Programs	Kansas Department of Commerce	Yes
Adult Education and Family Literacy Act Programs	Butler Community College	Yes
Adult Education and Family Literacy Act Programs	Cowley College	Yes
Adult Education and Family Literacy Act Programs	NexStep Alliance/WSU Tech	Yes
Vocational Rehabilitation Programs	Kansas Department of Children and Families	No
Senior Community Service Employment Programs	Workforce Alliance of South Central Kansas	Yes
Career and Technical Education Programs at the postsecondary level authorized under the Carl D. Perkins Act	Butler Community College	Yes
Career and Technical Education Programs at the postsecondary level authorized under the Carl D. Perkins Act	Cowley College	Yes
Career and Technical Education Programs at the postsecondary level authorized under the Carl D. Perkins Act	WSU Tech	Yes
Trade Adjustment Assistance Programs	Kansas Department of Commerce	Yes
Jobs for Veterans State Grants Programs	Kansas Department of Commerce	Yes
Employment and Training Activities carried out under the Community Services Block Grant	City of Wichita	Yes
Unemployment Compensation	Kansas Department of Labor	Yes

March 5, 2020

Submitted By: Denise Houston

Item

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

Background

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

Analysis**Pending Initial Programs**

Staff recommends approving the following:

- Butler Community College: 6 initial programs
 - Engineering Technology (AAS)
 - Engineering Technology (AS)
 - Engineering Technology (Certificate)
 - Engineering Technology-Drafting (Certificate)
 - Engineering Technology-Industrial Controls (Certificate)
 - Engineering Technology-Manufacturing (Certificate)
- WSU Tech: 2 initial programs
 - Aviation Sheetmetal Assembly
 - IT Essentials
- Kansas Truck Driving School: 1 initial program
 - CDL Class A Training

Supports Strategic Goals

- 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

Approve the initial programs as presented.

**WIOA Eligible Training Provider
Programs Information
January 2020**

Provider Name	Program Name	Occupation/ Industry in Area IV	Length of Training	Approximate Cost Per Credit Hour In State	Approximate Total Program Cost	Type of Attainment	\$ Per Hr.	Recommended Action
<i>Pending Initial Programs</i>								
Butler Community College	Engineering Technology AAS	Advanced Manufacturing/Advanced Materials/Aerospace	60 Credit/Curriculum Hours	\$143.08	\$8,585.00	Associate Degree	\$26.81	Approve
Butler Community College	Engineering Technology AS	Advanced Manufacturing/Advanced Materials/Aerospace	62 Credit/Curriculum Hours	\$134.44	\$8,335.00	Associate Degree	\$26.81	Approve
Butler Community College	Engineering Technology Certificate	Advanced Manufacturing/Advanced Materials/Aerospace	34 Credit/Curriculum Hours	\$152.85	\$5,197.00	Certificate	\$26.81	Approve
Butler Community College	Engineering Technology Drafting Certificate	Advanced Manufacturing/Advanced Materials/Aerospace	16 Credit/Curriculum Hours	\$179.31	\$2,869.00	Certificate	\$22.10	Approve
Butler Community College	Engineering Technology Industrial Controls Certificate	Advanced Manufacturing/Advanced Materials/Aerospace	16 Credit/Curriculum Hours	\$176.19	\$2,819.00	Certificate	\$26.81	Approve
Butler Community College	Engineering Technology Manufacturing Certificate	Advanced Manufacturing/Advanced Materials/Aerospace	16 Credit/Curriculum Hours	\$173.06	\$2,769.00	Certificate	\$26.81	Approve
Kansas Truck Driving School	Class A CDL Training	Transportation and Logistics	160 Credit/Curriculum Hours	\$24.67	\$3,949.00	Certificate	\$20.92	Approve, pending site visit
WSU Tech	Aviation Sheetmetal Assembly	Advanced Manufacturing/Advanced Materials/Aerospace	18 Credit/Curriculum Hours	\$178.89	\$3,220.00	Certificate	\$25.64	Approve
WSU Tech	IT Essentials	Data Services/Information Technology	17 Credit/Curriculum Hours	\$250.12	\$4,252.00	Certificate	\$21.00	Approve

March 5, 2020

Submitted By: Denise Houston

Item

Adult Education Provider Applications Review by Local Workforce Development Boards

Background

The State of Kansas recently released a new Request For Proposals (RFP) for adult education providers that spans the next Workforce Innovation & Opportunity Act (WIOA) grant cycle.

The State is requesting feedback from the Local Workforce Development Boards (LWDBs). Attached is the LWDB Review Process and timeline as approved by the U.S. Department of Education. LWDBs will decide on designees to provide feedback on the local area's Adult Education provider applications. Representatives must include one or more local board members and may include workforce center representatives. LWDBs must submit the representative(s) information to the Kansas Board of Regents by March 1, 2020.

