



A proud partner of the  American Job Center® network

**Workforce Innovation
and
Opportunity Act
(WIOA)
Local Plan**

Kansas Local Area V
PY 2020-2024

Table of Contents

PART I	4
I. WIOA STATE PLAN TYPE	4
II. STRATEGIC ELEMENTS	4
(a) Economic, Workforce, and Workforce Development Activities Analysis.	4
(1) Economic and Workforce Analysis	4
(A) Economic Analysis.	4
Economic Conditions Projected Job Growth	Error! Bookmark not defined.
Projected Replacements	2
Important Industries	3
Employment Needs Existing Demand	4
Emerging Demand	5
Knowledge and Skills.....	6
(2) Workforce Development, Education and Training Activities Analysis.	9
(A) The Local Area’s Workforce Development Activities.	9
Provide an analysis of the Local Area’s workforce development activities, including education and training activities of the core programs, Combined State and Local Plan partner programs and mandatory and optional one-stop delivery system partners.	9
(B) The Strengths and Weaknesses of Workforce Development Activities.	12
(C) Local Area Workforce Development Capacity.	13
Provide an analysis of the capacity of Local Area entities to provide the workforce development activities identified in (A), above.	13
(b) Local Area Strategic Vision and Goals.....	14
(1) Vision.....	14
(2) Goals.....	14
(3) Performance Goals.	15
(4) Assessment.	17
(c) Local Area Strategy.	18
III. OPERATIONAL PLANNING ELEMENTS.....	20
(a) Local Strategy Implementation.	20
(1) Local Workforce Development Board Functions.	20
(2) Implementation of Local Area Strategy.	24
(A) Core Program Activities to Implement the Local Board’s Strategy.	25
(B) Alignment with Activities outside the Local Plan.	29
(C) Coordination, Alignment and Provision of Services to Individuals.....	29
(D) Coordination, Alignment and Provision of Services to Employers.	31
(E) Partner Engagement with Educational Institutions.....	33
(F) Leveraging Resources to Increase Educational Access.....	33
(G) Improving Access to Postsecondary Credentials.	34
(H) Coordinating with Economic Development Strategies.....	34
(I) Coordinating with Unemployment Insurance Strategies.	35
(b) Local Operating Systems and Policies.	36
(1) The local operating systems that will support the implementation of the Local Board’s strategies.	36
(A) Local Area operating systems that support coordinated implementation of Local Board’s strategies (e.g., labor market information systems, data systems, communication systems, case-management systems, job banks, etc.).....	36

(B) Data-collection and reporting processes used for all programs and activities, including those present in one-stop centers.	36
(2) The Local Board policies that will support the implementation of the State Board’s system integration strategies (e.g., co-enrollment policies and universal intake processes).	36
(3) Local Area Program and Local Board Overview.	37
(A) Local Board	37
(B) Chief Elected Officials Board –.....	40
(4) Program Data	40
(A) Data Entry and Integrity. Describe the policies the Local Board will establish to ensure participant data is recorded in a timely manner and the procedure for assessing the implementation of the policies.	40
(B) Assessment of Participants’ Post-Program Success.	42
(C) Participant Tracking Outside of the Use of Unemployment Insurance (UI) Wage Record Data.	42
(D) Privacy Safeguards.	42
(5) Priority of Service for Veterans.	43
(6) Addressing the Accessibility of the One-Stop Delivery System.....	45
<i>IV. COORDINATION WITH COMBINED STATE PLAN PROGRAMS.....</i>	<i>46</i>

PART I

I. WIOA STATE PLAN TYPE

WIOA State Plan Type Combined State Plan

Kansas Departments of Commerce, Labor, Children and Families, and Kansas Board of Regents submitted a combined state plan. Optional combined state plan partner programs include Senior Community Service Employment Program, Jobs for Veterans State Grants (JVSG), Work Opportunity Tax Credit, Trade Adjustment Assistance and Foreign Labor Certification.

II. STRATEGIC ELEMENTS

(a) Economic, Workforce, and Workforce Development Activities Analysis.

(1) Economic and Workforce Analysis

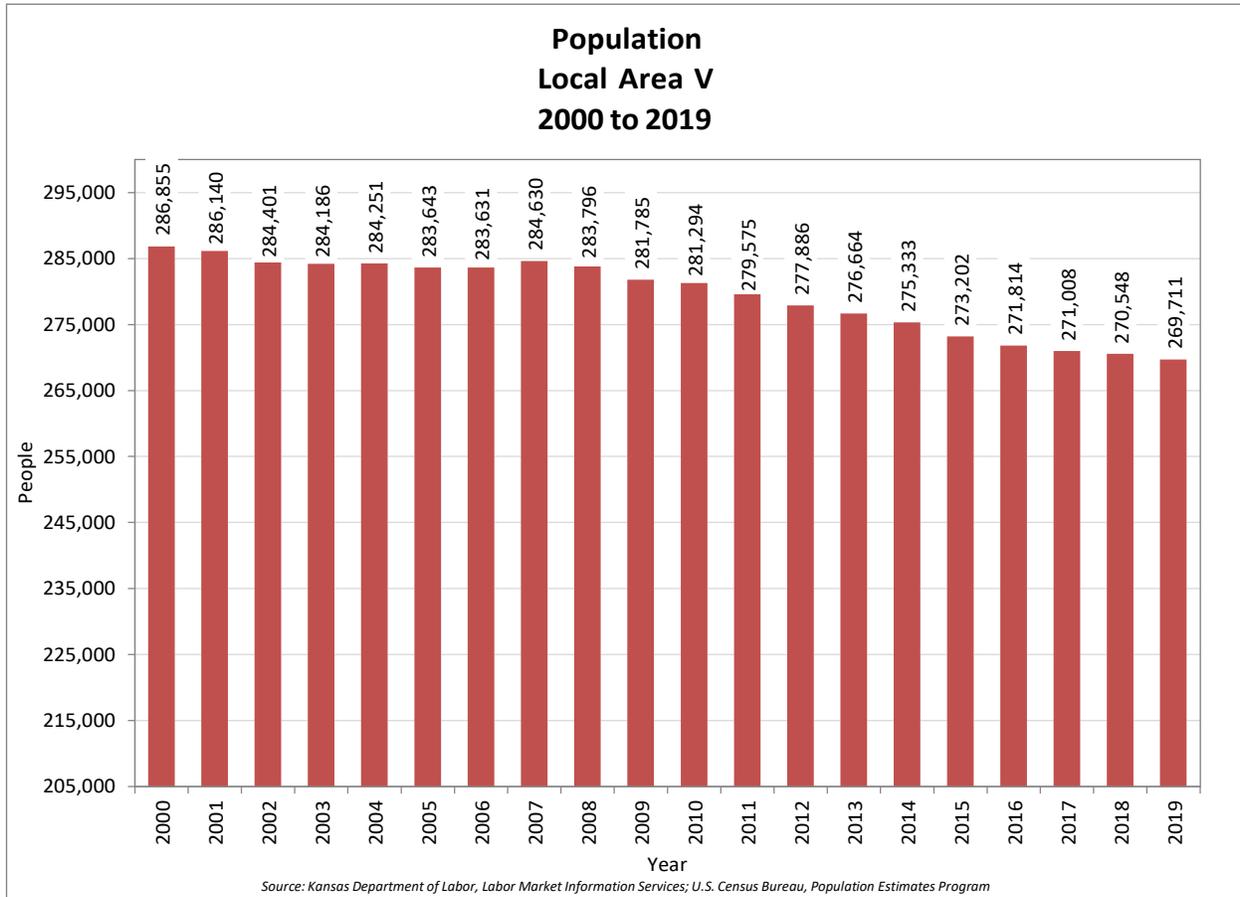
(A) Economic Analysis.

The Local Area Plan must include an analysis of the economic conditions and trends in the Local Area, including specific economic areas identified by the Local Board. This includes:

Southeast Kansas (Local Area V) is a 17-county area composed of mostly rural area. There are no cities in the region with more than 25,000 people. In 2019, there were 269,711 people living in Southeast Kansas, making it the smallest local area in the state by population. The five largest cities in Southeast Kansas are Emporia, Pittsburg, Parsons, Coffeyville, and Chanute. The combined population of these cities is 73,073 people, making up 27% percent of the local area.

The population in Southeast Kansas experienced growth during the 1990s increasing annually at a rate of 0.3 percent. Population growth started to decline in 2000 and continues to decline with an averaged -0.3 percent per year. The statewide population grew at an average of 0.4 percent annually over the 20-year period. Over the period, the Local Area V population has decreased every year, except 2004 and 2007, reaching 269,711 people in 2019, approximately 9.3 percent of the total Kansas population.

Local Area V includes 17 out of 105 Kansas counties. The chart below shows the annual population of Local Area V as measured by the Population Estimates Program at the U.S. Census Bureau from 2000 to 2019. Population decline over this period averaged -0.3 percent per year. The statewide population grew at an average of 0.4 percent annually over the 20 year period. Over the period, the Local Area V population has decreased every year, except 2004 and 2007, reaching 269,711 people in 2019, approximately 9.3 percent of the total Kansas population.



Economic Conditions

Projected Job Growth

There are two metrics that can be used to determine growth in an occupation. The numeric change between current employment and projected employment, or the percentage change between current employment and projected employment. Numeric change gives a quantity of jobs added, while percentage change gives an expected rate of change relative to the occupation. Below are tables for the top 25 growing occupations using both metrics, based on the long-term projections for Local Area V. An important observation is that six occupations appear on both top 25 lists. Those occupations are Social and Human Service Assistants; Loan Officers; Pharmacy Technicians; First-Line Supervisors of Personal Service and Entertainment and Recreation Workers, Except Gambling Services; Physical Therapist Assistants; and Financial Managers.

Top 25 Long-Term Occupational Projections by Annual Numeric Change Local Area V				
SOC Code	Occupation	Base Year Employment (2016)	Projected Year Employment (2026)	Annual Numeric Change
53-3032	Heavy and Tractor-Trailer Truck Drivers	1,648	1,747	10
13-2011	Accountants and Auditors	789	826	4
21-1093	Social and Human Service Assistants	619	658	4
13-2072	Loan Officers	254	290	4
39-9011	Childcare Workers	541	569	3
53-3033	Light Truck Drivers	747	764	2
51-4121	Welders, Cutters, Solderers, and Brazers	730	755	2
35-2014	Cooks, Restaurant	509	526	2
49-9041	Industrial Machinery Mechanics	377	398	2
29-2052	Pharmacy Technicians	274	293	2
39-1098	First-Line Supervisors of Personal Service and Entertainment and Recreation Workers, Except Gambling Services	209	225	2
31-2021	Physical Therapist Assistants	182	203	2
11-3031	Financial Managers	164	184	2
35-3041	Food Servers, Nonrestaurant	423	437	1
53-7061	Cleaners of Vehicles and Equipment	392	404	1
27-3031	Public Relations Specialists	310	319	1
11-9111	Medical and Health Services Managers	309	315	1
15-1232	Computer User Support Specialists	300	307	1
43-6013	Medical Secretaries and Administrative Assistants	291	299	1
49-9021	Heating, Air Conditioning, and Refrigeration Mechanics and Installers	198	205	1
11-3010	Administrative Services and Facilities Managers	190	198	1
11-9021	Construction Managers	186	192	1
41-2021	Counter and Rental Clerks	183	194	1
49-3031	Bus and Truck Mechanics and Diesel Engine Specialists	181	189	1
11-9141	Property, Real Estate, and Community Association Managers	160	166	1

Source: Kansas Department of Labor, Labor Market Information Services

Top 25 Long-Term Occupational Projections by Average Annual Percent Growth
Local Area V

SOC Code	Occupation	Base Year Employment (2016)	Projected Year Employment (2026)	Average Annual Percent Growth
29-1131	Veterinarians	54	64	1.7%
51-9162	Computer Numerically Controlled Tool Programmers	57	66	1.5%
13-2072	Loan Officers	254	290	1.3%
29-1071	Physician Assistants	57	65	1.3%
43-4131	Loan Interviewers and Clerks	74	84	1.3%
11-3031	Financial Managers	164	184	1.2%
29-1171	Nurse Practitioners	116	130	1.1%
31-2021	Physical Therapist Assistants	182	203	1.1%
47-5013	Service Unit Operators, Oil and Gas	64	71	1.0%
11-9031	Education and Childcare Administrators, Preschool and Daycare	74	82	1.0%
29-1126	Respiratory Therapists	90	99	1.0%
11-9151	Social and Community Service Managers	120	131	0.9%
29-1122	Occupational Therapists	122	133	0.9%
47-5071	Roustabouts, Oil and Gas	144	156	0.8%
43-5111	Weighers, Measurers, Checkers, and Samplers, Recordkeeping	50	54	0.8%
31-9092	Medical Assistants	153	165	0.8%
13-1161	Market Research Analysts and Marketing Specialists	117	126	0.7%
17-3031	Surveying and Mapping Technicians	52	56	0.7%
39-1098	First-Line Supervisors of Personal Service and Entertainment and Recreation Workers, Except Gambling Services	209	225	0.7%
19-4042	Environmental Science and Protection Technicians, Including Health	82	88	0.7%
29-1127	Speech-Language Pathologists	138	148	0.7%
25-2011	Preschool Teachers, Except Special Education	154	165	0.7%
29-2052	Pharmacy Technicians	274	293	0.7%
43-4199	Information and Record Clerks, All Other	58	62	0.7%
21-1093	Social and Human Service Assistants	619	658	0.6%

Source: Kansas Department of Labor, Labor Market Information Services

Projected Replacements

The long-term projections produced by the Kansas Department of Labor also include estimates for the expected number of exits and transfers that will occur for an occupation. Exits include those that have left the labor force, and transfers include those that have moved to different occupations. Projected exits and transfers show the frequency with which an occupation experiences turnover. Below is a table of the industries with the largest number of projected annual exits and transfers.

