

LWDB Program Operations and Performance (POP) Committee Meeting Notes
September 1, 2022

1. Welcome and Introductions

The Workforce Alliance (WA) Local Workforce Development Board (LWDB) Program Operations and Performance (POP) Committee assembled via Zoom. Co-Chair Robyn Heinz welcomed Committee members and called the meeting to order. A quorum was not present.

2. Workforce Innovation and Opportunity Act (WIOA) Adult, Dislocated Worker and Youth Program Policies: Self-Sufficient Wage Increase

The WIOA tasks the LWDB with setting an economic self-sufficiency standard for the local area. Over the last three months the LWDB, Executive Committee and this Committee have analyzed various options for increasing the self-sufficient wage for Program Year 2022. The Executive Committee met on August 10, 2022 and approved an increase to the self-sufficient wage. The self-sufficient wage for Program Year 2022, which began on July 1, 2022 is \$15.60 an hour or \$32,448 a year. The self-sufficient wage will be the same for all WIOA programs. In the future, the self-sufficient wage will be reviewed in conjunction with the annual review of the Demand Occupations List. The new policy allows for exceptions to the self-sufficient wage criteria and the Executive Committee instructed staff to prepare language and procedures outlining those exceptions. Exceptions are allowed for training for justice involved individuals or persons with disabilities that includes a transitional job/work experience strategy or a career ladder that would result in a self-sufficient wage and training for anyone resulting in a career ladder in which the trainee would reach or exceed the self-sufficient wage within six months. In order for a participant to be considered for one of the exceptions, staff must submit an exception request through the electronic file documentation system. The exception request needs to include sufficient documentation to show the participant is eligible for one of the exceptions. The exception must be approved by two WA senior staff members. Staff has conducted training for Workforce Center staff on the self-sufficient wage increase. Forms, documents, procedures and protocols are currently being revised to reflect the change.

No action was required or taken. There was no comment or feedback regarding the terms or language presented regarding exceptions to the self-sufficient wage policy.

3. WIOA Monitoring Report for Cowley College Services Contract and Kansas Department of Commerce Statewide WIOA Programs Case Management Monitoring Report

One of the responsibilities of the WA LWDB is to monitor program operations; a monitoring report on the Cowley College Service Contract was reviewed as well as WIOA programs case management monitoring conducted by the Kansas Department of Commerce (KDC). The actual reports for both monitoring were sent as separate attachments with the meeting packet distribution and are posted with the packet on the board and committee meetings page of the WA website.

KDC issued a WIOA Monitoring Summary report on May 5, 2022; a review of the WIOA Case Management operations was conducted. KDC's report identified no findings, but had two areas of concern, three observations and four promising practices and highlights. One area of concern was that two of the files reviewed did not contain the required EEO notice. This has been addressed with case managers; the participant was co-enrolled and forms were not included to avoid duplication of effort. The second area of concern was that only 9.4% of non-administrative Youth program funding was spent on work experiences, which does not meet the minimum spending threshold of 20%. The WA has just completed a monitoring review of the Youth program and is working on a corrective action plan to increase enrollments and work experience activity. Due to COVID and shutdowns, it was difficult to obtain youth work experiences. Work experience spending in the current year has increased and will continue to be monitored closely.

An internal monitoring was performed on WA program services provided by Cowley College. There were three findings and seven areas of concern. Staff and One-Stop Operator Tisha Cannizzo have met with Cowley staff to address the findings and the concerns and a formal corrective action has been put in place. The contract began January 2021 and ended June 2022; it was renewed in July 2022. *Report was received and filed.*

4. Workforce Center Operations / One-Stop Operator

Traffic data was reviewed and numbers have increased slightly over the last few months. A job fair was held at the Wichita Workforce Center for Textron Aviation in July that had significant attendance. Jobseeker services numbers are broken down by appointments in-person, virtual, telephone and walk-in traffic. Workshop videos posted on YouTube continue to receive a high number of views. The workshop attendance numbers presented include participation in all workshops, Imagine Academy and Workkeys testing. The Business Services team continues to post a large number of jobs as employers continue to have a great need for employees. Statewide there are over 68,000 open positions with under 10,000 resumes posted to KansasWorks. The Textron Aviation job fair resulted in over 400 job offers with the possibility of more in the near future; over 800 people attended the event. Additional job fairs are planned to help meet the needs of employers; upcoming job fairs include hiring events for Wanzek Construction, Kansas Department of Children and Families, a statewide job fair, Sedgwick County, multi-employer job fairs as well as a multi-departmental job fair for the City of Wichita. *Report was received and filed.*

5. Consent Agenda

Meeting minutes from July 7, 2022 and additions to the Eligible Training Provider List (ETP) were presented to the Committee for review and approval. Staff recommended approving initial programs to the ETP list for Certified AWS Cloud Practitioner, Certified AWS Developer and Certified EKG Technician from Butler Community College/Ed2Go; Fire Science Leadership and Welding Technology (Certificate A) from Butler Community College, Entry Level Tech from Novacoast and Leadership Elite and Mini MBA from Wichita State University.

The Workforce Innovation Conference sponsored by the Kansas Department of Commerce and the Kansas Board of Regents is scheduled for October 3rd and 4th in Lawrence, Kansas. *There were no questions or discussion. These items will be presented to the Committee at a future meeting for approval.*

The meeting was adjourned at 12:00.

Present Committee & Board Members

Robyn Heinz, Co-Chair

Justin Albert

Alex Munoz

Erica Ramos

Staff/Guests

Amanda Duncan

Denise Houston

Keith Lawing

Shirley Lindhorst

George Marko

Chad Pettera

Tisha Cannizzo, Eckerd Connects

Jon Cressler, Butler Community College

Jennie Heersche, Cowley College