



**Local Elected Officials Board
Tuesday, September 27, 2022
1:30 – 2:30 pm**

Join Zoom Meeting

<https://us02web.zoom.us/j/89477934837?pwd=U1QzQzlwWb2xxbXJqdVdJbEcydGFvdz09>

Meeting ID: 894 7793 4837

Passcode: CEOB0927

1. Welcome and Introductions: Commissioner Wilt (1:30 pm)
2. Review of Workforce Alliance Project Agreements (pp. 2-4): Keith Lawing (1:35)
Staff will discuss current projects that include agreements to receive funds, expend funds, and deliver WIOA services consistent with the 2020-2022 WA Strategic plan and operations of WIOA.
 - A. Road Trip Nation
 - B. VETS ICT- ARPA Project
 - C. Youth Contract

Recommended Action: Support project agreements as presented

3. Monitoring Report (pp. 5-10): Chad Pettera (1:50)
A monitoring review of the partnership agreement with Cowley Community College to provide employment and training services and access to Workforce Innovation and Opportunity Act (WIOA) resources was conducted, and a Corrective Action Plan was developed in response.

Recommended Action: Take appropriate action

4. WIOA Performance (pp. 11-17): Denise Houston (2:00)
Staff will present Performance Reports for Program Year 2021 (PY21)

Recommended Action: Receive and file

5. Consent Agenda: Keith Lawing (2:15pm)
 - A. Approval of Minutes from June 16, 2022, CEOB Meeting (pp. 18-22)
 - B. Workforce Center Operations Report (pp. 23-26)
 - C. Workforce Alliance PY 2022 Budget Report (pg. 27)
 - D. Self-Sufficient Wage Policy Modification (pg. 28)
 - E. WIOA Local Area Subsequent Designation (pp. 29-30)
 - F. WIOA LWDB Subsequent Designation (pg. 31)

Recommended Action: Approve the Consent Agenda items as presented

Adjourn: Commissioner Wilt (2:30pm)

Item

Review of Workforce Alliance Project Agreements

Background

The Workforce Alliance is reporting on three project agreements that are supporting the 2020-2022 Strategic Plan and Workforce Innovation and Opportunity Act (WIOA) operations.

- Partnership with several community partners to bring a Roadtrip Nation project to South Central Kansas
- Veterans employment strategy, Vets ICT project supported by ARPA funds from the City of Wichita
- Contract for WIOA Youth services: 160 Driving Academy

Each of these projects have been reviewed and approved by multiple Workforce Alliance committees and the full Board, and have been revised by legal counsel.

Analysis

Road Trip Nation: The Workforce Alliance the Kansas, Department of Commerce, USD 259, Wichita State University, and WSU Tech collaborating on an exciting project with Roadtrip Nation (RTN), designed to engage high school students and job seekers in exploring career journeys through conversations with area business and community leaders to learn about the variety of jobs, education, and skills training resources in South Central Kansas. A local coalition of funders joined together to bring RTN to our region, and have been developing the project for the past several months.

RTN is an Emmy Award-winning media and career guidance non-profit focused on leveraging human-centered storytelling to assist those at pivot points in life with their career journeys. Each year, RTN selects socially relevant topics to focus its narrative-based storytelling projects. Content from these “road trips” is then disseminated across a wide range of education and media channels to inspire the next generation with a more inclusive view of the future of work. Core to RTN’s education model is its Interview Archive, a database of 9,000+ video assets showcasing the career stories of a diverse set of individuals from all walks of life, which is accessible to 14 million students nationwide through our education partnerships. Each RTN production project fuels new stories for this database, in addition to creating documentary content for PBS (100 million households annually) and other digital distribution channels.

Key features of the South Central Kansas Road Trip Nation project include the *Build Your Future* interactive website. Students and job seekers can explore in-demand careers, and hear stories from business leaders about their career journeys and how they found their path to success. [Build Your Future Wichita \(roadtripnation.com\)](http://roadtripnation.com) is a resource tool will be used in classrooms throughout the region and across Kansas to help inspire students and job seekers to discover the path that matches their interests and career goals.

The project includes a “road trip” across South Central Kansas following three young people as they explore careers and jobs to help them get started on their vocational journey. The filming is slated for November and will result in a one-hour documentary to air nationally on PBS in 2023.

The total cost for the project is \$660,000 and the funders are listed below.

- Kansas Department of Commerce \$200,000
- Strada Foundation \$135,000
- Textron Aviation \$10,000
- Bank of America \$10,000
- Spirit AeroSystems \$5,000
- USD 259 \$50,000
- WSU Tech \$50,000
- WSU \$50,000
- Workforce Alliance \$150,000

Vets ICT Initiative: To help address the ongoing workforce needs in South Central Kansas, the WA, the Wichita Regional Chamber of Commerce, the Greater Wichita Partnership and several large employers began designing a strategy to intentionally and deliberately focus on connecting individuals transitioning from military service to civilian employment opportunities in the region. Vets ICT Initiative was in planning stages in January 2020 and put on hold due to extreme economic disruptions during the pandemic. The goal of the initiative is to engage veterans, as well as those military members transitioning, stationed in Kansas and nearby military bases, by focusing on connecting them to high demand-high skilled jobs/careers opportunities in the Wichita area, including aviation, manufacturing, healthcare, essential services/workers, and food processing, which were the most impacted industries in Kansas during the pandemic.

The WA is receiving funding from the city of Wichita through an ARPA grant to support the Vets ICT Initiative. The primary goal is to connect veterans, active duty service members and military spouses transitioning to civilian careers with employers in the region. Additionally, the Vets ICT initiative will provide technical assistance to small businesses on retaining veterans, and federal compliance such as Equal Employment Opportunity Commission (EEOC) efforts for veterans with disabilities and Office of Federal Contract Compliance Programs (OFCCP) Veteran Compliance, which includes a mandate for employers to demonstrate veterans preference in hiring and a 5.5% benchmarking requirement for federal contractors.

Direct funding will be available for dozens of small businesses impacted by the pandemic to hire and train 100 veterans in high demand careers with demonstrated skill training needs. Funding of up to \$2,500 for training per veteran hired will be available to small businesses. Employers will be vetted according to the current WA standards of the positions being full-time, permanent, non-contracted, paying at least \$15 per hour with benefits, and have an identifiable skills training need. Employers must also attest and document how they were negatively impacted by COVID.

Funds will be available on a first come first serve basis as long as a suitable veteran candidate can be matched to the job and employer.

The goal of the Vets ICT Initiative is to develop an ongoing and sustainable strategy to connect military veterans and spouses to the Wichita area by increasing awareness of job and career opportunities. Several employers consulted during the planning process expressed interest in financially supporting the Vets ICT Initiative on an ongoing basis if this model demonstrates the ability to achieve impactful outcomes. The initial investment from the City of Wichita will allow the project to develop the tools needed to create a model producing a return on investment needed to secure ongoing funding from local employers.

- Local Labor Market Data Analysis to align Wichita area employment opportunities to military skill sets
- Website and digital content designed to post jobs for Vets ICT , and awareness of employment opportunities in Wichita targeted to veterans
 - This will be carried out within the same digital content platform of the Choose Wichita Brand under the Greater Wichita Partnership. This explicitly is not marketing or advertising, it is creation of digital toolkit and online information repository.
 - A similar project was created for the “Get Trained Get Paid” initiative for laid-off workers in 2020-2021. By utilizing existing Choose Wichita models, and updating data based on Labor Market information targeted to veterans, the Vets ICT Initiative can take advantage of exiting partnerships and recognize cost savings related to website development by adding to current talent strategies in the region with a specific focus on veterans employment content instead of creating entirely new and stand-alone platforms.
- Analysis of military bases in the nation that match up to career opportunities in the Wichita economy
- A visible military spouse employment support network connected to employment opportunities for veterans.
- Technical assistance resources developed for employers regarding compliance and hiring, retention, and career advancement of veterans.

WIOA Youth Services: 160 Driving Academy, a national provider of Commercial Drivers License (CDL) Training, submitted a bid to provide occupational skills training for CDL for suitable WIOA youth. There is a large need for this skill set. It is a four week class that will prepare youth participants to take the CDL examination. Classes start almost every week for new students, and the cost for the training is \$4,950.

Recommended Action

Support partnership agreements for the projects as presented.

Item

Monitoring Reports -

Background

The Kansas Department of Commerce (KDC) conducted a Workforce Innovation and Opportunity Act (WIOA) program review that started in December 2021 and published a final report on May 5, 2022. WA staff have completed a monitoring review of the WIOA Program Operator Agreement with Cowley Community College on June 1, 2022.