Top 25 Long-Term Occupational Projections by Annual Exits and Transfers Local Area V				
SOC Code	Occupation	Total Annual Exits and Transfers	Annual Exits	Annual Transfers
41-2011	Cashiers	664	336	328
35-3031	Waiters and Waitresses	286	113	173
41-2031	Retail Salespersons	269	119	150
31-1131	Nursing Assistants	264	144	120
37-2011	Janitors and Cleaners, Except Maids and Housekeeping Cleaners	232	118	114
43-6014	Secretaries and Administrative Assistants, Except Legal, Medical, and Executive	223	113	110
53-7065	Stockers and Order Fillers	201	87	114
25-9045	Teaching Assistants, Except Postsecondary	199	109	90
51-2090	Miscellaneous Assemblers and Fabricators	190	71	119
53-3032	Heavy and Tractor-Trailer Truck Drivers	179	72	107
43-9061	Office Clerks, General	178	90	88
43-4051	Customer Service Representatives	170	69	101
53-7062	Laborers and Freight, Stock, and Material Movers, Hand	152	56	96
41-1011	First-Line Supervisors of Retail Sales Workers	130	46	84
49-9071	Maintenance and Repair Workers, General	125	53	72
47-2061	Construction Laborers	116	40	76
11-1021	General and Operations Managers	115	30	85
43-3031	Bookkeeping, Accounting, and Auditing Clerks	112	63	49
53-3058	Passenger Vehicle Drivers, Except Bus Drivers, Transit and Intercity	107	68	39
35-2012	Cooks, Institution and Cafeteria	99	42	57
51-9111	Packaging and Filling Machine Operators and Tenders	98	41	57
29-1141	Registered Nurses	97	55	42
51-1011	First-Line Supervisors of Production and Operating Workers	97	32	65
35-2021	Food Preparation Workers	92	44	48
25-3031	Substitute Teachers, Short-Term	87	49	38

Source: Kansas Department of Labor, Labor Market Information Services

Important Industries

Location quotients (LQ) are ratios that use Quarterly Census of Employment and Wages (QCEW) employment data to compare the concentration of an industry within an area to the concentration of that same industry in a reference area. An LQ greater than 1 indicates an industry with a greater share of the local area employment than that of the reference area. The link provided is the Bureau of Labor Statistics (BLS) webpage that goes into further detail about the LQ metric: <https://www.bls.gov/cew/about-data/location-quotients-explained.htm>. Below are tables showing the top ten industries in Local Area V with the highest LQ values when compared to the U.S. and Kansas, indicating that these industries represent a larger share of the regions employment than their share of total employment in the U.S. or Kansas. The tables also include 2019 annual employment for Local AreaV.

Top 10 Location Quotients Compared to US EmploymentLocal Area V 2019			
NAICS Code	Industry	Employment	Location Quotient
323	Printing and related support activities	1,571	5.31
326	Plastics and Rubber Products Manufacturing	2,121	4.15
221	Utilities	1,521	3.97
311	Food Manufacturing	3,873	3.39
211	Oil and Gas Extraction	332	3.35
332	Fabricated Metal Product Manufacturing	3,096	2.99
212	Mining, except Oil and Gas	356	2.66
336	Transportation Equipment Manufacturing	3,137	2.59
447	Gasoline Stations	1,628	2.48
486	Pipeline Transportation	87	2.46

Source: Kansas Department of Labor, Labor Market Information Services and the Bureau of Labor Statistics; Quarterly Census of Employment and Wages (QCEW)

Top 10 Location Quotients Compared to KansasLocal Area V 2019			
NAICS Code	Industry	Employment	Location Quotient
331	Primary Metal Manufacturing	560	4.02
221	Utilities	1,521	3.29
212	Mining, except Oil and Gas	356	3.07
326	Plastics and Rubber Products Manufacturing	2,121	2.76
323	Printing and related support activities	1,571	2.73
321	Wood Product Manufacturing	358	2.72
332	Fabricated Metal Product Manufacturing	3,096	2.46
211	Oil and Gas Extraction	332	2.30
337	Furniture and Related Product Manufacturing	547	2.19
447	Gasoline Stations	1,628	1.88

Source: Kansas Department of Labor, Labor Market Information Services and the Bureau of Labor Statistics; Quarterly Census of Employment and Wages (QCEW)

Employment Needs

Existing Demand

Current demand can be measured through online job postings. The following analysis summarizes job listings posted on the KANSASWORKS website during the second quarter of 2020. A statewide Stay Homeorder went into effect March 30th in an effort to prevent the spread of COVID-19, followed by a phased reopening in May and June.

There were a total of 728 job vacancies posted on KANSASWORKS in second quarter 2020 for Local Area V. The majority of these job postings, 290 jobs, have a typical entry-level education requirement of high school diploma or equivalent. The only other education level with more than 200 job vacancies was bachelor's degree with 231 job postings.

The following table includes the 25 occupations with the highest number of vacancies in Local Area V. The top four occupations by total number of job openings are Merchandise Displayers and Window Trimmers (30 job postings); Police and Sheriff's Patrol Officers (15 job postings); Sales Managers (14 job postings); and Dental Hygienists (14 job postings).

Top 25 Occupations With Highest Number of Vacancies Local Area V		
SOC code	Occupation Title	Job Vacancies
27-1026	Merchandise Displayers and Window Trimmers	30
33-3051	Police and Sheriff's Patrol Officers	15
11-2022	Sales Managers	14
29-1292	Dental Hygienists	14
29-1141	Registered Nurses	13
11-3021	Computer and Information Systems Managers	12
51-9198	Helpers--Production Workers	12
11-1021	General and Operations Managers	11
15-1232	Computer User Support Specialists	11
15-1256	Software Developers and Software Quality Assurance Analysts and Testers	11
29-1216	General Internal Medicine Physicians	11
11-3031	Financial Managers	10
11-9041	Architectural and Engineering Managers	10
47-2061	Construction Laborers	10
11-1011	Chief Executives	9
13-1071	Human Resources Specialists	9
31-1120	Home Health and Personal Care Aides	9
51-4121	Welders, Cutters, Solderers, and Brazers	9
51-5112	Printing Press Operators	9
53-3032	Heavy and Tractor-Trailer Truck Drivers	9
11-2021	Marketing Managers	8
15-1244	Network and Computer Systems Administrators	8
31-1131	Nursing Assistants	8
53-7065	Stockers and Order Fillers	8
11-3071	Transportation, Storage, and Distribution Managers	7

Source: Kansas Department of Labor, Labor Market Information Services; www.kansasworks.com

Emerging Demand

Each year the Kansas Department of Labor completes a high demand list of occupations for the state and each local area. The list of high demand occupations combines the number of projected job openings with the number of current job openings to rank all occupations by demand from Kansas employers. Occupations are ranked by the number of job openings at the current time (online job postings from KANSASWORKS), in the next two years (short-term projections program), and in the next ten years (long-term projections program). The high demand occupation list is weighted more heavily on projection data than current openings.

Top 25 High Demand Occupations Local Area V 2020						
SOC	SOC Title	LT ¹	ST ²	KansasWorks ³	Total Score	Education
11-1021	General and Operations Managers	10	10	10	30	Bachelor's degree
53-3032	Heavy and Tractor-Trailer Truck Drivers	10	10	9	29	Postsecondary nondegree award
47-2061	Construction Laborers	10	9	10	29	No formal educational credential
31-1120	Home Health and Personal Care Aides	10	10	9	29	High school diploma or equivalent
29-1141	Registered Nurses	9	9	10	28	Bachelor's degree
31-1131	Nursing Assistants	10	10	8	28	Postsecondary nondegree award
53-7065	Stockers and Order Fillers	10	10	8	28	High school diploma or equivalent
51-4121	Welders, Cutters, Solderers, and Brazers	9	9	9	27	High school diploma or equivalent
49-9071	Maintenance and Repair Workers, General	10	10	7	27	High school diploma or equivalent
51-9198	Helpers--Production Workers	9	8	10	27	High school diploma or equivalent
43-4051	Customer Service Representatives	10	10	7	27	High school diploma or equivalent
43-9061	Office Clerks, General	10	10	7	27	High school diploma or equivalent
35-3031	Waiters and Waitresses	10	10	7	27	No formal educational credential
37-2011	Janitors and Cleaners, Except Maids and Housekeeping Cleaners	10	10	5	25	No formal educational credential
51-2090	Miscellaneous Assemblers and Fabricators	10	10	4	24	High school diploma or equivalent
43-4171	Receptionists and Information Clerks	8	9	7	24	High school diploma or equivalent
37-2012	Maids and Housekeeping Cleaners	8	9	7	24	No formal educational credential
41-2011	Cashiers	10	10	4	24	No formal educational credential
35-3023	Fast Food and Counter Workers	10	10	4	24	No formal educational credential
33-3051	Police and Sheriff's Patrol Officers	6	7	10	23	High school diploma or equivalent
35-1012	First-Line Supervisors of Food Preparation and Serving Workers	9	10	4	23	High school diploma or equivalent
37-3011	Landscaping and Groundskeeping Workers	9	10	4	23	No formal educational credential
13-2011	Accountants and Auditors	9	9	4	22	Bachelor's degree
43-1011	First-Line Supervisors of Office and Administrative Support Workers	9	8	5	22	High school diploma or equivalent
43-6014	Executive	10	10	2	22	High school diploma or equivalent

Source: Kansas Department of Labor, Labor Market Information Services (LMIS)

1. Long-term Projections Score is based off of the 2016-2026 round of projection data
2. Short-term Projections Score is based off of the 2019-2021 round of projection data
3. KansasWorks Score is based off of job openings posted on www.kansasworks.com during 2nd quarter 2020

Note: List only includes occupations with above average demand in one of the three categories and a total demand score greater than or equal to 10

There are 15 occupations that rank in the top 25 list of high demand occupations that do not rank as highly in current openings posted on KANSASWORKS. These are Maintenance and Repair Workers, General; Customer Service Representatives; Office Clerks, General; Waiters and Waitresses; Janitors and Cleaners, Except Maids and Housekeeping Cleaners; Miscellaneous Assemblers and Fabricators; Receptionists and Information Clerks; Maids and Housekeeping Cleaners; Cashiers; Fast Food and Counter Workers; First-Line Supervisors of Food Preparation and Serving Workers; Landscaping and Groundskeeping Workers; Accountants and Auditors; First-Line Supervisors of Office and Administrative Support Workers; Secretaries and Administrative Assistants, Except Legal, Medical, and Executive. This is an indication of emerging demand for these occupations in the future.

Knowledge and Skills

The Kansas Department of Labor produces long-term employment projections for a ten-year time horizon. The primary objective of the long-term projections process is to approximate the level of jobs ten years out from the base period. This level is projected using a variety of projection methods including those that consider historical trends and those that factor in outside variables. One important assumption is used in formulating long-term projections, it is assumed the Kansas labor market will be in full employment in the projected year. This means the labor market will be in equilibrium and labor supply will meet labor demand. In this way, the projections do not predict changes in the business cycle, and instead project the trend in long-term growth. Analyzing long-term occupational projections, including the associated education levels, skills, and knowledges for each occupation, reveals trends in expected employer needs.

The following table includes long-term projections by education level through 2026 for Local Area V. The education level for each occupation is intended to represent the typical entry-level education needed to enter the occupation. The most common entry-level education category is high school diploma or equivalent, with base employment of more than 46,000. Other categories with base employment of more than 17,000 include no formal educational credential and bachelor's degree. These three educational categories also have the highest number of expected total annual openings. Total openings include openings due to exits (leaving the labor force, including retirements), transfers (moving to a different occupation, including promotions), and numerical change (overall growth or decline). Focusing on the numerical change and average annual growth rate, all postsecondary degree categories are expected to grow at a faster rate, or decline at a slower rate.

Long-Term Occupational Projections by Education							
Local Area V							
	Base Year Employment (2016)	Projected Year Employment (2026)	Average Annual Growth Rate	Annual Exits	Annual Transfers	Annual Change	Annual Total Openings ¹
No formal educational credential	24,039	23,534	-0.2%	1,577	1,984	-48	3,513
High school diploma or equivalent	46,120	44,379	-0.4%	2,068	2,859	-167	4,760
Some college, no degree	3,414	3,228	-0.6%	179	156	-19	316
Postsecondary non-degree award	8,032	7,953	-0.1%	353	421	-6	768
Associate's degree	2,107	2,116	0.0%	72	107	2	181
Bachelor's degree	17,294	16,965	-0.2%	523	798	-31	1,290
Master's degree	1,851	1,859	0.0%	61	87	2	150
Doctoral or professional degree	2,226	2,221	0.0%	58	61	1	120

{1} Total Openings: Sum of Exits, Transfers and Numerical Change
Source: Kansas Department of Labor, Labor Market Information Services
Projections are funded by a grant awarded by the U.S. Department of Labor's Employment and Training Administration (ETA)

O*NET OnLine is a resource that provides detailed information for each occupation. This information includes skills and knowledges associated with each occupation. Skills are defined as "developed capacities that facilitate learning or the more rapid acquisition of knowledge" and knowledge is defined as "organized sets of principles and facts applying in general domains." The following tables summarize the long-term projections data for the O*NET skills and knowledges categories. Note that multiple skills and knowledges are associated with each occupation, so the sum of all categories will be greater than total employment for the region.

The following table highlights the top ten skills in Local Area V by annual total openings. Critical thinking, active listening, and speaking are at the top of the list; each with more than 9,000 expected annual openings.

