



OLYMPIC WORKFORCE DEVELOPMENT COUNCIL

Serving Clallam, Jefferson, and Kitsap Counties

EXECUTIVE COMMITTEE

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ALLISON PLUTE, HR Director
Jamestown S'Klallam Tribe and
7 Cedars Resort

JOHN POWERS, Executive Director
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JEFF CARTWRIGHT, Director of Human Services
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KRISTI CARY, Human Resources Manager
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DAVID WUNDERLIN, Executive Director
Kitsap Community Resources

BOB ZINDEL, President
Olympic Labor Council

COUNCIL MEETING

Tuesday, May 8, 2018
10:00 a.m. – 1:30 p.m.
Cedars at Dungeness, Sequim, WA

Committee Meetings 9:00 a.m. to 9:50 a.m. - Lunch served at 11:30.

AGENDA

1. Call to Order (10:00 a.m.)
2. Welcome
3. Approval of Agenda
4. Approval of Meeting Minutes from Feb 13, 2018 (Attachment 4.a.)
5. Presentations
 - a. *Millennials and the Gig Economy* – Speaker TBA (10:00 – 10:30)
 - b. *The Jamestown S'Klallam Tribe, an Overview* by Loni Greninger, MPA, Deputy Director for Social and Community Services, Jamestown S'Klallam Tribe (10:30 – 11:30)

(Lunch service 11:30 a.m.)

- Action and Discussion Item(s) (12:00)
6. New Chair Nomination (plus recognition planning for Julie Tappero)
 7. One Stop Operator RFP, request for reviewers
 8. Healthcare Skills Panel Update (Sarah Oliver)
 9. Executive Committee Report Out (12:30 a.m.)
 - a. Executive Committee Meeting Minutes – April 18, 2018 (Attachment 9.a.)
 - b. Roster (Attachment 9.b.)
 10. Operations Committee Report (12:45 pm)
 11. Economic Development and Business Committee Report (1:00 p.m.)
 12. Youth Committee Report (1:15 p.m.)
 13. Good of the Order

Next Meeting: Tuesday, September 11, 2018
The Point Hotel
7989 Salish Lane NE, Kingston, WA 98346

**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)
MINUTES
February 13, 2018**

1. CALL TO ORDER

The Olympic Workforce Development Council (OWDC) meeting was held at Fort Worden in Port Townsend, WA on February 13, 2018. Julie Tappero called the meeting to order at 10:08 a.m.

2. ANNOUNCEMENTS

- Introductions were conducted around the table.
- Elizabeth Court introduced new member Chuck Moe, Field Representative for Labors Local 252.
- Julie Tappero recognized Larry Eyer's 20 years of service in a series of training employment programs. Larry Eyer retired from the Olympic Workforce Development Council. A plaque of excellence was presented in his honor.

3. APPROVAL OF AGENDA

Motion: Larry Eyer moved to approve the agenda as presented. Jim McKenna seconded the motion. Motion carried unanimously.

4. APPROVAL OF MINUTES NOVEMBER 14, 2017

Motion: Larry Eyer moved to approve the OWDC Meeting Minutes as presented. Gina Lindal seconded the motion. Motion carried unanimously.

5. PRESENTATIONS

- a. Jeff Allen from the Olympic Education Services District, gave a presentation on Adverse Child Experiences (ACES).
 - In 2008 Kaiser Permanente conducted research on manifestations of chronic illnesses later in life. The research was conducted on 17,000 individuals wide spread with varying demographics. The study covered adverse childhood experiences; abuse, neglect and dysfunction. It was discovered that there is a direct correlation between exposure to adverse childhood experiences and major health problems later in life. The more ACES one is exposed to, the greater the long-term health care ramifications. The theory that, "neurons that fire together wire together" with long-term probability of outcomes that affect employment and overall ability to function as they transition into adulthood.