Analysis

KDC issued a WIOA Monitoring Summary report on May 5, 2022. KDC conducted a review of the WIOA Case Management operations which started in December 2021. KDC's report identified no findings, but had two areas of concern, three observations and four promising practices and highlights.

Area of Concern 1: Regarding the notification of Equal Opportunity (EO), 29 CFR 38.36 (4) states "Provided to each participant and employee; the notice must be made part of each employee's and participant's file. It must be a part of both paper and electronic files". Commerce Regulatory Compliance Unit (CRC) observed two files that did not contain the required EEO notice.

LWDA IV Response: The local area responded by stating that "the issue has been discussed and covered with the case manager". Additionally, the local area stated "This customer originated with Trade Adjustment Assistance (TAA) and was co-enrolled with Dislocated Worker (DW) for supportive services. To reduce duplication of paperwork the TAA forms and releases are used."

Recommendation: LWDA IV should consider adding an EEO checklist box to their "Program Individualized Career Services Eligibility" form under Additional Documents Required section.

Area of Concern 2: LWDA IV spent 9.4% of non-administrative Youth program funding on work experiences; they did not reach the minimum spending threshold of 20% set by 20 CFR 681.590 1.

LWDA IV Response: "The WA has just completed a monitoring review of the youth program and is working on a corrective action plan to increase enrollments and work experience activity. Due to COVID and shutdowns, it was difficult to get youth work experiences. Work Experience spending in the current year has increased and we are currently exceeding the 20% requirement in the current year. The WA has also held some youth funds for Program Year 2020 (PY20) back to use for Work Experience, to increase the work experience % spend of those funds."

Recommendation: No recommendation at this time. CRC is satisfied LWDA IV is working on an action plan to increase youth enrollment and work experience activity. The U.S. Department of Labor (USDOL) Employment and Training Administration acknowledges the tremendous impact that COVID-19 is having on all states and local areas' abilities to implement the WIOA program, in particular, to provide work experiences in person at a workplace.

Observation 1: CRC observed four of the ten Individualized Service Strategy (ISS) forms did not have information in the Barriers and the Services area which highlight how the participant will achieve the listed action step.

LWDA IV Response: “Upon reviewing the ISS forms it does appear that the rationale section was not completed on the four files listed. These were all completed by the same Case Manager, the Youth Program Supervisor will provide additional training to the case manager involved and ensure all Youth case managers are completing all the sections on the ISS. Additional training with staff should resolve this issue in the future.”

Observation 2: CRC observed an Adult file has case notes that the participant had achieved a recognized certificate/degree but no documentation of the certificate/degree is in the file.

LWDA IV Response: “This case note was based off the transcript from WSU Tech showing the customer had completed the necessary courses for the certificate in Spring 2021. Case manager will reach out to school for official copy of certificate.”

Observation 3: CRC observed one Adult file in KANSASWORKS (KW) is missing case notes for the thirty- day contact/attempted contact note for multiple months before exit. CRC noted the Individual Employment Plan (IEP) signed by participants and case managers states, “Client will be required to MAINTAIN MONTHLY CONTACT WITH ASSIGNED WP.... The WP will process all paperwork in a timely manner and maintain contact with client and the training provider as needed.” In calendar year 2020, the following months had no contact/update notes for the months of February, April, June, November or December.

LWDA IV Response: “The primary program for this participant was Kansas Health Profession Opportunity Project (KHPOP) and that is where the recent contact notes with the participant are in KW. Case manager had contact with the customer in July, August, September, and October of 2020 prior to the exit date in December 2020.”

Promising Practices and Program Highlights

#1 Center Industries Corporation of Wichita is a manufacturing plant that works with the Cerebral Palsy Research Foundation (CRFP) to provide full time employment with benefits for persons with disabilities. Centers Industries has a variety of jobs and environmental settings to accommodate different physical barriers and aptitudes. Since July of 2021, WA has placed five Youth participants in a work experience at Centers Industries and two have been hired on full time. A work experience at Centers Industries can be thought of as a working job interview, to see if the participant is a good fit for the company and if the company is a good fit for the participant.

#2 Trade Adjustment Assistance (TAA) Final Rule at 20 CFR 618.325, A state must co-enroll trade-affected workers who are eligible for WIOA’s dislocated worker program. Workers may choose to decline co-enrollment in WIOA. Workforce Alliance developed a co-enrollment policy in 2021 to guide staff on how to integrate services per United States Department of Labor (USDOL) Training and Employment Guidance No. 04-20.

#3 LWDA IV had a 93% expenditure rate of non-administrative youth program funding spent on Out-of-School (OSY) target group.

#4 LWDA IV provides regular staff training for effective communication with persons with disabilities.

Cowley Community College WIOA Program Monitoring: WA staff conducted a monitoring of the WIOA Program Operator Agreement with Cowley Community College (CCC) on June 1, 2022.

Findings identified during the review along with the responses are as follows:

Finding #1: Co-branding of materials is not in compliance with the requirements of the Local Plan and the contract

- a) **Response:** CCC will meet with communications staff of WA to get an understanding of the co-branding requirements and expectations. New materials will be submitted by CCC to WA for review before publication until requirements are understood.

Resolution: A meeting was held on August 19, 2022 to highlight areas of opportunity both on flyers and the CCC website. CCC is transitioning to a new website so changes will be implemented now and when the site migrates to the new platform. CCC staff will seek approval from WA communications staff prior to send any flyers out in the future.

Finding #2- It appears that no program eligibilities have been completed by CCC staff, which is not in accordance with the contract; only two program eligibilities were able to be identified by the Monitor for the time period of the contract, and these were referred to and completed by WA staff

- a) **Response:** Schedule CCC staff to work out of the Wichita Workforce Center once per month for more practice and to ensure consistent customer interactions.

Resolution: CCC staff will work from the Wichita office every second Tuesday of the month starting September 13, 2022.

- b) **Response:** Communicate more thoroughly applicable staff meetings and trainings to grow the knowledge of CCC staff and enhance services to the Cowley County community.

Resolution: One-Stop Operator (OSO) has created a more robust distribution list that incorporates CCC staff for consistent communication of meetings and trainings. CCC staff will also utilize the WA intranet and saved trainings to review any topics that they did not receive prior communication about trainings they may have missed.

- c) **Response:** Continue bi-weekly Auxiliary office zoom meetings to communicate any changes, updates or needs that CCC might have.

Resolution: Will continue bi-weekly meetings on the 1st and 3rd Thursdays of the month.

- d) **Response:** Explore creative ways to engage rural jobseekers in workshops and partner for increased offerings.

Resolution: WA, CCC and OSO met on August 22, 2022 to strategies new ways to engage the general public as well as the employer customer. Follow up meeting to assess the success is scheduled for September 19, 2022.

- e) **Response:** Coordinate with CCC staff to enhance Workforce Center services in Cowley County and ensure that they are consistent with those offered in other Local Area IV (LAIIV) Centers.

Resolution: WA, CCC and OSO met on August 22, 2022 to strategize new ways to engage the general public as well as the employer customer. Follow up meeting to assess the success is scheduled for September 19, 2022.

- f) **Response:** Jointly strategize procedures for providing services in a rural area. Including but not limited to Workkeys availability and facilitation.

Resolution: WA, CCC and One-Stop Operator (OSO) met on August 22, 2022 to strategize new ways to engage the general public as well as the employer customer. Follow up meeting to assess the success is scheduled for September 19, 2022. In the month of September, CCC will begin to facilitate Workkeys sessions that will be remotely proctored by the Wichita office.

Finding 3- It does not appear that the full scope of Workforce Center services is being offered to customers at the Cowley Workforce Center

- a) **Response:** Establish at least a bi-monthly visit schedule with CCC to provide guidance and training as needed, and to monitor operations.

Resolution: Bi-Monthly meetings scheduled for the 3rd Thursday and will begin on September 15, 2022.

- b) **Response:** Continue use bi-weekly Auxiliary office zoom meetings to communicate any changes, updates or address questions that CCC might have.

Resolution: Will continue bi-weekly meetings on the 1st and 3rd Thursdays of the month.

Areas of concern identified in the report:

Area of Concern 1- The One-Stop Operator (OSO) does not appear to be fulfilling its contractual and statutory obligations to ensure consistent service design and delivery at all locations in LAIV

- a) **Response:** WA will establish bi-monthly visits by Workforce Center leadership to establish consistency in service delivery.

Resolution: Bi-monthly visits are scheduled for the 3rd Thursday and will begin on September 15, 2022.

