



Workforce Alliance Local Workforce Development Board (LWDB)
Executive Committee Meeting Minutes
September 9, 2026 – 11:30 AM

The Workforce Alliance (WA) Executive Committee met virtually via Zoom on September 9, 2026. Board Chair Alana McNary welcomed attendees and called the meeting to order.

1. Kansas Department of Commerce Enhanced Monitoring

The Local Workforce Boards in Kansas are all part of an enhanced monitoring exercise of Workforce Innovation and Opportunity Act (WIOA) operations. Staff shared a list of requested documents and provided an overview of the monitoring process.

- The Kansas Department of Labor contracted Witt O'Brien to conduct a comprehensive WIOA review of all Kansas local workforce areas.
- Monitors will interview staff, review extensive documentation, examine case files, fiscal records, payroll documentation, and expenditures under the Department of Labor Core Monitoring Guide.
- Staff are confident in the organization's compliance and preparedness and acknowledged reviews often identify opportunities to strengthen procedures and controls. expects any findings, if present, to be minor and correctable.
- Staff were asked about potential outcomes.
 - Best-case outcome: minor procedural recommendations or control improvements; help identify improvements for potential future federal review.
 - Worst-case outcome: findings requiring repayment of funds, though leadership indicated they believe this is unlikely.

Report was received and filed.

2. Multi-Agency Work Group to Improve Access to Skills Training

An update was provided on the WA Board request for the creation of multi-agency work group to develop recommendations for improving coordination among workforce, education, and financial aid programs and increasing access to skills training opportunities across Kansas. A draft framework was included in the meeting packet for review; however, changes need to be made to the draft due to recent developments.

- Staff have been in discussions with Kansas' other two workforce boards and all have agreed to collaborate on a statewide effort focused on increasing skills training investments.
- Because Kansas now has only three workforce boards, the required regional plan effectively serves as a statewide workforce planning effort.
- Proposal to merge regional planning requirements and skills-training workgroup activities.
- Topics likely to be explored are on-the-job training (OJT), incumbent worker training, registered apprenticeship, earn-and-learn models as well as funding and operational support structures.
- Staff will continue to coordinate with the other workforce boards, update the workgroup/regional planning framework and distribute for review.
- Workgroup members will participate in fall meetings and contribute recommendations.

Cheryl Childers (Alex Munoz) made a motion for the WA chair to appoint a WA Board member to chair/co-chair work group. Motion adopted.

3. Community Impact Project Updates

Youth Employment Project (YEP) and Jobs FORE Youth Golf Tournament – Jobs FORE Youth Golf Tournament is scheduled for September 14th at Willowbend – Event funds support YEP. The event will have 36 teams. Appreciation was expressed to sponsors, volunteers, and participating employers.

Kaufmann Returning Citizen Consortium (RCC) Planning Grant - The RCC coalition received a one-year capacity-building award to support continued development and implementation of justice-involved workforce strategies.

- Planning is underway for a pilot working with the Department of Corrections focused on returning citizens.
- Committee members offered support and feedback regarding second-chance hiring practices.

EPA Brownfields Grant -

- New participants continue entering training programs toward environmental related career fields. 40 participants enrolled to date.
- Program continues to perform well and may become a recurring funding opportunity.

Homeless Veterans' Reintegration Program (HVRP) -

- Outreach strategies are being revised to better reach eligible veterans to includes those considered at-risk (facing housing instability) rather than currently unhoused.
- Outreach efforts continue in partnership with JVSG veteran staff.
- Enrollment numbers remain below projections.
- Program is generating positive participant outcomes despite enrollment challenges.

Report was received and filed.

4. **Executive Session – Consultation with Legal Counsel**

The Executive Committee moved to recess into executive session to consult with WA legal counsel regarding potential legal matters that are deemed privileged in the attorney-client relationship. Executive Committee members, legal counsel Sean Sturdivan with Sanders Warren & Russell LLP, Keith Lawing, and Chad Pettera participated in the session.

Kathy Jewett (Cheryl Childers) moved that the Executive Committee recess into executive session to consult with legal counsel regarding recent Board governance matters, pursuant to the attorney-client privilege exception. Attendees were instructed that the open meeting would resume in the main Zoom meeting room at 12:45 p.m.

The executive session ended and Chair McNary reconvened the meeting announcing that the WA Executive Committee was back in open session and that the record should reflect that no binding action was taken during the executive session. Previous participants of the meeting not in Executive Session were admitted back for the remainder of the meeting.

5. **Consent Agenda**

Approval of meeting minutes for August 12, 2026, WA cost allocation policy, Workforce Center operations / one-stop operator update for July and WA program reports for Registered Apprenticeship and Communications were presented to the Committee for review and/or approval.

- Workforce Center traffic has declined slightly during the period due in part to the state's elimination of the WorkReady Credential. Staff-assisted services remain heavily utilized, career services waitlists remain active and job fairs continue performing well. Butler County co-location with the Butler Chamber of Commerce is progressing successfully. Staff will continue evaluating customer traffic trends.
- Available funding from Meadowlark and State Registered Apprenticeship grants has been fully committed. Additional enrollments are currently paused pending future funding.
- Staff plan to pursue competitive youth apprenticeship funding and have a pending BlackRock apprenticeship grant opportunity.

Kathy Jewett (Michele Gifford) moved to approve the Consent Agenda as presented. Motion adopted.

Adjournment

The meeting was adjourned at 12:53 PM.

Attendees:

LWDB Executive Committee Members

Cheryl Childers
Michele Gifford
Kathy Jewett
Pat Jonas
Alana McNary, Chair
Alex Munoz
Tony Naylor
Chip Schellhorn

Staff/Guests

Marcy Aycock
Amanda Duncan
Denise Houston
Keith Lawing
Shirley Lindhorst
Mary Mann
Chad Pettera
Sean Sturdivan, Sanders Warren & Russell LLP