



**Workforce Alliance (WA) Executive Committee  
Meeting Agenda  
Wichita Workforce Center - 2021 N Amidon, #1100  
Wednesday, June 12, 2024 • 11:30 a.m. – 1:00 p.m.**

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1. **Welcome and Introductions:** Jeff Longwell (11:30)
2. **One Stop Operator Transition:** Keith Lawing (11:35)  
*An update will be provided on the partnership with Workforce Alliance and Goodwill Industries of Kansas for one-stop operations.*  
**Recommended Action:** Receive and file.
3. **Workforce Center Services One Stop Services Integration Policy:** Janet Sutton (11:50) (pp. 2-10)  
*The Local Area IV One Stop Customer Services Integration Policy is being modified and updated and was released for public comments on May 9, 2024.*  
**Recommended Action:** Approve the Local Area IV Workforce Centers One Stop Services Integration Policy and recommend for WA Board and CEOB.
4. **Workforce Alliance Operating Contract Approvals:** Chad Pettera (12:00) (pp. 11-15)  
*An agreement for Monitoring services and contract extensions for leases and WIOA Youth program providers will be presented and reviewed.*  
**Recommended Action:** Authorize contract extensions as presented.
5. **WIOA Adult, Dislocated Worker and Youth Program Policies: Self-Sufficient Wage Review:** Janet Sutton (12:05) (pp. 16-17)  
*The Workforce Innovation and Opportunity Act tasks Local Workforce Development Boards with setting an economic self-sufficiency standard for the local area.*  
**Recommended Action:** Take appropriate action.
6. **Program Year 2024 (PY24) Budget Presentation:** Chad Pettera (12:15) (pp. 18-28)  
*Staff are presenting a proposed budget for Program Year 2024.*  
**Recommended Action:** Recommend approval of proposed budget to the WA Board and CEOB, direct staff to make adjustments to include final carry and report updated budget to Executive Committee no later than August 1, 2024.
7. **2024 Community Impact Projects:** Keith Lawing (12:30) (pp. 29-35)
  - A. Youth Employment Project (YEP)
  - B. Home Base Wichita
  - C. One Workforce Grant**Recommended Action:** Take appropriate action.
8. **Consent Agenda:** Keith Lawing (12:45)
  - A. Approval of Meeting Minutes for May 8, 2024 (pp. 36-37)
  - B. Spring 2024 Skills Training Report - Attachment
  - C. Demand Occupation List for Program Year (pp. 38-40)
  - D. Policy Change-Youth Customer Incentives (pp. 41-43)
  - E. Operations Report (pp. 44-48)
  - F. On-the-Job Training (OJT) Contracts: Etezazi Industries, Kaman Composites & Vermillion Inc. (pp. 49-51)**Recommended Action:** Approve the Consent Agenda as presented.
9. **Adjourn:** Jeff Longwell (1:00)

*The next WA Executive Committee Meeting is scheduled for Wednesday, July 10, 2024 at 11:30 a.m.*

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

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

June 12, 2024

Submitted By: Keith Lawing

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**Item**

## Workforce Centers One Stop Services Integration Policy

**Background**

The vision of the Workforce Innovation and Opportunity Act (WIOA) is for the workforce system to increase program collaboration at the federal, state, and local level to ultimately integrate all available programs and services to job seekers and businesses through American Job Centers (AJC). WIOA established the Local Workforce Development Boards (LWDBs) and the state of Kansas charged them with designating, overseeing, and continually operating the workforce centers in each of the local areas in the state, including the integration of programs under the “One-Stop” model. Additionally, the LWDBs have the responsibility to ensure employment and training programs in their communities operate at a high level of quality and satisfy the expectations and needs of their customers. State policy encourages LWDBs to design, implement, and seek to continuously improve a demand-driven, skills-based, service plan that includes enhancements to customer flow and service delivery that supports and advances the integration of employment and training services<sup>1</sup>. According to State policy, the LWDBs functionally manage all one-stop programs.<sup>2</sup> The LWDB serving six counties designated as Local Area IV in the Wichita, Kansas region is the Workforce Alliance of South Central Kansas (WA).

**Analysis**

The WA first adopted a customer service integration policy for one-stop workforce center operations in 2007. From 2006 to 2016 the WA was granted a waiver from the Governor to serve as the One-Stop Operator (OSO) in Local Area IV. The passage of WIOA in 2014 limited the ability of LWDB to serve as the OSO, and the WA entered into a contract with Eckerd Connects in 2016.

The WA is finalizing the partnership agreement for OSO services with Goodwill and beginning July 1, 2024, and a part of the transition process is to update the Local Area IV One Stop Customer Services Integration Policy.

The draft policy was reviewed by the Executive Committee at its May meeting. The draft has been shared with all WA Workforce Center and community partners and posted through all WA social media tools. The WA accepted public comments on the policy from May 9 through June 10. No public comments have been received. The final policy will be presented for adoption to the WA Board at the July 24 meeting.

**Recommended Action**

*Approve the Local Area IV Workforce Centers One Stop Services Integration Policy and recommend for WA Board and CEOB.*

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<sup>1</sup> KW policy 5-22-00, pg. 1

<sup>2</sup> KANSASWORKS (KW) policy 5-22-22, pg. 3



## Workforce Alliance of South Central Kansas KansasWORKS Workforce Centers One Stop Services Integration Policy



When enacted in 2014, the vision of the Workforce Innovation and Opportunity Act (WIOA) was to redesign the workforce system to increase program collaboration at the federal, state, and local level to ultimately integrate all available programs and services to job seekers and businesses through American Job Centers (AJC). WIOA established the Local Workforce Development Boards (LWDBs) and the state of Kansas has charged them with designating, overseeing, and continually operating the workforce centers in each of the local areas in the state, including the integration of programs under the One-Stop model. Additionally, the LWDBs have the responsibility to ensure employment and training programs in their communities operate at a high level of quality and satisfy the expectations and needs of their customers.

State policy encourages LWDBs to design, implement, and seek to continuously improve a demand-driven, skills-based, service plan that includes enhancements to customer flow and service delivery that supports and advances the integration of employment and training services<sup>1</sup>. According to State policy, the LWDBs functionally manage all one-stop programs.<sup>2</sup> The LWDB serving six counties designated as Local Area IV in the Wichita, Kansas region is the Workforce Alliance of South Central Kansas (WA).

To best leverage resources and align services from the **KANSASWORKS** Workforce Centers in Local Area IV, a customer service integration strategy will be implemented by the one-stop partners. The goal of the service integration model is to provide high quality services to employers and job seekers, even when faced with limited resources. Through an integrated services model, the local workforce system will operate programs based upon unified purposes, goals, and policies and will be better positioned to meet the needs of customers - job seekers and employers.

Employers are recognized as the primary customer for the Workforce Alliance in order to better serve job seekers. The intent of the One Stop service integration model is to coordinate employer engagement in a partnership strategy to support employment goals and program outcomes for one-stop partners. It is also a way to improve services to employers and increase engagement of the business community in the public workforce system.

WIOA implemented common performance measures across workforce programs. Programs are operating with the same goals for the participants they serve, with the end goal of long-term self-sufficiency for job seekers. Integrated services ensure job seekers have an opportunity to know their skills, improve their skills, and obtain a good job<sup>3</sup> which best matches their skills. Services are tied to regional labor market data relative to local job driven occupational needs determined by the LWDB when determining demand occupations and self-sufficient wages.

A key feature of the integrated service model is to co-enroll eligible customers across programs when possible to support seamless service delivery. Customers who progress to a Job Seeker Services level are co-enrolled, creating a group of integrated customers. This commitment to building an integrated customer pool allows all staff, including Wagner Peyser (WP), WIOA Adult, Dislocated Worker, and Youth, Senior Community Service Employment Program (SCSEP), Trade Adjustment Assistance, Jobs for Veterans State Grant, and RESEA to be

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<sup>1</sup> KW policy 5-22-00, pg. 1

<sup>2</sup> **KANSASWORKS** (KW) policy 5-22-22, pg. 3

<sup>3</sup> TEGL 07-22 part 4

fully integrated and able to provide consistent services to any customer without concern for programmatic guidelines, and the documentation requirements which need to be followed. Thus, defining a service delivery process which does not emphasize program eligibility nor program participation.

### **Integrated Service Delivery and Functional Management**

To administer these efforts a “Functional Manager” is designated by the WA to manage the day to day operations of service integration strategies in Local Area IV. The Functional Manager in Local Area IV is the One Stop Operator (OSO). The primary duty of the OSO is to reduce duplication of services, streamline customer flow throughout the workforce system, and ensure a non-sequential service delivery process based on individual customer needs that does not emphasize program eligibility nor program participation.<sup>4</sup> The OSO coordinates operations in conjunction with leadership at the **KANSASWORKS** Wichita Center including the Director of Integrated Job Seeker Services, the Director of Integrated Employer Services, and the Regional Operations Manager for the Kansas Department of Commerce.

One-Stop operations in Local Area IV utilize a functional services model<sup>5</sup>; workforce center staff are organized by services provided, rather than by program or partner agency. Each service group is overseen by a functional supervisor who provides oversight and supervision of day-to-day activities. Formal managers, representing a one-stop partner, are also available for guidance specific to an agency or organization (including staff evaluations, wage concerns, etc.). As LWDBs are responsible for functionally managing all one-stop programs,<sup>6</sup> the WA will work in conjunction with partners to designate an appropriate functional supervisor for each service group. Attempts are made for all WIOA and WP staff to be cross-trained on each function, but staff will be assigned a primary function based on skills, knowledge and experience.<sup>7</sup>

#### **One-Stop Service Functions:**

- Welcome Function
  - Information Services
  - Job Seeker Services
- Skills Training Function
- Business Services Function

The description of functional and formal supervision for customer service at KansasWorks Workforce Centers is below.

Functional Supervision: Each Functional Supervisor will serve as primary supervisor for day-to-day work activities. The Functional Supervisor will be responsible for the following:

- Providing oversight of daily activities/group functions
- Organizing and maintaining staffing schedule for group
- Directing, assigning and reassigning group members based upon operational needs

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<sup>4</sup> KW policy 5-22-00 pg. 1

<sup>5</sup> KW policy 5-22-00, pg. 3

<sup>6</sup> KW policy 5-22-00 pg. 3

<sup>7</sup> KW policy 5-22-00, pg. 5

- Monitoring and tracking services provided by group
- Providing coaching and feedback based upon observations and staff inquiries
- Identifying and facilitating the timely resolution of questions, problems, concerns/complaints and other issues affecting or involving group
- Responding to questions/concerns of group members
- Addressing customer issues that involve group members or services provided by group
- Coordinating approvals of leave requests for group members
- Scheduling and conducting staff meetings and trainings for group members
- Communicating any meaningful action of the above-mentioned tasks timely to Formal Supervisors

Formal Supervision: Each staff member will retain a Formal Supervisor, as identified by the respective employer upon hire. The Formal Supervisor will be responsible for the following:

- Ensuring employees work in accordance with the agency's personnel policies
- Addressing behavior and performance concerns of employees at corrective action level based upon the agency's personnel policies
- Signing time sheets
- Approving expense reports/travel vouchers
- Communicating agency policies, procedures, required activities, news etc. to Functional Supervisor in a timely manor

The Functional and Formal Supervisors for each staff member will work closely together on the following:

- Ensuring work performance is, at a minimum, falling within an acceptable level
- Identifying and monitoring performance goals/priority outcomes
- Conducting performance reviews and preparing staff development plans
- Coordinating staff meetings and trainings
- Communicating changes to daily activity or tasks timely
- Ensuring all reports or spreadsheets are shared between agencies monthly

As mentioned above, the Workforce Centers in Local Area IV are overseen by a single functional manager: The One-Stop Operator. The responsibilities of the Functional Manager (One Stop Operator) are:

- Coordinating the one-stop delivery system and ensuring all required services are being effectively delivered in the local area
- Ensuring access to career and training services (will not provide direct client services)
- Providing data, information, and analysis of appropriate labor market data
- Supporting partnerships employers, their intermediaries and other community based organizations to boost and build the system of job placements for one stop operations in Local Area IV.
- Assisting in developing convening and/or implementing industry or sector partnerships to support one stop operation in Local Area IV.



## Workforce Alliance of South Central Kansas KansasWORKS Workforce Centers One Stop Services Integration Policy



Within the Centers, functional service groups are broken into two categories: Employment and Employer services. Employment services include Welcome and Skills Training functions; Employer services include the Business Services function.

The responsibilities of each functional service group are as follows:

### Welcome Function:

Staff assigned to this function work with job seekers to determine the best set of services available given their needs<sup>8</sup>. This group is responsible for processing registrations, conducting preliminary evaluations of service needs based on skills, interests, and labor market information. The WA Board has divided this function into two areas: Information Services and Job Seeker Services.

### *Information Services (Front Desk & Public Access Computers area)*

While the WA funds a full-time staff position with responsibilities covering the Information Desk, as part of the Integrated Service Model, all staff and partners providing services in the Centers have a responsibility for coverage of the Information Desk. This also includes staffing for the Resource Area as well as the job search computers. All customers entering a Center shall receive a prompt initial greeting, be checked in for services per Centers' policies and procedures, and given a Career Intake Assessment. As the first point of contact for all customers, the expectation is to provide exceptional customer service and have a working knowledge of all partners and programs within the Centers<sup>9</sup>. Information Services staff are also responsible for determining a customer's need for auxiliary aides and services.

### *Job Seeker Services*

Staff associated with Job Seeker services are responsible for providing Career Services in the Integrated Services Delivery model. Job Seeker Services include but are not limited to WIOA, WP, and JVSG programs<sup>10</sup> and focus on the assessment and enhancement of job seeking skills. Staff meet with customers one-on-one to provide individualized job search assistance as well as in group settings to conduct workshops. Required functional activities include:

- Conduct initial assessments to determine service needs based on skills, interests, and on labor market information<sup>11</sup>
- Provide information and demonstration of available services, including on-line registration, occupational and labor market information, assessments to identify interests and aptitudes, and other employment related tools
- Assist job seekers with identification of basic skills deficits using generally available resources including WorkKeys Assessments and pre-screening assessments developed by employers
- Collect and submit documentation for eligibility for local, state, and federal programs utilizing M-Files or other means as appropriate

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<sup>8</sup> KW policy 5-22-00 pg.5

<sup>9</sup> TEGL 16-16, Section 4 C

<sup>10</sup> KW policy 5-22-00

<sup>11</sup> KW Policy 5-22-00 pg. 5

- Support and document customers' individual career goals by instituting customized Individual Employment Plans (IEP)<sup>12</sup>
- Provide case management services to customers enrolled in local, state, and federal programs in accordance with policies, procedures, and forms
- Support One-Stop and other partners through knowledge of resources and referral processes to eliminate customer barriers to meeting employment goals and outcomes
- Document and maintain customer contacts, services, and activities in electronic filing systems such as **KANSASWORKS** and M-Files in accordance with standard procedures, rules and regulations for the purpose of coordinating partner services and documenting program performance
- Participate as needed in job fairs, career day events, workshops, seminars, Rapid Response, networking events and other employment related activities
- Participate in all aspects of daily operations, including: staff-assisted career services including intensive one on one job search activities, and labor market information

#### Skills Training Function

Staff associated with Skills Training are responsible for providing one-on-one case management services to customers who have already received Job Seeker Services and are enrolled in training activities that ultimately lead to employment (as eligibility and funding allows). Required functional activities include:

- Collect and submit documentation for eligibility for local, state, and federal programs
- Assist customers with assessments
- Support and document customers individual training goals by instituting customized Individual Employment Plans (IEP)
- Provide one-on-one case management services to customers enrolled in local, state, and federal programs in accordance with policies, procedures, and forms
- Help to eliminate customer barriers during training by offering supportive services and referrals to partner and community resources to eliminate customer barriers
- Maintain and document contact with customers; track progress and performance outcomes in electronic filing systems such as **KANSASWORKS**, Alliance Database, and M-Files in accordance with standard procedures, rules and regulations for the purpose of coordinating partner services and documenting program performance
- Support One-Stop Partners to meet employment goals and outcomes
- Participate as needed in job fairs, career day events, workshops, seminars, Rapid Response, networking events and other employment related activities
- Assist as needed with Career Services in LAIV American Job Centers

#### Business Services Function

Staff serving in the Business Services function work with area employers to assist in identifying solutions for workforce needs. Business Services staff work to match job-ready applicants with the open positions held by

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<sup>12</sup> TEGL 19-16, Section 6

area employers with emphasis on positions that meet the federal standards for “good jobs”<sup>13</sup>. The Business Services staff are divided into those that provide internal services and those that provide external services.