- b) **Response:** In addition to regular meetings and visits, the WA will also facilitate discussion items addressing the challenges of providing services in rural areas. This would include establishing strategies based on best practices. This would include focus on engaging jobseekers and employers alike.

Resolution: WA, CCC and OSO met on August 22, 2022 to strategize new ways to engage the general public as well as the employer customer. Follow up meeting to assess the success is scheduled for September 19, 2022.

Area of Concern 2- The WA has failed to ensure that the One-Stop Operator (OSO) and adequate guidance and communication is available to CCC

- a) **Response:** Establish a process for escalating issues if they are not resolved, and anything else that might be useful to establish consistent and quality services for all local Workforce Centers including creating a communication contact list for concerns by title.

Resolution: Comprehensive list was provided and approved by CCC on August 24, 2022.

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- b) **Response:** Communicate more thoroughly at applicable staff meetings and trainings to grow the knowledge of CCC staff and enhance services to the Cowley County community.
Resolution: OSO has created a more robust distribution list that incorporates CCC staff for consistent communication of meetings and trainings. CCC staff will also utilize the WA intranet and saved trainings to review any topics that they did not receive prior communication about.

Area of Concern 3- The issue with the lack of correct area access to the KW database should have been quickly identified by the WA and corrected; this further indicates a lack of adequate oversight

- a) **Response** WA has submitted a request to America's Job Link Alliance (AJLA) in order to give CCC the correct access in KW.
Resolved by AJLA after the audit was conducted.
- b) **Response** Establish a process for escalating issues if they are not resolved, and anything else that might be useful to establish consistent and quality services for all local Workforce Centers including creating a communication contact list for concerns by title.
Resolution: Comprehensive list was provided and approved by CCC on August 24, 2022.

Area of Concern 4- The current outreach process for Cowley appears to need to be reviewed and updated

- a) **Response:** WA and CCC will collaborate and establish outreach strategies and messaging to jobseekers and employers to increase participation from both customer groups.
Resolution: WA, CCC and OSO met on August 22, 2022 to strategize new ways to engage the general public as well as the employer customer. Follow up meeting to assess the success is scheduled for September 19, 2022.
- b) **Response:** WA and project management staff will work specifically with CCC staff on outreach strategies to connect with qualifying On-the-Job (OJT) businesses in Cowley County.
Resolution: CCC has reached as of the week of August 22, 2022 to strategize plan to meet qualified companies for the One Workforce Grant.

Area of Concern 5- Clarification is needed from the State on how calls are to be handled to ensure the consistency of services to customers

- a) **Response:** Clarification will be provided by the Department of Commerce as to the handling of calls statewide so that there is more consistency with messaging and services provided to customers across the state.
Resolution: Guidance provided on August 17, 2022 from State Operations Director.

Area of Concern 6- Clear written guidance for expectations and reporting requirements appears to be lacking.

- a) **Response:** CCC will follow reporting guidelines that have been made clear on how to submit monthly reports. If further clarification is needed, CCC will reach out to WA.

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- b) **Response:** WA will create a reporting template along with reporting timelines and reporting contact list to be shared with CCC to support consistent messaging and reporting in board meetings.

Resolution: OSO and Director of Integrated Employment services provided a new template and guidance on August 25, 2022.

Area of Concern 7- General communication and coordination between CCC and WA require improvement

- a) **Response:** Through bi-weekly zoom meetings and bi-monthly in-person visits and with specified process for escalating issues will enhance the communication and collaboration between CCC and the WA.

Resolution: Will continue bi-weekly meetings on the 1st and 3rd Thursdays of the month.

Recommended Action

Take appropriate action

Item

Performance Reports

Background

Program Year 2021 (PY21) began on July 01, 2021 and ended on June 30, 2022. All data entry has been completed and performance for PY21 is final for all programs except the Senior Community Service Employment program.

Analysis

WIOA Adult, Dislocated Worker, and Youth (PY21)

The Adult Program annual performance exceeded the goal for Median Earnings, Credential Rate, and Measurable Skills Gain. LAIV met the goal for Entered Employment 2nd Quarter. LAIV did not meet the sanction level for Entered Employment 4th Quarter.

The Dislocated Worker Program annual performance exceeded the goal for Median Earnings and Measurable Skills Gain. LAIV met the goal for Entered Employment 2nd Quarter and Entered Employment 4th Quarter. LAIV did not meet the sanction level for Credential Rate.

The Youth Program annual performance exceeded the goal for Placement in Employment, Education, or Training 2nd Quarter, Placement in Employment, Education, or Training 4th Quarter, Credential Rate, Median Earnings and Measurable Skills Gain.

Local Area IV matched the State in annual performance. Local Area IV exceeded the goal for 10 measures, met the goal for 3 measures, and did not meet the sanction level for 2 measures. The State exceeded the goal for 10 measures, met the goal for 3 measures, and did not meet the sanction level for 2 measures.

Wagner Peyser (PY21)

Wagner-Peyser annual performance exceeded the goal for Median Earnings and Entered Employment 2nd Quarter, and met the goal for Entered Employment 4th Quarter.

Effectiveness in Serving Employers for WIOA and Wagner-Peyser (PY21)

The Effectiveness in Serving Employers measure is still in baseline status. Only the Retention rate is calculated at the local level. The Employer Penetration and Repeat Business Customer rates are calculated at the State level. LAIV is very close to the State for all programs for the Retention rate. Adult Retention rate is 62.60%, Dislocated Worker Retention rate is 72.17%, Youth Retention rate is 75%, and Wagner-Peyser Retention rate is 64.70%. Statewide Employer Penetration rate is 6.69%. Statewide Repeat Business Customers rate is 46.03%.

WIOA Average Indicator Scores (PY21)

For Average Indicator Score Local Area IV exceeded the goal for Employment 2nd Quarter, Credential Rate, Measurable Skills Gain and Median Earnings and met the goal Employment 4th Quarter.

For Average Program Score Local Area IV exceeded the goal for the Adult and Youth programs and met the goal for the Dislocated Worker program.

Senior Community Service Program (PY21)

Annual information is available for the Senior Community Service Program but is not final. LAIV projected annual performance is to exceed the goal for Service to Most in Need, Employment Rate 2nd Quarter and Employment Rate 4th Quarter. LAIV is projected to not meet the sanction level for Service Level, Community Service, and Median Earnings.

Strategic Goals Supported

This activity supports the following Strategic goals of the Local Workforce Development Board:

- Meet or exceed the negotiated performance of WIOA Title I programs to maximize community impact

Recommended Action: Receive and file.

**WIOA Programs
Program Year 2021
Performance Throughout the Program Year
Local Area IV
as of 09/06/2022**

Local Area IV Performance Through PY 2021							
Indicator / Program	Performance / Goal	Title I Adults	Performance / Goal	Title I DW	Performance / Goal	Title I Youth	Average Indicator Score
Employment 2nd Quarter After Exit	71.01%	93.43%	80.96%	98.13%	79.17%	109.20%	100.26%
	76.00%		82.50%		72.50%		
Employment 4th Quarter After Exit	66.07%	89.28%	76.07%	96.29%	74.07%	107.19%	97.59%
	74.00%		79.00%		69.10%		
Median Earnings 2nd Quarter After Exit	\$7,405.32	128.77%	\$10,276.84	112.93%	\$5,865.94	141.52%	127.74%
	\$5,751.00		\$9,100.00		\$4,145.00		
Credential Attainment Rate	78.57%	105.32%	42.86%	54.53%	84.21%	142.73%	100.86%
	74.60%		78.60%		59.00%		
Measurable Skill Gains	68.97%	129.64%	80.77%	116.55%	64.29%	111.61%	119.27%
	53.20%		69.30%		57.60%		
Average Program Score	90.00%	109.29%	90.00%	95.69%	90.00%	122.45%	

Indicator / Program totals will meet sanction by achieving 50% (i.e. Red = 0%-49.99%; Yellow = 50%-99.99%; Green = 100% or greater)

Average Program Score and Average Indicator Score totals will meet sanction by achieving 90% (i.e. Red = 0%-89.99%; Yellow = 90%-99.99%; Green = 100% or greater)