In selecting application reviewers, careful consideration must be given to avoid conflicts of interest. Reviewers must not be local grantees and must not stand to benefit financially from the grant awards.

Analysis

LWDB Chair Jennifer Hughes appointed Tisha Cannizzo, One-Stop Operator with Eckerd Connects, and Matt Peterson with Cargill, LWDB member and Program Operations and Performance Committee member, to be the representatives for Local Area IV that will review applications to provide adult education services over the next grant cycle. The applications are due to the Kansas Board of Regents on March 13, 2020 and they will distribute them to Local Areas for input soon after.

Recommended Action

Receive and file.



KANSAS BOARD OF REGENTS

Local Workforce Development Board Review

Summary

The Kansas Board of Regents proposes to implement a competitive process for distributing federal WIOA Title II funds and allow eligible entities to compete for these funds by demonstrating their proven success in providing adult literacy services and by indicating how their programming aligns to and supports the 13 considerations found in Sec. 231(e) of the WIOA legislation. The competitive application process will be implemented for funding starting July 1, 2020.

Process for Local Workforce Development Boards

1. **January 2020:** Kansas Board of Regents staff will provide Local Workforce Development Boards an estimated number of Adult Education applications that will be submitted in March 2020 for their workforce development area. This estimate will be based on those organizations who have submitted the optional letter of intent to apply.
2. **January 2020-March 2020:** Local Workforce Development Boards will decide who will provide feedback on the local area's Adult Education provider applications. Representatives **must** include one or more local board members and may include workforce center representatives, and/or other designees. Local Workforce Development Boards must submit the representative(s) information (name, phone, email) to adultedreports@ksbor.org by March 1, 2020.

In selecting application reviewers, careful consideration must be given to avoid conflicts of interest. Reviewers must not be local grantees and must not stand to benefit financially from the grant awards.

3. **March 30-April 30, 2020:** The Chair of the Local Workforce Development Board and the Executive Director will receive the Adult Education provider applications. Designated representative(s) will review the applications and document feedback. Feedback should focus on Considerations one (1) and four (4) of the applications and highlight to what extent the Adult Education provider application aligns to the local workforce development plan. The feedback should also include strengths, weaknesses, and recommendations about the application. Feedback will be documented on a rubric provided by the Kansas Board of Regents. Representative(s) may either conduct the review virtually or collectively in person:
 - A. If done virtually, each local board should submit one form per applicant. Feedback should be compiled to create one composite form per applicant.
 - B. If done collectively in person, the representative(s) should develop and submit one collective form per applicant.

4. **May 1, 2020:** All reviews should be submitted by email to the Kansas Board of Regents by 5:00 pm (adultedreports@ksbor.org). The Local Workforce Development Board feedback will be provided to the Kansas Board of Regents review team, who will utilize local board feedback when scoring the local board alignment sections of applications. In order to meet the grant award timeline in the WIOA Kansas State Plan, feedback not received by May 1, 2020, will not be used to make award determinations.

Local Workforce Development Board Feedback

Members of the Local Workforce Development Boards will provide feedback on the following questions:

1. Who is the primary representative leading the WIOA Title II application review from the Local Workforce Development Board?
2. Which Local Workforce Development Board representatives participated in the review?
3. How well does the application align to your local and regional workforce development plan?
4. What parts of the reviewed sections of this application align to the local and regional workforce development plans?
5. What additional strengths do you see in this potential provider's application?
6. What recommendations do you have about this application, including recommendations to improve alignment to the local or regional workforce development plan?
7. What questions or concerns do you have about this application?

Use of Local Workforce Development Board Feedback

Feedback provided by the Local Workforce Development Board will be used to determine the alignment with the strategies and goals of the local plan, and the extent to which the application addresses required considerations one (1) and four (4). This feedback will help members of the application review committee to score those sections using the provided scoring rubric and help determine how suitable an applicant is to receive an award under this action.

For more information

Chris Lemon, Senior Associate Director, Adult Education
Kansas Board of Regents
CLemon@ksbor.org

Connie Beene, Senior Director, Adult and Career Technical Education
Kansas Board of Regents
CBeene@ksbor.org

LWDB Program Operations and Performance (POP) Committee Meeting Minutes

January 9, 2020

1. Welcome and Introductions

Co-Chair Tony Naylor welcomed Committee members and asked for self-introductions.

2. Workforce Innovation & Opportunity Act (WIOA) Performance Reports

Program Year 2019 began on July 1, 2019; second quarter ended on December 31, 2019. Performance reports were presented to the Committee for review.

