



**Workforce Alliance (WA) Executive Committee
Meeting Agenda**

Monday, September 15, 2025 • 3:00 – 4:00 p.m.
ZOOM Only: <https://us02web.zoom.us/j/83142998579>

1. **Welcome and Introductions:** Alana McNary (3:00)
2. **Kansas Chamber DC Fly-In Review:** Alana McNary (3:05)
Board Chair Alana McNary attended the Kansas Chamber DC Fly-In September 10-12 and will share takeaways from the event.
Recommended Action: Take appropriate action.
3. **2026 – 2028 Strategic Planning Sessions:** Keith Lawing (3:15) - Attachment
Summaries of the first two sessions will be reviewed.
Recommended Action: Take appropriate action.
4. **Workforce Center Operations Update and Request for Proposal (RFP):** Chad Pettera (3:20) (p. 2)
Workforce Center Operations and an RFP for the Wichita Workforce Center leased space will be discussed.
Recommended Action: Authorize the Board Chair to appoint an RFP evaluation taskforce.
5. **Policy Changes: Credit / Purchase Cards and WA Retirement Plan Modification Task Force:** Chad Pettera (3:30) (pp. 3-6)
Changes to credit and purchase options and appointing a task force to review WA Retirement Plan modifications will be discussed.
Recommended Action: Take appropriate action.
6. **2025 Community Impact Projects:** Amanda Duncan (3:40) (pp. 7-8)
 - Kaufmann Returning Citizen Consortium (RCC) Planning Grant
 - Youth Employment Project (YEP)
 - Homeless Veterans' Reintegration Program (HVRP),
 - EPA Brownfields Grant
 - One Workforce Grant
 - Community Talent Talks**Recommended Action:** Take appropriate action.
7. **Consent Agenda:** Keith Lawing (3:50)
 - A. Approval of Meeting Minutes for July 9, 2025 and Special Meeting on August 4, 2025 (pp. 9-13)
 - B. Program Year 2025 Budget Update (p. 14)
 - C. Operations & One-Stop Operator Report (pp. 15-22)
 - D. On-the-Job-Training (OJT) Contracts for GE Aerospace, Omni Aerospace and Galaxy Technologies (pp. 23-25)**Recommended Action:** Approve the Consent Agenda as presented.
8. **Adjourn:** Alana McNary (4:00)

The next WA Executive Committee Meeting scheduled for Wednesday, October 8, 2025 at 11:30 a.m.

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<i>The Workforce Alliance is the Local Workforce Development Board for Local Area IV</i>
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Item

Lease Space for Wichita Workforce Center

Background

The lease for the Wichita Workforce Center expires on June 30, 2026 and has no available extensions. The Wichita Workforce Center has been at its current location at 2021 N Amidon, Suite 1100 for over eleven years. Workforce Alliance leases approximately 24,510 square feet and pays \$32,955 in rent monthly.

Staff are currently evaluating space needs with partners and is developing an RFP for release. Anticipated time line would be to release the RFP by September 30, 2025. A task force will need to be appointed by the Board Chair for review of proposals.

Recommended Action

Authorize the Board Chair to appoint an evaluation task force.

Item

Credit Card/Purchase Cards

Background

The Workforce Alliance (WA) currently uses Commerce Bank Commercial Cards for WA Credit Cards and cards are only issued to senior staff members. Staff are seeking permission to apply for different credit and purchase options.

Analysis

It has become difficult to conduct business with limited cards and using Commerce Bank Corporate Cards. WA staff are exploring options to issue cards to more staff and implement controls.

WA staff met with a local company to discuss options for purchase and credit cards. The company has the ability to issue purchase cards that limit the types of purchases and amounts. They also have a system to conduct all receipts and reconciliation through an online portal which should make the monthly reconciliation and payment more efficient. WA would also receive rebates for purchases up to 1.5% and 4% on travel.

The purchase cards and their platform could be used for travel arrangements for staff when hotel stays are required. It is our understanding that there are additional cost savings when booked through their system.

Staff will not know our account or payment terms until the cards are applied for and would like to apply to different companies to achieve the best terms possible.

A revised credit card policy is attached that will be incorporated into WA's Financial Systems Policy.

Recommended Action

Approve staff to submit application(s) with companies and update the Credit/Purchasing Card policy.



Credit/Purchase Card Policy

September 2, 2025

Background

The purpose of this policy is to establish guidelines for the proper use, monitoring, and reconciliation of credit/purchase cards issued by Workforce Alliance of South Central Kansas to employees. The goal is to ensure all purchases are:

- Necessary and reasonable for organizational operations
- In compliance with applicable laws, grant requirements, and funding agreements including 2 CFR 200
- Properly documented and approved
- Consistent with the organization's mission and budget

Issuance of Purchase Cards

- Purchase cards will be issued only with the approval of a Senior Staff Member.
- Cards are issued in the individual employee's name and must be used **only** by that individual.
- Employees must sign a **Cardholder Agreement** acknowledging they understand and agree to comply with this policy before receiving a card.

Authorized Use

Purchase cards may be used for:

- Office supplies and materials
- Pre-Approved travel expenses (airfare, lodging, transportation)
- May not be used for per-diems
- Approved program expenses
- Approved conference registration fees and training costs
- Emergency purchases when pre-approval is not feasible
- WA Purchasing Authority Policy applies

Prohibited Use

Purchase cards **may not** be used for:

- Personal purchases of any kind
- Cash advances or withdrawals
- Alcohol or tobacco (unless specifically approved for special events)
- Fuel for personal vehicles
- Gifts for employees, unless specifically authorized

- Items not budgeted or outside organizational priorities
- Splitting purchases to circumvent card limits

Transaction Limits

	Staff	Senior Staff	President/CEO	Board Members
General Items/Services	\$500- Single Transaction \$1,000 Monthly	\$2,500- Single Transaction \$5,000 Monthly (President/CEO can approve exceptions)	\$5,000- Single Transaction \$7,500 Monthly Limit (Board Chair can approve exceptions)	N/A
Travel Expenses	Pre-Approved Costs No Per Diem	Pre-Approved Costs No Per Diem	Up to \$5,000, (Board Chair can approve exceptions)	Up to \$2,000
Participant Direct Services/Supports	N/A	Pre-Approved Costs	Pre-Approved Costs	N/A

All purchases must be within budgeted amounts and approved funding sources.

Pre-Approval Requirements

- All purchases over the transaction limits require pre-approval by a Senior Staff member
- Overnight travel expenses must be approved via the organization's Overnight Travel Form.

Documentation & Receipts

- Original, itemized receipts are required for all purchases. Packing Slips and/or order forms should also be included when available.
- Receipts must be submitted with the monthly reconciliation through the Website/App.
- Missing receipts must be documented with a Missing Receipt Form and approved by a supervisor and a member of senior staff.

Reconciliation & Review

- Employees must reconcile their purchase card statements at least monthly.
- Statements must be submitted with receipts to fiscal by the XXth of each month. Employees are encouraged to submit receipts as soon as possible after a purchase is made.
- Supervisors will review and approve reconciliations.

- Fiscal will audit purchases monthly. The Board Chair will review the President/CEO's purchases.

Lost or Stolen Cards

- Cardholders must immediately report lost or stolen cards to their supervisor and fiscal.
- Fraudulent charges must be reported to fiscal promptly for dispute resolution.

Non-Compliance

- Unauthorized or inappropriate use of the purchase card may result in:
 - Revocation of card privileges
 - Repayment of unauthorized charges
 - Disciplinary action, up to and including termination
 - Possible legal action

Cardholder Agreement

I have read and understand the **Purchase Card Policy** and agree to comply with it. I understand that failure to comply may result in loss of privileges, disciplinary action, and/or repayment of charges.

Cardholder Name: _____

Signature: _____

Date: _____

BROWNFIELDS JOB TRAINING PROGRAM

Training programs funded through the EPA Brownfields Job Training Grants enable participants to obtain skills to secure full-time, sustainable employment in the environmental field, including assessment, sustainable cleanup, chemical safety, and preparation or reuse of contaminated sites.

Who is Eligible?

