



Workforce Alliance
Executive Committee Meeting Minutes
Wichita Workforce Center and ZOOM
June 12, 2024 – 11:30 AM

1. Welcome and Introductions

The Workforce Alliance (WA) Executive Committee met on June 12, 2024 at the Wichita Workforce Center and virtually via ZOOM. Chair Jeff Longwell welcomed Committee members and called the meeting to order. Lindsay McWilliams, Laura Ritterbush, Chris Stanyer and Lauren Soliday with Goodwill, the WA's new one-stop operator, were introduced.

2. One Stop Operator Transition

An update was provided on the partnership with the WA and Goodwill Industries of Kansas for one-stop operations. Goodwill staff were present in person and via Zoom to participate in the discussion. WA, Goodwill and Kansas Department of Commerce staff met last week to discuss the partnership and One-Stop Services Integration policy. Goodwill will work to prioritize partnership collaborations, outcomes and customer experience. Goodwill has offered Title II services under WIOA (Workforce Innovation and Opportunity Act) for years and their staff feel that it is a good fit to take on this role. Lindsay McWilliams with Goodwill was introduced as the new one stop operator manager for the WA. She has been meeting with supervisors, shadowing staff and learning policies and governance. Goodwill has similar operations around the country as a one-stop operator. A possible site visit or virtual connection could be made with some of these areas for opportunities to learn. The One-Stop Operator partnership with Goodwill will be formally announced and acknowledged in September or October in conjunction with the Wichita Workforce Center's 10 year anniversary at its current location.

Report was received and filed.

3. Workforce Center Services One Stop Services Integration Policy

With the WA finalizing the partnership agreement for One Stop Operator services with Goodwill, staff felt it was a good time to update the Local Area IV (LAIIV) Workforce Center Services One Stop Services Integration Policy. This is not a new policy as the WA has operated in an integrated service model for many years; therefore, these are updates to that policy. The policy addresses the overlapping duties and responsibilities across the various workforce programs that operate out of the workforce center and strives for them to function together as a more singular unit. This policy lays out that process and includes some language that addresses levels of responsibilities and the supervisory partnerships. The organization needs to continue to evolve how services are delivered so ideally, this policy provides staff the ability to continue to do that. The draft policy was sent to Committee members prior to the meeting for review and comment. The draft was shared with all WA Workforce Center staff and community partners and posted through all WA social media tools. The WA accepted public comments on the policy from May 9, 2024 to June 10, 2024; no comments were received.

Michele Gifford (Scott Stiles) moved to approve the Local Area IV Workforce Centers One Stop Services Integration Policy and recommend for WA Board and CEOB for adoption. Motion adopted.

4. Workforce Alliance Operating Contract Approvals

An agreement for monitoring services and contract extensions for leases and WIOA Youth program providers was presented and reviewed by Chad Pettera. Contract extensions include leases for the Wichita and Butler Workforce Centers, WIOA Youth program providers (Allied Health Career Training, Butler Community College, CPRF, Heartland Welding Academy, Pyxis, Whiteline CDL Training, Wichita



Technical Institute, WSU Tech, Amber DiNapoli Counseling, 160 Driving Academy) as well as WIOA program monitoring by Regier, Carr, and Monroe, LLP. Longwell asked if there is room at the Wichita Workforce Center for expansion and if it is needed. Lawing responded that staff do not see the need for additional space in the immediate future.

Kathy Jewett (Tony Naylor) moved to authorize the contract extensions as presented. Pat Jonas, CPRF abstained from the vote. Motion adopted.

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

WIOA tasks the Board with setting an economic self-sufficiency standard for the Local Area and the WA determined that the self-sufficient wage would be reviewed annually with the Demand Occupations. The Program Operations and Performance Committee (POP) Committee reviewed information provided by staff at its meeting on May 2, 2024. The standard is based on the MIT Living Wage index for the Wichita Metro Statistical Area, which has increased significantly since last year from \$15.60 an hour to \$19.31. Increasing the wage standard to this level could result in some training programs not being eligible for WIOA funding. Additional data was requested regarding the impact raising the wage may have on Occupational Skills Training, On-the-Job Training, and Incumbent Worker Training projects funded by the WA. Options for a smaller percentage increases were discussed and staff gathered data at the direction of the POP Committee for presentation to the Executive Committee that shows results to programs based on wage standard increases of 3.5%, 5% and 10%.

