



**Workforce Alliance Program Operations and Performance (POP) Committee
Meeting Agenda**

Thursday, May 7, 2026 • 11:30 a.m. - 12:30 p.m.

ZOOM Only: <https://us02web.zoom.us/j/89117230063>

1. **Welcome and Introductions:** Tony Naylor, Co-Chair (11:30)
 2. **WIOA Adult, Dislocated Worker and Youth Program Policies: Self-Sufficient Wage Review:** Janet Sutton (11:35) (pp. 2-3)
The Workforce Innovation and Opportunity Act (WIOA) tasks the Local Workforce Development Board (LWDB) with setting an economic self-sufficiency standard for the local area. This policy is reviewed annually.
Recommended Action: Staff recommend a 3.5% increase in the self-sufficient wage to \$17.31 an hour.
 3. **Demand Occupation List for Program Year 2026:** Janet Sutton (11:45) (pp. 4-11)
An ongoing function of the Workforce Alliance (WA) Local Workforce Development Board (LWDB) is to annually review the Demand Occupations List for Local Area IV.
Recommended Action: Approve the Demand Occupation List for Program Year 2026 as presented.
 4. **State WIOA Monitoring Report:** Chad Pettera (11:50) (p.12 and Attachment)
The Committee will review a WIOA Monitoring Report that the Kansas Department of Commerce conducted in the fall of 2025.
Recommended action: Receive and file.
 5. **Additions to the Eligible Training Provider (ETP) List:** Janet Sutton (12:00) (pp. 13-14)
Butler Community College has requested approval for a Behavior Technician Specialist program.
Recommended Action: Approve the initial program as presented.
 6. **Supplemental Nutrition Assistance Program Employment and Training (SNAP E&T) Update:** Denise Houston (12:05) (p. 15)
The WA and Department for Children and Families (DCF) are partners in a pilot SNAP E&T project in South Central Kansas. An update on that partnership will be provided.
Recommended action: Receive and file.
 7. **Workforce Center Operations / One-Stop Operator Report:** Denise Houston (12:15) (pp. 16-22)
The most current report on Workforce Center operations and One-Stop Operator activities will be presented for review.
Recommended Action: Receive and file.
 8. **Consent Agenda:** Tony Naylor, Co-Chair (12:25)
A. Meeting Minutes from January 8, 2026 (pp. 23-25)
Recommended Action: Approve the consent agenda as presented.
 9. **Adjourn** (12:30)
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The next WA POP Committee Meeting is scheduled for 11:30 a.m. on July 2, 2026

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

May 7, 2026

Submitted By: Janet Sutton

Item

Self Sufficient Wage Review

Background

The Workforce Innovation and Opportunity Act (WIOA) tasks the Local Workforce Development Board (LWDB) with setting an economic self-sufficiency standard for the local area. The LWDB undertakes this annually alongside the review of the occupations approved for training. The self-sufficient wage is used as a requirement for on-the-job training and incumbent worker training contracts as well as inclusion on the occupations approved for training list. The LWDB is not obligated by WIOA to change the self-sufficient wage every year.

Analysis

The self-sufficient wage for the Workforce Alliance Local Area (WA LA) is currently \$16.72 for all programs. Staff again used the MIT Living Wage calculator to assist in recommending the self-sufficient wage. The living wage for a single adult with no children for each county in the WA LA is as follows:

- Butler County: \$21.56 per hour or \$44,844.80 per year
- Cowley County: \$19.93 per hour or \$41,454.40 per year
- Harper County: \$20.06 per hour or \$41,724.80 per year
- Kingman County: \$20.81 per hour or \$43,284.80 per year
- Sedgwick County: \$20.65 per hour or \$42,952.00 per year
- Sumner County: \$21.33 per hour or \$44,366.40 per year
- Wichita MSA: \$20.78 per hour or \$43,222.40 per year

The data shows an increase of \$0.99 per hour in the living wage for the Wichita Metropolitan Statistical Area this year. The Board has, in the past, made it a priority to incrementally increase the self-sufficient wage in an effort to more closely align with the living wage. The incremental increases have, historically, been 3.5% which has been in line with or slightly above the change in the Consumer Price Index. As of March 2026, the Midwest region CPI has increased 3.4% since March 2025.

If the LWDB would consider a percentage increase again:

- 3.5% increase: \$17.31 per hour or \$36,004.80 per year; a difference of 59 cents per hour

The average wage for current OJTs is \$20.30 per hour; in 2025, there were nine OJTs paying under \$17.31 per hour. Similarly, the median wage for many of the current occupations approved for training has increased. If the Board chose to raise the self-sufficient wage by 3.5%, no demand occupations would be affected.

The following exceptions are allowed to the self-sufficient wage criteria and staff recommends keeping the exceptions:

- Training for justice involved individuals that includes a transitional job/work experience strategy or a career ladder that would result in a in self-sufficient wage

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- Training for persons with disabilities that includes a transitional job/work experience strategy or a career ladder that would result in a in self-sufficient wage
- Training resulting in a career ladder in which the trainee would reach or exceed the self-sufficient wage within six months

In order for a participant to be considered for one of the exceptions, staff must submit an exception request. The exception request shall have sufficient documentation attached to show the participant is eligible for one of the exceptions. The exception must be approved by two Workforce Alliance Senior Staff members.

Recommended Action

Staff recommend a 3.5% increase in the self-sufficient wage to \$17.31 an hour.

Item

Demand Occupation List Review- Staff Recommendations

Background

It is an annual function for the Workforce Alliance Local Workforce Development Board (LWDB) to review and update the Demand Occupations List. The Demand Occupation List, also called the Occupations Approved for Training list, enumerates the occupations for which WIOA (and other grant) funds can be expended. Staff has researched current labor market trends, surveyed staff, employers, Board members, and reviewed regional initiatives to determine occupations in demand the Workforce Alliance Local Area.

Analysis

The results of the staff, employer, and Board member surveys indicate the majority would like to keep the occupations currently on the list. However, staff analysis indicates that there are some occupations on the current list for which there is no approved training available in the local area. These occupations are in red text on the PY25 Kansas Workforce Alliance Local Area WIOA Approved Training List.

Additionally, further staff research indicated that the American Health Information Management Association Certified Coding Specialist occupation is essentially two other occupations in one (Medical Records Specialist and Medical Billing) and suggest removing that occupation.

There were a few suggestions on occupations to add from the surveys collected. Those suggestions were evaluated and are included for discussion (see Suggested Additions PY26).

For Program Year 2026 (PY26), staff recommends:

- removing the programs listed in red until such time as approved training returns to the local area,
- adding Dental Assisting,
- and approving the remaining programs.

The proposed PY26 Demand Occupations List and supporting documentation follows.

Recommended Action

Approve the Demand Occupation List for Program Year 2026 as presented.

