



Workforce Alliance
Executive Committee Meeting Minutes
April 9, 2025 – 11:30 AM

1. Welcome and Introductions

The Workforce Alliance (WA) Executive Committee met on April 9, 2025 in person at the Wichita Workforce Center and virtually via Zoom. Chair Jeff Longwell welcomed Committee members and called the meeting to order.

2. National Association of Workforce Boards (NAWB) Forum 2025

Board members Alana McNary and Scott Stiles and staff Keith Lawing and Amanda Duncan attended the NAWB Forum March 29th through April 1st in Washington DC and shared some key takeaways from the event. Highlights included guest speaker Mark Perna on passion, purpose and performance. Other sessions attended included next generation sector partnerships, priorities for the 119th Congress, board member engagement and involvement (utilizing skills and contacts to benefit the organization) and how workforce boards are using artificial intelligence (AI) as well as exploring how AI can be used internally for administrative tasks and externally to assist job seekers. WA has formed an internal AI task force evaluating potential uses and risks and have provided some low level training to staff. A session on child care issues included a presentation of a tool for employers to use to determine return on child care related investment. As part of a grant that Child Start is receiving, a child care focused summit is being planned to bring employers together to discuss tools and best practices to address child care issues and such a tool could be presented as part of that summit. Also of interest was information regarding a federal bonding program that can assist employers hiring people with criminal backgrounds with additional insurance. The WA is part of Kauffman planning grant for programs supporting justice-involved individuals where this information may be beneficial.

Report was received and filed.

3. Local Area Workforce Innovation & Opportunity Act (WIOA) Local Plan

The Workforce Innovation and Opportunity Act (WIOA) requires each Local Area to have an approved Local Plan. These plans must be reviewed and updated every four years. Staff, board members and stakeholders are encouraged to review the plan and submit comments. Chad Pettera presented information on the draft plan, which was last updated in 2021. The plan outlines goals, strategies, service delivery options, and labor market data for the local area. It is currently open for public comment and will be reviewed by the board and Chief Elected Officials Board for final approval. Once approved, it will be sent to the State for review and potential approval. The following is the link to make public comment:

www.workforce-ks.com/communityoutreach/localworkforcedevelopmentboard. The plan is based on the previous plan; it has been updated and there are not many changes.

Scott Stiles (Michele Gifford) moved to approve the draft Local Plan as presented for public comment.

4. Community Impact Project Updates

- Youth Employment Project (YEP) - Staff are working to obtain additional employers to provide work experience opportunities and promote participation for the upcoming Camp HYPE career camps this summer. Nine camps are scheduled with 36 registrations so far with the health care camp having the highest registrations. Internship Interview Day was held April 5th with 55 students participating and 23 job offers made. A job fair will be held at Maize High School next week and is open to any senior in the area and another job fair will be held in Harper County.



- EPA Grant – Staff have submitted the draft work plan to the grant officer. The program is expected to begin July 1.
- Home Base Wichita - The WA is partnering with the Manufacturing Institute, Textron Aviation, and WSU Tech to provide a new accelerated airframe and power plant program for military personnel to provide more affordable and quicker FAA certifications; this will be funded through the One Workforce Grant. Six cohorts are planned this year. The Manufacturing Institute hosted a kickoff meeting at the Workforce Center on March 7th. Training will take place at Textron's new Career and Learning Center, which consolidates all of its hiring, pre-employment, and training activities. The WA is working on merging Home Base Wichita activities with the Wichita Chamber's Military Affairs committee and their initiatives to focus on recruiting military talent.
- One Workforce Grant - The program has been very successful and provided training opportunities for many participants and employers. Staff are looking at ways to make it a sustainable program before the grant term ends.
- Community Impact Meetings - Community impact meetings are being organized in various counties to engage local stakeholders and discuss workforce development issues. Cowley County is scheduled for April 17th, Sumner County is scheduled for June 17th and Butler County is to be scheduled in June to coincide with the upcoming announcement of the new President for Butler Community College.
- Keith Lawing has been asked to be a member of the Greater Wichita Partnership Executive Committee and will attend his first meeting and will speak about recent federal funding issues.
- Senator Marshall's staff, Jennifer Baysinger and Katie Sawyer, recently visited the Workforce Center and met with staff and board members regarding policy and funding issues and other workforce development updates.

Report was received and filed.

