

# WORKFORCE CENTERS

of South Central Kansas

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### Local Workforce Development Board (LWDB) Executive Committee Meeting Minutes June 12, 2019 – 11:30 AM

#### 1. Welcome and Introductions

Gabe Schlickau welcomed Committee Members and called the meeting to order. Laeh Dean was introduced; she is an intern that the Bank of America has placed with the Workforce Alliance for eight weeks during the summer.

#### 2. Eckerd Connects One-Stop Services Contract Extension

A request for proposals (RFP) was released and a contract was entered into with Eckerd Connects for the period of July 1, 2017-June 30, 2018 and extended in May 2018 for the period July 1, 2018 through June 30, 2019 to perform the One-Stop Operator duties. The contract has options for annual renewals as long as all parties agree to an extension. The WA will release an RFP for these services for the contract period beginning July 1, 2020. Workforce Alliance (WA) staff have been monitoring the performance of Eckerd. There has been a significant amount of activity supporting partner collaboration, one-stop operations and ongoing implementation of the Workforce Innovation and Opportunity Act (WIOA). Based on this, WA staff recommended the agreement with Eckerd be extended for an additional year. If the Executive Committee supports this action, performance goals will be established in the scope of services as part of the contract extension.

*Mayor Jeff Longwell (Tony Naylor) moved to authorize staff to negotiate goals and enter into a contract extension with Eckerd Connects for Program Year (PY19) July 2019-June 2020. Motion adopted.*

#### 3. Budget for Program Year 2019 (PY19)

The Finance Committee met on May 21st, 2019 to review the budget for PY19 and recommended the proposed budget to the Executive Committee. Funding for the WIOA programs at the federal level will have a \$3.5-million-dollar increase for PY19. WIOA funding for the State of Kansas for Adult, Dislocated Worker and Youth programs are decreasing across all funding streams based on the WIOA allocation formula. Adult is decreasing from \$4.3 to \$3.9 million, Dislocated Worker is decreasing from \$4.67 million to \$4.618 million and Youth funding is decreasing from \$5.17 to \$4.66 million. The WA will receive a \$408,000 decrease in funding from the previous year. The Committee questioned the reasons for the continued decrease in allocations; staff explained that the formula to determine allocations needs to be reviewed as well as Congress needs to allocate what is authorized. A draft budget was presented to the Committee. Staff is projecting to transfer approximately \$130,000 from the Adult to Dislocated Worker program to maintain the current caseload allocation. Carryover funding in the Adult program is significant, and is very important to the budget for PY19. WIOA funding next year is approximately 3.461 million or 45% of the budget, the lowest in many years. The WA has 18 different funding streams with WIOA making up five of those streams. Wages will increase \$521,000 in PY19; some of the increase is due to pay increases, but most of the increase is related to new grants that fund specific positions: RETAIN, Youth Employment Project (YEP) and Midwest Urban Strategies dislocated worker grant. The other significant changes are the client services line items. While WA is maintaining a 37% allocation in direct client services, those funds will largely come from specific grants, and not WIOA. Gabe Schlickau asked if there is a model/goal/best practice percentage for direct client services. Mayor Longwell suggested that those services be tracked in-house and then presented to state and elected officials in the future. WIOA funding will barely support the current one-stop centers and staff is analyzing the centers' costs for additional operations savings. Internal operations are being reviewed to see what changes can be made. Most of the Kansas Local Areas received a decrease in their funding with the exception of LAIII in the Kansas City area, which received an increase. Staff will request a review of the formula from the state.

*Kathy Jewett (Mayor Jeff Longwell) moved to recommend budget to the Chief Elected Officials Board (CEOB), with authorization to staff to make final changes once carryover funding is known. Motion adopted.*

#### **4. Demand Occupations List**

It is an annual function for the Workforce Alliance Local Workforce Development Board (LWDB) to review and update the Demand Occupation List. This list identifies occupations that are in demand and are eligible for WA training funds. Staff has researched current labor market trends, surveyed staff, employers, Board members, and reviewed regional initiatives to determine occupations in demand in Local Area IV. This list was presented to the LWDB Program Operations and Performance (POP) Committee on May 2, 2019. For Program Year 2019 (PY 19), staff recommends retaining all the current occupations on the approved training list. Staff also recommends adding Supply Chain Managers, Software Developers, Chefs and Head Cooks, and Emergency Medical Technicians/Paramedics to the list. These recommendations are based on the staff, employer, and Board surveys and a review of labor market information. The POP Committee suggested adding a Supply Chain/Logistics Analyst/Specialist. Staff is reviewing and will follow up with details needed for inclusion. The occupations proposed all have increasing growth projections through 2026. The results of the surveys indicates the majority would like to keep the occupations currently on the list. There were several suggestions on occupations to add and those suggestions were evaluated when making the recommendation of additions to the list. The proposed PY 19 Demand Occupation List was presented to the Committee as well as the results of the surveys, Sector Career Pathways, a recent report on individuals in training.