**WIOA Programs
Program Year 2021
Performance Report of LA IV
as of 09/06/2022**

Adult	Goal	PY21 1st Qtr July 21 - Sept 21		PY21 2nd Qtr Oct 21 - Dec 21		PY21 3rd Qtr Jan 22 - Mar 22		PY21 4th Qtr Apr 22 - June 22		PY21 Annual Report July 21 - June 22		PY21 State / Annual Report July 21 - June 22	
	Sanction												
Employment Rate <i>(2nd Qtr. after Exit)</i>	76.00%		64		58		51		69		245		940
	68.40%	71.91	89	65.17	89	77.27	66	71.88	96	71.01	345	77.94	1206
Employment Rate <i>(4th Qtr. after Exit)</i>	74.00%		75		53		66		63		257		1008
	66.60%	56.82	132	70.67	75	72.53	91	69.23	91	66.07	389	74.67	1350
Earnings <i>(Median Earnings 2nd Qtr. after Exit)</i>	\$5,751.00		N/A		N/A		N/A		N/A		N/A		N/A
	\$5,175.90	\$6,229.80		\$6,494.06		\$9,122.28		8451.24		\$7,405.32		\$7,725.23	
Credential Attainment <i>(Within 4 Qtrs. after Exit)</i>	74.60%		8		6		9		10		33		414
	67.14%	80.00	10	85.71	7	69.23	13	83.33	12	78.57	42	81.18	510
Measurable Skills Gain <i>(Real Time Measure)</i>	53.20%		3		10		2		3		20		579
	47.88%	13.64	22	47.62	21	13.33	15	25.00	12	68.97	29	74.52	777

Dislocated Workers

Employment Rate <i>(2nd Qtr. after Exit)</i>	82.50%		29		38		81		165		319		378
	74.25%	69.05	42	73.08	52	82.65	98	84.62	195	80.96	394	80.60	469
Employment Rate <i>(4th Qtr. after Exit)</i>	79.00%		22		26		31		45		124		209
	71.10%	75.86	29	76.47	34	68.89	45	81.82	55	76.07	163	76.56	273
Earnings <i>(Median Earnings 2nd Qtr. after Exit)</i>	\$9,100.00		N/A		N/A		N/A		N/A		N/A		N/A
	\$8,190.00	\$8,121.98		\$8,373.26		\$9,965.41		12014.85		\$10,276.84		\$10,174.01	
Credential Attainment <i>(Within 4 Qtrs. after Exit)</i>	78.60%		3		6		4		5		18		71
	70.74%	75.00	4	30.00	20	44.44	9	55.56	9	42.86	42	67.62	105
Measurable Skills Gain <i>(Real Time Measure)</i>	69.30%		7		11		1		2		21		89
	62.37%	31.82	22	64.71	17	7.14	14	20.00	10	80.77	26	84.76	105

Youth

Education and Employment Rate <i>(2nd Qtr. after Exit)</i>	72.50%		2		5		5		4		19		170
	65.25%	66.67	3	100.00	5	83.33	6	80.00	5	79.17	24	77.63	219
Education and Employment Rate <i>(4th Qtr. after Exit)</i>	69.10%		3		3		3		6		20		209
	62.19%	75.00	4	75.00	4	75.00	4	85.71	7	74.07	27	75.45	277
Earnings <i>(Median Earnings 2nd Qtr. after Exit)</i>	\$4,145.00		N/A										
	\$3,730.50	\$1,901.74		\$5,865.94		\$7,294.10		\$5,211.06		\$5,865.94		\$3,935.47	
Credential Attainment <i>(Within 4 Qtrs. after Exit)</i>	59.00%		3		2		4		5		16		115
	53.10%	100.00	3	100.00%	2	100.00	4	100.00	5	84.21	19	60.21	191
Measurable Skills Gain <i>(Real Time Measure)</i>	57.60%		3		3		1		2		9		107
	51.84%	50.00	6	60.00	5	16.67	6	28.57	7	64.29	14	48.86	219

Summary LA IV

	1st Qtr			2nd Qtr			3rd Qtr			4th Qtr		
	Adult	DW	Youth									
Met Goal	2		2	2		5	2	2	4	2	3	4
Met Sanction	1	2	1	1	3		2			2		
Did Not Meet Sanction	2	3	2	2	2		1	3	1	1	2	1

Summary Annual LA IV / State

	Program to Date			
	Adult	DW	Youth	State
Met Goal	3	2	5	10
Met Sanction	1	2		3
Did Not Meet Sanction	1	1		2

The KS Dept. of Commerce accesses confidential data to obtain additional wage info; therefore, the actual performance rating cannot be released, only whether the rating met, exceeded, or was below the goal or sanction

^^^ No data showing in the quarter yet even though it is within the current reporting period.

* Reporting Period = Participants who exited during the time frame indicated will count in performance measures

**Wagner-Peyser
Program Year 2021
Performance Report of LAIV
as of 09/06/2022**

Wagner-Peyser	Goal	PY21 1st Qtr July 21 - Sept 21		PY21 2nd Qtr Oct 21 - Dec 21		PY21 3rd Qtr Jan 22 - Mar 22		PY21 4th Qtr Apr 22 - June 22		*Reporting Period
	Sanction									
Employment Rate <i>(2nd Qtr. after Exit)</i>	70.60%		802		679		892		865	4th Qtr= 04/01/21 to 06/30/21
	63.54%	68.90%	1164	69.86%	972	74.77%	1193	75.81%	1141	Annual= 07/01/20 to 06/30/21
Employment Rate <i>(4th Qtr. after Exit)</i>	69.80%		1532		453		886		738	4th Qtr= 10/01/20 to 12/31/20
	62.82%	63.15%	2426	69.27%	654	72.44%	1223	75.15%	982	Annual= 01/01/20 to 12/31/20
Earnings <i>(Median Earnings 2nd Qtr. after Exit)</i>	\$5,356.00		N/A		N/A		N/A		N/A	4th Qtr= 04/01/21 to 06/30/21
	\$4,820.40	\$5,546.50		\$6,305.58		\$7,301.40		\$7,935.07		Annual= 07/01/20 to 06/30/21

Wagner-Peyser	Goal	PY21 Annual Report July 21 - June 22		PY21 State / Annual Report July 21 - June 22		*Reporting Period
	Sanction					
Employment Rate <i>(2nd Qtr. after Exit)</i>	70.60%		3306		9270	4th Qtr= 04/01/21 to 06/30/21
	63.54%	72.84%	4539	67.48%	13738	Annual= 07/01/20 to 06/30/21
Employment Rate <i>(4th Qtr. after Exit)</i>	69.80%		3637		10235	4th Qtr= 10/01/20 to 12/31/20
	62.82%	68.66%	5297	66.78%	15327	Annual= 01/01/20 to 12/31/20
Earnings <i>(Median Earnings 2nd Qtr. after Exit)</i>	\$5,356.00		N/A		N/A	4th Qtr= 04/01/21 to 06/30/21
	\$4,820.40	\$6,678.81		\$6,601.89		Annual= 07/01/20 to 06/30/21

Summary LA IV	Quarterly Local Area IV			
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
Met Goal	1	1	3	3
Met Sanction	2	2		
Did Not Meet Sanction				

Summary Annual LA IV / State	Program to Date	
	LAIV	State
Met Goal	2	1
Met Sanction	1	2
Did Not Meet Sanction		

***** The Kansas Department of Commerce accesses confidential databases to obtain additional wage data; therefore, the actual performance rating cannot be released, only whether the rating met, exceeded, or was below the goal or sanction level

* Reporting Period = Participants who exited during the time frame indicated will count in performance measures

**WIOA Effectiveness in Serving Employers
Program Year 2021
Performance Report of LAIV
as of 09/06/2022**

Retention is the only measure that varies across WIOA / Wagner Peyser performance reports. The top table is a breakdown of the annual Retention performance percentages for Local Area IV and the State. The bottom chart reflects the statewide performance percentages for the 2 other employer based performance measures (Employer Penetration Rate & Repeat Business Customers Rate).

	Goal	PY21 Annual Report / LAIV July 21 - June 22		PY21 Annual Report / State July 21 - June 22		*Reporting Period
	Sanction					
Retention - Adult <i>(2nd & 4th Qtrs. After Exit)</i>	N/A		159		697	Annual= 01/01/20 to 12/31/20
	N/A	62.60%	254	69.70%	1000	
Retention - Dislocated Worker <i>(2nd & 4th Qtrs. After Exit)</i>	N/A		83		144	Annual= 01/01/20 to 12/31/20
	N/A	72.17%	115	72.36%	199	
Retention - Youth <i>(2nd & 4th Qtrs. After Exit)</i>	N/A		15		105	Annual= 01/01/20 to 12/31/20
	N/A	75.00%	20	52.76%	199	
Retention - Wagner Peyser <i>(2nd & 4th Qtrs. After Exit)</i>	N/A		2278		6459	Annual= 01/01/20 to 12/31/20
	N/A	64.70%	3521	64.38%	10032	

	Goal	PY21 State / Annual Report July 21 - June 22		*Reporting Period
	Sanction			
Employer Penetration Rate <i>(% of Employers using WIOA Core Services)</i>	N/A		6188	Annual= 07/01/20 to 06/30/21
	N/A	6.69%	92509	
Repeat Business Customers Rate <i>(% of Employers that used WIOA Core Serv. more than once in the last 3 years)</i>	N/A		4066	Annual= 07/01/20 to 06/30/21
	N/A	46.03%	8833	

The KS Dept. of Commerce accesses confidential data to obtain additional wage info; therefore, the actual performance rating cannot be released, only whether the rating met, exceeded, or was below the goal or sanction level.

