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Local Workforce Development Board (LWDB)

Executive Committee Meeting Minutes

September 25, 2019 – 11:30 AM

1. Welcome and Introductions

Chair Jennifer Hughes welcomed Committee members, asked for introductions and called the meeting to order. In attendance was Kristina Langrehr, new LWDB member, replacing Todd Conklin from Ascension Via Christi Health on the LWDB.

2. Workforce Alliance Operations Review

Staff are reviewing a number of WA operations due to a decrease in Workforce Innovation and Opportunity Act (WIOA) funding, a need to update the Strategic Plan in 2020 and a requirement for new Local Area Plan.

The WA WIOA Youth program has had difficulty meeting a couple of performance measures. 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.

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. A public informational meeting was held at the Sumner Workforce Center in Wellington on September 16th and responses to the RFI are due October 4th. Results will be shared with the Committee at a future meeting. A procurement for services may be needed and in place by July 1, 2020.

LWDB members, partners and staff will be invited to attend a series of meetings in 2020 to develop the organization's next strategic plan. Each meeting will focus on a different aspect of workforce development. Staff will be compiling a list of key accomplishments under the 2018-2020 Strategic Plan to share at these meetings.

Report was received and filed.

3. Workforce Alliance Committee Update

The current WA Board standing committees are being examined to determine if they are relevant to current operations. The committees include: Executive Committee, Program Operations and Performance (POP) Committee, Community Impact Committee, Finance Committee and One-Stop Advisory Council. The WA Board can and has appointed task forces and work groups as needed. A list of current committees and their members was reviewed.

The committee structure was established soon after the passage of WIOA in 2014. Currently, committees are organized such that there is a duplication of duties and one of the most important strategic community initiatives, youth employment, does not have a specific Board committee. The POP committee is tasked with reviewing performance, the Demand Occupations list, Eligible Training Provider list and internal monitoring reports. Some of these tasks overlap with duties of the Executive Committee and it is possible that these duties could be assigned to the Executive Committee. An option might be to merge the POP Committee and the Executive Committee, and then create a committee dedicated to youth employment issues. This would avoid an overlap or duplication of functions and be more efficient.

Since the original forming of committees, 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. 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 is ending. 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.

Board members discussed these proposals and agreed to consider them and then make decisions as to committee reorganization based on the outcomes of the upcoming strategic planning process in 2020. *Report was received and filed.*

4. **City-to-City Report - San Antonio, Texas: Jennifer Hughes and Laura Rainwater)**

Since 2006, the Wichita Regional Chamber of Commerce has organized an annual trip to another U.S. 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 the region. LWDB members in attendance at this year's trip included: Jennifer Hughes, Global Partner Solutions; Gabe Schlickau, Meritrust Credit Union; Ebony Clemons Ajibolade, Westar/Every; Amy Williams, LWDB Community Impact Committee/Spirit Aerosystems and Gary Plummer, Wichita Regional Chamber of Commerce. Laura Rainwater and Jennifer Hughes provided the Committee with a summary of the trip. There were three tracks for participants to follow during the visit economic development, mental health & homelessness and education. Collaboration was a huge focus of trip as well as to remind people about what is being done well in their communities and what can be done better. The WA hosted a breakfast during the trip and Chair Jennifer Hughes presented to the group and discussed the outcomes of HYPE for 2019. The trip provided an opportunity to network with others from the community and form possible partnerships.

Report was received and filed.

5. **2019 Youth Employment Project (YEP)/Helping Youth Prepare for Employment (HYPE)**

In 2019, YEP had 1,034 job placements (63% increase over 2018). Including the HYPE partners brings the job placement totals to 1,230. 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. 221 employers engaged with YEP by hiring young adults for temporary and or part-time jobs in 2019.

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. Funders in 2019 include Bank of America, City of Wichita, Sedgwick County, Emprise Bank, Workforce Alliance and the annual Jobs FORE Youth golf tournament.

The outcomes from YEP are shared with HYPE partners for a total community impact measure, which is tabulated and reported by WSU. WSU will no longer be involved with the program after this year; they will publish their report at this end of this month.