*Mayor Jeff Longwell (John Weber) moved to approve the Demand Occupation List for Program Year 2019. Motion Adopted.*

#### **5. Workforce Innovation and Opportunity Act (WIOA) Performance**

For WIOA Adult, Dislocated Worker, and Youth (PY18), Local Area IV (LAIV) is good for annual PY18 performance and is very close with overall State performance. LAIV is projected to meet the goal on five measures, exceed the goal on four measures, and not meet the sanction level on two measures. The two measures LAIV is projected to not meet are the Adult Median Earnings and the Youth Credential Attainment measures. The State is projected to meet the goal for four measures, exceed the goal on five measures, and not meet the sanction level on two measures. The measures the State is not meeting the sanction level on are the same as LAIV. For Wagner Peyser (PY18), Local Area IV is projected to exceed the goal for all three measures in the fourth quarter. Final performance numbers for PY 18 will be reported in October.

Staff is in the process of analyzing youth operations in light of consistent subpar performance due to the emphasis under WIOA of serving out of school youth ages 14 through 24. The Youth Credential Attainment can only be met by attaining the credential and then going on to attend school or gain employment. Jennifer Hughes asked for clarification on what qualifies as a credential. Credentials are any industry recognized certificate, degree or GED. Other Local Areas have better performance measures than LAIV and those models are being reviewed. If staff feels modifications to the operation of the WIOA Youth Program in LAIV would improve performance, recommendations will be presented to the Executive Committee in September for consideration.

*Report was received and filed.*

#### **6. Consent Agenda and Committee Reports**

Minutes from the April 10, 2019 meeting, Workforce Center Operations Update for May, PY18 Budget Report, One-Stop Operator Report, WIOA youth service contract extensions for multiple providers and an on-the-job training contract for HM Dunn Aerosystems were presented to the Committee for review and/or approval.

*Jennifer Hughes (Kathy Jewett) moved to approve the Consent Agenda as presented. Tony Naylor, Wichita Electrical Training Center and Pat Jonas, Cerebral Palsy Research Foundation abstained from the vote. Motion adopted.*

#### **7. Other Business**

- The Workforce Alliance was chosen to be the recipient of the United Way Spirit of Caring Award. This is the third time in four years that the WA has won this award. Chair Gabe Schlickau congratulated staff on the achievement and their hard work.

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- The NAWB Board of Directors will have their 3<sup>rd</sup> quarter meeting July 17<sup>th</sup> through 20<sup>th</sup> in Wichita. Tours of XLT Ovens, Spirit and WSU Tech are planned. LWDB members will be informed as to networking opportunities with this group.
- The Chief Elected Official Board (CEOB) will meet in July to update LWDB member terms and appointments. This is typically done in June; however, addressing CEOB issues from the State's monitoring report delayed the process. Current LWDB members whose terms expire on June 30 remain on the Board until they are replaced or resign. Reappointment letters to Board members with expiring terms will be sent soon.
- Camp HYPE (Helping Youth Prepare for Employment) began on July 10<sup>th</sup>; 22 youth are enrolled. The youth are participating in soft skills courses and taking tours of business and industry in order to gain knowledge of the breadth of job skills needed within a certain business. The youth can earn up to \$250 for the week-long camp depending on how much of it they participate in. A second camp is scheduled for July.
- Governor's Education Council will meet July 25<sup>th</sup> in Wichita. An agenda will be shared with LWDB members will be invited to participate. Another visit of the Council is being planned so that members can tour business and industry with the goal of imparting a sense of urgency about what employer needs are in the region.
- Gabe Schlickau's term as chair of the LWDB ends on June 30 and Jennifer Hughes will become the new chair. Keith Lawing thanked Gabe for all of his time, commitment and service to the Board.
- The Workforce Innovation Conference: Building Partnerships to Address the Future of Work is scheduled for October 7<sup>th</sup> and 8<sup>th</sup> at the Hyatt in Wichita. The event is hosted by the Kansas Department of Commerce and Kansas Board of Regents. LWDB members interested in attending the conference should contact Keith to be registered.

**8. Adjourn (12:35)**

LWDB Executive Committee Members

Gabe Schlickau, Chair  
Jennifer Hughes, Vice Chair  
Kathy Jewett  
Pat Jonas via phone  
Mayor Jeff Longwell  
Tony Naylor  
John Weber

Staff/Guests

Keith Lawing  
Tisha Cannizzo  
Laeh Dean, Bank of America intern  
Amanda Duncan  
Shirley Lindhorst  
George Marko  
Chad Pettera  
Laura Rainwater  
Erica Ramos