

# Workforce *development* Board

## BOARD OF DIRECTOR'S MEETING

Thursday, July 11, 2024

(10 -11:30 am)

Location: ZOOM

### AGENDA

- I. **CALL TO ORDER**  
Robert Hughes, Jr., Chairman of the Board
- II. **APPROVAL OF MINUTES - April 11, 2024** Pg. 2
- III. **FINANCIAL REPORT** Pg. 6  
Tirhas Kidane, FEC, Vice President/Chief Financial Officer
  - Financial Report as of May 31, 2024
  - Budget FY 2024/2025
  - DHEWD Financial Monitoring Report
- IV. **ANNUAL MONITORING REPORT** Pg. 31  
Andrea Robins, FEC, Managing Director of Compliance & Planning
  - Annual Monitoring Report
  - EO Monitoring Report
  - One-Stop Operator Monitoring Report
- V. **TREND PERFORMANCE SUMMARY** Pg. 47  
Shelley Penn, FEC, Sr. Vice President/Chief Operations Officer
  - Trend Analysis
- VI. **PRESIDENT'S REPORT** Pg. 59  
Clyde McQueen, FEC, President & Chief Executive Officer  
  
**New Funding** Pg. 60
  - New Grants Awarded
  - Proposed Funding  
**Discussion**
  - One-Stop Operator Recommendation
    - (Approval Required)
- VII. **ADJOURNMENT**

# MINUTES

Minutes  
**Kansas City & Vicinity Workforce Development Board Meeting**  
April 11, 2024  
10:00 - 11:30 am via ZOOM

**Members Present**

Robert Hughes, Jr.  
Clyde McQueen  
Tim Van Zandt  
Will McCarther  
Edwin Lowndes  
Tony Reinhart  
Jeron Ravin  
Bobby Barlow  
Lesley Elwell  
Clifton Campbell  
Yolanda Waldon  
Riki Donner  
Carlos Gomez

**FEC Staff Present**

Shelley Penn  
Tirhas Kidane  
Andrea Robins  
Rohina Behrmann  
Jennifer Moten  
Dan Rainey  
April Law  
Tami Blair

**Designee**

Chester Moyer  
Carolyn Graham  
Jill Lawlor  
Robin McHugh

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**Call to Order**

Robert Hughes, Jr. Chairman of the Kansas City & Vicinity Area Workforce Development Board called the meeting to order.

**Minutes**

Mr. Hughes asked for a motion to approve the minutes of the January 11, 2024 meeting. Edwin Lowndes moved for approval and Lesley Elwell seconded and the minutes were approved as written by common consent.

**Financial Audit Presentation**

Chester Moyer, RubinBrown, LLC presented the Financial Audit Report for the fiscal year ending June 30, 2023, to the board. The report included a review of the Full Employment Council's compliance with federal regulations and contract. The audit was conducted under the regular auditing and government auditing standards with no findings of non-compliance reported. The team also noted a change in the presentation of leases due to a new accounting standard.

Tony Reinhart moved for approval and Lesley Elwell seconded the motion and the Financial Audit Report was approved as presented.

**Financial Report**

Tirhas Kidane presented the Financial Report as of February 29, 2024. On pg. 8 a chart reflected the Formula Funds was reviewed for the Adult, Dislocated Workers and Youth Programs. Ms. Kidane reported that the Adult Program as of November has expended 78% of the total \$1.4 million budget. The Dislocated Workers Program has expended 76% of the total \$1.1 million budget. The Youth PY 22 started April 2023; and 93% of the \$1.4 million budget has been expended. The Youth PY 23 started April 2023, and we have expended 46% of the total \$1.3 million budget. The Non-Formula funds are from a diverse

funding and FEC is on track to meet the state requirement and key performance indicators of 80%. On pg. 10 - 11 provides an overview of the expenditure funds reflecting 54% of budget has been expended. In addition, the Program Payments for Training Supplies, and Trainees shows 48% of the budget has been expended.

Lesley Elwell moved for approval and Clifton Campbell seconded the motion, and the Financial Report was approved by common consent.

### **3<sup>rd</sup> Quarter Monitoring Report**

Andrea Robins presented the Third Quarter Monitoring report, highlighting areas where improvements were expected and noting high accuracy rates in other areas. Ms. Robins shared that there were eight areas covered and there were (2) trend errors that training had been provided for and the corrections had been made.

### **Trend Analysis**

The Trend Performance Summary outlines the targeted sectors and goals to address employment barriers, including childcare costs, transportation access and the employment barriers and proposed solutions through apprenticeship programs and increased access to workforce services. Mr. McQueen stated that the Trend Analysis would be combined with the President's Report if time permits.

### **President's Report**

Mr. McQueen reviewed the 4-Year Local Plan, Executive Summary for July 1, 2024 - June 30, 2028. He discussed the target sectors in the five-county region; the sectors are Advanced Manufacturing, Bioscience, Health Science & Services, Information Technology, Transportation and Logistics, Financial Services, Construction, Utilities and Green Energy. There are also five goals to achieve in Missouri's vision which are 1. Overcome Employment Barriers, 2. Maximize Efficiency & Access to Services, 3. Develop Career Pathways, 4. Place a Strong Emphasis on Employment & Retention and 5. Engage Employers to Meet their Needs which is based on individuals that actually come to the Career Centers and are registered to look for employment, training or other services. He further shared that the average labor participation rate in the region is 65% and that the (2) major employment barriers are childcare and transportation. He also mentioned that FEC has (3) new locations which are in Platte, Clay & South Kansas City, Missouri.

Mr. McQueen further stated that FEC is working with employers to train incumbent workers, it is the earn as you learn - earn/grow your own method. The average wage for past years was \$21.00 per hour and there has been a slight decrease.

Shelley Penn added that the wages have fallen due to more individuals placed at \$18-\$20 per hour. Ms. Penn also shared that she had attended a meeting with the DOL in Washington, DC. At that meeting there was a discussion regarding the new skills first concept to place individuals in an internships or on-the-job training.

Mr. McQueen informed the KCV Board Members that the By-Laws and Attestation Form would be sent to them electronically for their review and signature via DocuSign.



Mr. McQueen referenced pg. 75 of the report which provides a list of grant awards received.  
Career Force Rebuild KC - \$500,000; Bio Nexus - \$163, 136; COMBAT - \$120,000, and Port KC - \$215,000.

Lesley Elwell moved for approval and Tim Van Zandt seconded the motion and the President's Report and the 4-Year Local Plan was approved by common consent.

**Adjournment**

There being no further business the meeting was adjourned.

# **FINANCIAL REPORT**

**As of May 31, 2024**

**TIRHAS KIDANE  
VICE PRESIDENT/  
CHIEF FINANCIAL OFFICER**

# Kansas City & Vicinity Workforce Development Region

Full Employment Council Inc.

July 1, 2023- June 30, 2024

As of May 31, 2024

	Contract Period	Budget	Expenditures	%	Balance
<b>FORMULA FUNDS</b>					
<b><u>Adult Programs</u></b>					
Economically Disadvantaged Adult Program	7/1/2023 - 6/30/2024	1,463,430	1,264,841	86%	198,589
Dislocated Workers Program	7/1/2023 - 6/30/2024	1,165,432	1,007,006	86%	158,426
<b>Subtotal Adult Programs</b>		<b>\$ 2,628,862</b>	<b>\$ 2,271,847</b>	<b>86%</b>	<b>357,015</b>
<b><u>Youth Programs</u></b>					
WIOA Youth PY 22	4/1/2022 - 6/30/2024	1,401,087	1,323,935	94%	77,152
WIOA Youth PY 23	4/1/2023 - 6/30/2025	1,383,729	990,336	72%	393,393
<b>Subtotal Youth Programs</b>		<b>\$ 2,784,816</b>	<b>\$ 2,314,271</b>	<b>83%</b>	<b>\$ 470,545</b>
<b>Subtotal Formula Programs</b>		<b>\$ 5,413,678</b>	<b>\$ 4,586,119</b>	<b>85%</b>	<b>\$ 827,560</b>

## **COMPETITIVE Non FORMULA FUNDS**

<b><u>Adult Programs</u></b>					
Missouri Work Assistance - FY24	7/1/2023 - 6/30/2024	704,073	698,790	99%	5,283
DSS-Skillup - TANF KCV	7/1/2023 - 6/30/2024	388,500	316,451	81%	72,049
DSS-Skillup - FNS KCV	7/1/2023 - 6/30/2024	128,000	119,849	94%	8,151
EPA -Browns Field**	10/1/2023 - 9/30/2025	500,000	34,285	7%	465,715
EPA -Browns Field	10/1/2020 - 9/30/2023	200,000	196,099	98%	3,901
KCATA -Transportation	5/1/2023 - 4/31/2024	160,800	137,993	86%	22,807
** KCMO- Jobs for Neighborhood FY24	11/1/2023 - 10/31/2024	300,000	135,580	45%	164,420
KCMO-Jobs for Neighborhood FY23	11/1/2022 - 10/31/2023	300,000	300,000	100%	-
* KCMO BioNexus	3/1/2024 - 12/31/2025	163,136	17,948	11%	145,188
* Combat - Prevention Project 24	1/22/2024 - 12/31/2024	120,000	0	0%	120,000
** Combat - Prevention Project 23	1/1/2023 - 12/31/2023	150,000	109,001	73%	40,999
Sanctuary Workshop	7/1/2020 - 6/30/2024	52,500	52,500	100%	-
Equal Employment Opportunities	7/1/2023 - 6/30/2024	35,000	32,353	92%	2,647
HCA Mo. Green Career Corps Programs	7/1/2021 - 12/31/2023	200,000	134,814	67%	65,186
MUS - Pathway Home	7/1/2020 - 12/31/2024	916,657	862,919	94%	53,738
MUS - DWG Career grant	10/1/2021 - 9/30/2024	675,000	414,973	61%	260,027
Restart Home	7/1/2023 - 6/30/2024	278,259	96,615	35%	181,644
Wagner Peyser Staffing	1/1/2024 - 12/31/2024	75,000	29,784	40%	45,216
Port Authority	8/4/2022 - 8/3/2027	80,112	12,650	16%	67,462
CDA Apprenticeship	12/1/2022 - 9/30/2024	2,727,554	1,474,650	54%	1,252,904
ARPA-South KC Infrastructure	7/1/2022 - 6/30/2024	350,000	249,171	71%	100,829
* HUD Technology & Construction Career Academy	4/23/2024 - 8/31/2031	750,000	-	0%	750,000
Job Center Connection System	4/1/2023 - 6/30/2024	262,400	41,403	16%	220,997

\*New Funds

\*\*Closed

Full Employment Council Inc.  
July 1, 2023- June 30, 2024  
As of May 31, 2024

	Contract Period	Budget	Expenditures	%	Balance
Apprenticeship Missouri	7/1/2023 - 6/30/2024	50,000	401	1%	49,599
Quest DWG KC	9/30/2023 - 9/30/2026	635,599	33,386	5%	602,213
* ReBuildKC	1/1/2024 - 12/31/2024	500,000	40,157	8%	459,843
<i>Subtotal Adult Programs</i>		<b>\$ 10,702,590</b>	<b>\$ 5,541,773</b>	<b>52%</b>	<b>\$ 5,160,818</b>
<b><u>Youth Programs</u></b>					
DSS-Job League - KCV*	7/1/2023 - 6/30/2024	244,279	168,728	69%	75,551
MUS -GO/Youth Reentry Employment Opportunities	7/1/2022 - 6/30/2025	1,262,267	272,478	22%	989,789
Youthbuild	7/1/2023 - 6/30/2024	250,000	58,177	23%	191,823
Private Contribution (Other)	7/1/2023 - 6/30/2024	125,000	33,451	27%	91,549
<i>Subtotal Youth Discretionary Programs</i>		<b>\$ 1,881,546</b>	<b>\$ 532,834</b>	<b>28%</b>	<b>1,348,712</b>
<b><u>Other</u></b>					
One Stop Cost /Infrastructure Share	7/1/2023 - 6/30/2024	150,000	147,549	98%	2,451
<i>Subtotal Youth Discretionary Programs</i>		<b>\$ 150,000</b>	<b>\$ 147,549</b>	<b>98%</b>	<b>2,451</b>
<i>Subtotal Discretionary Programs</i>		<b>\$ 12,734,136</b>	<b>\$ 6,222,156</b>	<b>49%</b>	<b>\$ 6,511,981</b>
<b><i>Total - KCV Funds</i></b>		<b>\$18,147,815</b>	<b>\$10,808,274</b>	<b>60%</b>	<b>\$7,339,540</b>

\*New Funds

\*\*Closed

**Kansas City and Vicinity Workforce Development Region**  
**EXPENDITURE REPORT**  
For the Period July 1, 2023 - May 31, 2024

