



**Economic Development Committee
Meeting Agenda
Noon, March 25, 2010**
Workforce Alliance Administrative Offices
Commissioner Dave Unruh, Chairman

I. Welcome and Introductions: Commissioner Dave Unruh

II. Review of Minutes from the February 25, 2010 REAP EDC Meetings: Commissioner Dave Unruh
Recommended Action: Approve or modify minutes as needed.

III. REAP Regional Economic Development Strategic Focusing: Dr. John Wong

The EDC identified in the 2010 work plan the priority of use of a comparative analysis of the regional economy to identify the strengths and weaknesses and recommend action to address them. The following will be an ongoing presentation and analysis at each regularly scheduled EDC meeting.

General Overview: This section covers the employment, income, earnings, and wages on a very general basis to help to understand the historical trends.

March 25 *General Economic Condition and Performance Indicators (continued)*

IV. REAP Economic Development Committee Business

1. National Association of Workforce Boards Annual Forum Review: Mr. Joe Yager
The REAP CEO, WA staff, and WA Board members attended the National Association of Workforce Boards Annual Forum in Washington, DC on March 6-9, an update will be provided.

2. Butler Workforce Center Lease: Mr. Keith Lawing
The Butler Workforce Center lease will expire on June 30, 2010. The current lease contains a one year an extension option under the same terms. Staff recommends exercising the extension.

Recommended Action: Approve the agreement as presented and authorize the Executive Director to sign pending final legal review.

3. Workforce Alliance Report: Mr. Keith Lawing
- *Upcoming Events*
 - *Summer Youth Employment Program Update*
 - *Grant Updates*
 - *PY 2009 Budget Update*
 - *PY 2009 WIA and Wagner-Peyser Performance*
 - *Wichita Workforce Center Facility Updates*
 - *Workforce Center Traffic*

Recommended Action: Take appropriate actions.

V. Other Business

VI. Adjourn

Local Area IV Chief Elected Officials Business

NOTICE: Through an agreement entered into by counties in Local Area IV as defined by the State of Kansas, the Economic Development Committee (EDC) has been designated to serve as the Chief Elected Officials Board (CEOB), as defined in the Workforce Investment Act of 1998 in Local Area IV, which includes Butler, Cowley, Kingman, Harper, Sedgwick and Sumner counties. All EDC members are asked to participate, however, only those designated elected officials of the CEOB shall have a vote.

Meeting Minutes – February 25, 2010
Workforce Alliance Administrative Offices
Commissioner Dave Unruh, Chairman

I. Welcome and Introduction

Commissioner Dave Unruh, Sedgwick County, called the meeting to order; members, staff, and guests introduced themselves.

II. Review of Minutes from the January 28, 2009 REAP EDC Meeting

Council Member Nick Ard, City of Maize, moved (Mayor Terry Somers, City of Mount Hope) to approve the minutes as presented. The motion passed unanimously.

III. REAP Regional Economic Development Strategic Focusing

During the first session of the REAP Regional Economic Strategic Focusing Dr. John Wong, WSU, provide members with a basic knowledge of the general economic condition and performance indicators for the region. It was noted that the EDC would be auditing the local economic environment and local resources, identifying strengths and weakness, and then providing solutions. All information on the general economic condition was based on the counties within the REAP region, with comparisons based on national, state, plains states, and peer community information. In this session the committee looked at trends in employment, personal income, proprietor income, earnings, wealth, and many other indices important to the REAP Region's economic climate. It was noted that an outline of the session could be found on pages four through five of the agenda packet. Mr. Joe Yager, Chief Executive Officer of REAP, noted that staff had created a page on the REAP website that would serve as the syllabus for the strategic focusing. He stated that all materials needed for the session would be posted under the 2010 Regional Economic Development Strategic Focusing on the Economic Development Committee page.