- b. Joy Lyle from the Washington State Extension Peninsula Region, gave a presentation on sociological perception, culturally accepted norms and transitions to adulthood over the decades.
- Discussion was held on the, “markers” of adulthood; license, job, college, moving out of parent’s home, having children. These were considered outcomes of successful transitions to adulthood. She went on to paint the current picture of a society whose markers have become less standardized. Behaviors have changed but values have not. Generations are now staying at home longer with wage stagnation affecting their ability to move on. She discussed risk factors with the ability to achieve positive and normal outcomes. In conclusion she advocated for the need to make pathways to adulthood be less obscure, create opportunities and respect diverse pathways.
- c. Heather Hutchins from the Veterans Completion Program Western Washington University, explained the pathways that are available here in the Peninsulas, expansion of programs and multi-disciplinary degrees.
- The Multi-Disciplinary degree offers the availability to combine a variety of credits into a degree, which she explained has become popular with the veteran’s population. Once a veteran’s GI Bill has run out, they can apply for the multi-disciplinary degree and have fees waived.
- d. Sarah Oliver, Equal Employment Officer from the Olympic Workforce Development, discussed the effectiveness of sexual harassment training.
- Discussed the importance of having management that represented diversity and inclusiveness, as well as appropriate responses and clear expectations. She discussed the ability to extrapolate a solution by evaluating whether behavior was a pattern, or would awareness solve the issue. Training she concluded was more effective if tailored to the environment, is interactive and commitment by leadership to follow through.
- e. Elizabeth Laukea from the Washington Secretary of State’s Office along with Washington State library staff, discussed opportunities available through the library system.
- Classes being offered included coding and Microsoft certifications. There was an announcement for spring study sessions through Lynda.com with approximately 600 courses to choose from. There was discussion on local libraries being the appropriate place to introduce individuals to Worksource along with highlighting One Stops which are available in 17 libraries in Washington State.

6. DISCUSSION

a. Carol Padovan

A representative with the Department of Labor gave a brief discussion of her role for the department. She conducted an interactive session with the council where she posed the following questions; What is Olympic Workforce Development? What are your strengths and weaknesses as a region?

7. EXECUTIVE COMMITTEE

Julie Tappero announced that the Executive Committee Report was available in the agenda packet. Due to time restraints, the council was encouraged to read the notes at their convenience.

8. OPERATIONS COMMITTEE

Margaret Hess gave updates on applicants served. A total of 651 in Q1. She discussed the lack of licensed day care available for parents who are trying to transition off TANF. Larry Eyer included that the federal income levels need to be increased so that working parents at or right above poverty level can still qualify for these services such as day care that help them continue towards a path of self-sufficiency. Margaret continued with her discussion of focus on transitions, reducing barriers and being involved in the high schools. Mike Robinson is working with CTE programs to have the Worksource connection known and available to leverage resources for individuals.

9. ECONOMIC COMMITTEE

Jim McKenna discussed employer services and the true impact of hires being an unknown variable. He talked about the May 2nd Youth Job Fair and Puget Sound Naval Shipyard (PSNS) federal hiring efforts. He announced the March 28th Public Sector hiring event to be held at Kitsap County fairgrounds.

10. YOUTH COMMITTEE

Jeff Allen discussed the three new youth programs, and a grant with Washington STEM and Employment Security Department. He talked about the federal WIOA discretionary funds which will be used for the program Youth Works, a program designed to develop skills and offer paid work experience. The funds will also be used to focus on more services for youth and expanding apprenticeships.

GOOD OF THE ORDER

NEXT MEETING

The next council meeting is scheduled for Tuesday, May 8, 2018, at Cedars at Dungeness, Sequim, WA.

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 1:45 p.m.

**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)
EXECUTIVE COMMITTEE SUMMARY
April 18, 2018**

ATTENDANCE: John Powers, David McMahan
via phone: Aschlee Drescher and Margaret Hess
Staff: Elizabeth Court, Sarah Oliver and Hannah Shockley.

The Olympic Workforce Development Council's (OWDC) Executive Committee meeting was held on Wednesday, April 18, 2018, at the Port Townsend Chamber Conference Room, 2409 Jefferson St. B, Port Townsend, WA 98368.

APPROVAL OF SUMMARY

The Executive Committee's Meeting Summary and Agenda was approved as follows:

ACTION: David McMahan moved to approve the January 17, 2018 Executive Committee Summary as presented and Agenda with one addition. Motion was seconded by Aschlee Drescher. Motion carried unanimously.

UPDATES

Construction Sector Partnership

- Sarah Oliver has joined the Kitsap Home Builders Scholarship Committee. She announced efforts for small builders to hold hiring events.
- Employment Security Department grant for the jail.
- Jail re-entry program will be working with Construction Trades.
- Youth Builders and Career Technical Education (CTE) continue efforts of involving younger generations.

Public Sector Partnership

- March 28, 2018 Job Fair and Hiring Event, a collaboration between the Olympic Workforce Development Council and Kitsap Public Sector Partnership, to introduce jobseekers and students to career opportunities in the Public and Nonprofit Sectors. Approximately 250 people attended. The Navy hired 9 people and the county received 50 resumes.

Budget Reporting

- N/A

Quarterly Data

- N/A

Maritime Sector UBI TAP Grant

- Elizabeth Court addressed the status of the Maritime contract. The grant program is currently on hold. The contract modification was not accepted. Senator Patty Murray's office has requested a waiver. Out of the 194 people the grant was designed to cover, all must be WIOA eligible.
- Career and Technical Education's Summer Program will be supported 75% by West Sound Technical Skills Center and 25% by the Maritime Center. The Perkins Grant will cover students who do not qualify under the other programs.

