

# WORKFORCE CENTERS

of South Central Kansas

## KANSASWORKS.COM

Local Workforce Development Board (LWDB)

Executive Committee Meeting Agenda

300 W. Douglas Avenue, Suite 850 - Wichita, Kansas

Wednesday, September 25, 2019 • 11:30 a.m. – 1:00 p.m.

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1. Welcome and Introductions: Jennifer Hughes (11:30)
2. Workforce Alliance Operations Review: Keith Lawing (11:35) (pp. 2-13)  
*The Workforce Alliance is in the process of reviewing all aspects of its operations.*  
**Recommended Action:** Take appropriate action.
3. Workforce Alliance Committee Update: Jennifer Hughes / Keith Lawing (11:40) (pp. 14-18)  
*As part of the organizational review, the current Workforce Alliance board committee structure are be considered.*  
**Recommended action:** Take appropriate action.
4. City-to-City Report - San Antonio, Texas: Jennifer Hughes / Laura Rainwater (12:00) (pp. 19-23)  
*LWDB members Jennifer Hughes and Gabe Schlickau as well as staff member Laura Rainwater attended the Wichita Regional Chamber's City-to-City trip to San Antonio, Texas. A summary of the trip will be provided.*  
**Recommended action:** Receive and file
5. 2019 Youth Employment Project (YEP)/Helping Youth Prepare for Employment (HYPE) Report: Amanda Duncan (12:15) (pp. 24-29)  
*A report on outcomes from the 2019 YEP/HYPE program will be presented.*  
**Recommended action:** Receive and file
6. Consent Agenda and Committee Reports: Jennifer Hughes (12:30)
  - A. Approval of Meeting Minutes for June 12, 2019 (pp. 30-32)
  - B. Workforce Center Operations Update (pp. 33-39)
  - C. Program Year 2019 (PY19) Budget Report (p. 40)
  - D. One-Stop Operator Report (pp. 41-42)
  - E. Butler Workforce Center Lease (p. 43)
  - F. Chief Elected Officials Board (CEOB) Update (pp. 44-48)
  - G. Workforce Centers Calendar of Events for 2020 (p. 49)
  - H. On-the-Job Training Contract: City of Winfield (p. 50)**Recommended Action:** Approve the consent agenda as presented.
7. Adjourn: Jennifer Hughes (1:00)

*The next LWDB Executive Committee Meeting is scheduled for  
Wednesday, October 9, 2019 at 11:30 a.m.*

## **Item**

### **Workforce Alliance Operations Review**

## **Background**

Since the Workforce Alliance (WA) Strategic Plan will be updated in 2020, and a new Local Area Plan is also required, staff are reviewing a number of WA operations. In additions, due to decreased Workforce Innovation and Opportunity Act (WIOA) funding, an analysis has been initiated on the WIOA programs and functions at the workforce center.

## **Analysis**

To address some ongoing concerns, WA staff are in the process of several activities. WA WIOA Youth staff have scheduled a site visit to Local Area III to examine their operations. A work group has been established and led by Keith Lawing to analyze one-stop operations and the integrated service delivery plan. In addition, a Request for Information (RFI) was released on September 5, 2019 to explore potential partnerships and new models for service delivery in Cowley and Sumner counties. Responses are due October 4<sup>th</sup> and a copy of the RFI is attached.

## **Strategic Goals Supported**

This activity supports the following Strategic goals of the Local Workforce Development Board:

- Expand Youth employment opportunities to help develop the workforce of the future.
- Strengthen relationships with WIOA partners, community organizations and educational/training institutions to leverage resources and align services through the one-stop workforce centers (American Job Centers)

## **Recommended Action**

*Take appropriate action.*

## **Kansas Local Workforce Development Board Local Area IV**

### **Workforce Alliance of South Central Kansas, Inc.**

#### **Request for Information Regarding Workforce Innovation and Opportunity Act (WIOA) Adult and Dislocated Worker Program Operations in Sumner and Cowley Counties in Kansas**

**Request is open through October 4, 2019**

#### **Background**

The Workforce Alliance of South Central Kansas (WA) is soliciting information regarding new and different ways to provide Workforce Innovation and Opportunity Act (WIOA) (Public law 113-128) job seeker and business services in Cowley and Sumner counties in south central Kansas. The WA operates American Job Centers also known as Workforce Centers or One Stop Centers in Winfield and Wellington Kansas with 2 dedicated FTE's and a supervisor that oversees staff in Winfield, Wellington and El Dorado. From time to time additional staff resources are available through the Senior Community Service Employment Project or WIOA Youth Work Experience program.

Potential WIOA Service Providers or other interested parties are invited to submit a response to this Request for Information (RFI). Partner collaboration is encouraged for this RFI and submissions can come from collaborating entities. The purpose of this RFI is to guide the WA and its Board of Directors in evaluating new and different service delivery opportunities. This RFI may result in a request for proposals for a WIOA Service Provider.

Interested parties can submit written information on ideas and information regarding WIOA service delivery as a response to this request to [admin@workforce-ks.com](mailto:admin@workforce-ks.com). Written responses should be submitted by the deadline of October 4, 2019. Responses should be no longer than 15 pages and be in PDF format attached to an email.

The responses should be such that they can provide enough information regarding different thoughts and ideas that are easily understood. Responders may be called upon by WA to provide further information or provide clarification.

The WA will host an interested parties conference on September 16<sup>th</sup>, 2019 at 10:30 a.m. at the Sumner County Economic Development office at 314 N Washington Ave, Wellington Kansas. Interested parties are asked to RSVP to [admin@workforce-ks.com](mailto:admin@workforce-ks.com).

#### **History and Organizational Information**

The WA has been designated as the Local Workforce Development Board for Kansas Local Area IV by the Governor of Kansas. Kansas Local Area IV consists of Butler, Cowley, Harper, Kingman, Sedgwick, and Sumner Counties. The WA Board of directors operates the Workforce Centers which are the hubs of workforce development activity. Wichita is the certified comprehensive Workforce Center in Local Area IV.

Currently the WA is the primary WIOA Service Provider. The WIOA Service Provider provides the WIOA Services throughout the local area through staff. The Board of Directors is currently evaluating the operations in Sumner and Cowley Counties to explore and if it would be more cost effective and efficient to procure a service provider(s).

The Board of Directors has adopted a Strategic Plan for 2018-2020. The current goals are to:

- Expand youth employment opportunities to help develop the workforce of the future
- Strengthen relations with WIOA partner, community organization and education/training institutions to leverage resources and align services through the one-stop workforce centers (American Job Centers)
- Create and implement a more effective and comprehensive communication plan to increase public awareness about employment and training services, and skills needed for current and future careers in South Central Kansas
- Generate revenue to increase community impact of WIOA and Workforce Centers in South Central Kansas

The Board of Directors has also adopted the following statements:

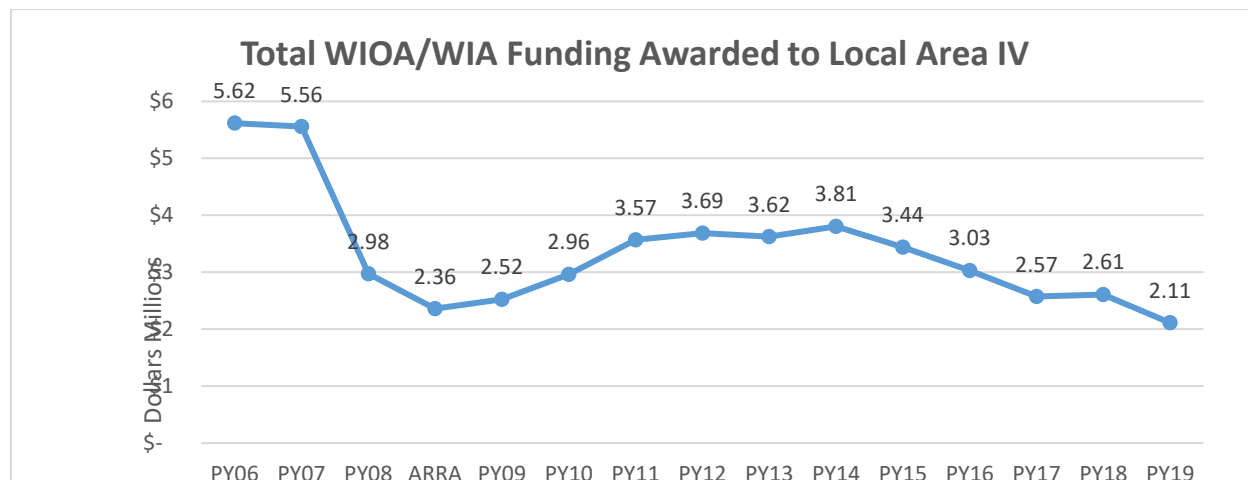
Vision: Growing a regional economy through a skilled workforce

Mission: Supporting and advancing a competitive workforce in South Central Kansas

## WIOA Program Operations

The WIOA allocation to the WA has decreased significantly over the past several years. The WA is in the process of exploring different ways of providing services. Part of this process is to solicit information from potential partners on new ways to collaborate, leverage resources, and deliver WIOA Services in Cowley and Sumner Counties.

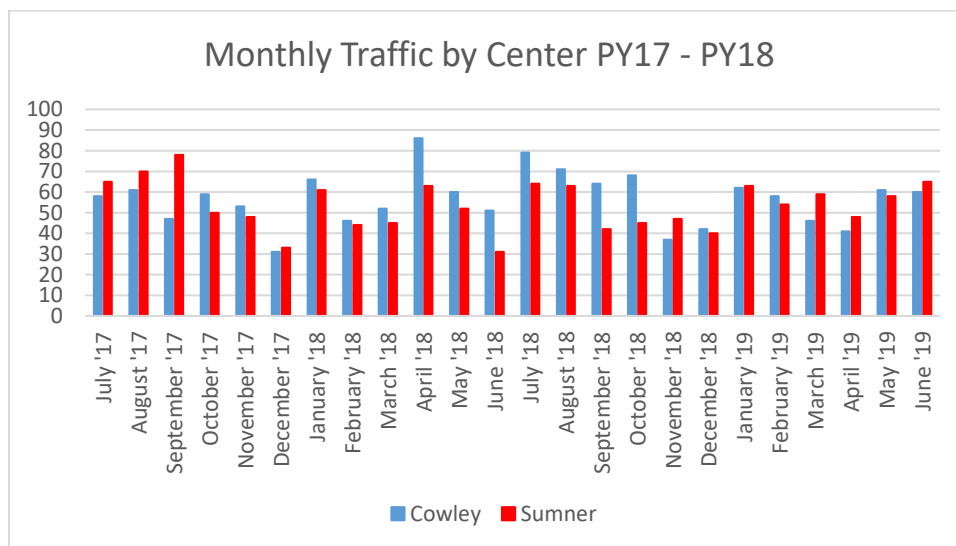
Below is a chart visualizing the continued decrease in WIOA/WIA funding allocated to WA.



The overhead costs to operate the Workforce Centers/American Job Centers (AJC) facilities in Wellington and Winfield is approximately \$85,000 a year. This figure doesn't include any wage or personnel fringe. Through this solicitation for information the WA wishes to explore different operational structures that would reduce costs with a desire to reduce costs by at least \$25,000 annually.

Traffic counts in these AJC's are the lowest of the centers operated by WA. Monthly traffic counts represent the number of individuals that are served each day at either of the two locations in Sumner and Cowley counties. Currently the Cowley County AJC is open Monday and Wednesdays. The AJC in Sumner County is open Monday through Friday with WA staff onsite Tuesday and Thursday. Staffing in Sumner County on Monday, Wednesday, and Friday is provided through a Memorandum of Agreement with Sumner County Economic Development. The AJC's are located in Winfield at 108 E 12<sup>th</sup> and in Wellington at 314 N Washington Ave. The Center in Winfield is located in a commercial center that includes a bank and other professional services. The center in Wellington is located on the main downtown business street and is co-located in the Economic Development Agency primarily funded by the Sumner County Commission. Currently 2 staff provide the WIOA services in these two counties with support provided from the Wichita operations.

The past two years' traffic chart is below indicating the number of visitors by month at the individual workforce centers.



## Workforce Innovation and Opportunity Act (WIOA) Basics

On July 22, 2014 President Obama signed into law the Workforce Innovation and Opportunity Act (WIOA). The WIOA supersedes the Workforce Investment Act (WIA) of 1998. WIOA is designed to improve and streamline access to federally funded employment, education, training and support services. This was the first legislative reform of the public workforce system in more than 15 years. Every year the key programs that form the pillars of WIOA help tens of millions of job seekers and workers to connect to good jobs and acquire the skills and credentials needed to obtain them. The enactment of WIOA provides an opportunity for reforms to ensure the One-Stop Delivery System

is job-driven, responding to the needs of employers and preparing workers for jobs that are available now and in the future.