^^^ No data showing in the quarter yet even though it is within the current reporting period.

* Reporting Period = Participants who exited during the time frame indicated will count in performance measures

Senior Community Service Employment Program (SCSEP)
Program Year 2021
Performance Report of LAIV
as of 09/06/2022 (Updated Quarterly)

SCSEP Measure	Description	Goal	PY21 1st Qtr July 21 to Sept 21	PY21 2nd Qtr Oct 21 to Dec 21	PY21 3rd Qtr Jan 22 to Mar 22	PY21 4th Qtr Apr 22 to June 22	PY21 YTD July 21 to June 22			
		Sanction								
Service Level	The number of participants who are active on the last day of the reporting period or who exited during the reporting period divided by the number of modified community service positions	120.0%		57	44	50	54	82		
		108.0%	67.9%	84	52.4%	84	59.5%	84	64.3%	84
Community Service	The number of hours of community service in the reporting period divided by the number of hours of community service funded by the grant minus the number of paid training hours in the reporting period	55.0%		8979	8500	8358	10992	36891		
		49.5%	39.2%	22915	37.1%	22891	36.6%	22864	48.3%	22781
Service to Most In Need	Average number of barriers per participant. The total number of the following characteristics: severe disability, frail; age 75 or older, old enough for but not receiving SS Title II, severely limited employment prospects and living in an area of persistent unemployment, limited English proficiency, low literacy skills, disability, rural, veterans, low employment prospects, failed to find employment after using WIA Title I, and homeless or at risk of homelessness divided the number of participants who are active on the last day of the reporting period or who exited during the reporting period	2.79%		173	136	155	166	250		
		2.51%	3.04%	57	3.09%	44	3.10%	50	3.07%	54
Employment Rate (2nd Qtr. after Exit)	The percentage of participants who are in unsubsidized employment during the second quarter after exit from the program.	24.8%		1	3	3	2	9		
		22.3%	100.0%	1	23.1%	13	18.8%	16	33.3%	6
Employment Rate (4th Qtr. after Exit)	The percentage of participants who are in unsubsidized employment during the fourth quarter after exit from the program	21.8%		3	1	1	1	6		
		19.6%	33.3%	9	50.0%	2	100.0%	1	7.7%	13
Earnings (Median Earning 2nd Qtr. after Exit)	The median earnings of participants who are in unsubsidized employment during the second quarter after exit from the program	\$3,317								
		\$2,985	\$1,814	N/A	\$3,449	N/A	\$1,595	N/A	\$2,885	N/A
Effectiveness in Serving Employers, Participants, and Host Agencies	Average annual ACSI for employers	85.8%								
		77.2%	~~~~		~~~~		~~~~		~~~~	
	Average annual ACSI for participants	81.2%								
		73.1%	~~~~		~~~~		~~~~		~~~~	
	Average annual ACSI for host agencies	81.9%								
		73.7%	~~~~		~~~~		~~~~		~~~~	

Summary	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	YTD
Met Goal	3	2	2	2	3
Met Sanction		1			
Did Not Meet Goal	3	3	4	4	3