PY25 Kansas Workforce Alliance Local Area WIOA Approved Training List

Industry	O*Net Code	Occupation	Wichita (KS) Median Wage/Hr. 2024 O*Net	KS Growth Projection 2022-2032 O*Net	Staff Recommendation	Type of Training in Area	
Advanced Manufacturing	49-3011	Aviation Maintenance Technology/ A&P (Aircraft Mechanics)	\$36.10	13%	Remain	OST	
	49-2091	Avionics	\$30.50	14%	Remain	OST	
	17-3013	CAD/CAM & CATIA	\$38.71	-3% Decline	Remain	OST	
	51-2092	Composite Fabrication & Repair	\$18.44	-4% Decline	Remain	OST	
	51-9161	Computer Controlled Machine Tool Operator (CNC)	\$23.67	-5% Decline	Remain	OST	
	49-3031	Diesel Mechanics	\$27.50	3%	Remove	N/A	
	51-4191	Heat Treating Equipment Setters, Operators & Tenders, Metal and Plastic	\$22.59	0%	Remove	N/A	
	53-7051	Industrial Equipment Operator	\$21.81	1%	Remove	N/A	
	Advanced Materials	49-9071	Industrial Maintenance Technician	\$22.35	5%	Remain	Apprenticeship & OST
		51-4081	Machine Tool Operator- Metal and Plastic	\$17.52 (\$21.56)	0%	Remain	OST
Aerospace*	17-3026	Manufacturing or Production Technicians (Aerospace Manufacturing)	\$24.26	15%	Remain	OST	
	17-3029.01	Nondestructive Testing (NDT) or Inspection	\$28.30	6%	Remain	OST	
	11-1021	Operations Management Technical Certificate	\$41.20	10%	Remain	OST	
	19-4099.01	Quality Control or Inspection (O*NET -Quality Control Analyst)	\$31.21	4%	Remain	OST	
	17-3024.01	Robotics Technician	\$34.02 (US)	1% (US)	Remain	OST	

	47-2211	Sheet Metal Workers	\$23.28	6%	Remain	Apprenticeship & OST
	11-3071.04	Supply Chain/Logistics Managers	\$46.44	8%	Remain	OST
	51-4111	Tool and Die Maker (Engineering Design Technology)	\$39.06	-5% Decline	Remain	OST
	51-4033	Tooling	\$18.69	-6% Decline	Remain	OST
	53-3032	Transportation Equipment (Heavy and Tractor-Trailer Truck Drivers)	\$25.00	5%	Remain	OST
	51-4121	Welders, Cutters, Solderers, and Brazers	\$25.38	7%	Remain	OST
Automotive	49-3023	Automotive Service Technicians and Mechanics	\$22.86	3%	Remain	OST
Construction	47-2031	Construction Carpenters	\$23.86	4%	Remain	OST
	47-2061	Construction Technology/Trades/Laborer	\$19.41	6%	Remain	OST
	49-9021	HVAC	\$24.78	8%	Remain	OST
Data Services Information Technology*	11-3021	Computer and Information System Managers (IM System Managers)	\$69.55	12%	Remove	N/A
	15-1232	Computer User Support Specialists	\$23.43	3%	Remain	OST
	15-1212	Cyber Security (Information Security Analysts)	\$44.71	24%	Remain	OST
	15-1244	Network and Computer Systems Administrators	\$38.24	1%	Remain	OST
	15-1252	Software Applications	\$49.25	23%	Remain	OST
	15-1252	Software Developers	\$49.25	23%	Remain	OST
	15-1252	Software Engineers	\$49.25	23%	Remain	OST
	15-1254	Web Developer	\$29.77	14%	Remain	OST
Healthcare*	43-3021	Acute Coding/Medical Billing (Billing, Posting and Rate Clerks)	\$21.52	-1% Decline	Remain	OST

	11-9111	Administration/Management (Medical and Health Service Managers)	\$48.16	28%	Remain	OST
	29-2072	American Health Information Management Association Certified Coding Specialist	\$22.16	7%	Remove	
	31-1131	Certified Nurse Aide (CNA)-Only as part of a career pathway	\$17.48	6%	Remain	OST
	31-1131	Certified Medication Aide (CMA)	\$17.48	6%	Remain	OST
	29-9021	Health Information Technology (HIT)	\$34.99	15%	Remain	OST
	31-1121	Home Health Aide (HHA)- Only as part of a career pathway	\$13.89	22%	Remain	OST
	29-2061	Licensed Practical Nurse (LPN)	\$28.14	6%	Remain	OST
	31-9092	Medical Assistant	\$17.83	13%	Remain	OST
	29-2012	Medical and Clinical Laboratory Technician	\$30.83	4%	Remove	N/A
	29-2072	Medical Records Specialists	\$22.16	7%	Remain	OST
	31-2011	Occupational Therapy Assistant	\$30.68	20%	Remove	N/A
	29-2052	Pharmacy Technician/ Pharmacy Aid	\$18.29	9%	Remain	OST
	31-9097	Phlebotomist	\$17.91	7%	Remain	OST
	31-2021	Physical Therapy Assistant (PTA)	\$30.07	18%	Remove	N/A
	29-2034	Radiological Technician/Sonography	\$30.66	3%	Remove	N/A
	29-1141	Registered Nurse (RN)	\$35.48	5%	Remain	OST
	29-1126	Respiratory Therapist	\$32.61	13%	Remove	N/A
	29-2055	Surgical Technologist	\$25.01	3%	Remain	OST

K-12 CTE	All Certifications and Credentials included on the Kansas Excel in CTE Initiative approved list are included on the Kansas Local Area IV WIOA Approved Training List for Youth program only.				Remain	
On-the-Job Training	All occupations with demonstrated self-sufficient wages will be approved for OJT if employer has an active contract with the Workforce Alliance.				Remain	
Public Safety	29-2043	Emergency Medical Technicians and Paramedics	\$23.88	7%	Remain	OST
	33-2011	Fire Science/Firefighters	\$19.12	6%	Remove	N/A
	21-1092	Probation Officers and Correctional Treatment Specialists	\$25.95	5%	Remove	N/A
	33-3051	Police and Sheriff's Patrol Officers	\$28.22	5%	Remain	OST
Registered Apprenticeship	All occupations and Related Technical Instruction for Apprenticeship Programs that have been registered with the Kansas State Office of Apprenticeship for the South-Central Region are included on the Kansas Local Area IV WIOA Approved Training List. RA's must also meet Local Area IV self-sufficient wage requirements.				Remain	
Transportation and Logistics*	53-3032	CDL	\$25.00	5%	Remain	OST

*Industry corresponds to a Career Pathway. Career Pathways allow job seekers, students, and parents to explore educational requirements and career opportunities in prevalent industry clusters within the region. For more information, visit www.greaterwichtapartnership.org/about_us/regional_growth_plan

Suggestions from Surveys for Occupations to Add for Program Year 2026

Industry	O*Net Code	Occupation	Wichita Median Wage/Hr.	KS Growth Projection 2022-2032	ETPs in Area	Comments
Healthcare	31-9091.00	Dental Assistant	\$19.30	6%	Yes	
Healthcare	29-1292.00	Dental Hygienist	\$37.61	7%	No	WSU offers this as part of a BS, but they aren't an ETP
Data Services	15-2051.00	Data Scientists	\$44.11	34%	Yes	Online certificate training includes "Data Science & Artificial Intelligence Course" from Butler Career/Workforce Education
	25-2011.00	Preschool Teachers	\$20.49	3%		OST in the area, but programs not on ETP; Active apprenticeships in the area
	47-4014.00	Hazardous Materials Removal Workers	\$18.43	0%		Training Partners exist, but not on the ETPL

Proposed Demand Occupation List PY2026

Industry	O*Net Code	Occupation	
Advanced Manufacturing	49-3011	Aviation Maintenance Technology/ A&P (Aircraft Mechanics)	
	49-2091	Avionics	
	17-3013	CAD/CAM & CATIA	
	51-2092	Composite Fabrication & Repair	
	51-9161	Computer Controlled Machine Tool Operator (CNC)	
	49-9071	Industrial Maintenance Technician	
	51-4081	Machine Tool Operator- Metal and Plastic	
	17-3026	Manufacturing or Production Technicians	
	17-3029.01	Nondestructive Testing (NDT) or Inspection	
	Advanced Materials	11-1021	Operations Management Technical Certificate
		19-4099.01	Quality Control or Inspection (O*NET -Quality Control Analyst)
	Aerospace*	17-3024.01	Robotics Technician
		47-2211	Sheet Metal Workers
		11-3071-04	Supply Chain/Logistics Managers
		51-4111	Tool and Die Maker
51-4033		Tooling	
53-3032		Transportation Equipment (Heavy and Tractor-Trailer Truck Drivers)	
51-4121		Welders, Cutters, Solderers, and Brazers	
Automotive	49-3023	Automotive Service Technicians and Mechanics	
Construction	47-2031	Construction Carpenters	
	47-2061	Construction Technology/Trades/Laborer	
	49-9021	HVAC	
Data Services Information Technology*	15-1232	Computer User Support Specialists	
	15-1212	Cyber Security (Information Security Analysts)	
	15-1244	Network and Computer Systems Administrators	
	15-1252	Software Applications	
	15-1252	Software Developers	
	15-1252	Software Engineers	
	15-1254	Web Developer	
Healthcare*	43-3021	Acute Coding/Medical Billing (Billing, Posting and Rate Clerks)	
	11-9111	Administration/Management (Medical and Health Service Managers)	
	29-2031	Cardiovascular Technologists & Technicians	
	31-1131	Certified Nurse Aide (CNA)-Only as part of a career pathway	
	31-1121	Certified Medication Aide (CMA)	
	31.9091	Dental Assistants	
	11-3021	Health Information Technology (HIT)	
	31-1121	Home Health Aide (HHA)- Only as part of a career pathway	
	29-2061	Licensed Practical Nurse (LPN)	