WIOA has six main purposes:

1. Increase access to and opportunities for employment, education, training, and support services for individuals, particularly those with barriers to employment.
2. Support the alignment of workforce investment, education, and economic development systems in support of a comprehensive, accessible, and high-quality workforce development system.
3. Improve the quality and labor market relevance of workforce investment, education and economic development efforts.
4. Promote improvement in the structure and delivery of services.
5. Increase the prosperity of workers and employers.
6. Provide workforce development activities that increase employment, retention, and earnings of participants and that increase post-secondary credential attainment and as a result, improves the quality of the workforce, reduces welfare dependency, increases economic self-sufficiency, meets skills requirement of employers, and enhances productivity and competitiveness of the nation.

WIOA Sec 3 (24) identifies the following individuals with barriers to employment:

- Displaced homemaker
- Low-income individuals
- Indians, Alaska Natives and Native Hawaiians
- Individual with disabilities
- Older individuals
- Ex-offenders
- Homeless individuals
- Youth who are in or have aged out of the foster care system
- Individuals who are English language learners, low levels of literacy or facing substantial cultural barriers
- Eligible migrant and seasonal farm workers
- Individuals within 2 years of exhausting lifetime eligibility under Part A of Title IV of the Social Security Act
- Single parents (including pregnant women)
- Long-term unemployed

WIOA establishes required partners in the development and delivery of workforce development services.

The WA partners with all required WIOA required partners that have an operation in Local Area IV. Those partners are identified by law and are required to have services available and accessible through the comprehensive workforce center. The required partners in Local Area IV are:

Title I (Adult\*, Dislocated Worker\*, Youth\*, Job Corps, Native American, and Migrant and Seasonal Farm Worker) [Workforce Alliance of South Central Kansas, Flint Hills Job Corps, American Indian Council, Kansas Department of Commerce]

Title II Adult Education and Family Literacy Act [Kansas Board of Regents]

Title III Wagner Peyser [Kansas Department of Commerce]

Title IV Vocational Rehabilitation [Kansas Department for Children and Families]

Title V Senior Community Service Program [Kansas Department of Commerce]

Title VI Carl D. Perkins Career and Technical Education Act of 2006 [Kansas Department of Education and Kansas Board of Regents]

Title VII Trade Adjustment Assistance [Kansas Department of Commerce]

Title VIII Jobs for Veterans [Kansas Department of Commerce]

Title IX Community Services Block Grant (Employment and Training) [Kansas Housing Resources Corporation]

Title X HUD Employment and Training

Title XI State Unemployment Compensation Law [Kansas Department of Labor]

WA partners with other community organizations such as the United Way of the Plains, Wichita State University, Various Corrections Agencies and Urban League as a few examples.

### **WIOA Eligible Service Providers**

WA is soliciting information from qualified organizations or interested individuals to direct federal Department of Labor (DOL) WIOA Title I funds towards career services. Eligible WIOA Service Providers that can provide WIOA services include:

- Private for profit businesses
- Non-profit organizations
- Business associations
- Public agencies
- Institutes of Higher Education
- A collaboration of above entities with at least one organization designated as the lead agency and primary sub-recipient.

## **PROGRAM DESCRIPTION**

### **Adult Program Services Role and Responsibilities**

Interested parties responding to this RFI must offer ideas regarding how WIOA Title I services would be provided, specifically, the following Career Services to WIOA Title I eligible Adults and Dislocated Workers per WIOA Section 134(c)(2)(A).

#### Operate American Job Centers (One Stop Center)

The Workforce Alliance would like to explore different options for the locations and operations of the American Job Centers (AJC's). The AJC's are the hub for the job seeker and business service delivery. The AJC's provide a location for individuals to seek assistance through the different services identified below. The AJC's must be accessible to folks with different barriers and disabilities and must maintain some type of consistent staffing and operating hours.

#### Basic Career Services

- Eligibility processing for Title I Adult Program services
- Referrals for Dislocated Works Eligibility to Workforce Alliance Administrative Staff via electronic system
- Outreach, intake, and orientation to the information and other services available through the one-stop delivery system
- Initial assessment of skill levels (including literacy, numeracy, and English language proficiency) aptitudes, abilities and supportive service needs
- Labor exchange services including job search and placement assistance
- Referrals to and coordination of activities with other programs and services within the one-stop delivery system
- Workforce and labor market information
- Performance and program cost information
- Information on supportive services including referrals to those services
- Information and assistance regarding filing claims for unemployment compensation
- Assistance in establishing eligibility for programs of financial aid assistance, and help with accessing other funding i.e. FASFA, Pell Grants, scholarships, etc.

#### Individualized Career Services must be made available (if determined to be appropriate in order for an individual to obtain or retain employment)

- Comprehensive and specialized assessments of the skill levels and service needs
- Development of an individual employment plan
- Supportive services including information and coordination with community resources
- Career planning and individual and group counseling
- Prepare job seekers for applications and interviews with participating employers
- Delivery of short-term pre-vocational services
- Workforce preparation
- Financial literacy services
- Access to internships, work experience, On the Job Training (OJT) (require a referral for case management)



- Follow-up services following job placement
- Referrals for Case Management Services

#### Enrollment Requirements

Eligible WIOA Adults must be enrolled and considered a customer for performance purposes when seeking services from staff. Any staff involvement that (expends WIOA funds) which would include an assessment of customer's skills, education or career objectives as it relates to job search, job referral, assessing personal barriers to employment, training and related services is defined as significant staff involvement and will require enrollment. Enrollments must be completed in KansasWorks.com and in an electronic document system managed by the WA.

All eligible WIOA Customers must be enrolled and approved for eligibility prior to expending WIOA funds.

#### Business Services

- Establish strategic relationships with employers that lead to increased use of KansasWorks.com
- Identify potential employers to partner with through data analysis and market research
- Assist employers in effectively utilizing KansasWorks.com system
- Contact employers newly registered in KansasWorks.com confirm hiring needs and offer information and assistance
- Develop and promote employer openings to job seekers throughout KansasWorks.com
- Utilize multiple strategies to recruit and place participants in job openings to meet the hiring needs of employers, including datamining, screening resumes and sourcing referrals from partners.
- Prepare job seekers for applications and interviews with participating employers
- Facilitate access to space for employers to conduct interviews, recruitment events and other meetings
- Connect businesses with resources and opportunities available through partners and the workforce development system
- Provide businesses with information and assistance regarding the labor market and workforce development system, including industry trends, job seeker characteristics and promising practices
- Mobilize staff and resources in response to employer events including mass hiring and recruitment events
- Partner with employers, and training providers to identify customized training, pre-employment, and incumbent worker training opportunities

In addition, the WA would require the successful vendor to:

- Provide integrated services that combine all local resources to help each individual

find, and keep the right job and receive continued support to advance their career.

- Leverage non-WIOA resources and coalitions that result in innovative, responsive and cohesive services.
- Align educational opportunities that lead to industry-recognized qualifications, skills, and academic credentials.
- Focus on key populations with barriers who face significant challenges in obtaining living- wage jobs.
- Refer individuals that are 16 to 24 years of age that would be appropriate for the WIOA Youth Program.
- Refer any layoff information to the WA for Rapid Response.
- Refer any possible job seekers that maybe Dislocated Workers to WA.

The WA would maintain the training and supportive services responsibility under WIOA, but would coordinate with any new WIOA Service Provider delivery if that was the new direction. WIOA Training services include occupational skills training, incumbent worker training, on the job training, and customized training. Supportive services assist those individuals enrolled in training and those services include daycare, mileage reimbursement, clothing, medical, tools, and other such assistance to help remove barriers for participating individuals.

### **Adult Eligibility Criteria, Priority of Service**

#### Eligibility for the Title I WIOA Adult Program:

Adults must meet the following eligibility criteria for the WIOA Title I Adult Program:

- U.S. citizen or otherwise legally entitled to work in the U.S.
- Age 18 or older
- Selective Service Registration (males who are 18 or older and born on or after January 1, 1960) unless an exception is justified.

WIOA mandates priority for individualized career and training services must be given to:

- Public assistance recipients
- Low-income individuals
- Individuals who are basic skills deficient

Veterans and other covered persons otherwise eligible for the WIOA Adult program are given priority for services according to the Jobs for Veterans Act. (JVA 2002) (20 CFR 1010).

## Required Program Design Elements

- Ensure there is an Individual Employment Plan with each customer which, identifies appropriate objectives and services for the customer to achieve their career goals
- Ongoing and uninterrupted active case management for customers
- Have a strong industry focus in services provided, working directly with Businesses
- Ensure in-demand job placements, training-related placements, placements in targeted or demand occupations
- Collaboration between community partners that are already providing similar and related services
- Record data and client records in KansasWorks.com and/or the Workforce Alliance's designated data management systems
- Forms and guidance on services and procedures have been developed and will be provided to the contracted entity for use in delivery of program services.
- Workforce Alliance will assume case management duties including fiscal duties for customers that participate in training activities. Selected applicant will need to refer customers for intensive case management services and serve as a liaison.
- Participate in training and staff development functions conducted by the WA

## WIOA Performance

WIOA Performance measures also referred to as Common Measures negotiated between the State and the United States Department of Labor (USDOL). The state engages all the local areas in a discussion that allows the local areas to accept the goals or is given the opportunity to provide data to assist the state in further negotiations with USDOL. Detailed information on how the measures are scored and the definition of the measures can be found at [https://www.doleta.gov/performance/guidance/tools\\_commonmeasures.cfm](https://www.doleta.gov/performance/guidance/tools_commonmeasures.cfm). Goals for performance in PY19 (July 2019 through June 2020) are as follows.

### Adult

Employment Rate 2 <sup>nd</sup> Qtr, after Exit	78.7%
Employment Rate 4 <sup>th</sup> Qtr. after Exit	76.6%
Earnings (Median) 2 <sup>nd</sup> Qtr. after Exit	\$6,225
Credential Attainment	67.4%
Measurable Skills Gain	TBD

### Dislocated Worker

Employment Rate 2 <sup>nd</sup> Qtr. after Exit	81.7%
Employment Rate 4 <sup>th</sup> Qtr. after Exit	80.2%

Earnings (Median) 2 <sup>nd</sup> Qtr. after Exit	\$8,084
Credential Attainment	69.0%
Measurable Skills Gain	TBD

#### Employer Services

Employer Information and Support	TBD
Employer Penetration Rate	TBD

The local areas must meet the goal or the state has the option to sanction the local area until the performance measure(s) rises to meet the goal.

### General Information

#### Request Information:

This RFI can be found at [workforce-ks.com/rfps](http://workforce-ks.com/rfps). Interested parties can also contract Chad Pettera at 316-771-6602 or [Chad@workforce-ks.com](mailto:Chad@workforce-ks.com)

#### Submission of Information:

Responses should not exceed 15 pages and be submitted in PDF format to [admin@workforce-ks.com](mailto:admin@workforce-ks.com). Submissions should be received by October 4, 2019 at noon.

The cost of developing and submitting the proposal is entirely the responsibility of the interested parties. This includes costs to determine the nature of engagement, preparation of the submittal, and other costs associated with this Request for Information. All responses will become the property of WA and will be a matter of public record.

#### Key Dates:

September 5, 2019	RFI Available
September 16, 2019	Information Meeting (see page 1)
October 4, 2019	Request for Information Due

#### Required Components of Request:

Responses should be prepared simply and economically, providing a straightforward, concise description of the interested parties capacity to respond to this request. Emphasis should be on completeness and clarity of content. Repetition of the terms and conditions of the RFI package, without additional explanation, will not be considered responsive.

No paperwork or form is provided for the response. Instead, interested parties are asked to prepare a response in a format that best conveys the details of the offering.

As a general guideline in preparing the narrative, interested parties should be careful to thoroughly identify themselves, both individually and/or corporately. At minimum, all interested parties shall provide the following identifying information in the narrative portion of their proposals:

- Identification - Name, address, phone number, and authorized signature of interested party.
- Corporate identification - If applicable, interested parties or other business information, date established, structure (trust, partnership, corporation, non-profit, etc.), and federal tax identification number, and Dun and Bradstreet Number.
- All interested parties shall include the following with their bid submissions:
  - Response
  - Any available cost information
  - Parties Ability, Experience and Qualifications
    - date established;
    - ownership (public, partnership, subsidiary, etc.);
    - number of personnel, full and part-time, assigned to this project by function and job title;

Beyond these general guidelines, interested parties are invited to submit additional information in the narrative section that they may consider important in fully explaining their information. Any information submitted must be clearly understood.

The narrative response, should not exceed 15 pages. Font should be 11 point or greater and should be published on 8 ½ X 11 paper.