	<b>Revised BUDGET FY- 2023/24</b>	<b>Expenditure May-24</b>	<b>YTD Expenditures As of May-2024</b>	<b>% OF BUDGET EXPENDED</b>
<b><u>Staff Cost</u></b>				
Salaries	\$ 3,886,453	\$ 344,807	\$ 2,401,464.96	<b>62%</b>
Fringe Benefits	1,221,665	56,443	757,731	<b>62%</b>
<b>SUB-TOTAL</b>	<b>\$ 5,108,119</b>	<b>\$ 401,250</b>	<b>\$ 3,159,196</b>	<b>62%</b>
<b><u>Facility</u></b>				
Building Rental & Maintenance	\$ 413,609	\$ 40,096	\$ 468,955	<b>113%</b>
Security Services	97,211	12,013	139,128	<b>143%</b>
Capital Outlay	142,078	-	153,884	<b>108%</b>
Equip. Maintenance/Lease	36,000	2,956	38,628	<b>107%</b>
Moving Expenses	11,250	-	-	<b>0%</b>
<b>SUB-TOTAL</b>	<b>\$ 700,148</b>	<b>\$ 55,065</b>	<b>\$ 800,596</b>	<b>114%</b>
<b><u>Supplies/Community Outreach</u></b>				
Postage/Printing	\$ 29,925	\$ 175	\$ 10,520	<b>35%</b>
Supplies	103,702	10,123	69,002	<b>67%</b>
Telephone	137,546	8,966	86,727	<b>63%</b>
Advertising	26,840	5,041	60,897	<b>227%</b>
Membership/Publication	60,099	5,861	65,712	<b>109%</b>
Community Outreach/PR	39,544	715	36,361	<b>92%</b>
<b>SUB-TOTAL</b>	<b>\$ 397,656</b>	<b>\$ 30,881</b>	<b>\$ 329,218</b>	<b>83%</b>
<b><u>Travel/Training &amp; Development</u></b>				
Travel - Local	\$ 54,995	\$ 4,050	\$ 50,193	<b>91%</b>
Travel - Out of Town	31,680	207	32,446	<b>102%</b>
Staff Training	18,125	4,401	41,894	<b>231%</b>
<b>SUB-TOTAL</b>	<b>\$ 104,800</b>	<b>\$ 8,658</b>	<b>\$ 124,533</b>	<b>119%</b>
<b><u>Professional Services</u></b>				
Attorney	\$ 72,500	\$ 14,673	\$ 74,581	<b>103%</b>
Professional Services	14,000	263	7,115	<b>51%</b>
Board Support Services/Monitoring	47,205	-	-	<b>0%</b>
Payroll Services	57,029	5,853	48,320	<b>85%</b>
Audit	51,258	-	48,750	<b>95%</b>
M I S/Technology	225,750	18,209	238,179	<b>106%</b>
<b>SUB-TOTAL</b>	<b>\$ 467,742</b>	<b>\$ 38,996</b>	<b>\$ 416,945</b>	<b>89%</b>
<b><u>Other</u></b>				
Insurance	\$ 155,186	\$ -	\$ 107,392	<b>69%</b>
Meeting/Miscellaneous	16,900	841	11,672	<b>69%</b>
<b>SUB-TOTAL</b>	<b>\$ 172,086</b>	<b>\$ 841</b>	<b>\$ 119,065</b>	<b>69%</b>
<b>TOTAL FEC OPERATIONS</b>	<b>\$ 6,950,550</b>	<b>\$ 535,691</b>	<b>\$ 4,949,552</b>	<b>71%</b>

	<b>Revised BUDGET FY- 2023/24</b>	<b>Expenditure May-24</b>	<b>YTD Expenditures As of May-2024</b>	<b>% OF BUDGET EXPENDED</b>
<b>PROGRAM PAYMENTS- Training Suppliers &amp; Trainees'</b>				
Participant Payments	\$ 1,161,048	\$ 175,659	\$ 809,912	<b>70%</b>
Training Service Payments	2,895,387	192,830	2,384,147	<b>82%</b>
Transportation Payments	148,305	8,815	93,941	<b>63%</b>
<b>SUB-TOTAL</b>	<b>\$ 4,204,739</b>	<b>\$ 377,305</b>	<b>\$ 3,288,000</b>	<b>78%</b>
<b>G. Total</b>	<b>\$ 11,155,289</b>	<b>\$ 912,995</b>	<b>\$ 8,237,551</b>	<b>74%</b>

# **BUDGET**

## **FY 2024/25**

**July 1, 2024 – June 30, 2025**

- 1. Revenue Allocation FY 2025**
- 2. Three Year Revenue Analysis Includes Competitive Discretionary Funds**
- 3. Proposed Expenses Budget FY 2025**

# Kansas City and Vicinity Workforce Development Region

## Revenue Budget Analysis

July 1, 2024 to June 30, 2025



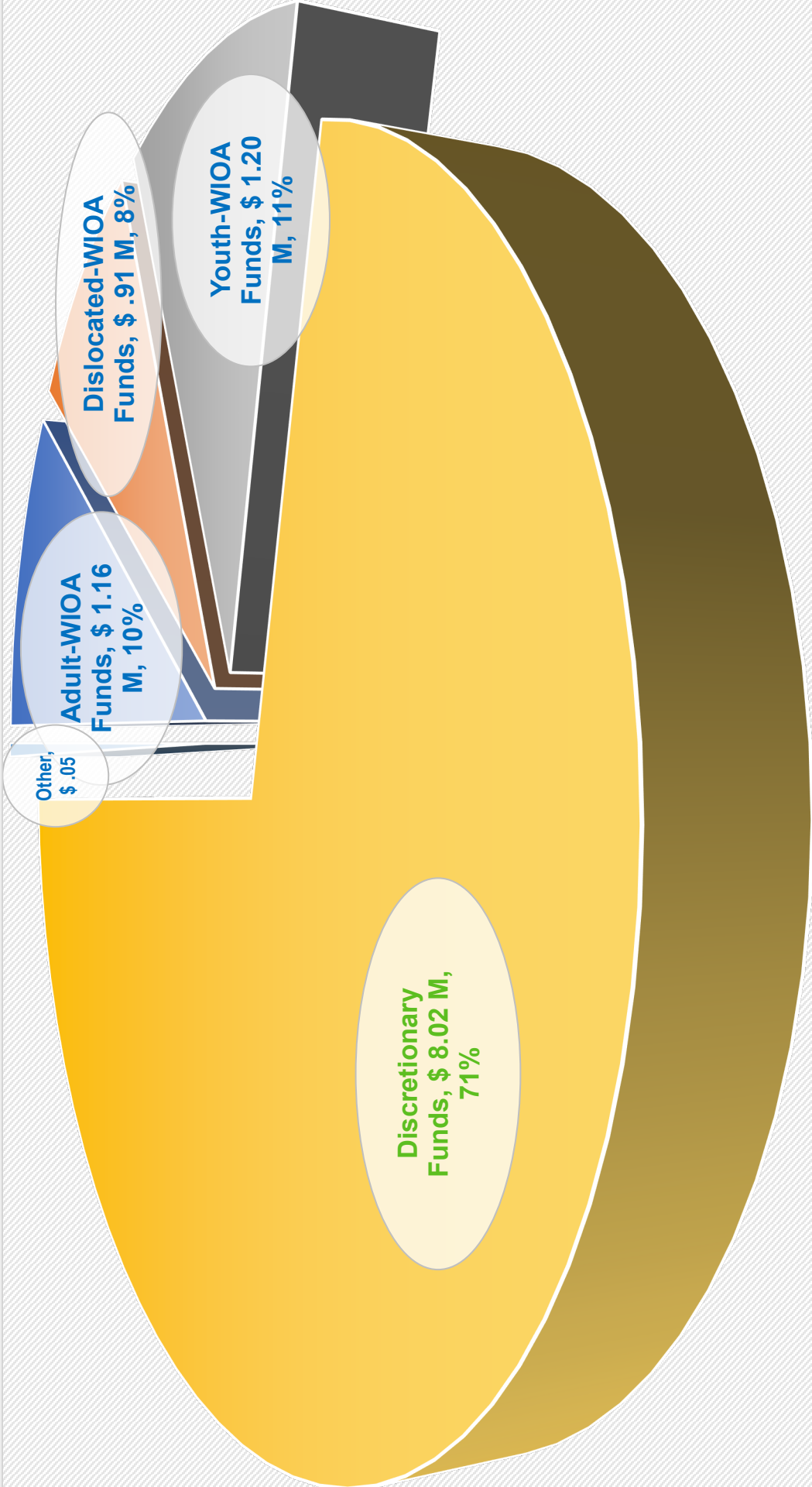
	Funds	BUDGET 2023/2024	BUDGET 2024/2025	Variance	%ag
<b>ADULT PROGRAM</b>					
<b>Formula Funds</b>					
	Economically Disadvantaged Adult Pro	1,302,168	1,121,137	(181,031)	-14%
	Carry Over Fund- Adult	122,197	39,065	(83,132)	
	Dislocated Workers Program	973,733	882,783	(90,950)	-9%
	Carry Over Fund- Dislocated	162,487	29,212	(133,275)	
	<b>Subtotal Adult Formula</b>	<b>2,560,585</b>	<b>2,072,197</b>	<b>(488,388)</b>	<b>-19%</b>
<b>Discretionary Grants</b>					
**	Missouri Work Assistance	704,073	704,073	0	0%
	Browns Field - EPA Phase	54,487	445,513	391,026	718%
	MUS - Pathway Homes	672,097	45,000	(627,097)	-93%
	MUS-DWG Career grant	313,746	0	(313,746)	-100%
	Restart Homeless Veterans	130,000	14,500	(115,500)	-89%
	Equal Employment Opportunities	35,000	30,000	(5,000)	-14%
	Sanctuary Workshop pre-apprenticesh	50,000	0	(50,000)	-100%
**	DSS - SkillUP Program	516,500	513,750	(2,750)	-1%
	KCATA - Transportation	160,800	160,800	0	0%
	KCMO Jobs for Neighborhood	300,000	300,000	0	0%
	Rebuild KC	75,000	425,000	350,000	467%
	Combat - Prevention Project	150,000	140,187	(9,813)	-7%
	MO Green Career Corps Program	127,092	0	(127,092)	-100%
	Wagner Peyser Staffing	75,000	75,000	0	0%
	Job Center Connection System	125,000	133,129	8,129	7%
	Dislocated Worker - Quest	175,819	459,780	283,961	162%
	CDA Apprenticeship	1,944,900	782,654	(1,162,246)	-60%
	Apprenticeship Missouri	50,000	0	(50,000)	
	ARPA - Infrastructure South KC Cham	250,000	104,681	(145,319)	-58%
	BioNexus KC & MO Bioscience Partners	16,314	146,822	130,509	800%
	Port Authority	80,112	215,000	134,888	168%
	HUD Technology & Construction Career Academy	15,000	735,000	720,000	4800%
	State Earmark-Preapprenticesip	0	970,000	970,000	0%
	<b>Subtotal Adult Discretionary</b>	<b>6,020,940</b>	<b>6,400,889</b>	<b>379,950</b>	<b>6%</b>
	<b>Subtotal Adult</b>	<b>8,581,525</b>	<b>8,473,086</b>	<b>(108,438)</b>	<b>-1%</b>

\*\* Estimate contract not recived



	Funds	BUDGET 2023/2024	BUDGET 2024/2025	Variance	%ag
	<b>YOUTH PROGRAMS</b>				
	<b>Formula Funds</b>				
	WIOA Youth P:Y24/25	1,383,729	1,195,319	(188,410)	-14%
	Carry Over Fund- Adult			0	182%
	<b>Subtotal Youth Formula</b>	<b>1,383,729</b>	<b>1,195,319</b>	<b>(188,410)</b>	<b>-14%</b>
	<b>Discretionary Grants</b>				
	DSS-Job League - KCV	244,279	300,000	55,721	23%
	MUS - Reentry Employment Opportunities	420,756	989,789	569,033	135%
	Youth Build	250,000	250,000	0	0%
	Private	125,000	75,000	(50,000)	-40%
	<b>Subtotal Youth Discretionary</b>	<b>1,040,035</b>	<b>1,614,789</b>	<b>574,754</b>	<b>55%</b>
	<b>Subtotal Youth Programs</b>	<b>2,423,764</b>	<b>2,810,108</b>	<b>386,344</b>	<b>16%</b>
	<b>OTHER PROGRAMS</b>				
	One Stop Cost Sharing	150,000	50,000	(100,000)	-67%
	<b>Subtotal Other Programs</b>	<b>150,000</b>	<b>50,000</b>	<b>(100,000)</b>	<b>-67%</b>
	<b>Total Funds - KCV</b>	<b>11,155,289</b>	<b>11,333,195</b>	<b>177,906</b>	<b>2%</b>