Eligible candidates are:

- Unemployed or Underemployed (Underemployed is defined as working but earning less than \$35,000 annually)
- Residing in Sedgwick County, with emphasis on those impacted by waste facilities, blighted properties, or contaminated sites
- Eligible to work in the US with valid work authorization documents

Available Training

All participants will complete

- OSHA 30 Hr. Occupational Health & Safety for General Industry
- HAZOWPER 40

Participants can also select one of the following courses:

- Asbestos Training
- Commercial Driver's License Class A or B
- DOT Hazardous Materials Transportation Training or DOT Refresher
- RCRA Hazardous Waste Management (KS Regs) or RCRA Refresher



📞 316-771-6800

🌐 workforce-ks.com



Equal Opportunity Employer/Program – Auxiliary aids and services are available upon request to individuals with disabilities. Any individual with a disability may request accommodations by contacting the Workforce Centers at 316-771-6800, TDD: 711 or 1-800-766-3777, (admin@workforce-ks.com).

HOMELESS VETERANS' REINTEGRATION PROGRAM

The Homeless Veterans' Reintegration Program (HVRP) is an employment-focused grant program designed to enable America's Veterans experiencing or at risk of homelessness to obtain high-quality career outcomes

Services Available

The program empowers veterans experiencing or at risk of homelessness to secure employment in stable, high-demand occupations paying livable wages through:

- Career Exploration Opportunities
- Case Management
- Supportive Services
- Job-Driven Training



➞ Who is Eligible?

The HVRP serves the following veterans in Sedgwick County:

- Veterans experiencing or at risk of homelessness
- Homeless women veterans and homeless veterans with children
- Veterans transitioning from correctional facilities and long-term care mental health facilities

Learn More

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Workforce Alliance Local Workforce Development Board (LWDB)
Executive Committee Meeting Minutes
July 9, 2025 – 11:30 AM

1. Welcome and Introductions

The Workforce Alliance (WA) Executive Committee met on July 9, 2025 at the Wichita Workforce Center, 2021 N. Amidon, #1100 and virtually via Zoom. Board Vice Chair Alana McNary welcomed attendees, asked for self-introductions and called the meeting to order. New Board member Dr. Tamara Daniel, the new president of Butler Community College was introduced to Committee members.

2. Changing of the Guard and Workforce Alliance Board Member Updates

The Chief Elected Official Board approved new members and reappointments to the WA Board at its meeting on June 26. The current terms of the Board Chair and Vice Chair ended June 30, 2025, new Board members were appointed and several reappointed. New members are Dr. Tamara Daniel, Butler Community College, Marilou Mewborn, Ascension Via Christi, Jill Keuhny, KanOkla, Dr. Michelle Schoon, Cowley College, Justin Rochelle, Plumbers & Pipefitters and Chip Schellhorn, CMJ Manufacturing. Members departing the board are Dr. Rachel Bates, Rod Blackburn, John Clark, Kevin Hunt, Jeff Longwell, Dr. Jacqueline Vietti and Bruce Witt. Jeff Longwell and Rod Blackburn were acknowledged for their long-time service to the Board and will be recognized at the meeting later this month. Blackburn will be asked to remain on the Executive Committee for another year. As Longwell's term as board Chair has ended Vice Chair Alana McNary is in succession to replace him and Scott Stiles nominated to be the Vice Chair.

Tony Naylor (Kathy Jewett) moved to appoint Alana McNary as Chair of the WA Board, and Scott Stiles as Vice Chair of the WA Board. Motion adopted.

3. 2026 – 2028 Strategic Planning Sessions

The WA Board will be developing a strategic plan for the organization for 2026 through 2028. An outline and session schedule with key topics and possible speakers were reviewed and discussed. Five sessions will be scheduled between August 13th and October 22nd. The first session will address current labor market needs and trends featuring input from employers from key employment sectors. Notes will be taken looking for consistent themes and patterns from discussions and feedback and comments will be solicited. Subsequent sessions will cover workforce development initiatives, economic mobility strategies, and policy-focused discussions with local elected officials in partnership with the Chamber. The final session will consolidate findings and take place during the October 22 full board meeting. Invitations will be sent soon to board members, community partners, elected officials and employers. Committee members were asked to provide suggestions and comments.

Kathy Jewett (Cheryl Childers) moved to approve the 2026-2028 strategic planning sessions. Motion adopted.

4. Level Up Kansas Partnership (LUK)

Staff provided an update on the pilot collaboration agreement the WA and LUK. John Rolfe, President of the Wichita Regional Chamber and Kaylie Bergkamp-Lagasse, LevelUp Kansas were present to participate in the discussion. The partnership has been a success with LUK customers that cannot be assisted by the Kansas Promise Scholarship being referred to the WA and assisted with services and programs that can meet their skills training and job opportunity needs. The goal is for the partnership to be expanded to the other local workforce board areas of the state. Denise Houston shared that Level Up has seen significant activity in referrals, with numbers increasing each month, and highlighted several success stories of customers accessing various services and finding employment. The group agreed to



continue moving forward with the pilot project, with plans to provide more detailed information to Level Up about customer engagement and outcomes. The partnership provides a "no wrong door" approach to helping adults access education and employment resources. In addition to referrals to the WA, Bergkamp-Lagasse reported that LUK navigators have had 453 community and technical college direct handoffs since December and 19 adult education referrals since January and also work to refer customers to other organizations that can assist them with barriers to training and employment.

Report was received and filed.

5. 2025 Community Impact Projects

Amanda Duncan shared updates on several grants and programs.

- Youth Employment Project (YEP) - Camp HYPE's career sessions are being held this summer and have been well-attended. A technology camp is being held this week followed by public safety, financial services, trade skills, Textron and McConnell camps.
- Homeless Veterans' Reintegration Program (HVRP) - The WA has received \$500,000 from the U.S. Department of Labor (USDOL) to help veterans who are homeless or those at risk of homelessness find meaningful employment. Implementation plans are being made and it is hoped services can begin soon. The grant documents have not yet been released; staff are hopeful implementation can begin in late summer or early fall. This grant funding was not included in the recently approved WA budget for Program Year 2025.
- EPA Brownfields Grant – Staff are waiting final directions from US DOL for this two-year, \$500,000 grant to provide training for environmental cleanup occupations that was awarded last November. A work plan has been submitted to the DOGE review board of the new federal administration.
- One Workforce Grant – This grant will end in January 2026 and staff continue to utilize the education and training funds to assist customers connect to better employment opportunities. Among other training, it is funding an accelerated six-week aviation mechanic certification for military veterans. Staff are seeking long-term funding to continue the program when the grant ends.
- Home Base Wichita - Staff are working with the Chamber's Military Affairs committee to leverage HBW services and activities into the work of that group. State funding to continue and expand the program may be possible. There is data to show a return on investment in such programs as the individuals that remain in the area generate tax revenue and create economic impact. Staff hope to present some strategies and recommendations for sustainability by the end of the year.
- Community Talent Talks - The purpose of these events is to improve the communication between local employers and the WA and community partners on employment and skills training priorities. Events were held in Cowley and Sumner and another event is being planned for Butler County. The events have had strong attendance and positive outcomes, including follow-up meetings and increased stakeholder engagement.
- Kauffman Returning Citizen Consortium (RCC) Planning Grant - The WA is working with its workforce board counterpart in Kansas City, Workforce Partnership to create and present a project plan to the Kauffman Foundation by the end of November. The plan is to improve support for justice-involved individuals, focusing on pre-release preparation and employment readiness. efforts to connect employers with incarcerated individuals to improve employment opportunities post-release, and address gaps and barriers to providing such support. If the plan is accepted, funds would be provided for implementation.

Report was received and filed.



6. Consent Agenda

Approval of meeting minutes for June 11, 2025, Program Year 2024 budget update, operations & one-stop operator report, on-the-job training contracts for Airxcel and Design One, communications, corrections/fair chance and registered apprenticeship reports were presented to the Committee for review and/or approval.

Lindsay McWilliams reported that American Indian Council will pause operations and furlough staff on July 18 and Job Corp operations are scheduled to pause on September 30. Workforce 101 sessions are being held to educate community partners on WA services. Traffic to the center was light at the beginning of the year but has increased and staff are monitoring.

In the Corrections/Fair Chance report, Duncan highlighted the achievement of a 100% employment rate for clients for the last quarter,

Committee members were reminded to share WA social media content on their personal accounts to increase visibility.

Tony Naylor (Cheryl Childers) moved to approve the Consent Agenda as presented. Motion adopted.

