



**Workforce Alliance (WA) Executive Committee
Meeting Agenda
Wichita Workforce Center - 2021 N Amidon, #1100
Wednesday, April 9, 2025 • 11:30 a.m. – 12:45 p.m.**

1. **Welcome and Introductions:** Jeff Longwell (11:30)
2. **National Association of Workforce Boards (NAWB) Forum 2025:** Alana McNary (11:35)
Board members and staff that attended the NAWB Forum on March 29-April 1 in Washington DC will share key takeaways from the event.
Recommended Action: *Take appropriate action.*
3. **Local Area Workforce Innovation & Opportunity Act (WIOA) Local Plan:** Chad Pettera (11:45) (pp. 2-3)
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.
Recommended Action: *Approve the draft Local Plan as presented for public comment.*
4. **Community Impact Project Updates:** Keith Lawing and Amanda Duncan (11:50)
 - Youth Employment Project (YEP) (pp. 4-5)
 - EPA Grant
 - Home Base Wichita
 - One Workforce Grant
 - Community Impact Meetings**Recommended Action:** *Take appropriate action.*
5. **2026-2028 WA Board of Directors Strategic Planning:** Keith Lawing (12:10) (pp. 6-7)
One of the assignments for the Workforce Alliance Board 2025 is to update the Strategic Plan and identify goals for the organization.
Recommended action: *Approve the 2026-2028 strategic planning process for recommendation to the Workforce Alliance Board of Directors.*
6. **Leased Space Agreements:** Chad Pettera (12:20)
 - A. **Butler Workforce Center in El Dorado** - The office lease for the Butler Workforce Center in El Dorado expires on June 30, 2025, but has available extensions. (p. 8)
Recommended action: *Authorize the President/CEO to execute a lease amendment for the Butler Workforce Space to extend the term through June 30, 2026.*
 - B. **Garvey Center** - Workforce Alliance leases space at 300 W Douglas, # 850 (RH Garvey Building) (p. 9)
Recommended action: *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:** Keith Lawing (12:30)
 - A. Approval of Meeting Minutes for March 12, 2025 (pp. 10-12)
 - B. Program Year 2024 (PY24) Budget Update (p. 13)
 - C. Operations & One-Stop Operator Report (pp. 14-20)
 - D. Reports: Fair Chance and Communications (pp. 21-26)
 - E. WIOA Youth Element Contract Services - Gabrielle Ramirez (p. 27)**Recommended Action:** *Approve the Consent Agenda as presented.*
8. **Adjourn:** Jeff Longwell (12:45)

The next WA Executive Committee Meeting is scheduled for Wednesday, May 14, 2025 at 11:30 a.m.

 **KANSASWORKS.com** In Partnership with  **AmericanJobCenter**

The Workforce Alliance is the Local Workforce Development Board for Local Area IV

April 9, 2025

Submitted By: Chad Pettera

Item

Local Area IV - Workforce Innovation and Opportunity Act (WIOA) Local Plan

Background

The WIOA requires each Local Area to have an approved Local Plan. The plan must be reviewed and updated every four years. The Local Plan must be submitted to the Kansas Department of Commerce by June 2, 2025. Prior to submission to the Kansas Department of Commerce the Local Plan must be posted for public comment for 30 days and then approved by the Chief Elected Officials Board (CEOB) and Local Workforce Development Board (LWDB).

Analysis

Workforce Alliance staff have drafted the updated the Local Plan based on WIOA guidelines.

Local Plan

The draft Local Plan includes goals, strategies, service delivery plans, policies and management of the One Stop Workforce System in Local Area IV.

The local partners have developed cross program strategies customized to the local area. These strategies are developed for both employer services and job seeker services and include the following components:

- Enhanced customer referrals and release of information
- Effective communication among all partners
- Easy access to information for customers
- Collaborative case management and co-enrollment
- Outreach
- Cross training

Other key components of the Local Plan include the following:

Strategic Elements

This section includes an economic and workforce analysis from the Kansas Department of Labor. The analysis provides an overview of existing and emerging workforce demands, employment and unemployment rates, labor market trends, workforce education and skills level, and addresses the current skill gap in south central Kansas.

The mission, vision, and strategic goals of the Workforce Alliance are provided. A description of partnerships with economic development, Regional Growth Plan, Preparation for Advanced Career Systems (PACES), higher education, K-12 system, and WIOA Partners are discussed. An analysis of workforce development activities including strengths, weaknesses, and capacity is provided.

April 9, 2025

Submitted By: Chad Pettera

Operational Planning Elements

This section of the Local Plan includes employer and job seeker strategies that have been developed. It also includes the structure of the Local Workforce Development Board, the integration and co-enrollment plan for WIOA Title 1B programs and Wagner Peyser, and the functional management of the One Stop Centers. The integration and co-enrollment plan is written to encourage other Workforce Center partners to enter at any time.

Continuous improvement, oversight, performance, program data, priority of service for veterans, and accessibility are described in this section. It also addresses current policies and procedures of the LWDB including both Administrative and Program policies.

The Local Plan released for public comment on April 7, 2025. The following is the link to the make public comment:

www.workforce-ks.com/communityoutreach/localworkforcedevelopmentboard; it will be shared with staff, board members and stakeholders. Comments will be accepted through May 7, 2025. Staff will review comments as they are filed and then respond to the comments and make appropriate changes as necessary. The plan will be reviewed by the Executive Committee at its May 14, 2025 meeting and the CEOB will review at its meeting on May 8, 2025. All comments provided will be attachments to the Local Plan. The Local Plan is due to the Kansas Department of Commerce on June 2, 2025.

Recommended Action

Approve the draft Local Plan as presented for public comment.

April 9, 2025

Submitted by: Chelsea Daniel

Item

Youth Employment Project (YEP) 2025 Update

Background

The Youth Employment Project (YEP) is an opportunity to assist young adults in finding a first job or work experience opportunity. Services through YEP include assistance in resume creation, job search, preparing for interviews as well as education on soft skills, customer service and financial literacy. YEP is a program run by the Workforce Alliance (WA) under the Helping Youth Prepare for Employment (HYPE) Network, a collaboration of community partners including the WA, the City of Wichita, the Greater Wichita YMCA, Wichita State University, USD 259 and other school districts throughout the region. These partners all have well established youth employment programs and are working together to achieve significant community impact.

Analysis

YEP 2025 goals and Year-to-Date measures as of 4/2/2025 are below, as well as a list of planned events and Camp HYPE details.

Measure	2025 Actual	2025 Goal	2024 Actual	2023 Actual
Total Young Adults Served	4,614	6,500	5,765	5,732
Workshop Participation	644	1,000	740	858
Badges Awarded	1,932	2,000	1542	1,545
ESC Certificates Earned	644	800	514	515
Internships (Paid and unpaid)	431	750		
Businesses Providing Internships	59	120		
Total Employment	1,150	2,000	2,150	2,392
Camp HYPE Participation	n/a	200	140	164
Employer Engagement	213	450	364	435
Job Fairs	20	25	18	20
Wages Paid	TBD	\$3,500,000	TBD	\$3,444,480
Job Fair Attendance by Young Adults	2,423	3,000	2,403	2,653
Job Fair Attendance by Employers	196	250	320	248
Events (Outreach, Job Fair, Workshop)	96	150	141	115
Schools and Districts Engaged	27 schools in 21 districts	30 schools 16 districts	31 schools in 15 districts	27 schools 16 districts
Counties Engaged	7	6	7	6
WIOA Referrals	15	50	30	30

April 9, 2025

Submitted by: Chelsea Daniel

YEP Program Services Update and upcoming events

- Wednesday 4/9- Augusta Mock interviews
- Wednesday 4/16- Maize Senior Job Fair
- Wednesday 4/23- Chaparral/Attica Job Fair
- Thursday 4/24- El Dorado ESC Workshop
- Saturday 4/26- El Dorado Soroptimist Dream it, Be it event

2025 YEP High School Internship Interview Day

April 5

10 A.M. to 2 P.M.

Future Ready Center Manufacturing

Confirm Employer attendance:

- Arcane Industries
- Cox Machine
- NIAR
- Wichita Business Journal
- Wichita Metro Crime Commission

CAMP HYPE 2025

Date	Theme
June 2-5	Spirit AeroSystems
June 9-12	Careers in Sumner County
June 16-20	Careers in Cowley County
June 30 - 26	Healthcare sponsored by Ascension Via Christi
July 7-10	Technology sponsored by Emprise Bank, Ideatek, TEC Systems, and UV&S
July 14-17	Public Safety Sponsored by the Wichita Metro Crime Commission
July 21-25	Trade Skills Sponsored by International Brotherhood of Electrical Workers Local 271, Plumbers and Pipefitters Apprenticeship Training of Kansas Local 441, and Sheet Metal Workers Local 29
July 28-21	Textron Aviation
August 4-7	McConnell AFB

Confirmed, Dates TBD No Date Camps:

- Bombardier
- Public Safety for WCH, sponsored by Wichita Metro Crime Commission

Recommended Action

Receive and file.

Item

2026-2028 Workforce Alliance Board of Directors Strategic Planning Proposal

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 2025. The strategic plan is used to guide the operations and set goals for the organization.

As per past practice, the Board will conduct a series of strategic planning sessions in 2025 that will focus on key topics to review progress and outcomes related to goals and community impact to update the strategic plan for the next two years. The goal is to adopt the new strategic plan by the WA Board in January of 2026 for the 2026-2028 planning cycle.