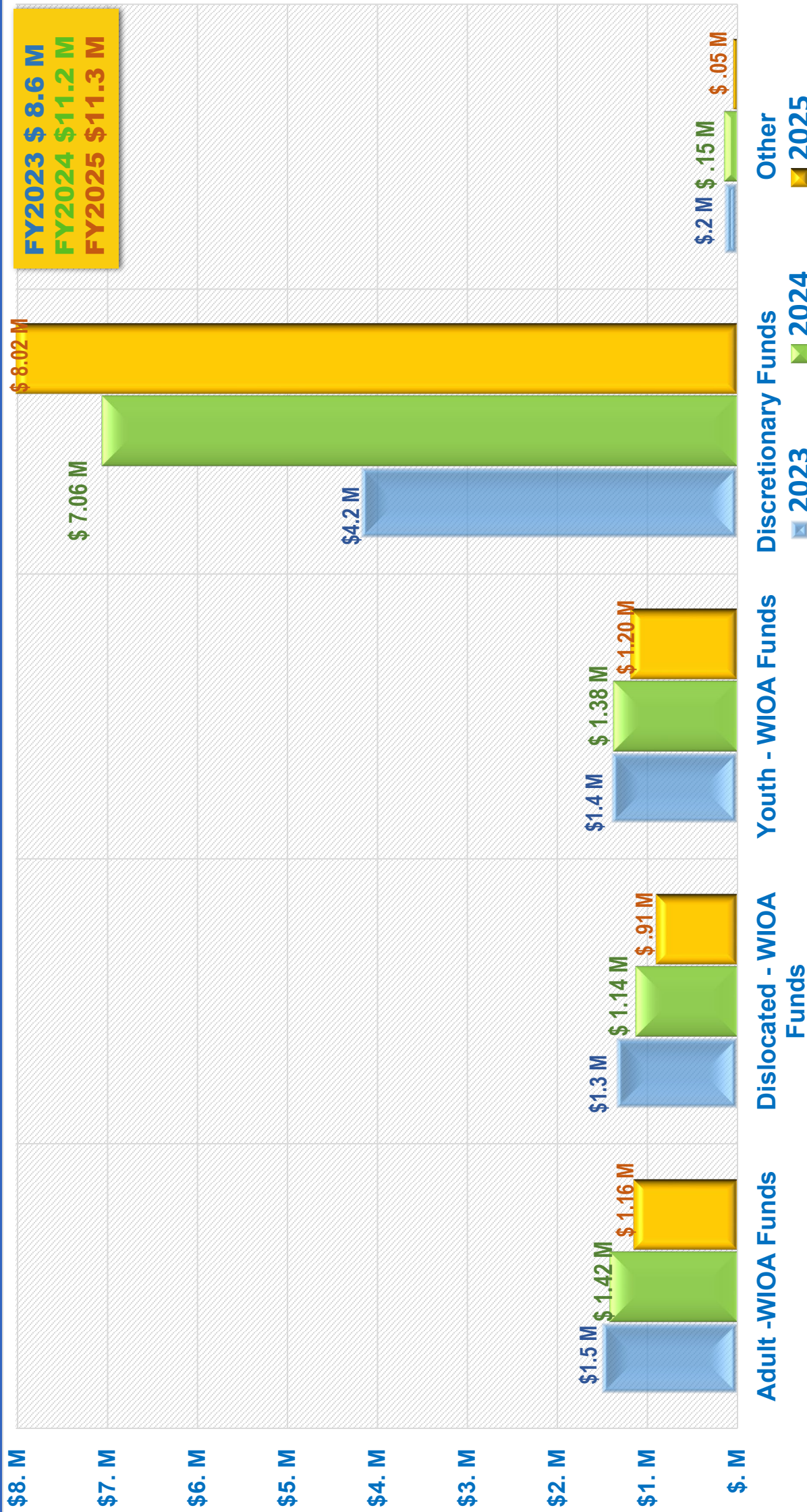
# Kansas City & Vicinity Workforce Development Region Revenue Allocation FY2025



**FY 2024/2025 Total Revenue \$11.3 M**

# **REVENUE ANALYSIS THREE YEAR TREND ANALYSIS**

# Kansas City & Vicinity Workforce Development Region Three Year Revenue Analysis



# **PROPOSED EXPENSES BUDGET FY 2025**

# Kansas City and Vicinity Workforce Development Region

## Proposed Expenditure Budget

For Fiscal Year 2024/2025

		FY-2024				FY-2025		
	Funds	BUDGET	YTD Actual EXPENSE As of May 31, '24	Projected YTD - June 30, 2024	%	BUDGET -	VARIANCE FY 25-24	%age
<b>Staff Cost</b>								
	Salaries	\$ 3,886,453	2,401,465	\$ 3,056,410	79%	\$ 2,914,840	(971,613)	-25%
	Fringe Benefits	\$ 1,221,665	757,731	\$ 851,615	70%	\$ 1,195,084	(26,581)	-2%
		<b>\$ 5,108,119</b>	<b>\$ 3,159,196</b>	<b>\$ 3,908,025</b>	<b>77%</b>	<b>\$ 4,109,924</b>	<b>\$ (998,194)</b>	<b>-20%</b>
<b>Facility</b>								
	Building Rental & Maintenan	\$ 413,609	468,955	\$ 493,955	119%	\$ 335,000	(78,609)	-19%
	Security Services	\$ 97,211	139,128	146,628	151%	105,000	7,789	8%
	Capital Outlay	\$ 142,078	153,884	\$ 167,873	118%	\$ 130,500	(11,578)	-8%
	Equip. Maintenance/Lease	\$ 36,000	38,628	42,140	117%	45,000	9,000	25%
	Moving Expenses	\$ 11,250	-	\$ -	0%	\$ 11,250	-	0%
		<b>\$ 700,148</b>	<b>\$ 800,596</b>	<b>\$ 850,597</b>	<b>121%</b>	<b>\$ 626,750</b>	<b>\$ (73,398)</b>	<b>-10%</b>
<b>Supplies</b>								
	Postage/Printing	\$ 29,925	\$ 10,520	\$ 11,476	38%	\$ 29,925	-	0%
	Supplies	\$ 103,702	69,002	75,274	73%	96,443	(7,259)	-7%
	Telephone	\$ 137,546	86,727	\$ 94,611	69%	\$ 100,409	(37,138)	-27%
	Advertising	\$ 26,840	60,897	66,433	248%	25,000	(1,840)	-7%
	Membership/Publication	\$ 60,099	65,712	\$ 71,686	119%	\$ 65,000	4,901	8%
	Community Outreach/PR	\$ 39,544	36,361	\$ 39,666	100%	\$ 40,000	456	1%
		<b>\$ 397,656</b>	<b>\$ 329,218</b>	<b>\$ 359,147</b>	<b>90%</b>	<b>\$ 356,777</b>	<b>(40,879)</b>	<b>-10%</b>
<b>Travel &amp; Training</b>								
	Travel - Local	\$ 54,995	50,193	\$ 54,756	100%	\$ 60,500	5,505	10%
	Travel - Out of Town	\$ 31,680	32,446	35,395	112%	40,500	8,820	28%
	Staff Training	\$ 18,125	41,894	45,702	252%	45,000	26,875	148%
		<b>\$ 104,800</b>	<b>\$ 124,533</b>	<b>\$ 135,854</b>	<b>130%</b>	<b>\$ 146,000</b>	<b>41,200</b>	<b>39%</b>
<b>Professional</b>								
	Attorney	\$ 72,500	74,581	\$ 102,148	141%	\$ 75,000	2,500	3%
	Professional Services	\$ 14,000	7,115	7,762	55%	12,600	(1,400)	-10%
	Board Support Services/M	\$ 47,205	-	\$ -	0%	\$ -	(47,205)	-100%
	Payroll Services	\$ 57,029	48,320	52,713	92%	58,169	1,141	2%
	Audit	\$ 51,258	48,750	\$ 53,182	104%	\$ 60,000	8,742	17%
	M I S/Technology	\$ 225,750	238,179	259,832	115%	209,948	(15,803)	-7%
		<b>\$ 467,742</b>	<b>\$ 416,945</b>	<b>\$ 475,636</b>	<b>102%</b>	<b>\$ 415,717</b>	<b>(52,025)</b>	<b>-11%</b>
<b>Other</b>								
	Insurance	\$ 155,186	107,392	\$ 107,392	69%	\$ 158,290	3,104	2%
	Meeting/Miscellaneous	\$ 16,900	11,672	11,672	69%	15,000	(1,900)	-11%
		<b>\$ 172,086</b>	<b>\$ 119,065</b>	<b>\$ 119,065</b>	<b>69%</b>	<b>173,290</b>	<b>1,204</b>	<b>1%</b>
<b>TOTAL FEC OPERATIONS</b>		<b>\$ 6,950,550</b>	<b>\$ 4,949,552</b>	<b>\$ 5,848,324</b>	<b>84%</b>	<b>\$ 5,828,458</b>	<b>\$ (1,122,092)</b>	<b>-16%</b>

	<b>Funds</b>	<b>BUDGET</b>	<b>YTD Actual EXPENSE As of May 31.'24</b>	<b>Projected YTD - June 30, 2024</b>	<b>%</b>	<b>BUDGET -</b>	<b>VARIANCE FY 25-24</b>	<b>%age</b>
<b>PROGRAM PAYMENTS-</b>						51%		
<b>Training Suppliers &amp; Trainees' Pmts</b>								
	Participant Payments	\$ 1,161,048	1,350,000	1,465,000	126%	\$ 1,350,000	\$ 188,952	16%
	Training Service Paymen	\$ 2,895,387	3,362,331	\$ 3,612,331	125%	\$ 3,994,737	\$ 1,099,350	38%
	Transportation Payments	\$ 148,305	93,941	101,441	68%	160,000	\$ 11,695	8%
	<b>SUB-TOTAL</b>	<b>\$ 4,204,739</b>	<b>\$ 4,806,272</b>	<b>\$ 5,178,772</b>	<b>123%</b>	<b>\$ 5,504,737</b>	<b>\$ 1,299,997</b>	<b>31%</b>
	<b>GRAND TOTAL</b>	<b>\$ 11,155,289</b>	<b>\$ 9,755,823</b>	<b>\$ 11,027,095</b>	<b>99%</b>	<b>\$ 11,333,195</b>	<b>\$ 177,905</b>	<b>2%</b>

**WIOA  
FORMULA FUND BUDGET  
SUMMARY  
FY 2025**

**July 1, 2024 – June 30, 2025**



## Kansas City and Vicinity Region Plan Preliminary Budget Summary

<b>PY24</b>	<b>Dislocated Workers Program</b>		<b>\$ 190,299.00</b>
<b>PY24</b>	DLW Salary and Fringe	0.50%	\$ 951.50
<b>PY24</b>	Other Admin	4.00%	\$ 7,611.96
<b>PY24</b>	Admin Indirect	5.50%	\$ 10,466.45
<b>PY24</b>	<b>Subtotal</b>	10.00%	\$ 19,029.90
<b>PY24</b>	DLW Program Salary & FB	53.00%	\$ 100,858.47
<b>PY24</b>	DLW Program Other Staffing	24.00%	\$ 45,671.76
<b>PY24</b>	DLW Program ITA	0.00%	
<b>PY24</b>	DLW Program OJT	0.00%	\$ -
<b>PY24</b>	Training Related Staff		\$ -
<b>PY24</b>	DLW Program - Supportive Services	0.00%	\$ -
<b>PY24</b>	Indirect Program	13.00%	\$ 24,738.87
<b>PY24</b>	<b>Subtotal</b>	90.00%	\$ 171,269.10
	<b>PY23 TOTAL</b>	<b>100%</b>	<b>\$ 190,299.00</b>

<b>FY25</b>	<b>Dislocated Workers Program</b>		<b>\$ 692,484.00</b>
<b>FY25</b>	DLW ADMIN SALARY & FB	0.50%	\$ 3,462.81
<b>FY25</b>	DLW ADMIN OTHER	4.00%	\$ 7,888.04
<b>FY25</b>	Admin Indirect	5.50%	\$ 57,897.56
<b>FY25</b>	<b>Subtotal</b>	10.00%	\$ 69,248.40
<b>FY25</b>	DLW PROG SALARY & FB	25.00%	\$ 205,580.23
<b>FY25</b>	DLW PROG OTHER STAFFING COST	32.75%	\$ 226,754.24
<b>FY25</b>	DLW ITA	18.65%	\$ 77,200.00
<b>FY25</b>	DLW OJT	7.00%	\$ 25,357.00
<b>FY25</b>	Training Related Staff	5.25%	\$ 7,500.00
<b>FY25</b>	DLW SUPPORTIVE SERVICES	3.50%	\$ 25,000.00
<b>FY25</b>	Indirect Program	7.77%	\$ 55,844.13
<b>FY25</b>	<b>Subtotal</b>	99.92%	\$ 623,235.60
	<b>FY24 TOTAL</b>	<b>100%</b>	<b>\$ 692,484.00</b>

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## Kansas City and Vicinity Region Plan Preliminary Budget Summary