7. Announcements

- The 13th annual Workforce Alliance Jobs FORE Youth Golf Tournament presented by Gilley's is scheduled for September 25th at Hidden Lakes Golf Course. Funds raised from the tournament help support the WA Youth Employment Project (YEP). Committee members were asked to spread the word as more sponsors and teams are needed.
- Wagner-Peyser programs are undergoing a USDOL comment period.
- There are ongoing federal policy and job training issues and concerns. Staff will continue messaging Congressional delegation about the impacts and outcomes of workforce programs.
- The Senior Community Services Employment Program (SCSEP) was paused and then temporarily restarted. Next year's federal budget proposal does not fund the program and other funding may need to be secured to continue the providing services.

8. Adjournment

The meeting was adjourned at 12:45 PM.

Attendees:

LWDB Executive Committee Members

Cheryl Childers
Michele Gifford via Zoom
Kathy Jewett
Jeff Longwell
Alana McNary, Chair
Tony Naylor

Staff/Guests

Marcy Aycock
Amanda Duncan
Denise Houston
Keith Lawing
Shirley Lindhorst
Mary Mann Via Zoom
Chad Pettera
Kaylie Bergkamp-Lagasse, LevelUp Kansas
Dr. Tamara Daniel, Butler Community College
Erica Ramos, Kansas Dept. of Commerce
John Rolfe, Wichita Chamber of Commerce
Lindsay McWilliams, One-Stop Operator, Goodwill



Workforce Alliance (WA) Local Workforce Development Board (LWDB)
Executive Committee
Special Meeting Agenda
Monday, August 4, 2025

1. Welcome and Introductions

The Workforce Alliance (WA) Executive Committee met virtually on August 4, 2025 via ZOOM. Board Vice Chair Alana McNary welcomed attendees and called the meeting to order.

2. Update to the Workforce Alliance Employee TIAA 403(b) Retirement Plan Documents

The WA offers employees a 403(b) retirement plan. The Plan Documents are developed by Hinkle Law Firm and is administered by TIAA. An update to the plan has been recommended to include a provision allowing in-service withdrawals from the plan for employees who have reached the age of 59½. A resolution was included in the packet, which would be signed by Chair McNary and then an adoption agreement would be signed by Keith Lawing, WA president upon Committee approval of amending the plan.

The Committee discussed the proposed change. Currently, only hardship withdrawals and loans are permitted. It was asked if a request had been made for such a withdrawal. Lawing indicated that some staff were now of the age to take this option if desired. It was noted that in-service withdrawals align with IRS regulations and provide employees with additional flexibility in managing their retirement funds. Some Board members expressed concerns about making it too easy to access retirement funds, while others noted that this is a standard practice in some plans. McNary noted in full disclosure that this change would affect Lawing. McNary asked the Committee if since Lawing was directly affected by the change if they felt further discussion in Executive Session was needed before making a decision. Committee members agreed and requested that the item be taken up later in the meeting and to review and take action on the other items on the agenda first.

Following the Executive Session, the Committee reconvened to discuss and take action on Item #2, "Update to the Workforce Alliance Employee TIAA 403(b) Retirement Plan Documents". Committee members learned that there will be other changes that need to be made to the plan for January 2026 to include Roth IRAs. They would like to review the current plan documents and research the proposed change to possibly take action on it at that time.

Michele Gifford (Cheryl Childers) moved to reject the recommended action, which was to "Approve the updated 403(b) Plan Documents and authorize the Board Chair to sign a resolution adopting the amended plan. Additionally, authorize the President/CEO to execute the updated Plan Adoption Agreement" and amend the recommended action to defer changes to the plan to allow more time to review current, proposed and other upcoming changes for January 2026. (For: McNary, Jewett, Childers, Gifford, Blackburn - Opposed: Jonas, Naylor) Motion adopted.

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

Center Industries Company, Center Industries Corp. and Cox Machine submitted applications for continuation on the ETP list for OJT.

Kathy Jewett (Michele Gifford) moved to approve the continuation of OJT contracts as presented. Cheryl Childers, Cox Machine and Pat Jonas, Center Industries abstained from the vote. Motion adopted.

4. **Workforce Alliance Server Upgrade**

Petterra discussed an upgrade to the organization's server and a proposal for purchase of replacement hardware and software was presented. A major server upgrade was done in 2017 and a smaller upgrade occurred in 2021. This equipment is approaching end of life and at the same time the VMware, the virtual software for the servers, announced a new pricing structure that is extremely expensive with the renewal being over \$100,000 for three years. Staff have reviewed some options and are working with Redesign through Dell to develop a solution that works for the WA as a non-profit. The proposal would replace the servers and transition to Microsoft Hyper-v software, which is much more accommodating to non-profit organizations. The proposal includes transition and implementation support and training. If the Committee approves the proposal, additional approvals from the Chief Elected Officials Board (CEOB) and the State are also required due to the significant cost. Redesign is a State approved vendor. Staff expressed confidence in the vendor's ability to manage the change as staff have done extensive research and the agreement includes requirements that the vendor spend as much time as needed to ensure the system is operational. The current support ends in December so staff will have ample transition time. There was a typo in the dollar amount not to be exceeded for financing in the recommended action; the actual amount is \$155,000, which is included and correct in the actual agenda report; not \$150,000.

Rod Blackburn (Cheryl Childers) moved to authorize the President and CEO to purchase and finance the computer network server upgrade not to exceed \$155,000. Motion adopted.

5. **Executive Session**

Lawing indicated that if the Committee intended to go into Executive Session, that a motion be made and that staff to remain in the session be identified.

Alana McNary (Tony Naylor) moved to adjourn to Executive Session to discuss matters of personnel and requested that Chad Pettera remain and participate in the session.

6. **Adjournment**

Meeting was adjourned at 3:47 PM.

Attendees:


LWDB Executive Committee Members

Rod Blackburn
Cheryl Childers
Michele Gifford
Commissioner Jim Howell
Kathy Jewett
Pat Jonas
Alana McNary, Chair
Tony Naylor

Staff/Guests

Denise Houston
Keith Lawing
Shirley Lindhorst
Chad Pettera

The next WA Executive Committee Meeting scheduled for Wednesday, August 13, 2025 at 11:30 a.m. will be a Strategic Planning session.