IV. REAP Economic Development Committee Business

1. Composites and Workforce Strategic Planning and SWOT Workshop/Analysis

Mr. Keith Lawing, Workforce Alliance, provided an update on the Composites and Workforce Strategic Planning and SWOT Workshop/Analysis. It was noted that more information could be found on page six of the agenda packet. Mr. Lawing stated that the second meeting had just been held, was facilitated by Fort Hays State University, and well attended. Mr. Lawing stated that a final report is being drafted and will be brought to both the EDC, and full REAP board. Finally he stated that the 3rd meeting is being planned and that any updates will be provided as soon as possible.

2. WIRED Incumbent Worker Training Agreement Modifications

Mr. Lawing also brought three WIRED Incumbent Worker Training Agreement modifications to the attention of the committee, noting that the agreements had already been approved by the Workforce Alliance Executive Committee and WIRED Board. It was noted that more information could be found on pages seven through eight of the agenda packet. Mayor Somers moved (Council Member Ard) to approve the modifications and authorize the Executive Director to sign the amendments, pending legal review. The motion passed unanimously.

3. Workforce Alliance Report

Mr. Lawing provided the Workforce Alliance Report, noting that a full report could be found on pages nine through nineteen of the agenda packet. Mr. Lawing announced that WA had received notification of award for a National Emergency Grant of \$7.5 million dollars to provide training to 1,100 laid off aviation workers. He noted that this will allow WA to utilize WA funds for other individuals and that the grant would have a positive impact on the local economy.

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Mr. Lawing also brought forth two actions in regards to the Summer Youth Employment Program. Mr. Lawing noted that following a Summer Youth Employment Program Task Force recommendation they would like to enter into a contract with Manpower to serve as the employer of record for the program. In addition the WA would like to utilize some fourth floor office space to provide training for the summer youths through a short term lease agreement. Council Member Ard moved (Mayor Somers) to authorize the Executive Director to enter into contract with selected vendor, subject to legal view. The motion passed unanimously. Council Member Ard also moved (Mayor Somers) to authorize the Executive Director to enter negotiations for leasing additional classroom space. The motion passed unanimously.

Finally Mr. Lawing notified members that on March 31st various employers and Workforce Board members would be traveling to Topeka for a Technical Education Day. He stated that individuals would have an opportunity to advocate the importance of technical education to state legislators through a luncheon and office visits.

V. Other Business

Commissioner Unruh noted that the next EDC meeting would take place on March 25th at noon, at the Workforce Alliance.

VI. Adjourn

Having no other business the Committee adjourned. All reports were received and filed by consensus.

Meeting Minutes – February 25, 2010

Local Area IV Chief Elected Officials Business

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REAP Economic Development Committee	
<i>Attendance</i>	
2/25/10	
<i>Name</i>	<i>Jurisdiction</i>
*Commission Dave Unruh, Chair	Sedgwick County
*Mayor Kristey Williams	City of Augusta
Mr. David New	City of Haysville
Mr. Mark Tallman	City of Kechi
*Council Member Nick Ard	City of Maize
*Mr. Terry Somers	City of Mount Hope
Mr. Allen Bell	City of Wichita
*Voting Member CEOB	
<i>Guests and Staff</i>	
Mr. Dave Alfaro	Butler County EDC
Mr. Kiel Mangus	City of Derby
Mr. John Waltner	Harvey County
Mr. Harland Priddle	K-96 Corridor
Mr. Chris Chronis	Sedgwick County
Ms. Irene Hart	Sedgwick County
Mr. Bill Bolin	SCKEDD
Ms. Janis Hellard	Sumner County EDC
Mr. Keith Lawing	Workforce Alliance
Dr. John Wong	WSU
Mr. Joe Yager	WSU
Ms. Becky Eby	WSU

**REGIONAL ECONOMIC AREA PARTNERSHIP (REAP)
ECONOMIC DEVELOPMENT COMMITTEE (EDC)**
General Economic Condition and Performance Indicators
Thursday, March 25, 2010, Noon

Previous Materials:

At the February 25, 2010 REAP EDC meeting, the Committee held the first session of the Strategic Focusing, which focused on the General Overview: covering the employment, income, earnings, and wages on a very general basis to help to understand the historical trends.

