I. Welcome and Introductions: Mark Conway

II. Approval of Agenda: Mark Conway
   Recommended Action: Approve or modify agenda as needed.

III. Approval of Minutes from May 14, 2008, Meeting: Mark Conway
    Recommended Action: Approve or modify minutes as needed.

IV. Consent Agenda: Mark Conway
    On June 24, 2008, the following documents were presented to the Leadership Team for email affirmation. After further investigation, it was determined that the Kansas Open Meeting Act precludes entities from taking public funding actions without holding a proper meeting.
    a. Composites Kansas WIRED Implementation Plan
    b. Agreement for WIRED Project Support
    Recommended Action: Approve documents as presented.

V. Executive Committee Nominations: Debra Franklin
   Co-chairs have selected members for the Composites Kansas Executive Committee.

   Strategy Implementation Team Affirmation of Members
   Co-chairs, executive directors of local workforce boards, and project director have identified members for the three Strategy Implementation Teams.
   Recommended Action: Approve or modify committee and nominees as needed.

VI. Composites Kansas Leadership Team Bylaws: Mark Conway
    Recommended Action: Approve or modify Bylaws as needed.

VII. Composites Kansas WIRED Quarterly Report, April-June 2008
    Recommended Action: Approve or modify report as needed.

VIII. Budget reallocations for WIRED initiatives: Debra Franklin
     Recommended Action: Approve or modify budgets as needed.

IX. Report on WIRED Academies
    a. WIRED Academy, Boston, May 2008, Keith Lawing and Debra Franklin
    b. Workforce Innovations, New Orleans, July 2008, Mark Conway and Debra Franklin
    c. WIRED Fiscal Academy, Minneapolis, August 2008, Chad Pettera and Shelly Jones
    d. WIRED Academy, Nashville, October 2008, Conway, Dalke, Franklin, Gegen, Lawing, McCoy

X. Report on WIRED Region Site Visit, September 8-11, 2008: Debra Franklin

XI. Unscheduled Business Items and Updates: Mickey Fornaro-Dean

XII. Adjourn: Mark Conway (The next Composites Kansas Leadership Team meeting will be on Tuesday, November 18 from 1:30 – 3:30 p.m. at the Wichita Workforce Center, 150 N Main St.)

The goal of the Composites Kansas WIRED Initiative is to accelerate economic growth and transformation by fostering innovation and talent development critical to the aircraft and medical device industries and other technology driven employers in the region. Focus will be placed on increasing the competency of workforce and expanding education and training in science, technology, engineering and math. Resources from the Composites Kansas WIRED Initiative will support the emerging composite and advanced materials industry as the use of composites dramatically accelerates in the aviation industry, and encourage migration of a new generation of composite technology to other commercial applications in the region.
III. Approval of Minutes from May 14, 2008

1. Welcome and Introductions:
Commissioner Will Carpenter of Butler County welcomed the Leadership Team and opened the meeting.

2. Approval of Agenda
Mark Conway reviewed the agenda.

Commissioner Carpenter (Mickey Fornaro-Dean) moved to adopt the agenda as presented. Motion adopted.

3. Composites Kansas Wired Overview
Debra Franklin gave a presentation of the Composites Kansas Wired Initiative, detailing the strategies of the initiative, including partners involved in each strategy and current activity of each partner.

4. Presentations
John Tomblin, WSU NIAR, gave a presentation of the history of composites and the impact the Composites Kansas WIRED Initiative would have on the industry and the region.

Paul Wooley, Via Christi, gave a presentation on the research and development in composites for medical devices at the proposed Center of Innovation for Biomaterials in Orthopaedic Research.