<b>PY24</b>	<b>Adult Program</b>		<b>\$ 220,406.00</b>
<b>PY24</b>	Adult Salary and Fringe	0.50%	\$ 1,102.03
<b>PY24</b>	Other Admin.	4.00%	\$ 8,816.24
<b>PY24</b>	Admin Indirect	5.50%	\$ 12,122.33
<b>PY24</b>	<b>Subtotal</b>	10.00%	\$ 22,040.60
<b>PY24</b>	Adult Program Salary & FB	52.00%	\$ 114,611.12
<b>PY24</b>	Adult Program Other Staffing	26.00%	\$ 57,305.56
<b>PY24</b>	Adult Program ITA	0.00%	\$ -
<b>PY24</b>	Adult Program OJT	0.00%	\$ -
<b>PY24</b>	Training Related Staff	0.00%	\$ -
<b>PY24</b>	Adult Program - Supportive Services	0.00%	\$ -
<b>PY24</b>	Indirect Program	12.00%	\$ 26,448.72
<b>PY24</b>	<b>Subtotal</b>	90.00%	\$ 198,365.40
	<b>PY23 TOTAL</b>	<b>100%</b>	<b>\$ 220,406.00</b>

<b>FY25</b>	<b>Adult Program</b>		<b>900,731.00</b>
<b>FY25</b>	Adult Salary and Fringe	0.50%	\$ 4,503.67
<b>FY25</b>	Other Admin.	4.00%	\$ 21,683.76
<b>FY25</b>	Admin Indirect	5.50%	\$ 63,885.67
<b>FY25</b>	<b>Subtotal</b>	10.00%	\$ 90,073.10
<b>FY25</b>	Adult Program Salary & FB	27.25%	\$ 194,144.18
<b>FY25</b>	Adult Program Other Staffing	39.62%	\$ 356,843.44
<b>FY25</b>	Adult Program ITA	20.86%	\$ 106,550.00
<b>FY25</b>	Adult Program OJT	4.25%	\$ 25,000.00
<b>FY25</b>	Training Related Staff	4.50%	\$ 15,000.00
<b>FY25</b>	Adult Program - Supportive Services	4.00%	\$ 25,000.00
<b>FY25</b>	Indirect Program	6.00%	\$ 88,120.28
	<b>Subtotal</b>	90.00%	\$ 810,657.90
	<b>FY24 TOTAL</b>	<b>100.0%</b>	<b>\$ 900,731.00</b>

# Kansas City and Vicinity Region

## Plan Preliminary Budget Summary

### Youth WIOA

	<b>Total Fund</b>	<b>1,195,319.00</b>
<b><u>PY/FY</u></b>	<b><u>Grant Title</u></b>	<b>Budget \$\$\$</b>
<b>PY24</b>	Salary & FB	5,976.60
<b>PY24</b>	Other admin	29,882.98
<b>PY24</b>	Admin indirect	83,672.33
<b>PY24</b>	<b>Subtotal</b>	119,531.90
<b>PY24</b>	IS - Salary & Taxes/FB	34,859.00
<b>PY24</b>	IS - Other staffing cost	6,500.00
<b>PY24</b>	IS – Occupational Skills Training	-
<b>PY24</b>	IS Work Experience/OJT	26,000.00
<b>PY24</b>	IS WE-Staff	5,000.00
<b>PY24</b>	IS supportive services	2,500.00
<b>PY24</b>	IS other direct part costs	-
<b>PY24</b>	Indirect	10,678.89
<b>PY24</b>	<b>Subtotal</b>	85,537.89
<b>PY24</b>	OS - Salary & Taxes/FB	255,158.84
<b>PY24</b>	OS -Other staffing cost	310,750.00
<b>PY24</b>	OS – Occupational Skills Training	50,000.00
<b>PY24</b>	OS Work Experience/OJT	107,250.00
<b>PY24</b>	OS WE-Staff	76,924.00
<b>PY24</b>	OS supportive services	12,500.00
<b>PY24</b>	OS other direct part costs	-
<b>PY24</b>	OS AEL	100,000.00
<b>PY24</b>	Indirect	77,666.37
	<b>Subtotal</b>	990,249.21
	<b>D. Program. Total</b>	<b>1,075,787.10</b>
	<b>Total</b>	<b>1,195,319.00</b>

# **KCV DHEWD FINANCIAL MONITORING REPORT**



**Subrecipient Final Financial Monitoring Report**  
**Kansas City and Vicinity Workforce Development Board**  
**Program Year Performance Period**  
**July 1, 2023 – June 30, 2024**  
**Report No. DHEWD-WIOA-R2-FY24-003**

**Issued to:**

The Honorable Quinton Lucas, Mayor of Kansas City  
29th Floor, City Hall  
414 East 12th  
Kansas City, MO 64106

Robert Hughes, Jr.- Interim Chairman  
President  
Universal Management Company  
1021 North 7th Street  
Kansas City, KS 66101

**Contact:**

Robin L. Booth, CPA Principal  
7230 Lee Deforest Drive, Suite 103  
Columbia, MD 21046  
Telephone: 410-309-4929, ext. 2010  
Email: [DHEWDteam@bmc-llc.net](mailto:DHEWDteam@bmc-llc.net)  
TIN: 52-2168025

**May 31, 2024**

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## INDEPENDENT ACCOUNTANT'S REPORT

The Honorable Quinton Lucas, Mayor of Kansas City  
29th Floor, City Hall  
414 East 12th  
Kansas City, MO 64106

We performed the procedures enumerated in our agreed-upon procedures by the Missouri Department of Higher Education Workforce Development (DHEWD) to monitor Kansas City and Vicinity Workforce Development Board's compliance with financial monitoring for July 1, 2023, through June 30, 2024, in accordance with the Office of Management and Budget, 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), the Workforce Innovation and Opportunity Act (WIOA or Public Law 113-128), and other applicable federal and state regulations.

The purpose of the financial monitoring is to evaluate the financial management and administration of the grants, the quality of the program and/or services, compliance with equal opportunity requirements, and whether the program is operating in compliance with the grant agreement, Federal and state regulations, and in a manner that ensures the achievement of its goals and outcomes.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of DHEWD. Consequently, we make no representation regarding the sufficiency of the procedures described in Attachment I either for the purpose for which this report was requested or for any other purpose. The procedures we performed and our associated findings and/or observations are enumerated in Exhibit I.

We were not engaged in and did not perform an examination or review, the objective of which would be to express an opinion or conclusion, respectively, on the subject matter. Accordingly, we do not express an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported.

This report is intended solely for the information and use of the Missouri Office of Workforce Development's management and its partner organizations. It is not intended for and should not be used by anyone other than these specified parties.

*Booth Management Consulting LLC*

Booth Management Consulting, LLC  
May 28, 2024

FOR OFFICIAL USE ONLY

## EXHIBIT 1 - AGREED-UPON PROCEDURES AND FINDINGS

The Office of Management and Budget (OMB) Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) section 2 CFR 200.329 requires monitoring activities under Federal awards to assure compliance with applicable Federal requirements. The Workforce Innovation and Opportunity Act (WIOA) Section 184 (a)(4) also mandates the monitoring of each local area within the State to ensure compliance with OMB's Uniform Guidance.

We conducted an onsite financial monitoring review of the WIOA programs for the Missouri Department of Higher Education Workforce Development (hereinafter referenced as DHEWD) awarded to Kansas City and Vicinity Workforce Development Board (hereinafter referred to as KCV) for the Program Year performance period of July 1, 2023, through June 30, 2024, in fulfillment of the requirements of the Uniform Guidance, WIOA, and other applicable Federal and State regulations. The financial monitoring procedures focused on contractual compliance and fiscal and administrative procedures consistent with the applicable laws, regulations, departmental guidance, and the grant agreement.

Financial monitoring is not an audit and may not disclose all systems' weaknesses due to its limited scope. The results presented in this report are based on the areas tested by Booth Management Consulting. The United States Department of Labor, the Missouri State Auditor's Office, or any other applicable Federal or State body may conduct reviews with different conclusions, opinions, and/ or results.

### Monitoring Information

<b>Subrecipient's Name</b>	Kansas City and Vicinity Workforce Development Board
<b>Subrecipient's Mailing Address</b>	1740 Paseo Boulevard Kansas City, MO 64108
<b>Subrecipient's Location Address (if different from mailing address)</b>	Same as above.
<b>Subrecipient Primary Fiscal Point of Contact</b>	Tirhas Kidane
<b>Telephone</b>	816-916-4780
<b>Email Address</b>	tkidane@feckc.org

### Scope of Financial Monitoring

<b>Date of exit conference</b>	May 30, 2024
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<b>Names and titles of those in attendance at the exit conference</b>	Clyde McQueen, President/CEO Tirhas Kidane, Vice President/CFO Valencia Battle, Accounting Manager
<b>Site visited</b>	1740 Paseo Blvd. Kansas City, MO 64108
<b>Financial monitoring staff members who conducted the review</b>	Corey Britt, Lead Analyst
<b>Programs reviewed</b>	Workforce Innovation Opportunity Act (WIOA)
<b>Time period covered in the review</b>	July 1, 2023 – January 31, 2024
<b>Documents reviewed</b>	Documentation requested for financial monitoring was in the following areas: <ul style="list-style-type: none"> <li>• Financial Reporting</li> <li>• Cost Allocation</li> <li>• Payroll and personnel</li> <li>• Financial Reporting</li> <li>• Accounting Systems</li> <li>• Policies and procedures</li> <li>• Disbursements</li> <li>• Procurement and Contract Management</li> <li>• Subrecipient Management and Oversight</li> </ul>

The purpose of the financial monitoring review is to obtain reasonable assurance that the subrecipient complies with statutes, regulations, and the terms and conditions of the subawards. Reasonable assurance is the level of confidence or comfort based on professional judgment obtained through interviews, understanding of the operations, and testing performed to assess the subrecipient's performance. The results presented in this report are based on the areas tested by BMC.

The scope of the financial monitoring utilized guidelines established in Uniform Guidance, WIOA, DHEWD, and the U.S. Department of Labor Employment and Training Administration (ETA). The financial content areas and processes monitored include the following, as applicable:

- Internal Control Environment and Oversight
- Financial Reporting System and Reconciliation
- Payroll Disbursement and Personnel Procedures
- Cost Allocation
- Program Income
- Property Management
- Public Access to Records and Record Retention
- Procurement and Contract Management
- Allowable Cost and Cost Classification
- Financial Management Systems
- Supportive Services
- Audits, Prior Monitoring, and Resolutions

### **Results of Agreed Upon Procedures**

BMC completed KCV's financial monitoring and did not note any findings, other non-compliance issues, or recommendations for technical assistance. On behalf of DHEWD, BMC

would like to thank you for participating in the Workforce Innovation and Opportunity Act and cooperation in conducting your financial review.

# **ANNUAL MONITORING REPORT**

**ANDREA ROBINS  
MANAGING DIRECTOR OF  
COMPLIANCE & PLANNING**

# The Full Employment Council, Inc.

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Annual Monitoring Review  
Kansas City and Vicinity WIOA Programs  
For the Period  
July 1, 2023 through June 30, 2024

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## **R**eport Demographics

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<b>Report Type:</b>	<b>Annual</b>
<b>Review Type:</b>	Program Monitoring Evaluation
<b>Review Period:</b>	July 1,2023 through June 30, 2024
<b>Published Date:</b>	June 30, 2024
<b>Region Reviewed:</b>	Kansas City and Vicinity (KCV)
<b>Review Conducted by:</b>	<b>FEC Planning and Compliance Team</b> <b>Andrea Robins</b> <b>Mary Sexton</b> <b>Dot Coleman</b> <b>Michael Long</b>

## **P**rogram Review Scope

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This program review of the *Kansas City and Vicinity* was conducted on behalf of the *Full Employment Council*. The objectives of the review were to verify that WIOA eligibility is performed by required federal, state, and local guidance. The scope of the review was from July 1, 2023 – June 30, 2024. Programs reviewed were WIOA – Adult, Dislocated Workers and Youth. A system-generated, randomly selected file sample of 104 files were examined in the Program Year 2023.

Specific elements reviewed include:

- Documentation of completed WP enrollment.
- Verification of social security number
- Documentation date of birth
- Documentation of selective service registration
- Documentation of Citizenship/Alien Status
- Signed WIOA EO and Grievance Procedure form.
- Adult Eligibility
- Dislocated Worker Eligibility
- In School Youth Eligibility
- Out of School Youth Eligibility
- Resume posted in MoJobs
- Classroom Occupational Training
- Individual Training Account Documentation
- Approved Training Program – MoSCORES
- Internships and Work Experience
- On-The-Job Training
- Assessment
- Objective Assessment
- Training Justification
- Employment Service Plan
- Case Note Documentation
- Customer/Service Tracking
- Supportive Services
  - a. Allowability
  - b. Reasonableness

### **PROGRAM ELIGIBILITY - Monitoring Element from Issuance 11-2021 pg. 5 Section F #1**

The monitoring included 104 files selected from a sample of 180 WIOA Enrollments. The files reviewed were as follows:

37 WIOA Adults, 10 WIOA Dislocated Workers, and 57 WIOA Youth.

Eighteen data elements were reviewed for program eligibility. Some issues included not uploading the EO-15 form for the record, the required assessment code not being entered and documented before funded service, and not documenting payment in mojobs.

