

Local Workforce Development Board (LWDB) Meeting Minutes
April 22, 2020

1. **Welcome and Introductions**

The LWDB assembled via Zoom. Jennifer Hughes, LWDB Chair, called the meeting to order and welcomed attendees.

2. **Public Comment**

No new public comment requests were received.

3. **Federal Workforce Policy Issues**

Ron Painter, National Association of Workforce Boards' (NAWB) President/CEO joined the meeting from Washington DC to provide an update on discussions in Congress on funding for recovery packages that could impact Local Workforce Boards or other policy considerations. NAWB staff communicate with key Congressional staff to ensure the workforce development system receives the support needed as Congress works to develop legislation in response to public health and economic impacts of the COVID-19 outbreak. Congress recently passed the third piece of COVID-19 response legislation. Based on conversations with legislators and their staffs, it appears that a fourth bill is coming that will focus on the needs of workforce development boards. LWDB members were invited to review the COVID-19 tab of the NAWB website to keep updated on advocacy and policy updates as well as resources available. Painter indicated that the lessons learned from the 2008-2009 recession have been used to affect what is being done now to address the current situation. An emphasis is on pushing for funds and resources for training. NAWB has been hosting a series of Workforce 101 sessions for members of Congress to educate them about the workforce system and what the needs are. Lawing asked Painter about the possibility of additional federal allocations. The WA has been actively researching grant to apply for to obtain additional funds to assist customers; however, Kansas is at a disadvantage when competing with some of the larger. Painter indicated that he is confident additional funds will be allocated and he encouraged LWDB members and staff to share their stories with him so that he can relay those needs with elected officials.

Recommended Action: *Receive and file.*

4. **Report on Workforce Alliance Operation/Workforce and Economic Impact Update**

A Workforce Alliance (WA) report on how businesses and the economy are being impacted in the region during the Boeing 737 Max lay-offs and the COVID-19 health crisis was provided and discussed. This report is updated on a regular basis and has been distributed to board members and partners. WA staff continue to research available competitive grants to obtain additional funding to assist job seekers and employers during this time. As employers, LWDB members are encouraged to keep staff updated on what their needs are and will be. Staff provided an update on the effect of the stay-at-home order related to COVID-19 on Workforce Center operations and services and on the economic impact to the region. Workforce Alliance (WA) operations and programs are being implemented while the Workforce Center is closed and staff are operating under the stay-at-home order. Customers are being assisted over the phone and via KansasWorks' chat function. 60% of calls are related to unemployment insurance. An Unemployment Insurance (UI) triage center has operated from the Workforce Center since April 9th. Staff have been able to filter calls of frequently asked questions from customers before transferring them to a UI representative. Over 14,000 calls have been received with only 1,500 having to be transferred. Services such as workshops, job seeker and employer resources as well as individual assistance are being provided virtually to customers through the website. A drop box has been installed in front of the Workforce Center for customers to submit documents. Staff are undergoing cross-training of various positions and receiving other training to improve their skills. The Kansas Department of Commerce has purchased a platform to provide virtual

job fairs that all workforce centers will be able to use. Any reopening of the Workforce Center will be done in a systematic and orderly way with staff safety the main priority. Staff are obtaining the necessary safety supplies and equipment and have added plexiglass barriers and other safeguards to the front reception area and other areas where customers meet with staff face to face.

Report was received and filed

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

The Youth Employment Task Force has been looking at ways to Helping Youth Prepare for Employment (HYPE) project to increase community impact in 2020 and beyond. Due to the current health crisis and its related restrictions there will likely be fewer jobs opportunities for youth this summer, the model of Camp HYPE piloted last summer will be expanded in 2020. The tentative plan is to offer a series of career workshops to youth that have a least completed their freshman year of high school and have not yet graduated. These workshops will focus on soft skill development, career awareness, academic goals and financial literacy. Other possibilities are mock interviews and the opportunity to learn about certain careers. Depending on available resources, a cash stipend will be provided as an incentive for completion and achievements during the camps. As there may be some employers hiring once the stay-at-home orders expire, every effort will be made to place youth with businesses needing workers. This will be particularly important for older youth, in the 18-20 age range. WA staff are now reaching out to employers and will continue to do so over the next few weeks. Bank of America is maintaining its support of HYPE in 2020 with a \$50,000 grant, and the Jobs FORE Youth golf tournament has been rescheduled to June 25. These resources will be invested to support WA operations and incentives to youth that participate in workshops. LWDB members are encouraged to contact staff if they are interested in participating in any aspect assisting youth in this program.