5. Regional Business Items
   a. Governance
   Rae Anne Davis explained the role of the Leadership Team as one of governance. Keith Lawing noted that the Team would have the ability to make changes to the Implementation Plan as they saw fit.

   b. Implementation Plan and Asset Mapping Overview
   Franklin gave an overview of the Implementation Plan and Asset Mapping, including a report on the survey given to advanced materials firms in the region. She noted the complete asset map would be made available to the Team by the next meeting.
Leadership Team Meeting Summary
May 14, 2008
11:00 a.m. – 1:30 p.m.

c. Next Steps
i. Election of Co-Chairs
Conway asked for nomination for Co-Chairs.

Phil Wyssenbach nominated Mickey Fornaro-Dean. Mickey Fornaro-Dean nominated Mark Conway.

Martha Shawver (Joe Carrithers) moved to cease nominations and accept the two nominations. Motion adopted.

Conway announced he and Mickey Fornaro-Dean would serve as Co-Chairs.

ii. Considered modification of Executive Committee
Franklin reported four additional positions created by REAP to the Leadership Team. Proposed changes were made to the Executive Committee to make it more independent, as seen in the current and proposed organizational flow charts. She noted appointments to the Executive Committee would be made by the Co-Chairs at a later time, and all members of the Leadership Team would be notified of meetings and actions taken by the Executive Committee.

Earnie Lehman (Mickey Fornaro-Dean) moved to approve the changes to the structure of the Executive Committee as presented. Motion adopted.

6. Adjourn
Conway adjourned the meeting at 1:35.

The next meeting of the Leadership Team will be June 24 from 9:00 a.m. to 12:00 p.m. at the Wichita Workforce Center and will include a presentation from Randall Kemper of the Council of Competitiveness.
# Leadership Team Meeting Summary

May 14, 2008  
11:00 a.m. – 1:30 p.m.

<table>
<thead>
<tr>
<th>Name</th>
<th>In Attendance</th>
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</thead>
<tbody>
<tr>
<td>Mark Conway, Remediation Contractors, (WA Chairman)</td>
<td>X</td>
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<tr>
<td>Earnie Lehman</td>
<td>X</td>
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<tr>
<td>Rae Anne Davis</td>
<td>X</td>
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<tr>
<td>Sherry Gegen</td>
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<tr>
<td>Martha Shawver</td>
<td>X</td>
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<tr>
<td>Diane Wright</td>
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<tr>
<td>Joe Carrithers</td>
<td>X</td>
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<tr>
<td>Andy Solter</td>
<td>X</td>
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<tr>
<td>Vicki Pratt Gerbino</td>
<td>X</td>
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<tr>
<td>Kip Schmidt</td>
<td></td>
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<tr>
<td>Phil Wyssenbach</td>
<td>X</td>
</tr>
<tr>
<td>Bonnie Sowers</td>
<td>X</td>
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<tr>
<td>TBD (Construction, building materials)</td>
<td></td>
</tr>
<tr>
<td>TBD (Construction, building materials)</td>
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<tr>
<td>Abel Perez</td>
<td>X</td>
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<tr>
<td>Donna Wright</td>
<td>X</td>
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<tr>
<td>Barbara Davis</td>
<td>X</td>
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<tr>
<td>TBD (Society of Black Engineers)</td>
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<tr>
<td>Jim Means</td>
<td>X</td>
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<tr>
<td>TBD (Butler County Sup. Assoc.)</td>
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<tr>
<td>Ed Berger</td>
<td>X</td>
</tr>
<tr>
<td>Debra Teufel</td>
<td>X</td>
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<tr>
<td>Mickey Fornaro-Dean</td>
<td>X</td>
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<tr>
<td>Richard Taylor</td>
<td></td>
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<tr>
<td>Michael Grant</td>
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<tr>
<td>TBD (Viega)</td>
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<tr>
<td>Darrell Dugan</td>
<td>X</td>
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<tr>
<td>Ex-Officio</td>
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<tr>
<td>Keith Lawing</td>
<td>X</td>
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<tr>
<td>Robert Dalke</td>
<td>X</td>
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<tr>
<td>Staff Member</td>
<td></td>
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<tr>
<td>Debra Franklin</td>
<td>X</td>
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<tr>
<td>Guests</td>
<td></td>
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<tr>
<td>Amanda Reinert, Workforce Alliance</td>
<td>X</td>
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<tr>
<td>Joe Yager, REAP</td>
<td>X</td>
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<tr>
<td>John Tomblin, NIAR</td>
<td>X</td>
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<tr>
<td>Mike Good, Via Christi</td>
<td>X</td>
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<tr>
<td>Paul Wooley</td>
<td>X</td>
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<tr>
<td>Commissioner Will Carpenter, Butler County</td>
<td>X</td>
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<tr>
<td>Gerald McCoy, Workforce Alliance</td>
<td>X</td>
</tr>
</tbody>
</table>