Bold Numbers = Official numbers and will not change
 ~~~~ = Information is not available

**Chief Elected Officials Board**  
**Thursday, June 16, 2022**  
**2:00-3:00 p.m.**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/84736521423?pwd=NmM1M3EzMHpaNkN6cW5PMs4ZlZOdz09>

**Meeting ID: 847 3652 1423**

**Passcode: CEOB0616**

1. Welcome: Commissioner Wilt
2. Local Workforce Development Board (LWDB) Nominations: Keith Lawing
  - The CEOB appoints members to the Local Workforce Development Board (LWDB).
  - The following individuals are nominated for membership to the LWDB:
    - Private Sector
      - John Rolfe, Wichita Chamber Regional Chamber (letter of nomination from the Wichita Regional Chamber of Commerce is attached)
      - Jennifer McDonald, Jenny Dawn Wine Cellars (letter of nomination from the Wichita Regional Chamber of Commerce is attached)
      - Alana McNary, BG Products (letter of nomination from El Dorado, Inc. is attached)
    - Community Partner
      - Laura Ritterbush, Goodwill and NexStep Alliance
    - Labor
      - Cornell Beard, International Association of Machinists Lodge 70
  - The following LWDB members are up for reappointment to the LWDB (terms expiring June 30, 2022. (Nominations for reappointment are included in the attached letter from the Wichita Chamber of Commerce for private sector members):
    - Private Sector
      - Rod Blackburn, Partners in Education Foundation
      - Robyn Heinz, Vornado Air
      - Patrick Jonas, Center Industries/CPRF
      - Jeff Longwell, Eck Auto Group
      - Melissa Musgrave, Airbus

- Luis Rodriguez, Key Centrix
- Andrew Chance, Iron Workers Local Union 24
- John Clark, Plumbers & Pipefitters  
Community Partners
- Erica Ramos, KS. Dept. of Commerce, Wagner Peyser
- Sally Stang, City of Wichita

***ACTION TAKEN: Commissioner Greg Thompson (Cowley County) motioned to approve the appointments to the Local Workforce Development Board. Commissioner Jill Kuehny (Sumner County) seconded. Motion Passed 4-0.***

3. Workforce Innovation and Opportunity Act (WIOA) Budget for Fiscal Year 2021 and Proposed 2022: Chad Pettera

- WA received its planning allocation for WIOA for the program/fiscal year that starts July 1, 2022. WA will see its second increase in WIOA funding in seven years. The Finance Committee meet on May 25<sup>th</sup>, and recommended approval of the proposed budget to the Workforce Alliance Board and the Chief Elected Officials Board (CEOB).
- Funding for the WIOA Title I programs at the federal level will have an \$49.6 million-dollar increase for PY22 or roughly 1.6%.
- WIOA funding for the State of Kansas for all funding streams is being reduced by almost 10%.
- WIOA funding across Kansas is increasing in local areas I, II and IV decreasing in III and V.
- In total for PY21, Local Area IV is receiving \$3.128 million, which is \$293K million more than last year of a 6% increase.

***ACTION TAKEN: Commissioner Greg Thompson (Cowley County) motioned to approve presented budget. Commissioner Jill Kuehny (Sumner County) seconded. Motion Passed 4-0.***

4. Contracts: Chad Pettera

- WIOA requires contracts to provide the services identified below as approved by the LWDB. The LWDB or Executive Committee has reviewed and approved the following contracts for extensions.
  - Cerebral Palsy Research Foundation (CPRF)
  - Cowley Community College
  - Employer of Record Contracts
  - Paymaster
  - Leased Space

***ACTION TAKEN: Commissioner Jill Kuehny (Sumner County) moved to authorize the CEO to extend the presented contracts. Commissioner Greg Thompson (Cowley County) seconded. Motion Passed 4-0.***

5. Roadtrip Nation (RTN) - Project Wichita 2022: Keith Lawing

- Roadtrip Nation (RTN) is an Emmy Award winning media and career guidance non-profit, focused on leveraging human-centered storytelling to assist those at pivot points in life with their career journeys. RTN and the Workforce Alliance (WA) are collaborating to bring a project to Wichita in 2022. The total cost is \$665,000 and a funding collaborative has been created to support the project.
- One-hour documentary on career awareness emerging jobs for young people. Looks at the future of workforce, community hub, career awareness journey
- Roadtrip Nation will launch in July with several school districts such as East H.S a student from Chapparel H.S. Many sponsors are funding project and film crew will follow three students exploring career sectors.

***ACTION TAKEN: Commissioner Greg Thompson (Cowley County) motioned to approve Road Trip Nation Project modifications and authorize funding support not to exceed \$150,000. Commissioner Jill Kuehny (Sumner County) seconded. Motion Passed 4-0.***

6. Proposed Policy Revisions

- Staff is requesting the following policy revisions for continuous improvement and to address changes in the regional economy. The proposed revisions are as follows:
- Adult, Dislocated Worker, and Youth Supportive Services Policies remove the limit that Adult Supportive Services can only be used for the first four months of training or the first six months of SCSEP program participant for the following:
  - Fuel Assistance
  - Bus Passes
  - Child Care
- Remove the limit that Youth Supportive Services can only be used for the first four months of training or the first 60 days of a work experience for the following:
  - Fuel Assistance
  - Bus Passes
  - Child Care
  - This limitation was already removed for Dislocated Workers
- Adult, Dislocated Worker, and Youth Eligibility and Training Policies
  - Update self-sufficient wage to \$15.60 per hour or \$32,448 per year

- Based on the MIT Living Wage calculator for Wichita MSA
- Adult, Dislocated Worker, and Youth Training Policies
  - \$4,500 to \$5,500 for General Program training
  - \$6,000 to \$7,000 for Aviation Manufacturing training
  - \$6,000 to \$7,000 for Healthcare training
  - \$5,000 to \$6,000 for Information Technology training
  - This will allow for the full cost of CDL training to be covered and increase the amounts for the other industries to allow for cost increases
- Dress Code
  - Updates were made to the dress code.

***ACTION TAKEN: NO ACTION REQUIRED BY CEOB.***

7. Regional Economic Impact/Workforce Center Operations:
  - Keith Lawing provided a brief summary of the Workforce Operations Report and labor market data

***Recommended Action: No action required.***

8. Consent Agenda: Keith Lawing
  - A. Approval of Minutes from February 22, 2022, CEOB Meeting: Keith Lawing
  - B. Workforce Alliance A-133 Audit Report for Program Year 2020
  - C. Workforce Center Operations/ One-Stop Operator Report
  - D. State Workforce Innovation Conference- October 3<sup>rd</sup> and 4<sup>th</sup> in Lawrence, Kansas
  - E. WIOA Performance Report: Denise Houston
  - F. Helping Youth Prepare for Employment (HYPE) Work Plan Update: Keith Lawing

***ACTION TAKEN: Commissioner Jill Kuehny (Sumner County) moved to approve the Consent Agenda. Commissioner Wayne Wilt (Cowley County) Seconded. Motion Passed 4-0.***

***Commissioner Wayne Wilt (Cowley County) motioned to adjourn meeting. Commissioner Jill Kuehny seconded.***

**MEETING ADJOURNED AT 2:45pm**

**Attendance CEOB 6/16/22**

|                                           |                                     |
|-------------------------------------------|-------------------------------------|
| Commissioner Wayne Wilt, Cowley County    | Keith Lawing, Workforce Alliance    |
| Commissioner Jill Kuehny, Sumner County   | Chad Pettera, Workforce Alliance    |
| Commissioner Jim Howell, Sedgwick County  | Amanda Duncan, Workforce Alliance   |
| Councilmember Mike Hohiesel, Wichita      | Denise Peters, Workforce Alliance   |
| Commissioner Greg Thompson, Cowley County | Laura Rainwater, Workforce Alliance |
|                                           | Kennisha Rolfe, Workforce Alliance  |

**Item**

Workforce Centers Operations Update

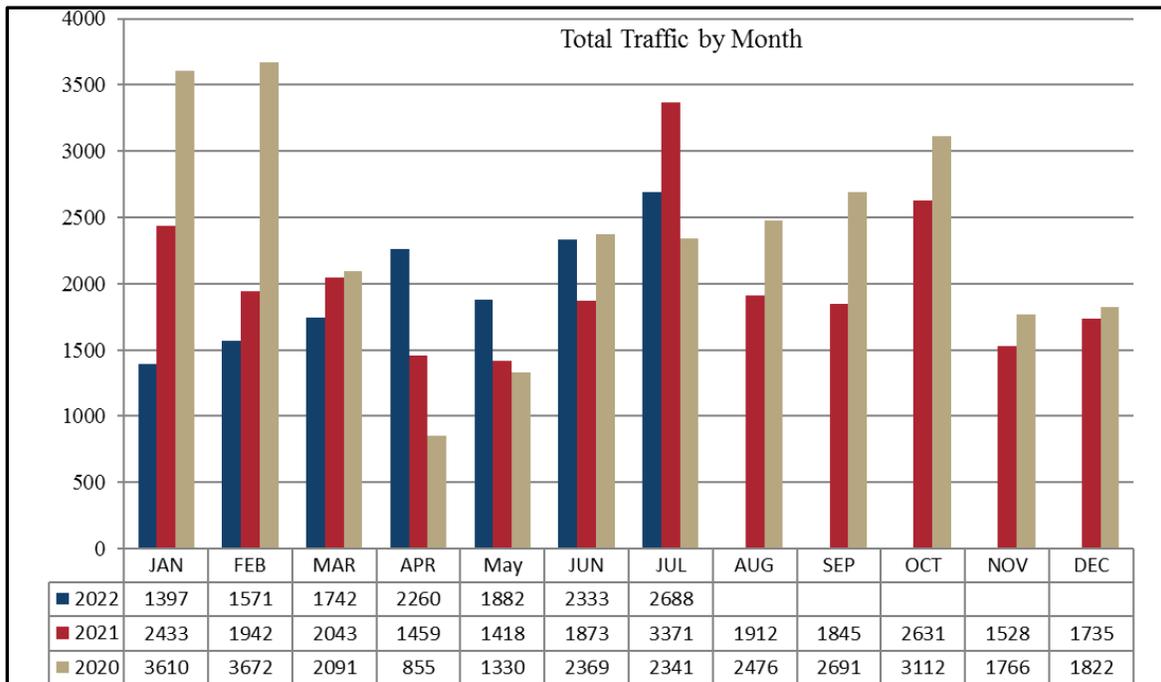
**Background**

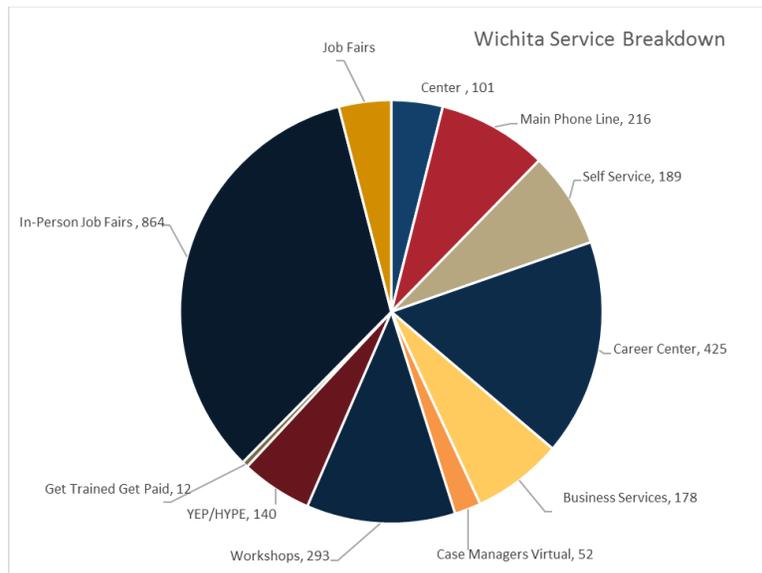
Operating Hours:

- Monday–Thursday 8 am–5 pm, virtually on Friday 8 am–noon
  - Wichita Workforce Center
  - Butler Workforce Center (El Dorado)
  - Sumner Workforce Center (Wellington)
- Monday-Friday 8 am-5 pm
  - Cowley Workforce Center (Cowley College, Ark City)

**Total Customer Traffic**

Across all Centers, there were 2,688 individuals served in July. The bar graph below illustrates how traffic has changed monthly since January 2020, followed by the pie chart that articulates how customers are engaging in services and programs within the Wichita office.





### Job Seeker Services

As Career Center staff met to help job seekers with resumes, mock interviews, job search activities and assisted with unemployment insurance questions, they also provided assistance in the following areas.

- received six referrals from outside organizations
- worked 19 KansasWorks chat sessions, each in 4-hour periods
- presented the *Attitude Determines Altitude* workshop at St. Anthony’s Family Shelter
- helped lead a presentation on a Kansas Leadership Center concept for an all-staff meeting
- helped cover the front desk
- one staff member trained to become a proctor for the WorkKeys assessment.

| Job Seeker Services           | Wichita    | Butler    |
|-------------------------------|------------|-----------|
| # Walk In Customers           | 85         | 52        |
| # Phone Appointments          | 134        | 17        |
| # Zoom Appointments           | 20         | 0         |
| # In Person Appointments      | 367        |           |