Analysis

Staff are working to design the strategic planning process and below are several options and ideas to share with the Executive Committee. With feedback and input from Committee members, a proposal will be presented to the Workforce Alliance Board of Directors at the April 23 meeting. An analysis of outcomes related to the 2023-2025 Strategic Plan will be part of the planning process.

It is suggested that three to five planning sessions be scheduled for at least 90 minutes and be dedicated to a primary topic. All WA Board and Committee members will be invited and encouraged to participate in the planning sessions. Consideration should be given to inviting employer partners, community leaders and Workforce Center partners. Sessions could be formatted in a number of different ways, and the goal is to maximize opportunities for participation among WA Board members.

Suggested Planning Sessions Topics:

- Community Impact and Partnerships
- Labor Market Data and Local Employer Priorities
- Funding Opportunities: Leverage, Alignment, ROI
- Growing the **SKILLED** Workforce in the region
 - Youth, 14-24
 - Veterans and Military Connected Individuals
 - Career Transitioning Adults
 - Justice Involved / Returning Citizens
- Workforce Policy, Awareness and Advocacy

Suggested Participants / Invitees:

- Workforce Alliance Board and Committee Members
- Employer Partners
- Education and Skills Training Providers

April 9, 2025

Submitted By: Keith Lawing

- Community Partners
- Elected Officials
- Workforce Center / WIOA Participants (focus group?)
- Workforce Center / Workforce Alliance Staff (focus group / survey?)

Possible Time Frame and Session Format: (90-120 minutes)

- Working breakfast / lunch format
 - 7:30 to 9, breakfast available at 7:15, session starts at 7:30
 - 11:45 to 1:15, lunch available at 11:30, session starts at 11:45
- Mid-Day / Late Afternoon Format
 - 10:00 to 11:30 AM, light beverages and snacks
 - 3:30 to 5:00 PM, light beverages and snacks
 - 4:30 to 6:00 PM, light beverages and snacks

Recommended Action

Approve the 2026-2028 strategic planning process for recommendation to the Workforce Alliance Board of Directors.

Item

Lease Space for Butler Workforce Center in El Dorado

Background

The office lease for the Butler Workforce Center in El Dorado expires on June 30, 2025, but has available extensions. The El Dorado Workforce Center has been at its current location at 524 N Main since 2014. Workforce Alliance leases approximately 2,433 square feet and pays \$4,631.00 in rent monthly.

Analysis

WA staff is recommending renewing the lease for a 12-month term for the period of July 1, 2025 through June 30, 2026 with a possible increase of 4% in rent all other terms remaining the same.

Recommended Action

Authorize the President/CEO to execute a lease amendment to extend the term through June 30, 2026.

April 9, 2025

Submitted By: Chad Pettera

Item

Leased Space Request for Proposals

Background

The Workforce Alliance is completing a request for proposal (RFP) process for leased space for the administrative functions. Currently the Workforce Alliance has a lease at 300 W Douglas, Suite 850 in the RH Garvey Building. The Organization also leases space at 2021 N Amidon which functions as the Wichita Workforce Center.

The RFP was released on February 10, 2025 and closed on March 10, 2025. The Workforce Alliance sent out notices to local realtors and posted the notice of the RFP on our website and communicated it through contact lists maintained by the WA. The Workforce Alliance also hosted a pre-bid conference on February 19, 2025 in which several different organizations attended.

Analysis

Two proposals were received, one for our current location at 300 W Douglas, and the other at 1969 W 21st N in Wichita. The proposals were reviewed and evaluated the costs.

The evaluated the proposals and provided scores:

- 300 W Douglas received 500 of the total 650 points
- 1969 W 21st N received 430 of the total 650 points

Proposal Demographics:

	300 W Douglas- Bonavia (Garvey)	1969 W 21st N- Twin Lakes Shopping Center
Square Foot	12,724 total 10,566 office and 2,158 storage	6,581 total
Square Foot Price		
Year 1	\$9.12- Current \$8.94	\$9.00
Year 2	\$9.30- 2% Adjust CPI	\$9.27- 3% Adjust CPI
Year 3	\$9.49- 2% Adjust CPI	\$9.55- 3% Adjust CPI
Year 4	\$9.68- 2% Adjust CPI	\$9.83- 3% Adjust CPI
Year 5	\$9.87- 2% Adjust CPI	\$10.13- 3% Adjust CPI
Improvement Cost	None	\$355,135 Approximate
Total 5 Year Costs	\$603,881 Approximate	\$689,351 Approximate
Parking	38 Garage and 5 Lot Spaces + Visitor	Open Parking with 300 spaces

Recommended Action

Authorize the President/CEO to enter into annual lease with four renewals for space at 300 W. Douglas pending final WIOA funding award.



Workforce Alliance
Executive Committee Meeting Minutes
March 12, 2025 – 11:30 AM

1. Welcome and Introductions

The Workforce Alliance (WA) Executive Committee met on March 12, 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. Federal Policy Update - Executive Orders, Funding Freezes and Workforce Innovation & Opportunity Act (WIOA) Reauthorization

There have been a number of actions by the federal government in 2025 that impact current operations and future planning for the WA. The new administration is conducting a review of federal spending at every level, which has impacted the WA. The funding freeze that occurred limited the ability to draw down federal Workforce Innovation and Opportunity Act (WIOA) funds, but this issue was ultimately resolved. There has also been a review of the WA's discretionary grants and there was uncertainty related to the \$500,000 EPA Brownfields grant that WA recently received. Staff have finally received word that the grant can proceed; it is projected to begin July 1, 2025.

There is full funding for programs for the current program year, but the proposed budget for the following year zeroes out WIOA Youth program funding and significantly cuts Adult program funding. If these funding levels are adopted, this could have a major negative impact on workforce boards nationwide. For local operations, the result will be fewer persons served, possible office closures and dramatic changes to how the WA works directly with employers to fund on-the-job training projects. It is also likely there will be fewer competitive grants released for skills training and employment projects. Staff estimated, that around \$1 million in state/local funding must be obtained in order to maintain current staffing levels if federal funding is cut.

Another issue is the pending WIOA reauthorization through the *A Stronger Workforce For America* (ASWA). The language in ASWA mandates that local workforce boards must spend 50% of funding on skills training. This limits options for employment services for job seekers and how services to local businesses are delivered.

Lawing emphasized the need to raise awareness with lawmakers about the economic impact and return on investment of workforce programs. A recent report shows that for every \$1 invested in WIOA, an estimated \$15 is returned in wages. Staff have been providing continuous workforce updates to Congressional office staff and Board Chair Longwell has invited Senators Moran and Marshall as well as Representative Estes to visit the Workforce Center. Staff, board and employer partners must demonstrate value to state and local officials and the community by highlighting its role in supporting initiatives, serving jobseekers, and helping employers hire and train workers. A report was reviewed showing the significant investments made in businesses and training providers over the past eight years, totaling over \$16 million. Staff are continuing to do research and compile data to present to policymakers. It is important to quantify the return on investment for these programs and the need to gather data on wage increases and retention rates from employers. The workforce system adds revenue for local, state and federal governments by expanding the tax base through job growth and business expansion.

Staff and board will continue to share information with elected officials to address funding issues.

3. Community Impact Project Updates

Youth Employment Project (YEP) -The program helps youth find work experiences, promote career awareness and interest, and shows them the process for achieving their goals. The summer internship



program's interview day is scheduled for April 5th, with six employers participating currently. The program is also supporting job fairs for high school seniors and planning the HYPE career awareness camps for the summer, including partnerships with Spirit, Textron, trade skills, health care, financial services, technology, crime commission as well as camps in other counties. The WA will be working with the City of Wichita's Way to Work program to hire a few interns. The YMCA's Job Prep program has enrolled 350 youth this year and are securing jobs for youth. There are far more youth seeking a job than available positions with employers. Staff are working diligently to secure more employer partners to meet the demand for employment opportunities.

EPA Grant - The WA received an EPA Brownfields jobs training grant for just under \$500,000 to support the training of 90 participants over 24 months. It is anticipated that participants who successfully complete this training will earn about \$22 an hour. The project will begin July 1st, iSi Environmental will be the primary training partner and participants will obtain an industry recognized credential.

Home Base Wichita - The WA is partnering with the Manufacturing Institute, Textron Aviation, and WSU Tech to provide affordable A&P mechanic training to transitioning military personnel. The program, which costs \$4,400 for six weeks, is funded by the One Workforce Grant with the goal to FAA certify active duty military members and separated airmen. The Manufacturing Institute hosted a kickoff meeting at the Workforce Center on March 7th. The program has been well-received expansion to a national level is under consideration. Staff have been asked by the Department of Labor to write this program up as a success story for the One Workforce Grant.

One Workforce Grant - The program has been very successful and provided training opportunities for many participants and employers. A list of employer partners for the grant was presented that included many regional businesses that provide a variety of services. Staff are looking at ways to make it a sustainable program after the grant term ends. A proposal was made for the Board Chair to send a follow up letter of thanks to employer partners.

4. **2026-2028 Workforce Alliance Board of Directors Strategic Planning**

One of the assignments for the WA Board 2025 is to update the strategic plan and identify goals for the organization. The committee agreed to schedule a series of planning sessions beginning in the summer with each session focusing on a key topic without engaging an outside facilitator. Board members, employers, partners, community partners and elected officials will be invited to participate and be facilitated by board members and staff. Staff will develop a plan and schedule for the sessions and review with the Executive Committee at its next meeting with a formal plan being presented to the full board at the end of April.

Take appropriate action.