Inquiries: All inquiries shall be directed to:

Chad Pettera  
VP/COO- Procurement Officer  
316-771-6602 or [Chad@workforce-ks.com](mailto:Chad@workforce-ks.com)

Open Records: All information become the property to WA. Information will become open for public review if a contract for services is executed. Any information deemed propriety by the submitting party should be labeled as such.

## **Item**

### **Workforce Alliance (WA) Committee Update**

## **Background**

As part of an organizational review the current WA Board standing committees are being analyzed. The committees include:

- Executive Committee, monthly meetings
- Program Operations and Performance (POP) Committee, meets every other month
- Community Impact Committee, meets as needed
- Finance Committee, meets as needed
- One-Stop Advisory Council, meets every other month, consists of Workforce Center partners

The WA Board will also appoint task forces and work groups as needed. A list of the committee members is attached.

## **Analysis**

The committee structure was established soon after the passage of the Workforce Innovation and Opportunity Act (WIOA) in 2014. As it is now organized there is an overlap in duties and one of the most important strategic community initiatives, youth employment, does not have a specific Board committee. A number of changes are being suggested to address these concerns.

The assignment given to the POP committee does overlap with the duties of the Executive Committee. For example, both committees review WIOA performance and oversee the demand occupation and eligible training provider lists. The POP Committee also receives internal monitoring reports. All of these duties could be assigned to the Executive Committee.

Over the past few years the profile and partnerships of the WA Youth Employment Project have increased. The WA is now the lead partner for the Helping Youth Prepare for Employment (HYPE) collaborative. The operating partners for HYPE include the YMCA, city of Wichita and USD 259. There are also a number of HYPE partners throughout the local area including schools, community based organizations, employers and funders.

To recognize the current level of operations a restructuring of WA Board committees is being considered. One option would be to merge the POP Committee and the Executive Committee, and create a committee dedicated to youth employment issues. Under this proposal membership on the Executive Committee would be expanded by adding selected members of the POP Committee. The duties of the POP Committee would all be assigned to the Executive Committee. This would avoid an overlap or duplication of functions and be more efficient from an administrative standpoint.

The other element of this proposal is to establish a Youth Employment Committee. The WA previously had a Youth Council under the Workforce Investment Act, but those functions were merged into the POP Committee under WIOA. There is an active HYPE work group coordinated by WSU through an agreement with the City of Wichita, but that arrangement ending.

September 25, 2019

Submitted By: Keith Lawing

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The creation of a WA Board committee on youth employment would help oversee WIOA Youth Program performance and coordinate strategies for HYPE. Membership could include WA Board members, HYPE partners, key community based organizations and employers.

**Strategic Goals Supported**

This activity supports the following Strategic goals of the Local Workforce Development Board:

- Expand Youth employment opportunities to help develop the workforce of the future.
- Strengthen relationships with WIOA partners, community organizations and educational/training institutions to leverage resources and align services through the one-stop workforce centers (American Job Centers)
- Generate revenue to increase community impact of WIOA and Workforce Centers in South Central Kansas

**Recommended Action**

Take appropriate action

Local Workforce Development Board (LWDB) Committees  
September 2019

### **LWDB Executive Committee**

The Committee provides leadership to the LWDB and other standing committees and task forces. The Executive Committee is empowered to act on behalf of the entire LWDB when action by the LWDB is not possible due to timing of full Board meetings and action is required, or as delegated by an approved motion from the LWDB. In addition, the Executive Committee is responsible for tasking the committees of the LWDB, and setting the agenda for LWDB meetings.

Identifies and assesses workforce issues and needs of business and the community and endeavors to establish partnerships to align Workforce Alliance services to meet the community's workforce needs.

- Solicits input and participation from the public and private sectors for joint planning and the provision of services to the residents of the Local Area IV.
- Provides overall policy guidance and oversight on the use of funds and on the approach to delivery of services.
- Establishes a committee structure that ensures adequate review of proposals, oversight of program operations, long-range planning, and outreach to the business community.
- Acts on behalf of the Board as needed.

<b>Gabe Schlickau, Meritrust Credit Union, Chair</b>
<b>Jennifer Hughes, Global Partner Solutions, Vice Chair, Finance Chair</b>
<b>Rod Blackburn, Blackburn Properties LLC</b>
<b>Mark Conway, Remediation Contractors, Community Impact Committee Chair</b>
<b>Michele Gifford, Textron Aviation</b>
<b>Kathy Jewett, XLT Ovens, Immediate Past Chair</b>
<b>Patrick Jonas, Cerebral Palsy Research Foundation</b>
<b>Jeff Longwell, City of Wichita, CEOB</b>
<b>Tony Naylor, Wichita Electrical Apprenticeship, POP Committee Co-Chair</b>
<b>John Weber, Assisted Living Locators</b>

### **LWDB Program Operations and Performance (POP) Committee**

The POP Committee advises the LWDB and Executive Committee on WIOA Adult, Dislocated Worker, Mature Worker and Youth programs, initiatives, eligible training providers and performance.

<b>Tony Naylor, WEJTC, POP Co-Chair (LWDB)</b>
<b>Robyn Heinz, Vornado Air, POP Co-Chair (LWDB)</b>
<b>David Alfaro, Butler County Economic Development (LWDB)</b>
<b>Andrew Chance, Iron Workers Local #24 (LWDB)</b>
<b>Kyle Ellison, Real Men Real Heroes (Partner)</b>



Local Workforce Development Board (LWDB) Committees  
September 2019

<b>Kerri Falletti, Cowley First (LWDB)</b>
<b>Jim Means, USD 259 (Partner)</b>
<b>Matt Peterson, Cargill (LWDB)</b>
<b>Teresa Tosh, USD 490 (Partner)</b>
<b>Debra Weve, Flint Hills Job Corps (Partner)</b>
<b>Ex-officio Members</b>
<b>Kim Moore, WSU</b>
<b>Steve Porter, Hutchinson Community College</b>
<b>Michelle Ruder, Butler Community College</b>
<b>Monica Stewart, WATC</b>

### **LWDB One Stop Advisory Council (OSAC)**

The Council oversees the One Stop System in Local Area IV and regional partnerships focusing on system integration and preventing duplication of services among WIOA mandated partners and community based organizations. The purpose of the OSAC committee is to advise the LWDB and Executive Committee on actions and strategies to leverage resources and align services through the One Stop System to enhance partnerships and performance.

<b>Jennifer Anderson, Cowley College- Adult Education Program (LWDB)</b>
<b>Marla Ashmore, Job Corps (Partner)</b>
<b>Carolyn Benitez, SER Corporation (Partner)</b>
<b>Peter Bodyk, KS Dept. of Children and Families, VR (Partner)</b>
<b>Nicole Castellanos, American Indian Council (Partner)</b>
<b>Erin George, KS Dept. of Children and Families (Partner)</b>
<b>Richard Lopez, SER Corporation (Partner)</b>
<b>Beth Oaks, United Way (Partner)</b>
<b>Erica Ramos, KS. Dept. of Commerce, Wagner Peyser (LWDB)</b>
<b>Chris Stanyer, NexStep Alliance (Partner)</b>
<b>Nicole Struckhoff, Kansas Department of Labor (Partner)</b>
<b>Sherry Watkins, Butler Community College Adult Education (Partner)</b>

Local Workforce Development Board (LWDB) Committees  
September 2019

### **LWDB Finance Committee**

The Finance Committee oversees Workforce Innovation and Opportunity Act (WIOA) funds from the U.S. Department of Labor. Funding streams include Adult, Dislocated Worker, Youth, Senior Employment, grants and special projects. The Committee also reviews annual A-133 Audits, procurements, request for proposals and fiscal monitoring reports.

<b>Jennifer Hughes, Global Partner Solutions, Chair, Finance Chair</b>
<b>Rod Blackburn, Blackburn Properties, LLC</b>
<b>Robert Giesen, B &amp; B Electric</b>
<b>Mark Manning, City of Wichita</b>

### **LWDB Community Impact Committee (CIC)**

The role of the CIC is to generate and identify resources and funding to leverage with state and federally funded employment and training programs through community development/job growth/business expansion and by leading/managing collaborative strategies.

- Identify and assess employment skills and training issues and needs of business and the community to establish partnerships to leverage resources and align services of the publically funded workforce system to grow the regional economy.
- Coordinate input and participation by the public and private sectors for strategic planning to strengthen and grow the economy in South Center Kansas.

<b>Mark Conway, Remediation Contractors, Chair</b>
<b>Allen Bell, Economic Development Consultant</b>
<b>Rod Blackburn, Blackburn Properties, LLC</b>
<b>Ty Issa, Issa Group</b>
<b>Jeff Longwell, City of Wichita, CEOB</b>
<b>Jeff McCausland, KWCH</b>
<b>Dave Unruh</b>
<b>John Waltner, Harvey County Economic Development</b>
<b>Amy Williams, Spirit Aerosystems</b>

## **Item**

City-to-City Report: San Antonio, Texas, September 11-13, 2019

## **Background**

Since 2006, the Wichita Regional Chamber of Commerce has organized an annual trip to another US city to introduce the Wichita region's business and community leaders to innovative projects and best practices. Attendees network, learn, and bring home ideas that may be adapted and implemented in our community.

LWDB members in attendance included: Jennifer Hughes, Global Partner Solutions; Gabe Schlickau, Meritrust Credit Union; Ebony Clemons Ajibolade, Westar/Evergy; Amy Williams, LWDB Community Impact Committee/Spirit Aerosystems and Gary Plummer, Wichita Regional Chamber of Commerce.

REAP Members in attendance included: Mayor Tom Brown (McPherson), Council Member John McIntosh (Derby) and REAP Executive Director Laura Rainwater.

The Workforce Alliance was the breakfast sponsor for the Thursday morning breakfast. Hughes addressed the delegation and gave a report on the success of Helping Youth Prepare for Employment (HYPE).

## **Analysis**

The structure of the 2019 trip differed slightly from past City-to-City visits. On the second day of the trip, attendees separated into three tracks in order take a deeper dive into the following topics: Economic Development, Mental Health & Homelessness, or Education.

## **Wednesday, September 11**

We were welcomed to San Antonio Wednesday morning by Mayor Ron Nirenberg. He provided an overview of key issues and agendas that have been the driving forces in the rapid growth of San Antonio: mobility, workforce development, Alamo Promise, Quality of Place and (San Antonio) SA2020.

Currently, San Antonio is the 7<sup>th</sup> largest city in the US and it is anticipated moving to #6 after the 2020 Census. With such rapid growth, mobility is a key issue. They are focused on rapid transit, better bus service, sidewalks, HOV lanes, bike/scooter lanes and smart technology.

A well-educated workforce is the key to a prosperous San Antonio community. Through Alamo Promise, the Alamo Colleges District is working to ensure access to education for all local students by providing for the first two years of tuition to eligible graduating seniors from the San Antonio area. This program eliminates financial barriers to higher education, making a college degree a reality.

In 2010, then-Mayor Julián Castro launched a community-wide visioning process to help outline priorities for San Antonio. Through a series of public meetings, online chat sessions, and surveys, thousands of San Antonians from across the city shaped a shared vision for their community by the year 2020. After leading the most successful public engagement process in the city's history and

September 25, 2019

Submitted By: Laura Rainwater

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creating a sweeping vision, community leaders knew they couldn't leave the report on a shelf and walk away. SA2020, the vision, became SA2020, the nonprofit which drives progress toward a thriving San Antonio. As a nonprofit organization, they are able to independently and objectively track progress on all of the community's goals, inform and activate the public, and align efforts toward shared goals.

The 11 priority areas identified by SA2020 are: Arts & Culture, Civic Engagement, Community Safety, Downtown Development, Economic Competitiveness, Education, Environmental Sustainability, Family Well-Being, Health & Fitness, Neighborhoods and transportation.

Mayor Nirenberg and Council Members Shirley Gonzales and John Courage participated in a panel discussion on equity budgeting within the city, transparency within city hall, diversification among board and committee members and creating a pipeline of leaders through collaboration with the Chamber, the School Districts and Latino leadership.

### **Thursday, September 12**

Richard Perez, President & CEO of the San Antonio Chamber of Commerce, provided an overview of the business climate in San Antonio. Key industries include: Travel & Tourism (The Alamo is the #1 tourist destination in Texas!), Aerospace, Healthcare & Bioscience, Manufacturing and Military.