### **Disseminating Notices for Equal Opportunity Complaints and WIOA Complaints & Grievances - OWD (Issuance 16-2017)**

To ensure that certain affected parties to WIOA Title I-financially assisted programs and services have been properly notified and provided with a copy of their rights and responsibilities, DWD requires a signed attestation.

Of the forty-seven (47) Adult and Dislocated Workers, (2) EO documents were not uploaded into the State MIS system. Of the fifty-seven (57) youth reviewed, twenty-seven (27) were not uploaded into the State MIS system.

Management Response: EO documents have been uploaded, training has been provided, and this will be reviewed at every enrollment.

### **Justification for the provision of Individualized Career Services or Training Services - Monitoring Element from Issuance 11-2021 pg. 5 Section F #4**

1. Employment Plans OWD (Issuance 09-2020, Attachment 1) are required to contain a justification for training based on assessment information that includes the following:
  - Identification of skills the customer currently possesses.
  - Identification of participant's skill gaps; and
  - Identification of any barriers that would hinder the participant's finding employment or participating in training.

In the review of individualized career services, the compliance and completion rates for various requirements were evaluated across participants.

89.4% of the participants (42 out of 47) had the required Mandatory Initial Case documented meeting the requirements set by OWD Issuance 09-2022. 10.6% of the participants (5 out of 47) did not meet these requirements.

80.4% of the participants (37 out of 47) added the 213 code, which documents assessment and counseling, for assessment. Only 28.6% of the participants (10 out of 47) had completed the AFT in the 300 service and updated it when paid. 71.4% of the participants (25 out of 47) had not completed or updated the AFT. For 12 participants, this question was not applicable as they were not enrolled in training.

Most participants have their case notes in compliance with the specified requirements, reflecting a strong adherence to initial documentation protocols. Including the 213 code for assessment and counseling is prevalent, though there is room for improvement. There is a significant gap in completing and updating the AFT in the 300 services, indicating a potential area for process improvement and participant engagement.

**Recommendations:**

Develop strategies to improve the AFT completion and updating rates in the 300 services, such as regular follow-ups and participant support.

*Management Response: The quality assurance team checks the Advanced Funding Tracking in mojobs before submission to officers for funding approval. This ensures that it is completed when the obligation is done.*

**OBJECTIVE ASSESSMENTS** - Each Youth must receive an OA, a point-in-time assessment of the Youth's strengths, goals, and barriers. The OA should identify the strengths, talents, and abilities of a Youth while uncovering any barriers to their active participation in the Youth program and the workforce. The OA should inform the case manager of the category of services the youth will need, and it should be utilized to develop the ISS. WIOA requires the OA to identify career pathways and appropriate services for Youth. Every OA must include an evaluation of the skills the youth possesses and what skills the youth needs to develop in each of the following categories:

Out of fifty-seven(57) youth files, twenty (20) files did not have uploaded objective assessments and 19 did not have an employment plan completed in the system.

*Management Response: All Objective Assessments have been pulled from hard files and uploaded to mojobs. Staff have received training and have updated the files with employment plans.*

**EMPLOYMENT PLAN - Monitoring Element from Issuance 11-2021 pg. 5 Section F # 6**

1. Issuance 09-2020 explains that the Individual Employment Plan (EP) is an individualized career service plan that the participant and case management staff develop jointly. It is further explained that the EP is "an ongoing strategy to identify employment goals, objectives, barriers, and the appropriate combination of services for the participant to achieve the employment goals." In reviewing the EP's requirements, one of the elements reviewed by the monitors were the "mandatory aspects of the EP as listed in the above-referenced issuance – (short and long-term goals, updating/amendments objectives, and closure of the EP) in addition to requirements relating to how the EP must be maintained.

**Observations:**

In 50% of the youth files reviewed the employment plan was not updated as participants completed activities.

*Management Response: All files have been updated. These items will be reviewed in the weekly staffing sessions with the manager.*

## OCCUPATIONAL SKILLS TRAINING, (OST) - Monitoring Element from Issuance 11-2021 pg. 5 Section F #7

1. Federal Data Element Validation guidelines mandate that Activity Codes must be posted when the service occurs or the training commences. Additionally, the Activity Code must be closed on the date the service was completed or ceased to be rendered.

**High Compliance:** 80.9% of participants (38 out of 47) had an occupational skills classroom training activity entered in the State's MIS. 19.1% of participants (9 out of 47) did not have the training activity entered, meaning they did not receive services funded with Title I funds. **High Accuracy:** 83.8% of participants (31 out of 47) had the 300-COT activity code posted correctly. **ITA and Moscores Upload and Approval:** 77.1% of participants (27 out of 47) had their ITA and Moscores uploaded to mojobs with regional approval. 22.9% of participants (8 out of 47) did not have the required documents uploaded in mojobs. Twenty-five youth received training, 2 enrolled in occupational skills training, and 23 were enrolled in HISET training and did not require moscores upload.

### Key Insights:

1. **High Compliance with Training Entry:** Most participants had their training activities properly entered in the State's MIS. **Accurate Posting of 300-COT Codes:** Most participants had their activity codes posted accurately, though there is a small percentage of errors. 66.7% of participants (26 out of 47) had appropriate and timely case notes indicating training progression as required. 33.3% of participants (13 out of 47) did not meet this requirement.

### Recommendations:

1. **Improve Training Activity Entry:** Ensure all participants receiving services have their training activities properly entered in the State's MIS.
2. **Enhance Accuracy of 300-COT Posting:** Implement checks to ensure accurate posting of 300-COT activity codes.

Management Response: All files have been updated. These items will be reviewed in the weekly staffing sessions with the manager; the quality assurance team reviews these daily and identifies trends. Compliance meets weekly with

## MEASURABLE SKILL GAINS - Monitoring Element from Issuance 11-2021 pg. 5 Section F 11

1. When received, the measurable skills gained must be documented in case notes and MoJobs.

### Key Insights:

Eleven (11) instances out of twenty-seven (27) where the measurable skills gain was documented in case notes but not added to the system.

For youth, thirty-five (35) files had training or education programming, ten (10) had achieved measurable skill gains, and four (4) files were not uploaded.



Management Response: The documents have been uploaded, and they will be reviewed weekly by staff.

#### **CREDENTIAL ATTAINMENT - Monitoring Element from Issuance 11-2021 pg. 5 Section F #11**

##### **Key Insights:**

1. Of the forty-seven (47) files for Adult and Dislocated Workers reviewed, there was one (8) file that had completed training, and (1) credential had not been uploaded although received. Out of the fifty seven (57) youth files reviewed ten (10) youth had obtained credentials and the documents had been uploaded at the time of the review

Management Response: The document has been uploaded, and staff will review it weekly.

#### **SUPPORTIVE SERVICES - Monitoring Element from Issuance 11-2021 pg. 5 Section F #9**

All Supportive Services must be documented in the statewide electronic case management system and include, at a minimum, all the following:

- The type of Supportive Service paid (e.g., transportation, childcare, etc.).
- The amount paid for the Supportive Service.
- The timeframe or duration for which the Supportive Service was paid.
- The justification of the need for the Supportive Service and
- Documentation of the lack of availability of alternatives or other community resources

##### **Key Insights:**

Of the forty-seven adult and new files monitored (14), ten had the required proof of payment uploaded. In six (6) instances, the activity code did not match the date the customer received the supportive service, and there were no case notes justifying the supportive service.

Management Response: The documents have been uploaded, and staff will review them weekly. QA verifies that all documents have been uploaded and a code has been added.

#### **CLOSURE TAB – Monitoring Element from Issuance 11-2021 pg. 5**

OWD Issuance: 08-2021 requires the following: All exit information must be completed for reporting purposes. This includes but is not limited to, entered employment, school status, youth placement, training-related employment, non-traditional employment, and credential attainment. The Local WDB must ensure that staff follow-up with all WIOA participants as necessary to report on the WIOA indicators of performance measures in the statewide case-management system: • For WIOA Adult and Dislocated Worker programs, staff must complete the “follow-ups” tab for the 2nd quarter after exit and 4th quarter after exit sections. • For WIOA Youth, staff must complete the WIOA “follow-ups” tab for all four quarters after exit sections.

##### **Key Insights:**

The staff has not completed follow-up as required in most cases; follow-up is required to be completed quarterly for all exited youth and the 2<sup>nd</sup> and 4<sup>th</sup> quarter for adult and dislocated workers.

Management Response: Staff has received training, and this report will be pulled monthly to ensure targets are established for each month, and all follow-ups are completed on time by the end of the quarter.

**THE FULL EMPLOYMENT COUNCIL, INC. /MISSOURI CAREER CENTER  
EQUAL OPPORTUNITY AND NON DISCRIMINATION  
ANNUAL SUBSTATE MONITORING REVIEW REPORT**

**Kansas City & Vicinity Eligible Training Providers**

**Report Date: June 30, 2024**

**Review Date: July 1, 2022 – June 30, 2024**

***Purpose***

The purpose of this review report is to provide an evaluation of the contractors/sub-contractors compliance with the nondiscrimination and equal opportunity provisions of the Workforce Innovation Opportunity Act (WIOA) and its implementing regulations, published at 29 CFR Part 38. The procedures used to determine whether the contractors has demonstrated its workforce programs and activities are operating in a non-discriminatory manner, are prescribed by using the nine elements of the Method of Administration (MOA), each addressing one specific aspect of the regulatory requirements.

The following agencies were monitored:

- Concord Career College
- Metropolitan Community College
- New Reflections Technical Institute
- University of Missouri-Kansas City
- Kansas City Public Schools
- JVS

The following elements are monitored with each provider and subrecipient:

- **Element 1: Designation of Local Level Equal Opportunity (EO) Officer**
- **Element 2: Notice and Communication**
- **Element 3: Assurances, Contracts and Policies**
- **Element 4: Universal Access**
- **Element 5: Compliance with Section 504 of Rehabilitation Act of 1973**
- **Element 6: Data and Information Collection and Maintenance**
- **Element 7: Monitoring Recipients for Compliance**

- **Concorde Career College:** EO Manager B. Michael Long is working with Marlene Cerbasi, Concorde's Manager of Workforce Development, to assure compliance with the nondiscrimination and equal opportunity provisions of the Workforce Innovation

Opportunity Act (WIOA) and its implementing regulations, published at 29 CFR Part 38. We have reviewed their materials used for promoting all classroom trainings and to assure that they meet all required standards including FEC information and EO discrimination information. They have provided pictures of their bulletin boards and flyers used in classrooms to support training and “*EO IS THE LAW*” posters and have been found to be in compliance with all elements.

- **Metropolitan Career College:** EO Manager B. Michael Long is working with Jeanne Schmidt, MCCKC’s Workforce Coordinator, to assure compliance with the nondiscrimination and equal opportunity provisions of the Workforce Innovation Opportunity Act (WIOA) and its implementing regulations, published at 29 CFR Part 38. MCCKC’s materials used for promoting all classroom trainings have been reviewed to assure that they meet all required standards including FEC information and EO discrimination information. They have provided pictures of their bulletin boards and flyers used in classrooms to support training and “*EO IS THE LAW*” posters and have been found to be in compliance with all elements.
- **New Reflections Technical Institute:** EO Manager B. Michael Long is working with Camille Martinez, Director of Admissions, to assure compliance with the nondiscrimination and equal opportunity provisions of the Workforce Innovation Opportunity Act (WIOA) and its implementing regulations, published at 29 CFR Part 38. All of New Reflections materials used for promoting all classroom trainings have been reviewed to assure that they meet all required standards including FEC information and EO discrimination information. They have provided pictures of their bulletin boards and flyers used in classrooms to support training and “*EO IS THE LAW*” posters and have been found to be in compliance with all elements.
- **University of Missouri-Kansas City:** UMKC has not replied to information during the time period of the monitored and will be followed up with in order to assure compliance with section I88 of WIOA and its implementing regulations.
- **Kansas City Public Schools:** EO Manager B. Michael Long is working with Annette McDonald, Program Director of the Middle College Program, to assure compliance with the nondiscrimination and equal opportunity provisions of the Workforce Innovation Opportunity Act (WIOA) and its implementing regulations, published at 29 CFR Part 38. All of KCPS materials used for promoting all classroom trainings have been reviewed to assure that they meet all required standards including FEC information and EO discrimination information. They have provided pictures of their bulletin boards and flyers used in classrooms to support training and “*EO IS THE LAW*” posters and have been found to be in compliance with all elements.