NOTE: All handouts referenced in these minutes are maintained in the master meeting file at the Workforce Alliance office and are available upon request.
V. Committee Nominations

Executive Committee Nominations
Co-chairs have selected members for the Composites Kansas Executive Committee.

The Executive Committee will be empowered to act on behalf of the Leadership Team to address any modifications in funding or outcomes that require quick or immediate attention. Any issues before the Executive Committee and actions taken will be communicated to the Leadership Team. The Executive Committee will meet in response to specific topics that require expedited action or decision. (Page 16, Implementation Plan)

<table>
<thead>
<tr>
<th>Executive Committee Position</th>
<th>Executive Committee Nominee</th>
</tr>
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<tbody>
<tr>
<td>Voting Members</td>
<td>Voting Members</td>
</tr>
<tr>
<td>1. Leadership Team Co-Chair – and/or –</td>
<td>1. Mark Conway, Co-Chair – and/or –</td>
</tr>
<tr>
<td>2. Leadership Team Co-Chair</td>
<td>2. Mickey Fornaro-Dean, Co-Chair</td>
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<tr>
<td>3. KTTI (aviation)</td>
<td>3. Kip Schmidt</td>
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<tr>
<td>5. Non-Aviation Manufacturing</td>
<td>5. Phil Wyssenbach</td>
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<tr>
<td>6. State Government</td>
<td>6. Rae Anne Davis or Sherry Gegen</td>
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<tr>
<td>7. Education</td>
<td>7. Marty Shawver</td>
</tr>
<tr>
<td>8. At-Large</td>
<td>8. Darrell Dugan</td>
</tr>
<tr>
<td>10. At-Large</td>
<td>10. Janis Hellard</td>
</tr>
<tr>
<td>Ex officio Members</td>
<td>Ex officio Members</td>
</tr>
<tr>
<td>11. Executive Director, Local Area IV</td>
<td>11. Keith Lawing</td>
</tr>
<tr>
<td>12. Executive Director, Local Area I</td>
<td>12. Bob Dalke</td>
</tr>
<tr>
<td>Staff Member</td>
<td>Staff Member</td>
</tr>
<tr>
<td>13. Project Director</td>
<td>13. Debra Franklin</td>
</tr>
</tbody>
</table>

Strategy Implementation Team Affirmation of Members
Co-chairs, executive directors of local workforce boards, and project director have identified members for the three Strategy Implementation Teams.

The role of the Implementation Teams is to coordinate and integrate the grant activities, leverage resources to maximize outcomes and track program metrics. Implementation Teams will meet monthly. (Page 16, Implementation Plan)

Strategy 1, Education and Training Implementation Team
1. Sheree Utash, Vice President of Academic Affairs, Wichita Area Technical College, WATC
2. TBD, Sedgwick County Technical Education and Training Authority, SCTETA
3. Tom Aldag, Director, Research and Development, National Institute for Aviation Research, Wichita State University, Sedgwick County
4. Royal Lovingfoss, Research Engineer, Program Manager, WSU, NIAR
5. Keith Lawing, Executive Director, Workforce Alliance of South Central Kansas, serving Sedgwick, Butler, Cowley, Sumner, Harper, and Kingman counties. All six counties are involved in the WIRED Initiative
6. Deb Scheibler, Program Director, Kansas Local Area I Workforce Investment Board.
7. Zulma Toro-Ramos, Dean of College of Engineering, Wichita State University
8. Andy Solter, President, Kansas Career Pipeline (Internet-based education and career planning system), Sedgwick County
9. Angela Harding, Ark City High school career/counselor, Cowley County
10. **Steve Porter**, Associate Dean of Instruction, Hutchinson Community College and Area Vocational School