One-Stop Position

- Elizabeth explained how two years prior, the One-Stop contract went out for bid. Nine separate entities could have applied but wording of the contract is believed to have been restrictive. Employment Security applied and received the contract. The Request for Proposal will be updated to reflect; An applicant must have workforce development experience vs. the previous description which states the applicant must have WIOA experience. July 1, 2018 the competitive hiring will open for the One-Stop position.

DISCUSSION AND INPUT

Healthcare Workforce Overview

- Sarah Oliver announced that she would be working to move the Healthcare sector forward. She will be reviewing the following;
 - Statewide Pressures and Trends, meeting with Community of Health next week to analyze state trends vs. local pressures
 - Types of care not available
 - What data is already available

Apprenticeship Programs (Construction Laborers Tour Information)

- There will be an invite sent for the Laborers Tour

Draft Performance Report

- N/A

Agenda Items for the Olympic Workforce Development Council on May 8, 2018

- Gig Economy -is an environment where organizations contract with independent workers for short-term engagements and temporary projects. Instead of traditional full-time positions in a specific organization, '**gig**' workers provide their services for one or more employers with flexible **work** arrangements.
- Healthcare

Updated Roster

ADJOURN

There being no further business to come before the committee, the meeting was adjourned at 11:40 a.m.

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DAVID WUNDERLIN, Executive Director
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OPERATIONS COMMITTEE MEETING

Tuesday, May 8, 2018

9:00 a.m. – 9:50 p.m.

Cedars at Dungeness, Sequim, WA

See Team Members for Breakout Room Locations

Committee Meetings 9:00 a.m. to 9:50 a.m. - Lunch served at 11:30.

AGENDA

1. Introductions
2. Approval of Agenda
3. Approval of February 13, 2018 Summary (Attachment 3.a)
4. Discussion Item(s)/Action Item(s)
 - a. Outreach Efforts
 - b. Integrated Service Delivery
 - c. Washington State Employment Security Department (WSESD) Recognizing Strong Performance Letter (Attachment 4.c)
 - d. Olympic Performance Report PY17 – QTR 3 (handout)
 - e. Olympic WDC WorkSource System Performance Dashboards PY17 Q2 and Q3 (Attachment 4.e)
 - f. Proposed local definition changes to WIOA Title I Dislocated Worker “unlikely to return to a previous industry or occupation” and “self-sufficiency” (Attachment 4.f)
 - g. Inclusion of WIOA Title II (Adult Education and Literacy) and WIOA Title IV (Vocational Rehabilitation) Performance in Operations Committee Reporting
5. WorkSource Systems Policies and Procedures
6. Monitoring
7. OWDC Roster (See Council’s Business Meeting Agenda)
8. Other Business
9. Adjourn

Washington State WorkSource System Performance Dashboard

- Seekers served
- Employers served
- Exits & wages
- Definitions

Service Location

WDA 01 - Olympic

Time Frame

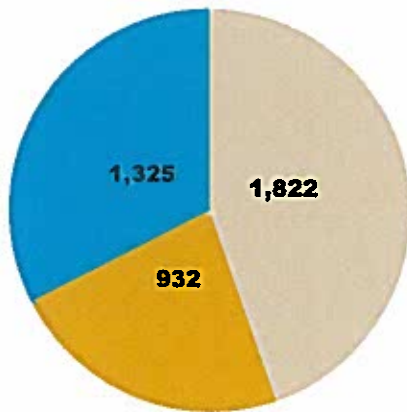
Single-quarter

PY 2017 Q2 (Oct - Dec 2017)

Data prior to the beginning of PY16Q1 (July 1, 2016) is not reflected in this dashboard. Therefore, the first quarter with complete rolling 4-quarter data is PY2016 Q4 (the quarter ending on June 30, 2017).

Total seekers 4,079

- Self served only
- Both types of service
- Staff assisted only



All seekers served

Self-service customers		2,754
Staff-assisted customers		2,257
Self served only	44.67%	1,822
Both types of service	22.85%	932
Staff assisted only	32.48%	1,325

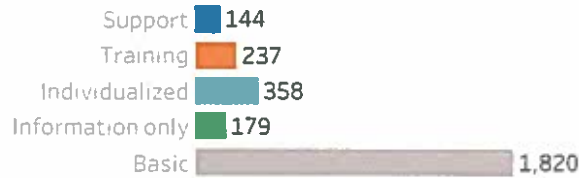
New to WorkSource?