Proposed Demand Occupation List PY2026

	31-9092	Medical Assistant
	29-2072	Medical Records Technician
	29-2052	Pharmacy Technician/ Pharmacy Aid
	31-9097	Phlebotomist
	29-1141	Registered Nurse (RN)
	29-2055	Surgical Technologist
K-12 CTE	All Certifications and Credentials included on the Kansas Excel in CTE Initiative approved list are included on the Kansas Local Area IV WIOA Approved Training List for Youth program only.	
On-the-Job Training	All occupations with demonstrated self-sufficient wages will be approved for OJT if employer has an active contract with the Workforce Alliance.	
Public Safety	29-2042	Emergency Medical Technicians and Paramedics
	33-3051	Police and Sheriff's Patrol Officers
Registered Apprenticeship	All Occupations and Related Technical Instruction for Apprenticeship Programs that have been registered with the Kansas State Office of Apprenticeship for the South Central Region are included on the Kansas Local Area IV WIOA Approved Training List. RA's must also meet Local Area IV self-sufficient wage requirements.	
Transportation and Logistics*	53-3032	CDL

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Item

Kansas Department of Commerce WIOA Key Provisions/Financial/Program Monitoring Report

Background

The Kansas Department of Commerce conducted a WIOA Monitoring Review in the fall of 2025 and issued a report on January 23, 2026.

Analysis

Finding #1- Compliance with KansasWorks State Board Training Expenditure policy. KDC reports that the WA doesn't track and report expenditures related to client training. WA provided a response and provided our protocols and policies and KDC was satisfied with WA's response.

Area of Concern #1- One Stop Operator procurement and contract was done for a period of five years and DOL regulations state the period can't be greater than four years. WA plans to take a contract modification to Executive Committee in May 2026.

Area of Concern #2- Dislocated Worker Eligibility was questioned on a two participant files. A response was provided on both and the situation was considered resolved.

Area of Concern #3- Data collection and reporting concern regarding credentialing. WA staff already meet with KDC staff regarding what certificates count for performance.

Recommended Action

Receive and file

Item

Recommended Addition to the Eligible Training Provider List.

Background

All programs on the Eligible Training Provider List must be approved. The ETP list is state-wide, and the policy governing it does not require programs to meet a wage requirement nor appear on Demand Occupation lists within all or any local areas.

Analysis

Pending Initial Programs

Butler Community College Career & Workforce has one program pending Local Board approval. The Behavior Technician Specialist program is an online, self-paced program that prepares students to assist social workers, therapists, advocates, etc. with clients experiencing developmental behavior challenges. The program leads to an industry recognized credential: Registered Behavior Technician and an occupation with 8% projected growth in the next 10 years. The median wage for registered behavior technicians in Wichita is \$18.84/hour. The occupation is not on our demand occupation list.

Recommended Action

Approve the initial program as presented.

**WIOA Eligible Training Provider
Programs Information
May 2026**

Provider Name	Program Name	Demand Occupation/ Industry in Area IV	Length of Training	Approximate Cost Per Credit Hour In State	Approximate Total Program Cost	Type of Attainment	Avg. Wichita Wage Per Hr.	ONET Projected Growth 2022-2032	Recommended Action
<i>Pending Initial Programs</i>									
Butler Community College	Behavioral Technician Specialist	N/a	12 weeks (240 hours)		\$2,500.00	Industry Certification	\$18.84	8%	Approve

Item

Supplemental Nutrition Assistance Program Employment and Training (SNAP E&T) Report

Background

The Workforce Alliance and Department for Children and Families (DCF) continues to work together on a SNAP E&T project in South Central Kansas. The pilot serves SNAP participants who are Able Bodied Adults Without Dependents age 18 or older who reside in Sedgwick County. The pilot has a focus on justice involved individuals but is not limited to that population. The original pilot contract ended in July 2025. A new contract with similar terms was implemented in August 2025 and continues through July 2027.

Analysis

Workforce Alliance and DCF staff have kept in regular communication about the project. Leadership from both organizations meet once a month to review progress. Staff who work on the SNAP E&T project attend the weekly orientations at the DCF office to provide information about Workforce Center services, facilitate a warm handoff between DCF and Workforce Alliance staff, and set their first appointment at the Workforce Center. These steps have decreased some of the drop off with follow through we had previously seen in the pilot.

Referrals have been fairly steady with a bit of an increase over the last three months. Since the start of Program Year 2025, 152 referrals have been received for the SNAP E&T program.

Month	# of Referrals
July	7
August	9
September	14
October	9
November	16
December	11
January	12
February	27
March	24
April	23

The United States Department of Agriculture (USDA) who oversees the SNAP E&T program conducted a virtual Management Evaluation with Workforce Alliance and DCF staff on April 22, 2026. A variety of topics were discussed including the current contact, program operations, intake/orientation process, employability assessments, development of Individual Employment Plans, referral processes, tracking of activities, data collection and integrity, and invoicing.

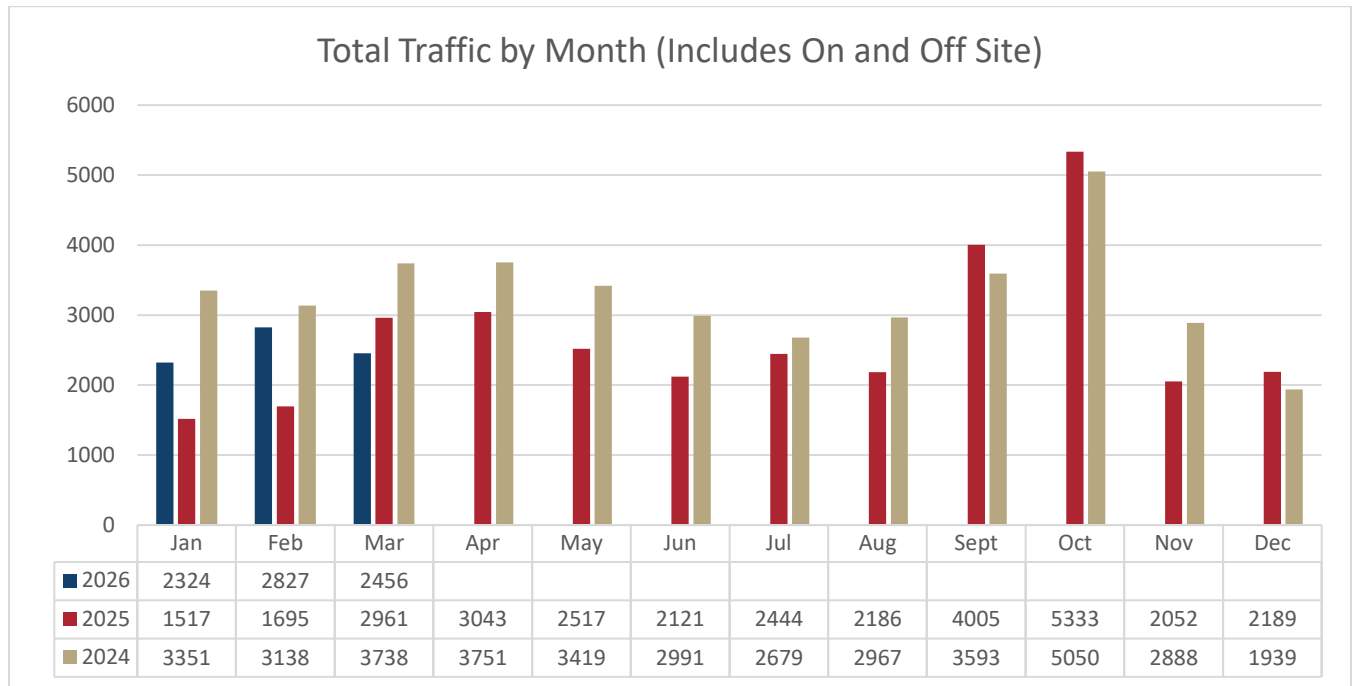
Recommended Action: Receive and file.