5. **Consent Agenda**

Approval of meeting minutes for January 8, 2025, Program Year 2024 (PY24) budget update, Operations & One-Stop Operator report, Registered Apprenticeship and Communications reports, a new Time and Effort policy and updated WA Code of Business Conduct and Ethics, WIOA Youth Contract with Elite CDL and on-the-job training contracts for the Eligible Training Provider List for B&B Airparts, Creekstone Farms and Great Plains Industries were presented to the Committee for review and/or approval.

The budget was reviewed and Pettera highlighted concern in regard to carryover funding and the need for some adjustments. He also mentioned waiting for reimbursements from partners and monitoring spending. A finance committee meeting will need to be scheduled soon when the new budget for next program year is ready.

Lindsay McWilliams, Goodwill, One-Stop Operator provided an overview of the operations report,



noting a significant traffic downturn in January due to weather and closures. Traffic numbers will continue to be monitored to ensure that there are no other issues that need to be addressed. A new OSO staff position has been hired.

Kathy Jewett (Rod Blackburn) moved to approve the Consent Agenda as presented. Motion adopted.

6. Announcements

- The WA was selected to be the recipient of the Workforce Champion Award by Child Start and will be honored at their 1st Annual Legacy Gala on June 24th.
- The 2024 Workforce Alliance Annual Report is available and can be accessed here: <https://heyzine.com/flip-book/839ee957aa.html>. The link has been emailed to the Congressional delegation and will be distributed to all board members and stakeholders. The report will continue to be distributed to community partners and local elected officials to illustrate the achievements of the organization.
- The South Central Kansas Legislative Delegation will hold another Public Forum at the Wichita Workforce Center on Saturday, March 15th. Public sign-ups will begin at 9:15; event is from 10 to 11:30.
- Chair Jeff Longwell was named to Sedgwick County Commissioner Stephanie Wise’s Citizens Advisory Board.

7. Adjournment

The meeting was adjourned at 12:43 PM.

Attendees:

LWDB Executive Committee Members

Rod Blackburn
Cheryl Childers
Kathy Jewett
Pat Jonas via Zoom
Jeff Longwell
Alana McNary
Tony Naylor

Staff/Guests

Marcy Aycock
Amanda Duncan
Denise Houston
Keith Lawing
Shirley Lindhorst
Mary Mann
Chad Pettera
Janet Sutton
Tyrone Baker, YMCA
Dr. Rachel Bates, Cowley College
Erica Ramos, KS Dept. of Commerce
Lindsay McWilliams, One-Stop Operator, Goodwill

Workforce Alliance Consolidated Budget PY24

July 2024 - June 2025

Expenditures Through 02/28/2025

Category	WIOA					Community Impact Funds				Consolidated			
	Budget	February Expenditures	YTD Expenditures	% Budget Remaining		Budget	February Expenditures	YTD Expenditures	% Budget Remaining	Budget	February Expenditures	YTD Expenditures	% Budget Remaining
Wages	\$ 1,831,334	\$ 100,635	\$ 1,079,122	41%		\$ 1,401,982	\$ 92,060	\$ 850,042	39%	\$ 3,233,316	\$ 192,695	\$ 1,929,164	40%
Fringe	\$ 423,200	\$ 26,121	\$ 240,965	43%		\$ 347,690	\$ 29,109	\$ 190,737	45%	\$ 770,890	\$ 55,230	\$ 431,702	44%
Facilities	\$ 260,835	\$ (85,797)	\$ 206,790	21%		\$ 127,910	\$ 10,864	\$ 75,256	41%	\$ 388,745	\$ (74,933)	\$ 282,046	27%
Contract/Pro Fees	\$ 83,008	\$ 11,622	\$ 46,010	45%		\$ 55,050	\$ 380	\$ 55,936	-2%	\$ 138,058	\$ 12,002	\$ 101,946	26%
Supplies/Equipment	\$ 21,595	\$ 532	\$ 16,320	24%		\$ 16,490	\$ 269	\$ 7,016	57%	\$ 38,085	\$ 801	\$ 23,336	39%
IT	\$ 137,500	\$ 6,274	\$ 22,384	84%		\$ 49,745	\$ (706)	\$ 47,985	4%	\$ 187,245	\$ 5,568	\$ 70,369	62%
Outreach/Cap Building	\$ 27,175	\$ 1,570	\$ 17,646	35%		\$ 123,525	\$ 8,892	\$ 94,516	23%	\$ 150,700	\$ 10,462	\$ 112,162	26%
Travel/Conferences	\$ 52,140	\$ 3,150	\$ 20,594	61%		\$ 34,562	\$ 6,823	\$ 31,560	9%	\$ 86,702	\$ 9,973	\$ 52,154	40%
Grants Awarded	\$ 215,000	\$ 5,452	\$ 31,924	85%		\$ 152,500	\$ 41,482	\$ 102,606	33%	\$ 367,500	\$ 46,934	\$ 134,530	63%
Staff Development	\$ 9,700	\$ -	\$ 1,216	87%		\$ 14,050	\$ -	\$ 3,025	78%	\$ 23,750	\$ -	\$ 4,241	82%
Indirect	\$ 272,402	\$ 13,443	\$ 161,611	41%		\$ 255,656	\$ 38,219	\$ 296,767	-16%	\$ 528,058	\$ 51,662	\$ 458,378	13%
Misc/Dep/Int	\$ -	\$ -	\$ -	0%		\$ 27,000	\$ -	\$ 7,414	73%	\$ 27,000	\$ -	\$ 7,414	73%
Work Experience	\$ 854,691	\$ 45,617	\$ 404,595	53%		\$ 550,000	\$ 50,181	\$ 381,467	31%	\$ 1,404,691	\$ 95,798	\$ 786,062	44%
On The Job Training	\$ 24,018	\$ -	\$ -			\$ 620,000	\$ 21,457	\$ 162,236	74%	\$ 644,018	\$ 21,457	\$ 162,236	75%
Incentives	\$ 2,300	\$ -	\$ 250	89%		\$ 22,000	\$ 1,600	\$ 21,175		\$ 24,300	\$ 1,600	\$ 21,425	12%
Occupational Training	\$ 114,016	\$ (3,925)	\$ 56,159	51%		\$ 1,025,000	\$ 81,506	\$ 312,517	70%	\$ 1,139,016	\$ 77,581	\$ 368,676	68%
Supportive Services	\$ 86,995	\$ 9,005	\$ 79,427	9%		\$ 415,000	\$ 22,864	\$ 72,217	83%	\$ 501,995	\$ 31,869	\$ 151,644	70%
Total	\$ 4,415,909	\$ 133,699	\$ 2,385,013	46%		\$ 5,238,160	\$ 405,000	\$ 2,712,472	48%	\$ 9,654,069	\$ 538,699	\$ 5,097,485	47%

Analysis

Budget: The PY24 budget with expenditures through the end of the February 2025. The budget includes a breakdown between WIOA (LWDB budget) and non-WIOA Funding (Community Impact Funds) and combined totals.

The PY24 budget allocates 38% on direct client spending including classroom training, work experience, on-the-job training and supportive services. The direct client spending is at 29% through the month of February. The budget has 47% remaining after 2/3's through the fiscal year.

Recommended Action

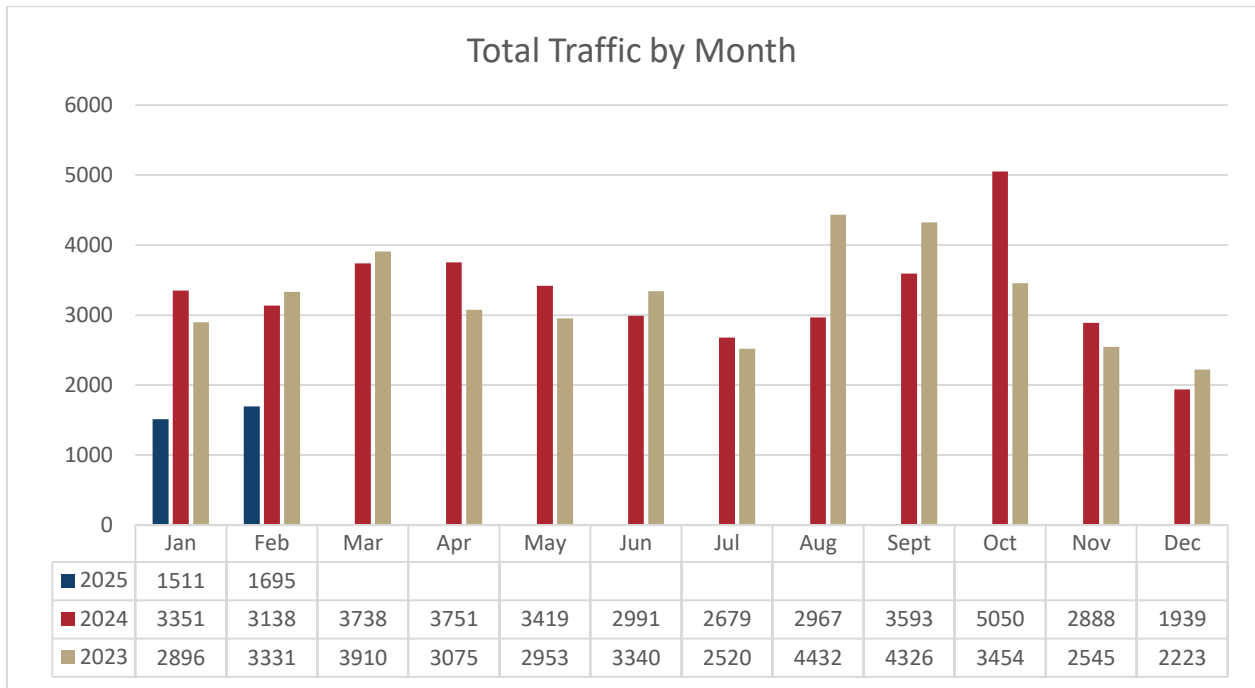
Receive and file.