- Travel & Tourism
  - 37 million visitors
  - 140,000 individuals are employed in San Antonio's hospitality industry
  - \$15.2 billion economic impact
- Aerospace
  - 185 Businesses
  - \$78,850 average annual wage
  - \$3.4 billion economic impact
  - 10,009 Direct jobs and 11,150 indirect jobs from supporting businesses
- Healthcare & Bioscience
  - \$37 billion economic impact
  - 1 out of every 6 employees work in this sector
- Manufacturing
  - \$40.5 billion economic impact
  - \$3 billion in wages and salaries to 51,904 employees
  - \$57,507 average annual wage – 23% above San Antonio average
- Military
  - \$13 billion economic impact
  - More than 1 out of every 8 are associated with military bases
  - 565,000 personnel are supported regionally
- Current Advocacy Efforts
  - Aerospace Strategic Planning
  - USMCA/Trade/Tariffs
  - Gateways for Growth City - Gateways for Growth Challenge is a competitive opportunity for local communities to receive tailored research, direct technical

assistance, and matching grants from New American Economy and Welcoming America to develop concrete strategies to integrate immigrants, foster economic growth, and promote inclusion for all residents

Assistant City Manager, Lori Houston's presentation highlighted the City's \$2.9 billion budget which was approved by City Council earlier in the morning. According to Houston, the budget reflects the City's continued commitment to providing public services and programs that enhance the quality of life for the residents of San Antonio. Guided by City Council direction and community input, the budget maintains the existing City property tax rate while enhancing programs and services. It is focused on strong families and children, affordable housing, streets and sidewalks, public safety, and property tax relief.

**Economic Development** takeaways include:

- "He who doesn't ask, can't be heard."
- Change is good. Move the cheese
- Culture of Collaboration
- Think 100 years out
- Local development brings authenticity
- Public sector has to take the risk and private sector will follow
- Answers don't come from one source. They come from collaboration
- Start with a bold vision
- Create downtown for women and men will follow
- Know your role
- Quality of life makes a city authentic and it's the investment the city is willing to make
- Invest more in communications and marketing
- "Culture can devour strategy for breakfast."
- Design towards excellence
- Companies are locating where there is talent. Develop your talent and workforce

Action items to consider:

- Continue to engage but continue to report. Celebrate the wins. Create dashboard to keep track of progress
- City within a City tour – Tour Wichita
- Riverfront Legacy Master Plan – Think Big
- Expedite development process
- Consider tax on undeveloped buildings
- Promote/market Wichita culture and history
- Invest in Wichita's history
- Technology jobs will create a vibrant workforce
- Public sector needs to be bold
- We need to define our river's authenticity
- To grow the region, we need to invest in cybersecurity, advanced manufacturing and technology

- Technology is the future

**Mental Health & Homelessness** track participants toured the Haven for Hope and Restoration Center. Their mission is to offer a place of hope and new beginnings by providing, coordinating and delivering an efficient system of care for people experiencing homelessness in Bexar County.

- Haven for Hope is a 22-acre campus for people who are experiencing homelessness.
- Our one of a kind approach brings multiple service providers to a single location thus increasing accessibility and efficiency of resources.
- The Haven for Hope campus has been in full operation since June 2010.
- Approximately 1,700 people are served daily
- Over 700 people daily through low barrier, emergency shelter program, The Courtyard.
- The Courtyard offers guests a safe place to sleep, hot meals, a place to shower, laundry services, and outreach services such as mental health care and housing services.
- the Transformational Campus provides more intensive services for single men, women and families with children. Services on our Transformational Campus include:
  - Short-term residential housing on-campus
  - Substance abuse and mental health treatment
  - Employment Services
  - Education Services
  - Life-Skills Training
  - Legal Services
  - Childcare
  - Health Care
  - Animal Kennel
  - Housing

Key takeaways from the Mental Health & Homelessness track include:

- Culture of collaboration between organizations/programs
- It is not just data driven
- State must be at the table
- Must have a private funding source

**Education** track participants were given a tour and overview of the CAST Tech High School and The Garage. CAST Tech is located in downtown San Antonio in two freshly-renovated buildings on the former campus of Fox Tech High School, CAST Tech works hand-in-hand with industry partners to prepare students for careers in technology and business, fields where the demand is high for talented workers. Some features of the unique program include flexible schedules, hands-on projects and real-world problems to solve, as well as job shadowing, mentorships, internships, and job opportunities upon graduation.

CAST Tech uses computer-based learning to allow students to progress more quickly in areas where they have mastered concepts, allowing them to dive more deeply into projects and areas of great interest. College coursework is embedded in the program, and students can graduate with an

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Submitted By: Laura Rainwater

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associate's degree, industry certifications and portfolios that feature long-term projects and other examples of their work.

The Garage is a learning workshop that supports, inspires, and empowers San Antonians to build the engines that empower and drive educational excellence. They are a not-for-profit gathering place for educators, thought leaders, entrepreneurs, and nonprofits dedicated to providing every child the opportunity they deserve. The Garage is a workshop for collaboration.

Key takeaways from the Education track include:

- Education system is an economic development tool
- A district leader/champion is needed
- Collaboration between non-profits, business and education is a must
- Private funding is needed
- Facilities matter

Lastly, we were able to hear about the efforts talent development and military transitioning to civilian life. San Antonio is home to five military bases. Over 2,000 troops retire annually in the San Antonio area. Quality of life in San Antonio is the #1 reason they stay. San Antonio also has a low cost-of-living. There are over 200 military support organizations in the San Antonio area.

**Recommended Action:**

*Receive and file.*

## **Item**

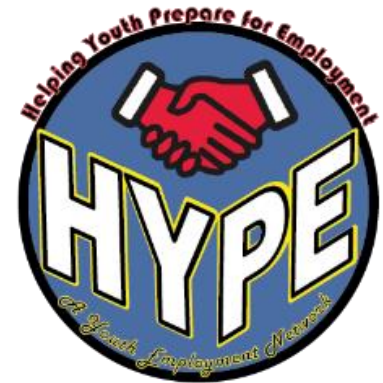
2019 Youth Employment Project (YEP)/ Helping Youth Prepare for Employment (HYPE) Report

## **Background**

### Youth Employment Project

The Youth Employment Project (YEP) is an initiative to assist young adults in finding a first job or work experience opportunity. Services through YEP include assistance in resume creation, job search, preparing for interviews as well as education on soft skills, customer service and financial literacy.

In 2019, the Helping Youth Prepare for Employment, a Youth Employment Network, (HYPE) was formally established through collaboration of community partners including the Workforce Alliance of South Central Kansas, the City of Wichita, the Greater Wichita YMCA, USD 259 and Wichita State University. These partners all have well established youth employment programs and work together to achieve significant community impact. The outcomes from YEP are shared with HYPE partners for a total community impact measure, which is tabulated and reported by Wichita State University,



## **Participants**

The 2019 YEP served 3,076 young adults and engaged 347 employers, a 71.7% increase in total youth and 116.8% increase in employers engaged compared to 2018 totals.

As part of the Helping Youth Prepare for Employment (HYPE) strategic initiative, a pilot project was launched to target 14-15 year olds. In past years the Workforce Alliance noted a significant number of this age group interested in employment, but few employers willing to hire youth under 16. To help address this issue, and to combine the desire to work with a career exploration strategy, the HYPE partners launched “Camp HYPE” and selected North High School as the base for designing the pilot project. The pilot was successful and a summary report is attached.

## **Outreach**

Outreach sessions were conducted with area high schools and community partners. In total, 47 outreach sessions were held at 25 high schools in 15 school districts across 7 counties. These sessions were attended by 2,478 young adults. This is a 34.0% increase in number of sessions held and a 131.3% increase in youth attendance at outreach events over 2018 totals.

## **Youth Essential Skills Certificate and Workshops**

The Youth Essential Skills Certificate (ESC) was created to help address the issue of “soft skills” or work ethic. The curriculum includes workplace etiquette, customer service, money handling and financial literacy. Young adults earned an electronic badge through the Credly system for each workshop they attended, and were awarded the ESC credential if they completed the entire series of YEP workshops. The ESC Workshop series was offered 30 times from January through July 2018, a 30% increase in number of workshops compared to 2018; 437 participants attended YEP Workshops



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Submitted By: Keith Lawing

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and 1,311 badges awarded for workshop participation. In total, 275 participants earned a Youth Essential Skills Certificates.

**DollarWi\$e**

DollarWi\$e is a financial education initiative sponsored by the United States Conference of Mayors, offered to cities across America that have made a commitment to increasing access to financial education for young adults; Wichita has participated since 2009. The program is comprised of online tutorials offered weekly for six weeks over the summer months. Prizes are awarded weekly, drawn from a pool of individuals across the nation who complete the corresponding week's module. In 2019, a national winner was selected from Wichita. The prize was awarded by the Mayor in September 2019.

**YEP Job Fairs**

On 2019, 10 job fairs were held to give YEP participants the opportunity to apply for jobs with local employers (40% increase). In total, 133 employers (66% increase) and 529 young adults (56% increase) attended one of the 2018 YEP hiring events,

**Job Placements**

The final outcomes for YEP 2019 includes 1,034 job placements (63% increase over 2018). A list of participating employers is attached. The majority of job placements were tailored as needed by the employer and included temporary and part-time jobs. Wages were either subsidized through YEP or directly funded by the employer, and some participants found employment outside of the program after completing a workshop and self-reported their jobs.

Additionally, 221 employers engaged with YEP by hiring young adults for temporary and or part-time jobs in 2019.

One of the ways the WA supports YEP/HYPE is the annual Jobs FORE Youth Golf Tournament. An update on the 2019 event is attached.

At the Mayor's Press Briefing on September 12, 2019, Bank of America Market President Shawn Lancelot pledged support for HYPE in 2020. It will be important to secure additional funding commitments in order to maintain the outcomes from this year or to increase the impact of the initiative. Other funders in 2019 include:

- City of Wichita - \$25,000
- Sedgwick County - \$25,000
- Emprise Bank - \$2,500
- Workforce Alliance
- Jobs FORE Youth

### **Strategic Goals Supported**

This activity supports the following Strategic goals of the Local Workforce Development Board:

- Expand Youth employment opportunities to help develop the workforce of the future.
- Strengthen relationships with WIOA partners, community organizations and educational/training institutions to leverage resources and align services through the one-stop workforce centers (American Job Centers)
- Generate revenue to increase community impact of WIOA and Workforce Centers in South Central Kansas

### **Recommended Action**

*Receive and file.*



*Serving Employers and Job Seekers in  
Butler, Cowley, Harper, Kingman, Sedgwick & Sumner Counties*

### **Camp HYPE 2019 Summary**

As part of the Helping Youth Prepare for Employment (HYPE) strategic initiative, a pilot project was launched to target 14-15 year olds. In past years the Workforce Alliance noted a significant number of this age group interested in employment, but few employers willing to hire youth under 16. To help address this issue, and to combine the desire to work with a career exploration strategy, the HYPE partners launched “Camp HYPE” and selected North High School as the base for designing the pilot project.

There were two sessions of week-long camps developed to accommodate between 15 and 20 youth. The WA assigned two staff and USD 259 provided two Externs to support the camps. The format was to have the participants engage in classroom style activities in the morning and each afternoon take site visits to different employers representing key employment sectors in the Wichita area. Wichita Transit provided busses for Camp HYPE, and the YMCA hosted the youth on the last day of the camps for a pool party.

The youth were challenged to treat the experience like a job. To simulate a true employment opportunity if the youth successfully met the obligations of Camp Hype they would be “paid” up to \$250. There were 40 participants selected of the 56 that applied. The selection criteria included completing an online application, having a record of good attendance in school and being involved in extracurricular activities and/or their community.

Overall Camp HYPE was a tremendous success. The youth were engaged, enthused and participated at a high level. Absences were minimal, and all excused. A detailed summary is below. The HYPE partners (WA, USD 259, City of Wichita and Greater YMCA) would like to repeat and expand the Camp HYPE model in 2020 if resources can be found for this initiative. If the project is implemented in 2020 here are a few suggestions.

- Utilize neighborhood centers instead of the high schools, as students do not want to return to school during the summer. Additionally, it exposes them to the assistance community centers can provide.
- Include the Advanced Learning Library on the tour list. A majority of the participants said they had never been to the library.
- Participants were interested in hearing from employers who are currently hiring. (Fast food, retail, recreation, etc.) Try to work in an employer visit to discuss summer opportunities and how to obtain a positions. Examples: Freddy’s, McDonald’s, Spangles, Goodwill, and Starbucks.



*Serving Employers and Job Seekers in  
Butler, Cowley, Harper, Kingman, Sedgwick & Sumner Counties*

### **Camp HYPE Dates and Locations:**

June 10-15: 22 participants and classroom sessions held at North High School from 9am-4pm.

July 15-19: 18 participants and classroom sessions held at the Evergreen Neighborhood Center from 9am-4pm. The youth were asked to meet every morning at 8:30 at North High and taken to Evergreen by Wichita Transit. Feedback from the first session led to the location change, and the participants reported to prefer not being in school for the Camp HYPE sessions. Gave it a different feeling and not a “school” activity.