For WIOA Adult, Dislocated Worker, and Youth (PY19), Local Area IV (LAIV) is projected to not meet the sanction level for Adult Credential Attainment for the 1st quarter or Adult Median Earnings for the 2nd quarter. For Dislocated Worker Program, LAIV is projected to not meet the sanction level for Entered Employment for the 1st quarter or Credential Rate for the 2nd Quarter. For the Youth Program, LAIV is projected to not meet the sanction level for Credential Rate and Placement in Employment, Education, or Training 4th Quarter. LAIV is projected to not meet the sanction level for Credential Rate and Placement in Employment, Education, or Training for the 2nd Quarter. The WA has worked with the Committee over the last year to review strategies and possible program changes to improve performance for the Youth Program. Possible strategies include registered apprenticeship, on-the-job training and targeting the foster care population. Results of any changes implemented would take a year to be reflected in the performance data.

Local Area IV is behind the State in projected annual performance. Local Area IV is projected to exceed the goal on three measures and not meet the sanction level on eight measures. The State is projected to meet the goal on two measures, exceed the goal on three measures, and not meet the sanction level on six measures. Matt Peterson asked if not meeting the sanction level on eight out of 11 measures was a cause for alarm and staff responded that a more accurate picture of performance would emerge as the year progresses and there is no cause for concern at this point.

For Wagner Peyser (PY19), LAIV is projected to exceed the goal for Entered Employment 2nd Quarter, Entered Employment 4th Quarter, and Median Earnings in the second quarter.

Under WIOA, Average Indicator Scores were added to performance reporting, which are additional performance goals based on overall program performance and overall measure performance across programs. It is determined by looking at the overall performance of a specific program and the overall performance of a specific measure across program. The goal for each is 100% and the sanction level is 90%. Examples illustrating average indicator and average program scores were presented.

Committee members question whether the current standards are measuring program performance accurately as there are other factors that could affect performance such as community economic factors. *Report was received and filed.*

3. Kansas Workforce Investment and Opportunity Act (WIOA) State Plan

The Workforce Innovation and Opportunity Act (WIOA) requires each state have a State Plan, which is required to be updated every four years. The State of Kansas' current State Plan will expire on June 30, 2020. The State has released a draft of the revised WIOA State Plan for review and public comment: <https://ksworksstateboard.org/state-plans/>. The comment period ends on January 17, 2020. The State Plan serves as a four-year action plan to develop, align, and integrate the State's systems and provide a platform to achieve the State's vision and strategic and operational goals. States may choose to submit either a Unified or Combined State Plan. The State has chosen to submit a Combined State Plan, which includes the following:

- WIOA Adult, Dislocated Worker, Youth Programs
- Wagner-Peyser Act Employment Service Programs
- Adult Education and Family Literacy Act

- Vocational Rehabilitation Programs
- Optional Partner Programs:
 - Trade Adjustment Assistance Programs
 - Jobs for Veterans State Grants Programs
 - Senior Community Service Employment Programs

Staff is currently reviewing the State plan and has not identified any significant changes thus far. Some items of note are changes to branding of the workforce centers, Memorandum of Understandings (MOUs) with partner organizations and infrastructure cost-sharing agreements. Staff will provide recommendations for public comment to the Executive Committee at its January 15th meeting. The State Workforce Board will review public comments, finalize, and approve the plan to be submitted to federal government for implementation on July 1, 2020. Committee members are encouraged to review the State plan and provide suggestions for comment to staff. The Local Plan is also being review and will be sent out for comment.

Report was received and filed.

4. Business Services Monitoring Report

One of the responsibilities of the Workforce Alliance (WA) Local Workforce Development Board (LWDB) is to monitor program operations. WA staff has been conducting an internal review of all of its programs and presenting reports to the Committee for review. Reports to date include Career Center Operations, Kansas Health Profession Opportunity Project (KHPOP), Senior Community Service Employment Program (SCSEP) and WIOA Youth. During the fall of 2019, WA staff reviewed Business Team Operations; the monitoring report for Business Services was presented to the Committee for review. Future plans for 2020 monitoring include revisiting the reports of 2019 to update the committee on changes that were made and the outcomes of those changes.