Dr. John Wong, WSU, provided a power-point presentation “[General Economic Condition and Performance Indicators](#)” and asked the Committee to read *Best Performing Cities 2009: Where America’s Jobs Are Created and Sustained* by DeVol, Bedroussian, Klowden and Hynek (<http://www.milkeninstitute.org/pdf/bpc2009.pdf>).

The data used for this analysis was obtained from the Bureau of Economic Analysis, Regional Accounts Data, Local Area Personal Income web page (<http://www.bea.gov/regional/reis/>), tables CA04–Personal income and employment summary and CA30–Regional economic profiles.

Discussion

The session scheduled for March 25, 2010 will continue this initial analysis and focus on the following:

- 1) Committee members’ reflections on the meaning and significance of what was presented last month.
- 2) Development of institutional history of economic development policies and initiatives over the past 30 years.
 - a. What was done when and why.
 - b. What worked, what didn’t.
 - c. Why we are exhibiting the trends that we are and what can be done about it.

Agenda Item IV (2)
Butler Workforce Center Lease

Butler Workforce Center Lease Agreement

The current lease of the Butler Workforce Center, located at 131 N Haverhill Road in El Dorado, will expire June 30, 2010. The Workforce Alliance leases the space from Butler Community College. The Center currently occupies 1,777 of leased space and has access to conference room and classroom space contained within the facility.

The current lease agreement contains an option for a one year extension, which BCC has agreed to, at the current rate of \$13.57 per square foot per annum, which totals \$2,010 per month or \$24,120 per year.

Recommended Action: Approve the agreement as presented and authorize the Executive Director to sign pending final legal review.

Agenda Item IV (3) **Workforce Alliance Staff Report**

Upcoming Events

WA Board Meeting

The Workforce Alliance Board of Directors is scheduled to meet from 10:30 am – 12:00 pm on **Thursday, March 25, 2010** at the Wichita Workforce Center.

WA Board Meeting Planning Forums

The series of planned strategic planning forums will continue with the next session at the Wichita Workforce Center planned for **April 8, 2010**. In addition, the full Board will then meet to review the information gathered from the forums and work to develop a strategic plan.

Tech Ed Day

The Workforce Alliance, in conjunction with the Technical Education Authority of the Kansas Board of Regents, the State Workforce Board and the four other Kansas LWIBs will participate in Tech Ed Day in Topeka on March 31, 2010 to call attention to the importance of technical education to economic growth

Summer Youth Employment Update

WA staff is currently working to gear up for the 2010 program. As directed by the SYEP Taskforce, employment will be offered to 16-24 year olds, as 14-15 year old were too hard to place in employment; 2009 participants and worksites will be given the opportunity to participate in the program before additional referrals and applications will be accepted, and more outreach is being done to expand the program in the outer counties of Local Area IV.

Grant Updates

National Emergency Grant (NEG) Update - The Workforce Alliance received notice from the United States Department of Labor on February 22, 2010 of a \$7.5 million NEG award. Since then staff have been working to coordinate the program details with employers and educational partners and to enroll participants.

It has been determined that the management duties of the NEG will require the creation of a new senior level staff position. The working title for this role is Special Projects Director and would be funded through the duration of the NEG. The position would be maintained beyond the NEG in the event there are additional special projects and funding support. (Based on recent history, and the direction of the Board to diversify funding, it is likely this position will be maintained through new grants or projects upon the completion of the NEG project.) Staff hopes to fill this position very soon.

Contact with NEG participants was initiated and the enrollment process is underway. Plans are also being developed to have opportunities for NEG participants to meet with potential employers to learn about desired skill sets for demand occupation and possible future job openings to help guide the selection of training programs for NEG participants.

A summary of the NEG activities to date are below, and staff will provide additional updates at the Executive Committee meeting.

