



**Local Workforce Development Board (LWDB)
One-Stop Advisory Council (OSAC)
Meeting Minutes
May 21, 2020**

1. Welcome and Introductions (1:05 pm)

Tisha Cannizzo welcomed attendees, asked for self-introductions, and called the meeting to order.

2. Workforce Center (WFC) Opening (1:07 pm)

George Marko, of the Workforce Alliance, provided information about the Wichita Workforce Center opening to customers on May 26th. The center will be open by appointment only including for self-services like computer and fax machine usage. Customers will undergo temperature checks and complete a health screening questionnaire before being allowed in the Center. Customers and staff will be required to wear masks and observe 6ft of distance as much as possible. Virtual services are still being emphasized, customers can now make appointments on the website. The Statewide Job Fair will be held virtually on May 27th from 10am to 2pm. Customers will be able to live chat with employers as well as see their specific job openings. They can also upload a resume if they like.

Cassandra Bell, Kansas Department of Commerce, shared the process by which she virtually serves customers in the Disabled Veteran Outreach Program. She also shared some success stories she's had despite the shutdown.

3. Partner Referral Form (1:19 pm)

Denise Houston, Workforce Alliance, shared the new Partner Referral Form designed to help create a "no wrong door" approach to referrals for training services. The new form includes demographic information to help determine which program(s) will be most appropriate for the customer. Customers no longer have to come into the Center for a referral; customers can self-refer and partners can refer through the WFC website (use the career training page in the virtual career center). Once received, the referral will be processed and the customer will be contacted to schedule a video eligibility appointment.

4. Demand Occupation List (1:27 pm)

Houston discussed the update process for the Occupations Approved for Training for the new program year starting July 1st. The list of Occupations Approved for Training is required for WIOA training programs. The Alliance is requesting feedback regarding the existing list and suggestions for occupations that may be included in the updated list. Houston will share a link to the survey which is due by Tuesday. The updated list will be out at the beginning of July.

5. Kansas Unemployment Insurance (UI) Update (1:31 pm)

Nicole Struckoff, Kansas Department of Labor, provided an update to the UI workings including the phase out of the Amazon call line. Department of Labor (DOL) is training three new groups of staff to work the call center to compensate for the loss of the call line. Pandemic Unemployment Assistance (PUA) for self-employed individuals, independent contractors, etc. is live. Individuals wishing to take advantage of these benefits should file a

regular claim through getkansasbenefits.gov and after that file a PUA claim making sure to upload income documents. Retroactive payments of the CARES Act \$600 have all gone out. Only claims made on or after March 29th are eligible for the payment. They are still experiencing an 8- to 10-week backlog for determinations for people with education citizenship, or other claim issues. Have had several questions about employees refusing to return to work: job refusal fliers were included in the packet. Struckoff emphasized that all information about updates including information on PUA, claims, retroactive payments are on the getkansasbenefits.gov website.

6. Strategic Planning Update (1:38 pm)

Keith Lawing, Workforce Alliance, shared that the first round of facilitated meetings for Strategic Planning were completed. 3 identical sessions for each of the topics (Board of Directors role, youth program, and funding/operations) were held. Will be assembling the information gathered and holding additional meetings to drill down on some of the topics. The new strategic plan will likely be adopted by September or October. Lawing encouraged partners to continue to be involved in the discussions.

7. Advisory Council Partner Updates (1:44 pm)

Partners were invited to provide updates on projects or needs in their organizations:

- Cowley Community College
 - Teaching is 100% online currently; campus is open to students by appointment though they are starting to relax restrictions on bigger groups. CTE classes are rotating students in to do assessments and training. They're waiting to find out what the fall is going to look like; hoping to have students on campus, especially with dorm capacity. Adult Ed classes in prisons are operating as normal. No cases of COVID-19 in Winfield prison. Because the Spring semester was cut short, they are giving GED students the opportunity to enroll in 2 online prep courses.
- Workforce Alliance
 - Operations: Finalized contract and completed staff training with Language Line for Limited English Proficiency customers.
 - WIOA Youth Program: Heavily affected by COVID-19, but are back open for referrals and have begun enrolling those customers that meet eligibility requirements. Focusing on short term training and high school diplomas.
 - Youth Employment Program: still happening this summer, but will likely include more "Career Camps" rather than actual work experience. May still be able to provide stipends for some or all of the participants.

8. Consent Agenda (1:59 pm)

Minutes from the April 30th OSAC meeting were presented for review. No changes were requested

Dustin Costello (Jennifer Anderson) moved to approve the consent agenda as presented. Motion adopted.

9. Announcements (1:59 pm)

Cannizzo reminded the partners that the next meeting is scheduled for June 4th, but is open to reschedule or shortening the meeting as it's so close to this meeting.

10. Adjourn (2:01 pm)



Council Members

Jennifer Anderson
Peter Bodyk
Dustin Costello
Erin George
Nicole Struckoff
Sherry Watkins

Staff/Guests

Cassandra Bell
Tisha Cannizzo
Stacy Cotten
Denise Houston
Keith Lawing
George Marko
Chad Pettera
Janet Sutton