Internal Functional activities include:

- Assist placing job seekers in employment opportunities with emphasis on good jobs
- Support One-Stop Partners to meet employment goals and outcomes
- Obtain, input and review job orders. Match applicants with job requirements, using manual and/or computerized file searches. Contact applicants to inform them of employment opportunities
- Refer qualified applicants to employers based on pre-screening assessment results, application review, or other identified criteria
- Document and maintain customer contacts, services and activity in **KANSASWORKS** in accordance with standard procedures, rules and regulations for the purpose of coordinating partner services and documenting program performance
- Coordinate and participate as needed in job fairs, career day events, workshops, seminars, Rapid Response, networking events and other employment related activities
- Communicate regularly with all other functional groups regarding employer and job seeker services as well as providing information on job postings and employer feedback

External Functional activities include:

- Develop and maintain relationships with new and existing employer customers
- Work with employers to determine preferred skills assessments and establish basic skill levels necessary for job seekers utilizing the AJC to gain employment
- Document and maintain customer contacts, services and activity in **KANSASWORKS** in accordance with standard procedures, rules and regulations for the purpose of coordinating partner services and documenting program performance
- Coordinate and participate as needed in job fairs, career day events, workshops, seminars, Rapid Response, networking events and other employment related activities

## **Performance**

The success of One Stop services is measured by a comprehensive performance accountability system in order to optimize the return on investment of federal funds, to assess the effectiveness of services, and to ensure continuous improvements.

All WIOA core partner programs are outcome based. The effectiveness of each program is measured by capturing customer performance information collected through **KANSASWORKS**. Current performance measures that apply to job seeker customers are:

### **Common Measures**

- Entered Employment Rate 2<sup>nd</sup> Quarter– The percentage of program participants who are in education or training activities, or in unsubsidized employment during the second quarter after exit

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<sup>13</sup> TEGL 07-22



- Entered Employment Rate 4<sup>th</sup> Quarter– The percentage of program participants who are in education or training activities, or in unsubsidized employment during the fourth quarter after exit
- Median Earnings – The median earnings of program participants who are in unsubsidized employment during the second quarter after exit
- Credential Attainment- The percentage of participants enrolled in an education or training program (excluding those in OJT and customized training) who attained a recognized postsecondary credential or a secondary school diploma, or its recognized equivalent, during participation in or within one year after exit
- Measurable Skills Gain- The percentage of participants who, during a program year, are in an education or training program that leads to a recognized postsecondary leading to credential or employment and who are achieving documented academic, technical, occupational, or other forms of progress, towards such a credential or employment
- Effectiveness in Serving Employers- Retention with the same employer measures the percentage of participants who exit and were employed by the same employer in the second and fourth quarters after exit and repeat business customers measures the percentage of employers who have used WIOA core program services more than once during the last three program year

Staff are provided the current negotiated standards of common measures for all programs, and are expected to contribute to the achievement of meeting or exceeding the highest of the WIOA program standards.

### **Integration Oversight & Continuous Improvement**

The WA is committed to regular review of service delivery practices to ensure an ongoing focus on continuous improvement within LA IV. The WA One Stop Operator will manage/oversee the delivery of integrated services and works in coordination with the Regional Operations Manager for the Kansas Department of Commerce and other WIOA core partner programs.

Input from customers, internal partners, and community partners is critical to the progression of delivering a high level of customer service while aiming to meet needs of area businesses by connecting employers with a skilled workforce.

The WA will conduct ongoing oversight and monitoring of services, customer files, eligibility documentation, customer payments, level of integration, effectiveness of functional supervision, and performance to ensure compliance with federal and state laws, regulations, and local policies and procedures. In addition, the WA will conduct customer interviews on a quarterly basis.

Data validation is conducted annually by the State of Kansas to ensure that all information entered into **KANSASWORKS** is accurate and documented in the customer file.

In addition to WA oversight and monitoring, the State of Kansas and the U.S. Department of Labor monitors and/or audits the activities and documentation for services delivered.

### **Referrals**

As stated in the Local Area IV Local Plan, all partners are committed to making referrals when a customer may benefit from the services of another partner program or if the customer requests a referral. Referrals shall be made on an individual customer basis and not as blanket referrals to another partner. Partners have agreed to use the standardized Partner Referral Form available from the Workforce Center or a partner's electronic referral option. When sending a referral all the necessary documents requested on the form shall be included. Partners will ensure appropriate releases are obtained from the customers so the partners may work together on services for the customer reducing duplication. Partners are expected to make an initial contact attempt with referred customers within 48 hours of receiving the referral.

### **Business and Community Outreach**

The WA seeks to implement a collaborative and coordinated business outreach process to streamline employer and economic development engagement among partners. The purpose for this strategy is to improve services to employers and increase engagement of the business community in the public workforce system.

The partners will work to continue to coordinate outreach processes to employers. Coordinating employer contact is not intended to constrain access to employers, but rather to expand access to employers by enabling the workforce system to represent their customers equally, vigorously, and simplify the process for businesses. Regardless of who interacts with an employer, the employer's needs are met by including customers from all programs as potential employees.

Opening the dialogue between the partners and creating a streamlined approach to business outreach, will provide the opportunity for key stakeholders to discuss options for creating inclusion and targeted training programs. These programs will enhance employers' hiring capabilities, as well as providing people with multiple barriers to employment opportunities to become employed. This improved engagement will also provide additional paid job opportunities for youth while in school or immediately after, up to age 24. This can include, but is not limited to, internships, apprenticeships, job shadowing and/or training courses.

In an effort to increase the public's recognition of the workforce system, the WA Board adopted the State Workforce Services System Brand. The WA co-brands all outreach material, including print and digital material, with the WA logo and **KANSASWORKS** Workforce Center brand in accordance with State policy<sup>14</sup>. The state-wide branding will increase the visibility of all the connected Workforce Centers as well as easily identify access points and satellite centers.

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<sup>14</sup> KW policy 6-02-00

June 12, 2024

Submitted By: Chad Pettera

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**Item****Workforce Alliance Operating Contract Approvals****Background**

The Workforce Alliance is seeking to extend contacts and leases for PY24 (July 1, 2024 through June 30, 2025) as well as approve an agreement for monitoring services of WIOA programs.

**Analysis****I. Contract Extensions****A. Leases -****i. Wichita Workforce Center**

The lease for the Wichita Workforce Center at New Leaf Plaza at 2021 N Amidon is up for a lease extension. The lease was last modified/extended in July 2020. The next term is for two years and cost will increase from \$32,444.08 a month to \$32,954.71 a month. Square footage costs will be \$15.75 for the original footprint and \$16.75 for the expanded space on the north side of the facility.

**ii. Butler Workforce Center**

The lease for the Butler Workforce Center at 524 N Main through the South Central Mental Health Counseling Center is eligible for an annual extension for the period of July 1, 2024 through June 30, 2025. WA staff is in the process of trying to sublease about 1/3 of the space to a potential community partner to help reduce the overall cost of the Workforce Center to WA. The lease is for 2,433 square feet and costs \$22.84 square foot for a monthly total of \$4,631. The Butler Workforce Center opened at 524 N Main in January 2019.

**B. Youth Contracts-****i. Cerebral Palsy Research Foundation (CPRF)**

CRPF responded to the WIOA Youth RFP released 8/31/2020, the contract was extended for the period of July 1, 2022 through June 30, 2024, and the contract has extensions available. WA staff is recommending extending the contract as allowed for an annual term that would start July 1, 2024 and end June 30, 2025.

The WIOA Youth elements/services provided by CPRF include:

- Case Management
- Outreach
- Work Experience
- Occupational Skills Training
- Leadership Development
- Financial Literacy
- Labor Market Data
- Follow Up

Performance and Budget to date: The chart of expenditures and client's services below is for a period of July 2023 through April of 2024.

Youth Element Item	Budget	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Total Expenditures	Budget Remaining
<b>Case Management</b>															
Wages	\$ 22,700.00	\$ 1,402.81	\$ 1,552.92	\$ 1,570.89	\$ 1,518.50	\$ 1,253.50	\$ 982.50	\$ 1,246.50	\$ 1,020.00	\$ 1,191.50	\$ 1,212.00			\$ 12,951.12	\$ 9,748.88
Fringe	\$ 9,917.00	\$ 524.04	\$ 614.58	\$ 606.97	\$ 574.36	\$ 466.41	\$ 370.38	\$ 461.40	\$ 380.64	\$ 448.12	\$ 460.67			\$ 4,907.57	\$ 5,009.43
Facilities	\$ 2,592.00	\$ 216.00	\$ 216.00	\$ 216.00	\$ 216.00	\$ 216.00	\$ 216.00	\$ 216.00	\$ 216.00	\$ 216.00	\$ 216.00			\$ 2,160.00	\$ 432.00
Travel	\$ 5,500.00	\$ 206.45	\$ 398.11	\$ 350.76	\$ 375.71	\$ 422.02	\$ 389.47	\$ 343.48	\$ 269.73	\$ 377.15	\$ 267.00			\$ 3,399.88	\$ 2,100.12
Office Supplies	\$ 1,000.00	\$ 207.66	\$ 343.00	\$ 57.98		\$ 47.28	\$ 11.75							\$ 667.67	\$ 332.33
Indirect	\$ 11,228.00	\$ 693.60	\$ 820.78	\$ 744.35	\$ 739.10	\$ 660.25	\$ 564.81	\$ 630.32	\$ 555.10	\$ 621.01	\$ 608.87			\$ 6,638.19	\$ 4,589.81
Communications	\$ 2,040.00	\$ 156.54	\$ 156.54	\$ 154.68	\$ 252.96	\$ 150.88	\$ 150.88	\$ 150.88	\$ 148.92	\$ 148.92	\$ 148.92			\$ 1,620.12	\$ 419.88
HR/Contracts	\$ 8,231.00	\$ 497.60	\$ 518.75	\$ 488.78	\$ 484.22	\$ 500.62	\$ 493.89	\$ 499.89	\$ 534.62	\$ 493.36	\$ 514.24			\$ 5,025.97	\$ 3,205.03
<b>Total</b>	<b>\$ 63,208.00</b>	<b>\$ 3,904.70</b>	<b>\$ 4,620.68</b>	<b>\$ 4,190.41</b>	<b>\$ 4,160.85</b>	<b>\$ 3,716.96</b>	<b>\$ 3,179.68</b>	<b>\$ 3,548.47</b>	<b>\$ 3,125.01</b>	<b>\$ 3,496.06</b>	<b>\$ 3,427.70</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 37,370.52</b>	<b>\$ 25,837.48</b>
# of Clients Served	\$ 58.00	42	43	44	40	38	40	40	40	42	44				
<b>Outreach</b>															
Wage	\$ 4,000.00	\$ -	\$ -	\$ 308.73	\$ 394.00	\$ 464.00	\$ 138.00	\$ 268.00	\$ 148.50	\$ 609.00	\$ 398.50			\$ 2,728.73	\$ 1,271.27
Fringe	\$ 1,000.00	\$ -	\$ -	\$ 124.15	\$ 160.72	\$ 192.87	\$ 55.72	\$ 114.23	\$ 59.92	\$ 238.96	\$ 149.00			\$ 1,095.57	\$ (95.57)
<b>Total</b>	<b>\$ 5,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 432.88</b>	<b>\$ 554.72</b>	<b>\$ 656.87</b>	<b>\$ 193.72</b>	<b>\$ 382.23</b>	<b>\$ 208.42</b>	<b>\$ 847.96</b>	<b>\$ 547.50</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,824.30</b>	<b>\$ 1,175.70</b>
# of Enrollments from Outreach				0	1	0	1	0	1	1	1			5	
<b>Work Experience</b>															
Budget	\$ 182,000.00	\$ 6,900.00	\$ 11,100.00	\$ 7,620.00	\$ 8,560.00	\$ 8,700.00	\$ 6,040.00	\$ 9,360.00	\$ 7,120.00	\$ 5,640.00	\$ 6,760.00			\$ 77,800.00	\$ 104,200.00
# of Clients Served	56	25	28	26	26	25	23	22	21	21	16			233	
<b>Leadership Development</b>															
Budget	\$ 8,800.00	\$ -	\$ 2,800.00	\$ 200.00	\$ 400.00	\$ -	\$ 800.00	\$ 400.00	\$ -	\$ 400.00	\$ -			\$ 5,000.00	\$ 3,800.00
# of Clients Served	44	0	14	1	2	0	4	2	0	2	0			25	
<b>Follow Up Services</b>															
Budget	\$ 16,880.00	\$ 1,040.00	\$ 960.00	\$ 960.00	\$ 960.00	\$ 1,040.00	\$ 1,200.00	\$ 1,360.00	\$ 1,520.00	\$ 1,440.00	\$ 1,840.00			\$ 12,320.00	\$ 4,560.00
# of Clients Served	31	13	12	12	12	13	15	17	19	18	23			154	
<b>Literacy Education</b>															
Budget	\$ 14,700.00	\$ 1,050.00	\$ 2,100.00	\$ 350.00	\$ 1,050.00	\$ 350.00	\$ 700.00	\$ 1,050.00	\$ 700.00	\$ -	\$ 350.00			\$ 7,700.00	\$ 7,000.00
# of Clients Served	42	3	6	1	3	1	2	3	2	0	1			22	
<b>Labor Market Information</b>															
Budget	\$ 8,200.00	\$ 1,400.00	\$ -	\$ 1,000.00	\$ -	\$ 400.00	\$ 600.00	\$ 200.00	\$ 400.00	\$ 200.00	\$ 400.00			\$ 4,600.00	\$ 3,600.00
# of Clients Served	41	7	0	5	0	2	3	1	2	1	2			23	
<b>Totals</b>															
Expenditures	\$ 293,788.00	\$ 14,294.70	\$ 21,580.68	\$ 14,753.29	\$ 15,685.57	\$ 14,863.83	\$ 12,713.40	\$ 16,300.70	\$ 13,073.43	\$ 12,024.02	\$ 13,325.20	\$ -	\$ -	\$ 148,614.82	\$ -

**CPRF Contract Renewal Budget PY24 July 1, 2024 – June 30, 2025**

Youth Elements		QTR 1	QTR 2	QTR 3	QTR 4	Total
<b>Case Management</b>	# Participants	45	48	43	36	60
	Cost	\$ 19,177.00	\$ 16,177.00	\$ 14,677.00	\$ 13,377.00	\$ 63,408.00
<b>Outreach</b>						
	Cost	\$ 840.00	\$ 1,680.00	\$ 1,800.00	\$ 1,680.00	\$ 6,000.00
<b>Work Experience</b>	# Participants	40	41	33	29	56
	Cost	\$ 92,500.00	\$ 45,000.00	\$ 23,000.00	\$ 22,000.00	\$ 182,500.00
<b>Leadership Dev.</b>	# Participants	24	10	5	5	44
	Cost	\$ 4,800.00	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	\$ 8,800.00
<b>Follow Up</b>	# Participants	18	16	21	25	31
	Cost	\$ 4,240.00	\$ 4,880.00	\$ 4,960.00	\$ 4,720.00	\$ 18,800.00
<b>Literacy</b>	# Participants	22	10	5	5	42
	Cost	\$ 7,700.00	\$ 3,500.00	\$ 1,750.00	\$ 1,750.00	\$ 14,700.00
<b>Labor Market</b>	# Participants	21	10	5	5	41
	Cost	\$ 4,200.00	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	\$ 8,200.00
	<b>Total Cost</b>	<b>\$ 133,457.00</b>	<b>\$ 75,237.00</b>	<b>\$ 48,187.00</b>	<b>\$ 45,527.00</b>	<b>\$ 302,408.00</b>

Total # of Participants 60 (40 new enrollments and 20 current participants)  
 Total Budget \$302,408.00

**ii. Butler Community College**

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Submitted By: Chad Pettera

Butler Community College provides Occupational Skills Training (OST) and Alternative Secondary Education for eligible WIOA Youth. The current contract expires 6/30/2024. Alternative Secondary School costs are \$30 per participant per semester plus \$132 for all four tests if needed. OST cost is the current tuition cost approved by the Kansas Board of Regents plus any fees and books. This amendment would be for the period of 7/1/2024 through 6/30/2025.

**iii. WSU Tech**

WSU Tech provides (OST) for eligible WIOA Youth. The current contract amendment expires 6/30/2023 and the contract has annual eligible renewals available. Cost for WIOA Youth is the current tuition price approved by the Kansas Board of Regents plus any fees and books. This amendment would be for the period of 7/1/2024 through 6/30/2025.

**iv. Allied Health Career Training (AHCT)**

Allied Health Career Training’s youth contract expires 6/30/2023 and is eligible for an annual extension through June 30, 2024. The courses and costs are below. This amendment would be for the period of 7/1/2024 through 6/30/2025.

Course	New Price	Old Price
Certified Nurses Aide (CNA)	\$ 819	\$ 769
Certified Medical Aide (CMA)	\$ 769	\$ 729
EKG	\$ 685	\$ 619
Licensed Practical Nurse Intravenous Therapy Training (LPN IV)	\$ 885	\$ 819

**v. 160 Driving Academy**

160 Driving Academy provides CDL training (OST) for eligible WIOA Youth. The current contract expires 6/30/2023 and the contract has annual eligible renewals available. Cost for CDL training is \$4,950. This amendment would be for the period of 7/1/2024 through 6/30/2025.

**vi. Pyxis**

Pyxis provides the WIOA Youth Elements Adult Mentoring and Education and Workforce Preparation Activities and Training. Cost for Adult Mentoring is \$55 per client hour and cost for Education and Workforce Preparation Activities and Training is \$775 per participant. Financial Literacy will cost \$425 per participant. This amendment would be for the period of 7/1/2024 through 6/30/2025.