5. 2026-2028 WA Board of Directors Strategic Planning

One of the assignments for the WA Board in 2025 is to update the Strategic Plan and identify goals for the organization. It is time to do planning for 2026-2028 strategic plan. Previously, the Committee decided against bringing in a third party facilitator for this planning. Staff propose scheduling a series of three to five planning sessions focusing on a single topic. Some topics proposed are community impact and partnerships, funding opportunities, labor market data and employer priorities, growing the skilled workforce in the region (youth, veterans and military connected individuals, career transitioning adults and justice involved / returning citizens), and workforce policy, awareness and advocacy. WA Board and Committee members would be invited and encouraged to participate with additional invitations going out to employer partners, education and skills training providers, community partners, elected officials and Workforce Center partners and customers. Sessions will be scheduled to maximize participation with most members agreeing that a consistent timeframe such as a working lunch or late afternoon were preferred. The process will begin with staff providing information on outcomes and progress made during the current strategic plan period. Possible discussion might also include artificial intelligence and the effects of the recent Local Area merger. A request for the State to perform an analysis of local areas and boundaries was requested. Staff may ask the board to formally make this request at its next meeting.

The 2026-2028 strategic planning process proposal will be presented to the Workforce Alliance Board of Directors at its April 23, 2025 meeting for approval.



6. Leased Space Agreements: Butler Workforce Center in El Dorado and Garvey Center

The lease renewal for the Butler Workforce Center in El Dorado expires on June 30, 2025, but has available extensions. Staff propose renewing for another year at \$4,600 per month, with a sublease covering about half the rent.

Kathy Jewett (Alana McNary) moved to approve to authorize the President/CEO to execute a lease amendment for the Butler Workforce Space to extend the term through June 30, 2026.

The lease for the downtown administrative offices space at 300 W. Douglas, Suite 850 in the RH Garvey Building expires in June. An RFP was released and two proposals were received. One for the current location and the other for space at 1969 W 21st N in Wichita. The proposals were reviewed and costs evaluated. The space on 21st Street would need to be built out at WA expense, there would be moving costs from the Garvey location and there is uncertainty in regard to WIOA authorization. About 30% of the Garvey space is being leased out by the Kansas Department of Commerce. Staff recommend remaining in the current space and entering into an annual lease with four renewal options. Staff will look at other options with the next renewal.

Michele Gifford (Alana McNary) moved to authorize the President/CEO to enter into annual lease with four renewals for space at 300 W. Douglas pending final WIOA funding award.

7. Consent Agenda

Approval of meeting minutes for March 12, 2025, Program Year 2024 (PY24) budget update, Operations & One-Stop Operator report, fair chance update, communications report and a WIOA Youth Element contract services with Gabrielle Ramirez were presented to the Committee for review and/or approval.

Lindsay McWilliams, Goodwill, One-Stop Operator (OSO) reported on the traffic numbers, which were significantly down in February due to weather but have since increased in March, therefore staff are not concerned that there is an ongoing downturn in customers accessing services. The second Goodwill OSO staff position was hired in a primarily navigator position.

The committee also reviewed the quarterly Corrections (fair chance) report, which highlights a unique partnership funded by WIOA, Sedgwick County Corrections, and State of Kansas Corrections. This partnership has generated great outcomes and results and the agreement is up for renewal soon.

Kathy Jewett (Cheryl Childers) moved to approve the Consent Agenda as presented. Motion adopted.

8. Announcements

- As has been done in previous years, the Workforce Center will invite candidates for offices in upcoming local elections to tour the center and visit with board and staff. There will be three Wichita City Council seats open. Executive Committee members will be invited to attend.
- This year's Jobs FORE Youth golf tournament will be held on either September 25th or October 2nd. A new \$5,000 title sponsor for the event is being sought.
- Lawing was interviewed by KNSS regarding workforce topics for one of their Issues 2025 podcasts. A link to the interview and schedule will be sent to board members.

9. Adjournment

The meeting was adjourned at 12:41 PM.



Attendees:

LWDB Executive Committee Members

Cheryl Childers
Michele Gifford
Kathy Jewett
Pat Jonas
Jeff Longwell
Alana McNary
Scott Stiles

Staff/Guests

Marcy Aycock
Amanda Duncan
Denise Houston
Keith Lawing
Shirley Lindhorst
Mary Mann
Chad Pettera
Erica Ramos, KS Dept. of Commerce
Lindsay McWilliams, One-Stop Operator, Goodwill