Report was received and filed

6. **Workforce Alliance 2020-2022 Strategic Planning Sessions**

The Workforce Alliance (WA) Local Workforce Development Board (LWDB) adopts a strategic plan every two years and has begun the process for 2020 through 2022. Due to the COVID-19 crisis, the strategic planning process has been adjusted with the goal now being to view a draft plan in September and adopt the new plan in October rather than July 2020. Stan Odenthal. The Odenthal Group, is facilitating the strategic planning sessions and producing the strategic plan. Stan discussed the process and timeline for the three planning topics. The first two topics are “Planning for the Future in this Economic Crisis” and “The Youth Program and Youth Employment Project (YEP); the third topic will most likely probably focus on One-Stop Operations/Partners and funding strategies, but may be revised depending on the changing health crisis and outcomes of the first six sessions. There will be three sessions per topic of 12 participants for each 90 minute session. The sessions will be operated via Zoom and a schedule with the topics, dates and times were distributed; links to register will be sent to LWDB members and stakeholders soon. The sessions will be recorded and can be shared with participants. A survey is being prepared as well to provide an additional opportunity for input.

7. **Consent Agenda and Committee Reports**

January 22, 2020 meeting minutes, program year 2019 budget and one-stop operator report were distributed for review.

Program enrollments have stretched the budget and it is hoped that the possible emergency grant and other grants that the WA has applied for will help. There have been unbudgeted expenditures for supplies and equipment to address the current health crisis and shut-down. Staff are monitoring the budget very closely and should be receiving program year allocations very soon.

The One-Stop Operator report activities included information on customer service surveys, coordination of Kansas Leadership Center training for staff and a quick reference partner resource guide that outlines services being provided during the COVID-19 shut-down, to be shared with partners.

Rod Blackburn (Kerri Falletti) moved to approve the recommendations as presented in the consent agenda. LWDB members Motion Adopted.

8. Additional Topics/Community Updates

- WA staff is actively working on available grant opportunities and are currently working on one to provide skills training to ex-offenders.
- Kansas Local Area's and the Kansas Department of Commerce will partner on a registered apprenticeship grant.
- The Retaining Employment and Talent After Injury/Illness Network (RETAIN) grant has been extended another year. Susan B. Allen Memorial Hospital has withdrawn as health system partner for the grant and Ascension Via Christi will replace them. The program helps keep injured or ill employees in the workforce.

Adjourn (11:30)

Present LWDB Members

- Jennifer Hughes, Chair
- Jennifer Anderson
- Rod Blackburn
- Ebony Clemons-Ajibolade
- Mike Donnelly
- Kerri Falletti
- Michele Gifford
- Laura Hands
- Robyn Heinz
- Kathy Jewett
- Pat Jonas
- Russell Kennedy
- Gay Kimble
- Dr. Kim Krull
- Kristina Langrehr
- B.J. Moore
- Tony Naylor
- Matt Peterson
- Erica Ramos
- Luis Rodriguez
- Gabe Schlickau
- Suzanne Scott
- Jeff Townsend
- John Weber

Guests & Staff

- Amanda Duncan
- Keith Lawing
- Denise Houston
- Shirley Lindhorst
- George Marko
- Chad Pettera
- Laura Rainwater
- Greg Thompson, CEOB/City of Winfield
- Keeley Schneider, KS Local Area III/Workforce Partnership
- Jack Allston, Pottawatomie County Economic Dev.
- Robert Bausch, IBEW Topeka
- Mike Beene, Kansas Department of Commerce
- David Brennan, Local Area , Heartland Works
- Tisha Cannizzo, Eckerd Connects
- Carol Noblit, CEOB/Kingman County
- Debbie Norris, CEOB/Sumner County
- Stan Odenthal, The Odenthal Group