If the standard were changed to match the index the following Demand Occupations would be removed: Composite Fabrication & Repair, Industrial Maintenance Technician, Machine Tool Operator-Metal & Plastic, Tooling, Construction Technology/Trades/Laborer, Acute Coding/Medical Billing, Certified Medication Aide, Medical Assistant, Pharmacy Technician/Pharmacy Aide and Fire Science/Firefighters. If the standard was is increased by 10%, 5%, or 3.5%, only Certified Medication Aide would be removed, but under the current policy it possible that staff could provide an exception if a customer was interested in this training program. Of the 129 in on-the-job training (OJT) from January 1, 2022 to May 9, 2024, the number that would not meet the wage requirement for starting OJT wages would be 68 if increased to \$19.31 an hour, 28 if increased by 10% and 17 if increased by 5% or 3.5% an hour. The policy does provide for career laddering for the wage if it can be attained in six months. Of the 238 in incumbent worker training from January 1, 2022 to May 9, 2024, the number that would not meet the anticipated wage at training completion would be 33 if increased to \$19.31 an hour, 16 by 10%, 9 by 5% and 8 if increased by 3.5%.

Chair Longwell was concerned about raising the wage at this time due to the potential loss of training that could be provided. Committee members acknowledged that an increase probably needs to be made; however, raising the wage to the full amount is too much at one time. Staff acknowledge that there is interest to keep wages up with inflation and to push employers to keep pace. Staff will do more research and analysis through labor market analytics and other sources. Lawing suggested that the Committee direct staff to research the impact of a 3.5% increase and provide that information and a recommendation to the POP and Executive Committees in advance of the board meeting on July 24th for action to be taken at that time.

No action was taken on this item. Staff are preparing more information to present to the Committee.

6. Program Year 2024 (PY24) Budget Presentation

The Finance Committee reviewed the budget at its meeting on May 28, 2024 and recommended approval to the LWDB and the Chief Elected Officials Board (CEOB).

Chad Pettera provided a review of the current budget for the program year ending 2023 (PY23) through the end of April; 29% of the budget remains for the rest of the budget year ending June 30th. Pettera



highlighted the Outreach and Capacity Building line item in the non-WIOA funding budget, which is overspent mainly due to a payment to Roadtrip Nation that was billed late; staff are not concerned as there is ample funding remaining overall. All items are in line with what staff would expect for this time period year to date and on track to carryover funds into next year.

Pettera presented the proposed PY24 budget, which includes all current funding streams WIOA (Adult, Dislocated Worker (DW) and Youth programs) and non-WIOA funds. WA received its planning allocation for WIOA programs for the program/fiscal year that starts July 1, 2024. Funding for the WIOA Title I programs at the federal level remains fairly steady with a decrease of approximately .7% mostly due to decrease in funding for the DW program. The State received a decrease of 8% to 9%, which is an ongoing trend. The WA is receiving the largest cut of all the local areas of about \$360,000 a decrease of about 9%. The WA does not rely on WIOA funding alone and a review was provided on other revenue sources that the WA has through grants and other funding sources. There will be carryover dollars of about \$968,000 available and with WIOA funds and other revenue sources approximately \$9.6 million revenue for next year. The PY23 expenditures for the organization are decreasing next year mainly due to a decrease in wages and education and training costs (primarily due to the loss of the Midwest Urban Strategies DW and Pathways Home grants). The budget allocates 62% for operations and overhead and 38% direct client expenses such as work experiences, on-the-job training, incentives, education and training, and supportive services.