11. **Tony Fiedler**, Director of Employment and Environmental Services – Multi County Diversified Services – McPherson (Place individuals with disabilities into jobs through contractual relationships with Business and Industry) Past City Commissioner and CEO Board member from McPherson County

12. **Barbara Brooks**, Professional Placement Service, recruiter for composites industry

13. **Marvin Duncan**, Director Customized Training, Sedgwick County

**Strategy 2, Research & Development and Entrepreneurship Implementation Team**

1. **Joe Carrithers**, Research Operations Officer, Orthopedic Research Institute, Via Christi Research, Inc., Sedgwick County

2. **Timothy Pett**, Director, Center for Entrepreneurship, Wichita State University, Sedgwick County

3. **Marcia Stevens**, Regional Director, Kansas Small Business Development Center, Wichita State University, Sedgwick County

4. **Tom Aldags**, Director, Research and Development, National Institute for Aviation Research, Wichita State University, Sedgwick County

5. **Royal Lovingfoss**, WSU, NIAR


7. Cowley Community College, Post Secondary Education

8. **Troy Carlson**, President, Initiatives, Inc., consultant involved with WSU, ORI, KBA

9. **Jim Schwarzenberger**, Vice President; Workforce Solutions, Wichita Metro Chamber of Commerce, Sedgwick County

10. **David Alfaro**, Executive Director, Butler County Economic Development

11. **Frank Choriego**, Assistant Director, Kansas Small Business Development Center, Wichita State University, Sedgwick County

**Strategy 3, Regional Economic Growth Implementation Team**

1. **Debra Teufel**, Managing Director Business Development, GWEDC

2. **Duane Smith**, Research Director, GWEDC

3. **David Bossemeyer**, Business Development, GWEDC

4. **Tammy Nolan**, Marketing Manager, GWEDC

5. **Linda Jolly**, Executive Director, El Dorado Inc., Butler County

6. **Jane Wallace**, Executive Director, Kingman County Economic Development

7. **Clint Seibel**, Executive Director, Hillsboro Development Corporation/Hillsboro Ventures, Marion County

8. **Irene Hart**, Director, Sedgwick County Community Development

9. **Kerri Falletti**, Cowley First - Cowley County Economic Development

10. **Joe Yager**, Executive Director, REAP

11. **Bob Fettkle**, Regional Project Manager, Business Development Division, KDOC

12. **AJ Anderson**, Director, US Dept. of Commerce, Export Assistance Center

13. **Tim Richards**, Executive Director, Workforce Solutions, Sedgwick County

14. **Bob Dalke**, Executive Director, Kansas Local Area I Workforce Investment Board. Local Area I is 62 counties covering 55,000 square miles of North Central and Western Kansas. Four counties from Local Area I are involved in the WIRED Initiative: Reno, Harvey, McPherson and Marion

15. **Jim Heinicke**, Municipal Consultant, Jim Heinicke LLC, Harvey County
VI. Composites Kansas Leadership Team

COMPOSITE KANSAS LEADERSHIP TEAM
BYLAWS

ARTICLE I
Name and Authority

Section 1: Name

The name of this organization shall be the Composites Kansas Leadership Team, hereinafter called "Leadership Team." Its area of interest is South Central Kansas, which includes Butler, Cowley, Harper, Harvey, Kingman, Marion, McPherson, Reno, Sedgwick, and Sumner counties of Kansas.