**vii. Amber DiNapoli**

Ms. Amber DiNapoli provides counseling services for WIOA Youth. The services and costs are:

- 90791 (Psychiatric Diagnostic Interview) \$225.00
- 90837 (Psychotherapy with client and/or family 60 min) \$200.00
- 90834 (Psychotherapy with client and/or family 45 min) \$175.00

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Submitted By: Chad Pettera

90832 (Psychotherapy with client and/or family 30 min) \$150.00  
 No show or late cancelation (less than 24 hours in advance) \$25.00

This amendment would be for the period of 7/1/2024 through 6/30/2025.

**viii. Wichita Technical Institute (WTI)**

Wichita Technical Institute (WTI) currently provides occupational skills training in the following fields:

Course Name	Cost	Length
Electronic Systems Technology	\$26,628.45	60 Weeks
Computer Technology & Network Administration	\$22,934.14	48 Weeks
Heating, Air Conditioning & Refrigeration Technology	\$24,023.50	48 Weeks
Medical Assistant	\$21,605.57	48 Weeks
Pharmacy Tech	\$15,541.00	36 Weeks
Medical Insurance Billing and Coding	\$19,674.56	60 Weeks

This amendment would be for the period of 7/1/2024 through 6/30/2025.

**ix. Whiteline CDL Training**

Whiteline CDL Training provides CDL training (OST) for eligible WIOA Youth. The current contract expires 6/30/2023 and the contract has annual eligible renewals available. Cost for CDL training is \$5,500. This amendment would be for the period of 7/1/2024 through 6/30/2025.

**x. Heartland Welding Academy**

Heartland Welding Academy has an occupational skills training contract since 2020 for Structural Code Welding and Structural Code and Practical Pipe Welding. This amendment would be for the period of 7/1/2024 through 6/30/2025.

Structural Code Welding – 360 hours (SMAW, FCAW, GMAW)	Total Cost \$9,450 - Workforce Alliance Funding Limit \$4,500
Structural Code and Practical Pipe Welding- 720 hours (SMAW, FCAW, GMAW & GTAW)	Total Cost \$18,500 - Workforce Alliance Funding Limit \$4,500

**II. Workforce Innovation and Opportunity Act (WIOA) Monitoring Services Request for Proposals**

WIOA requires the Local Workforce Development Board (LWDB) and Chief Elected Officials Board (CEOB) to establish certain oversight and firewalls. The LWDB and the CEOB have agreed that the LWDB can operate the WIOA Adult and Dislocated Worker Programs. Since the LWDB operates the Adult and Dislocated Worker Programs, WIOA requires additional firewalls and oversight be implemented. The CEOB and LWDB Agreement established that

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Submitted By: Chad Pettera

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the best firewall and oversight would be to implement additional program monitoring through an independent vendor. The first RFP for independent monitoring services was issued in 2019 and Regier, Carr, and Monroe was selected as the vendor that contract ran through June 2024. A new Request for Proposals for Monitoring Services was released in January 2024 and closed in March 2024.

One proposal was received from Regier, Carr, and Monroe, LLP. WA staff reviewed the proposal and proceeded with a sole source request from the Kansas Department of Commerce. The sole source request was approved in May 2024. The proposal has the following costs.

Year	Set Up Fee	Objective 1	Objective 2-3	Total
2024	\$5,000	N/A	\$11,100	\$16,100
2025	\$0	\$7,035	\$12,235	\$19,270
2026	\$0	\$7,350	\$12,850	\$20,200
2027	\$0	\$7,680	\$13,490	\$21,170
2028	\$0	\$8,060	\$14,160	\$22,220

The CEOB will review the proposal at their scheduled meeting on June 13<sup>th</sup>.

**Recommended Action**

*Authorize contract extensions as presented.*

June 12, 2024

Submitted By: Janet Sutton

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**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 Workforce Alliance determined last year the self-sufficient wage would be reviewed annually with the Demand Occupations. The Program Operations and Performance Committee (POP) Committee reviewed the data summarized below and requested additional data documenting the impact raising the wage may have on Occupational Skills Training, On-the-Job Training, and Incumbent Worker Training projects funded by the Workforce Alliance.

**Analysis**

The self-sufficient wage for Local Area IV (LAIIV) is currently \$15.60 for all programs. According to the MIT Living Wage calculator, the self-sufficient wage in the Wichita Metro Statistical Area for 2024 is \$19.31/hour or \$40,164.80/ year, an increase of \$3.71 per hour. Such a large increase in a single year will affect WA operations and eligibility for WIOA funded training projects.

Options for a smaller percentage increase were discussed and staff gathered data at the direction of the Operations Committee for presentation to the Executive Committee.

- 3.5% increase: \$16.15 per hour or \$33,592.00 per year
- 5% increase: \$16.38 per hour or \$34,070.40 per year
- 10 % increase: \$17.16 per hour or \$35,632.80 per year

Demand Occupations removed if the self-sufficient wage is changed to \$19.31 per hour

Industry	Occupation	# Trained Since 2018	KS Median Wage/hr.
Advanced Manufacturing, Adv. Materials, Aerospace	Composite Fabrication & Repair	30	\$17.80
	Industrial Maintenance Technician	4	\$19.17
	Machine Tool Operator-Metal & Plastic	66	\$18.75
	Tooling	0	\$17.32
Construction	Construction Technology/Trades/Laborer	4	\$17.99
Healthcare	Acute Coding/Medical Billing	26	\$18.74
	Certified Medication Aide	102	\$15.33
	Medical Assistant	157	\$17.57
	Pharmacy Technician/Pharmacy Aide	24	\$17.72
Public Safety	Fire Science/Firefighters	0	\$17.71



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Submitted By: Janet Sutton

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Demand Occupations removed if the self-sufficient wage is increased by 10% to \$17.16 per hour, 5% to \$16.38, or 3.5% to \$16.15 per hour.

Industry	Occupation	KS Median Wage/hr.
Healthcare	Certified Medication Aide	\$15.33 (ICT \$16.17-\$20.00)

**On-the-Job Training Data**

Wages in this report reflect starting OJT wages.

129 OJTs from January 1, 2022 to May 9, 2024

- 68 (52.71%) would not meet the wage requirement if it was increased to \$19.31/hour.
- 28 (21.71%) would not meet the wage requirement if it was increased by 10% to \$17.16/hour.
- 17 (13.18%) would not meet the wage requirement if it was increased by 5% to \$16.38/hour or by 3.5% to \$16.15/hour.

**Incumbent Worker Training Data**

Wages in this report reflect the anticipated wage at training completion.

238 Incumbent Workers from January 1, 2022 to May 9, 2024

- 33 (13.87%) would not meet the wage requirement if it was increased to \$19.31/hour.
- 16 (6.72%) would not meet the wage requirement if it was increased by 10% to \$17.16/hour.
- 9 (3.78%) would not meet the wage requirement if it was increased by 5% to \$16.38/hour.
- 8 (3.36%) would not meet the wage requirement if it was increased by 3.5% to \$16.15/hour.

**Recommended Action**

Take appropriate action.

## Workforce Alliance Consolidated Budget PY23

July 2023 - June 2024

*Expenditures Through 4/30/2024*

Category	WIOA					Community Impact Funds				Consolidated			
	Budget	April Expenditures	YTD Expenditures	% Budget Remaining		Budget	April Expenditures	YTD Expenditures	% Budget Remaining	Budget	April Expenditures	YTD Expenditures	% Budget Remaining
Wages	\$ 1,978,521	\$ 147,492	\$ 1,213,520	39%		\$ 1,810,000	\$ 112,929	\$ 1,383,750	24%	\$ 3,788,521	\$ 260,421	\$ 2,597,270	31%
Fringe	\$ 465,593	\$ 26,636	\$ 271,351	42%		\$ 446,326	\$ 23,527	\$ 282,414	37%	\$ 911,919	\$ 50,163	\$ 553,765	39%
Facilities	\$ 269,800	\$ 52,967	\$ 277,259	-3%		\$ 151,955	\$ 12,317	\$ 133,520	12%	\$ 421,755	\$ 65,284	\$ 410,779	3%
Contract/Pro Fees	\$ 94,646	\$ 12,219	\$ 65,489	31%		\$ 184,851	\$ 1,786	\$ 43,698	76%	\$ 279,497	\$ 14,005	\$ 109,187	61%
Supplies/Equipment	\$ 60,330	\$ (12,916)	\$ 29,909	50%		\$ 44,675	\$ 1,521	\$ (6,478)	114%	\$ 105,005	\$ (11,395)	\$ 23,431	78%
IT	\$ 249,900	\$ (15,561)	\$ 78,579	69%		\$ 46,350	\$ 409	\$ 29,960	35%	\$ 296,250	\$ (15,152)	\$ 108,539	63%
Outreach/Cap Building	\$ 51,075	\$ 27,672	\$ 38,057	25%		\$ 103,248	\$ 166,969	\$ 293,291	-184%	\$ 154,323	\$ 194,641	\$ 331,348	-115%
Travel/Conferences	\$ 52,083	\$ 6,372	\$ 47,129	10%		\$ 36,743	\$ 7,008	\$ 29,742	19%	\$ 88,826	\$ 13,380	\$ 76,871	13%
Grants Awarded	\$ 121,636	\$ 5,759	\$ 98,081	19%		\$ 153,000	\$ 56,516	\$ 155,581	-2%	\$ 274,636	\$ 62,275	\$ 253,662	8%
Staff Development	\$ 34,100	\$ -	\$ 5,012	85%		\$ 23,950	\$ -	\$ 4,239	82%	\$ 58,050	\$ -	\$ 9,251	84%
Indirect	\$ -	\$ 13,717	\$ 150,320	0%		\$ -	\$ 30,343	\$ 377,895	0%	\$ -	\$ 44,060	\$ 528,215	0%
Misc/Dep/Int	\$ -	\$ -	\$ -	0%		\$ 27,050	\$ -	\$ 44,239	-64%	\$ 27,050	\$ -	\$ 44,239	-64%
Work Experience	\$ 904,398	\$ 70,205	\$ 742,782	18%		\$ 431,388	\$ 101,143	\$ 363,055	16%	\$ 1,335,786	\$ 171,348	\$ 1,105,837	17%
On The Job Training	\$ -	\$ -	\$ -	-		\$ 579,803	\$ 29,286	\$ 175,374	70%	\$ 579,803	\$ 29,286	\$ 175,374	70%
Incentives	\$ 2,000	\$ 575	\$ 1,373	31%		\$ 17,000	\$ 850	\$ 22,854	-	\$ 19,000	\$ 1,425	\$ 24,227	-28%
Occupational Training	\$ 127,294	\$ 14,511	\$ 69,067	46%		\$ 1,603,383	\$ 204,385	\$ 911,910	43%	\$ 1,730,677	\$ 218,896	\$ 980,977	43%
Supportive Services	\$ 30,000	\$ 9,053	\$ 83,878	-180%		\$ 500,962	\$ 14,624	\$ 153,449	69%	\$ 530,962	\$ 23,677	\$ 237,327	55%
<b>Total</b>	<b>\$ 4,441,376</b>	<b>\$ 358,701</b>	<b>\$ 3,171,806</b>	<b>29%</b>		<b>\$ 6,160,684</b>	<b>\$ 763,613</b>	<b>\$ 4,398,493</b>	<b>29%</b>	<b>\$ 10,602,060</b>	<b>\$ 1,122,314</b>	<b>\$ 7,570,299</b>	<b>29%</b>

**Analysis**

Budget: The PY23 budget with expenditures through the end of the April 2024. The budget includes a breakdown between WIOA (LWDB budget) and non-WIOA Funding (Community Impact Funds) and combined totals.

The PY23 budget allocates 39% on direct client spending including classroom training, work experience, on-the-job training and supportive services. The direct client spending is at 33% through the month of April. The budget has 29% remaining with budget expectations at 12%.

**Recommended Action**  
 Receive and file.

**Item**

Program Year 2024 (PY24) July 2024 – June 2025 Budget

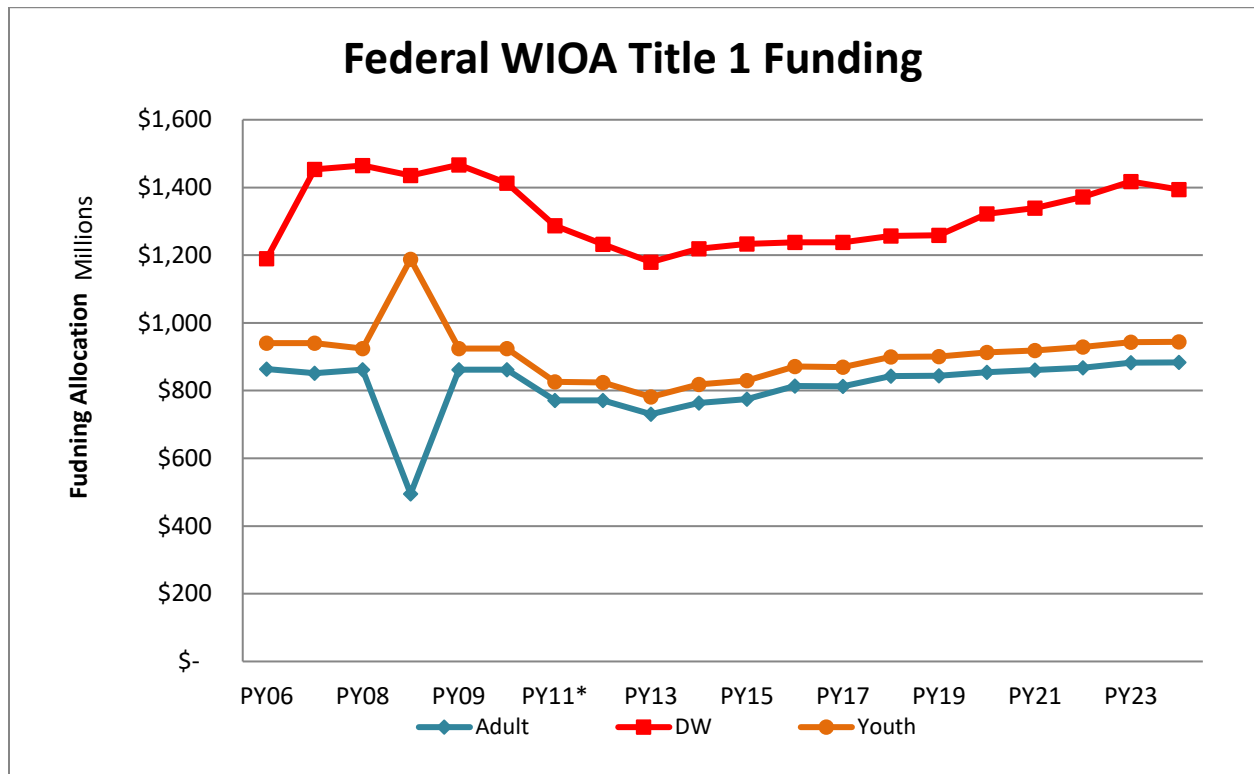
**Background**

The Finance Committee met on May 28, 2024 and reviewed the budget and recommended the budget be approved by the Local Workforce Development Board (LWDB) and Chief Elected Officials Board (CEOB).

The Workforce Alliance (WA) received its planning allocation for Workforce Innovation and Opportunity Act (WIOA) for program/fiscal year that starts July 1, 2024. WA will see a cut in WIOA funds of about \$359,512 or about 9%. In the past two years, there has been a reduction of \$643,000 in WIOA funding to the WA.

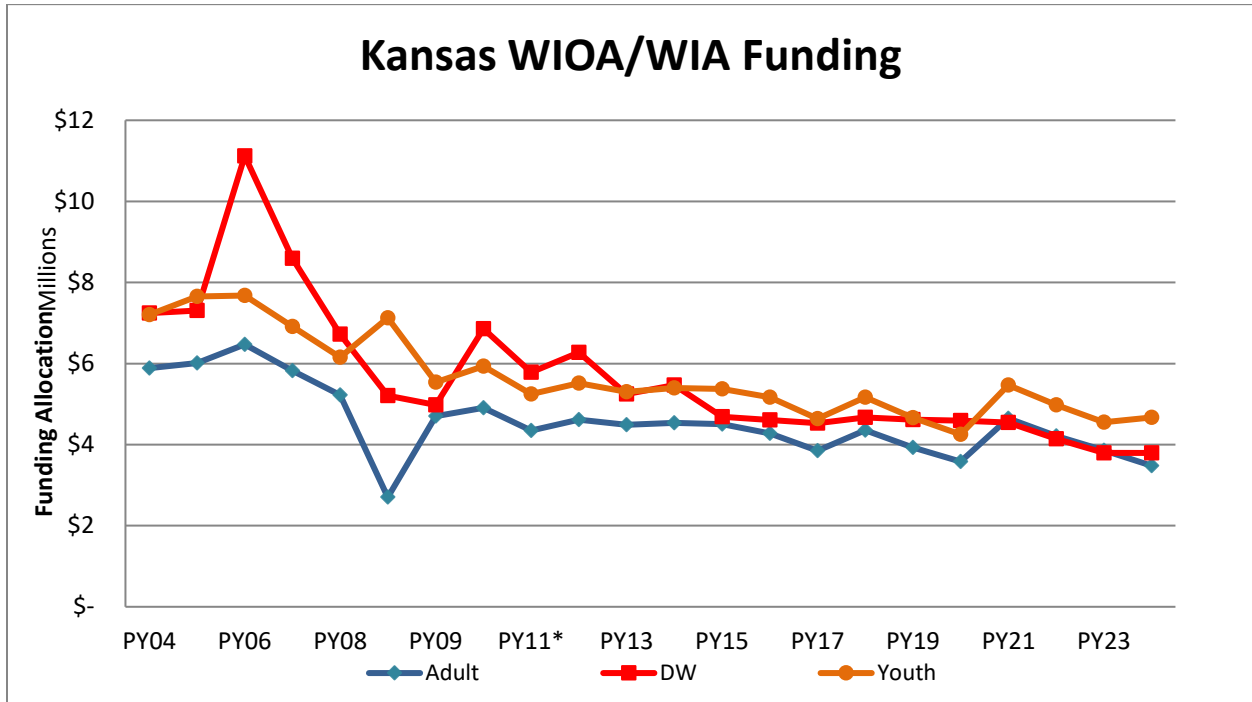
**Analysis**

Funding for the WIOA Title I programs at the federal level will have an \$22.9 million dollar decrease for PY24 or roughly 0.7%. Funding for the individual programs is Adult at \$8.8 million, Dislocated Worker \$1.4 billion, and Youth \$9.4 million.