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

Workforce Alliance Consolidated Budget PY25

July 2025 - June 2026

Expenditures Through 7/31/2025

WIOA					Community Impact Funds					Consolidated				
Category	Budget	July	YTD	% Budget	Budget	July	YTD	% Budget	Budget	July	YTD	% Budget	Budget	Expenditures
		Expenditures	Expenditures	Remaining		Expenditures	Expenditures	Remaining		Expenditures	Expenditures	Remaining		
Wages	\$ 1,675,282	\$ 124,097	\$ 124,097	93%	\$ 1,149,341	\$ 103,538	\$ 103,538	91%	\$ 2,824,623	\$ 227,635	\$ 227,635	92%	\$ 2,824,623	\$ 227,635
Fringe	\$ 412,880	\$ 27,923	\$ 27,923	93%	\$ 282,472	\$ 24,710	\$ 24,710	91%	\$ 695,352	\$ 52,633	\$ 52,633	92%	\$ 695,352	\$ 52,633
Facilities	\$ 262,996	\$ 52,084	\$ 52,084	80%	\$ 141,360	\$ 10,194	\$ 10,194	93%	\$ 404,356	\$ 62,278	\$ 62,278	85%	\$ 404,356	\$ 62,278
Contract/Pro Fees	\$ 58,685	\$ 978	\$ 1,462	98%	\$ 31,063	\$ 9,075	\$ (745)	102%	\$ 89,748	\$ 10,053	\$ 717	99%	\$ 89,748	\$ 10,053
Supplies/Equipment	\$ 28,049	\$ 459	\$ 459	98%	\$ 22,325	\$ 71	\$ 71	100%	\$ 50,374	\$ 530	\$ 530	99%	\$ 50,374	\$ 530
IT	\$ 88,800	\$ (484)	\$ (484)	101%	\$ 67,290	\$ 9,820	\$ 9,820	85%	\$ 156,090	\$ 9,336	\$ 9,336	94%	\$ 156,090	\$ 9,336
Outreach/Cap Building	\$ 31,120	\$ 506	\$ 506	98%	\$ 78,010	\$ 10,102	\$ 10,102	87%	\$ 109,130	\$ 10,608	\$ 10,608	90%	\$ 109,130	\$ 10,608
Travel/Conferences	\$ 44,568	\$ 1,991	\$ 1,991	96%	\$ 35,860	\$ 933	\$ 933	97%	\$ 80,428	\$ 2,924	\$ 2,924	96%	\$ 80,428	\$ 2,924
Grants Awarded	\$ 185,000	\$ -	\$ -	100%	\$ 75,000	\$ (8,000)	\$ (8,000)	111%	\$ 260,000	\$ (8,000)	\$ (8,000)	103%	\$ 260,000	\$ (8,000)
Staff Development	\$ 7,890	\$ -	\$ -	100%	\$ 12,050	\$ -	\$ -	100%	\$ 19,940	\$ -	\$ -	100%	\$ 19,940	\$ -
Indirect	\$ 302,184	\$ 12,803	\$ 12,803	96%	\$ 172,997	\$ 876	\$ 876	99%	\$ 475,181	\$ 13,679	\$ 13,679	97%	\$ 475,181	\$ 13,679
Misc/Dep/Int	\$ -	\$ -	\$ -	0%	\$ 27,000	\$ -	\$ -	100%	\$ 27,000	\$ -	\$ -	100%	\$ 27,000	\$ -
Work Experience	\$ 862,749	\$ 25,724	\$ 25,724	97%	\$ 325,000	\$ (64,575)	\$ (64,575)	120%	\$ 1,187,749	\$ (38,851)	\$ (38,851)	103%	\$ 1,187,749	\$ (38,851)
On The Job Training	\$ -	\$ -	\$ -	-	\$ 765,250	\$ (46,283)	\$ (46,283)	106%	\$ 765,250	\$ (46,283)	\$ (46,283)	106%	\$ 765,250	\$ (46,283)
Incentives	\$ 2,000	\$ -	\$ -	100%	\$ 74,000	\$ 11,800	\$ 11,800	84%	\$ 76,000	\$ 11,800	\$ 11,800	84%	\$ 76,000	\$ 11,800
Occupational Training	\$ 186,201	\$ (5,049)	\$ (5,049)	103%	\$ 780,000	\$ 12,084	\$ 12,084	98%	\$ 966,201	\$ 7,035	\$ 7,035	99%	\$ 966,201	\$ 7,035
Supportive Services	\$ 139,704	\$ (836)	\$ (836)	101%	\$ 379,200	\$ 4,080	\$ 4,080	99%	\$ 518,904	\$ 3,244	\$ 3,244	99%	\$ 518,904	\$ 3,244
Total	\$ 4,288,108	\$ 240,196	\$ 240,680	94%	\$ 4,418,218	\$ 78,425	\$ 68,605	98%	\$ 8,706,326	\$ 318,621	\$ 309,285	96%	\$ 8,706,326	\$ 318,621

Analysis

Budget: The PY25 budget with expenditures through the end of the July 2025. The budget includes a breakdown between WIOA (LWDB budget) and non-WIOA Funding (Community Impact Funds) and combined totals.

The PY25 budget allocates 40% on direct client spending including classroom training, work experience, on-the-job training and supportive services. There are accruals for participant training that are still being processed, showing a negative expenditure in July, those will clear as those accruals are processed. The budget has 96% remaining after one month of the fiscal year.

Recommended Action

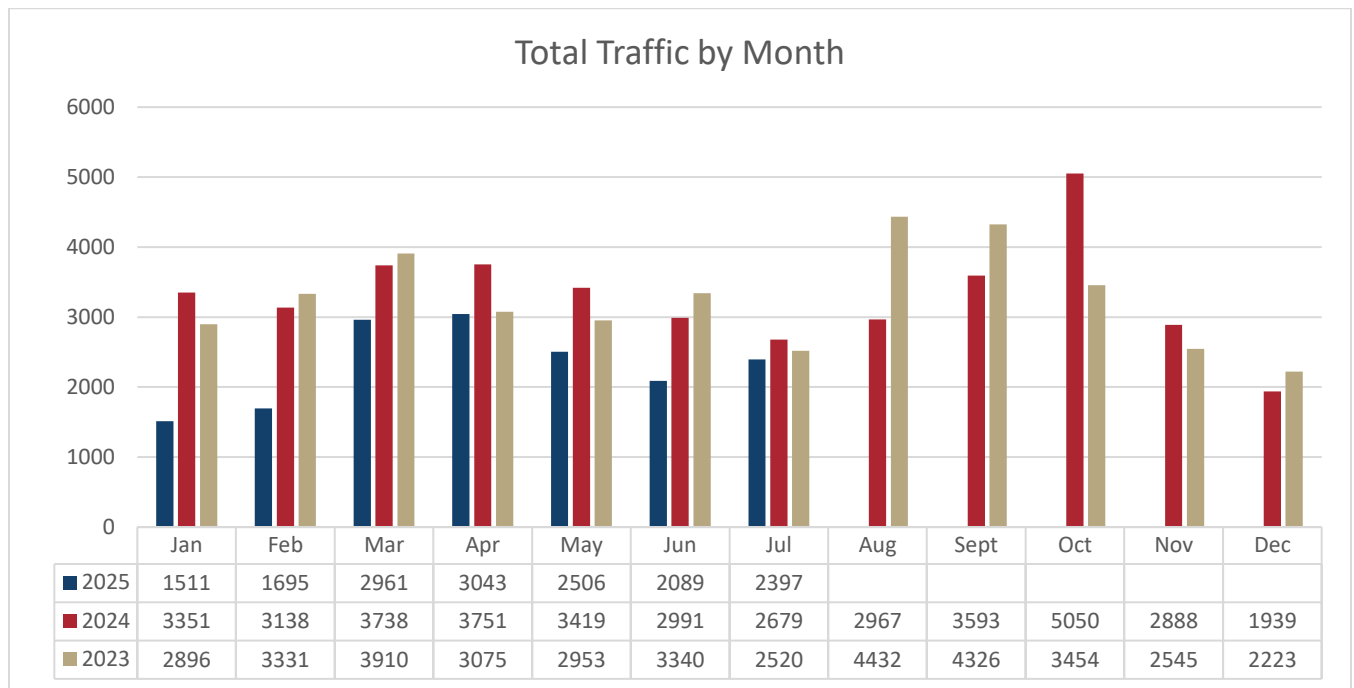
Receive and file.

Item

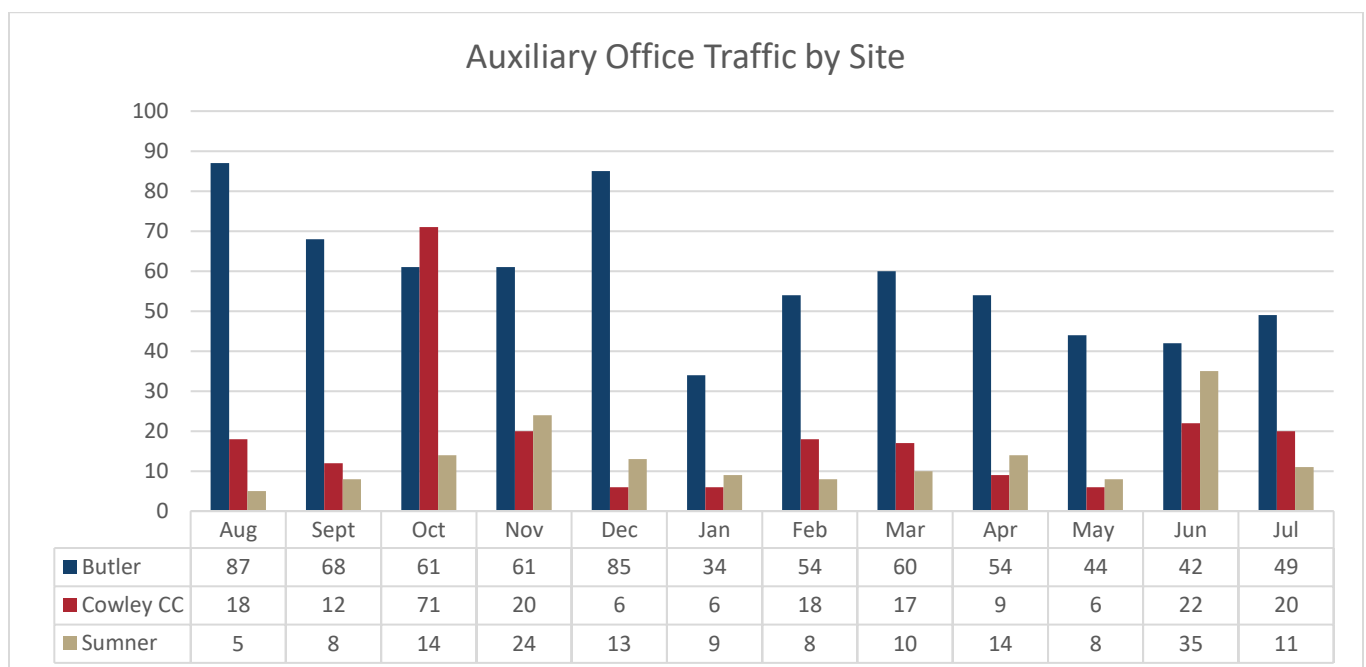
Workforce Centers Operations July Update

Job Seeker Traffic

The bar graph below provides a visual representation of job seeker traffic through July of 2025. Overall, job seeker engagement at all four centers is steady.