Long-Term Occupational Projections by O*NET Skills							
Top 10 Skills by Annual Total Openings							
Local Area V							
	Base Year Employment (2016)	Projected Year Employment (2026)	Average Annual Growth Rate	Annual Exits	Annual Transfers	Annual Change	Annual Total Openings ¹
Critical Thinking	93,575	90,932	-0.3%	4,333	5,737	-252	9,818
Active Listening	89,823	87,439	-0.3%	4,313	5,560	-226	9,647
Speaking	85,839	83,767	-0.2%	4,178	5,268	-197	9,249
Monitoring	82,708	80,369	-0.3%	4,057	5,167	-225	8,999
Coordination	69,809	68,202	-0.2%	3,554	4,518	-154	7,918
Reading Comprehension	77,581	75,367	-0.3%	3,564	4,557	-213	7,908
Social Perceptiveness	63,821	62,364	-0.2%	3,379	3,966	-137	7,208
Service Orientation	49,214	48,445	-0.2%	2,840	3,155	-74	5,921
Time Management	44,602	43,452	-0.3%	2,383	2,817	-110	5,090
Judgment and Decision Making	36,939	36,022	-0.3%	1,804	2,235	-86	3,953

Each occupation may be included in multiple skill categories, so the sum of all categories will be greater than total employment for the region

{1} Total Openings: Sum of Exits, Transfers and Numerical Change

Source: Kansas Department of Labor, Labor Market Information Services

Projections are funded by a grant awarded by the U.S. Department of Labor's Employment and Training Administration (ETA)

In addition to looking at total openings, it is important to review annual growth rates to identify emerging trends in skills needed. The top skills by growth rate include science, systems evaluation, and active learning.

Long-Term Occupational Projections by O*NET Skills							
Top 10 Skills by Average Annual Growth							
Local Area V							
	Base Year Employment (2016)	Projected Year Employment (2026)	Average Annual Growth Rate	Annual Exits	Annual Transfers	Annual Change	Annual Total Openings ¹
Science	1,118	1,133	0.1%	23	40	3	66
Systems Evaluation	947	952	0.1%	33	57	0	90
Active Learning	24,852	24,936	0.0%	1,129	1,254	11	2,394
Learning Strategies	10,796	10,751	0.0%	565	586	-4	1,147
Instructing	11,710	11,648	-0.1%	587	635	-4	1,218
Repairing	5,888	5,856	-0.1%	205	378	-2	581
Installation	699	693	-0.1%	22	49	0	71
Complex Problem Solving	12,195	12,007	-0.2%	427	654	-13	1,068
Service Orientation	49,214	48,445	-0.2%	2,840	3,155	-74	5,921
Troubleshooting	7,073	6,952	-0.2%	239	451	-9	681

Each occupation may be included in multiple skill categories, so the sum of all categories will be greater than total employment for the region

{1} Total Openings: Sum of Exits, Transfers and Numerical Change

Source: Kansas Department of Labor, Labor Market Information Services

Projections are funded by a grant awarded by the U.S. Department of Labor's Employment and Training Administration (ETA)

The following table highlights the top ten knowledge categories in Local Area V by annual total openings. English language and customer and personal service are at the top of the list; each with more than 9,000 expected annual openings. Education and training knowledge ranks third on this list, with over 7,000 expected annual openings.

Long-Term Occupational Projections by O*NET Skills							
Top 10 Skills by Annual Total Openings							
Local Area V							
	Base Year Employment (2016)	Projected Year Employment (2026)	Average Annual Growth Rate	Annual Exits	Annual Transfers	Annual Change	Annual Total Openings ¹
English Language	92,276	89,803	-0.3%	4,384	5,715	-236	9,863
Customer and Personal Service	87,768	85,824	-0.2%	4,264	5,423	-183	9,504
Education and Training	67,159	66,392	-0.1%	3,176	4,187	-67	7,296
Mathematics	68,055	65,142	-0.4%	3,122	4,370	-286	7,206
Administration and Management	52,673	51,560	-0.2%	2,386	3,321	-108	5,599
Computers and Electronics	49,204	46,652	-0.5%	2,160	2,923	-249	4,834
Public Safety and Security	34,120	33,259	-0.3%	1,655	2,254	-81	3,828
Clerical	40,027	38,043	-0.5%	1,680	2,337	-192	3,825
Mechanical	32,217	31,061	-0.4%	1,276	2,112	-108	3,280
Sales and Marketing	23,059	22,336	-0.3%	1,320	1,748	-68	3,000

Each occupation may be included in multiple skill categories, so the sum of all categories will be greater than total employment for the region

{1} Total Openings: Sum of Exits, Transfers and Numerical Change

Source: Kansas Department of Labor, Labor Market Information Services

Projections are funded by a grant awarded by the U.S. Department of Labor's Employment and Training Administration (ETA)

In addition to looking at total openings, it is important to review annual growth rates to identify emerging trends in knowledge needed. The following table includes the top ten knowledge categories by average annual growth rate. Therapy and counseling, psychology, and biology are at the top of the list.

Long-Term Occupational Projections by O*NET Skills							
Top 10 Skills by Average Annual Growth							
Local Area V							
	Base Year Employment (2016)	Projected Year Employment (2026)	Average Annual Growth Rate	Annual Exits	Annual Transfers	Annual Change	Annual Total Openings ¹
Therapy and Counseling	14,029	14,811	0.5%	733	683	79	1,495
Psychology	27,279	27,619	0.1%	1,333	1,417	38	2,788
Biology	6,553	6,598	0.1%	217	276	7	500
Medicine and Dentistry	8,630	8,619	0.0%	335	327	-1	661
Food Production	10,358	10,341	0.0%	671	930	-1	1,600
Geography	4,193	4,159	-0.1%	153	217	-2	368
Philosophy and Theology	2,863	2,835	-0.1%	106	138	-1	243
Education and Training	67,159	66,392	-0.1%	3,176	4,187	-67	7,296
Personnel and Human Resources	12,255	12,113	-0.1%	405	736	-13	1,128
Physics	3,872	3,817	-0.1%	109	221	-4	326

Each occupation may be included in multiple skill categories, so the sum of all categories will be greater than total employment for the region

{1} Total Openings: Sum of Exits, Transfers and Numerical Change

Source: Kansas Department of Labor, Labor Market Information Services

Projections are funded by a grant awarded by the U.S. Department of Labor's Employment and Training Administration (ETA)

Skill Gap

(iv) Describe apparent 'skill gaps' in the Local Area as evidenced by the regional Job Vacancy Survey and Local Area business intelligence.

Locally, identified skills gaps in LAV range from a lack of soft/employability skills within the available job seeker pool, lack of a job seeker pool with the necessary education or skills and skilled workers leaving the workforce for retirement.

- Lack of soft/employability skills within the available job seeker pool: The local area and partners are collaborating with each other to train job seekers in soft/employability skills, to help them be more successful at gaining and retaining employment.
- Lack of job seeker pool with necessary education or skills: The local area is working with job seekers to help the identify and pursue career pathways that lead to industry recognized portable, stackable credentials, to increase their earning potential and fill in-demand jobs for employers.
- Skilled workers leaving the workforce for retirement: We are working with employers to identify apprenticeship program opportunities that will assist less skilled workers to learn from skilled workers to ensure that companies retain the necessary knowledge to move the employer forward.

(2) Workforce Development, Education and Training Activities Analysis.

The Local Area Plan must include an analysis of the workforce development activities, including education and training in the Local Area, to address the education and skill needs of the workforce, as identified in (a)(1)(B)(iii) above, and the employment needs of employers, as identified in (a)(1)(A)(iii) above. This must include an analysis of –

(A) The Local Area's Workforce Development Activities.

Provide an analysis of the Local Area's workforce development activities, including education and training activities of the core programs, Combined State and Local Plan partner programs and mandatory and optional one-stop delivery system partners.

The LA V workforce center system is designed to provide a full range of services and assistance opportunities to job seekers under one roof. Established under the Workforce Innovation and Opportunity Act, our centers offer referrals to employment, work-based learning opportunities, career counseling, job listings, recruitment and incentive services to employers, access to training programs and similar employment-related services. Customers can visit a center in person or connect to KANSASWORKS.com or sekworks.org for online services and resources.

Additionally, individuals in need of training, retraining, and skill upgrades may access, based on eligibility factors, opportunities in post-secondary training or technical skills training programs. LA V provides training opportunities through all three of its WIOA Title I programs:

Adult Program: Targets unemployed and underemployed job seekers, 18 and over, with the goal of obtaining full time, unsubsidized employment through job readiness preparation, short term work-based learning and occupational skill training. Individualized case management provides the necessary structure and support to assist Adult customers in identifying and reaching their career goals.

Dislocated Worker Program: Targets displaced customers, laid off workers or employees that

have received notice of upcoming company closure or mass layoff. Dislocated Workers have access to the same services as offered to Adult customers. Additionally, Dislocated Workers have access to specialized services such as Rapid Response meetings and the Reemployment Services and Eligibility Assessment (RESEA) program as determined by the Kansas Department of Labor in conjunction with the Kansas Department of Commerce.

Youth Program: Targets young people who are in-school (ages 14-21) and out-of-school (ages 16-24) to assist them in their career and educational development. The types of services funded include job readiness workshops, paid internships, on-the-job training, occupational skills training, GED and High School Diploma attainment with a focus on providing the 14 required Youth WIOA elements. The combination of services the Youth receive are tailored to and congruent with their goals, strengths, and identified barriers.

All LA V core WIOA Title I program services focus on providing post-secondary opportunities in career pathways that lead to employment in high wage, high demand occupations that have been identified in the local area.

Universal job seeker services include online basic skills or interest assessment services, resume and interviewing assistance, links to labor market information, job ready workshops, job fairs, and reemployment services for unemployment insurance claimants. Other workforce development programs include Trade Adjustment Act (TAA), Workforce Opportunity Tax Credit (WOTC), federal bonding program, and the registered apprenticeship program.

LA V adheres to the WIOA Priority of Service that provides Veteran Priority to all WIOA Title I and Title III services, and gives special attention to individuals with disabilities, migrant seasonal farm workers, ex-offenders, and older workers.

LA V has established relationships with the technical and community colleges in the 17-county area. Working relationships are also in place with other educational institutions.

Services to employers include online posting of job vacancies, screening of applicants, job seeker resume searches, individual hiring events and job fairs (in-person/virtual), access to interview space within local offices, video conferencing accessibility for long distance interviews, and Rapid Response assistance to employers dealing with layoffs or company closure.

Strategies for improving employer services have been developed to address several goals:

- Continuation of redefining the employer as a core customer of the LA V workforce development system.
- Assist businesses and employers by providing services such as, work-based learning opportunities, apprenticeships, youth apprenticeships and more.
- Linking employers to current high-quality information, responsive to their needs and interests.
- Improving the quality of Labor Exchange services for employers.
- Providing a single point of contact via the Business Service Representatives that provides a comprehensive and streamlined approach that reduces duplication and maximizes resources to employers.

In LA V, our Adult Education Centers provide the following services to customers:

- Improve speaking, listening, reading, and writing skills for English as a Second Language (ESL) learners.
- Concurrent enrollment in adult education and Career Technical Education courses for career pathways identified as in-demand occupations.
- Preparation for the GED® Test or other high school equivalency exam.
- Upgrade job skills including critical thinking, locating information, digital literacy, time management, and interpersonal relationships.
- Develop family literacy skills in the following subjects: reading, math, writing, social studies, and science so they can assist their children with homework, become engaged in the community, and transition to better employment opportunities.
- Provide tutoring in reading, writing, and math skills in preparation for college placement tests.

In support of a strong workforce system that vigorously represents the employment needs of individuals with disabilities and other customers with significant barriers to employment, VR will provide services to eligible customers consistent with the Rehabilitation Act, implementing regulations for Title IV of WIOA, and state policies.

To help Kansas citizens with disabilities meet their employment goals, a comprehensive array of VR services are available. Services are customized according to each person's unique needs, skills, interests, abilities, and vocational goal. Services to be provided for each individual customer are specified on an Individual Plan for Employment, and may include:

- Vocational assessment to help a customer identify his or her skills, abilities, interests, and job goals.
- Vocational counseling and guidance.
- Physical and mental restoration services, including artificial limbs, psychotherapy, and physical therapy.
- Training and education to learn new vocational skills.
- Rehabilitation technology, telecommunication aids and other adaptive devices.
- Job preparation and placement services.
- Job coaching.
- On-the-job training.
- Services to help students with disabilities get a job after finishing high school.
- Supported and customized employment for individuals who need intensive on-the-job training and ongoing support.
- Referral to other services.

Vocational Rehabilitation has an employer development and marketing specialist who works with employers throughout the state of Kansas to network and cultivate ongoing professional partnerships. Our counselors reach out to employers in the communities, and we also have placement providers who do employer outreach and development. We plan to collaborate with the Southeast KANSASWORKS Business Service Team to expand our reach into the employer network. Rehabilitation Services has a large network of placement and support providers who know employers and their needs, develop new relationships, have experience with people with disabilities, and they are available to provide direct on-the-job supports.

(B) The Strengths and Weaknesses of Workforce Development Activities.

Provide an analysis of the strengths and weaknesses of the local workforce development activities identified in (A), directly above.

Areas of Strength in LAV workforce activities are:

Services Providers: The services providers in LAV (non-profit, for-profit, and public service) allow for a blend of services that provide for customer choice. Customer choice offers the customer opportunities to work with service providers to leverage resources that contribute to their ability to be successful.

Education and Training Providers: LAV has a significant number of institutions of higher education in our 17-county region. LAV has 7 two-year community/technical colleges, two 4-year universities, and several district based technical education facilities.

Partner Relationships: The core and required partners have developed a stronger cohesive working relationship as part of the local workforce system. LAV holds regular training to increase cross-program knowledge and understanding of all partner agencies staff members. Additionally, local partner meetings are held every other month, and this allows for staff to cross collaborate to serve the whole customer.

Areas of Weaknesses/Challenges:

We have identified three major weaknesses/challenges for LAV's workforce development activities. The first is regarding staffing, the second is regarding serving rural communities, and the third is regarding connecting programs with employers and industries.

Staffing: A few of our core and partner programs identified staff turnover, staff training, and staff retention as issues—especially those programs which provide direct services like career advisors, education, and counseling. Attracting, training, and retaining high quality, qualified staff can be difficult in a stagnant funding environment, as well as in a rural area where wages are lower than the rest of the state.