- **JVS:** EO Manager B. Michael Long is working with Austin Taylor, Career Pathways Manager, to assure compliance with the nondiscrimination and equal opportunity provisions of the Workforce Innovation Opportunity Act (WIOA) and its implementing regulations, published at 29 CFR Part 38. All of JVS materials used for promoting all classroom trainings have been reviewed to assure that they meet all required standards including FEC information and EO discrimination information. They have provided pictures of their bulletin boards and flyers used in classrooms to support training and “*EO IS THE LAW*” posters and have been found to be in compliance with all elements.



**KANSAS CITY & VICINITY  
WORKFORCE DEVELOPMENT BOARD**



Serving the city of Kansas City, Mo. and Cass,  
Clay, Platte, and Ray counties.

The Full Employment Council, Inc. (FEC) is the fiscal  
agent and workforce support organization for the  
Kansas City & Vicinity Workforce Development Board.

July 8, 2024

Philip Tan, Vice President/CFO  
UAW – Labor Employment Training Corporation  
11010 Artesia Boulevard  
Cerritos, CA 90703

RE: OSO 22-02

Dear Mr. Tan,

We are pleased to inform you that monitoring report that was conducted for the PY 2023 for Kansas City and Vicinity has been completed. This monitoring was conducted by the Full Employment Council, on behalf of the Kansas City & Vicinity Workforce Development Board for the above contract during the period of July 1, 2023 – June 30, 2024, of which there were no findings during the monitoring. The contract states that in the event that the One Stop Operator position becomes vacant, UAW has 45 days in order to fill that position. During this review it was determined that the 45-day requirement was exceeded. If vacant positions occur UAW will be required to submit a recruitment plan.

Attached is a copy of the monitoring review report for your viewing purposes.

This conclusion is, however, subject to the review of the State of Missouri Workforce Development Board, the State Auditor's office, and other cognizant agencies.

Should you have any questions, don't hesitate to contact Andrea Robins at 816-471-2330 ext. 1255.

Sincerely,

Clyde McQueen  
President/CEO

Full Employment Council, Inc.  
Managing Entity and Fiscal Agent for  
Kansas City & Vicinity Workforce Development Board

CC: Kelly Spangler, Vice President  
Tirhas Kidane, Vice President/Chief Financial Officer, FEC  
Shelly Penn, Sr. Vice President/Chief Operating Officer, FEC  
Andrea Robins, Managing Director of Planning, Compliance

The Full Employment Council, Inc. is an Equal Opportunity Employer/Program. Auxiliary services are available. MO relay 711.

## KCV – UAW One-Stop Operator

Purpose: Role of the One-Stop Operator codified at WIOA Title 1, Section 121 (d); Title 20, Code of Federal Regulations, Part 678.620

### Effectiveness

Identifier	Objective	Meeting Expectation		Progress		Technical Assistance Required		Comments
		Yes	No	Current	Future	Yes	No	
Is meaningful access evident in the comprehensive center for all required programs provided by system partners, and for core partners in additional centers to ensure the effectiveness of the One-Stop system?	Primary focus on the customer and not on program/funding stream?	X						
	Is there interaction of all partner organizations to work creatively across program/funding stream?	X						
	Connect job seekers to the appropriate employment and training programs for youth, adults, veterans and dislocated workers, and assure that weekly reports of these connections are submitted to the Director of Career Services, and the Senior Director of Planning?	X						
	Evidence of efficient customer flow: How is access provided (e.g., streamline service delivery, pool funding resources, use of technology, flex space usage)?	X						

\*Monitoring was conducted between July 01, 2023, and June 30, 2024.

Identifier	Objective	Meeting Expectation		Progress		Technical Assistance Required		Comments
		Yes	No	Current	Future	Yes	No	
Is meaningful access evident in the comprehensive center for all required programs provided by system partners, and for core partners in additional centers to ensure the effectiveness of the One-Stop system?	Alignment/collaboration/integration of system partners (i.e., advocate for all system partners and customers directed according to need)?	X						
	Is Operator staff present, identifiable and available?	X						
	Providing meaningful outreach strategies (e.g., sector/demand driven; focus on supply/demand alignment; take into account community footprint; utilize social media, etc.)?	X						
	Are common identifiers being used?	X						
	Operating according to the Contract?	X						There have been instances when it has taken longer than 45 days to fill open positions.
	Provides documentation and follow-up for customer connections to employment and training staff within FEC?	X						

Identifier Identifier	Objective	Meeting Expectation		Progress		Technical Assistance Required		Comments
		Yes	No	Current	Future	Yes	No	



Is meaningful access evident in the comprehensive center for all required programs provided by system partners, and for core partners in additional centers to ensure the effectiveness of the One-Stop system?	Provides documentation and follow-up for customer connections made to specific personnel within the Job Center? (this referral must be documented, identifying staff persons to who the referral was made).	X				x					One stop operator is the designated person to result referrals for WIOA Service, must ensure this is documented timely.
	Makes adjustments to connection, orientation, or program techniques as needed to facilitate quality service to Job Center customers?										
	Conducts Job Center overviews and orientations of Job Center services?	X									
	Provides follow-up services?	X									
	Assists job seekers with a variety of employment and training services provided by the Job Center?	X									
	Maintains documentation of job seeker customer activities in MoJobs, the State of Missouri's information management system?	X									
	Provides weekly and monthly reports to Job Center Management?	X									
Is meaningful access evident in the comprehensive center for all required programs provided by system partners, and for core partners in additional centers to ensure the effectiveness	Coordinates and refers customers to One-Stop Job Center staff in addition to recruitment and outreach as may be requested? (specific staff receiving the referrals will be specified within the One-Stop Center).	X									



	of the One-Stop system?	Facilitates referrals?	X						
		The subrecipient meets monthly with the FEC and reports (1) data related to contact with customers and (2) One-Stop partner coordination and referral that results in successfully meeting WIOA performance?	X						

**Continuous Improvement**

Identifier	Objective	Meeting Expectation		Progress		Technical Assistance Required		Comments
		Yes	No	Current	Future	Yes	No	
Evaluation of Service Delivery	Utilizes customer satisfaction evaluation? (participant, employer, system partners).	X						
	Maximize resources made available throughout the system? (workshops, activities, etc.).	X						
	Do hours of operation meet customer flow?	X						
	Are processes completed as described in the Contract?	X						
	Knowledgeable of system partner performance requirements, based on on-going review?	X						
Data Driven Performance Strategy	Support system partner performance measure attainment?	X						

**Accessibility**

Identifier	Objective	Meeting Expectation		Progress		Technical Assistance Required		Comments
		Yes	No	Current	Future	Yes	No	
ADA Compliance	Addressing barriers to employment?	X						
	Individualized assistance?	X						
	Promote priority of service?	X						
Mobile One-Stop Deployment	Meaningful community deployment?	X						
	Outreach to inaccessible areas?	X						

# **TREND PERFORMANCE SUMMARY**

**SHELLEY PENN  
SR. VICE PRESIDENT/  
CHIEF OPERATIONS OFFICER**

PERFORMANCE SUMMARY PROGRAM YEAR 2023  
JULY 1, 2023 - JUNE 30, 2024  
4TH QUARTER

Most Recent Data Submitted: 6/7/2024

	Employment Q2 Adult % Achieved	Employment Q4 Adult % Achieved	Credential Adult % Achieved	Skill Gains Adult % Achieved	Employment Q2 DW % Achieved	Employment Q4 DW % Achieved	Credential DW % Achieved	Skill Gains DW % Achieved	Employment Q2 Youth % Achieved	Employment Q4 Youth % Achieved	Credential Youth % Achieved	Skill Gains Youth % Achieved
03-Kansas City & Vicinity	102.28 %	119.71 %	66.31 %	63.89 %	107.16 %	119.28 %	98.04 %	77.59 %	113.91 %	117.17 %	99.24 %	135.21 %
04-West Central Region	92.22 %	100.00 %	98.84 %	72.36 %	117.37 %	95.24 %	72.73 %	104.17 %	100.30 %	107.41 %	105.86 %	88.61 %
06-St. Louis City	114.42 %	116.82 %	127.87 %	157.71 %	92.44 %	120.00 %	156.16 %	172.73 %	106.56 %	108.86 %	113.64 %	108.70 %
07-Southwest Region	95.62 %	101.38 %	94.16 %	60.93 %	126.18 %	125.00 %	94.83 %	57.55 %	108.40 %	99.67 %	81.48 %	96.15 %
08-Ozark Region	93.96 %	99.90 %	76.75 %	67.71 %	90.45 %	94.17 %	65.84 %	122.97 %	100.35 %	100.52 %	65.10 %	165.66 %
09-Central Region	104.82 %	110.66 %	107.86 %	102.53 %	111.98 %	108.77 %	101.46 %	78.43 %	89.41 %	101.36 %	104.35 %	158.53 %
10-South Central Region	92.59 %	93.39 %	95.03 %	104.38 %	111.75 %	115.86 %	93.80 %	107.14 %	69.25 %	106.61 %	83.33 %	53.85 %
11-Southeast Region	111.86 %	110.92 %	91.13 %	120.68 %	112.77 %	102.04 %	109.09 %	150.22 %	110.44 %	118.04 %	79.67 %	94.59 %
12-East Jackson County	114.29 %	115.14 %	103.50 %	117.35 %	115.99 %	107.81 %	124.18 %	104.17 %	115.09 %	109.89 %	106.51 %	68.29 %
13-St. Louis County	100.04 %	103.30 %	88.18 %	77.53 %	108.43 %	103.24 %	88.76 %	43.92 %	93.96 %	101.64 %	51.50 %	78.55 %
14-St. Charles County	107.44 %	109.34 %	112.24 %	120.69 %	89.74 %	91.70 %	95.89 %	153.85 %	97.14 %	111.30 %	125.45 %	96.99 %
15-Jefferson/Franklin Consortium	97.20 %	107.77 %	98.02 %	123.27 %	102.63 %	109.13 %	87.54 %	121.21 %	84.85 %	112.23 %	132.35 %	136.36 %
16-North Region	98.64 %	102.95 %	97.10 %	104.95 %	98.36 %	103.07 %	100.73 %	113.15 %	97.50 %	102.84 %	96.81 %	123.46 %
State of Missouri	98.96 %	106.52 %	100.77 %	109.00 %	98.97 %	100.53 %	101.38 %	99.77 %	97.85 %	105.91 %	92.27 %	116.81 %

To achieve performance, the following performance categories need to be documented by September 30, 2024.

Credential Adult % Achieved	24
Skill Gains Adult % Achieved	13
Credential DW % Achieved	1
Skill Gains DW % Achieved	5
Credential Youth % Achieved	1

	Employment Q2 WP % Achieved	Employment Q4 WP % Achieved
03-Kansas City & Vicinity	98.18 %	120.23 %
04-West Central Region	96.55 %	99.79 %
06-St. Louis City	103.98 %	102.01 %
07-Southwest Region	99.08 %	101.67 %
08-Ozark Region	99.80 %	103.29 %
09-Central Region	109.87 %	107.76 %
10-South Central Region	101.66 %	104.13 %
11-Southeast Region	103.36 %	104.13 %
12-East Jackson County	106.16 %	105.89 %
13-St. Louis County	100.70 %	103.41 %
14-St. Charles County	104.54 %	101.32 %
15-Jefferson/Franklin Consortium	104.64 %	102.73 %
16-North Region	103.90 %	103.87 %
State of Missouri	106.65 %	102.81 %

# **KCV JOB SEEKER/JOB PLACEMENT SERVICES**

**JOB SEEKER / JOB PLACEMENT SERVICES**  
**KANSAS CITY AND VICINITY**

July 1, 2023 - June 30, 2024

JOB SEEKERS			
<b>Ib. Wagner Peyser</b>	<b>PY 22</b>	<b>PY23</b>	<b>Variance</b>
Total number of Distinct Individuals Receiving Employment Services	12,586	11,362	-1,224
<b>Wagner Peyser Enrollments</b>	<b>4,914</b>	<b>6,970</b>	2,056
Total Number of Wagner-Peyser Exits	6,657	6,869	212
Employed 2nd Quarter after Exit	3,866	4,533	667
Employed 4th Quarter after Exit	2,997	4,365	1,368
Median Earnings	\$24.51	\$22.87	-\$1.64