Item

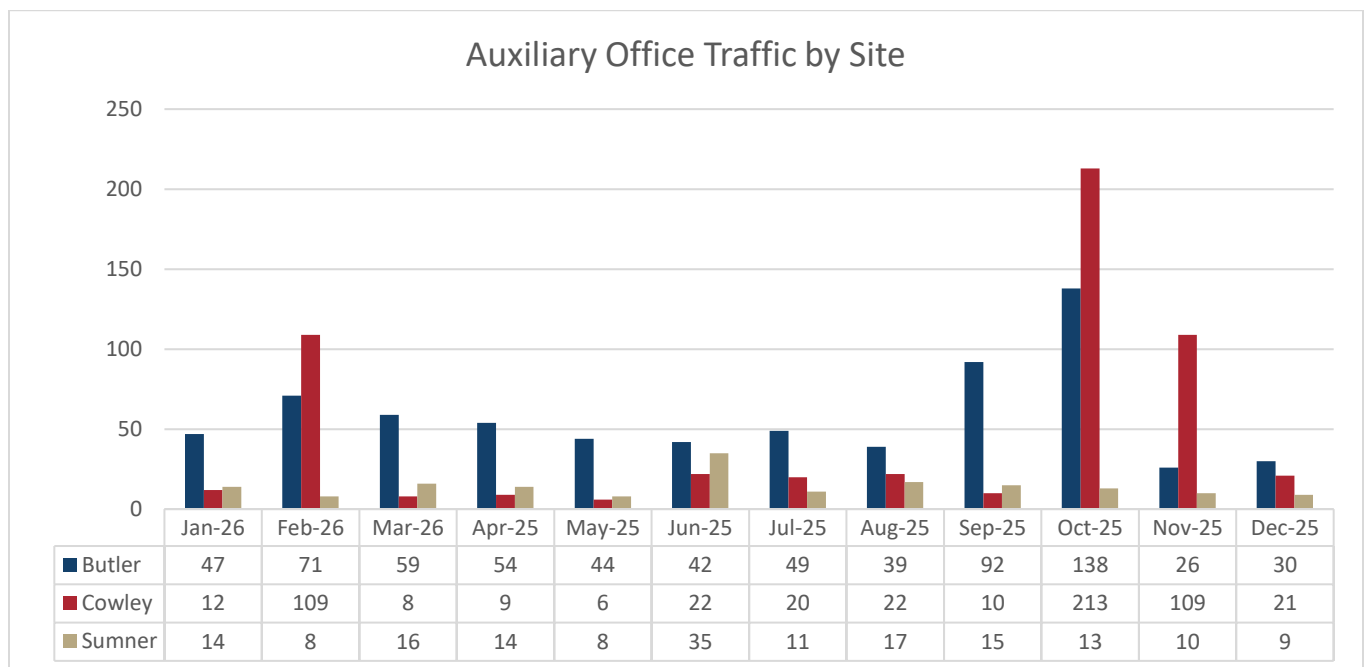
Workforce Centers Operations March 2026 Update

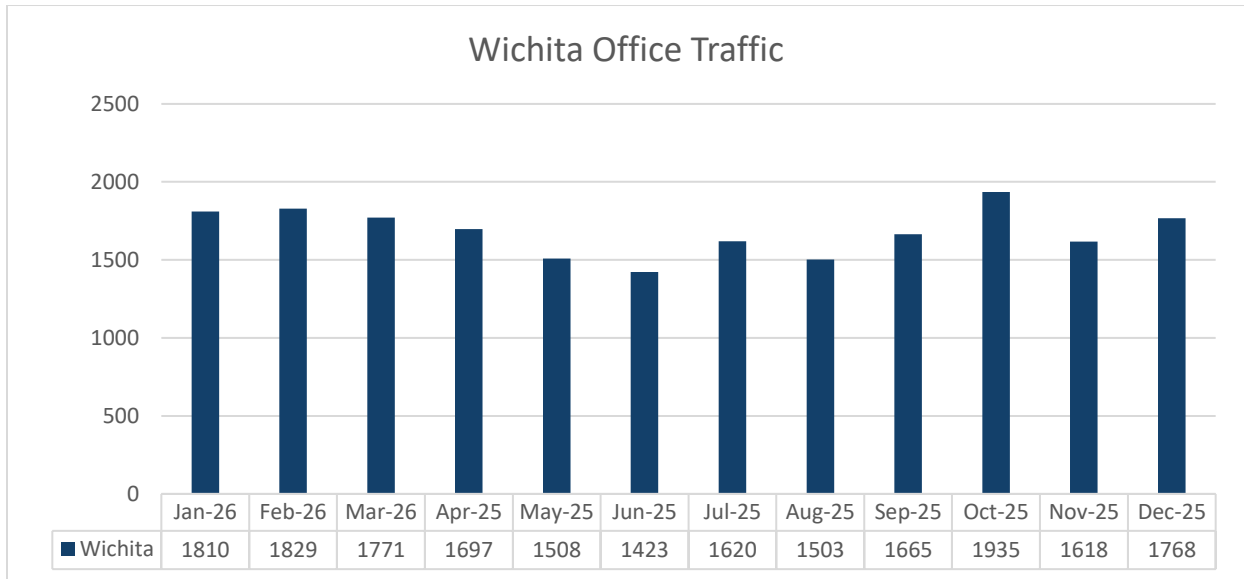
Job Seeker Traffic

The bar graph below provides a visual representation of job seeker traffic through March of 2026. Overall, job seeker engagement at all four centers is steady.