Results of the Business Team Operations monitoring identified the following best practices and areas of recognition: creating targeted On-the-Job Trainings (OJTs), actively attending business networking events, conducting Registered Apprenticeship (RA) informational meetings, developing a referral process for job seekers to Business Services Representatives (BSRs), implementing career pathways and sector strategies, recruiting local business leaders and human resource professionals to assist with resume reviews and mock interviews, scheduling a number of job fairs and providing outreach efforts for Helping Youth Prepare for Employment (HYPE). The monitoring also identified some areas of concern such as lack of adequate training resources and guidance, gaps and inaccuracies in providing business services to outer county businesses and inadequate tracking and communication of business team outcomes and performance measures. Internal monitoring of this program is not yet required, but will be in the future. There are very few areas that have created internal monitoring procedures for Business Services review; therefore, the staff has had to create one from scratch. Workforce Center staff have not had the opportunity to develop a formal plan on how to address the areas of concern noted in the report. Those plans will be forthcoming in February. A training manual is being developed to address some of the issues identified. The Committee was asked to provide oversight and recommendations to staff. Matt Peterson complimented staff for being proactive in conducting the review and in the excellent work being done. He advised that the creation of the training manual be considered a priority as well as a plan for keeping it updated. Committee members were encouraged to keep the WA updated on what their employment needs are.

Committee members provided input; report was received and filed.

5. Additions to the Eligible Training Provider (ETP) List

Additions to the ETP List were recommended to the Committee for approval. All programs on the ETP list must be approved by the Committee. All of the pending programs are provided by Butler

Community College: Mass Communication-Journalism, Mass Communication-Radio/TV, Mass Communication-Sports Media, Pre-Physical Therapy and Pre-Physician Assistant and Sports Management. All programs provide for a wage over the \$12.02 an hour self-sufficiency wage standard. These programs are not currently on the Demand Occupations List in Local Area IV (LA IV), but may be in demand in other Local Areas. Jim Means asked if it was known if a demand for these occupations existed in the other Local Areas; this information is unknown; however, approval by the Local Area is needed to add these programs to the ETP list and it is up to the individual Local Areas to determine if a program is added to their Demand Occupations List. Local Area IV can only provide training funds for the Pre-Physician Assistant and Pre-Physical Therapy programs at this time.

Kerri Falletti (Justin Albert) moved to approve the initial programs as presented. Motion approved.

6. Consent Agenda and Committee Reports

Meeting Minutes from November 6, 2019 as well as the Workforce Center Operations report, One-Stop Operator report and Workforce Alliance strategic planning update were presented to the Committee for review.

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 strategic plan is used to guide the operations of the organization. A Request For Proposal (RFP) for facilitation services was released. Four proposals were received and recommendations will be made to the Executive Committee at its January 15th meeting. 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.

Robyn Heinz (Kerri Falletti) moved to approve the consent agenda as present. Motion approved.

7. Adjournment

The meeting was adjourned at 12:20.

Present Committee & Board Members

Tony Naylor, Co-Chair
Robyn Heinz, Co-Chair
Justin Albert
Jon Cressler for Michelle Ruder
Kerri Falletti
Jim Means
Jessica Kilpatric
Matt Peterson
Steve Porter

Staff/Guests

Keith Lawing
Shirley Lindhorst
Denise Houston
George Marko
Chad Pettera
Tisha Cannizzo, Eckerd Connects

Item

Staff Reports

Background

Program Year 2019 performance is available for the first, second, and third quarters.

Analysis

WIOA Adult, Dislocated Worker, and Youth (PY19)

Program Year 2019 began on July 1, 2019 and we are half way through the 3rd quarter.

The Adult Program projected third quarter performance for is to meet the goal for Entered Employment 4th Quarter. LAIV is projected to not meet the sanction level for Entered Employment 2nd Quarter, Credential Rate, and Median Earnings.

The Dislocated Worker Program projected third quarter performance is to exceed the goal for Entered Employment 4th Quarter, Credential Rate, and Median Earnings. LAIV is projected to not meet the sanction level for Entered Employment 2nd Quarter.

The Youth Program projected third quarter performance is to exceed the goal for Placement in Employment, Education, or Training 2nd Quarter. LAIV is projected to meet the goal for Credential Rate. LAIV is projected to not meet the sanction level for Placement in Employment, Education, or Training 4th Quarter. Median Earnings for the third quarter are currently \$3,400.38.

Information on Measureable Skills Gains will be entered closer to the end of the program year.

Local Area IV is behind the State in projected annual performance. Local Area IV is projected to exceed the goal for three measures, meet the goal for five measures, and not meet the sanction level for three measures. The State is projected to meet the goal for seven measures and exceed the goal for four measures.

Wagner Peyser (PY19)

Local Area IV is projected to exceed the goal for Entered Employment 2nd Quarter and Median Earnings in the third quarter. Local Area IV is projected to meet the goal for Entered Employment 4th Quarter.

Effectiveness in Serving Employers for WIOA and Wagner-Peyser

The Effectiveness in Serving Employers measure is still in baseline status and Kansas recently began tracking and reporting on this measure. 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 63.73%, Dislocated Worker Retention rate is 79.38%, Youth Retention rate is 44.44%, and Wagner Peyser Retention rate is 66.70%. Statewide Employer Penetration rate is 4.96%. Statewide Repeat Business Customers rate is 34.46%.