Wagner Peyser Services Provided To Job Seekers - by Service

<b>Activity/Description</b>	<b>Distinct Users</b>	<b>Total Services</b>	<b>Percent of Services</b>
007 - Self Service Resume	4,498	5,454	6.90%
011 - Talify	3,144	4,480	5.67%
166 - RESEA-Job Search Assistance and Labor Market Information	3,104	3,108	3.93%
165 - RESEA-Individual Employment Plan	3,087	3,090	3.91%
163 - RESEA-Orientation	3,086	3,089	3.91%
164 - RESEA-Eligibility Review and Work Search Plan Dev	3,086	3,089	3.91%
167 - RESEA-Referral to Reemployment Services	3,086	3,089	3.91%
168 - RESEA-Work Search Verification	3,086	3,089	3.91%
154 - Career Guidance	2,935	3,086	3.91%
205 - Develop Service Strategies (IEP/ISS/EDP)	2,636	2,638	3.34%
221 - Workforce Preparation	2,598	2,758	3.49%
590 - Notification to Jobseeker of potential job	1,878	6,807	8.62%
115 - Resume Preparation Assistance	1,842	1,860	2.35%
101 - Orientation	1,626	1,654	2.09%
500 - Referred To Job Over 150 Days	1,452	5,189	6.57%
118 - Outreach and Intake	1,379	1,434	1.82%
136 - Referred to WIOA Services	1,266	1,309	1.66%
151 - Workshop-Job Search	1,117	1,378	1.74%
149 - Workshop-Career Advancement and Enhancement	866	1,172	1.48%
179 - Outside Web-Link Job Referral	805	3,234	4.09%
114 - ONET	538	539	0.68%
14W - Workkeys Assessment 2	496	575	0.73%
159 - Job Search Activity	307	345	0.44%
107 - Provision Of Labor Market Research	254	257	0.33%
148 - Workshop-Career & Skills Assessment	212	240	0.30%
140 - Referred to Other Services	173	181	0.23%
213 - Comprehensive Assessment	155	156	0.20%
145 - Unemployment Compensation Assistance	153	155	0.20%
150 - Workshop-Educational and Personal Skills Upgrade	127	169	0.21%
200 - Individual Counseling	85	104	0.13%
503 - Negative Referral Result	80	80	0.10%
123 - Job Development Contacts (working with Employer and Job Seeker)	57	71	0.09%
133 - RJS Job Search Review	32	33	0.04%
127 - Reportable Service From DVOP/LVER	30	56	0.07%
134 - RJS LMI Career Information	27	27	0.03%
203 - Objective Assessment	25	25	0.03%
505 - External Job Referral by Staff	24	40	0.05%
157 - DVOP RESUME PREP	23	28	0.04%
750 - Placement Local Individual Over 150 Days	19	20	0.03%
155 - DVOP IEP	18	22	0.03%
110 - ETT Meeting Service	18	18	0.02%
156 - DVOP INTERVIEW PREP	16	17	0.02%
132 - RJS Assessment	15	15	0.02%
153 - Workkeys Curriculum	14	14	0.02%
215 - Short Term Pre-Vocational Services	14	14	0.02%
501 - Referred To Job 4 - 150 Days	14	14	0.02%
103 - Provision of Information On Training Providers, Performance Outcomes	10	15	0.02%
158 - Financial Aid Information	10	11	0.01%
128 - Assigned Case Manager - Vets Only	10	10	0.01%

# **KCV EMPLOYER SERVICES**



## EMPLOYER SERVICES

### KANSAS CITY AND VICINITY

July 1, 2023 - June 30, 2024

#### Employer Services

#### WORKFORCE IMPACT

Effectiveness in Serving Employers Indicators - Summary Report

la. Employer Services Type	Total Employers Served	Total Locations Served (Establishments)
Employer Information and Support Services	<a href="#">389</a>	<a href="#">423</a>
Workforce Recruitment Assistance	<a href="#">1,015</a>	<a href="#">1,476</a>
Strategic Planning/Economic Development Activities	<a href="#">141</a>	<a href="#">145</a>
Untapped Labor Pools Activities	<a href="#">168</a>	<a href="#">184</a>
Training Services	<a href="#">45</a>	<a href="#">46</a>
Incumbent Worker Training Services	<a href="#">41</a>	<a href="#">41</a>
Rapid Response/Business Downsizing Assistance	<a href="#">56</a>	<a href="#">57</a>
Planning Layoff Response	<a href="#">49</a>	<a href="#">49</a>



1,095



#### Services Provided Employer by Service

Service	Total Employers	Total Services
<a href="#">EJO - Automatic Service - Job Order Created</a>	885	24,283
<a href="#">E90 - Referred Qualified Applicants</a>	196	2,456
<a href="#">E94 - Employers view internal resumes</a>	43	1,093
<a href="#">E92 - Notification to employer of potential applicant</a>	230	493
<a href="#">E93 - Notification to employer or resumes via Virtual Recruiter</a>	6	382
<a href="#">E10 - Customer Service Follow Up</a>	147	269
<a href="#">E04 - Assist with Recruitment</a>	140	265
<a href="#">E20 - Provide Business Services Information</a>	151	228
<a href="#">E13 - Job Development Contact</a>	114	193
<a href="#">E03 - Assistance with Job Order</a>	103	185
<a href="#">E15 - Make Business Presentation</a>	89	121
<a href="#">E02 - Participate in Job/Career Fair</a>	63	97
<a href="#">E05 - Provide Labor Market Information</a>	50	94
<a href="#">E21 - Provide business retention assistance</a>	44	83
<a href="#">E17 - Summer Youth</a>	25	31
<a href="#">E12 - Work Based Learning Contract/Monitoring Visit</a>	16	29
<a href="#">E18 - Work Based Learning Marketing</a>	17	22
<a href="#">E23 - Show Me Heros Contact</a>	11	13
<a href="#">E22 - ETT Contact</a>	6	12
<a href="#">E19 - Participated in Workshop/Seminar/Conference</a>	8	8
<a href="#">E26 - Incumbent Worker Training</a>	7	7
<a href="#">E14 - LVER Outreach</a>	2	2
<a href="#">E09 - Agricultural Services Marketing</a>	1	1
<a href="#">E11 - DVOP Service Organization Outreach</a>	1	1
<a href="#">E24 - VEVRAA Federal Compliance</a>	1	1

30,135



25%



PY23 as of  
06/30/2024

Total Number of  
Job Orders

24,293

Total Job Openings

31,474



# **KCV TRAINING & PLACEMENT SERVICES**

# **TRAINING AND SUPPORT** **KANSAS CITY AND VICINITY REGION** **JULY 1, 2023 - JUNE 30, 2024**

2. WIOA ADULT KCV	Economically disadvantaged individuals age 18 and over who are 200% of poverty. Family of 1 cannot exceed \$28,184			
7/1/23 - 6/30/24	GOAL	ACTUAL	VARIANCE	
Enrolled	81	155	74	
Enrolled in Training (COT/OJT)	75	43	-32	
Classroom Training	64	40	-24	
On-the-Job Training	11	0	-11	
Apprenticeship		6	6	
Internship	2	3	1	
Credential Received	37	28	-9	
Employed	57	21	-36	
High Wage		\$45.00	0	
Median Wage	\$16.34	\$18.00	1.66	
3. WIOA DISLOCATED WORKER KCV	LAID OFF, TERMINATED OR BUSINESS CLOSURE			
7/1/23 - 6/30/24	GOAL	ACTUAL	VARIANCE	
Enrolled	90	65	-25	
Enrolled in Training	81	28	-53	
Classroom Training	68	26	-42	
On-the-Job Training	13	0	-13	
Apprenticeship		2		
Internship		2		
Credential Received	45	15	-30	
Employed	60	28	-32	
High Wage		\$35.00		
Median Wage	\$16.79	\$19.61	\$2.82	

4. WIOA YOUTH KCV (AGES 16-24)	Individuals between the age of 16-24 with a barrier to employment			
4/1/23 - 6/30/24	GOAL	ACTUAL	VARIANCE	
Enrolled	90	197	107	
Enrolled in Training	8	65	57	
Classroom Training	38	10	-28	
Apprenticeship		0	0	
Services/HISET	50	55	5	
Work Experience-Internship-OJT	70	106	36	
Credential Received	56	52	-4	
Employed	63	9	-54	
High Wage		\$ 31.00		
Median Wage	\$16.00	\$ 18.38	\$2.38	
5. MWA KCV	Assistance to Needy Families) services include: training, work experience, supportive services, counseling and follow-up services to gain and maintain employment.			
10/1/23 - 9/30/24	GOAL	ACTUAL	VARIANCE	
Enrolled in Training (COT/OJT/Subsidized Paid Employment)	35	18	-17	
Completed Training			0	
Total Employed	25	1	-24	
High Wage		\$ 15.00		
Average Wage		\$ 15.00		

# **TRAINING AND SUPPORT** **KANSAS CITY AND VICINITY REGION** **JULY 1, 2023 - JUNE 30, 2024**

6. SKILLUP - KCV Region	Services for individuals receiving SNAP services include Employment Assistance, Skills building activities, Vocational Education, skills training, GED, job readiness training, or job search.		
7/1/23 - 6/30/24	GOAL	ACTUAL	VARIANCE
Enrolled	65	145	80
Enrolled in Training/ OJT/ Apprenticeship	61	90	29
Enrolled in Internship/Work Experience/Pre-Apprenticeship	6	9	3
Training Completed	49	28	-21
Credentials Received	49	19	-30
Employed	50	20	-30
High Wage		\$ 34.00	
Average Wage		\$18.30	
8. Combat 2024	Jackson County residents who meet one of the following: academic failure and/or proof of dropping out, Individual exhibiting early signs of delinquency, crime, or other problem behaviors, lives in a combat Hotspot neighborhood		
1/1/24 - 12/31/24	GOAL	ACTUAL	VARIANCE
Enrolled	50	15	-35
Career Center Workshops	45	15	-30
Classroom Training or Work Based Learning	25	15	-10
Classroom Training		13	
Internship		1	
On-the-Job Training		1	
Complete Program Activity	36	0	-36
Employed	38	2	-36
High Wage		\$18.00	
Average Wage		\$17.50	

7. JOB LEAGUE KCV	eligible Missouri youth, ages fourteen (14) through age twenty-four (24), who qualify as a needy individual or a family. The family's gross monthly income cannot exceed 185% of the Federal Poverty Level.		
7/1/23 - 6/30/24	GOAL	ACTUAL	VARIANCE
Enrolled	35	16	-19
Work Experience	35	9	-26
9. Pathway Home	Pre-release programming that will include: outreach, recruitment, training, and support to a minimum of 100 eligible pre-release individuals to assist them with obtaining and maintaining employment post-release		
9/15/20 - 12/31/24	GOAL	ACTUAL	VARIANCE
Outreach	150	211	61
Enrollment to Career Services	100	64	-36
Enrollment to Training	70	66	-4
Credential Attainment (70%)	49	29	-20
Employment	49	26	-23
Employer Outreach	100	100	0
Median Earnings	\$15.00	\$19.90	\$4.90

# **TRAINING AND SUPPORT** **KANSAS CITY AND VICINITY REGION** **JULY 1, 2023 - JUNE 30, 2024**

10. RESTART VET WORKS (HVRP)	Veterans who are chronic or episodic homelessness and those at risk of homelessness. Referral Based Only	
7/1/22 - 6/30/25	ACTUAL	
Enrolled	30	
Training Services	16	
Supportive Services	20	
Employed	6	
Average Wage	\$16.05	

12. EPA - BROWNS FIELD PHASE 3	Unemployed and underemployed, KCMO in Jackson County neighborhoods impacted by brownfields.		
10/01/23 -9/30/26	GOAL	ACTUAL	VARIANCE
Enrolled in Training	60	10	-50
Completed Training	50	0	-50
Placed in Environmental Positions	35	0	-35
Placed but Pursuing Further Education	6	0	-6
High Wage		\$0.00	
Average Wage		\$0.00	

11. CAREER DWG	Laid off, terminated or business closure			
9/24/21 - 5/31/24	GOAL	ACTUAL	VARIANCE	
Enrolled	200	124	-76	
Enrollment to Career Services	200	124	-76	
Enrolled in Training	160	79	-81	
Completed Training	104	58	-46	
Credential Rate	68	46	-22	
Measurable Skills Gain	90	46	-44	
Employment	68	68	0	
Median Earnings	\$18.18	\$18.50	\$0.32	
High Wage		\$49.51		
Average Wage		\$21.87		

13. GO GRANT	Prepare justice-involved youth and young adults who are 18-24 years old for the world of work through placement into paid work experiences.			
11/1/22 - 12/31/25	GOAL	ACTUAL	VARIANCE	
Outreach	175	80	-95	
Enrollments	125	57	-68	
Subsidized Activity	125	39	-86	
Occupational Skills Training	40	1	-39	
Complete Training	50%	0	-0.5	
Obtained Employment	87	4	-83	
Median Earnings		\$19.00		

**TRAINING AND SUPPORT**  
**KANSAS CITY AND VICINITY REGION**  
**JULY 1, 2023 - JUNE 30, 2024**

14. PORT KC LOGISTICS HIRING/WORKFORCE ADVANCEMENT PROGRAM	Minorities who are chronically unemployed or underemployed.		
8/4/23 - 8/4/24	GOAL	ACTUAL	VARIANCE
Training	25	22	-3
Placements		13	
High Wage		\$28.00	
Average Wage		\$20.58	