### **Activity Summary:**

Participants attended workshops in the morning, covering various employment skills. Topics covered resumes, interview skills, applications, a proper introduction, etc. All participants also received their food handler’s card. The participants were provided an Essential Skills certificate, showing they are job ready.

Breakfast was provided every day and included fruit, muffins, granola bars, and juices. Lunch was provided each day by Chick-fil-A, McAllister’s, Jason’s Deli, and Little Caesar’s. Hutton Construction provided lunch for both camps in advance of the worksite tour they hosted.

In the afternoon, participants visited and got to tour a number of employers to learn about career paths and expose them to future opportunities.

The following employer sites were toured:

- Spirit AeroSystems
- Textron Aviation
- Netapp
- Hutton Construction
- Westar Energy
- Emprise Bank
- Meritrust Credit Union
- YMCA (North branch in June, South Branch in July)
- Wichita City Hall
- Wichita Workforce Center

Participants were informed about the Way to Work, Job Prep, and Youth Employment Project programs and how to apply for each.



*Serving Employers and Job Seekers in  
Butler, Cowley, Harper, Kingman, Sedgwick & Sumner Counties*

All participants who attended the full week were paid \$250. There were two in the first camp who did not participate in the full week and received \$200. The second camp had full participation.

**Participant Feedback:**

- “It was a great experience!”
- “It was awesome to meet the Mayor!”
- “Overall you guys are good teachers.”
- “Thank you for the impactful speeches you provide. I want you to know that you made an impact on how I will direct myself in high school. Thank you again.”
- “Throughout the week all of the staff did an amazing job of teaching us and working with us. They brought us their own perspectives and ideas, which really helped enhance the lessons.”
- “Awesome job! No improvements needed!”
- “Let us come back next year!”
- “Would recommend adding more activities to involve everyone.”
- “It was all good.”

# **WORKFORCE CENTERS**

of South Central Kansas

## **KANSASWORKS.COM**

### **Local Workforce Development Board (LWDB)** **Executive Committee Meeting Minutes** June 12, 2019 – 11:30 AM

#### **1. Welcome and Introductions**

Gabe Schlickau welcomed Committee Members and called the meeting to order. Laeh Dean was introduced; she is an intern that the Bank of America has placed with the Workforce Alliance for eight weeks during the summer.

#### **2. Eckerd Connects One-Stop Services Contract Extension**

A request for proposals (RFP) was released and a contract was entered into with Eckerd Connects for the period of July 1, 2017-June 30, 2018 and extended in May 2018 for the period July 1, 2018 through June 30, 2019 to perform the One-Stop Operator duties. The contract has options for annual renewals as long as all parties agree to an extension. The WA will release an RFP for these services for the contract period beginning July 1, 2020. Workforce Alliance (WA) staff have been monitoring the performance of Eckerd. There has been a significant amount of activity supporting partner collaboration, one-stop operations and ongoing implementation of the Workforce Innovation and Opportunity Act (WIOA). Based on this, WA staff recommended the agreement with Eckerd be extended for an additional year. If the Executive Committee supports this action, performance goals will be established in the scope of services as part of the contract extension.

*Mayor Jeff Longwell (Tony Naylor) moved to authorize staff to negotiate goals and enter into a contract extension with Eckerd Connects for Program Year (PY19) July 2019-June 2020. Motion adopted.*

#### **3. Budget for Program Year 2019 (PY19)**

The Finance Committee met on May 21st, 2019 to review the budget for PY19 and recommended the proposed budget to the Executive Committee. Funding for the WIOA programs at the federal level will have a \$3.5-million-dollar increase for PY19. WIOA funding for the State of Kansas for Adult, Dislocated Worker and Youth programs are decreasing across all funding streams based on the WIOA allocation formula. Adult is decreasing from \$4.3 to \$3.9 million, Dislocated Worker is decreasing from \$4.67 million to \$4.618 million and Youth funding is decreasing from \$5.17 to \$4.66 million. The WA will receive a \$408,000 decrease in funding from the previous year. The Committee questioned the reasons for the continued decrease in allocations; staff explained that the formula to determine allocations needs to be reviewed as well as Congress needs to allocate what is authorized. A draft budget was presented to the Committee. Staff is projecting to transfer approximately \$130,000 from the Adult to Dislocated Worker program to maintain the current caseload allocation. Carryover funding in the Adult program is significant, and is very important to the budget for PY19. WIOA funding next year is approximately 3.461 million or 45% of the budget, the lowest in many years. The WA has 18 different funding streams with WIOA making up five of those streams. Wages will increase \$521,000 in PY19; some of the increase is due to pay increases, but most of the increase is related to new grants that fund specific positions: RETAIN, Youth Employment Project (YEP) and Midwest Urban Strategies dislocated worker grant. The other significant changes are the client services line items. While WA is maintaining a 37% allocation in direct client services, those funds will largely come from specific grants, and not WIOA. Gabe Schlickau asked if there is a model/goal/best practice percentage for direct client services. Mayor Longwell suggested that those services be tracked in-house and then presented to state and elected officials in the future. WIOA funding will barely support the current one-stop centers and staff is analyzing the centers' costs for additional operations savings. Internal operations are being reviewed to see what changes can be made. Most of the Kansas Local Areas received a decrease in their funding with the exception of LAIII in the Kansas City area, which received an increase. Staff will request a review of the formula from the state.

*Kathy Jewett (Mayor Jeff Longwell) moved to recommend budget to the Chief Elected Officials Board (CEOB), with authorization to staff to make final changes once carryover funding is known. Motion adopted.*

#### **4. Demand Occupations List**

It is an annual function for the Workforce Alliance Local Workforce Development Board (LWDB) to review and update the Demand Occupation List. This list identifies occupations that are in demand and are eligible for WA training funds. Staff has researched current labor market trends, surveyed staff, employers, Board members, and reviewed regional initiatives to determine occupations in demand in Local Area IV. This list was presented to the LWDB Program Operations and Performance (POP) Committee on May 2, 2019. For Program Year 2019 (PY 19), staff recommends retaining all the current occupations on the approved training list. Staff also recommends adding Supply Chain Managers, Software Developers, Chefs and Head Cooks, and Emergency Medical Technicians/Paramedics to the list. These recommendations are based on the staff, employer, and Board surveys and a review of labor market information. The POP Committee suggested adding a Supply Chain/Logistics Analyst/Specialist. Staff is reviewing and will follow up with details needed for inclusion. The occupations proposed all have increasing growth projections through 2026. The results of the surveys indicates the majority would like to keep the occupations currently on the list. There were several suggestions on occupations to add and those suggestions were evaluated when making the recommendation of additions to the list. The proposed PY 19 Demand Occupation List was presented to the Committee as well as the results of the surveys, Sector Career Pathways, a recent report on individuals in training.

*Mayor Jeff Longwell (John Weber) moved to approve the Demand Occupation List for Program Year 2019. Motion Adopted.*

#### **5. Workforce Innovation and Opportunity Act (WIOA) Performance**

For WIOA Adult, Dislocated Worker, and Youth (PY18), Local Area IV (LAIV) is good for annual PY18 performance and is very close with overall State performance. LAIV is projected to meet the goal on five measures, exceed the goal on four measures, and not meet the sanction level on two measures. The two measures LAIV is projected to not meet are the Adult Median Earnings and the Youth Credential Attainment measures. The State is projected to meet the goal for four measures, exceed the goal on five measures, and not meet the sanction level on two measures. The measures the State is not meeting the sanction level on are the same as LAIV. For Wagner Peyser (PY18), Local Area IV is projected to exceed the goal for all three measures in the fourth quarter. Final performance numbers for PY 18 will be reported in October.

Staff is in the process of analyzing youth operations in light of consistent subpar performance due to the emphasis under WIOA of serving out of school youth ages 14 through 24. The Youth Credential Attainment can only be met by attaining the credential and then going on to attend school or gain employment. Jennifer Hughes asked for clarification on what qualifies as a credential. Credentials are any industry recognized certificate, degree or GED. Other Local Areas have better performance measures than LAIV and those models are being reviewed. If staff feels modifications to the operation of the WIOA Youth Program in LAIV would improve performance, recommendations will be presented to the Executive Committee in September for consideration.

*Report was received and filed.*

#### **6. Consent Agenda and Committee Reports**

Minutes from the April 10, 2019 meeting, Workforce Center Operations Update for May, PY18 Budget Report, One-Stop Operator Report, WIOA youth service contract extensions for multiple providers and an on-the-job training contract for HM Dunn Aerosystems were presented to the Committee for review and/or approval.

*Jennifer Hughes (Kathy Jewett) moved to approve the Consent Agenda as presented. Tony Naylor, Wichita Electrical Training Center and Pat Jonas, Cerebral Palsy Research Foundation abstained from the vote. Motion adopted.*

#### **7. Other Business**

- The Workforce Alliance was chosen to be the recipient of the United Way Spirit of Caring Award. This is the third time in four years that the WA has won this award. Chair Gabe Schlickau congratulated staff on the achievement and their hard work.

# WORKFORCE CENTERS

of South Central Kansas

## KANSASWORKS.COM

- The NAWB Board of Directors will have their 3<sup>rd</sup> quarter meeting July 17<sup>th</sup> through 20<sup>th</sup> in Wichita. Tours of XLT Ovens, Spirit and WSU Tech are planned. LWDB members will be informed as to networking opportunities with this group.
- The Chief Elected Official Board (CEOB) will meet in July to update LWDB member terms and appointments. This is typically done in June; however, addressing CEOB issues from the State's monitoring report delayed the process. Current LWDB members whose terms expire on June 30 remain on the Board until they are replaced or resign. Reappointment letters to Board members with expiring terms will be sent soon.
- Camp HYPE (Helping Youth Prepare for Employment) began on July 10<sup>th</sup>; 22 youth are enrolled. The youth are participating in soft skills courses and taking tours of business and industry in order to gain knowledge of the breadth of job skills needed within a certain business. The youth can earn up to \$250 for the week-long camp depending on how much of it they participate in. A second camp is scheduled for July.
- Governor's Education Council will meet July 25<sup>th</sup> in Wichita. An agenda will be shared with LWDB members will be invited to participate. Another visit of the Council is being planned so that members can tour business and industry with the goal of imparting a sense of urgency about what employer needs are in the region.
- Gabe Schlickau's term as chair of the LWDB ends on June 30 and Jennifer Hughes will become the new chair. Keith Lawing thanked Gabe for all of his time, commitment and service to the Board.
- The Workforce Innovation Conference: Building Partnerships to Address the Future of Work is scheduled for October 7<sup>th</sup> and 8<sup>th</sup> at the Hyatt in Wichita. The event is hosted by the Kansas Department of Commerce and Kansas Board of Regents. LWDB members interested in attending the conference should contact Keith to be registered.

### 8. Adjourn (12:35)

#### LWDB Executive Committee Members

Gabe Schlickau, Chair  
Jennifer Hughes, Vice Chair  
Kathy Jewett  
Pat Jonas via phone  
Mayor Jeff Longwell  
Tony Naylor  
John Weber

#### Staff/Guests

Keith Lawing  
Tisha Cannizzo  
Laeh Dean, Bank of America intern  
Amanda Duncan  
Shirley Lindhorst  
George Marko  
Chad Pettera  
Laura Rainwater  
Erica Ramos