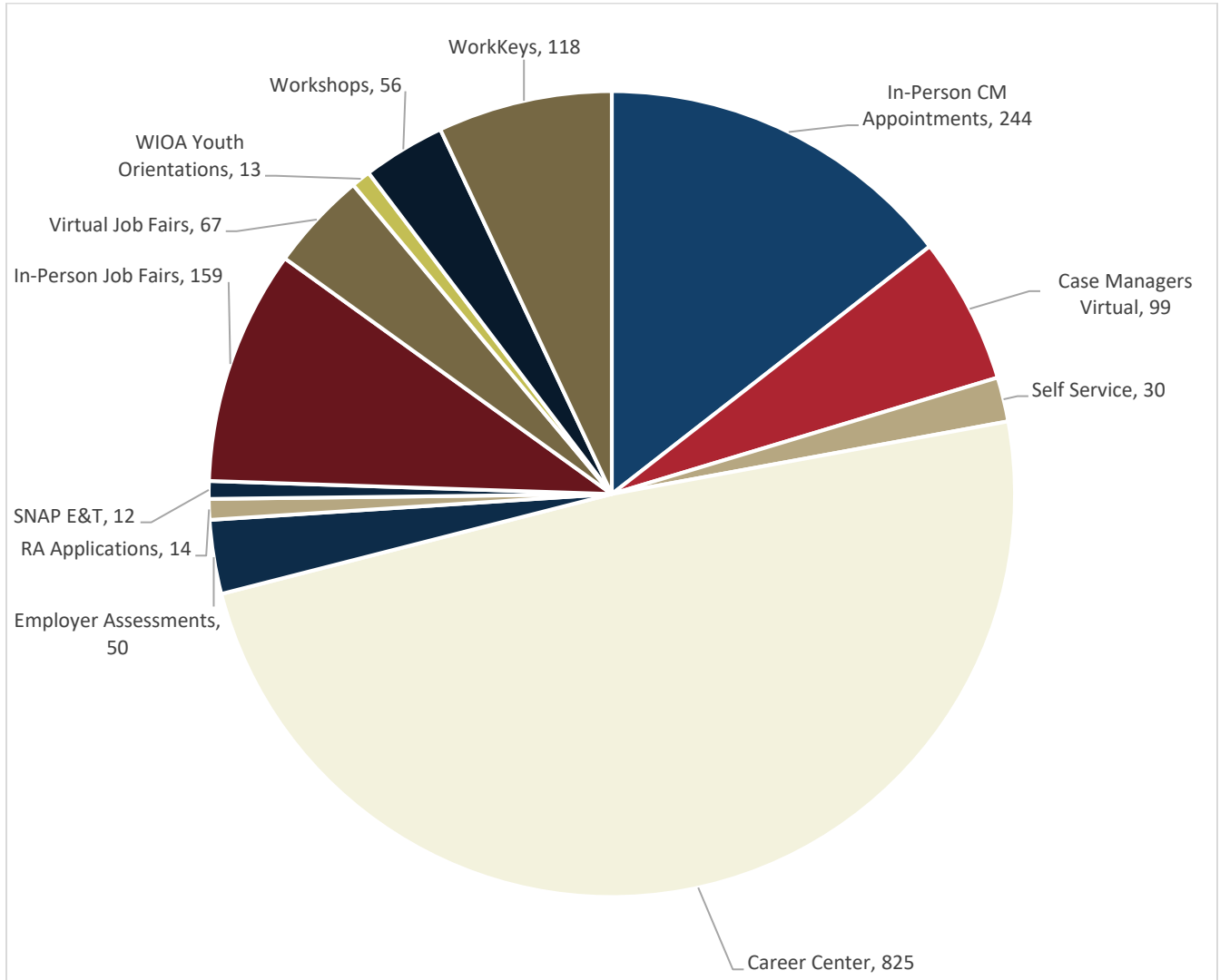


This bar graph offers a breakdown of the job seeker traffic by Area IV's Auxiliary Offices in Butler, Sumner, and Cowley counties.

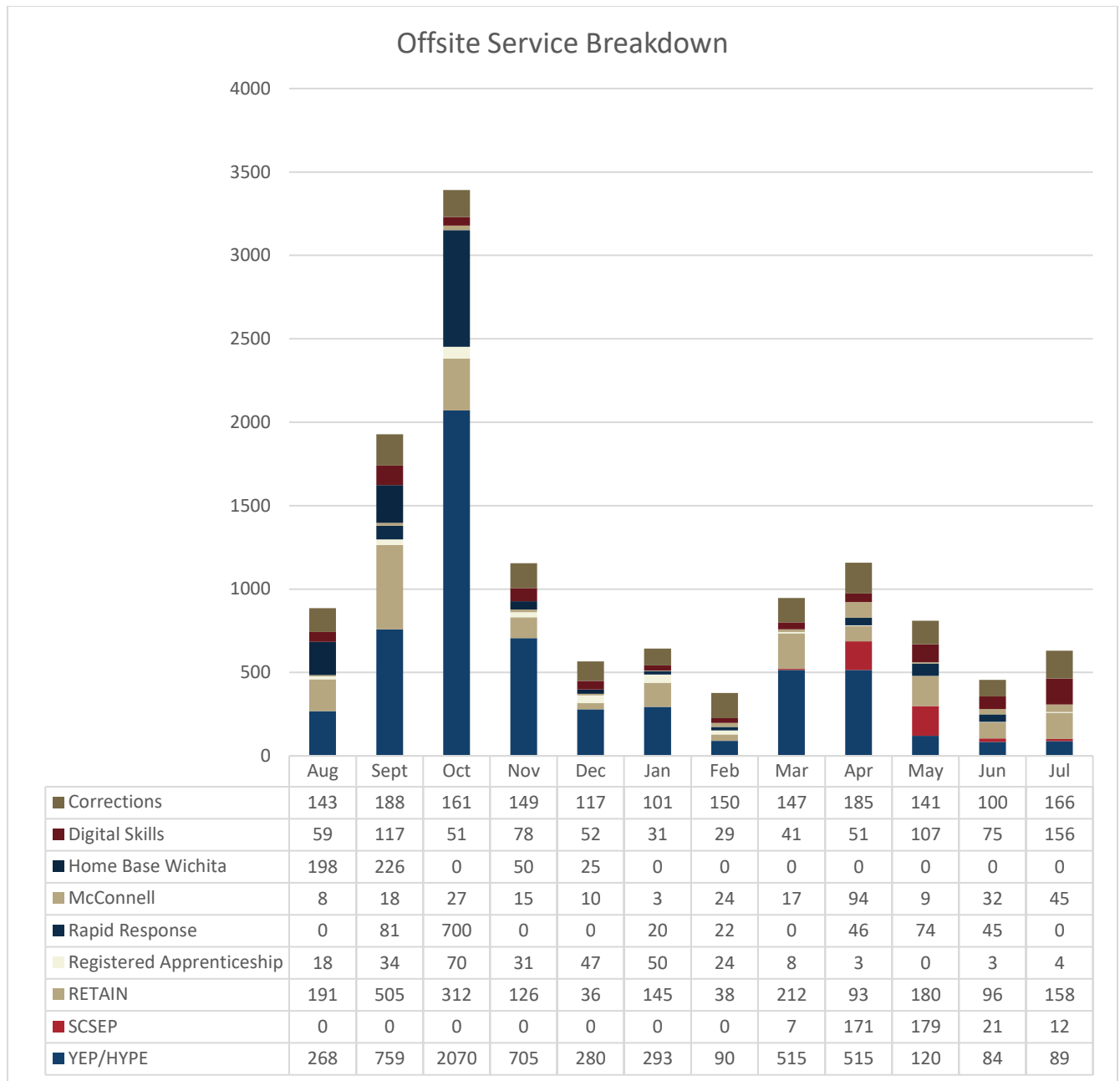


Job Seeker Services

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.