Item

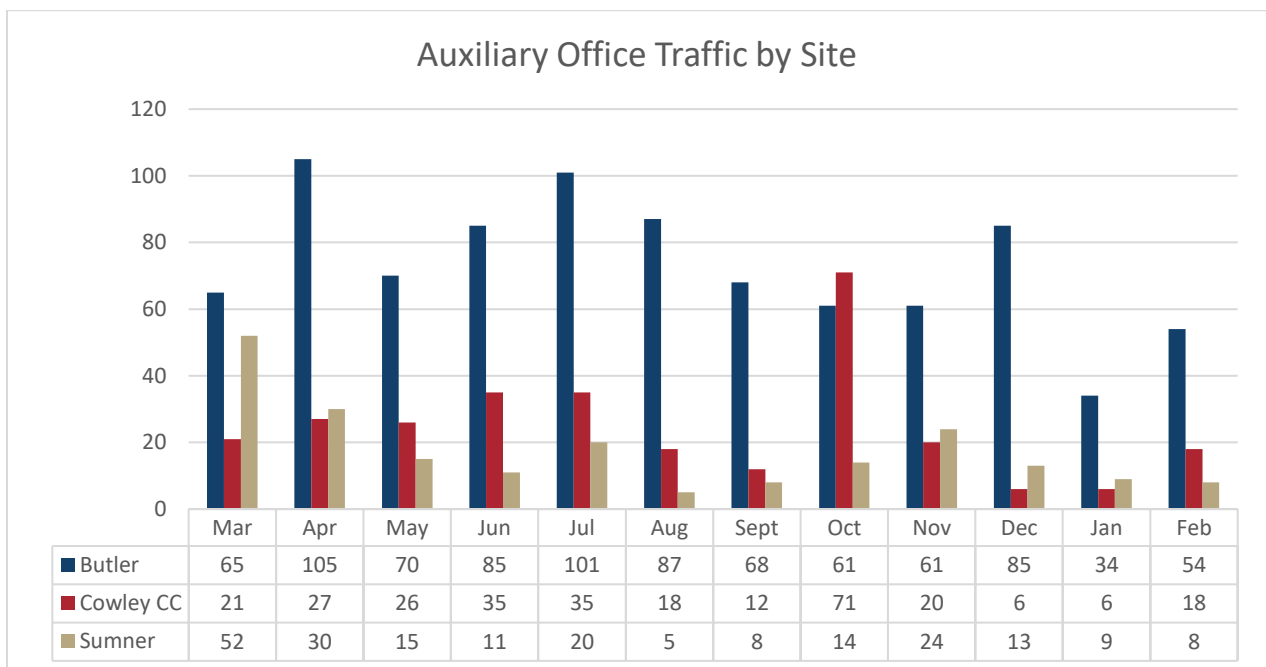
Workforce Centers Operations February Update

Job Seeker Traffic

The bar graph below provides a visual representation of jobseeker traffic through February of 2025. Overall, job seeker engagement at all four centers is steady.

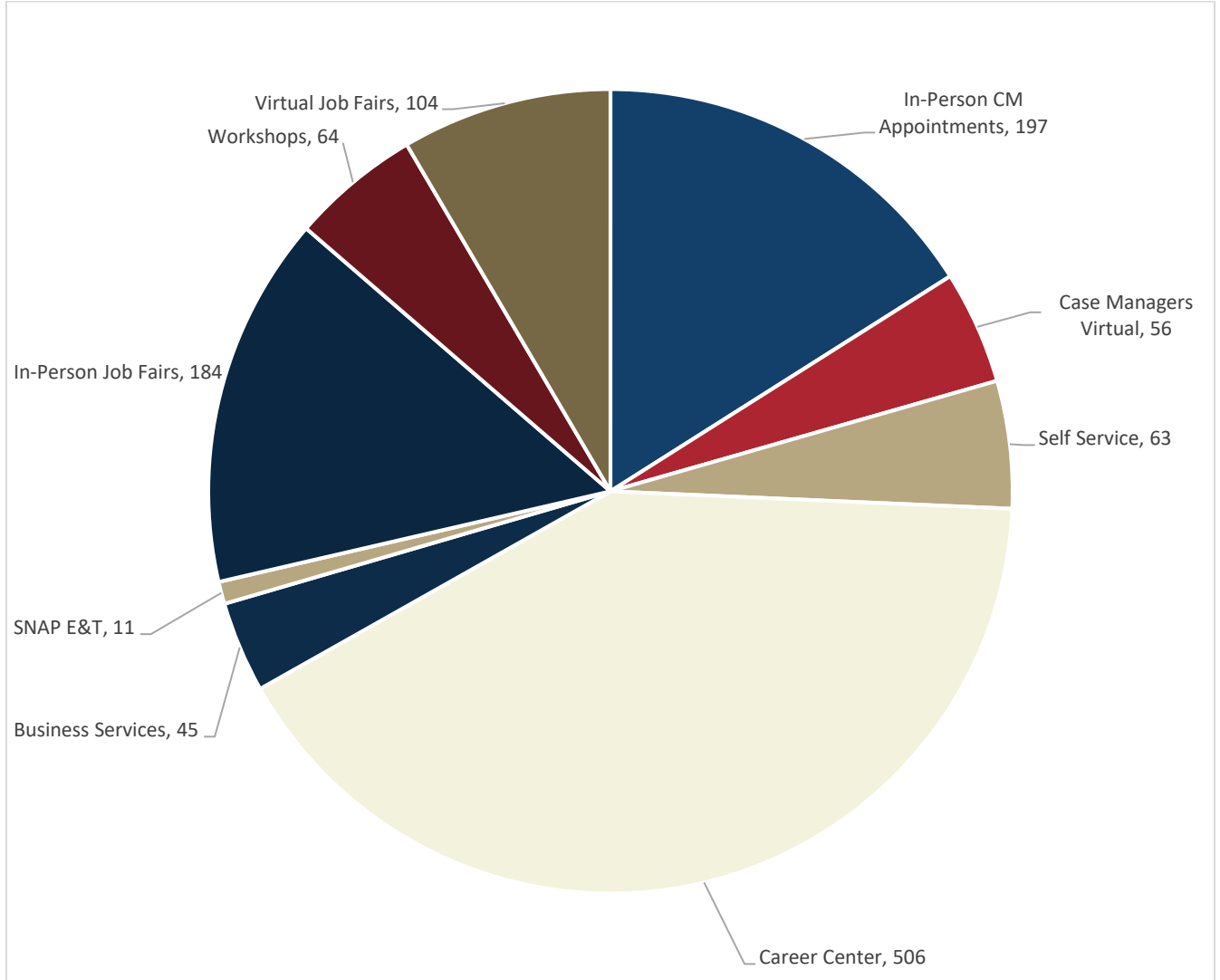


This bar graph offers a breakdown of the job seeker traffic by Area IV's Auxiliary Offices in Butler, Sumner, and Cowley counties.

