



MEETING AGENDA

EXECUTIVE COMMITTEE

Chair - Marilyn Hoppen, *SVP Human Resources Kitsap Bank*
Vice Chair - Monica Blackwood, *CEO/President West Sound Workforce*
Jessica Barr, *Regional Director Washington State Employment Security Dept.*
Cordi Fitzpatrick, *Human Resources Director Security Services Northwest*
Chuck Moe, *Field Rep Northwest Laborers-Employers Training*

COUNCIL MEMBERS

Business Members

Nicholas Gianacakos, *Program Manager General Dynamics NASSCO*
Daniel Stegier, *CEO/President Lumber Trades, Inc*
Gillian Niuman, *Human Resources People Support Services*
Nicole Brickman, *Human Resources Director YMCA Kitsap*
Gregory Dronkert, *CEO/President Pacific Mobility Group, Inc.*
Peter Johnson, *HR Manager McKinley Paper Company*
Heidi Lamprecht, *Co-Founder Paella House Franchisees and Training*
Matthew Murphy, *President/CEO South Kitsap Chamber of Commerce*

Lisa Donlon, *General Manager Windermere Commercial*
Megan Mason-Todd, *Workforce Development Director Snookum*

Economic Development Members

Colleen McAleer, *Executive Director Clallam Economic Development Co.*

Cindy Brooks, *Executive Director Team Jefferson EDS*

Labor Members

Rusty Grable, *Business Rep & Organizer Machinist Union District 160*

Neal Holm, *Electrician and Membership Development IBEW 46*

Business Members

Dr. Suzy Ames, *Peninsula College President*

Dr. Marty Cavalluzzi, *President Olympic College*

Education K-12 Members

Aaron Leavell, *OESD #114 Superintendent*

Dr. Kareen Borders, *South Kitsap School District*

Kevin Gallacci, *General Manager Clallam Transit System*

Public Service Members

Gina Lindal, *Administrator Department of Social and Health Services*

Community Based Members

Anthony Ives, *Executive Director Kitsap Community Resources*

Jeff Randal, *Secretary District 1 Jefferson PUD*

DATE: January 12, 2023

TIME: 10:00 a.m. – 12:00 p.m.

LOCATION: [ZOOM](#)

Meeting ID: 834 4275 1029

Passcode: 670092

ACTION ITEMS:

1. Call to Order – 10:00 a.m. and Welcome
2. Approval of Agenda
3. Approval of Meeting Minutes from November 17, 2022 (Att. 3, p. 2-5)
4. Approval of OWDC By-Laws (Rev3) (Att. 4, p. 6-11)

DISCUSSION ITEMS:

5. Introduction of Edward Looby, OSO
6. Washington Builders Association - Greg Lane (Tentative)
7. OWDC Director Report Out – Bill Dowling
8. PY22 State Monitoring Debrief

COMMITTEE DEBRIEF:

9. Executive Committee – Report out of Jan. 10th meeting
10. Business and Economic Development Packet (Att. 10, p.12-15)
11. Youth Packet (Att. 11, p.16-28)
12. Operations Packet (Att. 12, p.29-43)

13. 2023 Calendar (Att. 13, p.44)
14. [Public Comment](#)
15. Adjourn

Next Meeting: Thursday, March 9th, 2023, via Zoom

**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)
MINUTES
November 17, 2022**

1. CALL TO ORDER

The Olympic Workforce Development Council (OWDC) meeting was held virtually, via Zoom November 17, 2022. Marilyn Hoppen, Chair, called the meeting to order at 10:03 a.m.

2. APPROVAL OF AGENDA

Motion: Jessica Barr moved to approve the agenda as presented. Danny Stiger seconded the motion. Motion carried unanimously.

3. MINUTES September 13, 2022

Motion: Jessica Barr moved to approve the minutes as amended. Gina Lindal seconded the motion. Motion carried unanimously.

4. Vote on Chairperson

Motion: Chuck Brown moved to approve the nomination as presented. Gina Lindal seconded the motion. Motion carried unanimously.