15. Child Development Apprenticeship Program			
7/1/23 - 9/30/24	GOAL	ACTUAL	VARIANCE
Apprenticeship	280	195	-85
FEC	120	86	-34
Urban League of St. Louis	100	31	-69
YWCA of St. Louis	75	78	3

16. YOUTHBUILD	Out of School youth referred by Housing Authority of Kansas City, Missouri and Career Center referrals between the ages of 17-24 who are 185% of poverty and have their High School Diploma or HISET.		
7/1/23 - 6/30/24	GOAL	ACTUAL	VARIANCE
Enroll in Occupational skills training, work experience, on- the-job training(OJT) or pre- apprenticeship activities	60	49	-11
Complete Program	48	9	-39
Credential	33	5	-28
Employment	43	7	-36
High Wage		\$ 18.00	
Average Wage	\$15.00	\$15.44	\$0.44

17. Missouri Apprenticeship	Supportive Service for individuals enrolled in Healthcare or Information Technology Apprenticeships		
7/1/23 - 6/30/24	GOAL	ACTUAL	VARIANCE
Enrolled	50	14	-36
Supportive Services	50	11	-39

# **TRAINING AND SUPPORT** **KANSAS CITY AND VICINITY REGION** **JULY 1, 2023 - JUNE 30, 2024**

18. QUEST KCV	LAID OFF, TERMINATED OR BUSINESS CLOSURE		
7/1/23 - 6/30/24	GOAL	ACTUAL	VARIANCE
Enrolled		3	
Classroom Training	45	1	-45
On-the-Job Training	15	0	-15
Apprenticeship		1	
Credential Received	30	0	-30
Employed	30	0	-30
High Wage		\$0.00	
Average	\$16.79	\$0.00	-16.79

19. Career Force Rebuild KC	Employment and Training for individuals who reside in Kansas City, Missouri		
3/6/24 - 12/31/24	GOAL	ACTUAL	VARIANCE
Training (COT, OJT, Internship, WEX	100	24	-76
Complete Training	80	0	-80
Obtain Employment	65	2	-63
High Wage		\$ 18.00	
Average Wage	\$15.00	\$17.18	\$2.18

20. BioNexus			
3/6/24 - 12/31/24	GOAL	ACTUAL	VARIANCE
Occupational Skills Training	100	27	-73
Complete Training	80	0	-80
Obtain Employment	65	2	-63
High Wage		\$ 18.00	
Average Wage	\$15.00	\$15.44	\$0.44

# **PRESIDENT'S REPORT**

**CLYDE MCQUEEN  
PRESIDENT/  
CHIEF EXECUTIVE OFFICER**

**US CONFERENCE OF  
MAYORS  
WORKFORCE DEVELOPMENT  
COUNCIL**

**JUNE 20 – 22, 2024  
KANSAS CITY, MO**



# US CONFERENCE OF MAYORS

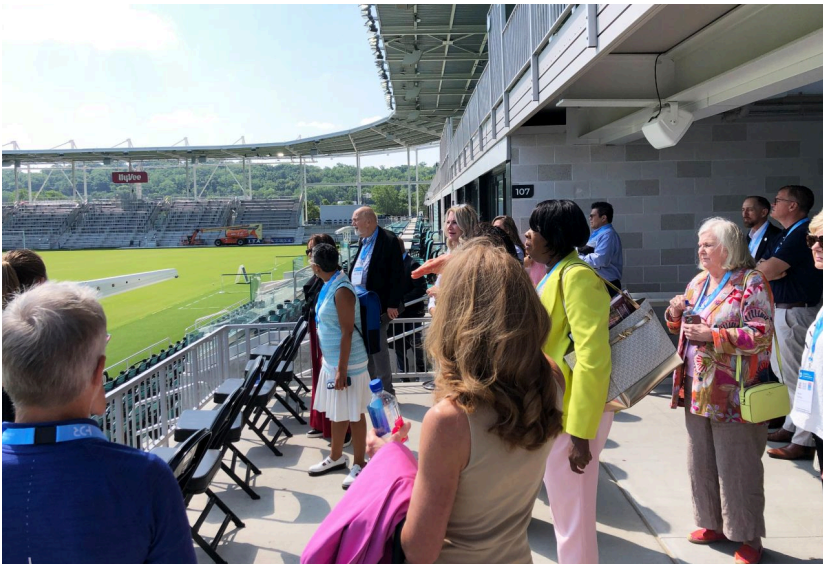
## Workforce Development Council June 20, 2024

The United States Conference of Mayors Workforce Development Council took a deep dive into Kansas City's workforce development and economic development landscape with a visit to the CPKC Stadium and Port KC.

The day started at CPKC Stadium, home of the Kansas City Current. Current Vice President of Communications Dani Welniak welcomed the Council to CPKC Stadium and discussed the impact of the stadium, the strategy involved in the design of the facility, and the team's success and ripple effects. The Council toured the brand new stadium, then followed with a discussion of how the region is addressing issues of childcare, transportation and housing. West Central Missouri Community Action Agency CEO Chris Thompson talked about their transportation solution that is generating success in rural Missouri for people needing help getting to work and healthcare. KCATA Director of Human Resources June Berry discussed efforts to staff the transit agency following the pandemic and their recruitment strategies. Full Employment Council Senior Vice President and Chief Operating Officer Shelley Penn showcased the successful efforts to support childcare workers in professional advancement and retention.

The day continued at nearby Port KC to hear about how FEC and Port KC are partnering to support DEI in the logistics, manufacturing and warehousing sectors. This is accomplished through a program targeting minority workers. FEC promotes job opportunities and provides training in these sectors. This program is funded through financial contributions from Port KC and payments bonds on logistics, warehousing and manufacturing projects.

Throughout the visits, Council members were engaged in discussion and interested in how the lessons from Kansas City could be applied in their communities.



# **NEW GRANTS AWARDED**

## Kansas City and Vicinity Region

### New Funding Report

FY 2024/25

<u>Grant Awards</u>		FY	Funding Agency	Contract Term	Total \$\$
1	Career Accelerator - Cass County *	2024	Private Contribution		\$ 50,000
2	Career Force ReBuild KC	2024	City of KCMO	1 Year	\$ 500,000
3	KC BioNexus	2024	Missouri Dept. of Econ. Development	2 Year	\$ 163,136
4	COMBAT	2024	Jackson County Combat	1 Year	\$ 120,000
5	Skillup	2024	Mo. Dept Social Services	1 Year	\$ 660,500
6	Job League	2024	Mo. Dept Social Services	1 Year	\$ 244,279
7	Youth Build	2024	Mo. Dept Social Services	1 Year	\$ 250,000
8	Missouri Apprenticeship Ready	2024	DHEWD	1 Year	\$ 50,000
9	Equal Opportunities	2024	DHEWD	1 Year	\$ 35,000
10	Enterprise & Trust Bank Career Support Services	2024	Private	1 Year	\$ 50,000
11	Quest	2024	DHEWD	2 Year	\$ 635,599
12	Port Authority	2024	Private	1 Year	\$ 45,000
13	Quest - DLW	2024	DHEWD	2 Year	\$ 635,599
14	KCMO - Jobs for Neighborhood	2024	City of KCMO	1 Year	\$ 300,000
15	Wagner-Peyser	2024	DHEWD	1 Year	\$ 75,000
16	Missouri Apprenticeship Ready	2024	DHEWD	1 Year	\$ 50,000
17	KC Common Good/FEC Summer Youth Employment Program - 2024*	2025	Private	1 Year	\$ 44,776
18	Job League*	2025	Mo. Dept Social Services	1 Year	\$ 400,000
20	Cybergrant*	2025	JP Morgan Chase & Co.	1 Year	\$ 10,000

\* 4th Quarter New Funding

# POTENTIAL FUNDING

<b>Potential Funding - Outstanding Grant Application</b>		<b>Funding Agency</b>	<b>Contract term</b>	<b>Amount</b>
1	Wanto	U. S. Department of Labor	2 Year	\$750,000
2	Combat	Jackson County	1 Year	\$641,621
3	Apprenticeship Building America, Round 2 (ABA2)	U. S. Department of Labor	4 Year	\$3,999,754
4	EPA Workforce Grant	EPA through MARC	4 Year	\$3,500,000
5	KC Bio Science Workforce Grant	Bio Science Hub	3 Year	\$1,500,000
6	Career Bridge Apprenticeship Program	U. S. Department of Labor	4 Year	\$3,956,306
			<b>Total</b>	<b>\$14,347,681</b>

**ONE-STOP OPERATOR  
RECOMMENDATION  
(APPROVAL REQUIRED)**



# MEMO

Date: July 8, 2024

To: Kansas City & Vicinity Workforce Development Board

From: Clyde McQueen, President/CEO

Subject: Evaluation and Recommendation for Kansas City & Vicinity  
One-Stop-Operator

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The Request for Proposal (RFP) for One-Stop Operator was issued on May 14, 2024, using the Public Notice process, and emailed to five organizations. The deadline for submission was June 14, 2024. One service provider was present at the pre-bid conference, with one proposal received by the June 14, 2024, deadline. The only responding bidder was UAW-Labor Employment and Training Corporation.

The Review Committee has reviewed the proposal submitted by the bidder. After evaluating the submitted bid, the Review Committee recommends that UAW-Labor Employment and Training Corporation be awarded a one-year contract with the option to renew for up to three years to provide One-Stop Operator Services to the Full Employment Council/American Job Center. UAW has provided One-Stop Operator services to FEC for four years and has successfully delivered all prior services.

The Review Committee determined that UAW – Labor Employment and Training Corporation (LETC) was an appropriate selection. This recommendation was based on experience and the proposed scope of work. The scope of work includes delivery of One-Stop Services as the One-Stop Operator, Delivery and Creation of Workshops and coordination with the International Union, UAW, and local unions in the Kansas City area, will provide additional opportunities for collaboration with the FEC American Job Centers to provide apprenticeship and job opportunities with UAW represented companies.



## Memorandum

Date: July 8/2024

To: Clyde McQueen  
President/CEO

From: Tirhas Kidane, Andrea Robins, Micheal Long (One Stop Operator RFP Evaluation Committee)

Re: Evaluation and Recommendations for Kansas City & Vicinity  
**For One-Stop Operator**

The evaluation team has met to review proposals submitted in response to Requests for Proposals for One-Stop Operator. The evaluation team consisted of Tirhas Kidane (CFO/Vice President), Andrea Robins (Managing Director of Planning), and Micheal Long (Equal Opportunity / Community Recruitment).

Formal notification for Request for Proposals (RFPs) was made available on May 14, 2024. Proposals were due by June 14, 2024, at 5:00 PM. The RFPs were posted on our website and advertised in the Dos Mundos, Kansas City Globe, and The Next Page KC. A pre-bid conference was held and attended by two organizations.

The committee reviewed each proposal and rated it according to the criteria set out in the RFP. Each proposal was discussed collectively by the committee, and recommendations were made regarding the disposition and further consideration of the proposals:

Commercial Service	No. of Bidders	Dollar Amount	Recommended Service Provider
One-Stop Operator	1	\$73,020	<b>UAW—Has demonstrated a history of working as a One-Stop Operator for the Full Employment Council and has met all performance requirements. Has operated two DOL Grants and achieved performance and expenditure requirements.</b>

The attached spreadsheets summarize the proposals.



## Kansas City & Vicnity One-Stop Operator Rating Review

<b>Proposals</b>	<b>Annual Cost for Services</b>	<b>Tirhas Kidane</b>	<b>Andrea Robins</b>	<b>Michael Long</b>	<b>Average Rating</b>	<b>Census Information</b>	
<b>UAW</b>	<b>\$73,020.00</b>	<b>89</b>	<b>91</b>	<b>98</b>	<b>93</b>	Has demonstrated a history of working as a One-Stop Operator for the Full Employment Council and has met all performance requirements. Has operated two DOL Grants and achieved performance and expenditure requirements.	

# **MIDDLE COLLEGE GRADUATION**



# MIDDLE COLLEGE GRADUATION

Summer 2024



The Middle College Dropout Re-Engagement Program is designed to assist those youth who have dropped out of the Kansas City School District to re-engage into the system and earn the credits they need to attain their High School Diploma and/or Hi-Set.

The youth enrolled in our partnership program, along with earning their High School Diploma/Hi-Set, have the opportunity to participate in a work experience/internship in a career field they are interested in, attend financial literacy so they may learn about the importance of opening a bank account, saving earned income, how to build one credit, budget balancing and being smart with one's income. The youth also learn to create a resume, interview skills, and the soft skills needed to obtain and retain employment.

The youth are shown post-secondary opportunities after graduation, whether it be furthering one's education at the collegiate level and learning how to create a student account, complete the FAFSA and enrolling into classes, or attending occupational skills certificate training classes in an in-demand career field they want to go into such as healthcare, computer, business/finance, warehouse/manufacturing, or transportation logistics then being placed in that career field.