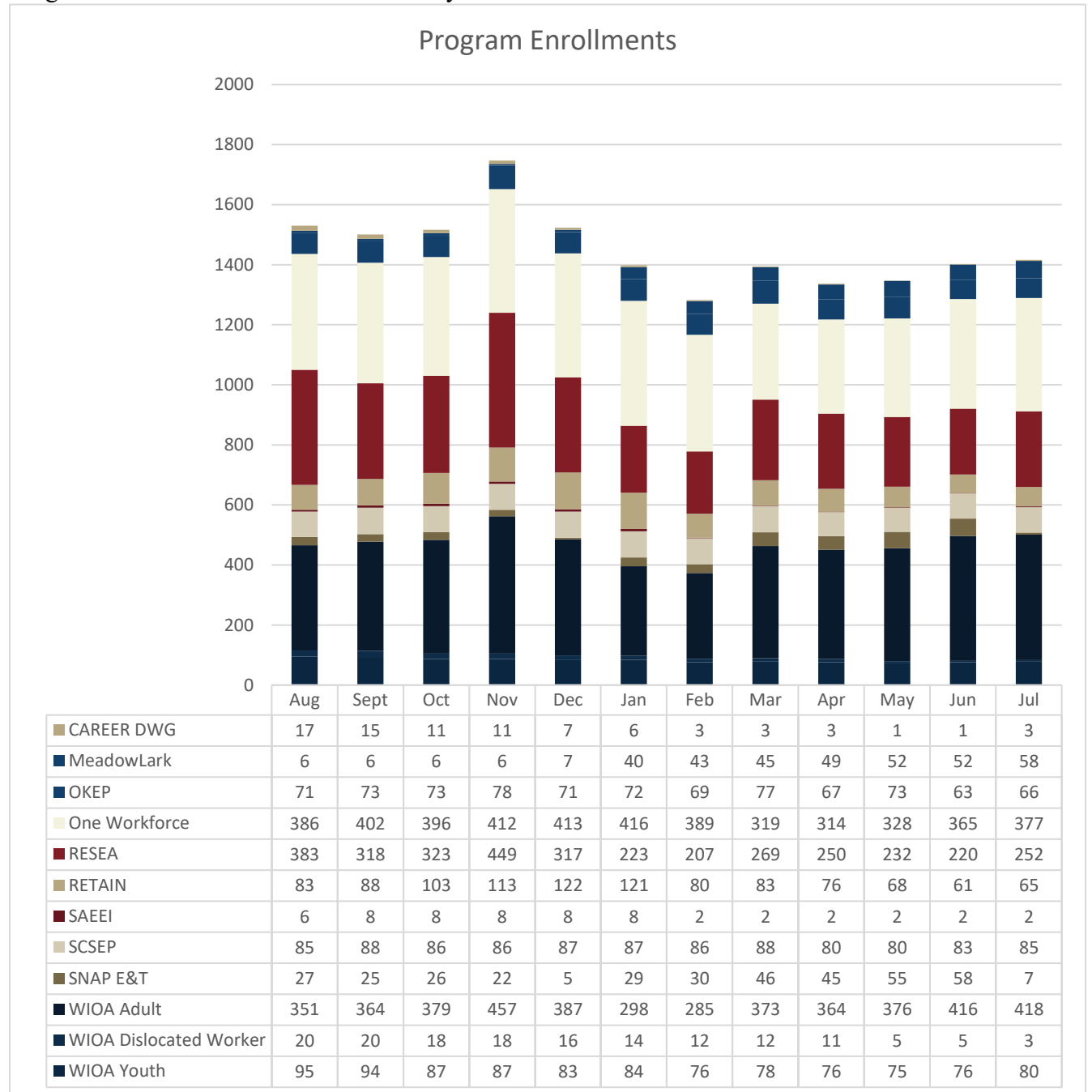


Throughout the last year, the Career Services staff has maintained a vital role in delivering comprehensive support to job seekers within Local Area IV. Their unwavering commitment extends to helping job seekers craft effective resumes, conduct mock interviews, navigate job searches, address barriers 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 engages 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.

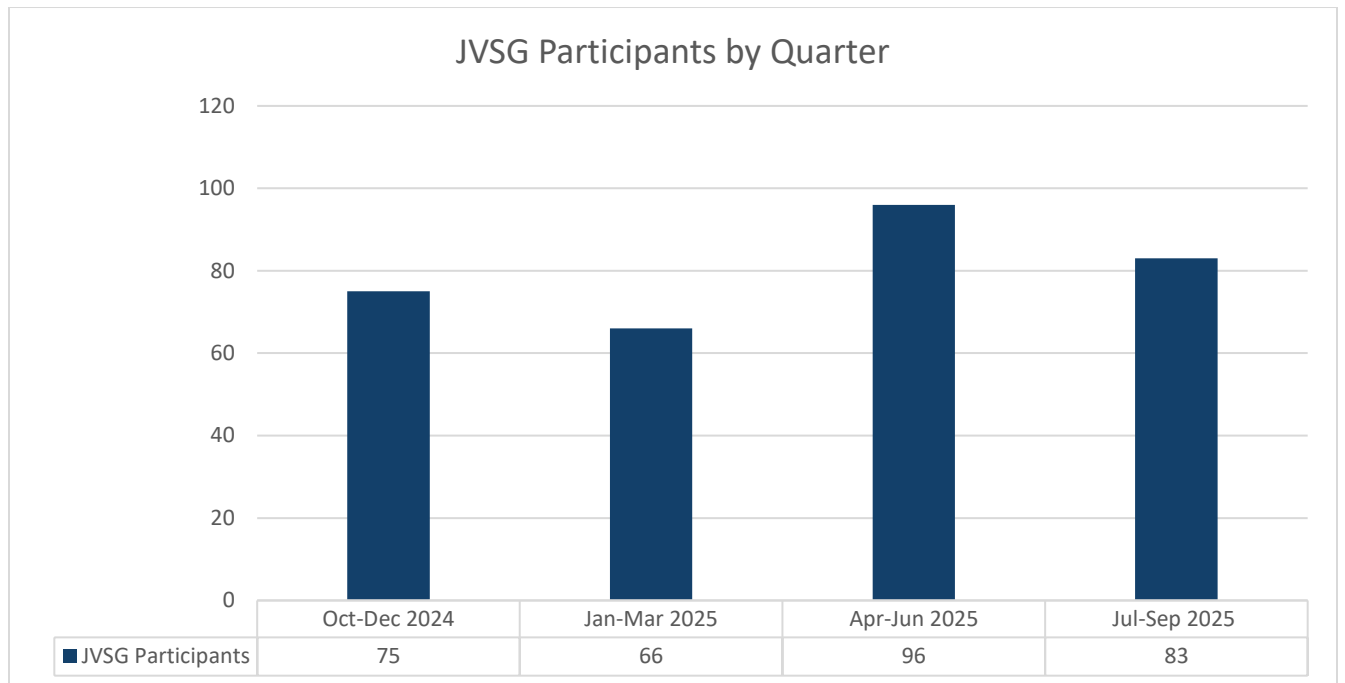
Program Enrollments

Program enrollments have remained steady in 2025.