Rural Communities: Our rural communities have a difficult time attracting and retaining quality staff. Our local applicant pool is most often limited and generally applicants lack the required skills. Generally, qualified applicants seek employment elsewhere due to the low wages. With the pay being so low, it is hard to attract qualified labor from other parts of the state or even from other states.

In fact, rural communities present many challenges for our workforce programs. A great deal of research links rural communities with higher instances of poverty and unemployment, lower education levels, and a generally higher need for services. In LAV, these communities face the additional challenge of having access to transportation and internet services. As a result, bringing services to these communities can cost more, while at the same time serving fewer people. Providing rural services can be a major challenge for all workforce partners.

Connecting Programs with Employers and Industry: Since we have multiple partners providing employer services in our local area, it can be challenging at times to connect in a way that does not overwhelm or confuse employers about the various program services. With an increased focus on employer engagement, employer satisfaction, and employment outcomes for participants, it is vital that all the WIOA core programs, as well as partner programs, work together to develop meaningful relationships that work in tandem with each other and provide less confusion to the employers.

(C) Local Area Workforce Development Capacity.

Provide an analysis of the capacity of Local Area entities to provide the workforce development activities identified in (A), above.

LAV has a robust menu of workforce services to offer to both businesses and individuals in the region. The services available to individuals include a wide array of career services, including educational opportunities/funding, training, pre-vocational training, career exploration, career resources, soft/employability skills training, supportive services, networking opportunities and onsite/offsite recruitment events. The One-Stop centers provide resource room access to all partner programs to include WIOA (Adult, Dislocated Worker and Youth), Veterans, RESEA, Adult Basic Education, Vocational Rehabilitation, Farm Worker Program, and Migrant and Seasonal Farm Workers either in person or through direct linkage.

Additionally, LAV has significant services available to businesses, including career fairs, labor market information, job postings, resume reviews, employment skills testing and outplacement services. To assist with meeting local employer needs, we have identified the following in demand industry sectors based on data provided by the Kansas Department of Labor: health care, manufacturing/construction, financial and professional services, and transportation.

The specific needs of the local area job seekers in the region's workforce continue to be soft skills/employability training, education, and training in demand-driven occupations. The overall need of our job seeker population is to help them identify and pursue career pathways that lead to industry recognized portable, stackable credentials, to increase their earning potential and fill in-demand jobs for employers.

The local workforce region must continue to facilitate communications among employers and job seekers, coordinating across post-secondary institutions, focusing on the needs of the employers, working with current and future job seekers to educate them regarding emerging job opportunities, and helping individuals design their own career pathways. We believe it is important to develop a workforce with competitive and relevant skills. We are continually

improving our workforce services so that we can assist the whole customer and meet all their individual needs.

(b) Local Area Strategic Vision and Goals.

(1) Vision.

All residents of Southeast Kansas, particularly those with barriers to employment, will have access to innovative workforce services, collaborative training and education programs, and direct support services. This collaboration between Core Partners will provide the required knowledge, skills, and credentials necessary for securing sustainable employment that strengthens the local economy and meets the needs of our local business community.

(2) Goals.

Goal 1. Foster a dynamic, collaborative, and ever-improving workforce development system in which employers and individuals have ready access to a network of information and services responsive to their unique employment needs.

- LWDB V will strategically align its workforce development programs to ensure that employment and training services provided by the core programs identified in the Workforce Innovation and Opportunity Act (Workforce Development, Wagner-Peyser, Vocational Rehabilitation and Adult Education) are coordinated and complementary so that job seekers acquire skills and credentials that meet employers' needs.
- LWDB V will improve services to employers and continue to promote work-based learning training to ensure that our services are employer driven and contribute to the economic growth and business expansion in our community.
- LWDB V will continue to foster regional collaboration and alignment between this region's workforce development programs and economic development organizations to meet the needs of local and regional employers.
- Provide a 'No Wrong Door' approach to services by providing customers with easy access to information throughout the system.

Goal 2: Provide local area residents with access to the literacy, education, vocational rehabilitation programs, and workplace skills necessary for self-sufficient employment and advancement.

- LWDB V will work with our core program partners to facilitate the development of career pathways, especially within targeted industry sectors, as a strategy to help individuals of all skill levels, including those with barriers to employment, disabilities and other populations to include individuals age 55 and over, to complete the education and training they need to obtain industry recognized credentials and to meet the skills requirements of businesses and in-demand industries and occupations.
- LWDB V will improve access for people with disabilities to obtain training and education to prepare them for competitive integrated employment offered through Title I and Title III programs.
- LWDB V promotes the integration of adult education with occupational education and training to emphasize activities within basic skills and literacy programs that increase an individual's ability to transition to postsecondary education and obtain employment.
- LWDB V provides education and training activities that effectively use technology, including distance learning, linked social media, telephone, instant messaging and video chat to increase the amount and quality of learning.

- LWDB V will reinforce connections with registered apprenticeship and pre apprenticeship programs as these programs are proven models that provide workers with career pathways and opportunities to be earned while they learn.

Goal 3: Empower Southeast Kansas youth with the knowledge, skills, and behaviors necessary for employment and economic independence in high-skilled, high-wage careers, and lifelong learning.

- Encourage paid work based learning experiences for Youth so they may explore career options, develop universal, interpersonal and customer service skills needed in the workplace, and become self-reliant through employment as adults.
- LWDB V will increase the use of proven service delivery models and best practices in serving disconnected youth and other vulnerable populations.
- LWDB V will continue to further strengthen and improve coordinated delivery of services with the Job Corps Program.

Goal 4: Implement an operational, system-wide set of performance measures to monitor, evaluate, and improve the effectiveness and accountability of employment, education, and training programs.

- LWDB V will streamline and strengthen the strategic role of the Board so that it can provide continuous improvement that is supported through evaluation, accountability, identification of best practices, and data driven decision-making.
- LWDB V will support regional economic growth and economic self-sufficiency by ensuring that its employment and training programs and activities are designed and implemented, in coordination with its core program partners, to meet and/or exceed the primary indicators of performance.

(3) Performance Goals.

Describe the policies the Local Workforce Development Board will develop to make certain local staff and Operator staff do not use performance outcome assumptions to limit services, including credential/postsecondary training and work-based learning, to individuals otherwise eligible for those services. Provide a timeline for establishing this policy and for training local and operator staff to carry out the intent of and procedures for implementing the policy. [Once Performance guidance is received, Local Area Boards will be asked to submit expected levels of performance relating to the performance accountability measures based on primary indicators of performance described in section 116(b)(2)(A) of WIOA. (This Strategic Planning element only applies to core programs.)]

LA V will continue its policy of training staff to recognize both eligibility and suitability for services under WIOA and provide individualized and customized services for customers that best fit their career and training pathway. Targeted enrollment (see list below) of customers for WIOA services is based on need and suitability of the customer, not assumptions based on performance predictions. Suitability can be determined using a combination of—among other things—standardized tests, interviews, inventory of applicants' fields of interests, skills assessments, career exploration, and available labor market, as well as other data which may have been collected through the provision of a career service.

Targeted Enrollment:

- o Displaced homemakers;
- o Low-income individuals;
- o Indians, Alaska Natives, and Native Hawaiians;
- o Individuals with disabilities;
- o Older individuals;
- o Ex-offenders;
- o Homeless individuals (see definition of Homeless Individuals], or homeless children and youth (see definition of Homeless Children and Youth);
- o Youth who are in or have aged out of the foster care system;
- o Individuals who are English language learners, individuals who have low levels of literacy, and individuals facing substantial cultural barriers;
- o Eligible migrant and seasonal farm workers;
- o Individuals within two (2) years of exhausting lifetime TANF eligibility under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.);
- o Single parents (including single pregnant women);
- o Long-term unemployed individuals;
- o Such other groups as the Governor involved determines to have barriers to employment.

The performance measures for LAV are:

		PY2020 - PY2021 Final Negotiated Performance Goals
Primary Indicators*		
<i>Adult</i>	Employment Rate 2nd Quarter After Exit	76.0%
	Employment Rate 4th Quarter After Exit	74.0%
	Median Earnings 2nd Quarter After Exit	\$ 5,751
	Credential Attainment within 4 Quarters After Exit	74.6%
	Measurable Skill Gains	53.2%
<i>Dislocated Worker</i>	Employment Rate 2nd Quarter After Exit	82.5%
	Employment Rate 4th Quarter After Exit	79.0%
	Median Earnings 2nd Quarter After Exit	\$ 9,100
	Credential Attainment within 4 Quarters After Exit	78.6%
	Measurable Skill Gains	69.3%
<i>Youth</i>	Employment Rate 2nd Quarter After Exit	72.5%
	Employment Rate 4th Quarter After Exit	69.1%
	Median Earnings 2nd Quarter After Exit	\$ 4,145.00
	Credential Attainment within 4 Quarters After Exit	59.0%
	Measurable Skill Gains	57.6%
<i>Wagner Peyser</i>	Employment Rate 2nd Quarter After Exit	70.6%
	Employment Rate 4th Quarter After Exit	69.8%
	Median Earnings 2nd Quarter After Exit	\$ 5,356

Adult Education Performance Measures
Total Learners
Total Participants
Average Hours of Participant
Employed
Unemployed
Not in the Labor Force
Posttest and level completion

(4) Assessment.

Describe how the Local Board will assess the overall effectiveness of the workforce investment system in the Local Area in relation to the strategic vision and goals stated above in sections (b)(1), (2), and (3) and how it will use the results of this assessment and other feedback to make continuous or quality improvements.

LA V will continue its current practices and processes that have, to date, resulted in a high-performing board that is business-led, market-responsive, results-oriented and collaborative with other workforce development system partners. Our current high-performing board fosters customer service excellence seeks continuous improvement and demonstrates value by enhancing employment opportunities for all individuals.

Policies, practices, and processes that define this high-performing board and the way it conducts business include, but are not limited to, the following:

- The LA V Board maintains a strong focus on performance, results, and measures of success by reviewing strategic alternatives and recommending appropriate adjustments based on changing conditions. The LA V Board monitors the implementation of these established strategies and their impact on current and future performance. The LA V Board will:
 - Bring key stakeholders together to develop a collaborative, job driven system that links diverse talent to business.
 - Develop and maintain Board led committees of our local partners and employers focused on system-wide workforce challenges that impact our region.
- The LA V Board’s agenda includes financial, strategic, operational, and other key workforce issues that provide the structural framework for the board’s oversight. As part of this oversight the Board will routinely and periodically evaluate:
 - Budget, resource allocations, cost sharing and expenditures.
 - Quality of operational management and leadership including developing succession and contingency plans.
 - The effectiveness of the local workforce system by reviewing customer feedback, economic and labor market data, employer demand, staff and participant performance.
- The LA V Board maintains a governance structure/framework that is responsive to its stakeholders and solicits and considers input from the community and customers.

(c) Local Area Strategy.

The Local Area Plan must include the Local Board's strategies to achieve its strategic vision and goals. These strategies must consider the Local Area's economic, workforce, and workforce development, education and training activities and analysis provided in Section (a) above. Include discussion of specific strategies to address the needs of populations provided Section (a).

(1) Describe the strategies the Local Area will implement, including sector strategies and career pathways, as required by WIOA section 101(d)(3)(B), (D).

Based on the knowledge, expertise and insight shared by our diverse stakeholder community, we have implemented WIOA and continue to meet our vision of increasing the number of individuals who have earned an industry-valued, post-secondary degree or credential. We will continue to meet this vision by fostering and expanding employer-driven, high-quality partnerships, building more sector strategies and career pathways by focusing training investments on industry-valued training. The LA V Board will has implemented these strategies by:

- Focusing literacy and training programs on career pathways
- Designing and implementing practices that actively engage industry sectors and use economic and labor market information, sector strategies, career pathways, Registered Apprenticeships, and competency models to help drive skill-based initiatives.
- Connecting skilled and trained customers to our Employers

(2) Describe how the Local Board will support Sector Strategy development, including any work groups, sector associations or other, formal groupings of multiple employers/companies which make up the sector.

Businesses need simple paths to the workforce system and a better understanding of the benefits, whether it is filling open positions with qualified applicants or developing training programs to ensure workers have industry-specific skills. In addition, once businesses and industries are engaged through sector strategies, the workforce system must continue to build and sustain these partnerships. The system's essential promise to these partnerships is streamlined and collaborative services that are easy for an employer to navigate and perceive value.

The LA V region is made up of a diverse group of businesses and industry, from healthcare, to manufacturing, transportation, and utilities. As the economy continues an upward trend, the region is anticipating a bright outlook of increased job creation and business development in the area. The data indicates that within the next five years the fastest growing demand occupations within the LA V region are as follows:

- General and Operations Managers
- Heavy and tractor trailer truck drivers
- Construction Laborers
- Home Health and Personal Care Aides
- Registered nurses
- Nursing assistants
- Stocker and Order Fillers
- Welders, Cutters, Solderers and Brazers

- Maintenance and repair workers
- Production Workers

On an annual basis and periodically throughout the year the Board may:

- Access data through the Kansas Department of Labor, Labor Market Information Services Department to obtain the most current labor market information for the LA V area. Information requested will include, but not be limited to, the following by occupational area (SOC and ONET codes) localized for the LA V area:
 - Annual data from job vacancy reports.
 - Projected annual growth in number of job vacancies for one, two, and five years.
 - Average entry wage, average mean wages.
 - Occupations in declining industries.
 - Data on largest employers hiring.
- Evaluate outcomes attained locally by participants by occupational training area.
- Evaluate reports for longitudinal data.
- Conduct industry surveys to collect relevant data.
- Hold business forums and seminars where input from attendees will be requested.
- Attend local industry forums, presentations, and business meetings to gather information on employer's workforce needs.

(2) Describe the strategies the Local Area will use to align the core programs, any Combined State Plan partner programs, mandatory and optional one-stop partner programs, and any other resources available to the Local Area to achieve fully collaborative customer services consistent with the strategic vision and goals described above. Also describe strategies to strengthen workforce development activities regarding gaps identified in the Local Area's workforce analysis.