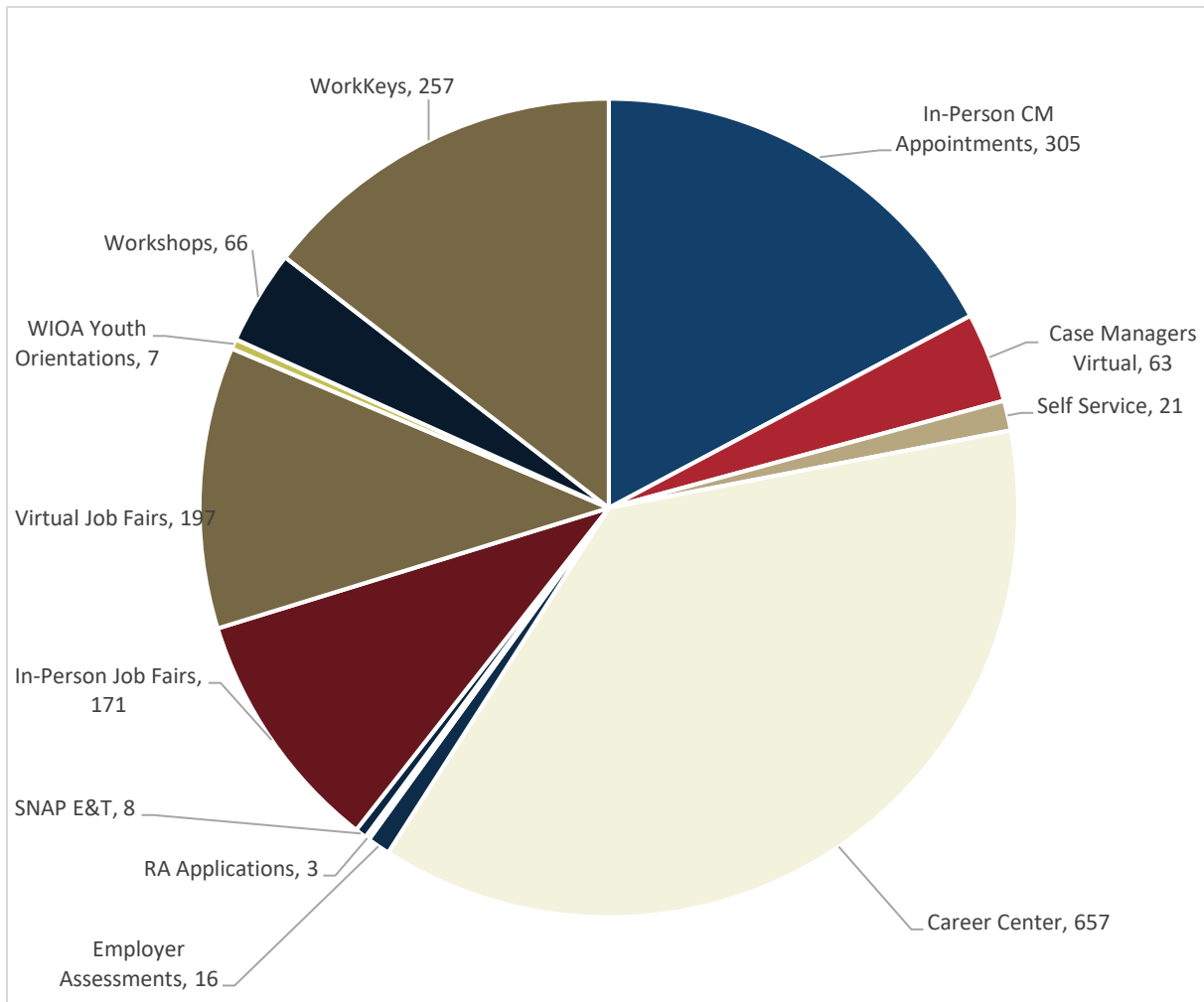
This bar graph offers a breakdown of the job seeker traffic by Auxiliary Offices in Butler, Sumner, and Cowley counties.