Program Enrollment Glossary

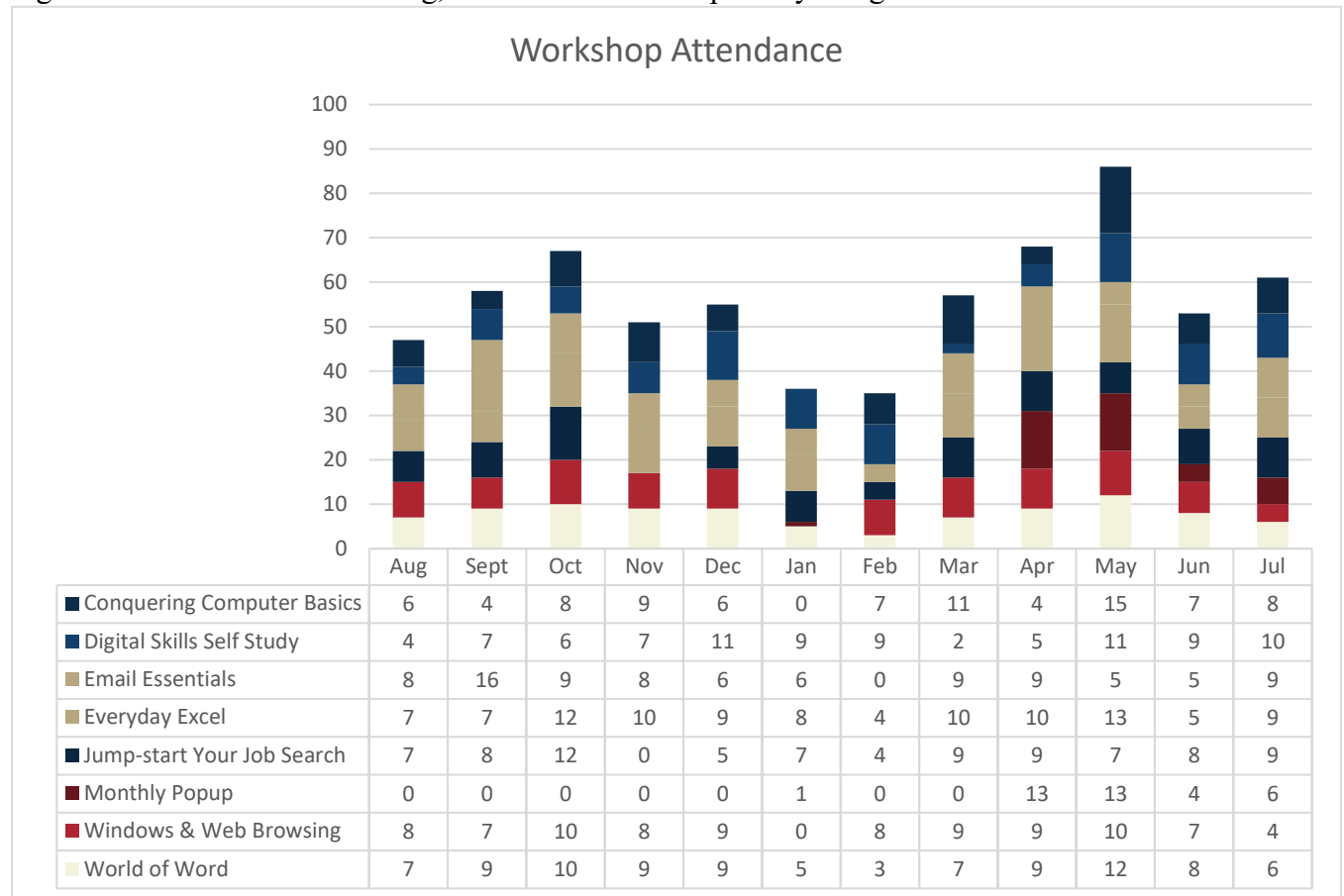
- CAREER DWG= Comprehensive and Accessible Reemployment Through Equitable Employment Recovery National Dislocated Worker Grant
- MeadowLARK= Leading Apprenticeship Results in Kansas
- OKEP=Older Kansans Employment Program
- RESEA= Reemployment Services and Eligibility Assessment
- RETAIN=Retaining Employment and Talent After Injury/Illness Network
- SAEI= State Apprenticeship Equity, Expansion, and Innovation
- SCSEP= Senior Community Service Employment Program
- SNAP E&T= Supplement Nutrition Assistance Program Employment and Training
- WIOA= Workforce Innovation and Opportunity Act



Community Outreach & Workshops

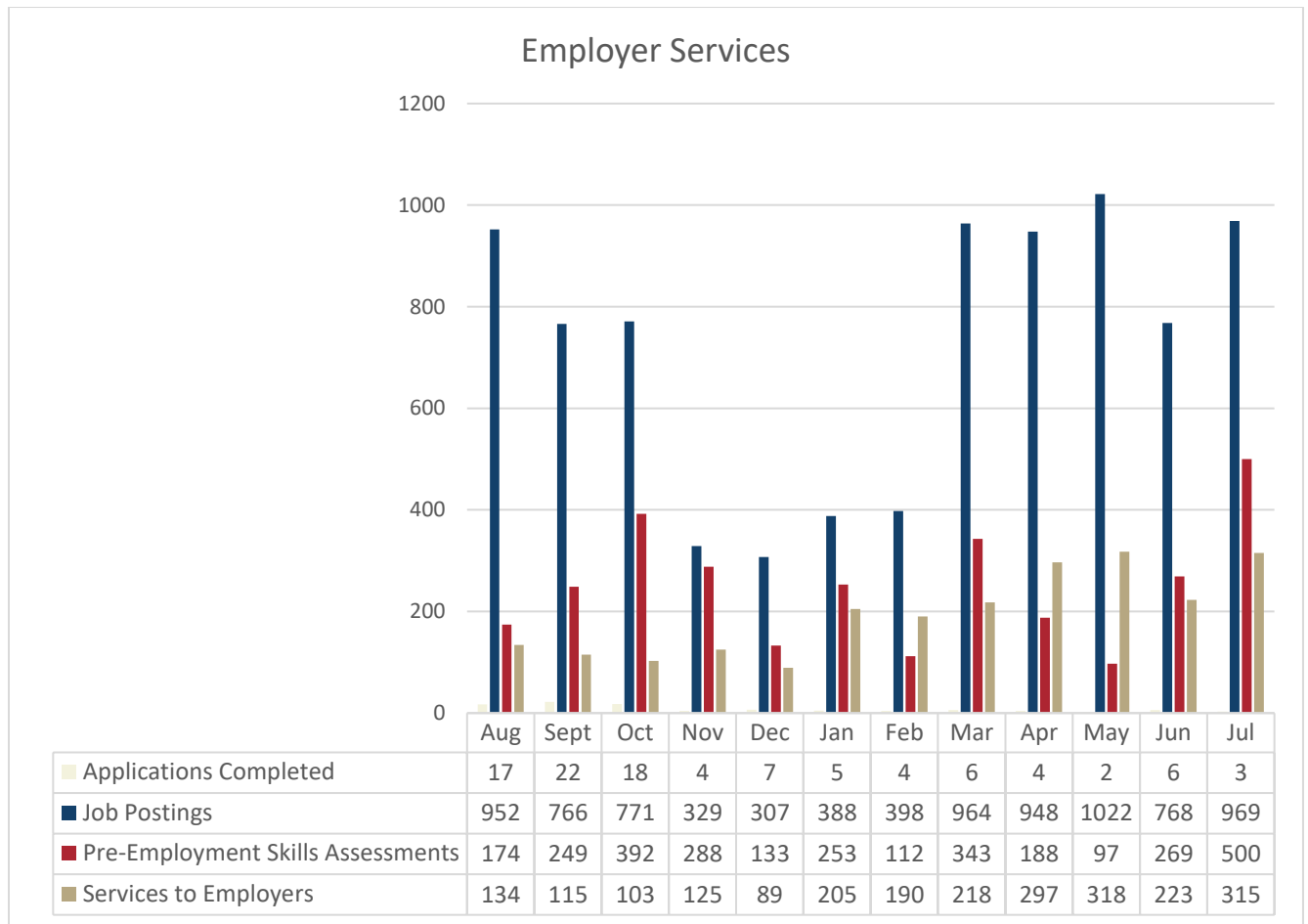
In July, WA staff hosted 10 workshops with 61 participants and enrolled 53 individuals in online digital skills training programs. Staff also participated community outreach events, engaging 139 individuals with information on services, and collaborated with community partners to expand outreach. These activities created opportunities for a total of 270 individuals to learn about

digital skills services and training, one of which was especially designed for veterans. life.



Employer Services Overview

July saw an increase of 26.2% in job postings in Local Area IV compared to June. This is an increase year over year. There were 969 total job postings across the 6-county radius for July. On a statewide level, there were 33,429 active positions available for job seekers to browse. Additionally, the system recorded a pool of 12,354 resumes for employers to consider during their recruitment efforts.