**Item**

Consent Agenda

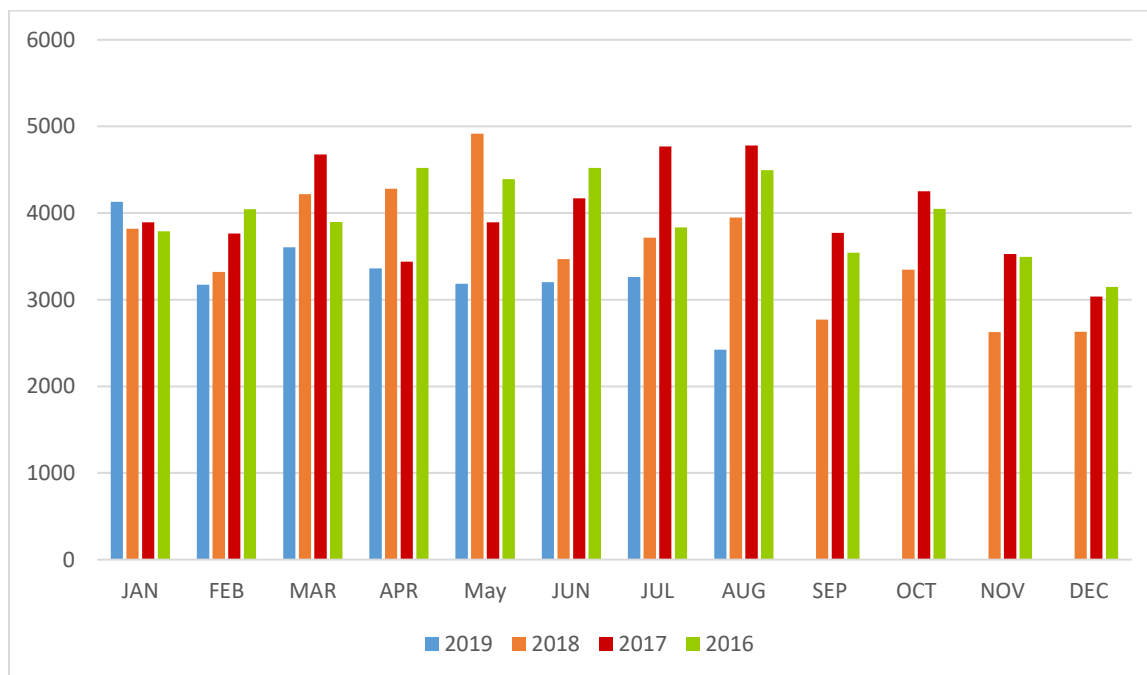
**Background**

Workforce Centers Operations Update

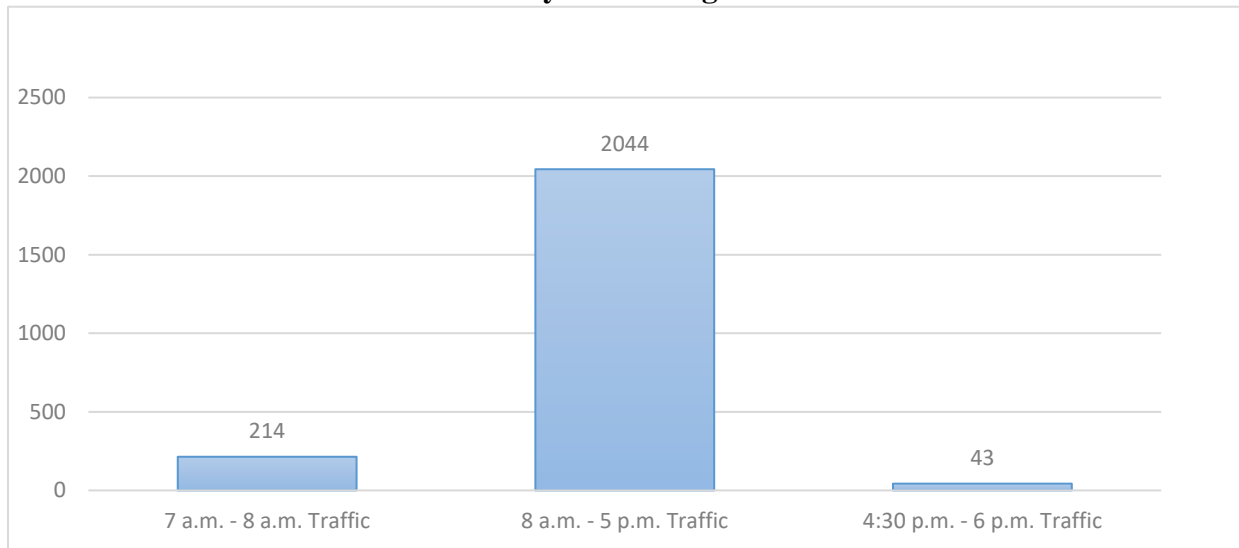
**Analysis**

In the month of August, 96 Workforce Center customers completed a satisfaction survey. Of those 96, their satisfaction averaged a 4.74 on a scale of 1-5. When asked how likely they would refer a friend or relative to use Workforce Center services, they rated the centers a 9.35 on a scale of 1-10. Additionally, 96.88% of the customers in August said Workforce Center staff helped them achieve their goals during that visit.

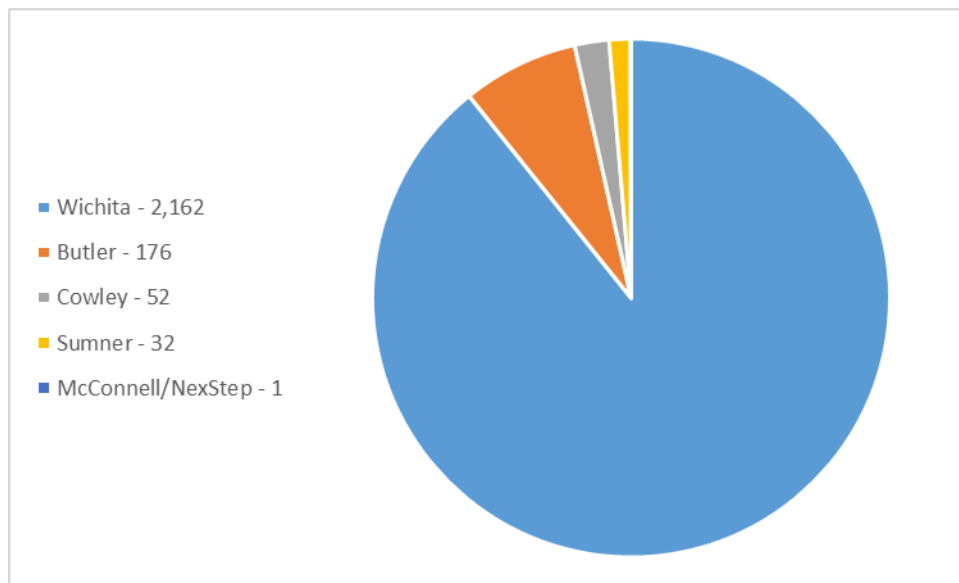
**Total Traffic August 2019**



**Traffic by Hours August 2019**



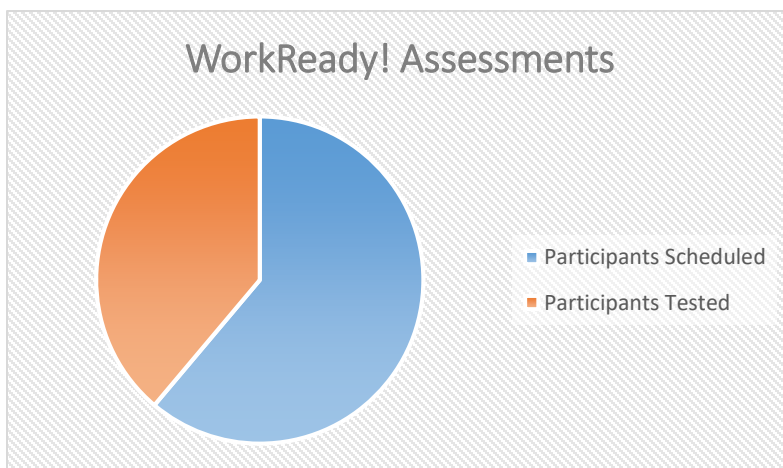
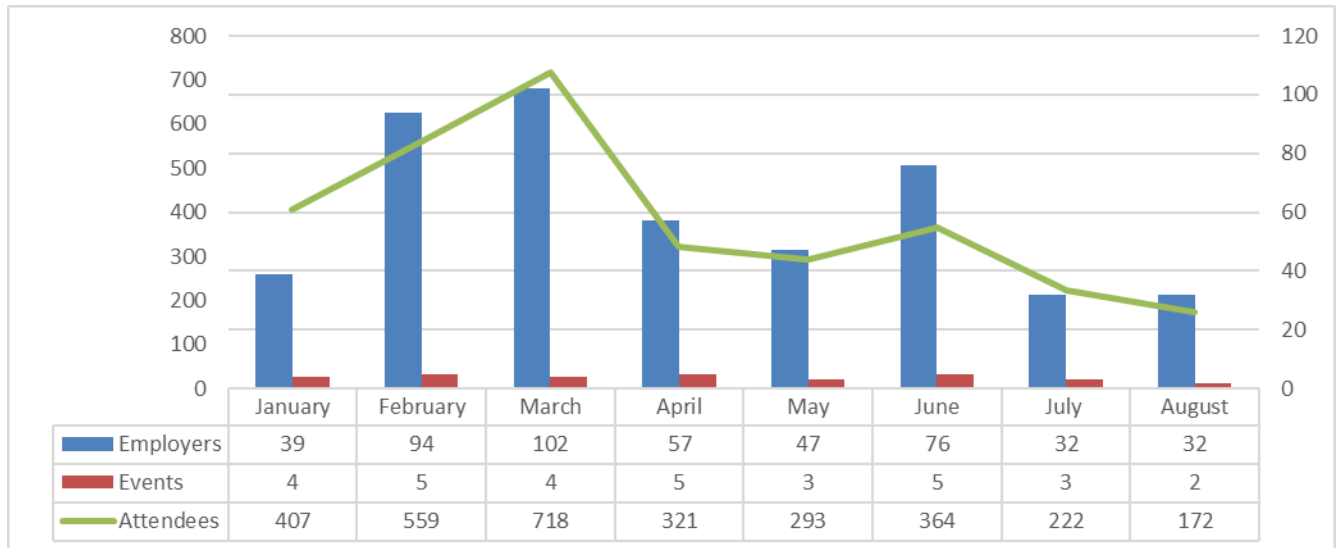
**Office Traffic Breakdown – August 2019**



### Business Report August 2019

In August the Business Services team conducted 2 job fairs that served 32 employers and provided opportunities to 172 jobseekers.

#### Total Job Fair Traffic 2019

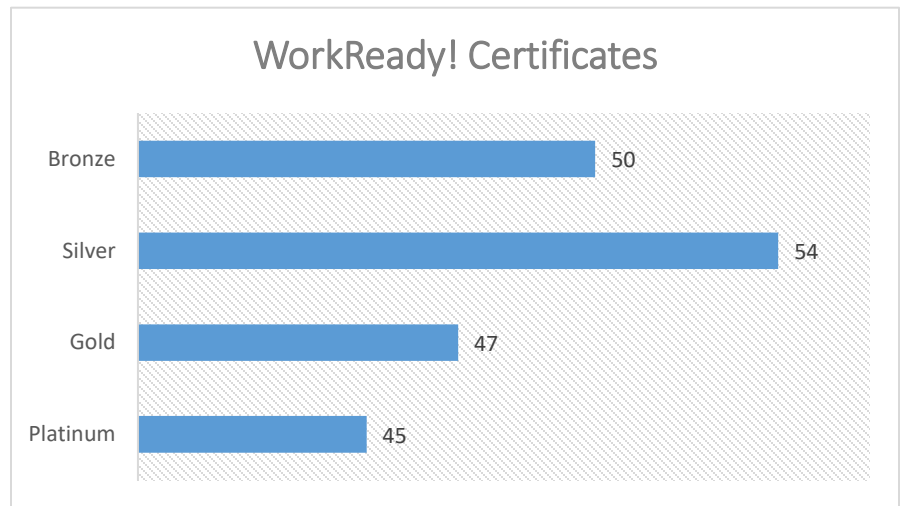


*WorkReady! Testing August 2019*  
*21 - Testing Sessions*  
*63.6 % - % Attendance Rate*

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*WorkReady! Certificates August 2019*  
*196 - Certificates Awarded*  
*96.1% - % Award Rate*

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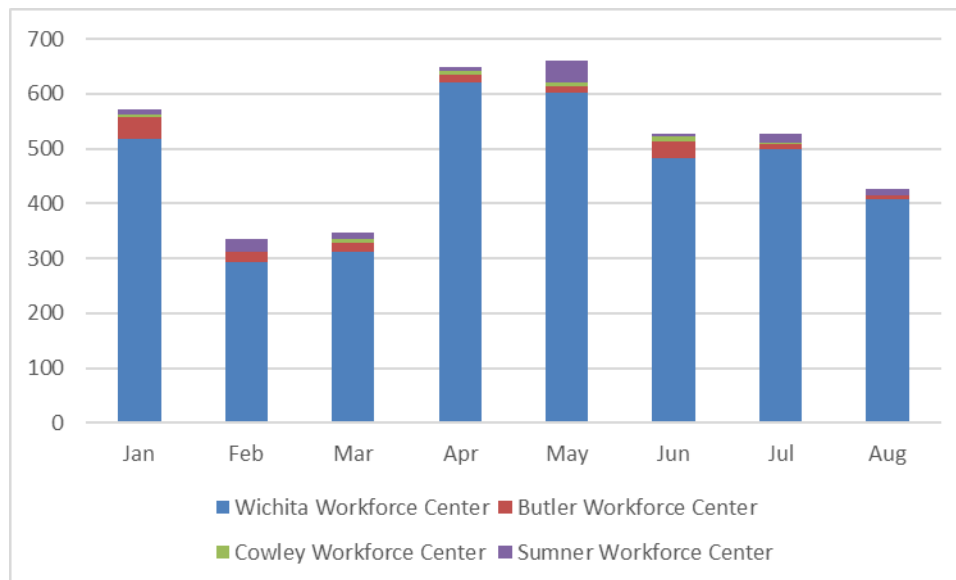