One of the goals of LA V is to achieve its strategic vision is to align its workforce development programs to ensure that employment and training services provided by the core program entities identified in the WIOA (Workforce, Wagner-Peyser, Vocational Rehabilitation and Adult Education) are coordinated and complementary so that job seekers acquire skills and credentials that meet employers' needs.

LA V plans to accomplish this goal by implementing the following objectives:

- Convene initial and periodic meetings of the core programs' key staff to discuss and determine how we can best coordinate and complement our service delivery so that job seekers acquire the skills and credentials that meet employers' needs.
- Use a variety of techniques to solicit input from our core program organizations, other key partners, and the business community to assist in the development of content for our local plan.
- Hold periodic strategic meetings with the business community to ascertain the skills and credentials employer's need. All core program entities' key staff will be invited to participate in these strategic meetings and work with LA V to determine what changes, if any, are needed based on this input from local employers.
- LA V will work with core partners to assess the skill levels gaps of the local area

residents to include literacy, English language proficiency, aptitudes and abilities, and supportive service's needs.

- Continue to urge Vocational Rehabilitation and Adult Education to offer services on an itinerant basis within LA V workforce centers whenever possible and feasible and explore aligning resource / cost arrangements where and when practical to achieve the Board's strategic vision, goals, and objectives.
- Develop strategies to support staff training and awareness across programs supported under WIOA as well as other key partner programs.
- Develop and execute updated Memoranda of Understanding with core program entities and other key partners that will document agreed to strategies to enhance the provision of services to employers, workers, and job seekers, such as use and sharing of information, performance outcomes, and cooperative outreach efforts with employers.
- Advocate for a collaborative information system at the state and local level that would allow entities that carry out the core programs to better coordinate service delivery for joint customers and cross program referral.

III. OPERATIONAL PLANNING ELEMENTS

The Local Area Plan must include an Operational Planning Elements section that supports the Local Workforce Development Board's strategy and the system-wide vision described in Section II(c) above. Unless otherwise noted, all Operational Planning Elements apply to Combined State Plan partner programs included in the State Plan as well as to core programs. This section must include—

(a) Local Strategy Implementation.

The Local Area Plan must include—

(1) Local Workforce Development Board Functions.

Describe how the Local Board will implement its functions under section 107 (b)(3); (4)(A-C) and (5) of WIOA (i.e. provide a description of Local Board operational structures and decision-making processes to ensure such functions are carried out).

The Workforce Innovation and Opportunity Act (WIOA) requires the governor, in partnership with the state board, to establish criteria for use by the chief elected official (CEO) in the local areas to appoint members to the local workforce development board (LWDB or local board). The state agency designated by the governor to be responsible for the administration of WIOA in Kansas is the Department of Commerce (Commerce).

Members of the local board that represent organizations, agencies, or other entities shall be those individuals within the organization who have optimum policymaking authority. A majority of the members of the local board shall be representatives of business in the local area. LA V Board shall elect a chairperson from among their business representatives.

LWDB composition and certification shall be in accordance with the criteria established in WIOA Section 107 (a)-(c) and with the Department of Commerce Policy 5-01-00.

Members to a local board shall be appointed from among nominations received from such organizations and entities, as the proposed member would represent. Appointments to a local

board shall reflect, to the greatest extent possible, a diverse, representative cross section of the local area. No individual shall be appointed as a representative of more than one required category on a local board.

Appointment of Local Board Membership

WIOA Section 107(c) directs the CEO in LA V to appoint the members of the local board, in accordance with established state criteria. In a case in which a local area includes more than one unit of general local government, the CEOs of such units may execute an agreement (CEO Agreement) that specifies the respective roles of the individual CEOs in the appointment of the members of the local board and in carrying out other responsibilities assigned to such officials under WIOA. If, after a reasonable effort, the CEOs are unable to reach an agreement, the Governor may appoint the members of the local board from individuals nominated or recommended.

The CEO(s) of a local workforce development area (local area) shall appoint members to the local board for a specified term and from among nominees received from those entities and organizations specified in this document.

Membership Criteria

Local boards established after the enactment of WIOA (July 22, 2014) shall include members who are:

1. Representatives of Business:

- a. A minimum of 51% of the membership shall be representatives of business in the local area who are owners of businesses, chief executive or operating officers of businesses, and other business executives or employers with optimum policymaking or hiring authority, and
- b. Represents businesses, including small business or organizations representing businesses with employment opportunities that provide that, at a minimum, include:
 - i. High-quality, work-relevant training and development in high demand industry sectors or occupations in the local area, and
- c. Are to be appointed from among individuals (plural) nominated by local business organizations and business trade associations.

2. Representatives of the Workforce

- a. A minimum of 20% of the membership shall include representatives of the workforce (workers) in the local area who:
 - i. Shall include representatives (plural) of labor organizations nominated by local labor federations in local areas where employees are represented by labor organizations.
 1. If no employee is represented by a labor organization in the local area, other representatives of employees, and,
 - ii. Shall include a representative from a joint labor-management apprenticeship program in the local area who shall be a labor organization representative or training director.
 1. If no such program exists, a representative of a Registered Apprenticeship program in the local area, if such a program exists, and,
 - iii. May include (optional) representatives of organizations with demonstrated

experience and expertise in addressing the employment, training or education needs of WIOA eligible youth, including out of school youth.

3. Representatives (plural) of Education and Training
 - a. Each local board shall include representatives of entities administering education and training activities in the local area who:
 - i. Shall include a representative of eligible providers administering adult education and literacy activities under WIOA title II, and
 - ii. Shall include a representative of institutions of higher education providing workforce activities (including community colleges), and
 - iii. May include (optional) representatives of local educational agencies and community – based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment.
4. Representatives of Government, Economic and Community Development
 - a. Each board shall include members of governmental and economic and community development entities serving the local area who:
 - i. Shall include a representative of economic and community development entities, and
 - ii. Shall include an appropriate representative from the State employment service office under the Wagner-Peyser Act serving the local area, and
 - iii. Shall include an appropriate representative of the programs carried out under Title I of the Rehabilitation Act of 1973 (other than section 112 or part C) serving the local area, and
 - iv. May include (optional) representatives of local agencies or entities administering programs related to transportation, housing, and public assistance, and
 - v. May include (optional) representative of philanthropic organizations serving the local area.
5. Discretionary Representatives
 - a. Each local board may include such other individuals as the CEO may determine to be appropriate.

Board Size

The LA V Board appointed under WIOA not only has minimum requirements as to what stakeholders are represented; it also establishes minimum percentages of representation in two stakeholder categories; business and workforce.

The minimum size of a Local Workforce Development Board would be 19 members under the following scenario:

Business:	9 + 1 (to maintain >50%) =	10
Workforce:	3 (2 labor org + 1 joint apprentice) + 1 (to maintain 20% min) =	4
Ed/Training:	2 (1 adult ed./lit + 1 higher ed.) =	2
Gov't, Eco/Comm Dev.:	3(1 eco/comm dev+ 1 WP + 1VR) =	<u>3</u>
MINIMUM SIZE:		19

CEO's may appoint additional members at their discretion but must assure the majority business representation and 20% minimum workforce representation is preserved.

Vacancies and Appointments

Local board vacancies must be filled by the next regularly scheduled meeting of the CEOB, or 60 calendar days from the date of the vacancy, whichever is later with the following exception. A private sector board member shall remain appointed until a replacement has been found and approved by the CEOB. Term limits or other conditions of appointment must be reflected in the bylaws (if incorporated) or governance policies of the local board.

Only the CEO has the authority to appoint/reappoint members from among nominations received. Local board bylaws cannot usurp this CEO responsibility. All appointments (e.g., new and reappointments) must be reported on the attached LWDB Appointment Notice (see Attachment A) and sent by e-mail to the following address within five business days of appointment.

In addition, the following activities must also be reported (to the same e-mail) within five business days:

1. Member resigns (or otherwise leaves) the board resulting in a vacancy.
2. Chair resigns (or otherwise leaves) the chair position; or
3. New chair is elected, or acting chair is appointed.

Certification of the LWDB

Initial Certification

A local board shall be initially certified for a period not to exceed two years if it is determined that its appointments and resulting membership composition are consistent with criteria established under WIOA Section 107 and State established criteria.

Subsequent Certification

WIOA Section 107(c)(2) provides that once every two years one local for each local area in the state will be certified. Department of Commerce shall subsequently recertify each local board every two program years if it is determined that its appointments and composition have remained substantially consistent with WIOA and state policy, and it is determined that the local board has carried out its workforce activities in the local area to enable the local area to meet its local performance standards. Failure of a local board to achieve certification shall result in reappointment and certification of another local board for the local area pursuant to the process described in WIOA Section 107(c)(2), et al.

Request for Initial and Subsequent Certification

LA V submit a written request for certification to the Department of Commerce no later than 60 days before the beginning of the program year for which subsequent certification is being requested.

The request for certification must include the following information:

1. Membership list (submit the following):
 - Name of each local board member, title, business address, and telephone number.

- Brief description of the member's functional employment responsibilities and qualifications to serve on the LWDB.
- Representation affiliation
 - AEL Adult Education/Literacy
 - BUS Business
 - CBO Community Based Organization
 - ECD Economic and Community Development
 - EDU Local Education
 - WPS Employment Services/WP
 - HUD Housing and Urban Development
 - LBR Organized Labor
 - OTH Other
 - PSC Post-Secondary/Carl Perkins
 - VOC Vocational Rehabilitation
- Term of appointment (begin and end dates); and Identification of local board officers.

2. Nomination Process

The CEO's process for soliciting LWDB nominations must be consistent with WIOA and state policy. Submit a statement indicating that a process was adopted and documented and that records on the nomination/selection process are on file that includes the names of all candidates nominated, including their qualifications to serve on the LWDB.

3. CEO Agreement

Submit a fully executed copy of the CEO agreement pursuant to WIOA Section 107(c) and state policy that describes how the CEOs in the local area carry out their respective roles.

4. Bylaws

Submit most recent copy of the Local Workforce Development Board bylaws describing its governance policies, including a conflict-of-interest clause in compliance with WIOA and state policy.

5. Information concerning the extent to which the local board carried out its workforce activities.

LA V Board will provide information concerning the extent to which the board carried out its workforce activities, including regional planning activities, to enable the local area to meet its performance measures. The information will include an explanation of how and to what extent the board was actively involved in negotiating the area's performance standards, establishing performance outcomes consistent with these standards for the various programs and one-stop operators, and monitoring the progress in meeting these standards. In addition, the board will provide information about how it provided assistance to service providers who fell below acceptable standards and what corrective action measures were required in the event performance did not improve.

(2) Implementation of Local Area Strategy.

Describe how the lead local agency with responsibility for delivery of each core program or a Combined State Plan partner program included in this plan will implement the Local Board's Strategies identified in II(c) above. This must include a description of—

(A) *Core Program Activities to Implement the Local Board's Strategy.*

Describe the activities the entities carrying out the respective local core programs will fund to implement the Local Board's strategies. Also describe how such activities will be aligned across the core programs and other Combined State Plan partner programs and among the entities providing the programs, including using co-enrollment and other strategies.

For WIOA Title III, the state workforce agency will fund outreach, employment assistance, case management, and staff supervision through state merit staff funded through Wagner-Peyser labor exchange and career services; Reemployment Assistance programs; Veteran's Employment and Training programs, including those for Disabled Veterans; Registered Apprenticeship; Agricultural Outreach; Work Opportunity Tax Credit; and Foreign Labor Wage Certification programs through formula and dedicated funds. For WIOA Title I, the LA V Board will fund outreach, employer assistance, case management and staff supervision of the local area WIOA funding streams (Adult, Dislocated Worker and Youth) and other grants. All these activities will move LA V toward the strategic goals described in the Section II of this plan. These activities will continue to be aligned across the Core Programs through avenues defined during the first two years of the implementation of this local plan, such as cross - training, referrals, co-enrollment, coordinating resources as agreed in eventual Memorandum of Understanding.

LA V has an existing relationship with WIOA Title II, Adult Basic Education (ABE) and WIOA Title IV, Vocational Rehabilitation (VR) in our region. For Title II, the Kansas Board of regents will fund Adult Education and Literacy activities including instruction and support services as described below. ABE providers facilitate educational services that provide basic literacy and Adult General Education services to address the goals and objectives of both local, state, and national priorities. For Title IV, the Department for Children and Families funds the Vocational Rehabilitation programs which provides a wide range of services to empower people with disabilities to achieve their employment goals, independent living, and self-reliance. Depending on the individual's disability and functional limitations, however, other outcomes such as part-time employment, self-employment, or supported employment are also appropriate. Services focus both on helping high school students plan as they prepare for transition to work, as well as delivery of a range of individualized adult services. These core partners commit material informational resources and professional staff to maintain the partnership between all core partners in the area.

LA V continues to work collaboratively with the Adult Education community to implement WIOA. One of LA V goals to achieve its strategic vision is to align its workforce development programs to ensure that training services provided by the core program partners, including ABE and VR, are coordinated and complementary so job seekers acquire skills and credentials to meet employers' needs.

The Six CORE WIOA Programs are outlined below:

- Title I (Adult, Dislocated Worker and Youth formula programs) administered by Department of Labor (DOL)
- Title II – Adult Education and Literacy programs administered by the Department of Education (DoED)

- Title III – Wagner- Peyser employment services administered by DOL; and
- Title IV – Rehabilitation Act of 1973 programs administered by DoED

WIOA Title I	Youth Employment & Training	WIOA Youth program services include the attainment of a high school diploma or its recognized equivalent, entry into postsecondary education, and individualized delivery of 14 types of career readiness opportunities.
	Adult Employment & Training	WIOA Adult program services include career services, training services and job placement assistance. Priority is given to recipients of public assistance, other low- income individuals, veterans, and individuals who are basic skills-deficient.
	Dislocated Worker Employment & Training	WIOA dislocated worker program services target individuals who lost jobs due to plant closures, company downsizing, or some other significant change in market conditions. In most cases, eligible workers are unlikely to return to their occupations, and they must be eligible (or have exhausted) unemployment compensation.
WIOA Title II	Basic Education for Adults	Adult Education and Literacy services include: adult education; literacy, workplace, family literacy, and English language acquisition activities; and collaborative English literacy and civics education, workplace preparation activities, and collaborative education and training.
WIOA Title III	Wagner-Peyser Employment Services	Wagner-Peyser Employment Services, often referred to as basic labor exchange services provide access to employment services to all job seekers including job search preparation and placement assistance services. Employers may receive general or specialized recruitment services through self-service or staff assisted job orders.

