

WORKFORCE CENTERS
of South Central Kansas
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Local Workforce Development Board (LWDB)
Executive Committee Meeting Minutes
April 8, 2020 – 11:30 AM

1. **Welcome and Introductions**

The Executive Committee assembled via ZOOM. Chair Jennifer Hughes welcomed Committee members, asked for introductions and called the meeting to order.

2. **Report on Workforce Alliance Operation/Workforce and Economic Impact Update**

Workforce Alliance (WA) operations and programs are being implemented while the Workforce Center is closed and staff are operating under the stay-at-home order. Customers are being assisted over the phone and via KansasWorks' chat function. Unemployment Insurance staff have started offering assistance at the Workforce Center. Virtual services and workshops are in development. Staff are undergoing cross-training of various positions and virtual platforms and tools are being researched and training offered to staff. WA staff continue to be in contact with elected officials regarding workforce needs and state and federal assistance as well as to research available competitive grants to obtain additional funding. A special, additional federal allocation of funds is possible from the federal government. A WA report on how businesses and the economy are being impacted in the region during the health crisis thus far was also provided and discussed. This report will be updated regularly and distributed to board members and partners. Committee members were encouraged to provide input on the impact of the crisis to their businesses, organizations and customers.

Report was received and filed

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

The Youth Employment Task Force has been looking at ways to Helping Youth Prepare for Employment (HYPE) project to increase community impact in 2020 and beyond. Due to the current health crisis, modifications are being made to the 2020 HYPE work plan and goals. HYPE will continue to do everything possible to assist youth with immediate employment opportunities, however opportunities may be fewer due to the crisis and the program may have to focus more on providing youth tools and career awareness programs that will help with academic success and long term career goals. WA staff have and will continue to contact employers needing workers or that can create temporary internship-like positions. Bank of America is maintaining its support of HYPE in 2020 with a \$50,000 grant. The 2020 HYPE work plan and goals will be updated and distributed soon.

Report was received and filed

4. **Workforce Alliance 2020-2022 Strategic Planning Sessions**

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. Also due to the COVID-19 crisis, the strategic planning process has been adjusted with the goal now being to adopt the new plan in October rather than July 2020. Stan Odenthal. The Odenthal Group, is facilitating the strategic planning sessions and producing the strategic plan. Stan discussed the process and timeline for the three planning topics. The first two topics are "Planning for the Future in this Economic Crisis" and "The Youth Program and Youth Employment Project (YEP); the third topic is open at this time but will probably focus on One-Stop Operations/Partners and funding strategies. The sessions will be scheduled via Zoom and begin mid-April, three sessions per topic of 12 participants for each 90 minute session. The sessions will be recorded and can be shared with participants. A survey is being prepared as well to provide an additional opportunity for input. Invitations for sessions will be sent to LWDB members and stakeholders soon.

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5. Consent Agenda and Committee Reports

Minutes from the March 11, 2020 meeting, Program Year 2019 budget report and training programs enrollments update were presented to the Committee for review and/or approval.

A budget update was provided to Committee members. Projected available training funds were highlighted. The WA has applied for a \$1.9 million National Emergency Grant. Almost all of the Partner4Work dislocated worker grant funds have expended; no additional funds are available through that grant.

The Workforce Alliance manages several grants that offer training opportunities for participants within Local Area IV. Each grant targets specific populations based on the grant criteria. The Kansas Advanced Manufacturing Program (KAMP) grant has seen small enrollments due to the Boeing 737 MAX halt in production; a one year extension will be requested. The Retaining Employment and Talent after Injury/Illness Network (RETAIN) grant, which helps workers stay at or return to the workforce following an illness or injury, will have a new medical provider, Ascension Via Christi effective May 1. The grant has had good outcomes and the WA has temporarily hired two nurses from the program to assist with the grant until Via Christi takes over. The Kansas Health Profession Opportunity Program (KHPOP) has been extended another year.

Gabe Schlickau (Kathy Jewett) moved to approve the Consent Agenda as presented. Motion adopted.

6. Adjournment

The meeting was adjourned at 1:03 PM.

LWDB Executive Committee Members

Jennifer Hughes, Chair

Rod Blackburn

Michele Gifford

Kathy Jewett

Pat Jonas

Melissa Musgrave, Vice Chair

Tony Naylor

Gabe Schlickau

John Weber

Staff/Guests

Keith Lawing

Tisha Cannizzo, Eckerd Connects

Amanda Duncan

Denise Houston

Keith Lawing

Shirley Lindhorst

Matt Peterson, LWDB Member

Chad Pettera

Laura Rainwater

Stan Odenthal, The Odenthal Group