5. Approval of OWDC By-Laws (Att, 5, Pg., 5-10)

Motion: Colleen McAleer moved to approve the OWDC By-Laws as presented. Kareen Borders seconded the motion. Motion carried unanimously.

6. Approval of 2023 OWDC Calendar (Att, 6, Pg., 11)

Motion: Kareen Borders moved to approve the 2023 OWDC Calendar as presented. Jessica Barr seconded the motion. Motion carried unanimously.

DISCUSSION ITEMS

7. YesVets Award

Marcus Lane discussed the YesVets award and the 2022 large employer award recipient and highlighted why this employer stands out

- Skookum won the award for the 2nd year in a row.
- Employees not only veterans but disabled persons.
- A career counselor works with employees to identify career choices and to find employment.
- Shared a YesVets video announcing all the 2022 award winners, including Transblue, small employer and Day Wireless Systems, mid-sized employer.

8. Shared Work – Rafael Colon, Business Outreach Manager

Rafael presented an overview of the services provided by Shared Work, an opt-in program. The program is designed to help employers keep employees in response to economic downturns by reducing employee hours, saving payroll costs, and allowing

businesses to continue operations by paying a prorated percentage of unemployment benefits. Rafael also shared program requirements which include having a minimum of 2 employees, being legally registered in the state of Washington, and completing an application process. Additionally noted, is that Shared Work services are being used by only 31 employers among the 3 counties, Kitsap, Jefferson, and Clallam but 5700 are currently eligible. Key benefits of using the service are as follows:

- Retain skilled workforce
- Can be used to attract talent
- Offers flexibility to employers
- Proactive business strategy
- No cost associated with application process
- Weekly QA report provided to both the employer and employee

9. Olympic Community of Health (OCH) – Amy Brandt, Communications Manager

Amy Brandt provided an overview of OCH, stating OCH aims to support a strong healthy workforce, working with 7 tribal nations, Kitsap, Jefferson, and Clallam counties to collaborate, advocate, and foster team culture. OCH creates opportunities to elevate regional challenges to build partnerships and find viable solutions. Amy also presented key takeaways and findings of the Released Workforce Report, conducted to strengthen the shared health serving workforce. Takeaways and findings of report:

- 26 regional partners were surveyed, 7 key informant interviews representing various health services within the Kitsap, Jefferson, and Clallam counties were held.
- Four key findings: retention, engagement, recruitment, and development with recruitment being the area most organizations are experiencing significant challenges, followed by retention, and engagement.
- Shared partner solutions are needed to address common challenges like competitive salaries and benefits, housing, recruiting qualified candidates, capacity to collaborate, managing burnout, and creating development opportunities to name a few.

10. WIOA Performance Measures – Luci Bench, OWDC Program Analyst

Luci shared the performance report and provided an overview of the WIOA performance accountability indicators and the reporting process, populations served, the role and expectations of the board to support workforce programs, impact of funding sources, as well as consequences if targets are not met.

- 12 Workforce Development Boards are required to provide data to DOL
- Six primary indicators:
 - Employment Rate – 2nd Quarter After Exit
 - Employment Rate – 4th Quarter After Exit
 - Median Earnings
 - Credential Attainment
 - Measurable Skills Gains
 - Effectiveness in Serving Employers

- Failure to meet performance indicators and reporting requirements negatively impacts funding and may lead to sanctions.

COMMITTEE DEBRIEF

11. **Executive Committee Minutes (Att. 11., Pg. 12-14):** reviewed

12. **Business and Economic Development Committee Packet (Att. 12., Pg. 15 - 18):**

Quorum not met

Jessica Brasher gave update

- YesVets 2022 awards recipients named, with Skookum winning for a 2nd year in a row
- Hildo shared quarterly numbers: 19 events with 165 participants
- Clallam Transit offering a micro transit service between Forks and Sequim, made changes to the Vanpool, now called Rideshare to lower rates and increase ridership, staffing and retention challenges continue
- EDC was awarded a \$1.3 million grant to provide free marketing, legal, and bookkeeping services to small businesses – Olympic Peninsula Small Business Boots program will provide financial stipends to participants (target groups are those with barriers to employment and stay at home parents) to go through the program in addition to a free laptop, preloaded with QuickBooks and MS Office Suite and upon successful completion of the 6-month accelerated program will pair with business in Clallam, Jefferson, and Kitsap counties to provide bookkeeping services.