Section 2: Mission

The goal of the Composites Kansas WIRED Initiative is to accelerate economic growth and transformation by fostering innovation and talent development critical to the aircraft and medical device industries and other technology driven employers in the region. Focus will be placed on increasing the competency of workforce and expanding education and training in science, technology, engineering and math. Resources from the Composites Kansas WIRED Initiative will support the emerging composite and advanced materials industry as the use of composites dramatically accelerates in the aviation industry, and encourage migration of a new generation of composite technology to other commercial applications in the region.

Section 3: Authority

A Leadership Team was formed to provide governance for Composites Kansas WIRED Initiative. Leadership Team members will be senior executives who are regional champions with significant social networks that can provide the Initiative with access and flexibility to implement growth strategies and guide the regional transformational effort. Leadership Team members shall include K-12 education, post secondary education, economic development, government, business and industry, workforce development and entrepreneurship.

Section 4: Interrelationship of the Leadership Team and the Staff

(a) The Leadership Team: The Leadership Team is a body, which has been formed to carry out the mission and goals of the Composites Kansas WIRED Initiative ("Initiative") as outlined in the April 5, 2007, grant application that was presented to the United States Department of Labor ("DOL") by Governor Kathleen Sebelius and funded by DOL in June of 2007. While the Leadership Team itself will retain ultimate authority over final resolution of Initiative issues, Staff will be hired to oversee the day-to-day duties of the Initiative. The Leadership Team is empowered to make administrative decisions of spending and process.

(b) The Staff: The staff will perform day-to-day functions that will advance the Initiative in the areas of, but not limited to, workforce development, economic development, outreach and network development. Other staff may be added to meet needs of the
COMPOSITE KANSAS LEADERSHIP TEAM
BYLAWS

Initiative as approved by the Leadership Team. The Initiative’s Project Director will act as the direct liaison with the Leadership Team. The Staff will be comprised of:

1. Project Director - Management of overall Initiative, including strategic and tactical operations. Responsibilities include supervision and management of program activities and workforce initiatives funded by the grant, but implemented by other organizations.

2. Administrative Assistant - Responsibilities include keeping a book of minutes of all meetings of the Leadership Team and Strategy Implementation Teams, screening and responding to calls, event planning, travel arrangements, preparing PowerPoint presentations and reports, correspondence, and organizing files.

(c) The Fiscal Agent: Pursuant to the Grant application of April 5, 2007, Kansas Department of Commerce will serve as the Fiscal Agent of the Initiative. In this role the Kansas Department of Commerce will have a fiduciary responsibility to the DOL for the lifetime of this Initiative. In that capacity, purchasing policies and procedures, including bidding, will follow the Kansas Department of Commerce guidelines. Kansas Department of Commerce is enabled to make administrative expenditures, without expenditure approval by the Leadership Team as long as such purchases are within the confines of the approved budget. Kansas Department of Commerce reserves the right to challenge or question any action that they feel is fiscally irresponsible or contradictory to the intent of the original grant. Payment will be withheld until resolution of issues has been reached by the Executive Committee or Leadership Team.

(d) Executive Committee: The Executive Committee will be empowered to act on behalf of the Leadership Team to address any modifications in funding or outcomes that require quick or immediate attention. Any issues before the Executive Committee and actions taken will be communicated to the Leadership Team. The Executive Committee is comprised of the Leadership Team’s co-chair(s), and Leadership Team representatives from the aviation, healthcare, non-aviation manufacturing, state government, education and three at-large positions. Non-voting ex official members will include senior officials from the local workforce boards and the project director will be a staff member.

ARTICLE II
Membership and Officers

Section 1: Leadership Team Composition

Leadership Team members are comprised of a cross section of individuals and organizations representing K-12 education, post secondary education, economic development, government, business and industry, workforce development and entrepreneurship. Members of the Leadership Team shall represent a broad geography of the ten-county region.