<p>WIOA Title IV</p>	<p>Vocational Rehabilitation</p>	<p>Vocational Rehabilitation provide a wide range of services to empower people with disabilities to achieve their employment goals, independent living, and self-reliance. The priority is competitive, full time employment. Depending on the individual’s disability and functional limitations, however, other outcomes such as part-time employment, self-employment, or supported employment are also appropriate. Services focus both on helping high school students plan as they prepare for transition to work, as well as delivery of a range of individualized adult services.</p>
--------------------------	--------------------------------------	--

In addition to the core programs, for individuals with multiple needs to access the services, the following partner programs provide access through the one-stops:

- Career and Technical Education (Perkins)
- Community Services Block Grant
- HUD Employment and Training Programs
- Job Corps
- Local Veterans' Employment Representatives and Disabled Veterans' Outreach Program
- National Farmworker Jobs Program
- Senior Community Service Employment Program
- Temporary Assistance for Needy Families (TANF)
- Trade Adjustment Assistance Programs; and
- Unemployment Compensation Programs

Outlined below is a description of roles and resource contributions of these partners:

Programs	Contributions/Roles/Resources
Career and Technical Education (Perkins)	<ul style="list-style-type: none"> ● Adult Education – basic skills training, GED training and testing ● Post-Secondary- occupational Skills Training through ITAs ● Job placement assistance ● Promotes LA V programs and services in their Career and Technical Education Centers by providing collateral materials flyers, etc.
Job Corps	<ul style="list-style-type: none"> ● Serves on the Board Youth Committee ● Education and occupational skills training ● Job placement assistance ● Residential housing ● Promote LA V programs and services in their offices by providing collateral materials, flyers, etc.
Local Veterans' Employment Representatives and Disabled Veterans' Outreach Program	<ul style="list-style-type: none"> ● Planning and coordination of services ● Co-location of staff onsite at the workforce center ● Training services provided ● Job placement assistance
National Farmworker Jobs Program	<ul style="list-style-type: none"> ● Promotes LA V programs and services in their offices by providing collateral materials, flyers etc. ● Provide WIOA services to agriculture workers ● Conduct joint outreach and recruitment efforts ● Refer customers to LAV for employment and training opportunities ● Crosstrain
Senior Community Service Employment Program	<ul style="list-style-type: none"> ● Planning and coordination of services ● Co-location of staff onsite at the One Stop Career Centers ● Job placement assistance ● Promotes LA V programs and services in their offices by providing collateral materials flyers, etc.
Trade Adjustment Assistance Programs	<ul style="list-style-type: none"> ● LA V provides direct services as approved by the Kansas Department of Commerce
Unemployment Compensation Programs	<ul style="list-style-type: none"> ● Information and local navigation assistance to customers receiving Unemployment Insurance.

(B) Alignment with Activities outside the Local Plan.

Describe how the activities identified in (A) will be aligned with programs and activities provided by mandatory one-stop partners and other optional one-stop partners and activities provided under employment, training (including Registered Apprenticeships), education (including career and technical education), human services and other programs not covered by the plan, as appropriate, assuring coordination of, and avoiding duplication among these activities.

Core programs directly under LAV are focused on alignment of service strategies and on reducing duplication and confusion among employers and jobseekers relative to having workforce needs met. Partners delivering core programs are represented on LAV's Board.

All core programs are represented through the one-stop center, either on a full-time basis or have direct access with core partners.

There is a strong history of partnership, coordination, and referral between LAV and the core partners across the region. Referrals are routinely made between the core programs and organizations in cases where customers served initially by one organization are deemed to be able to benefit from services provided by the other or the natural continuum of service is adult education leading to postsecondary Career and Technical education to work readiness and ultimately employment.

(C) Coordination, Alignment and Provision of Services to Individuals.

Describe how the entities carrying out the respective local core programs, Combined State Plan partner programs, and mandatory and optional one-stop partner programs will coordinate activities and resources (including Infrastructure Cost Sharing procedures) to provide comprehensive, high-quality, customer-centered services, including supportive services to individuals including those populations identified in section II(a)(1)(B). The activities described shall conform to the statutory requirements of each program.

Jobseekers as Customers: Coordination, Alignment, and Provision of Services for jobseekers, especially for those jobseekers who are unemployed or who face barriers to employment, involves an approach in which LA V will strive to ensure customers who are receiving multiple services across agencies are not discouraged or disenfranchised by unnecessary bureaucracy. Instead, our customers will feel encouraged and assisted by the workforce system, because the WIOA partners will continue to communicate often and effectively, taking action to align efforts across programs whenever possible.

The WIOA partners will meet quarterly through the Core Partners Group to discuss implementation and alignment efforts, and to address the progress and opportunities for improvement, which would include training opportunities for staff. LA V will use multiple avenues and access points to provide efficient and effective services and systems for customers to access resources and services needed to achieve their goal. To help operationalize alignment efforts, local workforce partners are committed to cross training employees and sharing resources and data, as appropriate and when possible.

The co-location of resources, when possible, will further foster improved customer service, as it will help to identify commonalities and to ensure that processes are in place that will provide more service to shared customers. The WIOA partners are also committed to meeting frequently to discuss issues, best practices, and challenges to ensure continued collaboration. The WIOA partners are further committed to placing job seekers in the center of all they do and are. LA V Core Partners are committed to serving the following target populations:

- Individuals with Barriers to Employment
- Displaced Homemakers
- Eligible migrant and seasonal farmworkers
- Ex-offenders
- Homeless individuals
- Low-income individuals (including TANF and SNAP recipients)
- Native Americans, Alaska Natives, and Native Hawaiians
- Individuals with disabilities, including youth who are individuals with disabilities
- Older individuals
- Individuals facing substantial cultural barriers
- Individuals who are English language learners
- Individuals who are unemployed or underemployed
- Individuals who have low levels of literacy
- Individuals within 2 years of exhausting lifetime eligibility under part A of title IV of the Social Security Act
- Individuals without a High School Diploma
- Long-term unemployed individuals
- Single parents (including single pregnant women and non-custodial parents)
- Veterans
- Youth who are in or have aged out of the foster care system

These individuals face challenges that require innovative strategies, solutions, and tools to meet their needs throughout the job acquisition, training, and business recruitment processes.

LA V's WIOA system will:

1. Incorporate continual staff training, which is paramount to understanding and properly utilizing the tools available to facilitate assessment, to disseminate information on services available throughout the system, and to refer customers to appropriate WIOA partner organizations.
2. Provide multiple access points to increase outreach and balance efficiency among the various persons involved with the customer experience.
3. Create a robust menu of services and appropriate referrals that can effectively meet the needs of a diverse customer base.
4. Establish relationships, competence, and accountability among all partners and customers involved in the system. Through the Core Partners Group will establish deeper relationships and accountability to enhance our customers' experiences.

5. Encourage sharing of information among partners, such as creating a resource map, explore development of a workforce network blog, WIOA list serve, and other commonly used sharing and communications methods. The Core Partners Group will provide guidance to the system.
6. Encourage greater business involvement in workforce processes and in the sharing of “industry-related” work skills and behavioral expectations. This includes a collaborative role for community colleges and industry organizations in developing programs that meet labor market needs in the local area.
7. Reduce duplicative processes to expand staff’s ability to serve customers more efficiently. The Core Partner Group will provide guidance, and the WIOA work groups will continue to work on customer flow models and explore feasibility of common intake process.
8. Establish guidelines for WIOA partners to manage and refer customers to other partners.
9. Identify liaisons among the various partners to assure that customers experience a seamless flow and referral to appropriate services.
10. Develop a mechanism for clear identification of resources and service responsibilities among the partners and within the community.
11. Place people before performance by putting customers at the center of policy decisions regarding service delivery.

Supportive Services

Supportive services provide financial assistance to participants who would not be able to participate otherwise. As needed and allowable, the WIOA partners may offer supportive services to eligible participants with transportation, suitable attire for business, tools, work or training equipment, child or dependent care, graduation fees, clothing for interviews or work, and more. Using a systems approach, the WIOA partners are committed to working together to ensure supportive service resources are leveraged effectively for job seekers.

Programs working with out-of-school youth ages 16-24 are strongly encouraged to work with LA V to plan and implement supportive services that respond to the needs of youth in their respective areas.

(D) Coordination, Alignment and Provision of Services to Employers.

Describe how the entities carrying out the respective local core programs, any Combined State Plan partner program, mandatory and optional one-stop partner programs will coordinate activities and resources to provide comprehensive, high-quality services to employers to meet their current and projected workforce needs. The activities described shall conform to the statutory requirements of each program.

Businesses must play a central role in the workforce system. Businesses create jobs and employ residents of LA V. They directly benefit from the creation of a pipeline of skilled and knowledgeable workers. As such, businesses are a key customer of the workforce system. Recognizing this fact, the majority of the LA V Workforce Development Board, consistent with the requirements of WIOA, is comprised of business leaders. The Board is dedicated to promoting comprehensive planning and coordination of employment and training programs in the local area.

Business can play an important role in developing training criteria and identifying emerging jobs. LA V will dedicate resources in an effort to establish a business services committee to ensure that business is engaged in the delivery of workforce services. The committee will provide strategies to the WIOA partners on providing outreach to businesses in the LA V region, utilization of labor market information, development of innovative practices and workforce development training needs.

LA V intends to provide a greater business voice in local workforce services. To that end, the WIOA partners agree to work together to ensure quality customer service to businesses. Previous business outreach efforts have been disjointed as agencies independently built relationships with LA V business leaders without collaboration or coordination. As a result, multiple agencies from State and local entities make multiple, and sometimes overlapping inquiries to and of local businesses. In moving toward the goal of single point of contact, LA V has an internal Business Services Team (BST), which is currently staffed by both Wagner-Peyser and Board staff. The BST will continue to reach out to core partners and other locally determined partners to participate on the team to foster the single point of contact. The team exists to help companies grow and thrive, to foster economic growth and stability, and to ensure that the residents of LA V have opportunities for gainful employment. Together, the members of the BST work with companies throughout the area to understand specific business needs and to proactively assist businesses with growth and workforce development strategies.

Team members have participated, and will continue to participate, in joint training sessions and will work collaboratively to develop relationships with local businesses, meet with leaders and provide consulting services related to company stabilization and growth throughout the business life cycle. In frequent communication, the Business Services Team will continue to develop a deeper understanding of the services each offer, and, after identifying and understanding a business's needs, will be able to refer the business to the services of fellow team members.

Businesses should also be considered partners in the WIOA system. Recognizing that a workforce system that is disconnected from business fails to meet the needs of jobseekers, the WIOA partners are dedicated to creating an industry-driven solution to workforce development that places businesses in the center of the identification of workforce needs, the development of curriculum, the design of trainings, and the placement of successful participants. Deep involvement of business in the process breeds confidence from employers that program participants are proficient in relevant skills that create contributing employees.

The LA V WIOA partners agree that building on the success of this industry-driven model will ensure that the needs of businesses and jobseekers are met. LA V WIOA partners are also dedicated to the expansion of industry-led partnerships that allow participants to obtain

industry-recognized credentials. In placing an emphasis on both industry-led partnership opportunities and industry-recognized credentials, LA V is ensuring that its talent pipeline is responsive to the needs of in-demand careers and industry sectors. To that end, LA V will continue to promote and cultivate industry-led partnerships in the delivery of workforce training opportunities. Education/Career Pathways will be explored and implemented in order to establish a bridge to participation for low-skilled individuals and others with barriers to employment.

(E) Partner Engagement with Educational Institutions.

Describe how the Local Board's Strategies will engage local education and training providers, including community colleges and area career and technical education schools, as partners in the workforce development system to create a job-driven education and training system.

LA V will continue to foster relationships between the workforce development and post-secondary and secondary education systems to ensure system alignment, programs of study that support job seeker and employer needs and leveraging of resources to provide students with the best possible chance for success. This includes continuing to look for ways to partner with education through competitive grant opportunities.

LA V has strong, already existing relationships with local training partners, including the Community College system, which provides most of our customers training opportunities. LA V will continue to invite them to the table to discuss issues that relate directly to our local area - such as employers demand for industry credentials (as described in the previous section), career pathways that feed directly into local employer and business needs and continued best practice strategies for ensuring easy movement and referrals between educational institutes and workforce development system.

(F) Leveraging Resources to Increase Educational Access.

Describe how the Local Board's strategies will enable the Local Area to leverage other local investments that have enhanced access to workforce development programs at the above institutions, described in section (E)

LA V will look to work hand in hand with our other local and state entities to provide our customers with a wide range of supportive programs that may enhance their access to educational institutions and their occupational and vocational training programs. Examples of such programming include:

- Accelerating Opportunity: Kansas (AO-K) and Partners for Change, which include postsecondary instruction or transition to postsecondary education, and are supported by LA V, can also be funded, and supported by federal TANF and SNAP dollars administered by the Kansas Department for Children and Families.
- The Kansas Board of Regents administers the Carl D. Perkins Career and Technical Education grant for Kansas. LA V educational institutions can request Perkins program improvement funding for activities to prepare special populations for high skill, wage, or demand occupations that will lead to self-sufficiency.
- Senate Bill 155 (SB155) provides free college tuition for in- school high school

students in postsecondary technical education courses and incentives to school districts for students earning industry-recognized credentials in high demand occupations.