13. **Operations Packet (Att. 13, Pg. 19-32):**

Mike Robinson gave update

- Olympic College, Amy Hatfield passed away unexpectedly in October; Terry Cox joined in the interim. Both enrollment and the number of students on campus has increased.
- DSHS is experiencing challenges with participants related to supportive services and the impacts on the community, housing is the biggest issue and Covid assistance has ended but WASCAP allotments will increase
- KCR staffing challenges with frontline staff ongoing and shared a success story
- SEIU fund has provided multi-employer training for mental health employers
- ~~ESD, provided funding for the Goodwill to provide \$25 vouchers to participants.~~
- ESD working with Goodwill and their 'Dress for Success' workshop that provides \$25 vouchers for interview clothes.
- EcSA offering medical and dental services just over halfway through enrollment process, providing funding to outreach organizations that provide support services with eligibility being 200% below poverty guidelines. also shared a success story and discussed partnerships with local tribes and hosted a Suquamish networking event in addition to a 3-week pilot received great feedback, currently looking at ways to co-enroll 471 WIOA participants. Lastly, EcSA was awarded \$292k and to date have spent \$55k.
- WIOA performance data shows an increase in participation rates

14. Youth Packet (Att. 14., Pg. 33-45):

Jeff Allan gave update

- ESD, Pathways to Success shared a success story
- Olympia ESD working with small school districts to complete federal funding grant applications like the Perkins Fund which creates additional federal grant funding opportunities, if awarded
- Discussed creating meaningful work experiences and some of the challenge's employers are facing culturally in relation to Neurodiversity. Organizations and people in general are more aware of Neurodiversity and currently looking at ways on how to help businesses recognize and provide support in this area since the impacts on businesses are positive.

15. Public Comment

None

16. Good of the Order and Adjourn

Bill asked the board to send in topic ideas and suggestions for future meetings and shared an opportunity available for one member to travel to DC for the National Association of Workforce Board annual event in March. Bill will send out an interest form to members.

NEXT MEETING

The next council meeting is January 12, 2023, via Zoom

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 12:00 p.m.



OLYMPIC WORKFORCE DEVELOPMENT COUNCIL BY-LAWS

The name of the organization shall be Olympic Workforce Development Council and shall serve as the workforce development board for Clallam, Jefferson, and Kitsap Counties, hence fore referred to as the Council.

The purpose of the Council will be to set workforce investment system policy and exercise oversight for the Olympic Workforce Development Area in accordance with Section 107 of the Workforce Innovation and Opportunity Act of 2014, P.L. 113-128 (WIOA)

1.0 FUNCTIONS

The Councils' functions shall be in accordance with WIOA Sections 107(d) and 108 and summarized as follows:

- Elect Chairperson and Vice Chairperson
- Create standing committees and/or workgroups and appoint members
- Direct the activities of the standing committees and/or workgroups
- Conduct workforce research and regional labor market analysis to assist in the development and implementation of the local plan
- Convene workforce development system stakeholders in the development of the local plan and identify resources to leverage support for workforce development
- ~~Conduct workforce research and regional labor market analysis to assist in the development and implementation of the local plan~~
- ~~Convene workforce development system stakeholders in the development of the local plan and identify resources to leverage support for workforce development~~
- Lead employer engagement efforts
- Collaborate with education representatives to develop and implement career pathways
- Determine occupations in-demand for our region
- Establish local policies and procedures
- Identify and promote proven and promising practices
- Develop and implement strategies for using technology to maximize the accessibility and effectiveness of the local workforce development system for employers, workers, and job seekers
- Lead negotiator on performance indicators at the local level with state
- Select and monitor one-stop operators and service providers