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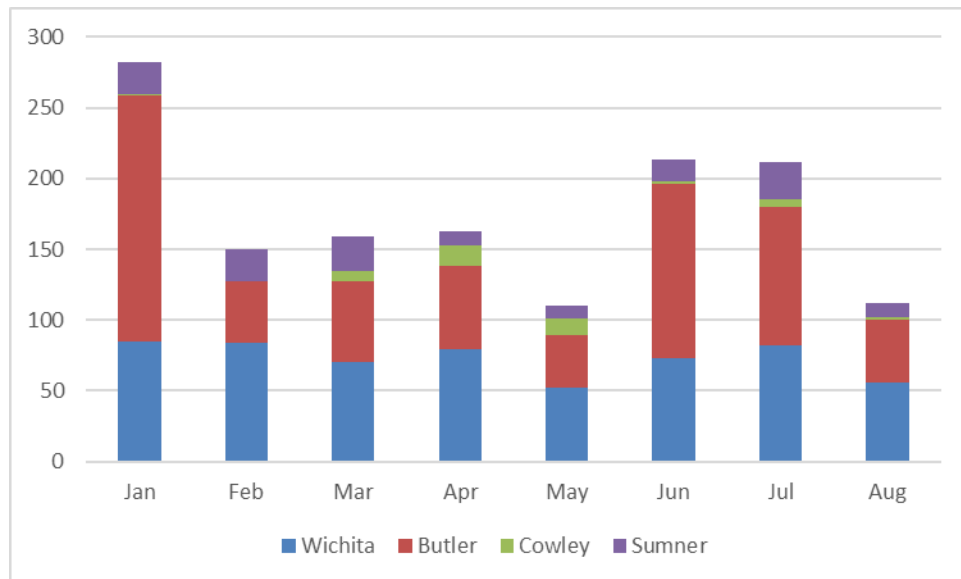
August 2019  
*226 – Pre-Employment Skills Assessments Administered*  
*112 - Prescreens & Applications Received*  
*226 - Services to Employers*  
*426 - Job Postings*

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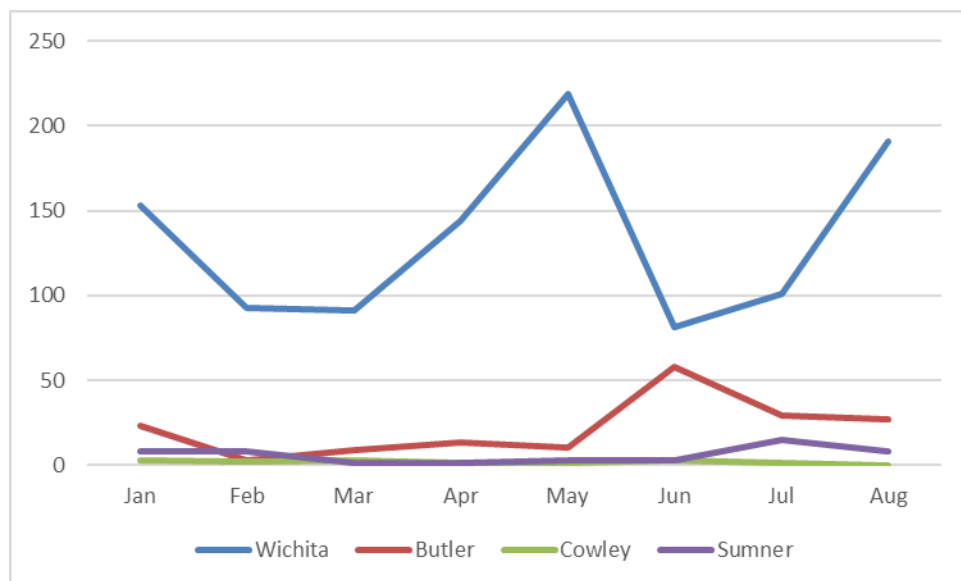
**Job Postings by Office - 2019**



### Applications Completed by Office – 2019



### Number of Services Provided to Employers by Office – 2019



Common Services include - Available One-Stop Services, Available Training Services, General Marketing Information, Job Fairs, Job Order Activities, Job Seeker Outreach Activities, Job Service Activities, Recruitment Assistance, Registered Apprenticeship, Strategic Planning Activities, and Rapid Response Assistance.

### Imagine Academy

The Wichita Workforce Center administers free certifications that focus on the Microsoft Office Suite 2013 (Word, PowerPoint, Excel, Outlook, Access, OneNote, and SharePoint). Below are the current totals for Imagine Academy. Of note is that the Workforce Center has had four separate people who have received Master certifications thus far, and two of those people have Expert certifications in both Word and Excel.

	Attempt	Pass	Fail	Success Rate	Gained Employment	Promotion or Wage Gain	Related to Certifications
<b>2016 Totals</b>	7	3	4	42.86%	unknown	unknown	unknown
<b>2017 Totals</b>	65	53	12	81.54%	unknown	unknown	unknown
<b>2018 Totals</b>	53	42	11	79.25%	unknown	unknown	unknown
<b>2019 Total</b>	55	38	17	69.09%	10	0	1
<b>ALL</b>	<b>180</b>	<b>136</b>	<b>44</b>	<b>75.56%</b>	<b>10</b>	<b>0</b>	<b>1</b>

2019 Certification Exam Type	Attempt	Pass	Fail
<b>Word 2013</b>	8	7	1
<b>Excel 2013</b>	12	8	4
<b>PowerPoint 2013</b>	6	6	0
<b>Outlook 2013</b>	10	6	4
<b>Access 2013</b>	4	4	0
<b>One Note 2013</b>	1	1	0
<b>SharePoint 2013</b>	2	0	2
<b>Word Expert 2013</b>	5	3	2
<b>Excel Expert 2013</b>	7	3	4
<b>TOTAL</b>	<b>55</b>	<b>38</b>	<b>17</b>

### Get Hired Job Fair

The Workforce Centers of South Central Kansas in partnership with the Workforce Alliance, Kansas Department of Commerce, and **KANSASWORKS** hosted the annual Get Hired Job Fair on September 5<sup>th</sup>. For the first 30 minutes, the annual event emphasized the connections of hiring professionals to highly-qualified Veterans, Active Duty, Guard & Reserve and their families seeking employment opportunities in Kansas. The Job Fair then opened to the general public for the remainder of the event. Workforce Center staff were available to assist in connecting those

seeking employment with businesses who have job/career openings. Organizing sponsors included but were not limited to; INTRUST Bank Arena, Workforce Centers of South Central Kansas, **KANSASWORKS**, XLT Ovens, HM Dunn AeroSystems, Fidelity Bank, Spirit AeroSystems. Results of the Job Fair included 919 Job Seekers, 122 service members and 70 employers in attendance. Additionally, the Spirit AeroSystems Workforce AID in partnership with Hutchinson Community College and the Workforce Centers of South Central Kansas enrolled 82 job seekers in the Aerospace Structures Basic Certificate through 180 Skills online training program.

### **Practice Makes Progress (PMP)**

On September 3rd, workforce center staff and volunteers had five signups for the resume review portion of the PMP program. Unfortunately, no one showed and all volunteers either cancelled or no showed. On September 17<sup>th</sup>, the center held mock interviews, and served 19 customers! This has by far been the best turn out. All four volunteers showed up and began taking customers early. As a result, all 19 customers that came in for mock interviews were assisted.

### **Recommended Action**

*Receive and file.*

## Workforce Alliance Consolidated Budget PY19

July 2019 - June 2020

Expenditures Through 07/31/2019															

### Analysis

Budget: The PY19 budget with expenditures through the end of the July 2019. The budget includes a breakdown between WIOA (LWDB budget) and non-WIOA Funding (Community Impact Funds) and combined totals.

The PY18 budget allocates 33% on direct client spending including classroom training, work experience, on-the-job training and supportive services. Through July 30, 2018, direct client spending by percentage is 4% in total. Community Impact Funds are a negative for July, as we continuing to processing end of the year KAMP accruals. . The budget has 96% remaining, which is slightly better than expected after the first month.

### Strategic Goals Supported

This activity supports the following Strategic goals of the Local Workforce Development Board:

- Expand Youth Employment Opportunities to help develop the workforce of the future
- Strengthen relationships with WIOA partners, community organizations and educational/training institutions to leverage resources and align services through the one-stop workforce centers (American Job Centers)
- Create and implement a more effective and comprehensive communication plan to increase public awareness about employment and training services, and skills needed for current and future careers in South Central Kansas
- Generate revenue to increase community impact of WIOA and Workforce Centers

### Recommended Action

Receive and file.



September 25, 2019

Submitted By: Tisha Cannizzo, One Stop Operator, Eckerd Connects

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**One Stop Operator Report****A. Administers and oversees the Integrated Service Delivery Plan****B. Coordinate partner services and activities to encourage efficiency and customer service**

1. The One Stop Operator coordinated the following meetings with internal staff in the month of August.
  - a. Think Tank Meetings –These meetings are encouraging communication between Center supervisors to support one another and to make more inclusive staffing decisions. We met August 8 and 22 this month. Much of the conversation for this month was to prepare for the launch of the new WaitWhile check-in system.
2. One Stop Advisory Committee – This meeting of WIOA partners met on August 1, where we had a speaker talk about 2020. We announced the progress of the Camp HYPE pilot project and our new dislocated worker grant. Chris Stanyer, NexStep Alliance lead a conversation about serving rural communities.
3. Partner Collaboration Meetings – This is a regular standing meeting that allows Workforce to connect with new community partners and/or new staff of current partners. The meeting consists of a tour of the Workforce Center and then a meeting with Center supervisors to learn more about each program and discuss how to collaborate on services to mutual customers. Participants in August included ICT SOS, Comcare, Kansas Dept. of Corrections, and Americorp groups from WSU and Derby School.
4. 5<sup>th</sup> Friday Breakfast – We hosted 24 community partners to talk about the 2020 Census.

**C. Developing and providing staff development opportunities for the one stop partners**

1. Friday Morning Meetings – Time is set aside every Friday morning at 8-9 am for the full Center staff to meet. The following opportunities were provided in August.
  - a. 1<sup>st</sup> Friday – tour of the Child Advocacy Center, which included the offices of ICT SOS, Exploited and Missing Children Crime Unit and Internet Crime Investigations. The interest from staff in this tour was significantly higher than any other field trip.
  - b. 2<sup>nd</sup> Friday – Staff training for the new WaitWhile check-in system.
  - c. 3<sup>rd</sup> Friday – Staff updates and United Way games. The Center is committed to supporting the United Way. One way we do that is for supervisors to sponsor a team to participate in the United Way games. This is a win/win. It provides a team bonding activity, improves staff morale and supports the United Way.
  - d. 4<sup>th</sup> Friday – Workforce Alliance and the Department of Commerce each hosted their own agency meetings, followed by a United Way game.
2. In-Service Trainings – Plans are being made for the Columbus Day In-Service (October 2019). Some of the topics on the agenda are:
  - a. Recognizing Mental Health Symptoms & Sensitivity to Triggers
  - b. Mental Health in the Work Place
  - c. De-escalating Upset Customers
  - d. Active Shooter
  - e. Workforce Emergency Procedures

**D. Assist in the development of policies and processes to support the LWDB**

1. The One Stop Operator leads the new Training Team that meets monthly to improve the competency and confidence of staff at all levels.
  - a. Provided input on the in-service training topics.
  - b. A survey for supervisors will include a question about what is needed for supervisor training so we can begin to make some improvements in how we move staff into supervisor positions.

September 25, 2019

Submitted By: Tisha Cannizzo, One Stop Operator, Eckerd Connects

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**E. Ensure Workforce Alliance One Stops are certified as required by the US Department of Labor**

1. The Wichita and three affiliate centers were certified in the summer of 2018.

**F. Ensure access to career, training and employment services**

1. The One Stop Operator was involved in the implementation of WaitWhile to help make staff feel confident in using the systems. While she made sure staff were heard, the Front Desk Supervisor did the work to make sure training was provided.
2. The One Stop Operator is reviewing customer evaluations and sharing results with supervisors whenever issues are identified. She is responding to customers who provide their contact information, whenever an issue has been identified.

**G. Ensure access to data, information and analysis for the local labor market****H. Coordinate with core leadership initiatives and activities**

1. The One Stop Operator works very closely with the Regional Operations Manager for Commerce and the Director of Integrated Employment Services for Workforce Alliance to make sure the views of both organizations are represented and heard. This perspective is maintained in all meetings of the organization.

