

LWDB Program Operations and Performance (POP) Committee Meeting Minutes
September 7, 2023

1. Welcome and Introductions

The Workforce Alliance (WA) Local Workforce Development Board (LWDB) Program Operations and Performance (POP) Committee assembled via Zoom. Co-Chair Tony Naylor welcomed Committee members and called the meeting to order. Troy Roland with WA One Stop Operator service provider Eckerd Connects was introduced; he is managing one-stop operator services due to Tisha Cannizzo's recent departure.

2. Workforce Innovation & Opportunity Act (WIOA) Adult, Dislocated Worker and Youth Program Performance for Program Year 2022 (PY22)

Program Year 2022 (PY22) performance reporting closed a few days prior to the meeting; the program year began on July 1, 2022 and ended on June 30, 2023. Formal program year end reports will be presented at the next meeting in November. The WIOA Adult and Youth programs annual performance met all goals. The WIOA Dislocated Worker (DW) Program annual performance met most goals; however, LAIV is continuing to struggle to meet the sanction level for Credential Attainment Rate. Statewide all measures are being met with the exception of the DW Credential Rate goal as well. There are customers who begin training, gain employment and do not complete the training, which impacts this measure and then there are customers that enroll in training and do not begin it. Tony Naylor stated that these were some of the best performance reports he has seen in his many years on the board and thanked staff for their hard work.

Report was received and filed.

3. One-Stop Operator Update

Eckerd Connects has been in the process of hiring a new One-Stop Operator for the WA due to the departure of Tisha Cannizzo. Troy Roland with Eckerd was present to discuss the transition plan. Candidates have been interviewed and Will Dorr was selected for the position and will begin on September 11th. He will begin training and work alongside Troy.

Report was received and filed.

4. Monitoring Reports

Recent monitoring reports from the Kansas Department of Commerce, KDC (WIOA finance and compliance), Regier Carr and Monroe, RCM (Career Services), Midwest Urban Strategies (MUS - Pathway Home and Dislocated Worker (DW) grants) and WA internal review (Equal Opportunity Evaluation) were reviewed with the Committee.

A U.S. Department of Labor (DOL) review identified a firewall issue in regard to policy and what staff position was managing it. DOL determined that for proper firewalls to be in place, policy needed to be managed under a more isolated role. Denise Houston is manager of training and policy among her other roles and now the policy role has been assigned to Janet Sutton; she was present at the meeting and introduced to Committee members. Her responsibilities will include the Eligible Training Provider (ETP) list and policy related items.

KDC report findings are mostly related to a DOL report issued in 2020. Staff are almost to the end of resolution of these findings, which should be resolved by the end of the year. Findings involved MOU revisions, career services agreement changes, subrecipient requirements and audit resolution that will be presented to Executive Committee next week for approval.

RCM report contained three findings regarding documentation and processes; staff training is being provided to insure improvement in these areas.

MUS reviewed the Pathway Home and DW grants and identified low performance in both grants and corrective action plans have been proposed for approval. A one year extension of the Pathway Home grant was approved and a one-year extension for the DW grant has been requested, which staff should know about soon. Other issues relate to indirect cost allocations and revised budget template. Findings for this report should be resolved soon.

The WA is required to do monitoring of Equal Opportunity processes procedures and standards; staff completed an internal monitoring review. There were no findings but some recommendations were made to improve programs, services and hiring practices.

Reports were received and filed.

5. Consent Agenda

Meeting minutes from May 4, 2023, an addition to the Eligible Training Provider (ETP) List for a Phlebotomy program at Bethel House Training Institute and the Workforce Center Operations/One-Stop Operator report were presented to the Committee for review and/or approval.

John Clark (Robyn Heinz) moved to approve the Consent Agenda as presented. Motion adopted.

The meeting was adjourned at 11:54.

Present Committee & Board Members

Robyn Heinz, Co-Chair

Tony Naylor, Co-Chair

Justin Albert

John Clark

Kami Moore

Alex Munoz

Erica Ramos

Laura Ritterbush

Staff/Guests

Denise Houston

Shirley Lindhorst

Chad Pettera

Janet Sutton

Troy Roland, Eckerd Connects