- Ensure adequate availability of career and training services, maximizing consumer choice
- Coordinate workforce activities with education and training providers
- Develop, implement, and monitor WIOA budget
- Assess and enact accessibility for individuals with disabilities
- Certify one-stop centers in accordance with 20 CFR 678.800

~~1.0.1.1~~ In Partnership with Olympic Consortium Board

~~1.0.21.0.1~~ In partnership with the Olympic Consortium Board

- Develop and maintain the 4-year Local Plan
- Conduct program oversight
- Reach agreement on local performance indicators
- Negotiate methods for funding the infrastructure costs of the One-Stop centers in the local area

2.0 DESIGNATION

MEMBERSHIP

The Council shall be comprised of no fewer than twenty-one (21) and not greater than 41 members. Taken as a whole, council membership shall reasonably reflect the respective populations of the (3) counties.

- 2.01 Appointment: Each member shall be appointed pursuant to the nomination and appointment process established under WIOA, and the OCB By-laws.
- 2.02 Alternates: Each member may have two alternates.
- 2.03 Resignation: Any member may resign by submitting written notice to the Council Chairperson or the OCB Chairperson. Members shall offer their resignations when they retire or otherwise leave a position of optimum policy-making authority in the sector they were appointed to represent.
- 2.04 Removal: The OCB may remove a council member on its own accord; or the Council Chairperson, on behalf of the entire Council may request the OCB remove a council member by a majority vote, provided that fifteen (15) calendar days' notice of the pending action has been provided to the member, the entire council, and to the OCB. An unexcused absence from

three (3) consecutively scheduled council meetings may be deemed as being good cause for removing a member.

3.0 OFFICERS

- 3.01 Chairperson: The Chairperson shall be elected by the Council and shall be a representative of the business community.
- 3.01.1 The Chairperson shall serve as principal officer for the Council with authority to lead meetings, call special meetings and set agenda priorities.
- 3.02 Vice Chairperson: The Vice Chairperson shall be elected by the Council and shall assume the responsibility and authority of the Chairperson in his/her absence.
- 3.03 Chairperson Pro temporal: In the absence of the Chairperson and Vice Chairperson, a Chairperson Pro temporal shall be elected by most of the members present to preside for that meeting only.

4.0 ELECTIONS

- 4.01 Elections: The Chairperson and Vice Chairperson shall be elected by a majority vote for a two (2) year term beginning on January 1 and ending on December 31 of the second year. The Chairperson and Vice Chairperson can serve for two or more consecutive two-year terms.
- 4.02 Process: The Chairperson shall appoint a three-member Nominating Committee. Elections shall be held at the first regular meeting of the fourth (4th) calendar quarter, from a list of candidates presented by the Nominating Committee and nominations from the floor. Nominees must be active members who have consented to serve.
- 4.03 All elections shall be by secret ballot unless dispensed with by a majority vote of the members present.
- 4.03.1 Any Council member may audit the ballot.
- 4.04 Nominating Committee: Shall consist of three (3) WDC members appointed by the WDC Chairperson. The WDC Chairperson shall designate the committee Chairperson.
- 4.05 Removal: The Chairperson and/or Vice Chairperson may be removed from office by a two-thirds (2/3) majority vote of the Council provided

that seven (7) days' notice of the pending action has been provided to the Council.

5.0 REPRESENTATION

A member may speak for the Council only when he/she represents positions officially adopted by the body.

6.0 COMPENSATION

Members of the Council shall serve without compensation. Reimbursement for expenses incurred while conducting official Council business shall be provided for in accordance with an agreement between the Council and the OCB.

7.0 MEETINGS

7.01 Regular Meetings: The Council shall meet bi-monthly, or at the call of the Chairperson with a minimum notice of one week provided to members and shall be open to the public.