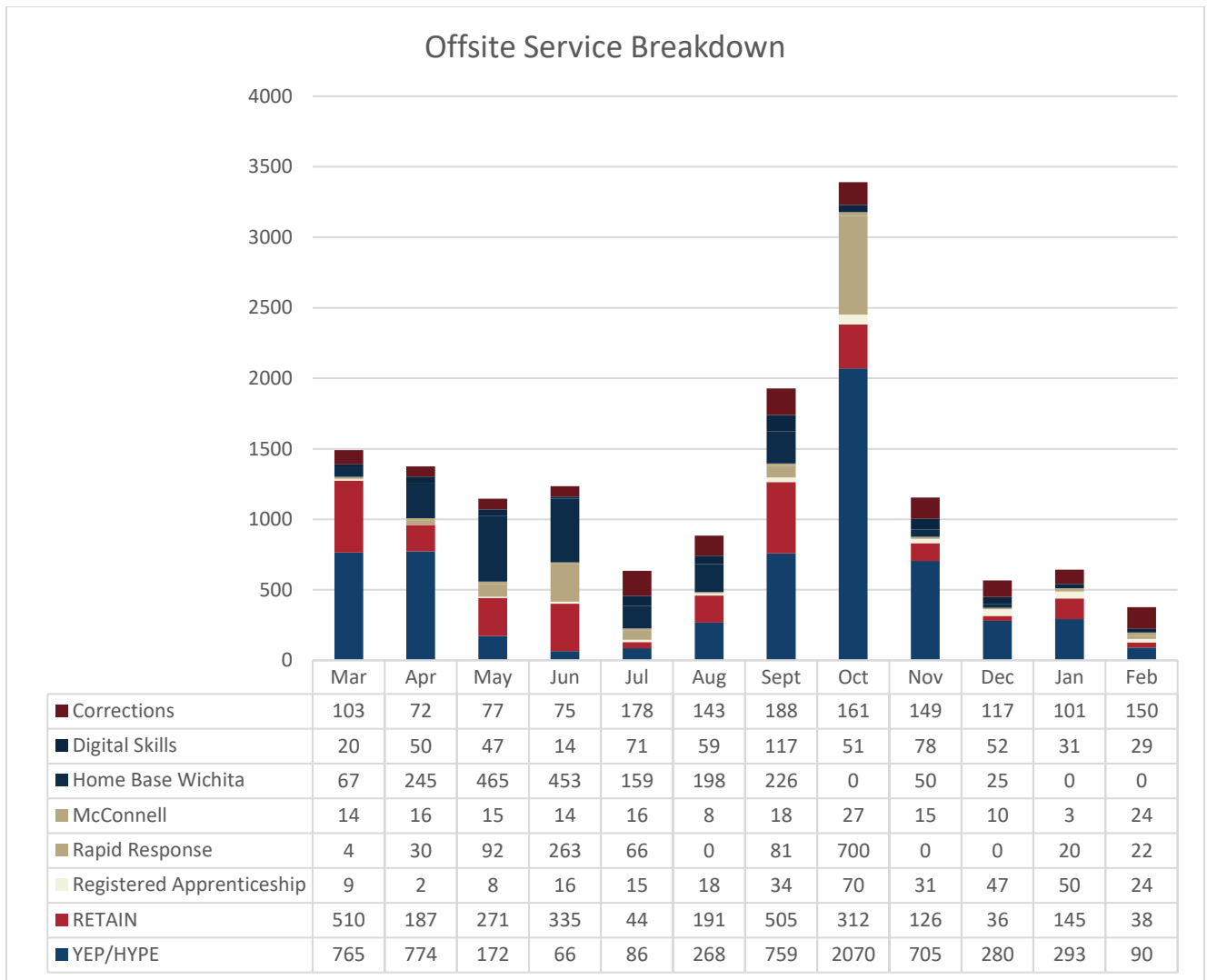


Job Seeker Services

This pie chart offers a breakdown of the comprehensive job seeker services provided by Area IV's One Stop Center, the Wichita Workforce Center.



This graph offers a breakdown of the comprehensive offsite services provided by Area IV.

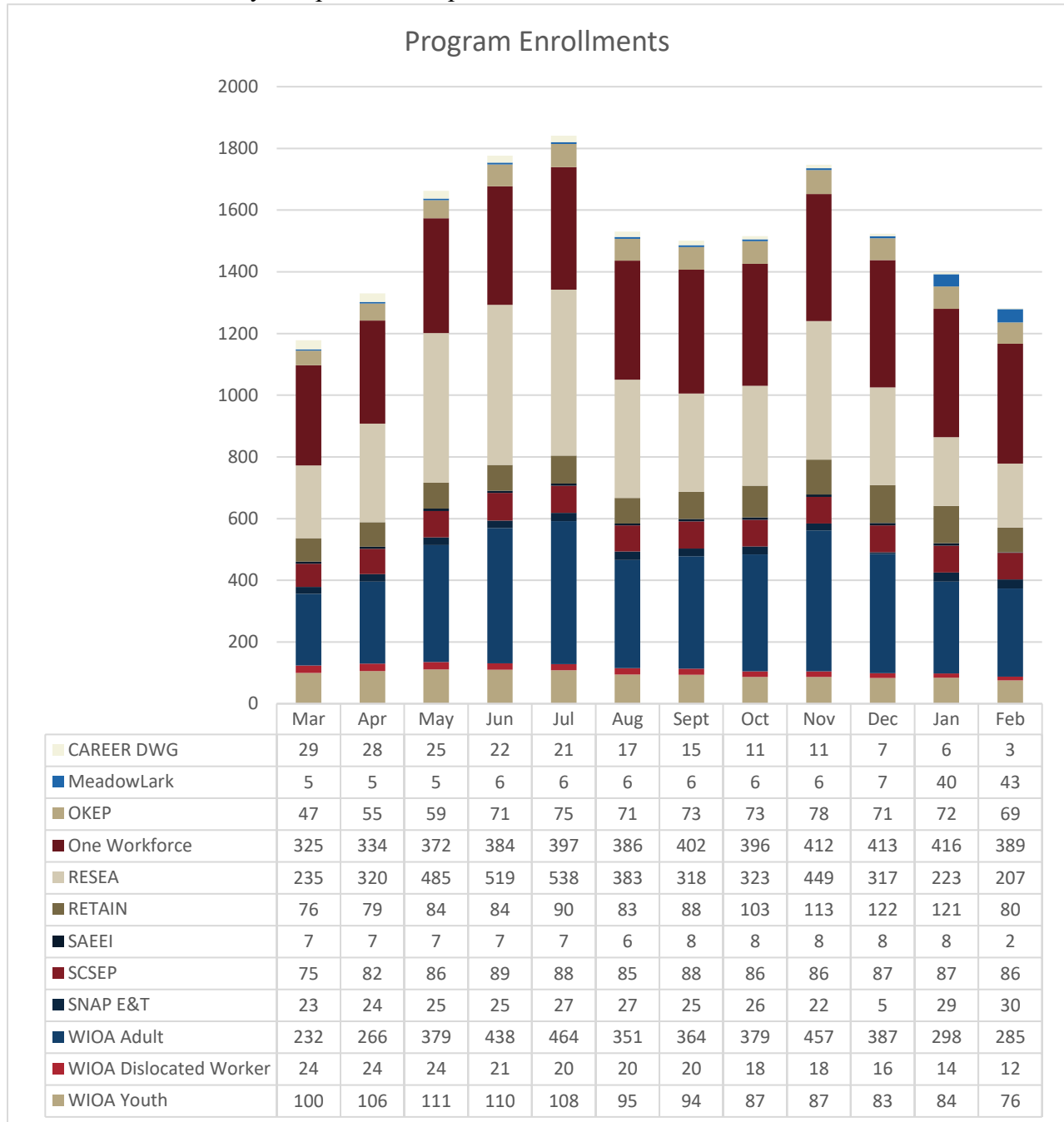


Throughout the last year, the Career Services staff has maintained a vital role in delivering comprehensive support to job seekers within Local Area IV. Their unwavering commitment extends to helping job seekers craft effective resumes, conduct mock interviews, navigate job searches, address barriers to employment, and promptly respond to inquiries related to unemployment insurance.

In addition to conducting one-on-one appointments, the dedicated workforce center staff actively engage with customers through various avenues. This proactive approach encompasses returning calls from individuals receiving unemployment benefits, orchestrating group activities both within and beyond the Workforce Center premises, and providing timely responses to inquiries via the KansasWorks chat platform. This diversified approach underlines the center's dedication to delivering comprehensive and easily accessible support to job seekers.

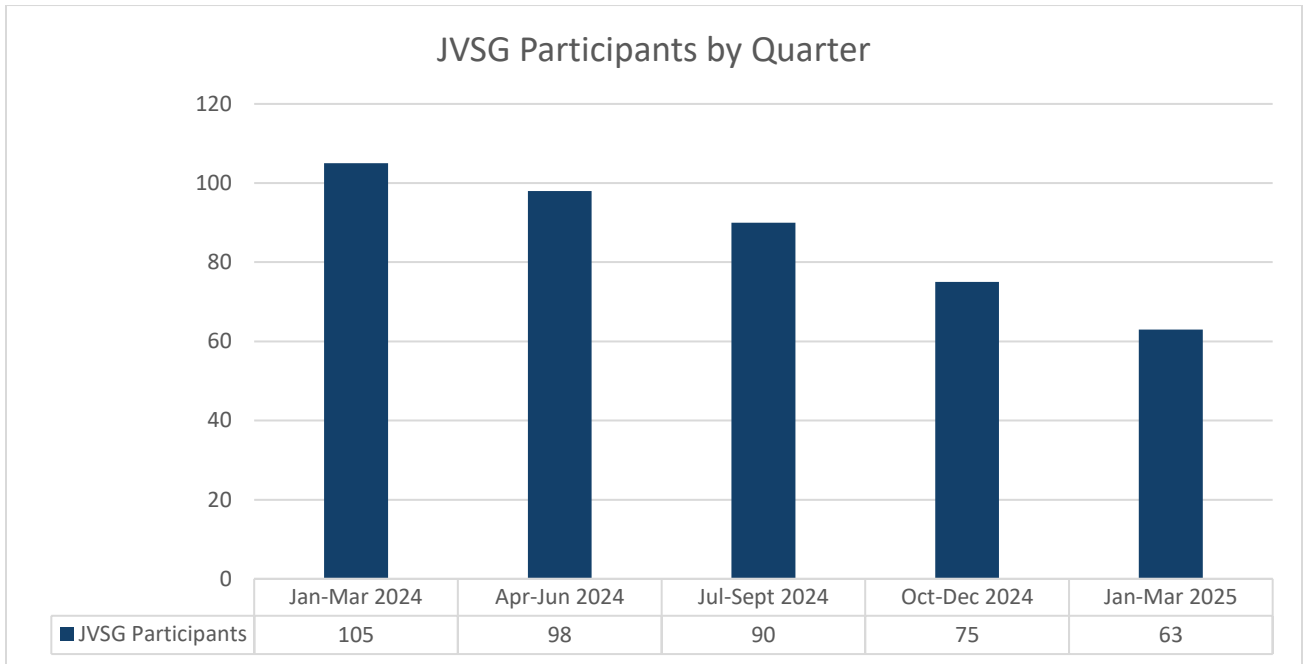
Program Enrollments

Program enrollments have remained steady going into 2025. There was a slight decrease in enrollments in February compared to the prior month.