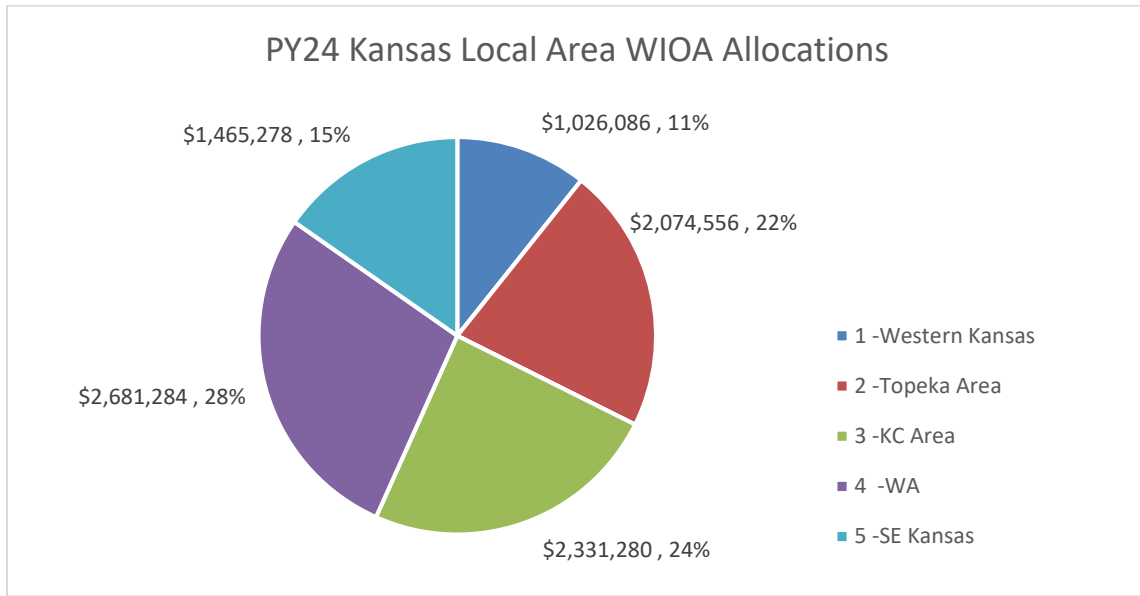
WIOA funding for the State of Kansas for all funding streams is being reduced by almost 9%. Adult is decreasing from \$3.8 to \$3.4 million or 10.5%. Dislocated Worker is remaining flat at \$3.79 million. Youth funding is increasing from \$4.55 to \$4.67 million or 2.5%. For Kansas the

total WIOA allocation is decreasing by \$264,228. In the past three years, Kansas has seen a decrease of \$2.7 million dollars in WIOA funding.

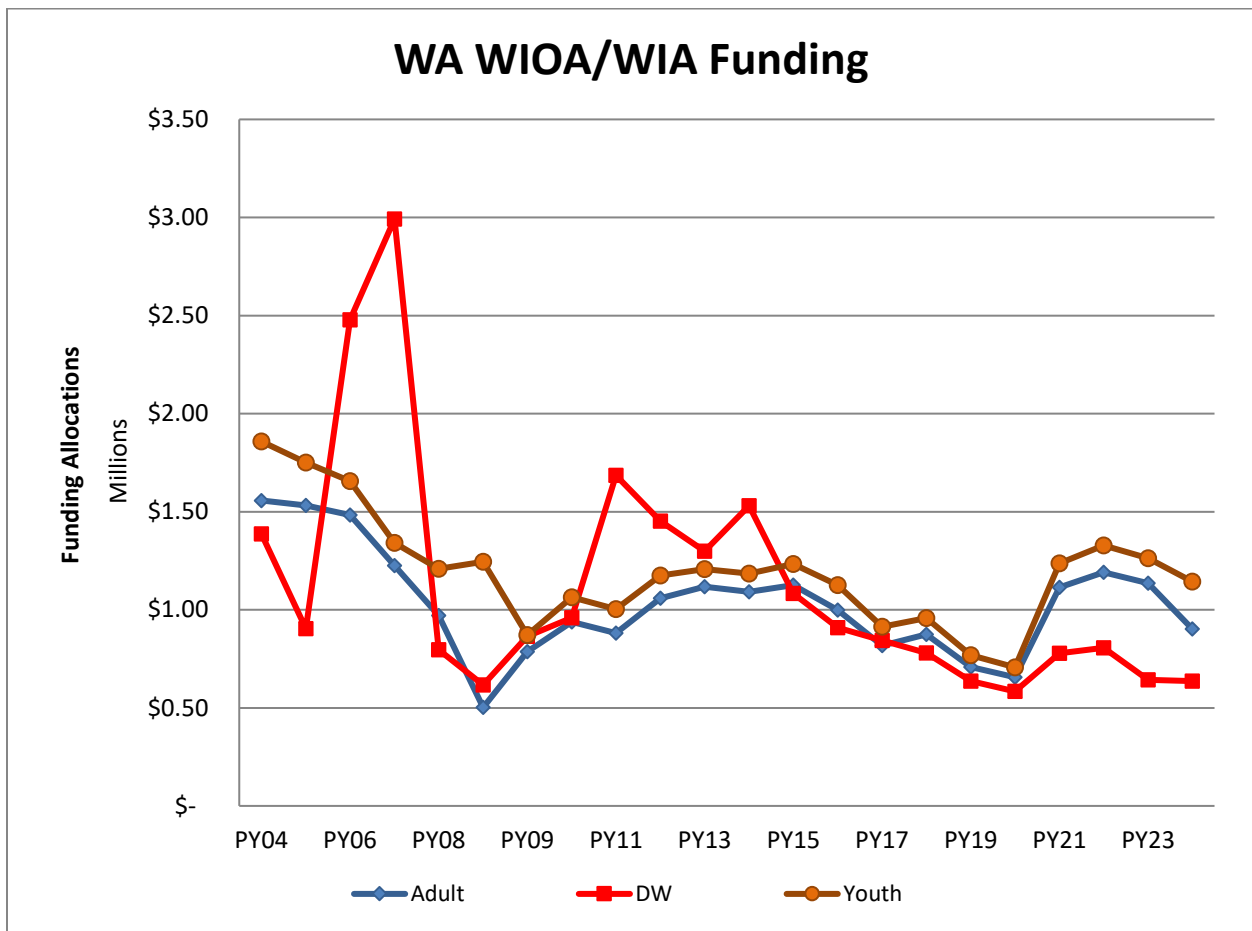


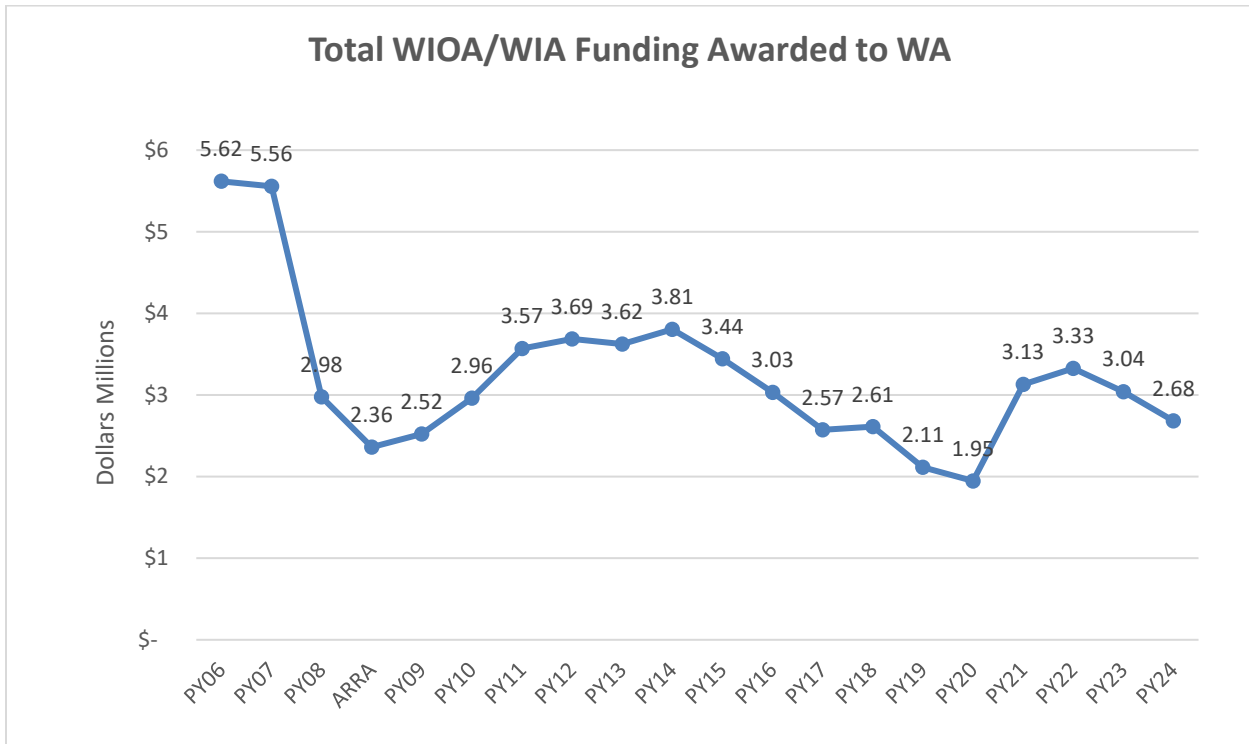
WIOA funding across Kansas is decreasing in three local areas, with WA absorbing the biggest decrease overall at \$359,512.

PY24 WIOA Allocations by Local Area and Program						
Local Area	Adult	Dislocated Worker	Youth	Total	Change from Previous Year	
1 -Western Kansas	\$ 230,015.00	\$ 482,993.00	\$ 313,078.00	\$ 1,026,086	\$ (13,368.00)	
2 -Topeka Area	\$ 626,109.00	\$ 452,827.00	\$ 995,620.00	\$ 2,074,556	\$ 192,709.00	
3 -KC Area	\$ 685,154.00	\$ 823,707.00	\$ 822,419.00	\$ 2,331,280	\$ 107,461.00	
4 -WA	\$ 901,686.00	\$ 636,439.00	\$ 1,143,159.00	\$ 2,681,284	\$ (359,512.00)	
5 -SE Kansas	\$ 510,755.00	\$ 261,114.00	\$ 693,409.00	\$ 1,465,278	\$ (156,498.00)	



In total for PY24, Local Area IV (LAIV) is receiving \$2.681, million, which is \$359,512 less than last year or about a 9% decrease.





Other Planned Revenue Sources for PY24

- Senior Community Services Community Services Program- \$755,000
- Rapid Response- \$57,027
- MeadowLark \$312,251
- REAP- \$168,622
- PACES- \$21,126
- YEP- \$101,760
- Evergy \$287,728
- RETAIN- \$491,608
- One Workforce- \$3,335,680
- OKEP- \$99,840
- Work Based Learning- \$179,999
- SNAP \$20,966
- Pathway Home \$83,565
- Digital Skills \$88,000
- Total Other Planned Revenue for PY22 \$6,050,521

Overall the PY23 Budget for the organization is decreasing next year from \$10,602,058 million to \$9,650,012 million. There is a decrease in wages and fringe, WA has not filled some positions in the past several months. The budget funds current filled positions for PY24. Reductions in direct client services is mostly tied to the loss of the MUS DWG and Home Based Wichita. The planned budget allocates 33% of funds to direct client services which include work experience, training and supportive services.

June 12, 2024

Submitted By: Chad Pettera

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**Recommended Action:**

*Recommend approval of proposed budget to the WA Board and CEOB, direct staff to make adjustments to include final carry and report updated budget to Executive Committee no later than August 1, 2024.*

**Proposed Workforce Alliance PY24 Budget  
July 2024 - June 2025**

**Planned Revenues**

Revenue Stream	PY23 Carry Over	PY24 Allocation	Transfer (up to 100%)*	Total PY24 Funding	% of Budget
Adult	\$ 435,548	\$ 956,518	\$ 274,000	\$ 1,666,066	17.26%
Dislocated Worker	\$ 379,426	\$ 572,796	\$ (274,000)	\$ 678,222	7.03%
RRAA/Set A Side	\$ -	\$ -		\$ -	0.00%
Youth	\$ 11,002	\$ 1,068,844		\$ 1,079,846	11.19%
Admin	\$ 92,233	\$ 83,125		\$ 175,358	1.82%
Senior	\$ -	\$ 755,334		\$ 755,334	7.83%
Rapid Response	\$ -	\$ 57,027		\$ 57,027	0.59%
Meadowlark	\$ -	\$ 312,251		\$ 312,251	3.24%
REAP	\$ -	\$ 168,622		\$ 168,622	1.75%
PACES	\$ -	\$ 21,126		\$ 21,126	0.22%
YEP	\$ -	\$ 101,760		\$ 101,760	1.05%
Home Base Wichita	\$ -	\$ -		\$ -	0.00%
Evergy	\$ 50,000	\$ 237,728		\$ 287,728	2.98%
RETAIN	\$ -	\$ 491,608		\$ 491,608	5.09%
One Workforce	\$ -	\$ 3,335,680		\$ 3,335,680	34.57%
OKEP	\$ -	\$ 99,840		\$ 99,840	1.03%
Work Based Learning	\$ -	\$ 179,999		\$ 179,999	1.87%
MUS DWG	\$ -	\$ -		\$ -	0.00%
SNAP	\$ -	\$ 20,966		\$ 20,966	0.22%
Pathway Home	\$ -	\$ 83,565		\$ 83,565	0.87%
Digital Skills	\$ -	\$ 88,000		\$ 88,000	0.91%
General	\$ -	\$ 47,015		\$ 47,015	0.49%
	<b>\$ 968,209</b>	<b>\$ 8,681,804</b>	<b>\$ (0)</b>	<b>\$ 9,650,012</b>	<b>100.00%</b>

**Planned Expenditures**

Category	PY24 Proposed	PY23 Budget	PY23 Exp. Thru April	PY23 % of Expenditures	Budget Difference PY23/PY24
Wages	\$ 3,233,316	\$ 3,788,521	\$ 2,597,270	69%	\$ (555,205)
Fringe	\$ 770,890	\$ 911,919	\$ 553,765	61%	\$ (141,029)
Facilities	\$ 388,745	\$ 421,755	\$ 410,779	97%	\$ (33,010)
Contract/Pro Fees	\$ 113,058	\$ 279,497	\$ 109,186	39%	\$ (166,439)
Supplies/Equipment	\$ 38,085	\$ 105,005	\$ 23,432	22%	\$ (66,920)
IT-Supplies/Hardware/Licenses	\$ 187,245	\$ 296,250	\$ 108,539	37%	\$ (109,005)
Outreach/Meetings	\$ 150,700	\$ 154,323	\$ 331,347	215%	\$ (3,623)
Travel/Conference	\$ 86,702	\$ 88,825	\$ 76,871	87%	\$ (2,123)
Indirect	\$ 553,058	\$ -	\$ 528,215		\$ 553,058
Grants Awarded	\$ 367,500	\$ 274,636	\$ 253,662	92%	\$ 92,864
Staff Development	\$ 23,750	\$ 58,050	\$ 9,251	16%	\$ (34,300)
Misc/Dep/Int	\$ 27,000	\$ 27,050	\$ 44,239	164%	\$ (50)
Youth Work Experience	\$ 205,770	\$ 290,000	\$ 152,199	52%	\$ (84,230)
Adult WX/Incumbent	\$ 1,164,398	\$ 1,045,786	\$ 953,638	91%	\$ 118,613
OJT	\$ 660,000	\$ 579,803	\$ 175,374	30%	\$ 80,197
Incentives	\$ 22,800	\$ 19,000	\$ 24,227	128%	\$ 3,800
Education & Training	\$ 1,155,000	\$ 1,730,677	\$ 980,977	57%	\$ (575,677)
Supportive Services	\$ 501,995	\$ 530,962	\$ 237,327	45%	\$ (28,967)
Indirect	<b>\$ 9,650,012</b>	<b>\$ 10,602,058</b>	<b>\$ 7,570,298</b>	<b>71%</b>	<b>\$ (952,046)</b>