7.02 Special Meetings: Special Meetings of the Council may be called by or at the written request of the Chairperson. Reasonable notice shall be given of such meetings, reflecting the urgency of the matter. The length of time of a special meeting shall vary dependent on the topic.

7.03 Minutes: Minutes of all meetings shall be promptly recorded and posted to the Olympic Workforce Development Council webpage at least five (5) days prior to the next scheduled meeting.

7.04 Attendance: Records of attendance, reports and the names of motion makers will be included in the minutes.

8.0 QUORUM

A quorum shall consist of a total of not less than one-third of the seated membership or alternates, in person, or via telephone.

9.0 VOTING

Voting shall be restricted to Council members or their alternates, and each Council member shall have one (1) vote. The Chairperson shall vote when a tie result. Exception: The Chairperson may vote in elections. All decisions of the Council shall be made by no less than a majority vote of a quorum at a meeting where a quorum is present.

9.01 Balloting: Voting shall be conducted by voice. The Chairperson may call for a hand count as needed.

9.02 Conflict of Interest: No member shall engage in any activity, including participation in the selection, award, or administration of a subgrant or contract supported by WIOA funds if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when: 1) the individual, 2) any member of the individual's immediate family, 3) the individual's partner, or 4) an organization which employs, or is about to employ, any of the above, has a financial or other interest in the firm or organization selected for award.

No member shall cast a vote on, nor participate in, any decision-making capacity on the provision of services by such member (or any organization which that member directly represents), nor on any matter which would provide any direct financial benefit to that member. If a matter arises which places a member in a conflict-of-interest situation or a potential conflict of interest situation, that member will notify the Chairperson and abstain from voting.

9.03 When a quorum is not present: If the meeting is a regular meeting, consistent with Section 7.01, and a quorum is not present, the attending council members may meet, and voting shall take place electronically. When issues are decided by electronic vote, a ballot is sent to the voting members stating exactly what is to be voted on and a clearly designated place for the member to mark a vote.

10.0 WORKFORCE DEVELOPMENT COUNCIL COMMITTEES

10.01 Committees

10.01.1 Executive Committee: It shall consist of the current and immediate past Chairperson and current Vice Chairperson, and four (4) to six (6) members elected by the Council. The term shall be consistent with 4.01. If a member leaves the Committee, the Chair may appoint a replacement member to fulfill the term of the exiting member. Most of the Executive Committee members shall be from the business community.

10.01.2 Ad Hoc or Standing Committees, and/or Workgroups: The Council Chairperson, or Council by majority vote, may establish ad hoc or standing committees, and/or Workgroups, as deemed necessary. Committee members may include non-Council members who have special knowledge to be of assistance to the Council;

however, the Chairperson of a committee shall be an appointed Council member.

11.0 WORKFORCE DEVELOPMENT COUNCIL EXECUTIVE DIRECTOR & STAFF

Kitsap County shall be the designated entity for employment of administrative executive director and staff that serves the Council and the OCB. The administrative executive director and staff shall be responsible for carrying out the required functions described in this policy. There is no evident conflict of interest between these two roles.

11.01 The administrative executive director and staff shall perform its duties consistent with the goals and policies developed by the Council and the OCB.

11.02 Although the administrative executive director assigned to the OCB and Council shall remain an employee of Kitsap County; the Council in collaboration with the OCB shall have authority in the selection and performance review of the assigned administrative executive director.

12.0 AMENDMENT OF BY-LAWS

These By-laws may be amended by a two-thirds (2/3) majority vote of the members present at any regular or special meeting insofar as such amendments do not conflict with pertinent laws, regulations, ordinances, or resolutions of the County, State, or federal governments. Proposed amendments to be in the hands of members at least fifteen (15) days prior to the meeting at which the amendment is to be voted on.

13.0 PARLIAMENTARY AUTHORITY

When not inconsistent with the provisions in these By-laws, Robert's Rules of Order, Newly Revised, shall govern all meetings of the Workforce Development Council.