Initially the coordination of the Leadership Team will be facilitated by the chair of Workforce Alliance and designee of Kansas WorkforceONE. The Kansas Department of Commerce will
COMPOSITE KANSAS LEADERSHIP TEAM
BYLAWS

appoint two Leadership Team members. Five members of the Leadership Team will be appointed
by the funded WIRED partners. The Leadership Team will also include members appointed by
the Regional Economic Area Partnership (REAP) from business, industry, minority business
councils, apprenticeship representative, K-12 education, post secondary education, and economic
development professionals. Once the Team is established, co-chairs will be selected by the
Leadership Team. Meetings are to be conducted at the discretion of the Team, at least quarterly,
to guide the transformation efforts and review the progress of the Composites Kansas WIRED
strategies and operations.

Leadership Team members agree to support the efforts of the Composites Kansas WIRED
Initiative by providing strategic guidance to the initiative and to support the best interests of South
Central Kansas.

Section 2: Criteria for Leadership Team

The Leadership Team shall be encouraged to assure that members meet the following criteria:

1) Has experience in one or more of the following areas:
   a) Composites and or advanced materials
   b) Manufacturing industry
   c) Workforce development in the WIRED region
   d) Economic development in the WIRED region
   e) Entrepreneurship
   f) Education
   g) State government

2) Is willing to assume responsibility for communicating with a major stakeholder, and to attend
   regular meetings.

Section 3: Resignations

Any Leadership Team member may resign at any time by giving written notice to the co-
chairperson. Such resignation shall take effect at the date of the receipt of such notice or at any
later time specified therein and, unless otherwise specified therein, the acceptance of such
resignation shall not be necessary to make it effective.

Section 4: Vacancies

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1 The chairman of Workforce Alliance of South Central Kansas and designee of Kansas WorkforceONE will initially
   coordinate the Leadership Team. Additional funded WIRED partners are Wichita State University, Wichita Area
   Technical College, Via Christi Research, Kansas Career Pipeline and Greater Wichita Economic Development
   Coalition.

2 The Regional Economic Area Partnership (REAP) is comprised of thirty-four city and county governments in the
   nine counties of South Central Kansas, which include Butler, Cowley, Harper, Harvey, Kingman, McPherson, Reno,
   Sedgwick, and Sumner counties. These jurisdictions have voluntarily joined together for two primary purposes — to
   guide state and national actions that affect economic development in the region and to consider and adopt joint
   actions among member governments that enhance the regional economy.
The Leadership Team may declare a vacancy if a member is of unsound mind by an order of the court, or convicted of felony, or for any other proper cause, or if within 60 days after notice of selection, the member does not accept such position either by writing or by attending a meeting of the Leadership Team.

Any vacancy or vacancies in the Leadership Team because of death, resignation, removal in any manner, disqualification, an increase in the number of members, or any other cause, may be filled by the Leadership Team based upon nominations presented at any regular or special meeting; and each person so elected shall be a member to serve for the balance of the unexpired term of the Initiative.

A two-thirds vote by the Leadership Team is needed to confirm a candidate to a position in the Leadership Team.

Section 5: Officers

Elections and Terms of Office

Voting members shall elect officers of the Leadership Team. The officers shall consist of two co-chairpersons. The co-chairs shall be the chief policy officers for the Initiative and shall exercise all the powers and duties in the leadership of the Initiative as are generally associated with such office, including but not limited to the power to execute on behalf of the Initiative such documents and legal instruments as are authorized by actions taken by the Leadership Team. The co-chair(s) shall represent the Initiative before all bodies in their official capacity and serve as the spokespeople for the organization.

Co-chairpersons of the Leadership Team shall be elected by a majority vote of the Leadership Team with a quorum present. Each Workforce Investment Board (WIB) will be represented by a co-chairperson.

ARTICLE III
Meetings

Section 1: Meetings

Meetings are to be conducted at the discretion of the Team, at least quarterly, to guide the transformation efforts and review the progress of the Composites Kansas WIRED strategies and operations.