	PY24		PY23	YTD Expenditures	
Operations/Overhead	\$ 5,940,049	62%	\$ 6,405,830	\$ 5,046,556	67%
Direct Client	\$ 3,709,963	38%	\$ 4,196,228	\$ 2,523,742	33%



**Workforce Alliance Consolidated Budget PY23 Comp PY24**  
July 2023- June 2025

PY23 Expenditures Through 04/30/2024

Category	WIOA					Community Impact Funds					Consolidated				
	PY23 Budget	PY24 Budget	PY23-PY24 Budget	PY23 YTD Expenditures	% Budget Remaining	PY23 Budget	PY24 Budget	PY23-PY24 Budget	PY23 YTD Expenditures	% Budget Remaining	PY23 Budget	PY24 Budget	PY23-PY24 Budget	PY23 YTD Expenditures	% Budget Remaining
Wages	\$ 1,978,521	\$ 1,831,334	\$ (147,187)	\$ 1,213,520	39%	\$ 1,810,000	\$ 1,401,982	\$ (408,018)	\$ 1,383,750	24%	\$ 3,788,521	\$ 3,233,316	\$ (555,205)	\$ 2,597,270	31%
Fringe	\$ 465,593	\$ 423,200	\$ (42,393)	\$ 271,351	42%	\$ 446,326	\$ 347,690	\$ (98,636)	\$ 282,414	37%	\$ 911,919	\$ 770,890	\$ (141,029)	\$ 553,765	39%
Facilities	\$ 269,800	\$ 260,835	\$ (8,965)	\$ 277,259	-3%	\$ 151,955	\$ 127,910	\$ (24,045)	\$ 133,520	12%	\$ 421,755	\$ 388,745	\$ (33,010)	\$ 410,779	3%
Contract/Pro Fees	\$ 94,646	\$ 83,008	\$ (21,108)	\$ 65,489	31%	\$ 184,851	\$ 30,050	\$ (154,801)	\$ 43,698	76%	\$ 279,497	\$ 113,058	\$ (166,439)	\$ 109,187	61%
Supplies/Equipment	\$ 60,330	\$ 21,595	\$ (38,735)	\$ 29,909	50%	\$ 44,675	\$ 16,490	\$ (28,185)	\$ (6,478)	114%	\$ 105,005	\$ 38,085	\$ (66,920)	\$ 23,431	78%
IT	\$ 249,900	\$ 137,500	\$ (112,400)	\$ 78,579	69%	\$ 46,350	\$ 49,745	\$ 3,395	\$ 29,960	35%	\$ 296,250	\$ 187,245	\$ (109,005)	\$ 108,539	63%
Outreach/Meetings	\$ 51,075	\$ 27,175	\$ (14,430)	\$ 38,057	25%	\$ 103,248	\$ 123,525	\$ 17,603	\$ 293,291	-184%	\$ 154,323	\$ 150,700	\$ (3,623)	\$ 331,348	-115%
Travel/Conference	\$ 52,083	\$ 52,140	\$ 58	\$ 47,129	10%	\$ 36,743	\$ 34,562	\$ (2,181)	\$ 29,742	19%	\$ 88,825	\$ 86,702	\$ (2,123)	\$ 76,871	13%
Grants Awarded	\$ 121,636	\$ 215,000	\$ 93,364	\$ 98,081	19%	\$ 153,000	\$ 152,500	\$ (500)	\$ 155,581	-2%	\$ 274,636	\$ 367,500	\$ 92,864	\$ 253,662	8%
Staff Development	\$ 34,100	\$ 9,700	\$ (24,400)	\$ 5,012	85%	\$ 23,950	\$ 14,050	\$ (9,900)	\$ 4,239	82%	\$ 58,050	\$ 23,750	\$ (34,300)	\$ 9,251	84%
Indirect	\$ -	\$ 272,402	\$ 272,402	\$ 150,320		\$ -	\$ 280,656	\$ 280,656	\$ 377,895	0%	\$ -	\$ 553,058	\$ 553,058	\$ 528,215	0%
Misc	\$ -	\$ -	\$ -	\$ -	0%	\$ 27,050	\$ 27,000	\$ (50)	\$ 44,239	-64%	\$ 27,050	\$ 27,000	\$ (50)	\$ 44,239	-64%
Youth Work Experience	\$ 290,000	\$ 205,770	\$ (84,230)	\$ 152,199	48%	\$ 31,388	\$ -	\$ 150,000	\$ -	100%	\$ 321,388	\$ 205,770	\$ (115,618)	\$ 152,199	53%
Adult WX/Incumbent	\$ 614,398	\$ 614,398	\$ -	\$ 590,583	4%	\$ 400,000	\$ 550,000	\$ 190,197	\$ 363,055	9%	\$ 1,014,398	\$ 1,164,398	\$ 150,000	\$ 953,638	6%
OJT	\$ -	\$ 40,000	\$ 40,000	\$ -	0%	\$ 579,803	\$ 620,000	\$ 40,197	\$ 175,374	70%	\$ 579,803	\$ 660,000	\$ 80,197	\$ 175,374	70%
Incentives	\$ 2,000	\$ 800	\$ (1,200)	\$ 1,373	31%	\$ 17,000	\$ 22,000	\$ 5,000	\$ 22,854	-34%	\$ 19,000	\$ 22,800	\$ 3,800	\$ 24,227	-28%
Education & Training	\$ 127,294	\$ 130,000	\$ 2,706	\$ 69,067	46%	\$ 1,603,383	\$ 1,025,000	\$ (578,383)	\$ 911,910	43%	\$ 1,730,677	\$ 1,155,000	\$ (575,677)	\$ 980,977	43%
Supportive Services	\$ 30,000	\$ 86,995	\$ 56,995	\$ 83,878	-180%	\$ 500,962	\$ 415,000	\$ (85,962)	\$ 153,449	69%	\$ 530,962	\$ 501,995	\$ (28,967)	\$ 237,327	55%
Indirect															
<b>Total</b>	\$ 4,441,375	\$ 4,411,852	\$ (29,523)	\$ 3,171,806	29%	\$ 6,160,683	\$ 5,238,160	\$ (695,913)	\$ 4,398,493	29%	\$ 10,602,058	\$ 9,650,012	\$ (952,046)	\$ 7,570,299	29%

**WA Client Funding Paid to Providers**

Program Year 2016 - 2022

Training Providers	Total	PY22	PY21	PY20	PY19	PY18	PY17	PY16
Butler Community College	\$ 456,104	\$ 101,834	\$ 23,098	\$ 113,259	\$ 35,746	\$ 55,983	\$ 44,256	\$ 81,928
Cowley College	\$ 187,178	\$ 47,592	\$ 63,126	\$ 44,850	\$ 8,445	\$ 9,150	\$ 5,156	\$ 8,860
Hutchinson Community College	\$ 85,510	\$ 6,122	\$ 4,514	\$ 27,296	\$ 19,574	\$ 13,563	\$ 7,256	\$ 7,185
WSU Tech	\$ 4,430,300	\$ 195,533	\$ 107,722	\$ 2,153,238	\$ 450,875	\$ 747,547	\$ 384,656	\$ 390,729
WSU	\$ 1,725,567	\$ 469,193	\$ 163,090	\$ 614,171	\$ 89,178	\$ 92,595	\$ 111,206	\$ 186,134
Allied Health Training Center	\$ 886,963	\$ 40,582	\$ 90,318	\$ 168,446	\$ 228,701	\$ 134,496	\$ 145,399	\$ 79,021
Freedom Road Truck Driving	\$ 40,082	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,607	\$ 31,475
Friends University*	\$ 442,951	\$ 8,930	\$ -	\$ 46,140	\$ 61,573	\$ 38,266	\$ 75,397	\$ 212,645
Kansas Truck Driving	\$ 138,980	\$ 26,473	\$ 30,747	\$ 60,893			\$ 20,868	
Whiteline CDL	\$ 511,287	\$ 29,984	\$ 43,740	\$ 162,160	\$ 104,879	\$ 135,524	\$ 35,000	\$ -
160 Driving/Rock Gate Capital	\$ 24,750	\$ 24,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Insight Direct USA	\$ 21,064	\$ 21,064	\$ -		\$ -	\$ -	\$ -	\$ -
WTI	\$ 857,013	\$ 18,492	\$ 28,150	\$ 522,228	\$ 87,859	\$ 75,166	\$ 72,029	\$ 53,089
Heartland Welding Academy	\$ 27,775		\$ 11,825	\$ 15,950	\$ -	\$ -	\$ -	\$ -
Bethel House*	\$ 41,398	\$ 1,790	\$ 15,065	\$ 15,600	\$ 8,943	\$ -	\$ -	\$ -
Newman University*	\$ 69,612			\$ 34,874	\$ -	\$ 3,965	\$ 12,674	\$ 18,099
<b>Total</b>	<b>\$ 9,946,534</b>	<b>\$ 992,338</b>	<b>\$ 581,395</b>	<b>\$ 3,979,105</b>	<b>\$ 1,095,773</b>	<b>\$ 1,306,255</b>	<b>\$ 922,504</b>	<b>\$ 1,069,165</b>

\* Only TAA

Registered Apprenticeship	Total	PY22	PY21	PY20	PY19	PY18	PY17	PY16
WEJACT	\$ 233,291	\$ -	\$ 31,800	\$ 18,600	\$ 38,071	\$ 64,885	\$ 51,470	\$ 28,465
Plumbers and Pipefitters	\$ 258,650	\$ -	\$ 13,600	\$ 7,100	\$ 102,000	\$ 109,200	\$ 23,500	\$ 3,250
Sheet Metal Apprentice	\$ 69,440	\$ -	\$ 5,400	\$ -	\$ 36,000	\$ 28,040	\$ -	\$ -
<b>Total</b>	<b>\$ 561,381</b>	<b>\$ -</b>	<b>\$ 50,800</b>	<b>\$ 25,700</b>	<b>\$ 176,071</b>	<b>\$ 202,125</b>	<b>\$ 74,970</b>	<b>\$ 31,715</b>

Private Employers	Total	PY22	PY21	PY20	PY19	PY18	PY17	PY16
Cox Machine	\$ 669,163	\$ 113,978	\$ 94,430	\$ 254,487	\$ 22,420	\$ 144,540	\$ 39,113	\$ 195
Global Aviation Technologies	\$ 91,724	\$ -	\$ -	\$ 86,000	\$ -	\$ -	\$ 5,724	\$ -
GSI Engineering*	\$ 130,000	\$ -	\$ -	\$ 130,000	\$ -	\$ -	\$ -	\$ -
JR Custom Metals	\$ 129,043	\$ 2,679	\$ 48,363	\$ 50,482	\$ 7,735	\$ 19,784	\$ -	\$ -
LearJet*	\$ 42,266	\$ -	\$ 19,266	\$ 23,000	\$ -	\$ -	\$ -	\$ -
Optemtric Billing Solutions*	\$ 250,000	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -
Creekstone	\$ 13,902	\$ 13,902	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Kansas Truck Driving School	\$ 57,220	\$ 26,473	\$ 30,747	\$ -	\$ -	\$ -	\$ -	\$ -
Novacoast	\$ 78,657	\$ 51,809	\$ 26,848	\$ -	\$ -	\$ -	\$ -	\$ -
Center Industries	\$ 14,964	\$ 14,964	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Spirit Aerosystems	\$ 1,638,205	\$ 102,264	\$ 27,653	\$ 136,088	\$ 193,250	\$ 620,200	\$ 558,750	\$ -
Tech Aerospace	\$ 65,672	\$ 31,177	\$ -	\$ 34,495	\$ -	\$ -	\$ -	\$ -
Mahaney Roofing	\$ 29,000	\$ -	\$ -	\$ 18,000	\$ 11,000	\$ -	\$ -	\$ -
Keycentrix	\$ 75,207	\$ 34,299	\$ 40,908	\$ -	\$ -	\$ -	\$ -	\$ -
Youngers and Sons	\$ 31,698	\$ -	\$ 31,698	\$ -	\$ -	\$ -	\$ -	\$ -
Wolff Electric	\$ 38,490	\$ -	\$ -	\$ 18,000	\$ 20,490	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 3,355,211</b>	<b>\$ 391,545</b>	<b>\$ 319,913</b>	<b>\$ 1,000,552</b>	<b>\$ 254,895</b>	<b>\$ 784,524</b>	<b>\$ 603,587</b>	<b>\$ 195</b>

\* CARES Act Funding

Supportive Services	Total	PY22	PY21	PY20	PY19	PY18	PY17	PY16
City of Wichita	\$ 49,843	\$ 11,532	\$ 6,686	\$ 16,194	\$ 8,312	\$ 13,690	\$ 5,784	\$ 5,863
Kansas Gas Service	\$ 37,340	\$ 7,626	\$ 4,033	\$ 12,419	\$ 6,215	\$ 7,706	\$ 6,437	\$ 4,563
Evergy	\$ 124,689	\$ 27,510	\$ 14,604	\$ 50,670	\$ 15,498	\$ 29,251	\$ 14,432	\$ 14,838
Black Hills Utilities	\$ 1,667	\$ 393	\$ -	\$ 1,011	\$ -	\$ 367	\$ 209	\$ 80
All Other Supportive Services	\$ 444,460	\$ 98,124	\$ 58,253	\$ 133,502	\$ 33,223	\$ 86,032	\$ 81,953	\$ 109,750
<b>Total</b>	<b>\$ 657,999</b>	<b>\$ 145,185</b>	<b>\$ 83,576</b>	<b>\$ 213,796</b>	<b>\$ 63,248</b>	<b>\$ 137,046</b>	<b>\$ 108,815</b>	<b>\$ 135,094</b>

Figures include TAA funding that is administered by the KDC and paid by KDC to providers

**WA Client Funding Paid to Providers**

Program Year 2016 - 2022

Program Year 2022							
	Butler Community College	Cowley College	Hutchinson Community College	WSU Tech	Wichita State University	WSU Cad/Cam Lab	Program Total
WIOA	\$3,313	\$0	\$0	\$14,952	\$0	\$0	\$18,265
TAA	\$112,662	\$76,239	\$11,498	\$3,441,251	\$323,433	\$0	\$3,965,083
KHPOP	\$0	\$0	\$0	\$1,604	\$0	\$0	\$1,604
One Workforce	\$5,303	\$0	\$0	\$153,027	\$394,578	\$0	\$552,908
RETAIN	\$0	\$0	\$0	\$0	\$0	\$0	\$0
DWG	\$53,147	\$12,509	\$5,764	\$52,448	\$2,995	\$0	\$126,863
School Total	\$174,425	\$88,748	\$17,262	\$3,663,282	\$721,006	\$0	\$4,664,722

Program Year 2021							
	Butler Community College	Cowley College	Hutchinson Community College	WSU Tech	Wichita State University	WSU Cad/Cam Lab	Program Total
WIOA	\$34,044	\$12,509	\$9,504	\$187,085	\$17,373	\$0	\$260,515
TAA	\$218,465	\$93,265	\$13,714	\$4,911,524	\$820,917	\$0	\$6,057,885
KHPOP	\$1,995	\$0	\$0	\$3,377	\$0	\$0	\$5,372
One Workforce	\$433	\$1,499	\$0	\$15,618	\$105,347	\$0	\$122,896
RETAIN	\$0	\$0	\$0	\$0	\$0	\$0	\$0
DWG	\$27,663	\$12,509	\$7,005	\$157,122	\$15,321	\$0	\$219,620
School Total	\$282,600	\$119,782	\$30,223	\$5,274,726	\$958,958	\$0	\$6,666,288

Program Year 2020							
	Butler Community College	Cowley College	Hutchinson Community College	WSU Tech	Wichita State University	WSU Cad/Cam Lab	Program Total
WIOA	\$6,023	\$0	\$568	\$9,150	\$2,576	\$0	\$18,317
TAA	\$103,141	\$18,800	\$10,712	\$1,943,778	\$296,557	\$0	\$2,372,988
KHPOP	\$1,482	\$576	\$11,238	\$5,642	\$969	\$0	\$19,906
KAMP	\$0	\$0	\$0	\$3,000	\$0	\$0	\$3,000
PCA	\$0	\$0	\$0	\$0	\$0	\$0	\$0
RA	\$0	\$0	\$0	\$1,800	\$6,048	\$0	\$7,848
RETAIN	\$0	\$0	\$0	\$0	\$0	\$0	\$0
DWG	\$1,995	\$0	\$4,778	\$49,887	\$3,710	\$0	\$60,370
Partner4Work	\$618	\$4,617	\$0	\$139,981	\$5,356	\$2,400	\$152,972
School Total	\$113,259	\$23,992	\$27,296	\$2,153,238	\$315,215	\$2,400	\$2,635,400