- 2/23/2010: Received notice of grant award from Secretary of Labor, issued media information, met with staff
- 2/26/2010: Met with KITE training partners (Cowley, Butler, and Hutchinson Community Colleges, along with WATC, and WSU) to plan for enrollments
- 3/1/2010: Official NEG start date
 - Sent email and letters to potential participants notifying of fund availability
 - Hired temp staff
- 3/4/2010: Preliminary training with staff on documentation processes
- 3/8/2010: Began evening and Saturday sessions to process participants, scheduled through 4/10/2010
- 3/11/2010: Conference call with USDOL grant officer
- 4/6/2010: Employer Information Fair, Sedgwick County Extension office
- 4/12-16/2010: Possible dates for Education Choices Information Fair (TBA)

Composites Kansas WIRED Update – Please see the attached updates on Governance, Administration, Outreach and related activities.

PACES Update – An update on the program will be provided at the meeting.

PY 2009 Budget Update

The Consolidated Budget is attached with expenses reported through January 2010. To date, 49 percent of the budget remains, however client training dollars are fully obligated. WA staff is working to prepare a revised budget after receiving notice of the NEG funds and it will be made available once all the required information is received from the US Department of Labor.

PY 2009 WIA and Wagner-Peyser Performance

As of March 8, 2010, preliminary data has been reported for the WIA Program for the first through third quarters of PY 2009. For the year, the Adult and Dislocated Worker Programs are exceeding performance sanction levels in 5/6 areas. The annual Dislocated Worker Average Earnings Rate remains below the performance sanction level. The Youth program is exceeding the performance goals in 2/3 areas and the performance sanction in one area. Slight increases were seen in Adult and Youth performance for the year compared to data release in February 2010.

As of March 8, 2010 preliminary data has also been reported for the Wagner-Peyser program for the first through third quarters of PY 2009. Performance sanction levels were met or exceeded in all areas, but the third quarter numbers were the lowest of the year. Please see the attached charts for more information.

Wichita Workforce Center Facility Updates

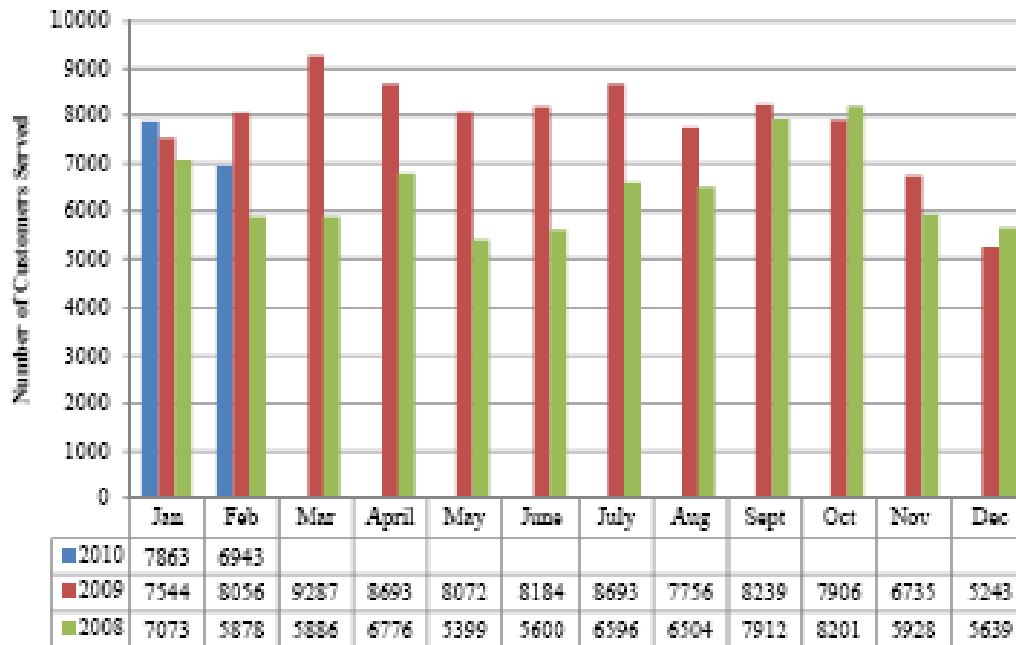
Parking - The Workforce Alliance received notice that work will begin on the parking structure attached to the Wichita Workforce Center on March 20, 2010. The damaged portion of the current structure will be demolished and a new retaining will be built. Board and Committee members are asked to continue to park in the Market Centre Garage.