Adopted by the Olympic Workforce Development Council January 12, 2023,

Marilyn Hoppen _____
Olympic Workforce Development Council, Chairperson



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BUSINESS & ECONOMICS COMMITTEE MEETING AGENDA

DATE: January 12, 2023

TIME: 9:00 a.m. – 9:50 a.m.

LOCATION: [Microsoft TEAMS](#)

Or call 872-242-8822 PIN 220 442 320#

1. Call to Order – 9:00 a.m. and Welcome
 - a. New Member Introductions
2. Approval of Meeting Minutes from November 17, 2022 (Att. 10(2a), p.13-15)
3. Discussion Item(s)/Action Item(s)
 - a. WorkSource Employer Services, hiring events, and emerging opportunities
 - b. Rapid Response: Area Updates
4. WDA Trends and members
5. Good of the order
6. Adjourn

Next Meeting: Thursday, March 9th, 2023

OLYMPIC WORKFORCE DEVELOPMENT
Economic Development & Business Coordination Committee Meeting Minutes
9:00 a.m. – 9:50a.m.
Thursday, November 17, 2022
Virtual, via Teams

In Attendance:

William Dowling, OWDC
Hildo Rodriquez, WorkSource ESD
Colleen McAleer, EDC

Marcus Lane, Worksource ESD
Jessica Brasher, Career Path Services
Kevin Gallacci, Clallam Transit System

1. Call to Order

Meeting called to order by Jessica Brasher, at 9:02 a.m.

2. Introductions

3. Approval of Agenda (Attachment)

No quorum

4. Approval of September 13 Summary (Attachment)

No quorum

5. Action and Discussion Items

a. WorkSource Employer Services, hiring events, and emerging opportunities

- Marcus Lane, WorkSource Employer Services, shared that the most recently hosted job fair focusing on both small/large businesses and found it difficult to fill slots with smaller businesses. Opened the fair up to federal employers, 40 tables but customer turn out was low. Poulsbo Tribe turn out was great and currently in planning stages for the Spring job fair with a goal of giving employers more lead time for better response. Marcus also announced the YesVets 2022 Award winner for the large employer, Skookum won for the 2nd year in a row.
- Hildo Rodriquez, WorkSource Employer Services, shared some observations for barriers that impact customer turn out between small and large employers. There is a greater customer response when larger business are being hosted because they can offer long-term employment, benefits, training and advancement opportunities. Whereas smaller

employers are generally unable to offer the same. Hildo also noted the differences in the various job fairs and the types of industries and/or employers invited to participate. The strategy behind introducing different employers at each fair is to maintain customer interests and to avoid over saturating the community. Hildo also shared that the vets hiring event had a great turn out.

b. Rapid Response: Area Updates

None

6. WDA Trends from Members

- a. Hildo Rodriguez, WorkSource Employer Services shared a recap of the hiring and interviewing events for the quarter. 19 events for the quarter, 165 attendees. Hildo also shared the downward trend in hiring events requested for both November and December, but the Navy has several interviewing events lined up.
- b. Kevin Gallacci, Clallam Transit System, that Clallam Transit a new service, like Uber is now being offered for $\frac{3}{4}$'s of the service corridor. The micro-transit service will provide door-to-door services between Sequim and Forks. There is also a new app that can be used to schedule rides available from 6:30a – 5p. Will look at numbers during next service expansion if any changes are needed. Changes were also made to the Rideshare services, previously known as the Vanpool. Rideshare rates were lowered to increase riders and is now sold by the seat. Also looking to acquire 20 vans, the current challenge is replacing equipment. Kevin also discussed staffing challenges impacting service lines. Trying a new approach by focusing on potential drivers with customer service skills. Also finding that even with the retention incentive in place, newly qualified drivers leave employment to work elsewhere.
- c. Colleen McAleer, Economic Development Co., shared that the agency is set to receive \$1.3 million in grant funding to support small businesses with bookkeeping, legal, and marketing services in Clallam, Grays Harbor and Jefferson counties. Peninsula and Olympic Colleges are creating an accelerated 2-quarter program to support the grant and training necessary. Qualified participants will receive a \$1600 monthly stipend, a free laptop pre-loaded with QuickBooks and MS Office Suite, and upon completion will be assigned up to 12 businesses and paid \$50 to provide bookkeeping services. 250 businesses are

expected to be served are also slated to receive free laptops to support business operations. Colleen included all grant funds must be spent by June 30th, 2023 and the agency hopes to extend the program after that time. More information will be available once details have been flushed out.