New	44.72%	1,824
Returning	55.28%	2,255

WorkSourceWA job applicants

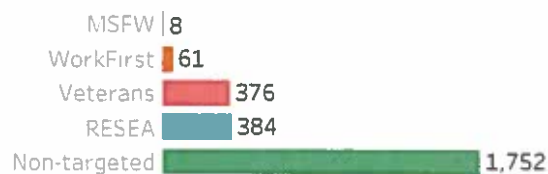
Seekers with job applications	966
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Staff assisted seekers served by service type*



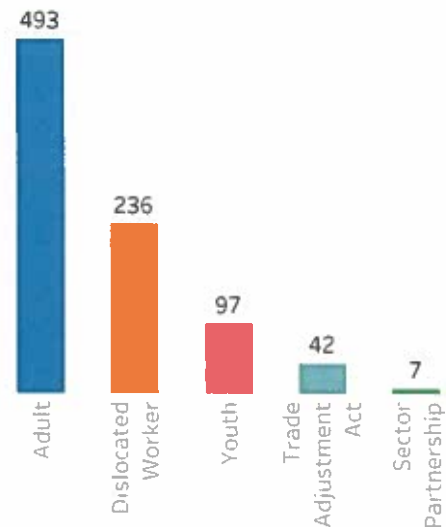
*Information only and support services do not trigger or extend participation.

Staff assisted seekers by cohort



Seekers served by program enrollment

Staff-assisted seeker counts by service location, regardless of enrollment location



Washington State WorkSource System Performance Dashboard

- Seekers served
- Employers served
- Exits & wages
- Definitions

Service Location

WDA 01 - Olympic

Time Frame

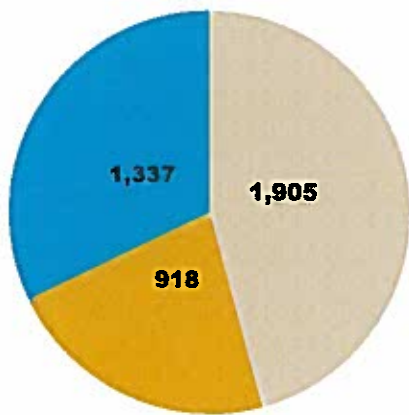
Single-quarter

PY 2017 Q3 (Jan - Mar 2018)

Data prior to the beginning of PY16Q1 (July 1, 2016) is not reflected in this dashboard. Therefore, the first quarter with complete rolling 4-quarter data is PY2016 Q4 (the quarter ending on June 30, 2017).

Total seekers 4,160

- Self served only
- Both types of service
- Staff assisted only



All seekers served

Self-service customers		2,823
Staff-assisted customers		2,255
Self served only	45.79%	1,905
Both types of service	22.07%	918
Staff assisted only	32.14%	1,337

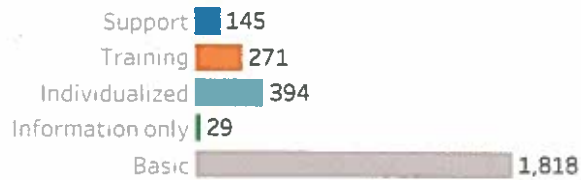
New to WorkSource?

New	43.46%	1,808
Returning	56.54%	2,352

WorkSourceWA job applicants

Seekers with job applications	1,006
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Staff assisted seekers served by service type*



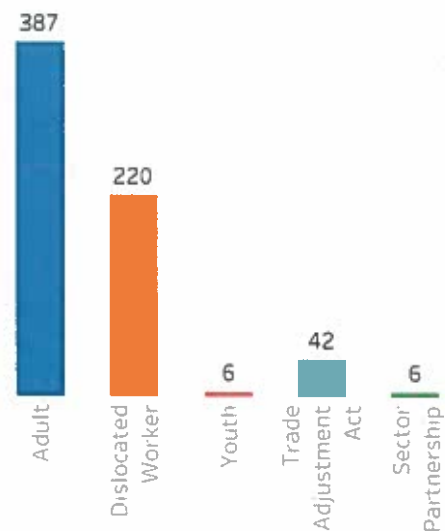
*Information only and support services do not trigger or extend participation.

Staff assisted seekers by cohort



Seekers served by program enrollment

Staff-assisted seeker counts by service location, regardless of enrollment location



Washington State WorkSource

System Performance Dashboard

- Seekers served
- Employers served
- Exits & wages
- Definitions

Location

WDA 01 - Olympic

Time Frame

Single-quarter

PY 2017 Q2 (Oct - Dec 2017)

Employers using WorkSource

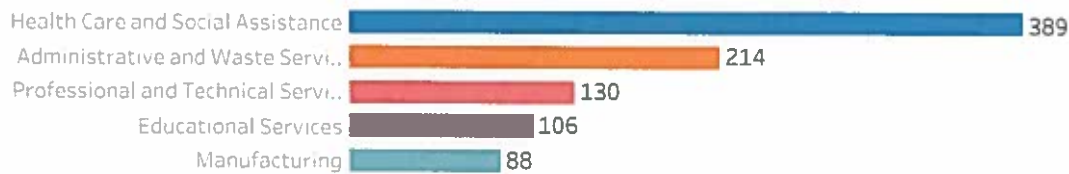
Employers	273
Job orders	1,458
Employers receiving staff-assisted services	106