Section 2: Agenda Items

Matters may be placed on the agenda for consideration at meetings of the Leadership Team by any of the following:

A. Co-chairperson
COMPOSITE KANSAS LEADERSHIP TEAM
BYLAWS

B. A Member of the Leadership Team
C. Executive Director of Local Area I or Local Area IV
D. Project Director

Section 3: Expenses

All members shall serve without compensation.

Attendance at other meetings for general interest is encouraged, reimbursement for these activities are generally not covered, but may be pre-authorized on a limited basis as funds are available. Guidance in these situations may be requested.

Section 4: Attendance

If any Leadership Team member fails to attend three consecutive regular meetings without extenuating circumstances, the Leadership Team Co-chairpersons shall recommend that the member be removed and this action must be voted on by a quorum of the Leadership Team.

If a member is unable to attend the Leadership Team meeting, a non-voting proxy representative may attend the meetings and report for the member who is unable to attend.

If any Strategy Team member fails to attend a third of the monthly meetings over a twelve month period without extenuating circumstances, the Leadership Team Co-chairpersons shall recommend that the member be removed and this action must be voted on by a quorum of the Leadership Team.

Section 5: Quorum and Voting Rights

The presence, in person or by telephone conference call or other communications equipment with which all persons participating in the meeting can communicate with each other, of a majority of the currently appointed Leadership Team members at any meeting, shall constitute a quorum for the transactions of business.

Once a quorum is established, a majority vote of the members present shall be required for the transactions of business. Such members shall each have one vote. All action of the Leadership Team shall be taken by a show of hands or spoken affirmation in an open meeting.

Section 6: Alternates

A member can designate, in advance, one alternate to represent him/her at a meeting. Alternates do not ordinarily have voting rights, unless provided with a duly authorized proxy signed by the voting member governing a specific matter, and will not be recognized as constituting the voting members attendance. Alternates are not counted in determining a quorum.

Section 7: Conflicts of Interest Policy
COMPOSITE KANSAS LEADERSHIP TEAM
BYLAWS

A Leadership Team member shall declare a conflict of interest, refrain from entering into the
discussion of the matter as a Leadership Team member and not cast a vote on any matter which
has a direct bearing on services to be provided by, or authority or responsibility to be imposed
upon, that member or any employer of such member or organization which that member directly
represents, or on any matter which would financially benefit such member, an immediate family
member of such member or any employer of such member or organization such member
represents. In the event a Leadership Team member fails to comply with these conflict of interest
provisions, the co-chairperson of the Leadership Team may, upon a reasonable belief of a
Leadership Team member’s conflict of interest, bar the member from the discussion and vote on
the matter. At the discretion of the co-chairperson, the Leadership Team member may be asked to
withdraw from the meeting where the matter is being discussed.

ARTICLE IV
Procedures

Section 1: Standing Committees, Subcommittees and Task Forces

The Leadership Team may designate standing committees to study issues of concern and present
recommendations and report regularly to the full Leadership Team. Every Leadership Team
member shall be required to serve on at least one standing committee. Standing Committees may
establish their own priorities, unless directed to focus upon a particular matter by the full
Leadership Team and may establish subcommittees.

Task forces may be appointed to study or address issues that generally are of short duration and
very specific in their responsibilities.

Section 2: Procedures for bringing issues before Leadership Team for Action

Whenever possible, issues brought before the Leadership Team for a vote shall be fully
researched by staff, a standing committee or a task force, with both sides of an issue presented to
the full Leadership Team prior to the meeting where the vote will be taken. Exceptions may be
made when immediate action is critical to impact a decision.

