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of South Central Kansas  
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**Workforce Alliance Local Workforce Development Board (LWDB)**  
**Evergy Connect Center - 111 Ellis South**  
**Executive Committee Meeting Minutes**  
September 13, 2023 – 11:30 AM

1. **Welcome and Introductions**

The Workforce Alliance (WA) LWDB Executive Committee assembled in-person and via ZOOM. Chair Jeff Longwell welcomed Committee members, asked for self-introductions and called the meeting to order. The new Workforce Center One-Stop Operator, Will Dorr with Eckerd Connects was present and introduced to attendees.

2. **Evergy Connect Center Partnership**

Don Sherman with Evergy was introduced and provided an update on the WA's partnership with Evergy on the Customer Connect Center (CCC). The CCC was created to provide a face-to-face customer experience and educate customers on services and products and in partnership with the WA and other community organizations connect them to services and resources that may assist them beyond their immediate needs. The WA works with Evergy to contract three staff members that work at the center and has held some job fairs at the facility as well. The CCC opened in November of last year and the goal was to see 10,000 customers, which they are on track to do. The current contract with the WA will end soon and a new contract will be renegotiated to continue the partnership, which has been highly successful.

3. **Policy Revisions**

The Kansas Department of Commerce (KDC) reviewed WA's Subrecipient Monitoring Policy as part of the Fiscal and Administrative Review issued in June 2023 and is requiring some additions to the policy, which were included in the meeting packet and reviewed with Committee members. The WA is updating its Limited English Proficiency Policy based on guidance received during a training event supported by the office of Civil Rights and Equal Employment Opportunity Commission (EEOC) that allows staff to provide interpretation services for customers; these services no longer have to be provided by a certified interpreter. The American Job Centers (AJC) provides Language Line services and staff are encouraged to use these services for customers.

*Michele Gifford (Kathy Jewett) moved to approve changes to the Monitoring and Limited English Proficiency Policy.*

4. **Workforce Innovation and Opportunity Act (WIOA) Career Services Agreement**

The WA has been a provider of career services since 2009. WIOA requires that for the WA to continue to be the provider of career services, firewalls and conflicts of interests have to be implemented through an agreement approved by the WA, Chief Elected Officials Board (CEOB), and the Governor of Kansas. In 2021, during a WIOA Key Provisions Review by the US Department of Labor (USDOL), it was determined the WA was not in compliance and a new agreement would need to be implemented. Staff worked with the Kansas Department of Commerce (KDC) to develop an agreement to implement firewalls and mediate conflicts of interest to allow WA to continue to be a provider of WIOA Title I Career Services. The LWDB and CEOB approved a new agreement, it was provided to DOL, and now additional changes are requested. Changes address that the staff managing and/or providing WIOA Title I services are separate from those performing LWDB functions and that the LWDB function of conducting monitoring must be contracted out to a neutral third party. Upon LWDB approval, the agreement will be presented to the CEOB at their next meeting for approval.

*Kathy Jewett (Michele Gifford) moved to approve the WIOA Career Services Agreement and authorize the necessary signatures from the Local Workforce Development Board (LWDB).*

**5. Workforce Alliance Project Updates**

Lawing presented slides with updates on some current WA projects. The presentation will be sent to all Board members after the meeting and posted to the website with other meeting documents.

The annual Jobs FORE Youth Golf Tournament is scheduled for September 21<sup>st</sup>. Billboard promotions and spots on KWCH were donated to acknowledge sponsors.

The Roadtrip Nation (RTN) documentary funded by the WA and other community partners will begin airing on PBS September 28<sup>th</sup> with part one and part two will begin airing October 5th. The purpose of the RTN project is to promote career awareness and retain talent in Kansas. The WA is hosting a watch party at Exploration Place on September 28<sup>th</sup> to recognize the funders, roadtrippers and film makers. The associated career awareness tools that are on the RTN website will be promoted to students and teachers.

Home Base Wichita, a program to recruit and train veterans, is increasing the number of employers participating in the program with on-the-job (OJT) contracts. The social media footprint for the program is expanding to promote awareness.

Camp HYPE was able to increase the number of participants this year and increased the number of career awareness camps that were offered. Staff are working with Wichita Public Schools to expand the model next year. A full report of outcomes will be presented at the next board meeting in October.

Work-Based Learning (WBL) project is in second year of direct funding from the State of Kansas. WA WBL intermediaries work in high schools to connect students to WBL opportunities. Numbers continue to increase and momentum is building. A major goal is to increase referrals to WIOA Youth Program.

The WA's partnership with Integra Technologies involves assistance in identifying how to hire and train 2,500 workers over four years in the event Integra receives federal funding from the CHIPS Act to implement its expansion.

The WA is currently in a pilot SNAP (AKA food stamps) Education & Training (E&T) project in partnership with the Department of Children and Families (DCF), the United States Department of Agriculture (USDA) and community partners. Organizations can use non-federal funding for allowable SNAP E&T services and supports, which are then eligible for a 50 percent reimbursement through the State's SNAP E&T program. The WA and DCF are receiving assistance and support from USDA on administration and operations and work with the partners to evolve to an Intermediary 50/50 model after October 1, 2023.

The WA is a subrecipient of the State's MeadowLARK grant, which will work to increase the number of quality registered apprenticeship programs in advanced manufacturing and expand RA in the healthcare and child care sectors. The grant provides funding for 3.5 additional staff. More information will be provided at future meetings.

The WA is a partner of the Midwest Urban Strategies (MUS) Pathway Home grant (assistance for justice involved individuals). Due to pandemic related difficulties, it had been a challenge to meet the goals of this grant early on, but number are increasing and staff are confident that goals will be met when the grant ends. The MUS Career Dislocated Worker grant has had its challenges as major layoffs have not been occurring as they were when the grant began.

The One Workforce grant supports advanced manufacturing and Information Technology training and support. Staff are confident grant goal numbers will be reach when the grant ends in two years.

*Report was received and filed.*

**6. Consent Agenda**

Approval of meeting minutes for June 14, 2023, Program Year 2023 budget update, on-the-job training (OJT) contracts for Advanced Catastrophic Solutions, Center Industries, Cox Machine, Harlow Aerostructures, High Touch Technologies, Ideatek and Land O'Lakes/Purina Feed, WIOA Youth contract amendment with Cerebral Palsy Research Foundation (CPRF) and amendments to sub-recipient contracts with multiple organizations were presented for review and and/or approval. Pat Jonas spoke to the

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amendment to the CPRF youth contract and an increase in cost is needed is due to staff time to conduct outreach not accounted for in the original contract.

*Jeff Longwell (Tony Naylor) moved to approve the Consent Agenda as presented. Pat Jonas, CPRF/Center Industries abstained from the vote. Motion adopted.*

**7. Adjournment**

The meeting was adjourned at 12:30 PM.

**Attendees:**

LWDB Executive Committee Members

Rod Blackburn  
Michele Gifford  
Kathy Jewett (via Zoom)  
Pat Jonas  
Jeff Longwell  
Tony Naylor  
Amy Williams (via Zoom)

Staff/Guests

Denise Houston (via Zoom)  
Keith Lawing  
Shirley Lindhorst  
Mary Mann (via Zoom)  
George Marko  
Chad Pettera (via Zoom)  
Will Dorr, Eckerd Connects  
Caitlyn Gregory, Textron Aviation  
Erica Ramos, LWDB (via Zoom)  
Yeni Silva-Renteria, Intl. Rescue Committee