Average Indicator Scores

WIOA added additional performance goals based on overall program performance and overall measure performance across programs. It is determined by looking at the overall performance of

March 5, 2020

Submitted By: Denise Houston

a specific program and the overall performance of a specific measure across program. The goal for each is 100% and the sanction level is 90%.

	Adult Program	DW Program	Youth Program	Average Indicator Score
Employment 2 nd Quarter After Exit	92.02% →	99.89% →	102.42% →	98.11%
Employment 4 th Quarter After Exit	91.21% →	96.86% →	93.20% →	93.76%
Median Earnings	88.01% →	116.10% →	NA →	102.06%
Credential Rate	83.46% →	105.41% →	74.06% →	87.64%

	Adult Program	DW Program	Youth Program
Employment 2 nd Quarter After Exit	92.02% ↓	99.89% ↓	102.42% ↓
Employment 4 th Quarter After Exit	91.21% ↓	96.86% ↓	93.20% ↓
Median Earnings	88.01% ↓	116.10% ↓	NA ↓
Credential Rate	83.46% ↓	105.41% ↓	74.06% ↓
Average Program Score	88.68%	104.56%	89.90%

For Average Indicator Score for the 3rd quarter, Local Area IV is projected to exceed the goal for Median Earnings, meet the goal for Employment 2nd Quarter after Exit and Employment 4th Quarter after Exit, and not meet the sanction level for Credential Rate.

For Average Program Score for the 2nd quarter, Local Area IV is projected to exceed the goal level for the Dislocated Worker Program, and not meet the sanction level for Adult and Youth programs.

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)

Recommended Action: Receive and file.

**WIOA Programs
Program Year 2019
Performance Report of LA IV
as of 02/03/2020**

Adult		Goal		PY19 1st Qtr July 19 - Sept 19		PY19 2nd Qtr Oct 19 - Dec 19		PY19 3rd Qtr Jan 20 - Mar 20		PY19 4th Qtr Apr 20 - June 20		PY19 Annual Report July 19 - June 20		*Reporting Period
		Sanction												
Employment Rate	(2nd Qtr. after Exit)	78.7%		230	247	76.00		177				1924		3rd Qtr= 01/01/19 to 03/31/19
		70.83%		305	325			256				2679		Annual= 07/01/18 to 06/30/19
Employment Rate	(4th Qtr. after Exit)	76.6%		213	288			216				2103		3rd Qtr= 07/01/18 to 09/30/18
		68.94%		305	398	72.36		308				2963		Annual= 01/01/18 to 12/31/18
Earnings (Median Earnings 2nd Qtr. after Exit)		\$6,225.00												3rd Qtr= 01/01/19 to 03/31/19
		\$5,602.50		N/A	N/A	\$5,443.56		N/A		N/A		N/A		Annual= 07/01/18 to 06/30/19
Credentialed Attainment (Within 4 Qtrs. after Exit)		67.4%		1	6			2				381		3rd Qtr= 07/01/18 to 09/30/18
		60.66%		4	9	66.67		8				540		Annual= 01/01/18 to 12/31/18
Measurable Skills Gain (Real Time Measure)		N/A		1	0			0				124		3rd Qtr= 01/01/20 to 03/31/20
		N/A		35	26	0.00		30				574		Annual= 07/01/19 to 06/30/20

Dislocated Workers

Employment Rate (2nd Qtr. after Exit)	81.7%		23	26	86.67			13				210		3rd Qtr= 01/01/19 to 03/31/19
	73.53%		26	30				19				271		Annual= 07/01/18 to 06/30/19
Employment Rate (4th Qtr. after Exit)	80.2%		25	18				21				220		3rd Qtr= 07/01/18 to 09/30/18
	72.18%		35	22	81.82			26				293		Annual= 01/01/18 to 12/31/18
Earnings (Median Earnings 2nd Qtr. after Exit)	\$9,084.00													3rd Qtr= 01/01/19 to 03/31/19
	\$7,275.60		N/A	N/A	\$9,221.63			N/A		N/A		N/A		Annual= 07/01/18 to 06/30/19
Credentialed Attainment (Within 4 Qtrs. after Exit)	69.0%		3	4				3				100		3rd Qtr= 07/01/18 to 09/30/18
	62.10%		4	7	57.14			4				121		Annual= 01/01/18 to 12/31/18
Measurable Skills Gain (Real Time Measure)	N/A		2	0				0				36		3rd Qtr= 01/01/20 to 03/31/20
	N/A		17	11	0.00			6				98		Annual= 07/01/19 to 06/30/20