Program Year 2019							
	Butler Community College	Cowley College	Hutchinson Community College	WSU Tech	Wichita State University	WSU Cad/Cam Lab	Program Total
WIOA	\$7,183	\$1,524	\$2,047	\$34,317	\$14,769	\$800	\$60,640
TAA	\$20,162	\$4,226	\$10,935	\$60,693	\$22,702	\$0	\$118,718
KHPOP	\$6,957	\$0	\$6,592	\$38,078	\$27,991	\$0	\$79,618
KAMP	\$0	\$0	\$0	\$179,250	\$0	\$0	\$179,250
PCA	\$0	\$81	\$0	\$0	\$0	\$0	\$81
RA	\$0	\$0	\$0	\$600	\$0	\$0	\$600
RETAIN	\$0	\$0	\$0	\$0	\$0	\$0	\$0
DWG	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Partner4Work	\$1,444	\$2,614	\$0	\$137,936	\$21,316	\$1,600	\$164,911
School Total	\$35,746	\$8,445	\$19,574	\$450,875	\$86,778	\$2,400	\$603,819

Program Year 2018							
	Butler Community College	Cowley College	Hutchinson Community College	WATC/WSU Tech	Wichita State University	WSU Cad/Cam Lab	Program Total
WIOA	\$2,862	\$1,556	\$240	\$62,355	\$21,204	\$0	\$88,217
TAA	\$35,216	\$7,024	\$13,313	\$155,937	\$24,880	\$0	\$236,370
KHPOP	\$17,906	\$0	\$10	\$73,256	\$46,510	\$0	\$137,682
KAMP	\$0	\$0	\$0	\$456,000	\$0	\$0	\$456,000
PCA	\$0	\$570	\$0	\$0	\$0	\$0	\$570
RA	\$0	\$0	\$0	\$0	\$0	\$0	\$0
RETAIN	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Partner4Work	\$0	\$0	\$0	\$0	\$0	\$0	\$0
School Total	\$55,983	\$9,150	\$13,563	\$747,547	\$92,595	\$0	\$918,838

**WA Client Funding Paid to Providers**

Program Year 2016 - 2022

Program Year 2017							
	Butler Community College	Cowley Community College	Hutchinson Community College	WATC/WSU Tech	Wichita State University	WSU Cad/Cam Lab	Program Total
WIOA	\$9,327	\$0	\$783	\$29,866	\$7,244	\$0	\$47,219
TAA	\$20,391	\$5,156	\$0	\$295,897	\$51,227	\$23,200	\$395,872
KHPOP	\$12,205	\$0	\$6,473	\$50,980	\$25,187	\$0	\$94,844
DEI	\$2,205	\$0	\$0	\$7,915	\$3,548	\$800	\$14,468
KAMP	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PCA	\$0	\$0	\$0	\$0	\$0	\$0	\$0
GOALS	\$128	\$0	\$0	\$0	\$0	\$0	\$128
RA	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>School Total</b>	<b>\$44,256</b>	<b>\$5,156</b>	<b>\$7,256</b>	<b>\$384,658</b>	<b>\$87,206</b>	<b>\$24,000</b>	<b>\$552,532</b>

Program Year 2016							
	Butler Community College	Cowley Community College	Hutchinson Community College	Wichita Area Technical College	Wichita State University	WSU Cad/Cam Lab	Program Total
WIOA	\$23,153	\$0	\$984	\$51,141	\$5,828	\$0	\$81,106
TAA	\$44,216	\$8,860	\$0	\$304,415	\$129,853	\$16,000	\$503,343
KHPOP	\$9,539	\$0	\$6,201	\$35,174	\$3,796	\$0	\$54,710
KEEP	\$0	\$0	\$0	\$0	\$30,657	\$0	\$30,657
SIF	\$0	\$0	\$0	\$0	\$0	\$0	\$0
DEI	\$4,331	\$0	\$0	\$0	\$0	\$0	\$4,331
GOALS	\$689	\$0	\$0	\$0	\$0	\$0	\$689
<b>School Total</b>	<b>\$81,928</b>	<b>\$8,860</b>	<b>\$7,185</b>	<b>\$390,729</b>	<b>\$170,134</b>	<b>\$16,000</b>	<b>\$674,836</b>

**Item:**

Youth Employment Project (YEP) 2024 Update

**Analysis:**

It is a busy summer for the Workforce Alliance youth programs.

- YEP is in full swing with Camp HYPE, including one new camp in 2024 offered in Wellington in partnership with Sumner County Economic Development Commission and Cowley College. Several camps are at capacity, but others are still accepting enrollments. See details at [YEP Workshops & Camp HYPE \(workforce-ks.com\)](http://workforce-ks.com)
- The Workforce Alliance is hosting five high school interns through the City of Wichita. The interns are assigned at both the Wichita Workforce Center and Administrative Offices, assigned to various departments including Administrative, Communications, Fiscal, Facilities, REAP and YEP. The WA has also collaborated with Wichita Mayor Lily Wu to place an intern in a leadership position at City Hall.

YEP 2024 goals and Year-to-Date measures as of 5/1/2024 are below:

Measure	2024 Actual	2024 Goal	2023 Actual	2022 Actual
Total Young Adults Served	5,012	6,000	5,732	3,583
Workshop Participation	516	1,000	858	913
Badges Awarded	870	2,000	1,545	2,151
ESC Certificates Earned	290	800	515	717
Total Employment	677	2,500	2,392	2,261
Camp HYPE Participation	TBD	200	164	92
Employer Engagement	358	450	435	244
Job Fairs	17	25	20	11
Wages Paid	TBD	\$3,500,000	\$3,444,480	\$2,913,120
Job Fair Attendance by Young Adults	2,373	3,000	2,653	1,833
Job Fair Attendance by Employers	299	250	248	207
Events (Outreach, Job Fair, Workshop)	125	150	115	42
Schools and Districts Engagement	24 schools in 15 districts	30 schools 16 districts	27 schools 16 districts	20 schools 14 districts
Counties Engaged	7	6	6	6
WIOA Referrals	11	50	30	N/A

June 12, 2024

Submitted by: Chelsea Daniel

**2024 YEP Employment Outcomes**

Employment Type	Total
WIOA	TDB
YEP Employer Funded	677
YEP Subsidized	TBD
Youth Self-Reported	3
<b>Total</b>	<b>246</b>

**Upcoming YEP Events**

Date	Event
6/21/2024	Envision Level Up Career and College Expo

**Camp HYPE Schedule and Registration Updates**

Date	Camp HYPE Session	Location	Registration
06/03- 06/06/2024	Sumner County	Sumner County	17
06/10-06/13/2024	Wichita Crime Commission Public Safety	Wichita WFC	27
06/17-06/20/2024	Via Christi	Urban League	41 (Closed)
06/24-06/27/2024	Trade Skills	Wichita WFC	30 (Closed)
07/08-07/11/2024	Financial Services * Newly announced*	Wichita WFC	4
07/08-07/11/2024	FlagshipKansas.Tech Technology	Groover Labs	27
07/15-07/18/2024	Spirit	Wichita WFC	28
07/22-07/25/2024	Bombardier	Wichita WFC	12
07/29-08/01/2024	Textron Aviation	Wichita WFC	17
08/05-08/08/2024	McConnell	McConnell	3

**Recommended Action:**

*Receive and file.*



**Program Update  
5/8/2024**

HBW Partnership meeting took place on 4/15/24 to discuss the following:

- Updates from the Wichita Regional Chamber and Greater Wichita Partnership
- SkillBridge Lunch & Learn
- HBW Military Appreciation Event
- KEEP Tour

In April, HBW program activity included:

- Four on-the-job orientation sessions were held and attended by eight veterans
- 64 applications submitted for OJT, resulting in 12 interviews
- Interviews yielded four job offers/employment hires
- Information on outreach sessions emailed to 42 job seekers
- Three job fairs, attended by 28 employers and 41 Veterans, transitioning military, guard/reserve, or military spouses
- Five community partner and employer events, attended by 35 employers and 53 job seekers

Below is a summary of all grant activity to date:

**Participants Served**

Veterans	1837	95.68%
Transitioning Military Personnel	54	2.81%
Military Spouses	29	1.51%
<b>Total Participants Served</b>	<b>1920</b>	<b>100.00%</b>
<b>Race</b>		
White	898	46.77%
Black or African American	265	13.80%
American Indian or Alaska Native	30	1.56%
Asian	30	1.56%
Native Hawaiian or Other Pacific Islander	6	0.31%
Not Disclosed	691	35.99%
<b>Total Participants by Race</b>	<b>1920</b>	<b>100.00%</b>
<b>Ethnicity</b>		
Hispanic	319	16.61%
Non-Hispanic	895	46.61%
Not Disclosed	706	36.77%
<b>Total Participants by Ethnicity</b>	<b>1920</b>	<b>100.00%</b>
<b>Equity Impact Zip Code</b>		
Individuals with address in an Equity Zip Code	536	27.92%
Individuals in Other Zip Codes	1384	72.08%
<b>Total Participants by Zip Code</b>	<b>1920</b>	<b>100.00%</b>

**Job Placements**

Advanced Manufacturing/Aviation	<b>28</b>	33%
Agriculture	2	2%
Transportation	1	1%
Construction	5	6%
Education	6	7%
Engineering	1	1%
Finance	0	0%
Government	1	1%
IT	5	6%
Hospitality	2	2%
Human Resources	8	9%
Law Enforcement	4	5%
Logistics	7	8%
Healthcare	2	2%
Non-Profit	10	12%
Retail/Customer Service	4	5%
<b>Total Industry Placements</b>	<b>86</b>	<b>100%</b>

## Employer Engagement

Number of Employers Engaged	912
Number of Events to Connect Individuals to Employers	50
Number of Employers Receiving Technical Assistance	58
Number of Employers Receiving Training Funds to Hire Veterans	12

### Employer Contracts

- 37 active contracts/5 industries
- 7 active OJT/5 completed

### Social Media and Web Activity

HBW utilizes website and social media platforms to engage with potential participants and employers. HBW ambassador videos and information posts continue to drive organic web traffic and interaction on all HBW digital platforms. HBW social media has increased job openings, ambassador videos, and Why Wichita posts resulting in a wave of activity on the Facebook page.

#### LinkedIn:

The HBW LinkedIn page has grown to 637 followers. In April, LinkedIn activity included 61 posts, resulting in 4,677 impressions.

LinkedIn	Followers	Posts	Unique visitors	Impressions	Page Views	Reactions
July 2023	56	20	41	1991	91	66
August 2023	524	52	85	4112	203	152
September 2023	554	60	84	3845	104	104
October 2023	565	41	31	2627	82	44
November 2023	574	41	34	3494	91	73
December 2023	586	59	31	2867	78	52
January 2024	596	65	28	3828	108	64
February 2024	618	71	35	7209	73	157
March 2024	626	61	30	5233	95	86
April 2024	637	61	24	4677	65	133

#### Facebook:

The HBW Facebook platform followers grew 1.8% over the last month with a total of 112 followers for the month.

Facebook	Followers	Posts	Post Reach	Engagement	Page visits	Reactions
July 2023	6	18	179	31	13	6
August 2023	52	50	326	137	257	91
September 2023	60	53	296	100	59	79
October 2023	65	50	548	123	77	87
November 2023	68	52	930	291	133	144
December 2023	82	50	762	161	170	84
January 2024	102	72	2158	403	300	90
February 2024	105	77	522	95	105	63
March 2024	110	63	1500	121	128	62
April 2024	112	58	996	200	156	71

#### Website:

In April 2024, 204 unique visitors accessed the HBW website, an increase of 52.2% from the prior month.



<b>Website</b>	<b>Total Unique Visitors</b>	<b>New Unique Visitors</b>	<b>Returning Unique Visitors</b>	<b>Total Sessions</b>	<b>Total Page Views</b>
July 2023	129	118	27	192	336
August 2023	152	140	33	277	737
September 2023	25	21	4	34	51
October 2023	81	61	7	167	391
November 2023	101	93	8	115	658
December 2023	80	74	14	92	579
January 2024	152	141	11	118	1034
February 2024	210	200	10	157	1055
March 2024	147	134	13	133	906
April 2024	212	204	8	292	571



**One Workforce Report**  
As of 06/01/24

Progress on the grant to date through the most recent report submitted to USDOL on 5/8/24 includes enrollment of 739 participants, with 655 entering training. There have been 115 participants who received supportive service assistance for utility, housing, transportation, and employment related assistance. A total of 468 individuals have successfully completed training and 353 participants have earned a credential to date. There have been 370 exits processed to date including 136 Registered Apprentices; 103 Incumbent Workers have advanced into a new position.

Performance Outcomes	Grant Goal	Actual Outcomes as of 3/31/2024
Total participants served (cumulative 4-year total)	900	739
Total participants enrolled in education/training activities (cumulative 4-year total)	900	655
Total participants who complete education/training activities (cumulative 4-year total)	675	468
Total participants who complete education/training activities and receive a degree, or other typed of credential	506	353
Total number of IWT participants who complete training activities and advance into a new position	168	103

Breakdown of occupational skills training enrollments includes:

School	Completed Eligibility, pending start date	Active	Completed	Dropped	Total
WSU	1	78	60	8	147
WSU Tech	9	44	79	20	152
Butler	0	1	0	0	1
HCC	0	1	1	1	3
Friends	0	0	2	0	2
<b>Total</b>	<b>10</b>	<b>124</b>	<b>142</b>	<b>29</b>	<b>305</b>

Employer On-the-Job or Incumbent Worker Training summary is below:

Company	Active		Completed		Total
	OJT	IWT	OJT	IWT	
Airbus				38	38
Bradbury Company			5		5
Blake Clotia		1			1
Center Industries			11	3	14
CMJ Manufacturing	4	2	1		7
Cox Machine	3	6	10	36	55
Creekstone Farms		1		7	8
Ember Audio Visual				2	2
Global Aviation Tech				2	2
Harlow Aerostructures	18	1	15		34
Harper Industries		8			8
High Touch				22	22
HM Dunn			9	7	16
JR Custom Metals/Anchor			2		2
Keycentrix	3		15	30	48
Metal Finishing Co				12	12
Midwest Hemp	1				1
Milling Precision Tool		1			1
Netability		3			3
Novacoast	7		36		43
Pillr			2		2
Omni Aerospace	3	9			12
Spirit AeroSystems				38	38
Tec Systems		2		11	13
Youngers & Sons		3		1	4
<b>Totals</b>	<b>39</b>	<b>37</b>	<b>106</b>	<b>209</b>	<b>391</b>



**Workforce Alliance**  
**Executive Committee Meeting Minute**  
**ZOOM Only**  
May 8, 2024 – 11:30 AM

**1. Welcome and Introductions**

The Workforce Alliance (WA) Executive Committee met virtually on May 8, 2024 via ZOOM. Vice Chair Alana McNary welcomed Committee members and called the meeting to order.

**2. Workforce Center Services One Stop Services Integration Policy**

The WA is finalizing the partnership agreement for One Stop Operator services with Goodwill beginning July 1, 2024, and a part of the transition process is to update the Local Area IV (LAIIV) Workforce Center Services One Stop Services Integration Policy.

The Workforce Innovation and Opportunity Act (WIOA) guides the workforce system to increase program collaboration at the federal, state, and local level to ultimately integrate all available programs and services to job seekers and businesses through American Job Centers (AJC). Local Workforce Development Boards (LWDBs) oversee and operate the workforce centers in each of the local areas in the state, including the integration of programs under the “One-Stop” model. The WA first adopted a customer service integration policy for one-stop workforce center operations in 2007. From 2006 to 2016, the WA was granted a waiver from the Governor to serve as the One-Stop Operator (OSO) in LAIV. The passage of WIOA in 2014 limited the ability of LWDB to serve as the OSO, and the WA entered into a contract with Eckerd Connects in 2016 and now Goodwill in 2024.

This is not a new policy as the WA has operated in an integrated service model for many years; therefore, these are some updates to that policy. Staff had planned to update the policy a few years ago; however, the pandemic delayed this process. With Goodwill coming in as a new one stop operator, staff feel it is an appropriate time for this update. 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 will be shared with all WA Workforce Center and community partners and posted through all WA social media tools. The WA will accept public comments on the policy from May 9, 2024 to June 10, 2024. The draft policy and all comments received will be presented at the June 12, 2024 WA Executive Committee meeting. The final policy will be presented for adoption to the WA Board at the July 24, 2024 meeting.

*Gabe Schlickau (Michele Gifford) moved to approve the draft Local Area IV Workforce Centers One Stop Services Integration Policy for release for public review and comment from May 9 to June 10, and share comments received with the WA Executive Committee at next meeting. Motion adopted.*



**3. Consent Agenda**

Approval of meeting minutes for April 10, 2024 and an on-the-job training (OJT) contract for Textron Aviation for maintenance and paint apprentices were presented to the Committee for review and approval.

*Pat Jonas (Gabe Schlickau) moved to approve the Consent Agenda as presented. Michele Gifford, Textron Aviation abstained from the vote. Motion adopted.*

**4. Announcements**

The WA's Home Base Wichita program will host a Military Appreciation Day Breakfast on Thursday, May 23rd at 7:30 AM at Riverfront Stadium. The event is in honor of National Military Appreciation Month - veterans, military spouses, and the successes of Home Base Wichita. Colonel Cory Damon, McConnell Air Force Base and Wichita Mayor Lily Wu will be speaking at the event. Board members are invited to attend.

**5. Adjournment**

The meeting was adjourned at 11:43 PM.