**I. Provide access to Eckerd U and instruction.**

1. Eckerd U is under review by Eckerd Connects with intentions to change or discontinue. Once a final decision is made about it's future we will discuss options for use with Workforce.

## **Item**

Butler Workforce Center Lease

## **Background**

The Workforce Alliance released a request for proposals (RFP) for Leased Space in El Dorado on April 2, 2019. The current lease with South Central Mental Health expires in December 2019. The RFP closed on May 3, 2019 and one proposal was received.

## **Analysis**

Staff has reviewed the RFP and conducted an evaluation of available sites in El Dorado based on a real estate for lease search. Costs and available space varied and a summary was provided to the appointed taskforce. The proposal received is for the current space currently leased with no changes to the facility. WA currently leases 2,433 square feet and pays \$22.06 a square foot. The proposed rate would increase 3% to \$22.84. The lease is full service and the only additional facility costs would be for telephone and internet services.

Staff is currently reviewing all operations as a result of the continued WIOA funding decline; staff is recommended the lease be 18-month lease with 4 optional annual renewals.

## **Strategic Goals Supported**

This activity supports the following Strategic goals of the Local Workforce Development Board:

- Expand Youth employment opportunities to help develop the workforce of the future.
- Strengthen relationships with WIOA partners, community organizations and educational/training institutions to leverage resources and align services through the one-stop workforce centers (American Job Centers)
- Create and implement a more effective and comprehensive communication plan to increase public awareness about employment and training services, and skills needed for current and future careers in South Central Kansas
- Generate revenue to increase community impact of WIOA and Workforce Centers in South Central Kansas

## **Recommended Action**

Authorize the President and CEO to enter into a new lease with South Central Mental Health

**Item**

**Chief Elected Official Board Update**

The Chief Elected Officials Board (CEOB) met on August 27, 2019. There were four members in attendance which did not constitute a quorum. Members in attendance included: Mayor Jeff Longwell (Wichita), Council Member James Clendenin (Wichita), Commissioner Wayne Wilt (Cowley County) and Council Member Jill Kuehny (Sumner County).

Members in attendance made recommendations on all action items to be approved by the CEOB during a conference call meeting on September 9, 2019.

On September 9, 2019, a conference call meeting of the CEOB was held. Participating members and staff present included:

Mayor Jeff Longwell, Wichita	Commissioner Dan Woydziak, Butler County
Mayor Vince Haines, Butler County	Commissioner Wayne Wilt, Cowley County
Council Member Jill Kuehny, Sumner County	County Clerk Debbie Norris, Sumner County
County Clerk, Carol Noblit, Kingman County	Keith Lawing, Workforce Alliance
Chad Pettera, Workforce Alliance	Laura Rainwater, Workforce Alliance

The CEOB reviewed the following recommended actions from the August 27, 2019 meeting:

**1. Appoint CEOB Chair and Vice Chair:**

***ACTION TAKEN:*** Commissioner Wayne Wilt, Cowley County, nominated Mayor Jeff Longwell, Wichita, to serve as CEOB Chair and Council Member James Clendenin, Wichita, nominated Commissioner Wayne Wilt to serve as CEOB Vice Chair. The nominations were seconded by Council Member Jill Kuehny.

***NOMINATIONS RECOMMENDED 4-0.***

**2. Approval of Minutes from Chief Elected Official Meeting from December 19, 2019:**

***ACTION TAKEN:*** Council Member James Clendenin, Wichita, recommended to approve the minutes from the December 19, 2018, Chief Elected Officials Board Meeting. Commissioner Wayne Wilt, Cowley County, seconded.

***RECOMMENDATION PASSED 4-0.***

**3. Approval of CEOB Amended Bylaws:**

Due to mandated changes by the State, the CEOB bylaws need to be amended to reflect the allowed representation on the CEOB. The changes include:

- Removing Council of Governments
- Adding the City of Wichita
- Number of members changed from minimum of two (2) and maximum of 14

**ACTION TAKEN:** Mayor Jeff Longwell, Wichita, recommended to approve bylaws as amended. Commissioner Wayne Wilt, Cowley County, seconded.

**RECOMMENDATION PASSED 4-0.**

**4. Approval of PY 2019 Local Area IV WIOA Budget Update:**

Staff presented an overview of the PY 2019 Local Area IV WIOA Budget.

Funding for the WIOA programs at the federal level will have a \$3.5-million-dollar increase for PY19. Funding for the individual programs for Adult is \$8.43 billion, Dislocated Worker \$1.258 billion, and Youth \$9.0 billion

- WIOA funding for the State of Kansas for Adult, Dislocated Worker and Youth is decreasing across all funding streams based on the WIOA allocation formula. Adult is decreasing from \$4.3 to \$3.9 million. Dislocated Worker is decreasing from \$4.67 million to \$4.618 million. Youth funding is decreasing from \$5.17 to \$4.66 million
- In total for PY19 LAIV is receiving \$2.112 million, which is the lowest WIOA allocation over the past 16 years
- Budget highlights include:
  - Wages increase of \$521,000
  - Grant funds support wage increase
  - Local Workforce Development Board has approved budget pending CEOB approval

**ACTION TAKEN:** Mayor Jeff Longwell, Wichita, recommended to approve the proposed Program Year 2019 budget. Council Member James Clendenin, seconded.

**RECOMMENDATION PASSED 4-0.**

**5. Local Workforce Development Board Nominations and Appointments:**

The CEOB appoints members to the Local Workforce Development Board (LWDB).

The LWDB will be comprised of the following:

- 51% Representatives of Business who are owners of businesses, chief executive or operating officers of businesses, and other business executives or employers with optimum policymaking or hiring authority, and represent businesses, including small business or organizations representing businesses with employment opportunities that provide that, at a minimum, include: high-quality, work-relevant training and development in high demand industry sectors or occupations in the local area
  - Selected representatives will come from high demand sectors in the regions
  - Advanced Manufacturing
  - Health Care
  - Information Technology
  - Construction

September 25, 2019

Submitted By: Keith Lawing

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- BREG Sector Strategy
- 20% Labor Representatives from local labor federations in local areas where employees are represented by labor organizations. Additionally, will include a representative from a joint labor-management apprenticeship program in the local area who shall be a labor organization representative or training director
- At least one representative from each of the following partners:
  - Adult Education (WIOA Title II)
  - Higher Education
  - Wagner Peyser (WIOA Title III)
  - Vocational Rehabilitation (WIOA Title IV)
  - Economic Development
- Additional members can be appointed as appropriate/needed by the CEOB and can include:
  - Community Based Organizations
  - Philanthropic Organizations
  - Governmental Organizations representing Transportation or Housing

<b><u>PRIVATE SECTOR</u></b>	
Rod Blackburn, Partners in Education Foundation	2019
Robin Heinz, Vornado Air (POP Co-Chair)	2019
Jennifer Hughes, Global Partner Solutions (Chair)	2019
Patrick Jonas, CPRF & Center Industries	2019
<b><u>PARTNERS</u></b>	
Erica Ramos, Kansas Department of Commerce, Wagner-Peyser	2019
<b><u>LABOR</u></b>	
Andrew Chance, Iron Workers Local Union 29	2019
John Clark, Plumbers & Pipefitters	2019
Dan Hink, Painters District Council #3	2019

September 25, 2019

Submitted By: Keith Lawing

Kristina Langrehr, Ascension Via Christi Health is replacing Todd Conklin, Ascension Via Christi Health representing Healthcare in the Private Sector:

<b><u>PRIVATE SECTOR</u></b>	
Kristina Langrehr, Ascension Via Christi Health	2021

Jeff Townsend, Sheet Metal Workers is replacing Sean Anderson, Sheet Metal Workers representing Labor:

<b><u>LABOR</u></b>	
Jeff Townsend, Sheet Metal Workers Local Union 29	2020

Current Members:

Ebony Clemons-Ajibolade, Westar	2020
Robert Giesen, B&B Electric Motor Co.	2020
Michele Gifford, Textron Aviation	2020
Laura Hands, Koch	2020
Kathy Jewett, XLT Ovens	2021
Gay Kimble, Rainbows United	2020
Matt Peterson, Cargill	2020
Gary Plummer, Wichita Regional Chamber	2020
Suzanne Scott, Spirit AeroSystems	2020
Gabe Schlickau, Meritrust Credit Union (Immediate Past Chair)	2021
John Weber, Assisted Living Locators	2020

**PARTNERS**

Dave Alfaro, Butler County Economic Development	2020
Jennifer Anderson, Cowley College - Adult Education Program	2021
Michael Donnelly, KS Dept. of Children and Families, KRS	2020
Kerri Falletti, Cowley First, Economic Development	2020
Dr. Kimberly Krull, Butler Community College, Higher Education	2020
Sheree Utash, WSU Tech	2020

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<b><u>LABOR</u></b>	
B.J. Moore, SPEEA	2021
Tony Naylor, IBEW, Local Union #271 (POP Co-Chair)	2021

***ACTION TAKEN:*** Motion made by Council Member Jill Kuehny, Caldwell, to recommend the approval of the following LWDB appointments:

Motion seconded by Commissioner Wayne Wilt, Cowley County.

***RECOMMENDATION PASSED 4-0.***

***ACTION TAKEN***

Commissioner Dan Woydziak (Butler County) motioned to approve all recommended actions taken by CEOB members at the August 27, 2019 CEOB meeting. Motion was seconded by Debbie Clark (Sumner County).

***MOTION PASSED 7-0.***

**Recommended Action:**

*Receive and file.*





**Workforce Centers Calendar of Events  
January-December 2020**

**Local Workforce Development Board**

10:00 a.m.

Wednesday, January 22, 2020

Wednesday, April 22, 2020

Wednesday, July 22, 2020

Wednesday, October 28, 2020

**Executive Committee**

11:30 a.m.

Wednesday, January 15, 2020 \*

Wednesday, February 12, 2020

Wednesday, March 11, 2020

Wednesday, April 8, 2020

Wednesday May 13, 2020

Wednesday, June 10, 2020

Wednesday, July 8, 2020

Wednesday, August 12, 2020

Wednesday, September 9, 2020

Wednesday, October 14, 2020

Wednesday, November 18, 2020 \*

Wednesday, December 9, 2020

**Program Operations and Performance  
Committee**

11:30 a.m.

Thursday, January 9, 2020 \*

Thursday, March 5, 2020

Thursday, May 7, 2020

Thursday, July 9, 2020 \*

Thursday, September 3, 2020

Thursday, November 5, 2020

**One Stop Advisory Council**

11:30 a.m.

Thursday, February 6, 2020

Thursday, April 2, 2020

Thursday, June 4, 2020

Thursday, August 6, 2020

Thursday, October 1, 2020

Thursday, December 3, 2020

**5<sup>th</sup> Friday Breakfasts (Staff, LWDB & Partners)**

8:00 at the Wichita Workforce Center

Friday, January 31, 2020

Friday, May 29, 2020

Friday, July 31, 2020

Friday, October 30, 2020

The following holidays will be observed by WA and State of Kansas Staff. The Workforce Centers will be closed on these days:

**New Year's Day**

Wednesday, January 1, 2020

**Martin Luther King, Jr. Day**

Monday, January 20, 2020

**Memorial Day**

Monday, May 25, 2020

**Independence Day**

Friday, July 3, 2020 (Observed)

**Labor Day**

Monday, September 7, 2020

**Veterans Day**

Wednesday, November 11, 2020

**Thanksgiving Day**

Thursday, November 26 & Friday, November 27, 2020

**Christmas**

Thursday, December 24 & Friday, December 25, 2020

The following holidays will be in-service days for WA and State of Kansas Staff:

**President's Day**

Monday, February 17, 2020

**Columbus Day**

Monday, October 12, 2020

## 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>City of Winfield</b>
Company Description:	Municipal Government – Utilities and Services
Location:	Winfield, Cowley County
Occupation(s):	Civil Engineering Tech, Electric T&D Project Coordinator, Equipment Technician, Gas Meter Service Technician, Gas System Operator, Parks & Playground Inspector, Power Plan Operator, Wastewater Plan Operator-Lab Tech
Training Length:	Up to 6 months
Average Wage Range:	\$17.81 per hour
Benefits:	<ul style="list-style-type: none"><li>• Health and Dental Insurance</li><li>• Paid Holidays, Vacation and PTO</li></ul>
Comments:	The City of Winfield employs 198 people (177 Full-time and 21 Part-time). They anticipate hiring 5-10 new employees in the next two years due to retirements and normal turnover.
OJT Funding Streams <i>subject to availability</i>	<input checked="" type="checkbox"/> WIOA Adult/Dislocated Worker – \$4,500 per trainee max <input checked="" type="checkbox"/> WIOA Youth – \$4,500 per trainee max <input type="checkbox"/> KAMP– \$3,000 per trainee max

## Recommended Action

Approve addition of City of Winfield to OJT ETP list.