Top 5 jobs in demand



Number of job postings by 3-digit ONET

Top 5 industry sectors posting jobs



Number of job postings by 2-digit NAICS

Washington State WorkSource

System Performance Dashboard

Seekers served	Employers served	Exits & wages	Definitions
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Location

WDA 01 - Olympic

Time Frame

Single-quarter

PY 2017 Q3 (Jan - Mar 2018)

Employers using WorkSource

Employers	296
Job orders	1,494
Employers receiving staff-assisted services	78

Top 5 jobs in demand



Number of job postings by 3-digit ONET

Top 5 industry sectors posting jobs



Number of job postings by 2-digit NAICS

The OWDC has reviewed the WIOA Dislocated Worker local policies of five other WDC's and arrived at the following proposed changes to the OWDC's WIOA Dislocated Worker definitions for "Unlikely to return to a previous industry or occupation" and "Self-Sufficiency".

1. "Unlikely to return to a previous industry or occupation"

WIOA definition for DW Category 1:

1. General Dislocation

1.1 An individual who was terminated, laid off, or received a notice of termination or layoff.

AND

1.2 Is determined *unlikely to return to previous industry or occupation as defined in local WDC policy*;

AND

1.3.1 Is eligible for or has exhausted entitlement to unemployment compensation;

OR

1.3.2 Is not eligible for unemployment compensation but can show attachment to the workforce of sufficient duration.

The OWDC's current definition of "*unlikely to return to previous industry or occupation*" is:

A worker who is "*unlikely to return to a previous industry or occupation*" is evidenced by the previous industry or occupation being in decline as shown on the Olympic Workforce Development Council's Demand/Declining Occupations List. However, there may be workers who are unlikely to return to their previous occupation if it is shown that without any upgrading of skills they are unlikely to return despite the overall state of their previous occupation being in demand. This situation must be documented in the case notes and reasons given for why skills need to be upgraded in order to gain employment in the previous occupation.

The OWDC's proposed definition of "*unlikely to return to previous industry or occupation*" is:

Status of an unemployed worker as having limited opportunities for employment or re-employment. This could include personal and/or confidential information and needs to be determined on a case-by-case basis.

Examples include but are not limited to:

- (1) The industry and/or occupation is in decline based on local labor market information or the job has become obsolete.*
- (2) The individual's wage from their job of dislocation is significantly higher than local labor market information indicates.*
- (3) The individual is considered long-term unemployed, defined as 27 or more consecutive weeks of being unemployed.*
- (4) The individual is not able to work in another capacity in the occupation or industry from which s/he was dislocated because of physical or mental limitations. An individual may have started out in an industry performing physically or mentally demanding jobs but is no longer*

- capable of performing the essential requirements of the job or is no longer able to report to work due to the environment of the industry.*
- (5) *The individual is not able to work in another capacity in the occupation or industry from which he or she was dislocated because of a legal issue that creates a barrier to employment specifically in that occupation or industry.*
- (6) *When the individual learned their occupation, a college degree or specialized certification was not required and they learned on the job. However, in the current labor market, employers recruit for individuals who have a specific degree or certification in addition to experience.*

2. “Self-sufficiency”

The local DW definition of “self-sufficiency” is used by the OWDC to determine whether an employed worker needs training services to obtain or retain employment and is currently defined as follows:

Self-sufficiency for a dislocated worker when determining whether an employed worker needs training services to obtain or retain employment is the long-term prospect of a worker being able to make at least 80% of their pre-layoff wage. Ask WDC staff for guidance in setting criteria for determining self-sufficiency regarding the special needs of individuals with disabilities or other barriers.

The OWDC’s proposed definition of “**self-sufficiency**” is:

Stop-gap employment is temporary work an individual accepts only because they have been laid off or terminated from the customary work for which their training, experience, and/or work history qualifies them. Stop-gap employment must be temporary in nature with the intent to end employment upon completion of training, obtaining self-sufficient employment, or as specified in the individual employment plan (IEP).

Typically, stop-gap employment will pay less than the individual’s wage of self-sufficiency. Self-sufficiency for Dislocated Workers is defined by the OWDC as employment which provides the worker a wage that is equal to or greater than 80% of his/her wage at the time of separation. However, there may be specific circumstances where stop-gap employment does provide a self-sufficient wage but is not considered permanent employment that leads to self-sufficiency, e.g. contract employment or employment obtained through a temporary employment services agency. Additionally, the special needs of individuals with disabilities or other barriers to employment should be taken into account when determining if employment leads to self-sufficiency. These circumstances should be looked at on a case-by-case basis.