- The AO-K proviso to SB155 pays tuition for technical courses for adults without a high school diploma who are enrolled in adult education.
- Customers receiving assistance through Senate Bill 155 may need additional assistance to cover Fees and Books which can be leveraged through LA V with targeted and appropriate dual enrollment.
- The Kansas Career Technical Workforce Grant is available to students enrolled in an eligible career technical education program operated by a designated Kansas educational institution that has been identified as offering a technical certificate or associate of applied science degree program in a high cost, high demand, or critical industry field.

(G) Improving Access to Postsecondary Credentials.

Describe how the Local Board's strategies will improve access to activities leading to recognized postsecondary credentials, including Registered Apprenticeship certificates. This includes credentials that are industry-recognized certificates, licenses, or certifications, and that are portable and stackable.

LA V will use data, both from real time surveys and historical business performance, to work with employers to identify the skills and competencies necessary to attain sustainable wage employment and to offer high quality training to individuals to obtain those skills. LA V will also work closely with employers, Industry Partnerships, Organized Labor, and other community partners to identify or develop the short-term credentials, certifications and other recognized industry credentials that adequately represent attainment of those skills. LA V will promote the attainment of postsecondary credentials in several ways and local initiatives. Examples include:

- All training providers will be encouraged to seek inclusion on the State Eligible Training Provider List and the Local Eligible Training Provider List which will require them to describe the credential(s) to be earned.
- Education programs, including secondary and postsecondary and adult basic education, will provide professional development opportunities to help providers understand and navigate the full credentialing spectrum and develop expertise in occupational counseling.
- Registered Apprenticeship and Organized Labor apprenticeship programs will be advertised to local job seekers and LA V will connect and educate employers on access to and the benefits of apprenticeship programs.
- LA V will promote and utilize the State of Kansas 'Front Door' web dashboard that will market postsecondary education through a web dashboard which will allow customers to get information on high demand jobs and link to postsecondary institutions where training is available in Kansas. This dashboard is joint effort developed through the partnership of the Kansas Board of Regents, Kansas Department of Labor, Kansas Department of Education, and Kansas Department of Commerce.

(H) Coordinating with Economic Development Strategies.

Describe how the activities identified in (A) will be coordinated with economic development

entities, strategies, and activities in the Local Area.

The Kansas Department of Commerce is the state's Economic Development Agency and coordinates economic development strategies with the activities provided across the Kansas workforce development system. The Business Services Division of Commerce provides both state-level intelligence regarding industries establishing operations in the state and local-level intelligence regarding growth and expansion of particular companies.

Alignment with economic development is a critical component of local workforce programs and workforce development must also be a critical component of the local area's future economic growth strategies. LA V must continue to strengthen the relationships with local area economic development in a number of ways, to include coordinating strategic planning between workforce and economic development; using economic data to drive workforce development decisions; and recognizing workforce development programs contribute to the pipeline of skilled workers for business and industry.

LA V works with economic development offices and chambers of commerce to disseminate information about the services offered by the local workforce centers. These organizations are key partners and serve as ambassadors to connect the local business community and employers with various resources. LA V will continue to support customers with training and skill development activities to match the needs of our local area industries to continue to improve the probability of successful employment placement.

(I) Coordinating with Unemployment Insurance Strategies.

Describe how the Local Board's strategies will strengthen linkages between the one-stop delivery system and unemployment insurance programs.

Employment services are provided as part of the one-stop delivery system. Currently each local workforce delivery area in Kansas has at least one comprehensive workforce development center that includes, WIOA Adult, Dislocated Worker and Youth services and Wagner-Peyser Labor Exchange services, which also includes the previously referenced RESEA services. Although Unemployment Insurance is handled by the Kansas Department of Labor, and they are currently not co-located in LA V's centers, each center provides phone, internet, and fax access to the Kansas Unemployment Service Center – which is located in Topeka. Due to COVID-19, we are currently assisting high volumes of Unemployment Customers with navigating the Unemployment Insurance system and the fraud issues that have arisen during this time. The current demands for UI assistance have significantly increased the amount of coordination necessary to assist job seekers who are unable to reach UI for crisis cases.

LA V will continue to coordinate with Unemployment Insurance Services for Rapid Response events that provide direct and expedient services to workers who are or are about to lose their employment due to their employers' reduction in force or company or facility closure.

Coordination with Unemployment Insurance also occurs within the Trade Adjustment Assistance (TAA) program that is co-located with the comprehensive workforce development centers. If a customer contacts the Kansas Department of Labor Unemployment Service Center

to file an unemployment insurance claim, the customer will be instructed to go to the nearest workforce center to make application for TAA benefits if they have been laid off by a company having a certified TAA petition.

(b) Local Operating Systems and Policies.

The Local Area Plan must include a description of the Local operating systems and policies that will support the implementation of the Local Board's strategy described in Section II Strategic Elements.

This includes—

(1) The local operating systems that will support the implementation of the Local Board's strategies.

This must include a description of—

(A) Local Area operating systems that support coordinated implementation of Local Board's strategies (e.g., labor market information systems, data systems, communication systems, case-management systems, job banks, etc.).

LA V utilizes the KANSASWORKS system as the primary operating system for all functional activities across WIOA and Wagner-Peyser programs. KANSASWORKS provides ready access to Labor Market information, job openings, job seeker resumes, hiring events, job fairs and other resources sought by both job seekers and employers. LA V staff use KANSASWORKS as the data and case management system for customers receiving employment and training services through WIOA Title I and Title III. KANSASWORKS provides a unified system for data tracking and reporting that allows all Board program strategies to be monitored, managed, and implemented in a consistent manner between our local workforce centers and across our 17 counties.

(B) Data-collection and reporting processes used for all programs and activities, including those present in one-stop centers.

LA V uses the KANSASWORKS system to collect, process and report information relating to WIOA Adult, Dislocated Worker and Youth programs as well as Wagner-Peyser Labor Exchange services. LA V also utilizes the PAGES system for case management and random assignment of the KHPOP 2.0 Impact study. KHPOP customer data is also stored in the KANSASWORKS system to facilitate fiscal processing.

(2) The Local Board policies that will support the implementation of the State Board's system integration strategies (e.g., co-enrollment policies and universal intake processes).

LA V is committed to a collaborative service delivery model and has already developed functional teams across co-located partner staff and Board staff. These functional teams assist with developing customer flow policies to ensure that customers have access to the entire range of services available regardless of their entry point into the workforce center. Co-enrollment policies have been developed for customers that have a demonstrated need to be supported in services across multiple programs including Labor Exchange, WIOA and other special grant programs or initiatives.

Collaborative service delivery has four major components:

A commitment to and a process for an collaborative customer pool (co-enrollment), so job seekers (whenever eligibility permits) are registered simultaneously in the performance

measures calculation of all of the following programs: Wagner-Peyser, WIOA Adult or Dislocated Worker program, TAA and VETS.

A collaborative job seeker customer flow which clearly defines a service delivery process of demand-driven, universal services not emphasizing program eligibility and program participation. This flow has three required services to be offered and provided to all job seekers:

- (1) administration of a skills assessment (staff will administer the appropriate assessment based on business requirements and job seekers' career interests) to build a service plan to help job seekers create "best fit" service options.
- (2) selection of most appropriate demand-driven, skill enhancement products (including, but not limited to, occupational training); and,
- (3) creation of a market attachment strategy based on the available labor market openings and, whenever possible, verification of skills prior to referral to employers.

A collaborative staffing chart to lead and provide services to the collaborative customer pool as they are served through the adopted, collaborative customer flow. Functional teams will staff the adopted customer flow and team membership will include staff funded by different funding sources, with affiliation by team and not by program funding. The identified manager and team members will be named without regard to funding source and shall coordinate the functional teams in the implementation of the collaborative flow.

All workforce centers will have a collaborative, business services function responsible for connecting local employers to the local workforce system. This team also has as a major function ensuring that all KANSASWORKS services continuously improve and are responsive to the needs of local employers and the local economy.

(3) Local Area Program and Local Board Overview.

(A) Local Board

Provide a description of the Local Board, including---

Southeast KANSASWORKS is a business-led workforce development organization dedicated to meeting the workforce skill needs of employers and to helping individuals gain the knowledge and skills to find a first, new or better job. As the LWDB for the 17 counties in Southeast Kansas that comprise LA V, the Board makes investment decisions to promote a demand-driven workforce development system responsive to local businesses, workforce and economic development needs. Their goal is to provide businesses with greater access to a skilled labor pool and to provide individuals with greater employment opportunities. LA V strives to meet its mission – to meet the workforce needs of employers and individuals through partnerships and innovation – by continually evolving as the needs of businesses and job seekers change.

The 17 counties in the southeast region of Kansas include: Allen, Anderson, Bourbon, Chautauqua, Cherokee, Coffey, Crawford, Elk, Greenwood, Labette, Linn, Lyon, Miami, Montgomery, Neosho, Wilson, and Woodson.

(i) Membership Roster. Provide a membership roster for the Local Board, including members' organizational affiliations.

Lisa Brumbaugh	Economic Development	Public
Conner Phillips	Community Based Organization	Public
Mark Doebele	Business	Private
Jennifer Augustine	Vocational Rehabilitation	Public
Bill Ritter	Organized Labor	Public
Sam Budreau	Business	Private
Ron Marrone	Business	Private
Sharla Hopper	Business	Private
Brenda Krumm	Higher Education	Public
Coralie Owens	Business	Private
Lacie Bohr	State Employment Svcs/WP	Public
Gary Matson	Business	Private
Darin Mason	Organized Labor Apprenticeship	Public
Leo Seivert	Business	Private
Brad Tiedemann	Business	Private
Karen Ulanski	Adult Literacy	Public
Megan Leigh	Business	Private
Mike Wolonik	Organized Labor	Public
Clay Kubicek	Business	Private

(ii) Board Activities. Provide a description of the activities that will assist Local Board members and staff in carrying out Local Board functions effectively.

LA V will utilize several activities to assist local board members and staff in carrying out local board functions effectively. The following details the functions of the LA V Board as well as the responsibilities of the four committees that provide strategic guidance of the day-to-day activities of the workforce system in LA V. The functions of the local board shall include the following:

(1) Local plan - Develop and submit a local plan to the Department of Commerce.

(2) Convene local workforce development system stakeholders to assist in the development of the local plan [and] in carrying out the functions described in this subsection.

(3) Employer engagement - Lead efforts to engage with a diverse range of employers to promote business representation on the Board and to develop effective linkages with employers.

(4) Ensure that workforce activities meet the needs of employers and support economic growth and develop and implement proven or promising strategies for meeting the employment and skill needs of workers and employers of LA V.

(5) Career pathways development - Lead efforts in the local area to develop and implement career pathways that align with in-demand occupations.

(6) Proven and promising practices - Lead efforts in the local area to identify and promote workforce development best practices the best align with local and regional needs.

(7) Technology - Develop strategies for using technology to maximize the accessibility and effectiveness of the local workforce development system for employers, workers, and jobseekers.

(8) Program oversight - Conduct oversight for local adult and youth employment and training activities, the one-stop delivery system in the local area and ensure the appropriate use and management of the funds [and] ensure the appropriate use, management, and investment of funds to maximize performance outcomes. Appoint a local Equal Employment Opportunity Officer to review complaints and provide training and oversight to all programs.

(9) Negotiation of local performance accountability measures - Negotiate and reach agreement on local performance accountability measures with the Department of Commerce.

(10) Coordination with education providers - Coordinate activities with education and training providers in the local area.

(11) Budget and administration - Develop a budget for the activities of the local board in the local area, consistent with the local plan and the duties of the local board under this section, subject to the approval of the chief elected officials. The chief elected officials in a local area shall serve as the local grant recipient for, and shall be liable for any misuse of, the grant funds allocated to the local area under sections 128 and 133.

(12) Accessibility for individuals with disabilities - Annually assess the physical and programmatic accessibility for customers of the workforce system.

LA V will use designated standing committees to assist with operational and other issues related to the one-stop delivery system, which may include representatives of the one-stop core partners as members. The following are the standing committees and a description of their functions:

A **Youth Committee** will be used to assist with planning, operational, and other issues related to provision of youth services, which shall include community-based organizations with demonstrated record of success in serving eligible youth. The Youth Committee will be focused

on placing a priority on out of school youth, high school dropout recovery and achievement of recognized postsecondary credentials. Career Pathways and work-based learning will be promoted as leading approaches to be adopted on a wider scale. The group will identify best practices and will incorporate where appropriate.

The **Business Services Committee** will be designated to promote engagement of a diverse range of employers to support their utilization of and participation in the local workforce system. The committee will help in development of strategies for the workforce staff in strengthening connections with employers. The committee will assist in the establishment of performance indicators on the effectiveness of services to employers. The group will enhance the communication among economic development entities that will support economic growth in LA V.

The **Executive/Fiscal Committee** will be comprised of members of the Executive Committee of the Board. The committee has been given the authority to make decisions between the LWDB quarterly meetings, for issues that arise and need action prior to the next scheduled quarterly LWDB board meeting. The committee will convene members to address strategic and fiscal preparedness for the requirements of WIOA. The group will determine needed and required fiscal and monitoring policies, review current allocation methodology, review operational budgets, and review resource sharing and infrastructure costs.

Under WIOA, the **Operations Committee** will develop measurement parameters to assess the effectiveness, accessibility, and continuous improvement of the local workforce system. The committee will assist in the integration of needed and available resources and services in the system to meet the workforce development and employment needs of the local employers and job seekers.

(B) Chief Elected Officials Board –

Membership Roster. Provide a membership roster for the Chief Elected Officials Board, including members' governmental affiliations.