Youth

Education and Employment Rate (2nd Qtr. after Exit)	72.6%		15	8	57.14			4				315		3rd Qtr= 01/01/19 to 03/31/19
	65.34%		19	14				4				440		Annual= 07/01/18 to 06/30/19
Education and Employment Rate (4th Qtr. after Exit)	67.4%		11	19				9				346		3rd Qtr= 07/01/18 to 09/30/18
	60.66%		20	25	76.00			19				481		Annual= 01/01/18 to 12/31/18
Earnings (Median Earnings 2nd Qtr. after Exit)	N/A													3rd Qtr= 01/01/19 to 03/31/19
	N/A		N/A	N/A	\$2,647.66			N/A		N/A		N/A		Annual= 07/01/18 to 06/30/19
Credentialed Attainment (Within 4 Qtrs. after Exit)	63.3%		4	9				10				177		3rd Qtr= 07/01/18 to 09/30/18
	56.97%		15	22	40.91			16				302		Annual= 01/01/18 to 12/31/18
Measurable Skills Gain (Real Time Measure)	N/A		0	0				0				55		3rd Qtr= 01/01/20 to 03/31/20
	N/A		29	28	0.00			22				281		Annual= 07/01/19 to 06/30/20

Summary LA IV

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

Summary Annual LA IV / State

Program to Date			
Adult	DW	Youth	State
	2	1	4
Met Goal		1	
Met Sanction	2	1	7
Did Not Meet Sanction	2	1	

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 2019
3rd Quarter Performance Report
Comparison of Local Areas as of 02/03/2020**

			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
Adults	Report Period*	Goal						
		Sanction						
Employment Rate <i>(2nd Qtr. after Exit)</i>	01/01/19 to 03/31/19	78.7%						
		70.83%	69.14	95.45	71.43	66.67	64.41	69.39
Employment Rate <i>(4th Qtr. after Exit)</i>	07/01/18 to 09/30/18	76.6%						
		68.94%	70.13	77.55	78.13	61.46	65.89	67.70
Earnings <i>(Median Earnings 2nd Qtr. after Exit)</i>	01/01/19 to 03/31/19	\$6,225.00						
		\$5,602.50	\$5,260.80	\$5,711.01	\$9,594.79	\$5,868.88	\$6,175.53	\$5,687.09
Credential Attainment <i>(Within 4 Qtrs. after Exit)</i>	07/01/18 to 09/30/18	67.4%						
		60.66%	25.00	71.88	53.33	77.78	67.57	66.92
Measurable Skills Gain <i>(Real Time Measure)</i>	01/01/20 to 03/31/18	N/A						
		N/A	0.00	0.00	0.00	13.85	1.32	2.74

Dislocated Workers

Employment Rate (2nd Qtr. after Exit)	01/01/19 to 03/31/19	81.7%						
		73.53%	68.42	100.00	^^^	73.68	66.67	71.43
Employment Rate (4th Qtr. after Exit)	07/01/18 to 09/30/18	80.2%						
		72.18%	80.77	70.00	^^^	63.16	66.67	72.13
Earnings (Median Earnings 2nd Qtr. after Exit)	01/01/19 to 03/31/19	\$8,084.00						
		\$7,275.60	\$10,471.91	\$6,930.98	^^^	\$7,479.23	\$9,646.74	\$9,260.57
Credential Attainment (Within 4 Qtrs. after Exit)	07/01/18 to 09/30/18	69.0%						
		62.10%	75.00	16.67	^^^	100.00	0.00	68.18
Measurable Skills Gain (Real Time Measure)	01/01/20 to 03/31/18	N/A						
		N/A	0.00	0.00	^^^	4.76	0.00	1.82

Youth

Education and Employment Rate (2nd Qtr. after Exit)	01/01/19 to 03/31/19	72.6%						
		65.34%	100.00	88.89	38.46	66.67	66.67	66.23
Education and Employment Rate (4th Qtr. after Exit)	07/01/18 to 09/30/18	67.4%						
		60.66%	47.37	94.74	63.04	67.86	69.57	67.41
Earnings (Median Earnings 2nd Qtr. after Exit)	01/01/19 to 03/31/19	N/A						
		N/A	\$3,400.38	\$3,469.33	\$2,372.16	\$3,309.18	\$3,421.83	\$3,230.51
Credential Attainment (Within 4 Qtrs. after Exit)	07/01/18 to 09/30/18	63.3%						
		56.97%	62.50	71.43	52.94	62.50	64.29	60.47
Measurable Skills Gain (Real Time Measure)	01/01/20 to 03/31/18	N/A						
		N/A	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		3	1	3	1	3	2		
Met Sanction	1		1	1			1		1
Did Not Meet Sanction	3	1	1		3		1		2

