



Workforce Alliance
Executive Committee Meeting Minutes
May 14, 2025 – 11:30 AM

1. Welcome and Introductions

The Workforce Alliance (WA) Executive Committee met on May 14, 2025 virtually via Zoom. Board member Tony Naylor welcomed Committee members and called the meeting to order.

2. 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. The plan outlines goals, strategies, service delivery options, and labor market data for the local area. The plan was posted for public comment; no comments were received. The Chief Elected Officials Board approved the plan at its meeting on May 8, 2025. Upon Executive Committee approval, the plan will be sent to the State for review and potential approval. The plan is based on the previous plan; it has been updated and there are not many changes.

Kathy Jewett (Rod Blackburn) moved to approve the WIOA Local Plan and authorize the Chairman to sign the submittal to the Kansas Department of Commerce (KDC). Motion adopted.

3. New Workforce Alliance Policy - Artificial Intelligence (AI)

As AI is gaining popularity in every day personal and professional use, the WA has established a policy for its usage in order to protect the safety, privacy and intellectual property rights of the organization, staff, and customers. The policy is adapted from the State of Kansas AI policy, and includes information about how AI chatbots work as well as a list of prohibited uses such as using any proprietary information without customer consent.

Rod Blackburn (Michele Gifford) moved to approve the Generative AI Policy. Motion adopted.

4. WIOA Adult, Dislocated Worker and Youth Program Policies: Self-Sufficient Wage Review

WIOA tasks the Local Workforce Development Board (LWDB) with setting an economic self-sufficiency standard for the local area. This policy must be reviewed annually. The self-sufficient wage is used as a requirement for on-the-job training (OJT) and incumbent worker training contracts as well as inclusion on the occupations approved for training list.

For Program Year 2024, the self-sufficient wage for LAIV is \$16.15 an hour for all programs. For Program Year 2025, staff again used the MIT Living Wage calculator to assist in recommending the self-sufficient wage for this area (Wichita Metropolitan Statistical Area). That data shows it should be \$19.79 per hour, which is a significant increase of \$3.64 per hour (22.5%). Last year, a large increase was indicated as well, however, due to a concern about the challenges to smaller employers that such a large increase might have on getting workers into approved OJT and incumbent worker training, the Board approved a 3.5% increase in consideration of the Consumer Price Index (CPI). This year, the CPI increased 2.7% since March 2024. If the Board chooses to raise the wage by 3.5% again this year, no demand occupations would be affected. The average wage for current OJTs is \$19.52 per hour; currently, there are two OJTs paying under \$17 per hour. Staff recommend a 3.5% increase in the self-sufficient wage to \$16.72 an hour in keeping with a gradual approach to an increase and aligning with the board's previous actions. Exceptions can be made to the wage if the training will result in a career progression where the wage will be obtained. The wage was reviewed at the WA Program Operations & Performance (POP) Committee meeting on May 1, 2025. No quorum was present at that meeting; therefore, no action was taken. The topic was discussed and there was a question of the increase not being high enough



considering it is still under what research is showing. Another opinion expressed was that the primary goal for the WA should be to ensure that public funding streams are not limited and can be used by employers to get as many people trained as possible. If approved the new wage would go into effect on July 1, 2025. This item will be on the agenda for the Board meeting in July to inform them of the change. *Rod Blackburn (Kathy Jewett) moved to approve a 3.5% increase in the self-sufficient wage to \$16.72 an hour. Motion adopted.*

5. **Consent Agenda**

Approval of meeting minutes for April 9, 2025, Program Year 2024 budget update, and WIOA Youth Element contract services with Cerebral Palsy Research Foundation (CPRF), Butler Community College, WSU Tech, Allied Health Career Training, 160 Driving Academy, Pyxis, Amber DiNapoli, Wichita Technical Institute and Heartland Welding Academy were presented to the Committee for review and/or approval. The contracts are due for extension for PY25 (July 1, 2025 through June 30, 2026).

The Finance Committee will review a new budget for Program Year 2025 for approval at its meeting on June 4, 2025 and then it will be presented at the next Executive Committee meeting. Consent agenda items were taken up separately for approval.

Michele Gifford (Cheryl Childers) moved to approve the minutes from the April 9, 2025 Executive Committee meeting as presented. Motion adopted.

Kathy Jewett (Michele Gifford) moved to approve the WIOA Youth Element contract extensions as presented. Pat Jonas, CPRF abstained from the vote. Motion adopted.

6. **Announcements**

- Board member Cheryl Childers will participate on a panel to discuss child care issues at the Chamber's Sunrise Scrambler on May 21st.

7. **Adjournment**

The meeting was adjourned at 11:51 AM.

Attendees:

LWDB Executive Committee Members

Rod Blackburn
Cheryl Childers
Michele Gifford
Kathy Jewett
Pat Jonas
Tony Naylor

Staff/Guests

Marcy Aycock
Denise Houston
Keith Lawing
Shirley Lindhorst
Chad Pettera
Janet Sutton

Erica Ramos, KS Dept. of Commerce

Lindsay McWilliams, One-Stop Operator, Goodwill