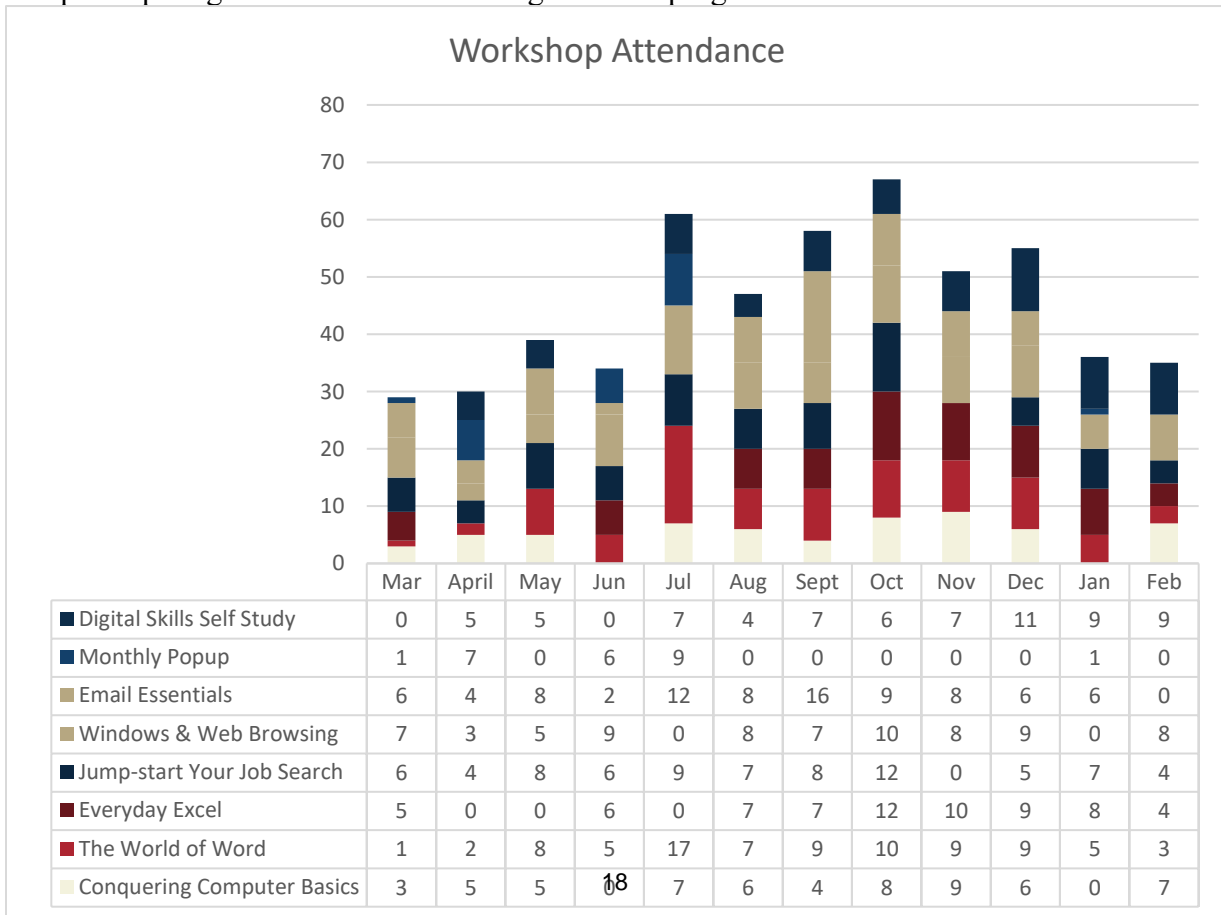
Program Enrollment Glossary

- CAREER DWG=Comprehensive and Accessible Reemployment Through Equitable Employment Recovery National Dislocated Worker Grant
- MeadowLARK=Leading Apprenticeship Results in Kansas
- OKEP=Older Kansans Employment Program
- RESEA=Reemployment Services and Eligibility Assessment
- RETAIN=Retaining Employment and Talent After Injury/Illness Network
- SAEEI=State Apprenticeship Equity, Expansion, and Innovation
- SCSEP=Senior Community Service Employment Program
- SNAP E&T=Supplement Nutrition Assistance Program Employment and Training
- WIOA=Workforce Innovation and Opportunity Act



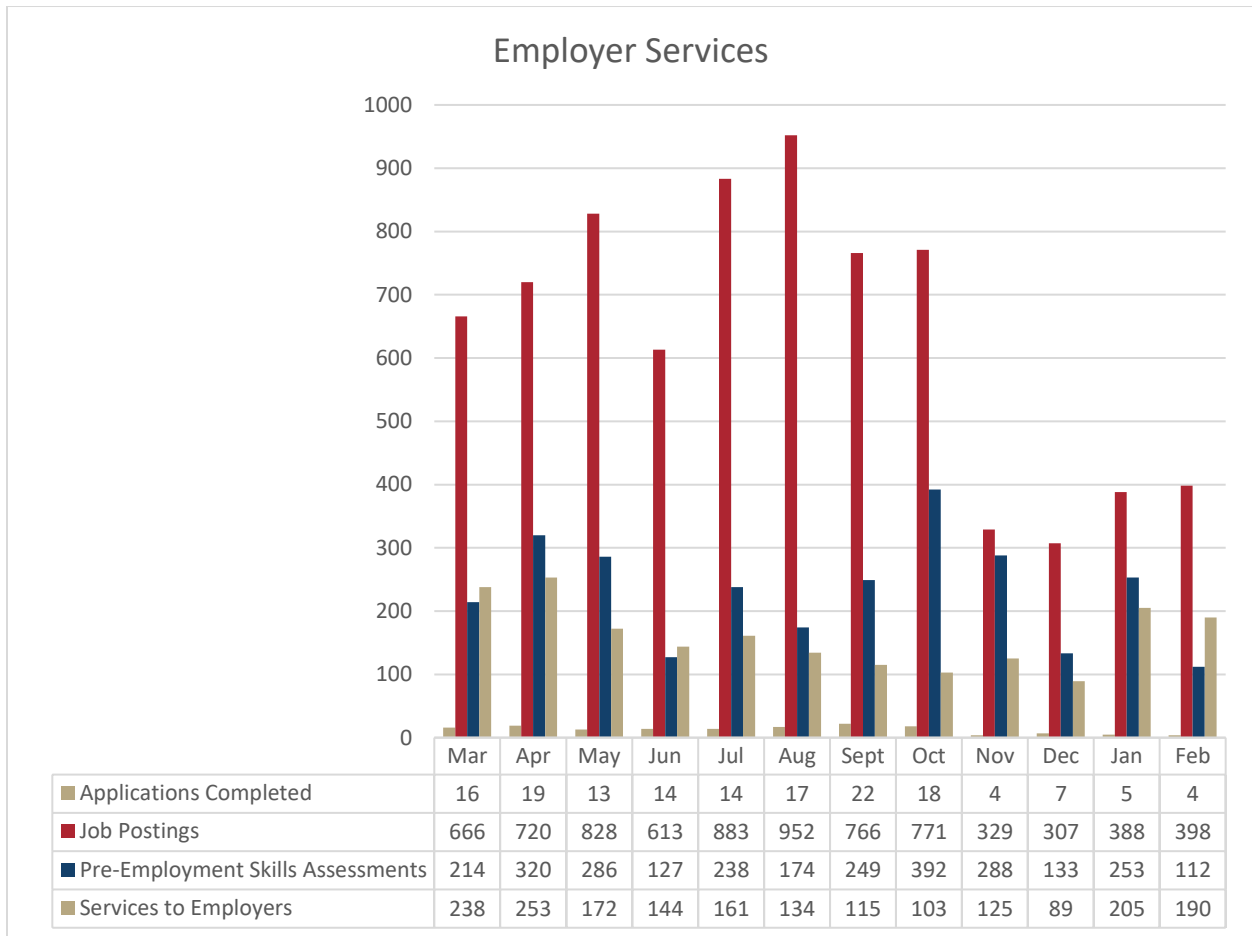
Community Outreach & Workshops

In February, staff presented an overview of Workforce Center services and digital skills initiatives at three community organizations and conducted outreach to an additional 29 individuals at a local resource fair. Over the course of the month, 7 workshops were facilitated, 64 job seekers were provided with digital skills services, and 2 customers secured employment after participating in Workforce Center digital skills programs.



Employer Services Overview

February saw an increase of 2.6% in job postings in Local Area IV compared to January. While this was a slight increase from the previous month, the number of job postings over the last several months are significantly lower than most of 2024. Job postings typically slow down over the holidays, but staff will be watching this trend as we continue into 2025. There were 398 total job postings across the 6-county radius for February. On a statewide level, there were 36,138 active positions available for job seekers to browse. Additionally, the system recorded a pool of 9,794 resumes for employers to consider during their recruitment efforts.