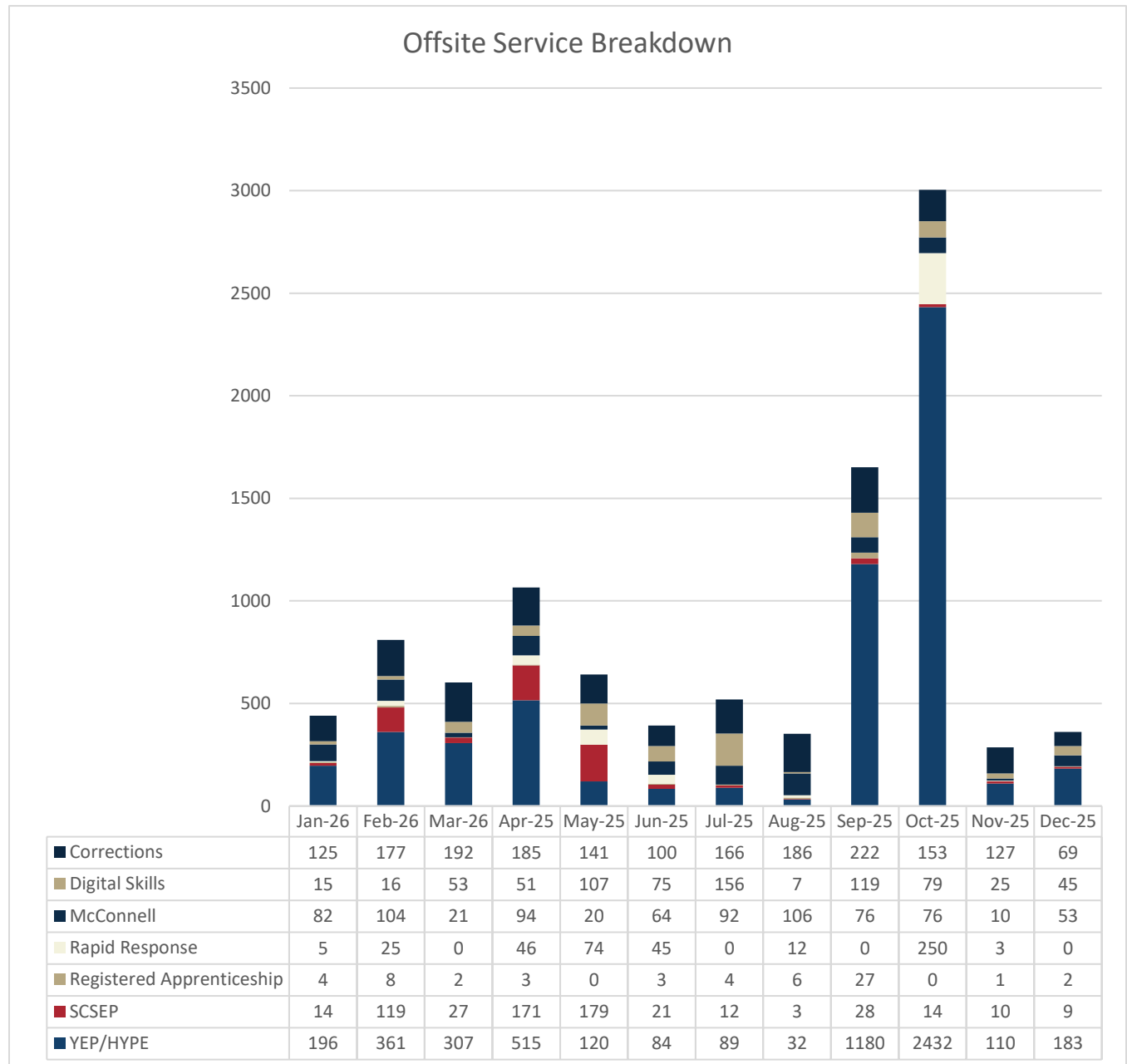


Job Seeker Services

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



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

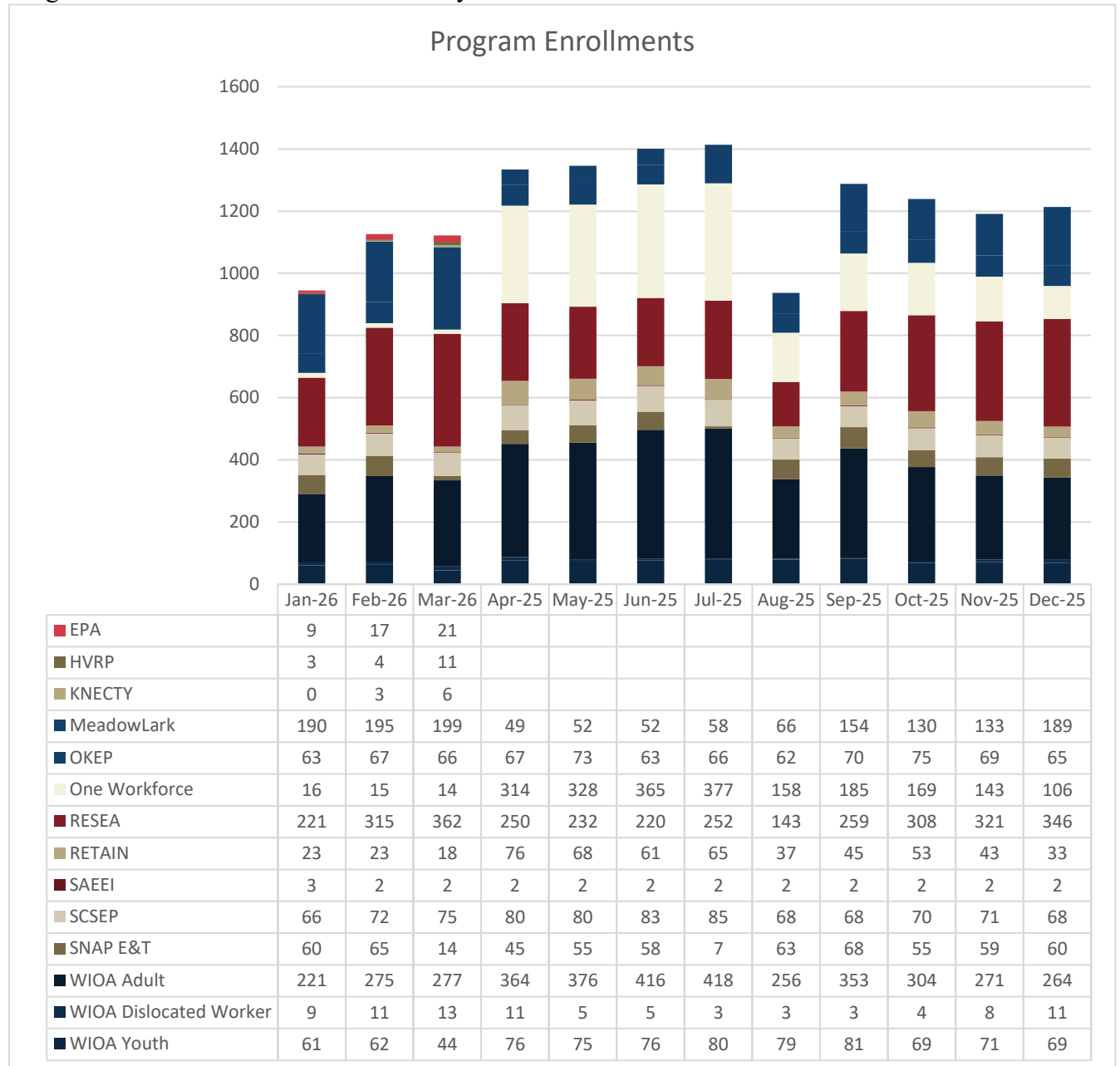


Throughout the last year, the Career Services staff has maintained a vital role in delivering comprehensive support to job seekers. Their unwavering commitment extends to helping job seekers craft effective resumes, conduct mock interviews, navigate job searches, address barriers to employment, and promptly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

In addition to conducting one-on-one appointments, the dedicated workforce center staff actively engages 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.

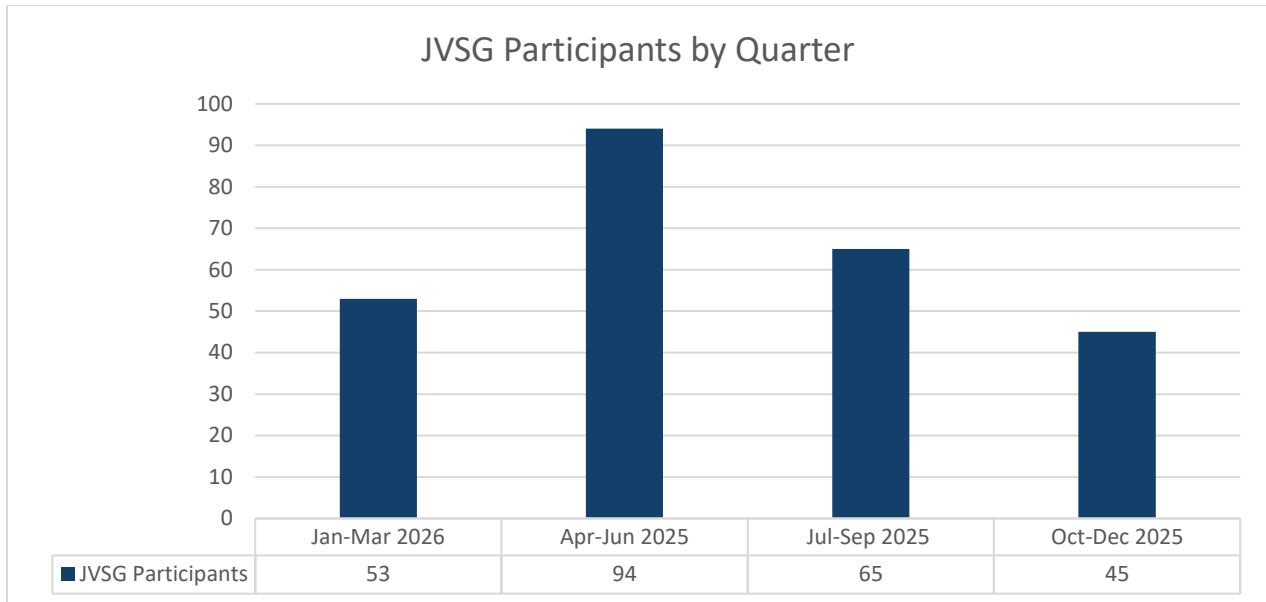
Program Enrollments

Program enrollments have remained steady.