Under HYPE created a pilot project to target 14-15 year olds called Camp HYPE. In the past, the WA noted a significant number of this age group interested in employment, but few employers willing to hire youth under 16. Camp HYPE was developed to help address this issue and to combine the desire to work with a career exploration strategy. North High School was selected as the base for designing the pilot project. Two week long sessions were held and youth were paid for their attendance; they visited numerous businesses and organizations in the community. The pilot was successful and additional funds and employers are needed in order to be able to provide this opportunity again next year. Wichita Transit provided transportation at no cost. It is hoped that additional schools can be provided the opportunity to participate in Camp HYPE, but additional funding is needed. A formal report will be presented to the City of Wichita, Sedgwick County and USD 259 Board of Education.

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Staff were asked if there was any negative feedback about the program. Most of the negative concerns were minor and are being addressed and any major ones such as which schools can participate will be dependent on funding.

Pat Jonas asked if the HYPE program could help improve the WA's ability to meet the WIOA Youth Program performance measures that have been a struggle for the last couple of years. Staff related that there are not many WIOA youth involved in the HYPE program but it does provide a larger pool of employers for work experience.

LWDB members Michele Gifford, Textron Aviation and Kathy Jewett, XLT Ovens reported on their experiences hiring youth from the program and indicated that it is a win-win as both the youth and employer benefit greatly. Textron hired 57 youth and placed them in positions across the organization. Permanent positions were offered to some and many in the program discover what occupations they do not wish to pursue, which provides them with an advantage in their education. It will be very important to increase awareness of the program to not only youth, but also parents.

Staff proposes a task force to address the issues of awareness, outreach, collaboration and funding as well as work with staff on planning for HYPE next year. Jennifer Hughes, Kristin Langrehr, Pat Jonas, John Weber, Erica Ramos and Michele Gifford volunteered to be a members of this task force. Members of the HYPE work group will also be invited. It was suggested that a one page summary of the program including demographics and outcomes be created for LWDB members and staff to distribute to potential participants and employers.

Report was received and filed.

6. Consent Agenda and Committee Reports

Minutes from the June 12, 2019 meeting, Workforce Center Operations Update for August, PY19 Budget Report, One-Stop Operator Report, Butler Workforce Center Lease, Chief Elected Official Board Updates, Workforce Centers Calendar for 2020 and an on-the-job training contract for the City of Winfield were presented to the Committee for review and/or approval.

A full report on the Practice Makes Progress (PMP) will be provided at the October 23rd LWDB meeting. PMP provides an opportunity for employers in the region to volunteer their services in reviewing resumes and conducting mock interviews for job seekers. Interest and participation in the program has been growing.

A staff in-service training is scheduled for October 14th. The workforce centers will be closed to provide training to staff members.

The Butler County workforce center lease is up for renewal. Staff worked with a task force of LWDB members to review options and recommended approving a 3% increase in rent with a renewal for 18 months and four annual options to renew thereafter.

The Chief Elected Officials Board (CEOB) met on September 9th and approved amendments to the CEOB and appointments/reappointments to the LWDB.

Staff recommended the addition of the City of Winfield to the On-the-Job Training Eligible Training Provider List.

John Weber (Michele Gifford) moved to approve the Consent Agenda as presented. Motion adopted.

7. Other Business

- A handout, "Midwest Metros Great Recession Employment Recovery" chart distributed by the Greater Wichita Partnership was shared with the Committee. To date, Wichita still lags behind the national average and with similar areas in employment recovery following the recession.

8. **Adjournment**

The meeting was adjourned at 12:55.

LWDB Executive Committee Members

Jennifer Hughes, Chair
Michele Gifford
Kathy Jewett
Pat Jonas
Tony Naylor
John Weber

Staff/Guests

Keith Lawing
Tisha Cannizzo
Amanda Duncan
Denise Houston
Kristina Langrehr, LWDB
Shirley Lindhorst
George Marko
Chad Pettera
Laura Rainwater
Erica Ramos. LWDB