



**Local Workforce Development Board (LWDB)
One-Stop Advisory Council (OSAC)
Meeting Minutes
June 3, 2021**

1. Welcome and Call to Order (11:33 am)

Tisha Cannizzo welcomed attendees and called the meeting to order.

2. Workforce Center Operations (11:35 am)

George Marko, of the Workforce Alliance, provided an overview of current Workforce Centers (WFC) operations, explaining that as of May 3rd the Centers were open for in-person services 8 am to 5 pm. Virtual services are still being offered; resume review and online application assistance have been the most requested services. Appointments for services are slowing increasing. The Centers continue to receive numerous phone calls, but calls regarding unemployment insurance (UI) have decreased.

In addition to in-person appointments, onsite workshops have resumed. Basic Computers 101 and 102 as well as several of the Microsoft Office workshops are being offered at the Wichita Center. YouTube content is still being created and six @Home Workshops are being offered as well. Management has reached out to Chis Stanyer at Goodwill/NexStep Alliance to discuss partnering to expand the computer workshop offerings.

Finally, the Wichita Center had 10 sessions of the WorkKeys assessment in April; the most in over a year. Discussions about expanding the WorkKeys offering to the El Dorado and Wellington Centers are ongoing.

3. WIOA One-Stop Memorandum of Understanding (MOU) (11:44 am)

Chad Pettera, with the Workforce Alliance, provided an update on the MOU process explaining that the most recent version of the MOU was included in the meeting packet. Work is still being done to create one master service grid; there have been some budget hold ups as well. The finalized MOUs will be sent via DocuSign; partners are asked to provide the proper recipient's email to Pettera.

A. One-Stop Budget: One partner's information is still outstanding, but they have been in touch with Pettera. New this program year: Career Center costs are now included in the budget. Additionally, the budget will be reconciled quarterly which means that participant counts will have to be reported quarterly. Pettera or Cannizzo will send a calendar invite as a reminder for partners to submit their counts. Lastly, UI is currently bearing a large amount of cost sharing, but that will likely change as people go back to work and UI programs expire. Partners should be aware that cost sharing rates will likely increase.

4. Collaboration around Local Area IV Plan (11:52 am)

The group was split in two and each subgroup was given a scenario. The subgroup's task was to discuss how to best service the customer (a job seeker in one scenario and an employer in the other) using the new local plan. The subgroups worked for 10 minutes in

breakout rooms to create a service plan then returned to the main group to discuss their plans.

5. Advisory Council Partner Updates (12:39 pm)

- a. Cowley College: This is Jennifer Anderson's last One-Stop meeting as she is leaving Cowley; she will introduce her replacement when they are in place. As for programming, Cowley is finishing the 2nd cohort of Pathway to Work at Winfield Correctional Facility. Participants earned 21 college credits plus various certifications and completion of GED requirements for High School Diplomas. There were six participants in the most recent cohort. The program will begin again in August. Since the WFC has a complementary grant, Pathway Home, focused on justice involved individuals, Cowley would like to connect with the Program Director, Todd McVey, to discuss collaboration.
- b. DCF: Still continuing to do mostly phone appointments, but the office is open for customers.
- c. ESSDACK: Changing software platforms currently. In the Fall they will stop offering the WorkKeys Assessments; they will instead be referring customers to the WFC for that service. They are currently working to rebrand and expand marketing efforts with an eye to increase enrollment to over 200 students. There was a mention of AV needs for creating videos; Mark shared that ESSDACK in Hutchinson has video capabilities. Glen Duran is the contact if partners are interested; email glenduran@essdack.org to schedule.
- d. Flint Hills Job Corps: Will be doing a virtual enrollment soon. The Flint Hills Center has a new director and staff and existing students have returned to campus; however, introducing new students is proving difficult because of Covid.
- e. NexStep/Goodwill: Have hired a new Director of Adult Education; Chris will stay in the VP role, so there is a bit of transition going on. This may also affect his eligibility to serve on the Advisory Council. Will look into that and make appropriate introductions as necessary. The mobile digital skills lab will be returning to the road soon.
- f. SER: Coming to the end of their program year: client service agents are working on job placements and OJTs. Sarah Gordado submitted her resignation; her open position has been put on KW and posted widely. They are working on a plan for the upcoming Program Year.

6. Consent Agenda (12:56 pm)

Minutes from the April 1, 2021 OSAC meeting were presented for review. No discussion or changes were requested.

Carolyn Benitez (Chris Stanyer) moved to approve the consent agenda as presented. Motion adopted.

7. Announcements (12:57 pm)

Cannizzo reminded partners about the flyers in the packet. There was nothing new from UI, but the FAQ sheets were also included in the packet. The next meeting is scheduled for Thursday, August 5, 2021 via Zoom

8. Adjourn (12:59 pm)



Council Members

Jennifer Anderson, Cowley Community College
Carolyn Benitez, SER Corporation
Mark Calvin, Haysville Learning Café
Erin George, Department for Children & Families
Chris Stanyer, Goodwill/NexStep Alliance
Sherry Watkins, Butler CC & Wichita Indochinese Center
Deb Weve, Flint Hills Job Corps

Staff/Guests

Tisha Cannizzo
Matt Fields, Eckerd Connects
Keith Lawing
George Marko
Chad Pettera
Janet Sutton