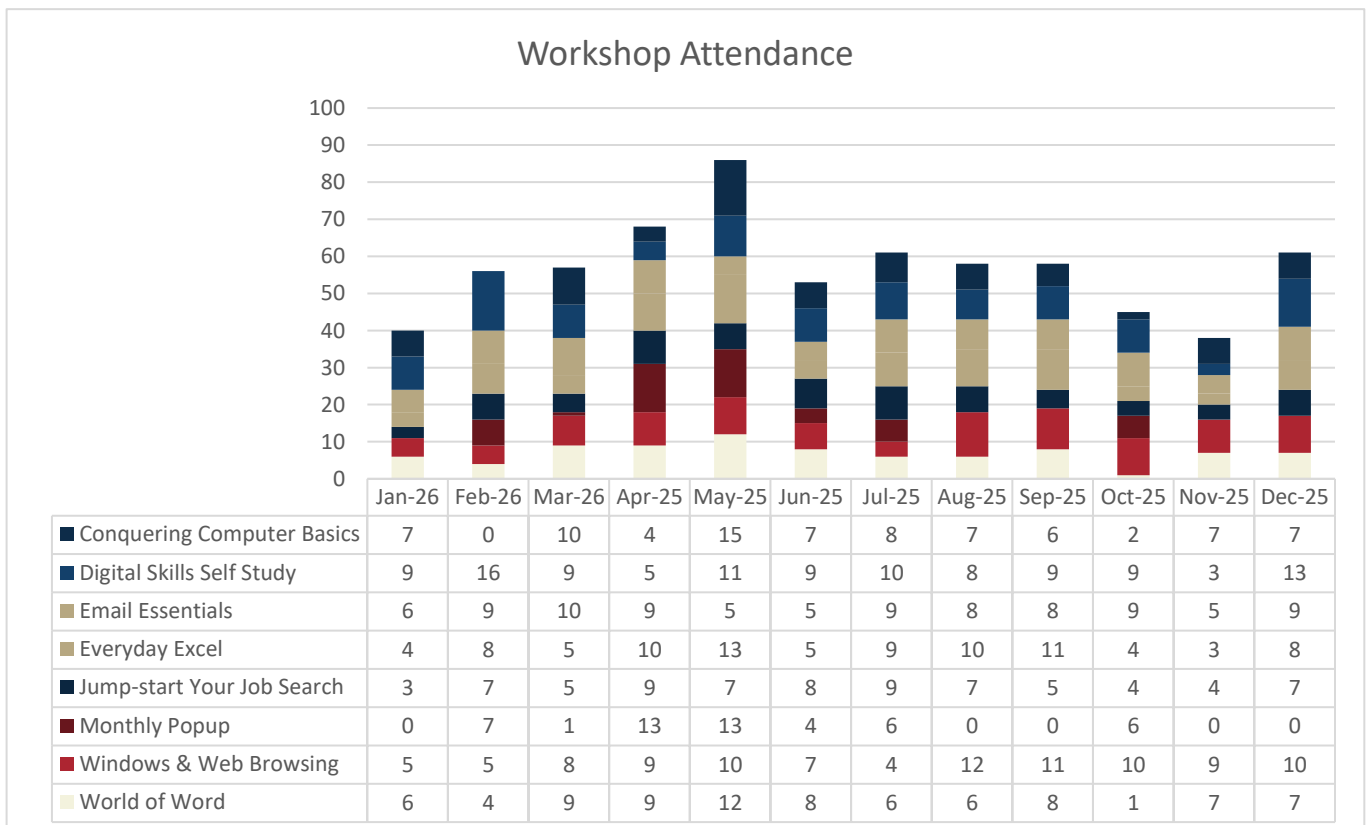
Program Enrollment Glossary

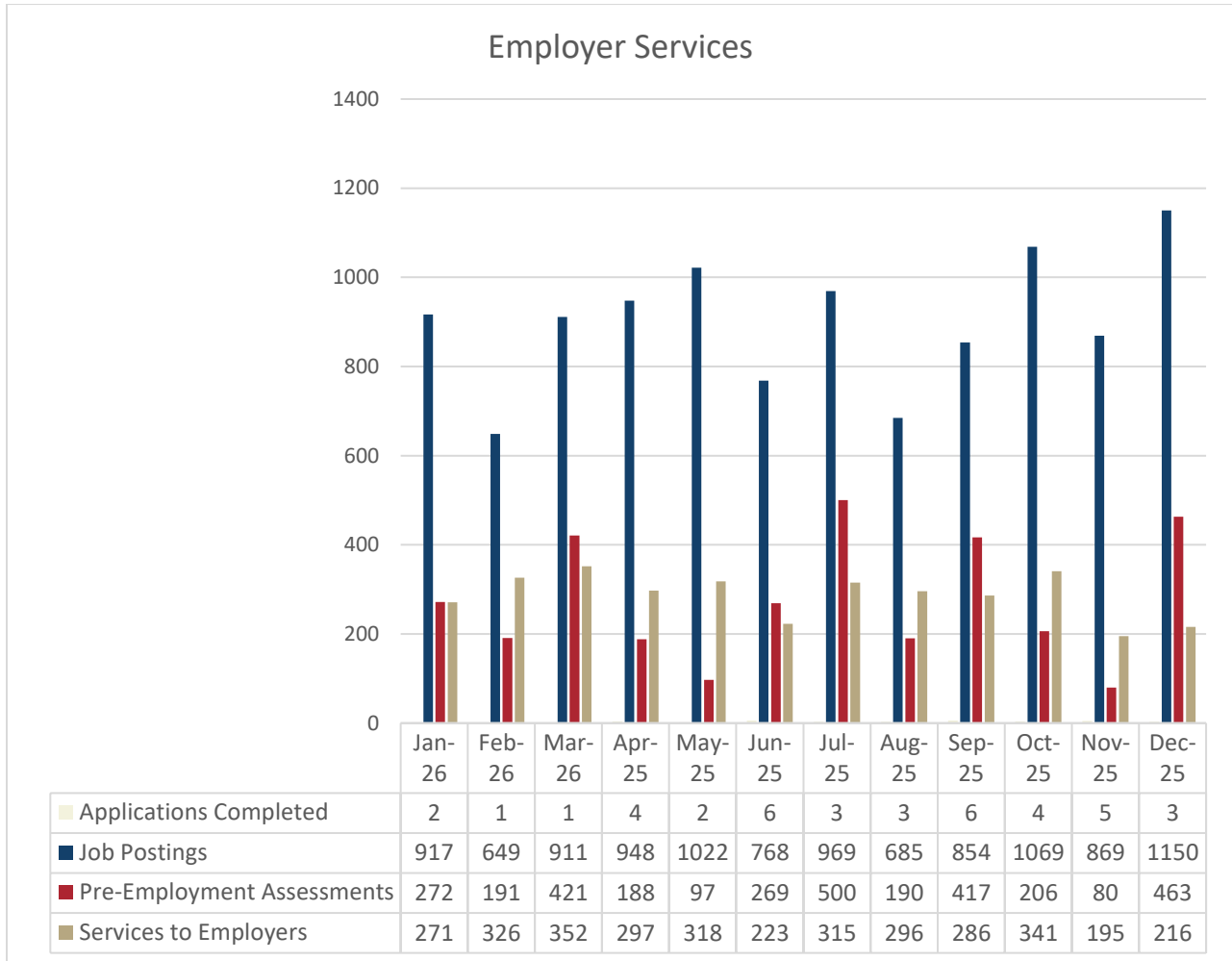
- EPA=EPA Brownfields Job Training Program
- HVRP=Homeless Veterans Reintegration Program
- KNECTY=Kansas Network for Employment and Career Transition for Youth
- MeadowLARK= Leading Apprenticeship Results in Kansas
- OKEP=Older Kansans Employment Program
- RESEA= Reemployment Services and Eligibility 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 March, WA staff delivered 11 digital skills workshops and training sessions, engaging 70 unduplicated participants. Learners continued progress through online learning, with 66 modules initiated and 41 successfully completed. This activity supported the attainment of 41 digital credentials and totaled 173 learning hours, reflecting strong participation and skill development. Partner collaboration brought six new referrals, and WA staff outreached 53 individuals through the digital skills access project. One employment outcome was reported for the month as participants continued building the skills necessary for future workforce success.





Job Fairs

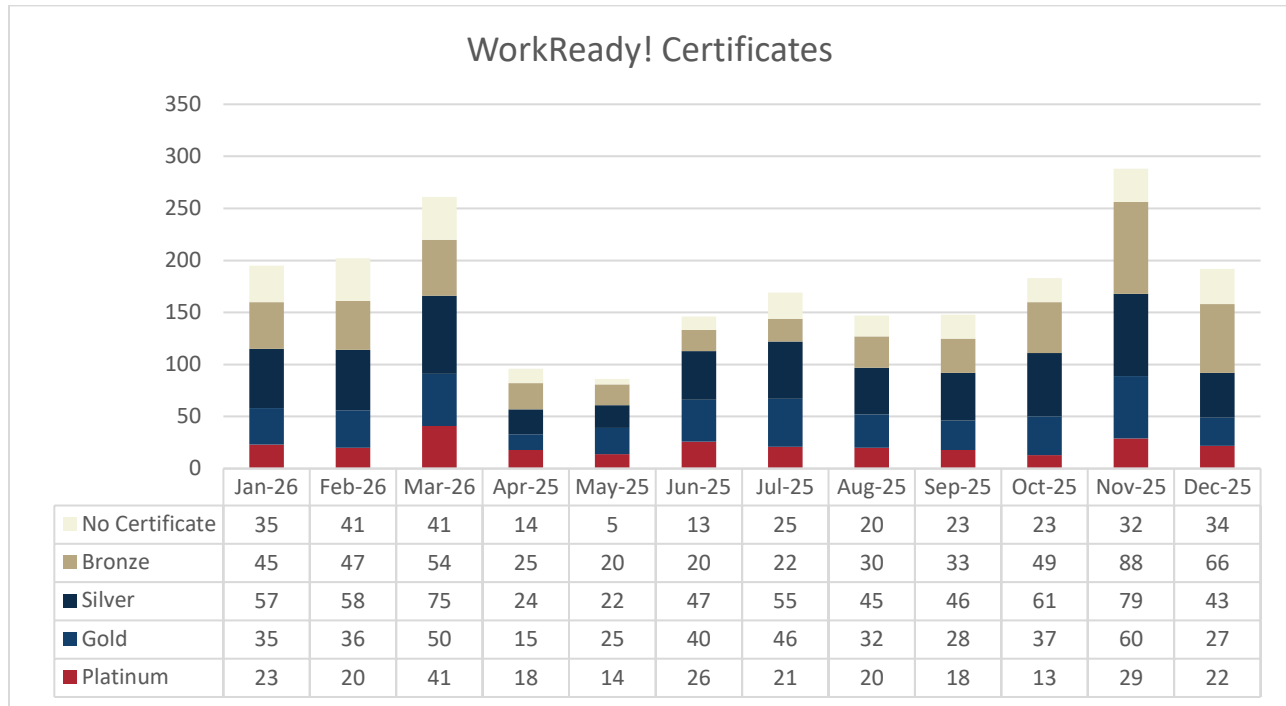
In March, the Workforce Center hosted two in person job fairs in partnership with 24 employers, bringing in 147 job seekers across both events. Additionally, six employers from our local area participated in the statewide virtual job fair, where 191 unique job seekers visited the local area employer booths.