Supplemental information was provided to the Committee on funding that has been paid to training providers, educational partners, registered apprenticeships, supportive services and employers for training over the years.

Scott Stiles (Michele Gifford) moved to recommend approval of proposed Program Year 2024 (PY24) budget to the WA Board and CEOB and direct staff to make adjustments to include final carry over. Motion Adopted.

7. **2024 Community Impact Projects**

The Bank of America presented the WA with a check for \$30,000 to help support the YEP Program. The presentation was made at the Wichita Workforce Center and Mayor Wu was in attendance. Amanda Duncan presented an update on YEP activities. The HYPE career camps are currently underway and many have signed up for camps during the summer. Five interns are working with the WA this summer in partnership through the City of Wichita's Way to Work program.

The grant from the City of Wichita to support Home Base Wichita (HBW) expires on June 30, and the WA is requesting a no-cost extension and proposing to return approximately 20% of the grant award since the strategy around on-the-job training was underutilized. This will take City Council action to modify the contract and the WA is working with the City and community partners to encourage approval. If the extension is not approved, the program will continue, but be more challenging. Staff are working with Sedgwick County and State of Kansas on a possible grant in 2025. Results for HBW have been good for job assistance and placement.

The WA obtained grants through its membership with Midwest Urban Strategies (MUS). These grants were overspent by MUS and staff had to find other funds to maintain staff and serve customers that had already been enrolled in training. The WA will no longer be a member of MUS. Staff are preparing information to share with the Board.

Staff are working to obtain a one year, no cost extension of the One Workforce Grant and are also working with community partners on a strategy for sustainability of the program for the future. A list of the companies served by the grant and outcomes were shared with the Committee.

Reports were received and filed.



8. Consent Agenda

Meeting minutes for May 8, 2024, Spring 2024 Skills Training Report, change to Youth Customer Incentives policy, Demand Occupation List for Program Year 2024, Operations Report and on-the-job training (OJT) contracts for Etezazi Industries, Kaman Composites and Vermillion Inc. were presented to the Committee for review and approval. A change to the Youth Customer Incentives policy is being requested to expand rewards to participants who are career ladder and gaining several credentials in succession. The goal is to further incentivize WIOA Youth participants to gain occupational credentials. *Kathy Jewett (Michele Gifford) moved to approve the Consent Agenda as presented. Motion adopted.*

9. Announcements

- Spirit AeroSystems Layoffs - 300 layoffs will occur June 20th. The WA is offering Rapid Response exit meetings and services. The WA will hold a job fair for impacted workers on June 2nd.
- ICT Child Care Entrepreneurs Summit – An employer lunch and learn is scheduled for Saturday, 7/27 from 11:30 to 1:15 at Wichita State University. The event is sponsored by the National League of Cities and the WA is a partner with the City of Wichita and Child Start Inc. The lunch and learn is designed to help employers understand best practices on supporting workers seeking child care, and to learn about employer tax credits from the State of Kansas.
- The annual Jobs FORE Youth golf tournament is scheduled for Thursday, September 19th at Hidden Lakes Golf Course. Sponsorship and registration information will be sent out to previous and prospective sponsors next week. Funds raised from the event support the WA’s Youth Employment Project (YEP).

10. Adjournment

The meeting was adjourned at 12:48 PM.

Attendees:

LWDB Executive Committee Members

Rod Blackburn via Zoom
Michele Gifford
Kathy Jewett
Pat Jonas via Zoom
Jeff Longwell
Alana McNary via Zoom
Tony Naylor
Scott Stiles

Staff/Guests

Marcy Aycock
Amanda Duncan
Denise Houston
Keith Lawing
Shirley Lindhorst
Mary Mann
Chad Pettera
Janet Sutton
Jennifer Baysinger, Senator Roger Marshall’s Office
via Zoom
Lindsay McWilliams, Goodwill (OSO)
Erica Ramos, Kansas Dept. of Commerce
Laura Ritterbush, Goodwill via Zoom
Lauren Soliday, Goodwill
Chris Stanyer, Goodwill