An otherwise eligible dislocated worker remains eligible if either prior to or during DW participation, stop-gap employment is obtained for the purpose of income maintenance. If dislocation from a stop-gap position occurs, the job of dislocation remains the original job that established the self-sufficient income. If, at any time, an individual obtains employment that meets the OWDC’s definition of self-sufficiency, including a scenario where the employment period exceeds OWDC-established criteria for temporary employment, then that position would be considered the self-sufficient job of dislocation in the event of a future dislocation.

YOUTH COMMITTEE MEETING

Tuesday, May 8, 2018
9:00 a.m. – 9:50 p.m.
Cedars at Dungeness, Sequim, WA
See Team Members for Breakout Room Locations

Committee Meetings 9:00 a.m. to 9:50 a.m. - Lunch served at 11:30.

AGENDA

1. Call to Order (9:00 a.m.)
2. Introductions (Committee Chair: Jeff Allen)
3. Approve Agenda – Any Additions
4. Selection of new Committee Chair
5. Approve Previous Meeting (February 2017) Minutes (Attachment 5)
6. Announcements (Youth Career Fair, Career Connected Learning Grant, Upskill/Backfill update)
7. Discussion
 - a. WIOA Youth Programs – Budget and Performance Review
 - b. Expansion of access to apprenticeship models in OWDA/Apprenti
 - c. Planning for future Convening on hiring and retaining young workers
8. Next Meeting – September 11, 2018, The Point Hotel
9. Adjourn (9:50 am)

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YOUTH COMMITTEE MEETING NOTES

Tuesday, February 13, 2018

9:00 a.m. – 10:00 a.m.

Fort Worden Commons, Port Townsend, WA

1. Call to Order (9:00 a.m.)
2. Introductions (Present: Sarah Oliver, Kate Dean, Ben Compton, Leigh Ann Winterowd, Emily Manson, Tiffany Skidmore, Jeff Allen, Aschlee Drescher)
3. Approved Agenda as written
4. Selection of new Committee Chair – Jeff Allen was nominated and approved by acclaim.
5. Approved Previous Meeting (September 2017) Minutes by vote
6. Announcements
 - a. Jeff and Sarah provided a brief overview of the Career Connected Learning Grant, which replaces the YouthWorks grant as a WIOA Governor's 10% discretionary program. The OWDA grant is in partnership with OESD114 and the West Sound STEM Network, and will focus on engaging youth in Clallam, Jefferson, and Kitsap County to explore and engage in pre-apprenticeship and apprenticeship programs. The grant will also support the formation of an Olympic Career Connected Learning Team, which will craft a strategy and engage employers, trade organizations, education/training providers and community organizations to support you and adults to engage in Career Connected Learning opportunities.
 - b. Sarah provided an update on the launch of the Upskill/Backfill grant, which is operating in partnership with the Northwest Maritime Center, West Sound Tech Skills Center, and Compass Courses training provider to provide training to incumbent workers in the Maritime industry, and to provide training to young people to enter the Maritime industry at the entry-level.
7. Discussion
 - a. There was some discussion of the challenge that insecure housing presents to youth who are engaged in education and early employment. There was some discussion of the effectiveness of taking a 'Housing First' approach, and several successful examples of Shared Housing, Co-Housing, and Sponsored Housing were shared. Emily offered to follow up with some additional information regarding current efforts at Kitsap Community Resources on shared housing models.
 - b. WIOA Youth Programs – Budget and Performance Review: OESD is meeting goals in both budget expenditure and outcomes.
 - c. There was a suggestion that staff provide the Council with a short presentation on 'Apprenticeship' – defining and explaining the difference between State Approved/Registered, federal registered and non-registered.
 - d. Jeff Allen provided an update on the YouthBuild program, which is about midway through its first cohort. Students are completing GED/HS credentials through the Open Doors program, learning construction skills at West Sound Tech, and putting those skills to use at Habitat for

Humanity. One youth has already had a 'successful exit' by completing early and enrolling at Cascades Job Corps Center.

- e. Planning for a future Convening on hiring and retaining young workers is ongoing, currently planned for September 2018. Funding is through a Rapid Response WIOA grant that is taking a very long time to clear the contracting process.
8. Next Meeting – May 8, 2018, in Sequim
 9. Adjourn (10:00 am)

EXECUTIVE COMMITTEE

CHAIR
Vacant

VICE CHAIR
Aschlee Drescher

MONICA BLACKWOOD, Dir. Of Administration
West Sound Workforce

MARGARET HESS, Kitsap Administrator
Washington State Employment Security Dept.