May 7, 2026

Submitted By: Denise Houston

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 19 sessions were offered during the month of March, with 375 job seekers scheduled to complete. The area saw an increase in attendance rate, sitting at 69.6%, with it being at 63.3% in the previous month. A total of 261 participants completed the assessment, and an 84.3% award rate was documented.



One Stop Operator Report

March saw continued training and implementation of duties by the new One Stop Operations staff, Angela Slattery. Activities in the month of March included:

- Scheduled, planned, and sent out invitations for the first Workforce 101 session in quite a while. All the seats for the first session in April are filled. Two additional sessions in May and June are planned.
- Developed a plan for distribution of Goodwill Vouchers with Workforce Center supervisors. Two vouchers were provided to participants in the Pathway Home program who recently released from incarceration.
- Planned and led second monthly all staff meeting
- Attended the Employer Services work group meeting
- Received training on the Level Up Kansas referral process and began addressing referrals
- Reviewed Customer Satisfaction data and reached out to customers who indicated they did not have a good experience
- Continued to shadow front desk and other Workforce Center functions to expand knowledge of the Workforce Center.

Recommended Action

Receive and File.



Workforce Alliance Program Operations and Performance (POP) Committee
Meeting Minutes
January 8, 2026

1. Welcome and Introductions

The Workforce Alliance (WA) Program Operations and Performance (POP) Committee assembled virtually via Zoom. Co-Chair Tony Naylor welcomed Committee members, asked for introductions and called the meeting to order.

2. Workforce Center Operations Update

The One-Stop Operator duties transition, Wichita Workforce Center operations and Request For Proposals (RFP) for the Workforce Center Leased Space were discussed.

Angela Slattery began her role as One-Stop Operator on January 5, 2026. Her first few weeks will include training, shadowing, and learning about the workforce development system.

An in-service for all staff was conducted on October 13, 2025. The day focused on a variety of topics including time management, office etiquette, success stories, generations in the workplace, strategic planning, and phishing. The next staff in-service is scheduled for February 16, 2026.

The Workforce Centers continue to operate under the process of requesting proof of Work Authorization documentation from customers seeking staff assisted services, but are not turning customers away if they do not have the documentation with them.

Traffic numbers for October were discussed, showing an increase compared to the previous year, driven by job fairs and youth employment program activities.

Chad Pettera provided an update on the Wichita Workforce Center Lease RFP. A taskforce of WA Board members and staff were appointed to review five proposals. Upon completion of the evaluation process, proposals were ranked and staff negotiated with the highest-ranked proposer, the landlord of the current location at 2021 N. Amidon. Facility updates have been requested to include security upgrades and space modifications. Staff will make a recommendation to the Executive Committee to approve the new lease at their meeting on January 14, 2026. The current lease continues until June 30, 2026, with plans to consolidate Wichita staff from the Garvey location to the Workforce Center by spring or early summer.

Report was received and filed.

3. Workforce Pell

Janet Sutton provided an update on the new Workforce Pell Grant. In 2025, legislation was adopted that included changes to the Federal Pell Grant Program to allow students to use Pell Grant funds to access short-term high-quality eligible workforce programs that will increase their skills and ultimately lead to in-demand, high-wage jobs. The program is set to start on July 1, 2026, and could have an impact on how Local Workforce Boards implement Workforce Innovation and Opportunity Act (WIOA) funding. The state of Kansas is organizing a work group to include representatives from Local Workforce Boards, the Kansas Department of Commerce and the Kansas Board of Regents to analyze Workforce Pell and its potential impact. Final regulations are currently being negotiated on the federal level and an outline of the program requirements and student eligibility were provided to Committee members. Staff noted that details are still being worked out and the program may require changes to existing training programs to meet the new requirements. Staff will provide updates to the committee on the program as it evolves.

Report was received and filed.

4. WIOA) Adult, Dislocated Worker & Youth Program Performance for Program Year 2025 (PY25)

Denise Houston presented an update on WIOA performance reporting for PY25. Performance charts were reviewed with Committee members. Of note, the Wagner-Peyser program performance had more measures not being met than in past years. This may be due to the significant increases in goals from

federal negotiations with the State over the last two years and some trends staff are seeing across all program areas. At this point in the program year, Local Area IV performance is in line with State. The Senior Community Service Employment Program (SCSEP) performance was impacted due to the government shutdown and no enrollments could be taken.

Staff completed a review and analysis of the Program Year 2024 performance measures in which the sanction level was not met in Local Area IV for the following performance measures: Adult Credential Rate, Dislocated Worker (DW) Credential Rate, and DW Measurable Skills Gain. After review and analysis, staff identified some issues as contributing factors and although not mandated to by the State, proposed an internal corrective action plan.

Marcus Curran (Justin Albert) moved to approve the internal corrective action plan for performance measures Adult Credential Rate, Dislocated Worker (DW) Credential Rate, and DW Measurable Skills Gain. Motion adopted.

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

Janet Sutton presented 17 new training programs from MedCertify.com for additions to the ETP list. MedCertify.com offers online learning with on-demand lectures, learning labs, and opportunities to interact with live subject matter experts. Many, if not all programs include a fee for certification testing. Most of the occupations associated with the training programs exceed the current self-sufficient wage with the exception of Business Administration and show projected growth in our area with the exception of Business Administration and Associate HR Professional. The list is state-wide, and the policy governing it does not require programs to meet a wage requirement nor appear on Demand Occupation lists within all or any local areas. While a program may qualify for training funds in other local areas of Kansas, a program would have to be on the Demand Occupation List and meet self-sufficient wage standards for Local Area IV before it would be eligible for training funds in this Local Area.

Marcus Curran (Erica Ramos) moved to approve the initial programs as presented. Motion adopted.

6. Consent Agenda

Meeting minutes from November 6, 2025 were presented for review and approval.

Marcus Curran (Justin Albert) moved to approve the Consent Agenda as presented. Motion adopted.

7. Announcements

- The One Workforce Grant ends this month and was highly successful in providing training funds for those interested in Advanced Manufacturing and IT/data related fields. The grant had a significant impact on the area's workforce development efforts. A final report including a breakdown of employer participation and training dollars invested will be available next month and be submitted to the Department of Labor.

8. Adjournment

The meeting was adjourned at 12:00.

Present Committee Members

Tony Naylor, Co-Chair

Justin Albert

Marcus Curran

Erica Ramos

Staff/Guests

Amanda Duncan

Denise Houston

Keith Lawing

Shirley Lindhorst

Chad Pettera

Janet Sutton

Tyrone Baker, YMCA

Brian Miles, Bank of America

Angela Slattery, Goodwill

Stephanie Stovall, Youth Horizons

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