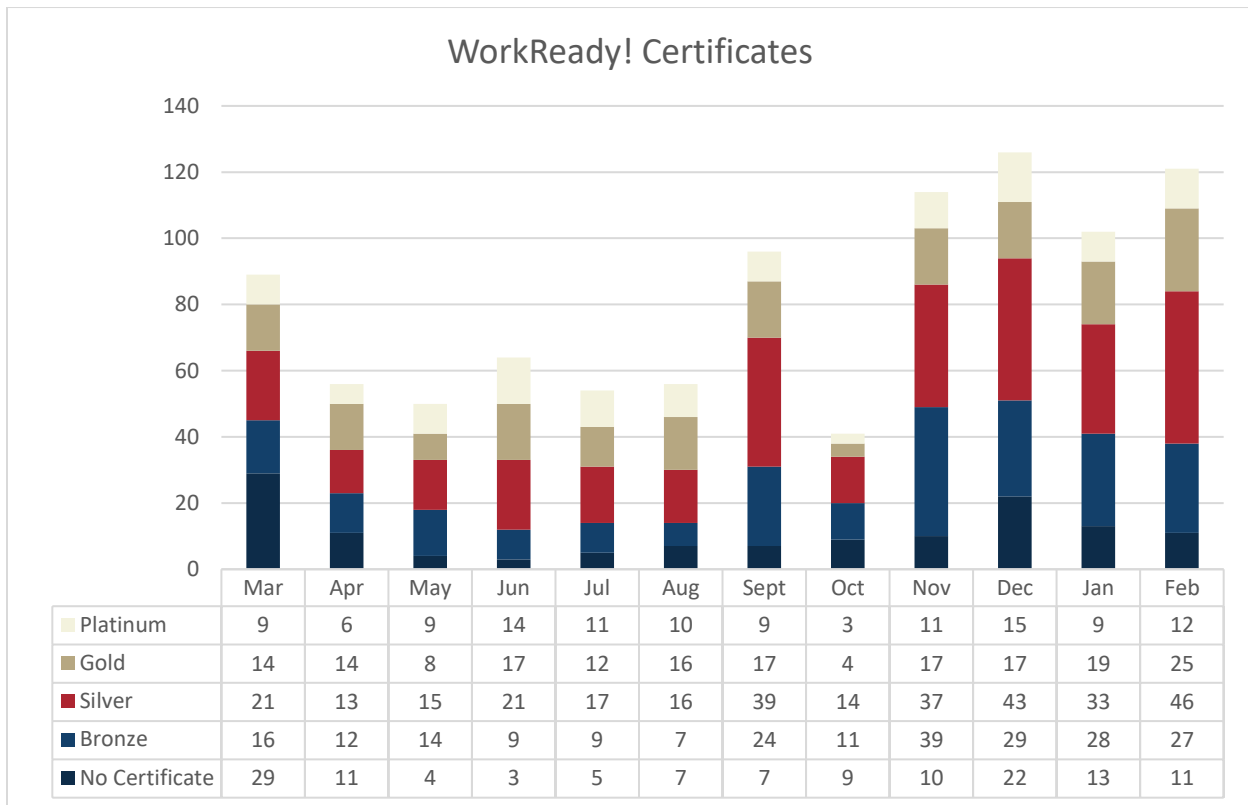


Job Fairs

In February, our Workforce Centers initially coordinated three employer hiring events, achieving remarkable success in bridging connections between local job seekers and local businesses. Unfortunately, one hiring event was cancelled due to weather. Collectively, these two events engaged a total of 179 candidates with representatives from 5 diverse companies underscoring the vitality and reach of our initiatives.

Kansas WorkReady! Assessment - ACT National Career Readiness Certificate (NCRC)

The Workforce Center has maintained a steady pool of applicants ready to take the WorkKeys Assessment. A total of 8 sessions were offered during the month of February, with 151 job seekers scheduled to complete. Local Area IV saw a fairly steady attendance rate, sitting at 80.1%, with it being at 70.3% in the previous month. A total of 121 participants completed the assessment and a 90.9% award rate was documented.



One Stop Operator Update

The search for the One Stop Navigator position successfully concluded in February. Patricia Joseph accepted the position and joined the team on February 17, 2025. Patricia brings a wealth of qualifications and strong community connections, making her an exceptional addition to enhance One-Stop Operations. An intensive training program has been initiated for Patricia to ensure she gains a comprehensive understanding of Workforce Center operations. This thorough onboarding process is designed to equip her with the knowledge and tools necessary to excel in her role as a One-Stop Navigator and contribute effectively to the Workforce Center’s goals.

In-Service Day

On February 17, 2025, a productive All-Staff in-service day was held. The event featured:

- Data and budget information
- Informative department presentations
- Team-building activities to foster collaboration
- Tours of community partners, including DCF, Goodwill/NexStep Alliance, and Plumbers and Pipefitters Apprenticeship Training Center

The In-Service day allowed staff to gain valuable insights, strengthen interdepartmental relationships, and deepen their understanding of our community partners' operations.

Recommended Action

Receive and File.



Corrections Workforce Partnership Report
April 1, 2025

Since 2016, the Workforce Alliance of South-Central Kansas (WA), the Kansas Department of Corrections (KDOC) and Sedgwick County Department of Corrections (SCDOC) have formally partnered to in the Kansas Offender Risk Reduction and Reentry Plan (KOR3P), which includes various strategies to provide risk reduction and reentry programs, services and interventions.

The WA has been contracted to provide an Offender Workforce Development Specialist (OWDS) to assist with job readiness for individuals referred by KDOC and SCDOC and desires to continue and build on this partnership. Quarter 1 2025 Program Outcomes are below:

Quarter 1 2025	Sedgwick County Department of Corrections	Wichita Parole Office	Total
Employment Lab Attendees	58	0	58
Direct Referrals*	16	22	38
Individual Employment Services Provided	224	249	473
Appointments scheduled/NS or cancel	49/32	55/33	104/65
Individuals Entering Employment**	79	20	99
Entered Employment Rate	78%	91%	84.5%
Employment Retention: 6 Months	69%	65%	67%
Employment Retention: 12 Months	60%	75%	67.5%
Average Wage: 6 months	\$14.50	\$14.50	\$14.50
Average Wage: 12 months	\$14.50	\$15.75	\$15.13

**Total number of appointments held, does not count no show/reschedules*

***Includes referrals from previous quarter who gained employment this quarter*

2025 started with a few hiccups. In the first quarter there were several days offices were closed due to harsh winter weather. This resulted in many appointments having to be cancelled. The no show/cancelled rate is usually an issue but this quarter the weather contributed to that more than usual. At probation the employment lab is still a very necessary and highly used resource. The numbers for referrals and employment rate at Parole are very positive. Employment retention rates and average wages have remained steady.

Workforce Alliance staff maintains monthly contact with the staff at the Wichita Work Release Facility.

Annual cumulative numbers for 2024 are below based on data available.

2024 Summary	Sedgwick County Department of Corrections	Wichita Parole Office	Total
Employment Lab Attendees	226	0	226
Direct Referrals*	148	128	276
Individual Employment Services Provided	1266	511	1777
Individuals Entering Employment**	241	42	283
Entered Employment Rate	81.63%	83.5%	82.6%
Employment Retention: 6 Months	69.8%	95%	82.4%
Employment Retention: 12 Months	74.5%	69.9%	72.2%
Average Wage: 6 months	\$14.53	\$15.04	\$14.79
Average Wage: 12 months	\$14.77	\$14.67	\$14.72

**Total number of appointments held, does not count no show/reschedules*

***Includes referrals from 2023 who gained employment in 2024*



Communications Report
As of 4/5/25

March 2025 Feature Stories

- [WBJ Talent Summit: Lawing notes more jobs available than takers](#)
- [Heroes MAKE America Expands Aviation Training Opportunities for Veterans in Wichita](#)
- [Workforce Alliance Joins Initiative Aiming to Improve Jobs and Career Navigation](#)

March 2025 Job of the Day		
Date	Job Title	Employer
3/3/2025	Tree Maintenance Worker II Forestry	City of Wichita
3/4/2025	Civil Engineer (C43)	City of Wichita
3/5/2025	Maintenance Mechanic (B) Sewer Treatment	City of Wichita
3/6/2025	Bus Mechanic's Helper - 315 Vehicle Maintenance	City of Wichita
3/7/2025	Senior Planner Advanced Plans	City of Wichita
3/10/2025	Assistant County Attorney I	Butler County Courthouse
3/11/2025	Maintenance Electrician	BG Products, Inc.
3/12/2025	Purchasing Coordinator	City of Winfield
3/13/2025	Home Visitor	Futures Unlimited
3/14/2025	Biology/Microbiology Instructor	Cowley College
3/17/2025	Operations Supervisor	FedEx Freight, Inc.
3/18/2025	Digital Navigator	Goodwill Industries
3/19/2025	School Bus Driver	First Student
3/20/2025	Industry Embedded Technical Instructor (Pfizer)	WSU Tech
3/21/2025	Registered Nurse Andover ER	Wesley Medical Center
3/24/2025	Cybersecurity Analyst (SOC Entry Level)	Novacoast
3/25/2025	Systems Administrator - Airport	City of Wichita
3/26/2025	Systems Administrator (Wichita, KS)	Emprise Bank
3/27/2025	Senior ERP System Developer	Galaxy Technologies
3/28/2025	Development Operations Manager	Ideatek Telecom, LLC
3/31/2025	Squad Member	Smalls Sliders ICT

Digital Media Report

The Workforce Alliance uses website and social media platforms to interact, inform, and educate the public on upcoming events and workforce development resources.