**Attendees:**

LWDB Executive Committee Members

Michele Gifford  
Pat Jonas  
Jeff Longwell  
Alana McNary  
Gabe Schlickau

Staff/Guests

Amanda Duncan  
Denise Houston  
Keith Lawing  
Shirley Lindhorst  
Chad Pettera  
Janet Sutton  
Erica Ramos, Kansas Dept. of Commerce

**Proposed PY24 Kansas Local Area IV WIOA Approved Training List**

<b>Industry</b>	<b>O*Net Code</b>	<b>Occupation</b>	<b>KS Median Wage/Hr. (2022 - O*Net)</b>	<b>KS Growth Projection 2020-2030 (O*Net)</b>	<b>WA Staff Recommendation</b>	
<b>Advanced Manufacturing</b>	49-3011	Aviation Maintenance Technology/ A&P (Aircraft Mechanics)	\$ 31.67	20%	Remain	
	49-2091	Avionics	\$ 32.00	20%	Remain	
	17-3013	CAD/CAM & CATIA	\$ 25.75	0%	Remain	
	51-2092	Composite Fabrication & Repair	\$ 17.80	-4% Decline	Remain	
	51-9161	Computer Controlled Machine Tool Operator (CNC)	\$ 21.40	3%	Remain	
	49-3031	Diesel Mechanics	\$ 23.86	7%	Remain	
	51-4191	Heat Treating Equipment Setters, Operators & Tenders, Metal and Plastic	\$ 24.29	0%	Remain	
	53-7051	Industrial Equipment Operator	\$ 19.66	22%	Remain	
	49-9071	Industrial Maintenance Technician	\$ 19.17	8%	Remain	
	51-4081	Machine Tool Operator-Metal and Plastic	\$ 18.75	4%	Remain	
	<b>Advanced Materials</b>	17-3026	Manufacturing or Production Technicians	\$ 25.81	15%	Remain
		<b>Aerospace*</b>	17-3029.01	Nondestructive Testing (NDT) or Inspection	\$ 38.98	5%
	11-1021		Operations Management Technical Certificate	\$ 37.26	10%	Remain
		19-4099.01	Quality Control or Inspection (O*NET -Quality Control Analyst)	\$ 24.18	7%	Remain
		17-3024.01	Robotics Technician	\$ 29.12	-3% Decline	Remain
		47-2211	Sheet Metal Workers	\$ 23.01	8%	Remain
		11-3071.04	Supply Chain/Logistics Managers	\$ 46.45	14%	Remain
		51-4111	Tool and Die Maker	\$ 29.26	11%	Remain
		51-4033	Tooling	\$ 17.32	4%	Remain
		53-3032	Transportation Equipment (Heavy and Tractor-Trailer Truck Drivers)	\$ 23.15	9%	Remain
	51-4121	Welders, Cutters, Solderers, and Brazers	\$ 22.63	12%	Remain	
<b>Automotive</b>	49-3023	Automotive Service Technicians and Mechanics	\$ 20.22	-1% Decline	Remain	

<b>Construction</b>	47-2031	Construction Carpenters	\$ 23.19	5%	Remain
	47-2061	Construction Technology/Trades/Laborer	\$ 17.99	9%	Remain
	49-9021	HVAC	\$ 23.57	2%	Remain
<b>Data Services Information Technology*</b>	11-3021	Computer and Information System Managers (IM System Managers)	\$ 64.08	15%	Remain
	15-1232	Computer User Support Specialists	\$ 23.87	10%	Remain
	15-1212	Cyber Security (Information Security Analysts)	\$ 46.61	39%	Remain
	15-1244	Network and Computer Systems Administrators	\$ 37.99	6%	Remain
	15-1252	Software Applications	\$ 49.37	25%	Remain
	15-1252	Software Developers	\$ 49.37	25%	Remain
	15-1252	Software Engineers	\$ 49.37	25%	Remain
	15-1254	Web Developer	\$ 32.67	14%	Remain
<b>Healthcare*</b>	43-3021	Acute Coding/Medical Billing (Billing, Posting and Rate Clerks)	\$ 18.74	3%	Remain
	11-9111	Administration/Management (Medical and Health Service Managers)	\$ 46.29	30%	Remain
	29-2072	American Health Information Management Association Certified Coding Specialist	\$ 20.89	7%	Remain
	31-1131	Certified Nurse Aide (CNA)-Only as part of a career pathway	\$15.33	4%	Remain
	31-1131	Certified Medication Aide (CMA)	\$15.33	4%	Remain
	29-9021	Health Information Technology (HIT)	\$ 28.81	14%	Remain
	31-1121	Home Health Aide (HHA)- Only as part of a career pathway	\$ 12.02	17%	Remain
	29-2061	Licensed Practical Nurse (LPN)	\$ 23.68	6%	Remain
	31-9092	Medical Assistant	\$ 17.57	14%	Remain
	29-2012	Medical and Clinical Laboratory Technician	\$ 24.32	9%	Remain
	29-2072	Medical Records Specialists	\$ 20.89	7%	Remain
	31-2011	Occupational Therapy Assistant	\$ 28.08	27%	Remain

	29-2052	Pharmacy Technician/ Pharmacy Aid	\$ 18.28	11%	Remain
	31-9097	Phlebotomist	\$17.72	19%	Remain
	31-2021	Physical Therapy Assistant (PTA)	\$ 29.19	24%	Remain
	29-2034	Radiological Technician/Sonography	\$ 29.49	6%	Remain
	29-1141	Registered Nurse (RN)	\$ 31.95	7%	Remain
	29-1126	Respiratory Therapist	\$ 31.15	23%	Remain
	29-2055	Surgical Technologist	\$ 23.39	7%	Remain
<b>K-12 CTE</b>	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
<b>On-the-Job Training</b>	All occupations with demonstrated self-sufficient wages will be approved for OJT if employer has an active contract with the Workforce Alliance.				Remain
<b>Public Safety</b>	29-2043	Paramedics	\$20.00	8%	Remain
	33-2011	Fire Science/Firefighters	\$ 17.71	9%	Remain
	21-1092	Probation Officers and Correctional Treatment Specialists	\$ 22.44	3%	Remain
	33-3051	Police and Sheriff's Patrol Officers	\$ 23.51	8%	Remain
<b>Registered Apprenticeship</b>	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
<b>Transportation and Logistics*</b>	53-3032	CDL	\$ 23.15	9%	Remain

\*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](http://www.greaterwichtapartnership.org/about_us/regional_growth_plan)

**Recommended action:**

*Adopt the Demand Occupations for Program Year 2024 list as presented.*



**Item**

Youth Customer Incentive Policy Update

**Background**

In order to further incentivize WIOA Youth participants to gain occupational credentials, staff requested the Youth Customer Incentive Policy be expanded to reward participants who are career laddering and gaining several credentials in succession.

**Analysis**

The Youth Customer Incentive Policy was updated to allow a one-time incentive payment of \$100 for obtaining a recognized certificate or incentive payments of \$100 per certificate, up to \$500, if the participant is career laddering.

Obtaining Recognized Occupational Skills Certificate <i>Acceptable Documentation: Photocopy of Occupational Skills Certificate</i>	\$100 one time, unless career laddering, then \$100 per certificate up to \$500.
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**Recommended Action**

Approve changes to the WIOA Youth Incentive Policy

## Workforce Alliance of South Central Kansas Youth Client Incentive Policy

The goal of incentives is to recognize the achievements of Youth Program clients as they attain education and employment goals. Clients may receive monetary incentives as personal milestones and performance measures are met.

Incentives may be earned during active participation through the first quarter after exit, as funding allows. Only clients who are actively participating in the Youth Program in accordance with their Service and Training Plan(s) will be eligible for incentives.

The achievements that result in monetary incentives and the amounts of such incentives are as follows:

Increase of One Educational Functioning Level (for those out-of-school youth determined basic skills deficient) <i>Acceptable Documentation: TABE Pre and Post Test Scores</i>	\$100 per increase in educational functioning level until client has exited or is no longer basic skills deficient
Obtaining High School Diploma <i>Acceptable Documentation: Photocopy of High School Diploma</i>	\$100 (one-time payment)
Obtaining Recognized Occupational Skills Certificate <i>Acceptable Documentation: Photocopy of Occupational Skills Certificate</i>	\$100 one time, unless career laddering, then \$100 per certificate up to \$500.
Passing individual GED tests <i>Acceptable Documentation: Photocopy of passing scores for each test</i>	\$50 per test with a maximum of \$200
Successfully Completion of 1 <sup>st</sup> year of a Registered Apprenticeship Training Program and Enrollment in 2 <sup>nd</sup> year <i>Acceptable Documentation: Photocopy of Advancement Letter and Credentials Earned and proof of enrollment in 2<sup>nd</sup> year</i>	\$100 (one time payment)
Increase one level in a skills assessment through individual practice or tutoring sessions <i>Acceptable Documentation: Print out from skills assessment showing practice time and increase of one level</i>	Gift card in the range of \$10-\$25
Attend scheduled appointment for TABE testing <i>Acceptable Documentation: TABE test results</i>	Gift card in the range of \$10-\$25
Road Trip Nation Lessons <i>Acceptable Documentation: Print out from Roadtrip Nation Site showing lesson completion</i>	
Complete Lesson 1, Sections 1-3	\$25 Gift Card
Complete Lesson 1, Section 5 and Interview Project	\$50 Gift Card
Complete Lesson 2, Sections 1-3	\$25 Gift Card
Complete Lesson 2, Section 5 and Interview Project	\$50 Gift Card
Complete Lesson 3, Sections 1-3	\$25 Gift Card
Complete Lesson 3, Section 5 and Interview Project:	\$50 Gift Card
Complete Lesson 4, Sections 1-3	\$25 Gift Card
Complete Lesson 4, Section 5 and Interview Project	\$50 Gift Card

Title: Youth Client Incentive Policy

Date: Revised June 5, 2024

Complete Lesson 5, Sections 1-3	\$25 Gift Card
Complete Lesson 5, Section 5 and Interview Project	\$50 Gift Card

The client shall provide documentation of any achievement that will result in award of incentive within 60 days of achievement or graduation. Acceptable documentation is listed in the chart above. Any exceptions to this policy must be approved by a committee consisting of at least two WA Senior Staff members.

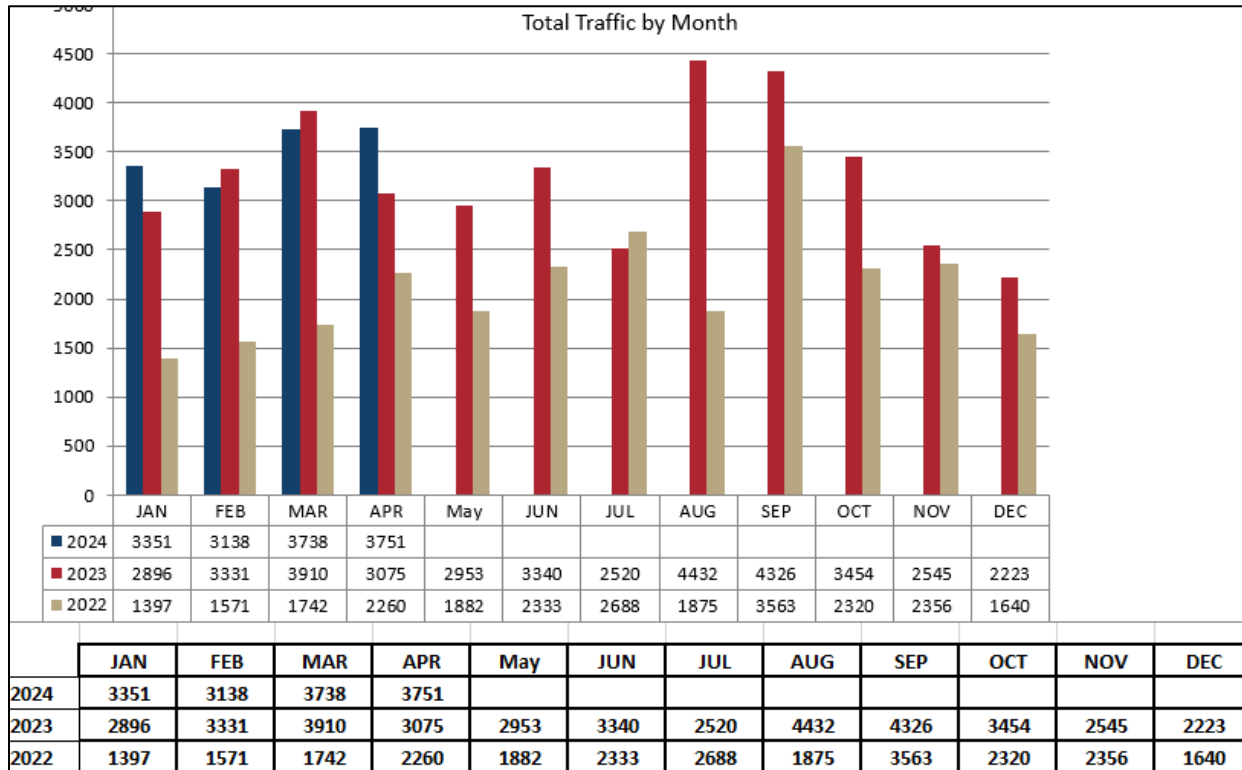
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**Item**

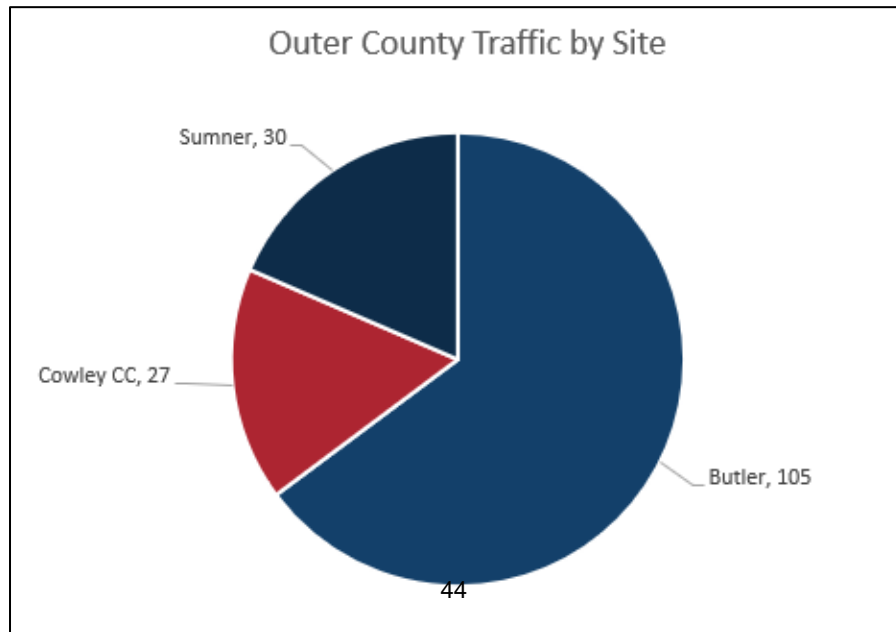
Workforce Centers Operations April Update

**Job Seeker Traffic**

The bar graph below provides a visual representation of jobseeker traffic through April of 2024. The graph reveals an increase of 676 participants as compared with April of 2023. Overall, job seeker engagement at all four centers is steady.

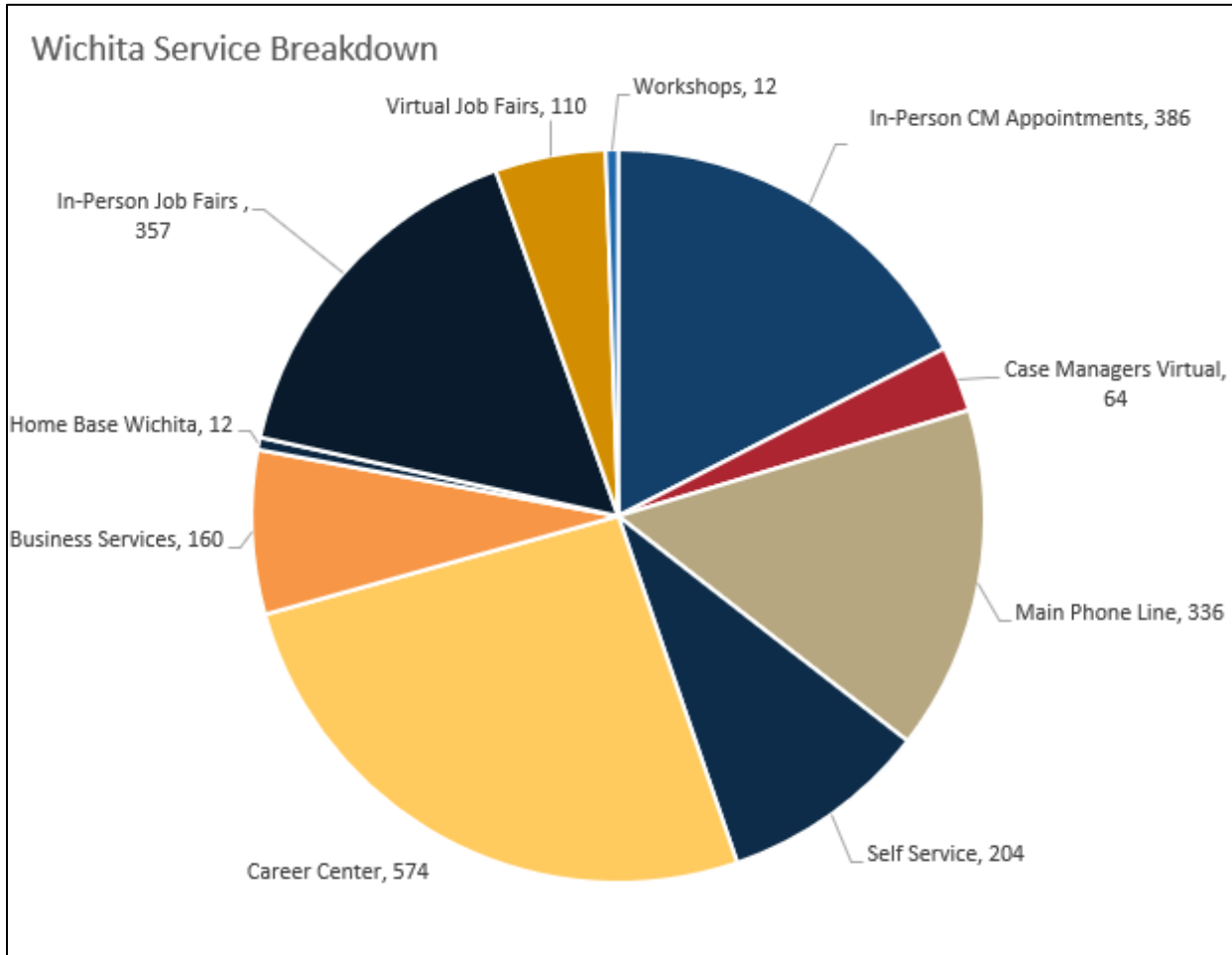


This pie chart offers a breakdown of the job seeker traffic by Area IV's Auxiliary Offices in Butler, Sumner, and Cowley counties.