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

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

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

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

**Wagner-Peyser
Program Year 2019
Performance Report of LAIV
as of 02/03/2020**

Job Service	Goal		PY19 1st Qtr July 19 - Sept 19		PY19 2nd Qtr Oct 19 - Dec 19		PY19 3rd Qtr Jan 20 - Mar 20		PY19 4th Qtr Apr 20 - June 20		*Reporting Period
	Sanction										
Employment Rate (2nd Qtr. after Exit)	67.9%		1782		1581		1724				3rd Qtr= 01/01/19 to 03/31/19
	61.11%		2526		2106		2349				Annual= 07/01/18 to 06/30/19
	68.2%		2157		1952		1704				3rd Qtr= 07/01/18 to 09/30/18
	61.38%		2877		2726		2532				Annual= 01/01/18 to 12/31/18
Earnings (Median Earnings 2nd Qtr. after Exit)	\$4,701.00										3rd Qtr= 01/01/19 to 03/31/19
	\$4,230.90		N/A		N/A		N/A		N/A		Annual= 07/01/18 to 06/30/19

Wagner-Peyser	Goal		PY19 Annual Report July 19 - June 20		PY19 State / Annual Report July 19 - June 20		PY19 *Reporting Period	
	Sanction							
Employment Rate (2nd Qtr. after Exit)	67.9%		6593		16200		3rd Qtr= 01/01/19 to 03/31/19	
	61.11%		9102		23673		Annual= 07/01/18 to 06/30/19	
	68.2%		7240		17016		3rd Qtr= 07/01/18 to 09/30/18	
	61.38%		10274		25668		Annual= 01/01/18 to 12/31/18	
Earnings (Median Earnings 2nd Qtr. after Exit)	\$4,701.00						3rd Qtr= 01/01/19 to 03/31/19	
	\$4,230.90		N/A		N/A		Annual= 07/01/18 to 06/30/19	

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

Summary Annual LA IV / State	Program to Date	
	LAIV	State
Met Goal	3	2
Met Sanction		1
Did Not Meet Sanction		

***** 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 2019
Performance Report of LAIV
as of 02/03/2020

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	PY19 Annual Report July 19 - June 20		PY19 State / Annual Report July 19 - June 20		*Reporting Period
	Sanction					
Retention - Adult (2nd & 4th Qtrs. After Exit)	N/A	63.73%	629	62.90%	1419	Annual= 01/01/18 to 12/31/18
	N/A		987		2256	
Retention - Dislocated Worker (2nd & 4th Qtrs. After Exit)	N/A	79.38%	77	74.40%	186	Annual= 01/01/18 to 12/31/18
	N/A		97		250	
Retention - Youth (2nd & 4th Qtrs. After Exit)	N/A	44.44%	24	52.75%	182	Annual= 01/01/18 to 12/31/18
	N/A		54		345	
Retention - Wagner Peyser (2nd & 4th Qtrs. After Exit)	N/A	66.70%	4865	63.42%	10961	Annual= 01/01/18 to 12/31/18
	N/A		7294		17282	

		PY19 State / Annual Report July 19 - June 20		*Reporting Period
	Goal			
	Sanction			
Employer Penetration Rate <i>(% of Employers using WIOA Core Services)</i>	N/A		4119	Annual= 07/01/18 to 06/30/19
	N/A	4.96%	87869	
Repeat Business Customers Rate <i>(% of Employers that used WIOA Core Serv. more than once in the last 3 years)</i>	N/A		3013	Annual= 07/01/18 to 06/30/19
	N/A	34.46%	8744	

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

March 5, 2020

Submitted By: Denise Houston

Item

Workforce Innovation and Opportunity Act (WIOA) Monitoring Services Request for Proposal

Background

The WIOA requires the Local Workforce Development Board (LWDB) and Chief Elected Officials Board (CEOB) to establish certain oversight and firewalls. The LWDB and the CEOB have agreed that the LWDB can operate the WIOA Adult and Dislocated Worker Programs. Since the LWDB operates the Adult and Dislocated Worker Programs, WIOA requires additional firewalls and oversight be implemented. The CEOB and LWDB Agreement established that the best firewall and oversight would be to implement additional program monitoring through an independent vendor. A Request for Proposals for Monitoring Services was released November 2019 and closed in December 2019.

Analysis

Two proposals were received, Swindoll Janzen Hawk and Loyd, LLC and Regier Carr and Monroe, LLP. Both proposals addressed the services needed and staff felt both could equally perform the duties. Cost was the determining factor. Regier Carr and Monroe had a maximum fixed price over four years of \$51,030, Swindoll Janzen Hawk and Loyd LLC maximum price of \$57,344, plus additional out of pocket expenses. The contract is for four years with additional terms available if all parties agree.