The digital traffic and impact numbers are broken down into the following key areas:

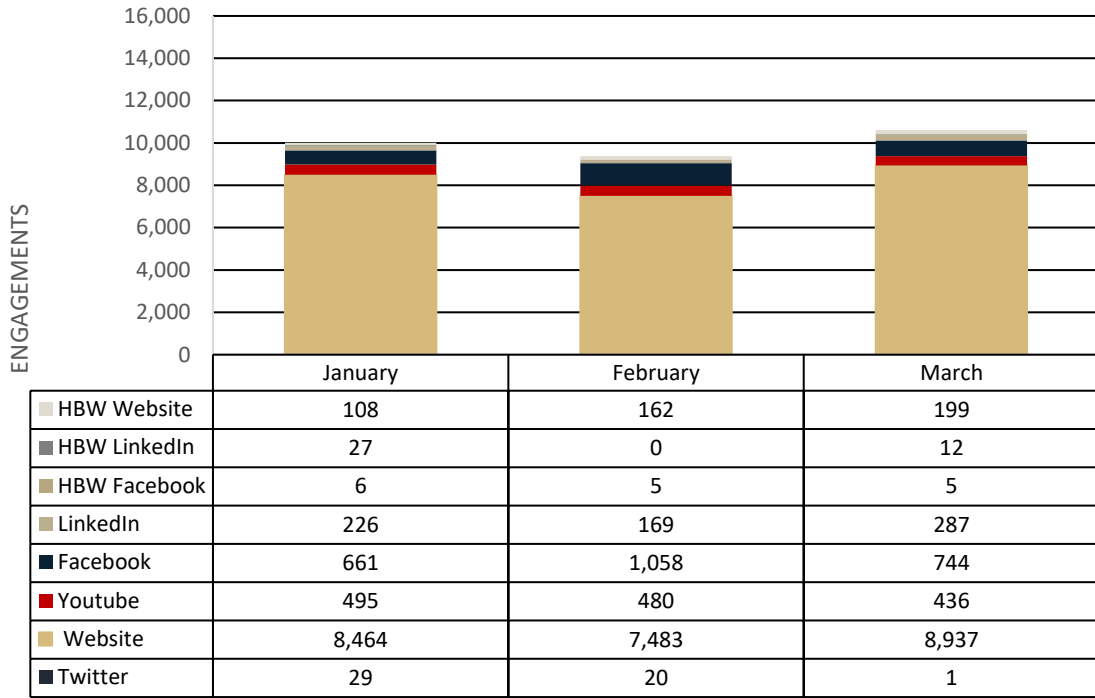
- Engagements - measures the total number of public interactions including shares, likes and comments
- Total Impressions - the number of times content is displayed to a user
- Followers – unique users who subscribe to receive updates

The data collected is from the platforms with the highest utilization:

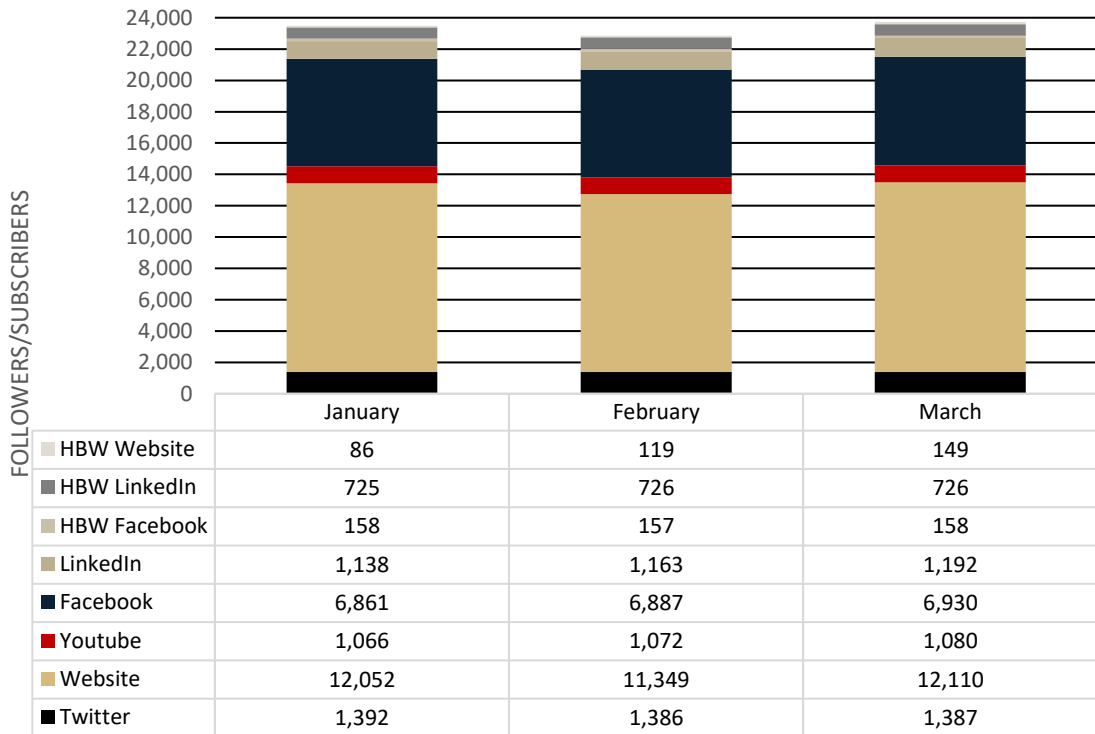
- Facebook at <https://www.facebook.com/WorkforceCenter>
- Home Base Wichita Facebook at <https://www.facebook.com/HomeBaseWichita>
- YouTube at <https://www.youtube.com/c/Workforce-ks>
- Twitter at <https://twitter.com/workforcecenter>
- LinkedIn at <https://www.linkedin.com/workforce-centers-of-south-central-kansas/>
- Home Base Wichita LinkedIn at <https://www.linkedin.com/company/home-base-wichita/>
- Workforce Alliance Website at www.workforce-ks.com
- Home Base Wichita Website at <https://homebasewichita.com/>

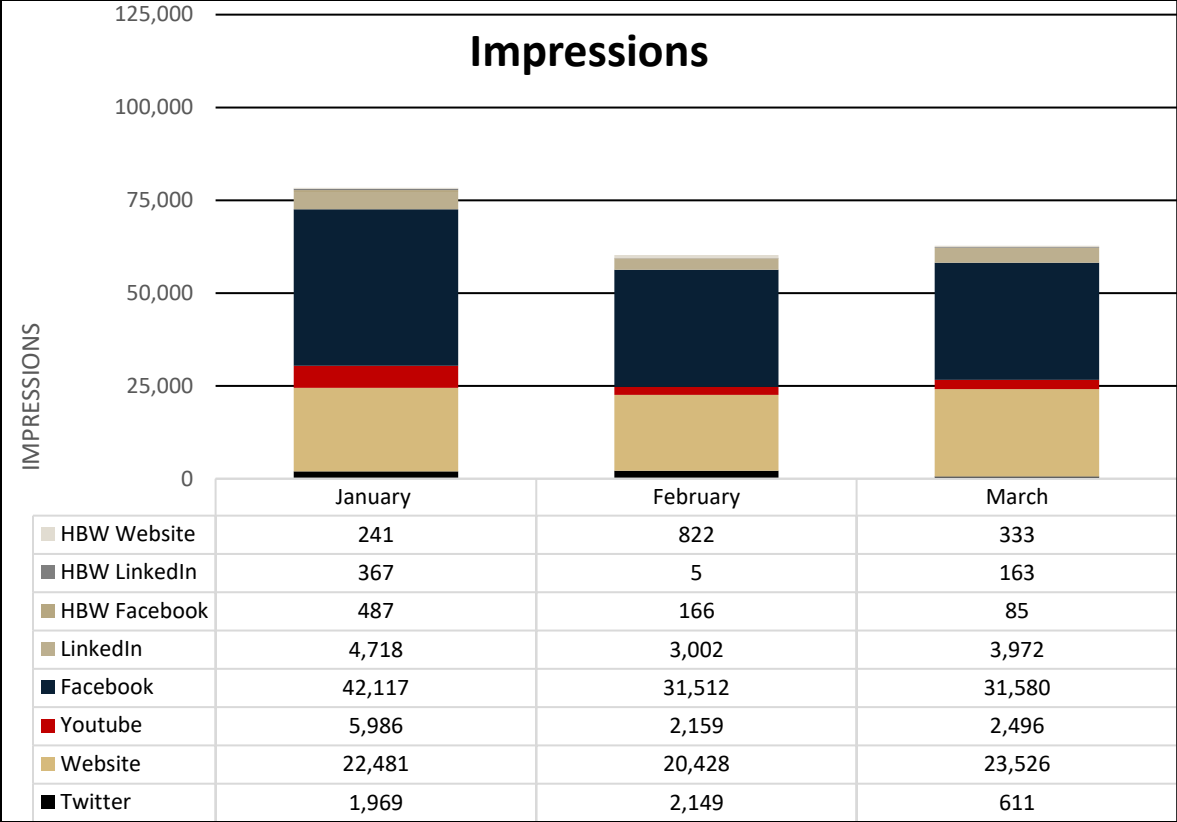
The month of March saw increased engagement on all platforms except Twitter, YouTube, and both Facebook pages. Impressions increased across all platforms except Twitter, HBW Facebook, and the HBW Website. Followers increased on all platforms except the HBW Facebook.

Engagements



Followers/Subscribers





April 9, 2025

Submitted By: Chad Pettera

Item

WIOA Youth Program Service Provider Contract

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. A new bid from Gabrielle Ramirez has been received for tutoring services.

Analysis

Ms. Ramirez submitted a bid to provide tutoring services for WIOA Youth in English. The tutoring would focus on the areas of grammar, composition, analysis and other elements of the English language. Ms. Ramirez has a Bachelors of Arts in Spanish History from Friends University and a Masters in English Literature from Wichita State University. Tutoring would take place at the Wichita Workforce Center; the rate would be \$35 per hour.

WA is the process of completing a background check and some assessments.

Recommended Action

Authorize the President and CEO to enter into a contract for WIOA Youth Tutoring Element services with Ms. Ramirez pending the outcome of her background check and assessments.