| <b># Customers Booked</b>     | <b>606</b> |           |
| <b>Total Customers Served</b> | <b>443</b> | <b>69</b> |

| Workforce Center | # Job Seekers Served |     |     |     |     |      |      |
|------------------|----------------------|-----|-----|-----|-----|------|------|
|                  | Jan                  | Feb | Mar | Apr | May | June | July |
| Wichita          | 270                  | 209 | 407 | 345 | 390 | 410  | 433  |
| Butler           | 89                   | 80  | 77  | 89  | 184 | 79   | 69   |
| Cowley           | 9                    | 20  | 18  | 24  | 8   | 37   | 14   |
| Sumner           | 3                    | 10  | 20  | 9   | 6   | 5    | 11   |
| Corrections      | 4                    | 17  | 22  | 18  | 54  | 43   | 30   |
| McConnell        | 4                    | 9   | 16  | 19  | 29  | 30   | 27   |

### Workshops

YouTube workshops remain strong with 154 unique users and 344 total views. With over 70 workshops recorded, there are many options. Below is a list of the most frequently watch YouTube videos followed by attendance data on live workshops facilitated at the Wichita Workforce Center.

| 2022 Top Viewed Workshop Videos                       | Jan | Feb | Mar | Apr | May | June | July |
|-------------------------------------------------------|-----|-----|-----|-----|-----|------|------|
| Total Views                                           | 496 | 410 | 534 | 441 | 312 | 470  | 344  |
| Attitude Determines Altitude                          | 43  | 67  | 57  | 90  | 66  | 45   | 36   |
| WorkKeys NCRC (National Career Readiness Certificate) | 51  | 35  | 54  | 40  | 27  | 33   | 39   |
| Creating a Resume Using Templates                     | 41  | 31  | 14  | 4   | 5   | 30   | 11   |
| Introduction to the Workforce Center and Services     | 30  | 29  | 41  | 34  | 50  | 31   | 34   |
| Overcoming Ageism                                     | 16  | 13  | 22  | 11  | 13  | 17   | 10   |
| Starting Off Right - Job Search Success               |     | 15  | 8   | 17  | 12  | 13   | 6    |
| Onet Online and Career Pathways                       |     |     |     |     | 12  | 23   | 9    |
| How to Manage Your Worth By Creating Value            |     |     |     | 12  | 11  | 13   | 10   |

| In House Workshops               | July Registered | July Attended | 2022 Attended |
|----------------------------------|-----------------|---------------|---------------|
| Basic Computers 101              | 11              | 5             | 26            |
| Basic Computers 102              | 8               | 6             | 36            |
| Intro to Word                    | 11              | 9             | 48            |
| Intro to Excel                   | 8               | 4             | 42            |
| Online Applications 101          | 15              | 8             | 21            |
| Resumes Start to Finish (Part 1) | 3               | 3             | 17            |
| Resumes Start to Finish (Part 2) | 5               | 1             | 5             |
| Interview Bound                  | 5               | 3             | 11            |
| <b>TOTAL</b>                     | <b>66</b>       | <b>39</b>     | <b>206</b>    |

### One Stop Operator Update

The One Stop Operator is involved in collaboration meetings to help coordinate services between partners located in the Workforce Center and community organizations who serve job seekers in various capacities, including unhoused and low income individuals and those struggling with mental health or substance abuse concerns. Within the Workforce Center the One Stop Operator helps lead conversations between staff with different job functions to work together to serve the needs of employers and job seekers.

The One Stop Operator also coordinates staff training that may be offered by the Department of Commerce, Workforce Alliance or through the Eckerd U learning management system.

**Business Services**

The need for employees remains high, with 632 jobs posted in KansasWorks this month, for a total of 6,141 in 2022 for Local Area IV. State-wide, there are currently 68,120 open positions, with 8,801 active resumes in KansasWorks.

July was a big month for job fairs. The Wichita Workforce Center hosted Creekstone, First Student and Textron all in the same week. Textron brought 830 job seekers through the Workforce Center and, to date over 400 individuals have been hired, with more offers still being made. Creekstone and First Student brought lower in job seeker participation but both companies were happy with the quality of applicants. A state-wide virtual job fair was also held in July. 34 local employers (142 state-wide) and 69 local job seekers (334 state-wide) participated in that event. With the need for employees remaining high, the Wichita Workforce Center will return to regular multi-employer job fairs to be held every other week, beginning September 8.

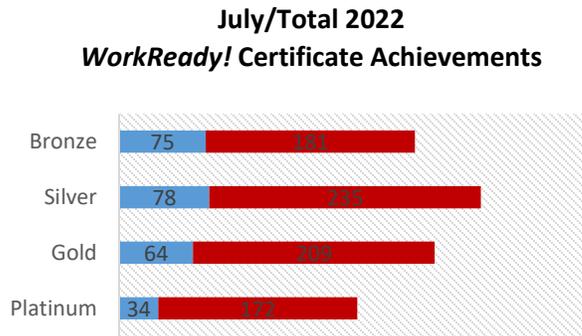
Organizations who requested WorkReady! certificates in July included Plumbers & Pipefitters Local 441, Sheet Metal-Local 29, Spirit, Textron and individuals involved in the RESEA and TAA programs.

**WorkReady! Certificates**  
 July Certificates Awarded - 251  
 Award Rate – 82.6%

2022 Certificates Awarded – 797  
 Award Rate – 88.2%

**WorkReady! Testing**  
 July Testing Sessions - 17  
 Attendance Rate – 75.1%

2022 Testing Sessions – 98  
 Attendance Rate – 72.8%



|                                                | July | 2022 Totals |
|------------------------------------------------|------|-------------|
| Pre-Employment Skills Assessments Administered | 182  | 1,268       |
| Applications Completed                         | 95   | 540         |
| Services to Employers                          | 187  | 1,838       |
| Job Postings                                   | 632  | 6,141       |

**Recommended Action**

Receive and File.

## Workforce Alliance Consolidated Budget PY22

July 2022 - June 2023

| Category              | WIOA                |                   |                   |            | Community Impact Funds |                   |                   |            | <i>Expenditures Through 08/30/2022</i> |                   |                   |            |
|-----------------------|---------------------|-------------------|-------------------|------------|------------------------|-------------------|-------------------|------------|----------------------------------------|-------------------|-------------------|------------|
|                       | Budget              | August            | YTD               | % Budget   | Budget                 | August            | YTD               | % Budget   | Budget                                 | August            | YTD               | % Budget   |
|                       |                     | Expenditures      | Expenditures      | Remaining  |                        | Expenditures      | Expenditures      | Remaining  |                                        | Expenditures      | Expenditures      | Remaining  |
| Wages                 | \$ 2,120,500        | \$ 156,361        | \$ 303,772        | 86%        | \$ 1,118,202           | \$ 95,990         | \$ 185,519        | 83%        | \$ 3,238,702                           | \$ 252,351        | \$ 489,291        | 85%        |
| Fringe                | \$ 547,814          | \$ 35,673         | \$ 70,533         | 87%        | \$ 308,717             | \$ 21,693         | \$ 45,291         | 85%        | \$ 856,531                             | \$ 57,366         | \$ 115,824        | 86%        |
| Facilities            | \$ 291,550          | \$ 54,756         | \$ 134,988        | 54%        | \$ 159,953             | \$ 5,978          | \$ 12,289         | 92%        | \$ 451,503                             | \$ 60,734         | \$ 147,277        | 67%        |
| Contract/Pro Fees     | \$ 104,780          | \$ 12,703         | \$ 32,007         | 69%        | \$ 123,410             | \$ 20,207         | \$ 27,377         | 78%        | \$ 228,190                             | \$ 32,910         | \$ 59,384         | 74%        |
| Supplies/Equipment    | \$ 82,510           | \$ 7,284          | \$ 11,860         | 86%        | \$ 69,115              | \$ 11,653         | \$ 12,445         | 82%        | \$ 151,625                             | \$ 18,937         | \$ 24,305         | 84%        |
| Outreach/Cap Building | \$ 40,645           | \$ 1,077          | \$ 6,720          | 83%        | \$ 75,198              | \$ 12,986         | \$ 13,028         | 83%        | \$ 115,843                             | \$ 14,063         | \$ 19,748         | 83%        |
| Travel/Conferences    | \$ 274,324          | \$ 1,079          | \$ 2,032          | 99%        | \$ 35,734              | \$ 2,475          | \$ 2,931          | 92%        | \$ 310,058                             | \$ 3,554          | \$ 4,963          | 98%        |
| Grants Awarded        | \$ -                | \$ 9,591          | \$ 9,591          | #DIV/0!    | \$ 190,500             | \$ 3,054          | \$ (34,746)       | 118%       | \$ 190,500                             | \$ 12,645         | \$ (25,155)       | 113%       |
| Staff Development     | \$ 23,000           | \$ -              | \$ -              | 100%       | \$ 16,250              | \$ -              | \$ -              | 100%       | \$ 39,250                              | \$ -              | \$ -              | 100%       |