The Chief Elected Officials Board (CEOB) reviewed the proposals at its meeting on February 27, 2020 and authorized the LWDB to enter into an agreement with Regier Carr and Monroe, LLP.

Recommended Action

Receive and file.

March 5, 2020

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

One Stop Operator Report – February**A. 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. Partner Collaboration Meetings are held the 4th Wednesday of each month. Partners are invited to the Center for a tour and to discuss collaboration opportunities. During January and February representatives from the following partners participated in this meeting:

Mental Health Association	Miracles
Catholic Charities	HumanKind
DCF	Envision
Greenbush	USD 259, Migrant Literacy Program
3. One Stop Advisory Council – At our 2/6/20 we continued the conversation from our October and December meetings where we looked at services provided by each agency and discussed original goals for the council. We took time at the February meeting to review that content and discuss next steps. Some of the more immediate solutions included:
 - a. Understand system policies
 - i. Cross-training for the region
 - ii. Create training similar to the WIF trainings and record each program so that new staff could review it. Must be updated annually. Possibly host the live training as part of the Workforce in-service trainings.
 - b. Improving Partnerships
 - i. Host regular networking events where there are structured discussion topics, similar to the 5th Friday Breakfast from Nov. 2018. Events must be scheduled at a time that partner staff can participate. Conduct in other counties of Area IV in addition to Sedgwick.
 - ii. Utilize video conferencing to bring in a partner when meeting with a client.

B. 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. Activities in January and February included:
 - a. Visited Wichita Transit,
 - b. Heard from United Way about their services,
 - c. Learned about hiring process and available jobs for Presbyterian Manor,
 - d. Trained staff on internal issues like Rapid Response, the Complaint System and Inclusive Language/LGBT Non-discrimination.
2. The Center's 5th Friday Breakfast was held on January 31. Representatives from NexStep Alliance, Butler Community College, Cowley College and WSU Tech served on a panel to talk about short-term training opportunities for job seekers and laid off workers. 32 community partners and 71 Workforce Center staff participated in this event.
3. We hosted our Presidents Day In-Service in February, where we brought in Bettina Sparkes to train staff and partners on working with customers with criminal backgrounds. The response was so great from partners that we added an additional session just for partners. We also spent some time talking to staff about the Transformational Grant we've received for training at the Kansas Leadership Center (KLC). We provided some introductory training, with the intent to get everyone on the same page regarding the KLC concepts.

March 5, 2020

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

4. The Training Team:

- a. Decided on content for the in-service and then reviewed the results for next steps to implement KLC in our regular work,
- b. Created a process for tracking staff training for all employees and
- c. is working on training checklists for all new hires and supervisors.

C. 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.

D. 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. February results will be available in March.

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					
Aug 2019	96	71	4.75	9.35	96.88
Sept 2019	135	97	4.82	9.63	99.26
Oct 2019	180	128	4.71	9.35	97.78
Nov 2019	237	94	4.68	9.43	97.46
Dec 2019	268	102	4.75	9.57	98.51
Jan 2020	326	71	4.66	9.36	94.77
Butler WFC					
Nov 2019	19	8	4.72	9.5	100
Dec 2019	9	2	5	10	100
Jan 2020	15	2	4.93	9.93	100

March 5, 2020

Submitted by: Denise Houston

Item

Workforce Alliance Local Workforce Development Board (LWDB) Strategic Planning

Background

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 strategic plan is used to guide the operations of the organization. The 2018-2020 plan is attached below.

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.

A Request For Proposal (RFP) for facilitation services was released and four responses received: Allen Gibbs and Houlik, The Odenthal Group, Wichita State University Community Engagement Institute and Wichita State University Public Policy and Management Center.

The Executive Committee appointed a task force to review the proposals. The taskforce members were Jennifer Hughes, Kathy Jewett and Rod Blackburn. They completed their review of the proposals. The task force discussed the proposals with the LWDB Executive Committee and agree that all four proposals are close and bring different strengths to the table.

The Executive Committee decided to allow the task force the opportunity to interview the bidders and recommended that the CEO be authorized to enter into an agreement based on the final recommendation of the task force.

The taskforce conducted phone interviews with the potential vendors over the past two weeks. The taskforce selected Odenthal Group as the preferred vendor. A contract has been finalized with Odenthal Group. Public meetings and events will begin in March and run through May. A final Strategic Plan will be presented to the LWDB in July 2020.

LWDB members are encouraged to participate in the strategic planning meetings.

Recommended Action

Receive and File

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