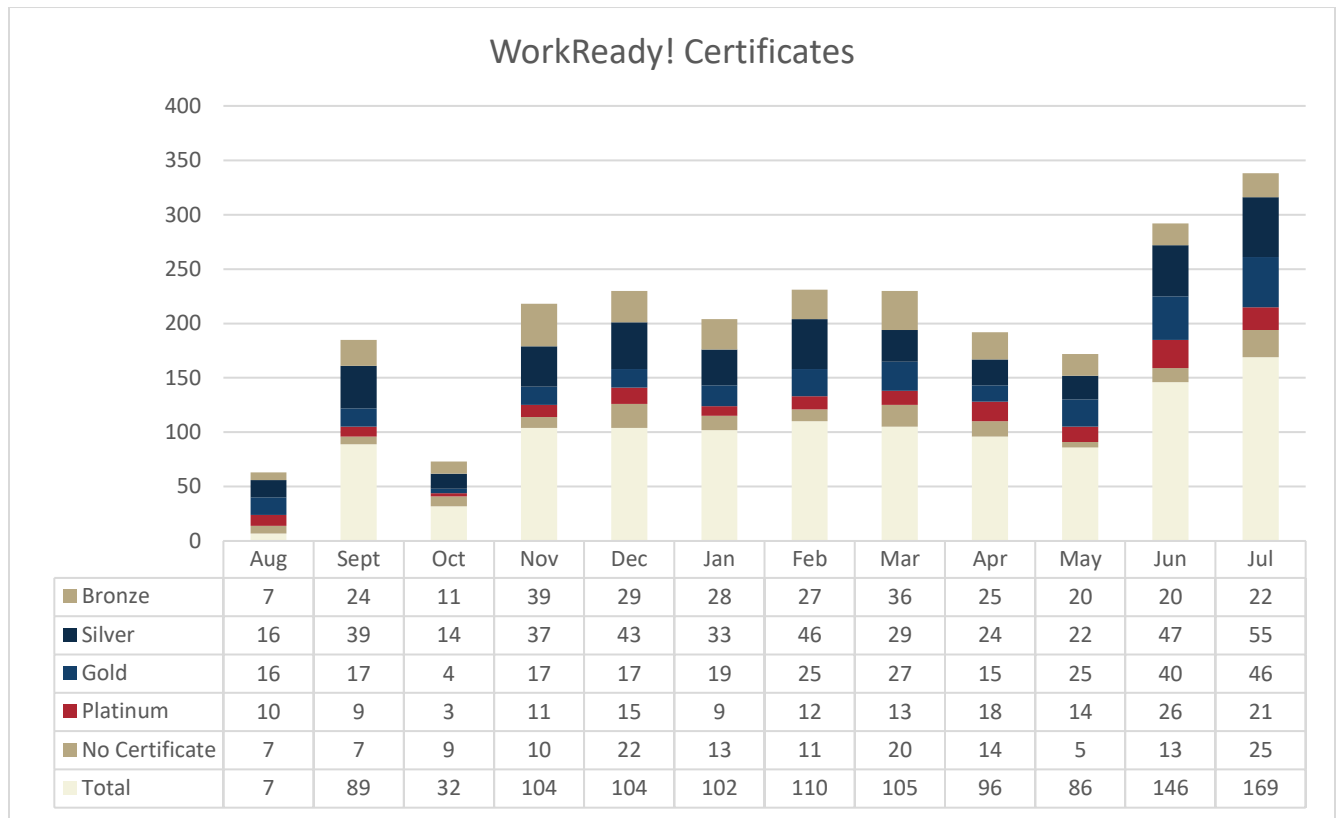


Job Fairs

In July, our Workforce Centers coordinated one in-person job fair at the Goodwill Opportunity Center achieving success in bridging connections between local job seekers and local businesses. Collectively, these events engaged a total of 153 candidates with representatives from 6 diverse companies underscoring the vitality and reach of our initiatives.

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 12 sessions were offered during the month of July, with 235 job seekers scheduled to complete. Local Area IV saw a decrease in attendance rate, sitting at 71.9%, with it being at 73.7% in the previous month. A total of 144 participants completed the assessment, and an 85.2% award rate was documented.



One Stop Operator Update

- **Kansas Health Foundation Summit** – The OSO attended the Kansas Health Foundation Summit, which focused on economic mobility. This provided valuable insights into statewide strategies that align with our efforts to support jobseekers and employers.
- **Mandated Partner Meeting** – The OSO hosted an in-person mandated partner meeting. In addition to sharing Workforce Center updates, including preparation for the upcoming federal changes in documentation requirements, each partner provided valuable updates about their own organizations. These updates highlighted current initiatives, challenges, and opportunities, fostering collaboration and ensuring partners remain well connected in serving our shared customers.
- **City of Wichita, Way to Work Internship** – We said goodbye to our Way to Work high school intern, who concluded her placement with us in July. She shared positive feedback about her experience, noting the professional growth opportunities and welcoming environment she encountered during her time at the Workforce Center.

Recommended Action

Receive and File.

Item

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

Background

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:	GE Aerospace
Company Description:	<p>GE Aviation, an operating unit of GE (NYSE: GE), is a world-leading provider of jet and turboprop engines, components and integrated systems for commercial, military, business and general aviation aircraft. GE Aviation has a global service network to support these offerings.</p> <p>GE Aviation began operating at the Strother facility in 1951. Currently, they service the following jet engines: the CFM56 for single-aisle aircraft, the CF34 for regional aircraft, and the T700 and CT7 for various helicopters and fixed-wing aircraft.</p>
Location:	Winfield, Cowley County
Occupation(s):	Engine Mechanic, Materials; Stockroom, Component Repair; Rework, Component Repair; Inspection, Component Repair; Accessories, Component Repair; Clean, Commercial; CF34, Commercial; CF34-8, Commercial; CFM56
Training Length:	TBD
Average Wage Range:	All positions start at \$28.12 or higher
Benefits:	Full benefit package
Comments:	GE is planning to use the grant to ensure their employees meet the needs of the repair station, specific training will be delivered one on one internally.
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 **GE Aerospace** to OJT ETP list.*

Item

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

Background

Approval of Continuation on the ETP List for OJT

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

Employer:	Omni Aerospace
Company Description:	Aerospace parts manufacturing
Location:	Wichita, Sedgwick County
Occupation(s):	Machinists, Programmers, Supply Chain Manager, QA Inspectors, Assembly, CMM Programmer, Warehouse Supervisor, warehouse shipping/receiving, Customer Service Reps, Planners, etc
Training Length:	TBD
Average Wage Range:	Entry Level Wage, \$17.50+
Benefits:	<ul style="list-style-type: none">• Health Insurance Benefits• Retirement Plans• PTO
Comments:	<p>Omni Aerospace is a leading aerospace manufacturer and aircraft parts supplier. Specializing in custom engineering, aircraft part manufacturing, and electrical assembly.</p> <p>Omni Aerospace provides innovative engineered solutions; engineered aircraft parts, aircraft systems, electronic controls or wiring harnesses. Omni provides four value streams: Engineering, Electrical Assembly, Machining and Stocked Aircraft Parts.</p>
OJT Funding Streams <i>subject to availability</i>	

Recommended Action

Approve keeping Omni Aerospace on the OJT ETP list.

Item

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

Background

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:	Galaxy Technologies
Company Description:	Galaxy Technologies, located in Winfield, Kansas near the heart of the Air Capital, is a “best value” business partner to companies around the world with complex design and manufacturing needs. We are a major supplier for the design, manufacturing and assembly of production tooling for the aerospace, defense and plastic markets. Major customers include Boeing, Spirit Aerosystems, Northrop Grumman, Lockheed Martin, Rubbermaid and Coleman.
Location:	Winfield, Cowley County
Occupation(s):	CNC Machinists, Welders, Tool Builders, Quality Inspectors
Training Length:	TBD
Average Wage Range:	All positions start at \$19.00 or higher
Benefits:	Full benefit package
Comments:	Galaxy Technologies will be using One Workforce to do one-on-one internal upskilling and cross training. This training will form the foundation toward the goal of Registered Apprenticeship. See Attachment.
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 **Galaxy Technologies** to OJT ETP list.*