Carpet – Large portions of the Wichita Workforce Center, including the Career Center and second floor had new carpet installed in March.

Workforce Center Traffic

The Workforce Alliance served 6943 job seekers from Local Area IV Workforce Centers in February 2010. Please see the chart below.

Traffic In Local Area IV Workforce Centers
 2008 - 2010



Recommended Action: Receive and file reports.

Composites Kansas WIRED Report - - Mid-February through Mid-March 2010

Outreach	Governance/ Administration	Composites Kansas Implementation	Related Activities
<p>➤ Linda Sorrell, Workforce Alliance, presented information on Registered Apprentices Programs at the National Association of Workforce Boards in Washington DC on March 7, 2010.</p> <p>➤ Composites Kansas WIRED information is accessible on the CEDBR's Web site. There were 163 hits in February.</p>	<p>➤ Leadership Team met on February 16, 2010.</p> <ul style="list-style-type: none"> ○ Social Network Analysis was presented by WSU CCSR ○ Update on Siemens and CiBOR projects ○ Budget redistribution for WATC and Workforce Alliance/Kansas WorkforceONE, with additional funding provided for three previously funded incumbent worker training programs ○ Budget modification and release of funds for KSBDC and WSU Center for Entrepreneurship, with budget modification and receipt of additional funding for WSU College of Engineering short courses. <p>➤ National Association of Workforce Boards (NAWB) was attended by Mark Conway, Rod Blackburn, Anne Corrison, Keith Lawing, Joe Yager, C. Pettera, L. Sorrell, and D. Franklin in Washington DC from March 6-9, 2010.</p> <p>➤ Ongoing communication with U.S. Department of Labor.</p> <p>➤ Two strategy teams met in February.</p>	<p>➤ Strategic planning and SWOT workshop to develop a coordinated regional economic development strategy for composites and advanced materials were conducted on:</p> <ul style="list-style-type: none"> ○ February 10, 31 attended at Wichita Workforce Center ○ February 24, 25 attended at Hutchinson Community College ○ Dr. Preston Gilson, Docking Institute of Public Affairs, was the facilitator. ○ Participants will include economic development professionals, workforce directors, and regional stakeholders, elected officials, education representatives, KDOC, board or commission members, Chamber members, industry professionals, etc. ○ A total of 37 individuals provided feedback; all 10 Composites Kansas counties provided input ○ Next meeting is scheduled for 1:30, March 24, at WSU Metroplex. <p>➤ WSU College of Engineering will be offering additional short courses</p> <ul style="list-style-type: none"> ○ Advanced Composite Course, March 12, 19, 26, April 2, 2010 – Class is full ○ Basic Composites for Engineers Course, May 26, June 4, 11, 18, 25. ○ Composite Course for Non-Engineers, June 14-18, 2010 – nominations open, add names to waiting list with WSU Jana Woods <p>➤ WATC has ordered Autoclave and expects delivery in May 2010.</p> <p>➤ WATC online composite fabrication course under development</p>	<p>➤ Kevin Hollenbeck, Upjohn Institute, and Nathalie Winans, Public Policy Associates, conducted a second program review on March 1-3, 2010.</p> <ul style="list-style-type: none"> ○ Interviews were conducted with 28 regional partners ○ CIBOR, Park Aircraft Technologies Corp. and Johns Manville provided facilities tours ○ WATC provided tour of the composites lab and NIAR toured program reviewers through the non destructive labs <p>➤ Composites Core Competencies Task Force, working on technical skills, met on February 1 and 19 and will meet again on March 12. The college skills group met on February 12 and 16 and will meet again on March 23, 2010.</p> <p>➤ Monthly newsletter published.</p>