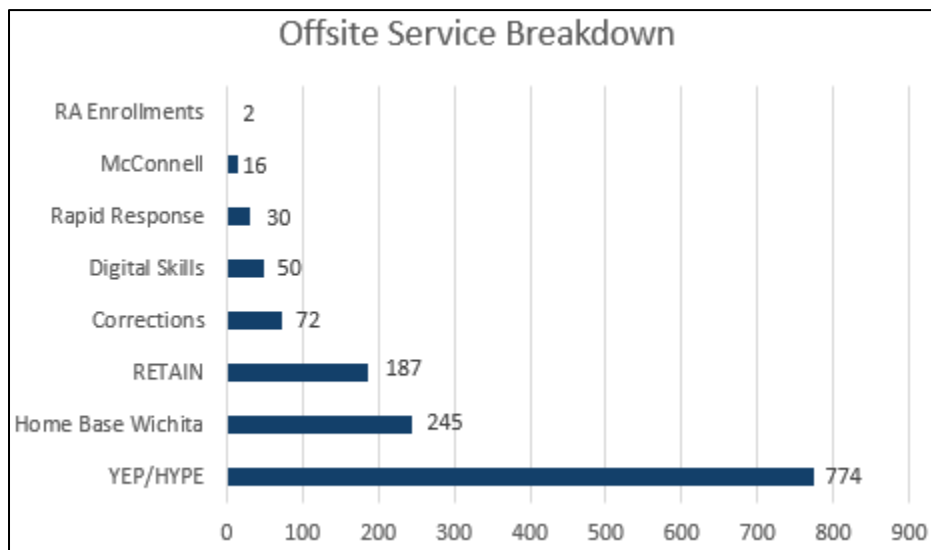


### Job Seeker Services

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.



June 12, 2024

Submitted By: Denise Houston

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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.

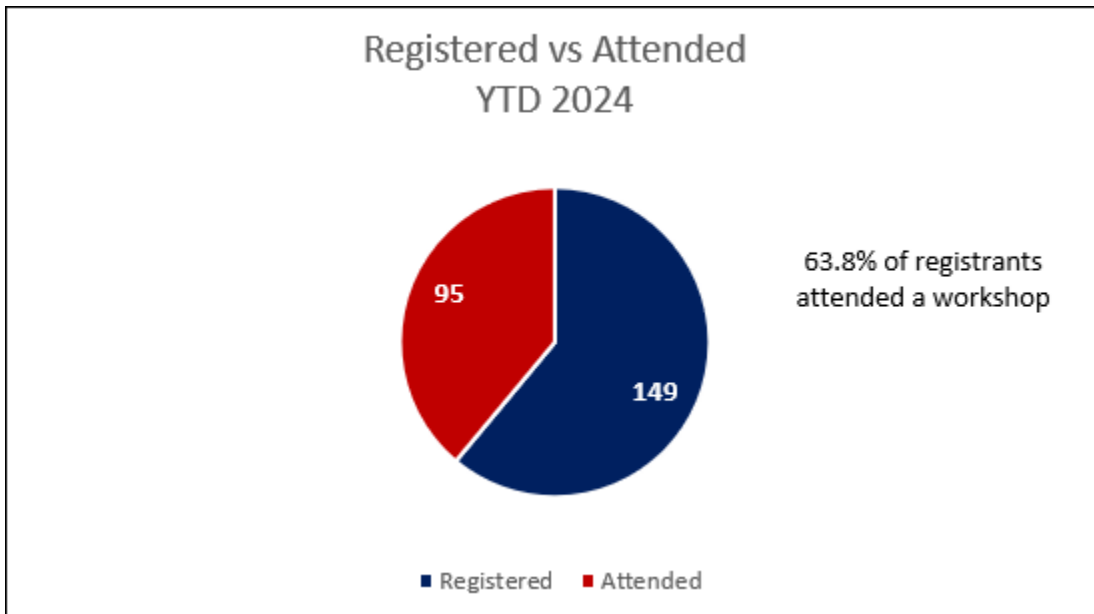
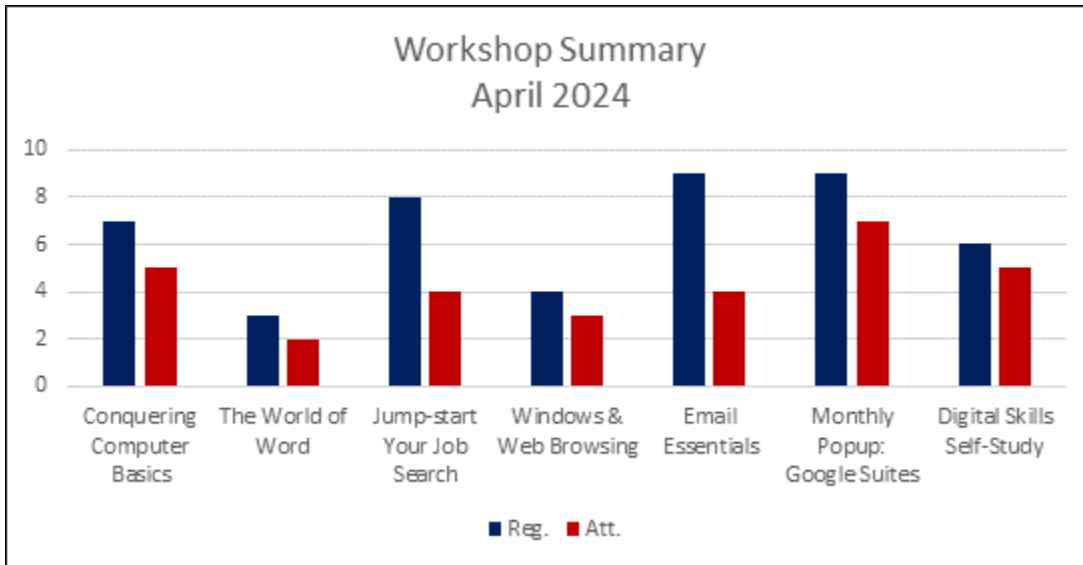
The Career Center served a total of 804 customers in the month of April. Among these, 573 have benefited from in-person individual appointments and another 231 through other various avenues such as KansasWorks chat and MRP call backs.

### **Community Outreach & Workshops**

In April, the Workforce Center hosted the 22 Force Support Squadron of McConnell Airforce Base for professional development and led Generations in the Workplace – a workshop designed to encourage effective collaboration across generations for a more cohesive and fulfilling work experience. Additionally, the Community Outreach team connected with 9 organizations across Sedgwick, Cowley and Sumner counties to provide services and/or coordinate collaboration with the Workforce Center. Cowley and Sumner counties are opportunity zones within the South Central Kansas region, where the Workforce Center continues to advance local impact.

The Community Outreach & Skills Coordinator took a strategic step towards reinvigorating attention and attendance in the Workforce Centers workshops by updating class names to more contemporary, engaging titles. The team also updated class descriptions to describe how the content is applicable in today's world. These updates aim to expand the appeal of in-person workshops to a broader audience and ensure skills training continues to be offered in meaningful and accessible ways.

The Community Outreach team continues to explore using AI in the workplace as a means to boost efficiency, creativity, and overall performance. For example, the team utilized ChatGPT, an artificial intelligence chat model, to put together the updated class descriptions of the Workforce Centers workshops.



### Business Services Overview

April saw an 8% increase in job postings in Local Area IV compared to March. There were 720 total job openings across the 6-county radius for April. On a statewide level, there were 40,774 active positions available for job seekers to browse. Additionally, the system recorded a pool of 9,317 resumes for employers to consider during their recruitment efforts.

### Job Fairs

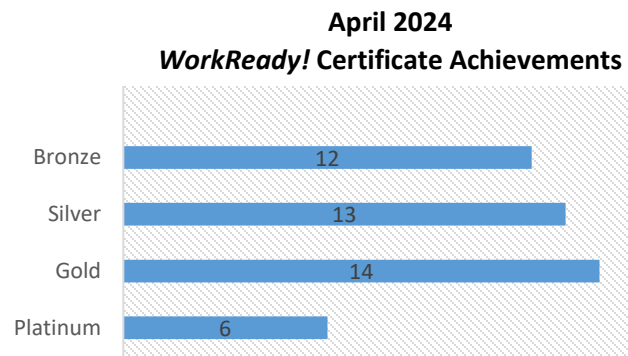
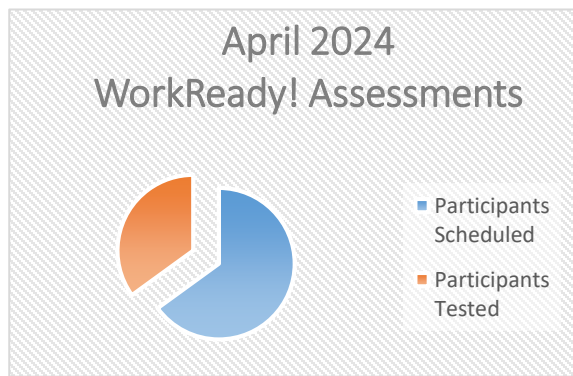
In April, our Workforce Centers coordinated two employer hiring events, achieving remarkable success in bridging connections between local job seekers and local businesses. Collectively, these events engaged a total of 341 candidates with representatives from 15 diverse companies, underscoring the vitality and reach of our initiatives.

Notably, the Wichita Workforce Center hosted a specialized job fair exclusively for the City of Wichita, involving multiple internal departments. This event alone drew 221 job seekers, reflecting a robust interest and enthusiasm for career opportunities within government and municipal sectors. This turnout not only highlights the effectiveness of our targeted outreach strategies but also emphasizes the strong appeal of public sector roles in our community.

Additionally, the Wichita Workforce Center successfully facilitated a multi-employer hiring event that brought together 14 esteemed employers with 120 job seekers, providing a broad range of opportunities available in the region.

**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 20 sessions were offered during the month of April, with 104 job seekers scheduled to complete. Local Area IV saw a decrease in the attendance rate, sitting at 53.8%, with it being at 63.1% in the previous month. A total of 56 participants completed the assessment, and an 80.4% award rate was documented.



**WorkReady! Certificates**  
 April Certificates Awarded - 45  
 Award Rate – 80.4%

2024 Certificates Awarded – 293  
 Award Rate – 71.8%

**WorkReady! Testing**  
 April Testing Sessions - 20  
 Attendance Rate – 53.8%

2024 Testing Sessions – 85  
 Attendance Rate – 63.2%

	<b>April</b>	<b>2024 Totals</b>
Pre-Employment Skills Assessments Administered	320	1,075
Applications Completed	19	68
Services to Employers	238	685
Job Postings	666	2,279

**Recommended Action**  
 Receive and File



**Item**

On-the-Job Training (OJT) Contracts for the Eligible Training Provider List (ETP)

**Background**

*1. Approval of Addition to the ETP List for OJT*

The following employer has submitted an application to be added to the ETP list for OJT.

Employer:	<b>Etezazi Industries</b>
Company Description:	<p>Etezazi Industries, Inc., constantly pursues excellence by: adherence to its AS9100D processes and procedures; continually upgrading and reinvesting in equipment and facilities; and paying special attention to a balanced combination of seasoned professionals and degreed engineers to bring cutting edge knowledge and technology to the delivery of its products.</p> <p>As a diverse manufacturing company we have the ability to use various types of manufacturing equipment such as: CNC Mills; Lathes; Mill-Turns; and Mechanical Brakes to manufacture complex multi-axis parts, as well as sheet metal parts for our clients. We offer advanced capabilities for client care by adopting the 6S Philosophy.</p> <p>Etezazi Industries, Inc., focuses on effective work place organization and standardized work procedures. The 6S philosophy simplifies our work environment, reduces waste and non-value added activity while improving quality, efficiency and safety to help create a lean, effective company.</p>
Location:	Wichita, Sedgwick County
Occupation(s):	CNC Machine Operator, Quality Control, Assembly, Machinery Maintenance
Training Length:	TBD
Average Wage Range:	\$16.00 or higher
Benefits:	Full benefit package
Comments:	<p>Etezazi Industries will use training reimbursement funds to allow employees to achieve a significant upgrade in skills.</p> <p>Etezazi Industries applied once before, but didn't utilize any training reimbursements or sign the contract. Etezazi has consistently utilized KANSASWORKS, since 2017. They utilized the Business Services lab for a paper application process.</p>
OJT Funding Streams <i>subject to availability</i>	All Funding streams are available and appropriate based on occupation and new hire eligibility requirements.

**Recommended Action**

*Approve the addition of Etezazi Industries to OJT ETP list.*

**Item**

On-the-Job Training (OJT) Contracts for the Eligible Training Provider List (ETP)

**Background**

*1. Approval of Addition to the ETP List for OJT*

The following employer has submitted an application to be added to the ETP list for OJT.

Employer:	<b>KAMAN Composites</b>
Company Description:	Kaman Corporation, founded in 1945 by aviation pioneer Charles H. Kaman, and headquartered in Bloomfield, Connecticut, conducts business in the aerospace & defense, industrial and medical markets. Kaman produces and markets proprietary aircraft bearings and components; super precision, miniature ball bearings; proprietary spring energized seals, springs and contacts; wheels, brakes and related hydraulic components for helicopters, fixed-wing and UAV aircraft; complex metallic and composite aerostructures for commercial, military and general aviation fixed and rotary wing aircraft; safe and arming solutions for missile and bomb systems for the U.S. and allied militaries; subcontract helicopter work; restoration, modification and support of our SH-2G Super Seasprite maritime helicopters; support of our heavy lift K-MAX® manned helicopter, and development of the KARGO UAV unmanned aerial system, a purpose-built autonomous medium lift logistics vehicle.
Location:	Wichita, Sedgwick County
Occupation(s):	Material Handler, Layup Operator, Financial Analyst, Bench Mechanic
Training Length:	TBD
Average Wage Range:	All positions start at \$18.00 or higher
Benefits:	Full benefit package
Comments:	KAMAN will utilize grant reimbursements to allow employees to achieve a significant upgrade in skills. Training funds will support an already in place upskill and back fill strategy.
OJT Funding Streams <i>subject to availability</i>	All Funding streams are available and appropriate based on occupation and new hire eligibility requirements.

**Recommended Action**

*Approve the addition of KAMAN Composites to OJT ETP list.*

**Item**

On-the-Job Training (OJT) Contracts for the Eligible Training Provider List (ETP)

**Background**

*1. Approval of Addition to the ETP List for OJT*

The following employer has submitted an application to be added to the ETP list for OJT.

Employer:	<b>Vermillion Inc.</b>
Company Description:	Vermillion specializes in custom-made cables and shielding built to meet a vast number of MIL Spec requirements for applications in the Army, Navy, and Air Force as well as for General Aviation and OEM applications.  For over 50 years, Vermillion has provided the military and aerospace industry with high quality harness assemblies.
Location:	Wichita, Sedgwick County
Occupation(s):	Aerospace Assembly Technician; TBD
Training Length:	TBD
Average Wage Range:	All positions start at \$17.00 or higher
Benefits:	Full benefit package
Comments:	Vermillion intends to utilize training reimbursements to allow existing employees to achieve a significant upgrade in skills, and to establish a new Registered Apprenticeship program.
OJT Funding Streams <i>subject to availability</i>	All Funding streams are available and appropriate based on occupation and new hire eligibility requirements.

**Recommended Action**

*Approve addition of Vermillion, Inc. to OJT ETP list.*