| Misc                  | \$ -                | \$ -              | \$ -              | 0%         | \$ 40,000              | \$ -              | \$ -              | 100%       | \$ 40,000                              | \$ -              | \$ -              | 100%       |
| Work Experience       | \$ 978,047          | \$ 33,218         | \$ 56,581         | 94%        | \$ 276,653             | \$ 17,462         | \$ 14,284         | 95%        | \$ 1,254,699                           | \$ 50,680         | \$ 70,865         | 94%        |
| On The Job Training   | \$ -                | \$ -              | \$ -              | -          | \$ 426,800             | \$ 14,646         | \$ 20,347         | 95%        | \$ 426,800                             | \$ 14,646         | \$ 20,347         | 95%        |
| Incentives            | \$ 25,000           | \$ -              | \$ -              | 100%       | \$ 10,000              | \$ 1,225          | \$ 8,645          | 75%        | \$ 35,000                              | \$ 1,225          | \$ 8,645          | 75%        |
| Occupational Training | \$ 307,066          | \$ 4,963          | \$ 5,203          | 98%        | \$ 1,034,833           | \$ 5,586          | \$ 5,060          | 100%       | \$ 1,341,899                           | \$ 10,549         | \$ 10,263         | 99%        |
| Supportive Services   | \$ 55,000           | \$ 2,318          | \$ 1,245          | 98%        | \$ 217,500             | \$ 10,614         | \$ 11,851         | 95%        | \$ 272,500                             | \$ 12,932         | \$ 13,096         | 95%        |
| <b>Total</b>          | <b>\$ 4,850,236</b> | <b>\$ 319,023</b> | <b>\$ 634,532</b> | <b>87%</b> | <b>\$ 4,102,864</b>    | <b>\$ 223,569</b> | <b>\$ 324,321</b> | <b>92%</b> | <b>\$ 8,953,100</b>                    | <b>\$ 542,592</b> | <b>\$ 958,853</b> | <b>89%</b> |

**Analysis**

Budget: The PY22 budget with expenditures through the end of the July 2022. The budget includes a breakdown between WIOA (LWDB budget) and non-WIOA Funding (Community Impact Funds) and combined totals.

The PY22 budget allocates 37% on direct client spending including classroom training, work experience, on-the-job training and supportive services. The direct client spending is at 8% for the month of July. Accruals for which WA is waiting final invoices has created the negative expenditures in the grants awarded line item. The budget has 95% remaining..

**Strategic Goals Supported**

This activity supports the following Strategic goals of the Local Workforce Development Board:

- Expand Youth Employment Opportunities to help develop the workforce of the future
- Strengthen relationships with WIOA partners, community organizations and educational/training institutions to leverage resources and align services through the one-stop workforce centers (American Job Centers)
- Create and implement a more effective and comprehensive communication plan to increase public awareness about employment and training services, and skills needed for current and future careers in South Central Kansas
- Generate revenue to increase community impact of WIOA and Workforce Centers

**Recommended Action**

Receive and file.

## **Item**

Self Sufficient Wage Increase

## **Background**

The Workforce Innovation and Opportunity Act (WIOA) tasks the Local Workforce Development Board (LWDB) with setting an economic self-sufficiency standard for the local area. Over the last 3 months the LWDB and various committees have analyzed various options for increasing the self-sufficient wage for Program Year 2022. The Executive Committee met on August 10, 2022 and approved an increase to the self-sufficient wage.

## **Analysis**

The self-sufficient wage for Program Year 2022, which began on July 1, is \$15.60 per hour or \$32,448 per year. The self-sufficient wage will be the same for all programs. Moving forward the self-sufficient wage will be reviewed annually in conjunction with Demand Occupations. The following exceptions are allowed to the self-sufficient wage criteria:

- Training for justice involved individuals that includes a transitional job/work experience strategy or a career ladder that would result in a in self-sufficient wage
- Training for persons with disabilities that includes a transitional job/work experience strategy or a career ladder that would result in a in self-sufficient wage
- Training resulting in a career ladder in which the trainee would reach or exceed the self-sufficient wage within six months

In order for a participant to be considered for one of the exceptions, staff must submit an exception request. The exception request shall have sufficient documentation attached to show the participant is eligible for one of the exceptions. The exception must be approved by two Workforce Alliance Senior Staff members.

Staff has conducted training for Workforce Center staff on the self-sufficient wage increase. Forms and other documents are currently being revised to reflect the change.

## **Supports Strategic Goal:**

- Meet or exceed the negotiated performance of WIOA Title I programs to maximize community impact
- Proactively approach the employment and skills training challenges and opportunities of the future with energy and planning today

## **Recommended Action**

Take appropriate action.

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**Item**

Local Area Subsequent Designation and Local Workforce Development Board Recertification

**Background**

The Workforce Innovation and Opportunity Act (WIOA) establishes procedures for initial and subsequent designation of local workforce development areas. Local Area IV received an initial designation under WIOA. The Kansas Department of Commerce has established criteria and a process for seeking subsequent designation. The criteria for Local Area subsequent designation is:

- Successful performance
- Sustained fiscal integrity
- An approved Regional Plan

In addition, WIOA requires each Local Workforce Development Board (LWDB) be certified every two years. WIOA and State policy establish the criteria and process for LWDB certification. The criteria for LWDB certification is:

- WIOA compliant LWDB with membership list demonstrating compliance
- Successful performance
- Sustained fiscal integrity

**Analysis**

Local Area IV meets the requirements for subsequent local area designation and LWDB certification. In order to request subsequent designation and LWDB certification, the Chair of the Local Elected Officials Board and Chair of the Local Workforce Development Board must jointly request this and provide documentation to prove the Local Area meets the criteria.

Staff has gathered the necessary documentation and drafted requests for both items to be submitted to the Kansas Department of Commerce. Once the appropriate signatures are obtained, the requests will be submitted to ensure the Local Area and LWDB are in compliance with WIOA.

**Supports Strategic Goal:**

- Meet or exceed the negotiated performance of WIOA Title I programs to maximize community impact
- Proactively approach the employment and skills training challenges and opportunities of the future with energy and planning today

**Recommended Action**

Take appropriate action.



*Serving Employers and Job Seekers in  
Butler, Cowley, Harper, Kingman, Sedgwick & Sumner Counties*

Date: July 01, 2022

RE: Local Area Subsequent Designation

To: Kansas Department of Commerce

The Workforce Alliance of South Central Kansas, Inc. (WA), the Local Workforce Development Board of Kansas Local Area IV, including the counties of Butler, Cowley, Harper, Kingman, Sedgwick and Sumner, in partnership with the Local Elected Officials of Local Area IV hereby request subsequent designation as Local Area IV of Kansas.

Performance results for the two prior program years, two previous program years audits, and a link to the most recent Regional Plan are attached. These documents demonstrate the Local Area meets the criteria for subsequent designation.

The Workforce Alliance looks forward to continued partnering with the Kansas Department of Commerce and counterparts in Local Areas I, II, III, and V.

Respectfully,

Melissa Musgrave  
Local Workforce Development Board Chair

Wayne Wilt  
Local Elected Official Board Chair



*Serving Employers and Job Seekers in  
Butler, Cowley, Harper, Kingman, Sedgwick & Sumner Counties*

Date: July 01, 2022

RE: Board Subsequent Certification

To: Kansas Department of Commerce

The Workforce Alliance of South Central Kansas, Inc. (WA), the Local Workforce Development Board of Kansas Local Area IV, including the counties of Butler, Cowley, Harper, Kingman, Sedgwick and Sumner, in partnership with the Local Elected Officials of Local Area IV hereby request subsequent certification as the WIOA Local Workforce Development Board in Local Area IV of Kansas.

The WA Board meets the required criteria for certification detailed in the Kansas Department of Commerce Workforce Services policy number: 5-01-00.

LWDB Appointment Notices were provided to the Kansas Department of Commerce. A current LWDB membership list, performance results for the two prior program years, and two previous program years audits are attached. These documents demonstrate a compliant LWDB, sufficient performance, and sustained fiscal integrity.

The Workforce Alliance looks forward to continued partnering with the Kansas Department of Commerce and counter parts in Local Areas I, II, III, and V.

Respectfully,

Melissa Musgrave  
Local Workforce Development Board Chair

Wayne Wilt  
Local Elected Official Board Chair