ARTICLE V
Amendments

These bylaws may be altered, amended, or repealed and new bylaws may be adopted by an
affirmative vote of two-thirds of the Leadership Team members present at any regular meeting
under the following conditions:

a) A quorum is present;
b) That written notice of such meeting, setting forth the proposed bylaw revisions, is given to
   all members at least twenty (20) days prior to such meeting;
COMPOSITE KANSAS LEADERSHIP TEAM
BYLAWS

c) The requirement for a twenty (20) day advance notice of a proposed bylaw amendment or
repeal may be waived by vote of the Leadership Team declaring an emergency, followed
by an affirmative vote by three quarters (3/4) of the Leadership Team present and voting at
a regular meeting.

Bylaws shall be effective immediately upon adoption.

ARTICLE VI
Principles

A. The Composites Kansas WIRED Initiative comes before special and/or jurisdictional
interests.

B. Members will act on the basis of information and understanding.

C. We will focus our efforts strategically to achieve the greatest contribution possible.

D. We shall strive to achieve a Team consensus bringing together diverse views to yield
actions/recommendations important to the Composites Kansas WIRED Initiative.

E. We will comment as a Team constructively and with appropriate suggestions and offers of
help.

F. We will be proactive.

G. As individual members of the Leadership Team we shall:
   a. Listen to each other
   b. Speak our beliefs
   c. Be objective
   d. Work toward benefiting the Composites Kansas WIRED Initiative rather than special
      or self interests

ARTICLE VII
Adoption of Bylaws

Upon an affirmative vote of two-thirds of the membership of the Composites Kansas Leadership Team
present and voting, these Bylaws were adopted this 19th day of August, 2008.

Mark Conway, Leadership Team Co-Chair
Mickey Fornaro-Dean, Leadership Team Co-Chair

August 12, 2008 Draft
X. WIRED Site Visit, September 8-11, 2008

WIRED Initiative will undergo a four-day site visit the week of September 8, 2008. The researchers for the site visit are from Public Policy Associates and W.E. Upjohn Institute, and they will be speaking with a variety of WIRED stakeholders over the course of the visit. The Strategy Implementation Teams will not be meeting with the researchers; most of the interviews are scheduled with funded partners. Thursday there will be a luncheon for members of the Leadership Team. Please let Debbie know if you would like to attend.

The Composite Kansas Strategy Teams will be discussing the site visit topics at our monthly meetings on Thursday, August 28, at the Wichita Workforce Center so that we fully understand their perspective prior to the site visit. Please feel free to join us in our meeting to share in the discussion. Meetings for Strategy 1, Education and Training will be at 8:00-9:30 a.m.; Strategy 2, R&D and Entrepreneurship will meet at 10:30-Noon and Strategy 3, Regional Economic Growth will meet from 2:00 to 3:30 p.m. Additional information on the site visit can be found on the Center’s web page at http://webs.wichita.edu/?u=CEDBR&p=/WIRED/Wireddocs/.

Each group of stakeholders will be asked a similar set of questions, but they will be customized to reflect the audience and circumstances. The researchers will compile the information to help understand the WIRED Initiative at this point in time.

The following are several examples of topics that will be discussed during the site visit and strategy meetings on August 28:

- How has regional collaboration increased among WIRED partners (e.g., education, business, economic development, workforce development, civic, academia, entrepreneurship, and philanthropy)? What effect are these collaborations having on the systems and institutions of the region?

- What leadership approaches are being used to implement WIRED strategies?

- To what extent are federal, state, local, and private funds being leveraged for the project? How are resources aligned with WIRED strategies?

- What progress are you making toward implementing your goals, as defined in your implementation plans? What impact is this having on your regional economies?

- Have any barriers to innovation (e.g., regulatory, delivery structures, operational, administrative, etc.) within your region been identified? If so, how are these being addressed?

- To what extent has your region linked the continuum of education to the regional economic and workforce development strategies?

- How has support from entrepreneurship changed as a result of WIRED?

The goal of the research is to identify and understand both the common factors experienced by all the regions as well as the unique factors that reflect each of the individual regions and their distinct economies and workforces.