DAVID MCMAHAN, Secretary/Treasurer
Olympic Labor Council

ALLISON PLUTE, HR Director
Jamestown S'Klallam Tribe and
7 Cedars Resort

JOHN POWERS, Executive Director
Kitsap Economic Development Alliance

COUNCIL MEMBERS

JEFF CARTWRIGHT, Director of Human Services
Kitsap Transit

KRISTI CARY, Human Resources Manager
Red Lion Hotel

RANDY COLSON, Manager
General Dynamics

KELLY FOX, President
Angeles Millwork

ASCHLEE DRESCHER, Human Resources
Haselwood Auto Group

KEVIN GALLACCI, General Manager Clallam Transit
Systems

ROBIN HAKE, HR Director
City of Port Townsend

LEANNE RAINES, Supervisor
Division of Vocational Rehabilitation

JULIE HATCH, Branch Manager
Sound Community Bank

LISA HEAMAN, Principal
West Hills S.T.E.M. Academy

MARILYN HOPPEN, SVP Human Resources
Kitsap Bank

BRIAN KUH, Deputy Director
Team Jefferson

HEIDI LAMPRECHT, Scholarship Advisor and Job
Training Coordinator

GINA LINDAL, Administrator
CSO, DSHS

GREG LYNCH, Superintendent
Olympic Edu. Service Dist. #114 Clallam, Jefferson
and Kitsap Counties

CHUCK MOE, Field Rep
Laborers Union

ANNA REYES POTTS, General Manager of Business
Development TMF Inc.

LUKE ROBINS, PhD, President
Peninsula College

FELIX VICINO, Human Resources Mgr.
Port Townsend Paper Corporation

MATT WHEELUS, Chief Operating Officer
Harrison Hospital

ANNA WINNEY, Director of Human Resources and
Organizational Design Martha and Mary

DAVID WUNDERLIN, Executive Director
Kitsap Community Resources

BOB ZINDEL, President
Olympic Labor Council

ECONOMIC DEVELOPMENT & BUSINESS COORDINATION COMMITTEE MEETING

Tuesday, May 8, 2018

9:00 a.m. – 9:50 p.m.

Cedars at Dungeness, Sequim, WA

See Team Members for Breakout Room Locations

Committee Meetings 9:00 a.m. to 9:50 a.m. - Lunch served at 11:30.

AGENDA

1. Call to order (9:00 a.m.)
2. Introductions
3. Approval of Agenda
4. Approval of February 13, 2018 Summary (Attachment 4.a)
5. Discussion Item(s)/Action Item(s)
 - a. Resignation of Chair, Julie Tappero
 - b. Economic Development and Business Coordination Committee Chair open
 - c. WorkSource Employer Services, hiring events and emerging opportunities
 - d. Olympic WDC WorkSource Business Service Performance Dashboards
 - e. Marketing and Outreach Efforts, WWA Branding and Media Updates
6. Other Business Re-entry Opportunity Port Gamble S'Klallam Tribe
 - a. Barrier Sub-Committee Update/discussion
7. Adjourn

**OLYMPIC WORKFORCE DEVELOPMENT
ECONOMIC DEVELOPMENT COMMITTEE MEETING MINUTES
February 13, 2018**

Attachment 4.a.

Attending: Kevin Gallacci, Julie Hatch, Ken Monica Blackwood, Larry Eyer, David Wunderlin Robin Hake, Jim McKenna, David McMahan, Hildo Rodriguez, Patrice Valero – daylo, Michael Robinson, Kelly Fox .

Meeting called to order. Jim McKenna

Motion to approve agenda. Kelly Fox

Second: Monica Blackwood

Approved. All

Approve minutes of last meeting. Jim McKenna

No changes. All

WorkSource Employer Services - Local efforts and Updates WorkSource Business Service Staff:

Hildo Rodriguez discussed WorkSource Kitsap County, Business Services outreach efforts and recapped hiring events and highlights. Also provided a preview of WorkSource Kitsap’s “Hot Jobs” listing to members and discussed how to utilize this tool as an additional service to listing positions and the added benefits of conducting the Hot Jobs for employers.

Hildo provided a breakdown of jobseekers served* ¹ (1341 with 123 Temporary Job Offers made on site) and (Undetermined number for second interviews, DoN will provide numbers upon completion of hiring) via local federal hiring events as follows:

- NAV FAC Hiring Event, Served 651 referred and interviewed
- HRO Hiring Event for HR Candidate’s DHA Served 88 referred and interviewed
- Commander, Navy Region Northwest DHA Hiring Event Served 192 referred and interviewed
- Commander Navy Region NW Hiring Event: 247 referred and interviewed
- PSNS IMF RAD CON Hiring Event: 26 referred and interviewed
- PSNS & IMF DHA Engineers: 137 referred and interviewed

Employment numbers unknown as background and security clearances take up to 4-6 months

Hildo Rodriguez discussed upcoming hiring events with the Department of the Navy, Naval Facilities Northwest, IT positions for Naval Subbase Bangor, and Keyport hiring for high level, quality careers in the following positions:

IT Specialist	Information Systems Security Manager
Information Systems Security Officer	Information Systems Security Engineer
Application Developer	Application Support
Network Administrator	Systems Administrator

Also, NAVAL SUPPLY Center and Fleet Logistics scheduled to conduct a hiring event for Material Handlers.