Lonie Addis	County Commissioner	Reg. 2 - Cherokee, Labette & Neosho
Les McGhee	County Commissioner	Reg. 4 - Anderson, Allen, Wilson & Woodson
David Deal	County Commissioner	Reg. 3 - Chautauqua, Elk, & Montgomery
Bonnie (Rob)Roberts	County Commissioner	Reg. 5 - Miami, Linn, Bourbon & Crawford
Robert Saueressig	County Commissioner	Reg. 1 - Coffey, Greenwood & Lyon

(4) Program Data

(A) Data Entry and Integrity. Describe the policies the Local Board will establish to ensure participant data is recorded in a timely manner and the procedure for assessing the implementation of the policies.

To meet required reporting and performance measures, service and outcome data for LA V workforce system customers must be timely and accurately entered into the KANSASWORKS

system. This data is used to generate reports and information that the Kansas Department of Commerce and Boards use to:

- manage, monitor, and assess Board performance
- fulfill reporting requirements of the U.S. Department of Labor, U.S. Department of Health and Human Services, and the Veterans Commission.

The LA V Board will develop a policy to ensure that data are entered on a daily or other regular basis throughout the month and to ensure that the most up-to-date information is available for reporting,

- (i) *Describe the Local Board's procedure for requiring, at a minimum, weekly data entry of all participant enrollments/co-enrollments.*

LA V will review and update, as needed, current existing procedure related to staff data entry of customer enrollments and file management. LA V requires that data entry be entered by staff on a consistent and expedient basis, and that any potential delays are documented at the time they occur and passed on to the management team for review and any necessary resolution.

- (ii) *Describe the Local Board procedure to require Local Board staff and Operator staff to enter participant activity when it occurs, or within two days of the activity.*

LA V requires that program staff input data into the KANSASWORKS case management system at the time that program activity occurs, including enrollment, initiation of employment or training service and required contact through the duration of a customer's participation in such programs as WIOA, KHPOP or other intensive case management programs. Delays in data entry are required to be documented in a timely manner and provided to the appropriate supervisor for review and resolution.

Labor Exchange services provided by Wagner-Peyser or Board staff are expected to be entered on the same day that the service was received by the customer or entered by the next business day if restricted by time constraints or staffing.

- (iii) *Describe how the Local Board's data policies will support assessment and evaluation of the Local Workforce System, including all local partners.*

LA V will continue, and update if necessary, its data validation policy for all intensive case managed program including WIOA Adult, Dislocated Worker and Youth programs, and all other case managed programs. LA V data validation includes review by management staff on a monthly, bi-monthly, and quarterly basis of system data entry, required customer contact and fiscal processes. Core programs are also monitored on a quarterly basis by a contracted monitor. Monitoring reports are provided to the Board for review and are utilized to correct, adjust and improve current operational procedures. LA V will work with Wagner-Peyser formal management to ensure that employment services and the required data entry entered by Wagner-Peyser staff are accurate and complete.

Planning Note: Section 116(i)(1) requires the core programs, local boards, and chief elected

officials to establish and operate a fiscal and management accountability information system based on guidelines established by the Secretaries of Labor and Education.

(B) Assessment of Participants' Post-Program Success.

Describe how the Local Board will assess the progress of participants who are exiting from core programs in entering, persisting in, and completing postsecondary education, or entering or remaining in employment. Local Areas may choose to set additional indicators of performance.

LA V will use the federal measures prescribed in WIOA to measure participants' post-program success. Available data supports the evaluation of programs at the local level. The service delivery model and economic conditions will be assessed annually against the outcomes achieved during the prior year. Options for continuous improvement will be discussed and performance targets will be adjusted accordingly.

Adult Basic Education will track participants who have exited into employment and postsecondary education. A wage record match will be conducted to determine employment of adult education and literacy participants following program exit. The wage record match occurs through an agreement with the Kansas Department of Labor. Participants will be tracked into postsecondary education.

(C) Participant Tracking Outside of the Use of Unemployment Insurance (UI) Wage Record Data.

Explain how the Local Area will track participant employment outcomes, including wages and retention, other than through the use of UI Wage Data.

In addition to the UI wage match data that occurs at the state level, LA V will, as included in local policy, continue to conduct follow-up with exited participants to confirm continued employment and to verify wages. These contacts will occur by phone, U.S. mail, or via electronic means (e-mail, Facebook, or other social media tools). LA V will also coordinate with core and community partners to track participant outcomes for shared customers and will utilize required release of information documents to obtain employment data from employers that may not be required to participate in the state UI system.

(D) Privacy Safeguards.

Describe the privacy safeguards incorporated in the Local Area's workforce development system, including safeguards required by section 444 of the General Education Provisions Act (20 U.S.C. 1232g) and other applicable Federal laws.

State law, rule and policy provide security controls to govern processes, procedures, data systems, information release, and audits at the local level. These controls are designed to make sure all confidential information is protected from the time the information is received to the time it is destroyed. Employees and partners are also trained on the appropriate use and security of confidential information, and the penalties for its misuse.

To protect Personally Identifiable Information (PII), LA V adheres to USDOL guidance provided in Training and Employment Guidance Letter 39-11, "Guidance on the Handling and Protection of PII" as well as 444 of the General Education Provisions Act (20 U.S.C. 1232g). Whenever possible, LA V will continue to use unique identifiers (participant identification number - PID)

issued through KANSASWORKS for participant tracking instead of Social Security Numbers (SSNs). While SSNs may initially be required for performance tracking purposes, subsequently staff will use a unique identifier referred to as a PID to link each individual record back to the SSN. Once the SSN is entered for performance tracking, the PID will be used in place of the SSN for tracking purposes.

Maintaining data confidentiality is contained in a program layer within the State data tracking system KANSASWORKS. Workforce center staff must collect data in order to document eligibility and provide services for customers. LA V staff and partners will make every effort to collect and store data in a manner that ensures it will not be accessible to anyone without authorized access. Data collected will only be used to document eligibility for the provision of a WIOA or other approved grant service. Any other use of customer data will require written consent from the customer or customer's parent/legal guardian. Upon request, data can be released to the subject of the information.

Access to Data: Upon request, LA V shall make available to its designated agents, as well as to government authorities and its designated agents, access to all documents and working papers. Access includes the right of designated agents to obtain copies of working documents, as is reasonable and necessary to determine compliance with and ensure enforcement of the provisions of the Workforce Innovation and Opportunity Act.

(5) Priority of Service for Veterans.

Describe how the Local Board will implement and monitor the priority of service provisions for veterans in accordance with the requirements of the Jobs for Veterans Act, codified at section 4215 of 38 U.S.C., which applies to all employment and training programs funded in whole or in part by the Department of Labor. Additionally, describe the referral process for veterans determined to have a significant barrier to employment to receive services from the Jobs for Veterans State Grants (JVSG) program's Disabled Veterans' Outreach Program (DVOP) specialist.

In accordance with the Jobs for Veterans Act of 2002 and the Veterans' Benefits, Health Care, and Information Technology Act of 2006, LA V offers covered Veterans and eligible spouses "Priority of Service." The purpose of Priority of Service is to give first consideration for program participation to covered Veterans and eligible spouses who also meet the eligibility criteria of a USDOL training, employment, or placement service in any workforce preparation program. A covered Veteran or an eligible spouse must receive access to services earlier in time than a non-covered person or, if resources or space is limited, the covered Veteran or eligible spouse must receive access to the service instead of, or before, the non-covered person.

To receive Veterans Priority of Service for a specific program, a Veteran or eligible spouse must meet the statutory definition of a "covered person" and also must meet any other statutory eligibility requirement applicable to the program. Depending on the type of service or resource being provided, Priority of Service may mean:

- Covered person gains access to services or resources earlier than the non-covered persons.
- Covered person receives service or resources instead of a non-covered person when

resources are limited.

Veterans Priority of Service should take precedence before applying WIOA Priority of Service for recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient.

For universal access programs, such as Wagner-Peyser services, covered persons must receive Priority of Service over all other program participants. However, for programs with specific eligibility criteria, such as the WIOA Title I Adult program, covered persons must first meet all statutory eligibility requirements for the program to receive Priority of Service. For programs that target specific populations without statutory mandate, covered persons must receive the highest priority for enrollment, similarly to the Priority of Service applied to universal access programs. LA V understands that Priority of Service must be followed. As established by statute, LA V understands that we do not have the discretion to establish further priorities within the overall Priority of Service; this right is reserved for the U.S. Secretary of Labor only.

LA V ensures that the local workforce area incorporates a Veterans Priority of Service policy that is consistent with the requirements of State policy and the law.

Identifying Veteran Status

Each LA V workforce center will inform covered persons, that by identifying as a Veteran or covered spouse, they are entitled to Priority of Service. In Local Area V the designated veteran representatives are Disabled Veterans Outreach Program (DVOP) Reps. They are also to ensure that signage and detailed sign-in sheets exist at both the physical service delivery point and through the KANSASWORKS service delivery point. Also, one of their responsibilities is to ensure that each local office incorporates the Veteran's Initial Intake Form (VIIF) when a customer identifies himself or herself as a veteran or a covered spouse.

This will assist in the determining if the customer qualifies for additional intensive services from the DVOP.

LA V staff will ensure that covered Veterans and eligible spouses are made aware of:

- Priority of Service entitlement;
- The full array of employment training and placement services available; and
- Applicable eligibility requirements for programs and services.

Verifying Veteran Status

Any individual self-identifying as a covered person should be provided immediate priority in the delivery of employment and training services. No covered person should be denied access on a priority basis to any services provided by program staff in order to verify covered person status.

The only services that require eligibility verification are those that involve the use of outside resources, such as classroom training. For example, to receive training services under WIOA Title I programs, veteran status must be verified. In cases such as these, verification is only necessary where a decision is made to commit outside resources to a covered person over another individual. For all

other purposes, covered persons should be enrolled and provided immediate priority before providing verification as a covered person.

It is neither necessary nor appropriate for any staff to require verification of the status of a Veteran or eligible spouse at the point of entry, unless the individual who self-identifies as a covered Veteran or eligible spouse:

1. Is to immediately undergo eligibility determination and must be registered or enrolled in a program; or,
2. The applicable Federal program rules require verification of covered Veteran or eligible spouse status at that time.

To receive Priority of Service for career services, covered persons may self-attest their Veteran or eligible spouse status. To receive training services under WIOA, however, Veteran status must be verified.

(6) Addressing the Accessibility of the One-Stop Delivery System.

*Describe how the Local one-stop delivery system (including one-stop center operators and the one-stop delivery system partners), will comply with section 188 of WIOA (if applicable) and applicable provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) with regard to the **physical and programmatic** accessibility of facilities, programs, services, technology, and materials for individuals with disabilities. This also must include a description of compliance through providing staff training and support for addressing the needs of individuals with disabilities. Describe the Local Area's one-stop center accessibility compliance policy.*

Current practices in LA V designed to broaden the composition of those considered for participation and employment at the LA V Workforce Centers include but are not limited to the following:

- Designated bilingual positions postings
- Recruitment of applicants with bilingual skills and experience
- Identification and testing of staff with bilingual skills
- Information exchange and collaboration with community organizations regarding translators, interpreters, and resources for Limited English Proficiency
- Publication of selected materials in languages other than English.
- Use of telephone interpreters and contract interpreters as needed to provide language assistance to customers on a case-by-case basis.
- Disability awareness and cultural sensitivity training for staffs
- Accessibility to auxiliary aids and assistive devices and staff who have been trained
- Participation in local and statewide job-related events. Among these are job fairs, school career days, media features stories, seminars, and networking groups.

LA V is in compliance with all nondiscrimination and equal opportunity requirements provided for in federal and state law and regulations. LA V's Equal Access for Persons with Disabilities document the actions and policies the state takes to ensure compliance. The LA V Board is responsible for implementing and monitoring compliance with nondiscrimination and equal opportunity provisions of WIOA, ADA and other relevant laws and regulations.

The LA V workforce centers strive to be physically and programmatically accessible to all customers, including individuals with disabilities. We are currently working with the Department of Commerce to improve the use of pictorial, written, verbal and tactile modes to present information for customers with disabilities or limited English proficiency; providing clear lines of sight to information for seated or standing users; providing necessary accommodations; and providing adequate space for the use of assistive devices or personal assistants. To further support service to individuals with limited English proficiency, LA V employs bilingual staff.

The LA V Board mandates that all workforce centers provide reasonable accommodations, reasonable modifications, architectural accessibility, programmatic accessibility, and accessibility for persons with disabilities. We continue to work on equipping each workforce center adequately with assistive technologies and accessibility features to meet the needs of our customers. Staff members will be trained on the maintenance and operation of available assistive technology devices.

A recent evaluation of the accessibility equipment was conducted by Assistive Technology for Kansans (ATK). The evaluation provided a recommendation to each workforce area in the state to determine compliance with ADA. We have purchased updated assistive technology for each of the four main workforce centers. The workforce system accessibility will be evaluated annually to be sure that LA V residents with a disability are able to fully avail themselves to services.

LA V staff members receive training on disability awareness, which includes sensitivity and etiquette, outreach for employers and guidance concerning Social Security and related topics.

LA V offers a variety of resources and information on services available to persons with disabilities including information on training opportunities and links to online training; technology guides for using screen enlargement software, and screen reading software.

IV. COORDINATION WITH COMBINED STATE PLAN PROGRAMS.

Describe the methods used for joint planning of the local core programs, community-based organizations and the other programs and activities covered by the Combined State Plan.

LA V employs Core Partner meetings on a quarterly and occasionally monthly or bi-monthly schedule to discuss programs and services being offered, changes to partner programs and updates on local and regional initiatives that will impact our local programs and communities. Core Partner meetings are instrumental in assisting with refining and improving our service delivery as each partner agency has a seat at the table to offer suggestions, provide best practices and continue to more fully integrate all of our services under WIOA. LA V also holds local partner meetings in some of its workforce center locations that bring together agencies, community groups and training partners to discuss specific city and local county opportunities and challenges. These local meetings provide a chance to share information and educate other partners on what services each organization can provide to the community. LA V will look to expand these meetings to more localities within our area as part our continued plan to provide and make available workforce services to all of our 17 counties.