¹ Job seekers served*denotes verified registered participants with WorkSourceWA.com representing mostly new registrants.

Private sector will be busy as well with scheduled events for Federal Contractor Venture Dynamics conducting an event for entry level positions as firewatch and laborers. Kaiser Permanente is conducting a hiring event for all open positions throughout the Puget Sound. Local positions include medical assistants and environmental services. Wendy's Corp – WTC Ventures expects to hire for 25 positions in the Kitsap region for entry level hospitality positions.

Patrice Valero – daylo discussed Clallam and Jefferson County efforts with several new employers registering. With a large amount of resources being dedicated to the upcoming Clallam County Hiring event for 2018, noting a job seeker "Boot Camp" for preparing job seekers. The boot camp will be stretched over a 6 week period utilizing resources from private sector and nonprofits along with WorkSource employment services. Patrice mentioned to date over 60 employers had registered and agreed to participate.

Patrice also discussed local outreach events conducted to the local high schools, and conducted several events with DVR to prepare students for the Clallam County Job Fair. Also noted reverse hiring event scheduled for April/May for Port Angeles high School, more to come.

Patrice provided a narrative for some of the hiring events which took place in the QTR noting UPS, serving 45 job seekers attended and 28 were provided offers. Crestwood Health and Rehab and Sequim Health and Rehab, combined events drew 24 job seekers and 11 were provided offers.

Patrice discussed concerns based on conversations with employers who have drug testing as a contingency for job offers noting a high number of employers reporting difficulty in applicants passing the screening process. This prompted discussion on background checks and testing, noting the challenges employers face. Monica Blackwood suggested bringing in SHRM to discuss how HR and staffing can provide best practices. Housing was discussed as a factor by Kelly Fox, noting this was also an emphasis discussed in the Construction Sector work. Mike supported and acknowledge this topic. For sake of order and time Jim McKenna moved to table the discussions.

Review of Olympic WorkSource System Performance Dashboards: Dashboards available at <https://esd.wa.gov/labormarketinfo/WorkSource-system-performance> with ability to drill down WDA region and state overview for jobseekers and employers served including exits and wages. PY 2017 Q2 report indicates a slight decrease in employers engaged on WorkSourceWA.com yet with job orders and employers receiving staff assisted services were virtually unchanged. Likely due to holiday hiring. No concerns from committee, Monica asked about the high demand for healthcare and what types of positions were reflected in the report. Mike and Hildo both concurred in home healthcare and CNA's were a large part of this factor. Monica also asked about the unionization of these positions and weather it would impact the occupation. No subject matter expert to weigh in, however based on previous companies both Hildo and Patrice work with the short answer was yes. Will keep this subject open for OWDC Healthcare Sector work begins.

WWA Marketing and Branding: Mike reports that efforts are underway by ESD to provide \$225k investment into WorkSource Business Service advertising campaign to be followed by a job seeker campaign with another budget of \$225k. ESD is working closely with the WWA for maximum input on the campaigns for design and messaging. Mike discussed the effort for a new landing page for businesses and would provide a preview at next OWDC meeting in May.

Further work discussed with the WWA revolved around productivity of workgroup and WWA director's expectations to include a work plan, brand standards, protocols for processes and new work. Also the discussion of launching a WorkSource Base Camp, where all WorkSource staff can go to retrieve and utilize all branding and marketing material. Another topic was shifting the social media monitoring authority from ESD to each WDA's Marketing and Branding Designee. ESD will continue to support the establishment of accounts to maintain consistency.

Other WorkSource Economic Development Committee Business: Mike informed committee that WorkSource will be participating in all 3 counties homebuilder spring shows. Mike noted recommendation from WorkSource Clallam Supervisor on considering participation in the Port Angeles Home Show as well. No concerns noted and will bring forward to WDC Director for next year.

Mike discussed OWDC staff are working on Public Sector hiring event for late March. Several committee members were interested in considering a venue like this for all WDA counties. Mike stated he would bring this up with WDC Director, and reminded this event was formed based on actions from the May 2017 Public Sector HR and Staffing event held in Port Gamble which served the entire WDA.

ADJOURNMENT