- d. Bill shared that Colleen's new program providing education and training to become a bookkeeper would be great for youth set to graduate, stay at home parents, and those with other barriers that may impact employment.

7. Good of The Order

None

Next Meeting: Thursday, January 12, 2023, virtual

8. Adjournment:

Jessica adjourned at 9:52 a.m.



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YOUTH COMMITTEE MEETING AGENDA

DATE: January 12, 2023

TIME: 9:00 a.m – 9:50 a.m.

LOCATION: <https://us06web.zoom.us/j/7881886224>

ACTION ITEMS:

1. Call to Order – 9:02 a.m.
2. Approval of Agenda
3. Approval of Meeting Minutes from November 17, 2022 (Att. A)

DISCUSSION ITEMS:

4. WEX-Employer Partnerships and Engagement
5. Career Connected Learning updates
6. WIOA Youth Pathways to Success updates
7. Youth Community Resource Round-Up (Att. B)
8. Good of the Order
9. Adjourn

Next Meeting: Thursday, March 9th, 2023, via Zoom

**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)
YOUTH COMMITTEE SUMMARY
NOVEMBER 17, 2022**

ATTENDANCE: Jeff Allen, Emily Manson, Jennifer Scheel, Tiffany Skidmore, Kimberly Hetrick

The Olympic Workforce Development Council's (OWDC) Youth Committee meeting was held on Tuesday, November 17, 2022, via Zoom.

APPROVAL OF SUMMARY:

The Youth Committee's September 13, 2022, Meeting Minutes and November 17, 2022, Agenda was reviewed and approved with no amendments.

DISCUSSION

1. Career Connected Learning

- a. Career Connect Washington Round 10 Intermediary Grants accepting applications. State improving application process to stay on track with awarding funding every other month.
- b. WWA conference held many youth sessions surrounding supporting "special populations" in the workforce.



PPTs from WA
Workforce Development

- i.
- c. WA students leaving money on the table forgetting about the FAFSA. Only 41.7 percent of 12-grade students complete the FAFSA, 3rd lowest in country. Working with districts to educate them on the application process.
- d. December 13th CCW Career Prep/Launch Successes and How To's in Rural Districts and the Rural Development Initiative, Julie Knott will share best practices and lessons learned around the planning and writing of CCW Career Prep and Career Launch grants.

2. WEX-Employer Partnerships and Engagement

- a. Toolkit guide for training providers, workforce development organizations, community colleges, other educational institutions, and community-based organizations deliberately integrating employment engagement into the core decision making for a successful program. Offers strategies for organizations in the early stages of launching new relationships and building a strategic partnership. [Employer Engagement Toolkit: From Placement to Partners | Jobs for the Future \(JFF\)](#)

3. WIOA Update

- a. Enrollments on target.
- b. Connecting with community resources, homeless transition programs, and new WEX's.
- c. New partnership in Jefferson criminal justice system and youth transitioning back into the community.

4. Youth Community Resource Round-Up

- a. Reminder September 1st, ORCA cards are free for youth 18 and under.



Youth Community Resource Round-Up

Several December 5 announcements ([Youth Systems Building Academy](#) and the [CEO IPA Fellowship](#)) appear immediately below.

Other December 5 announcements from other Federal agencies, NAWB, and the Aspen Institute appear in the [second panel](#) below.

**Youth Systems Building Academy: ETA Now Accepting Nominations for Participation;
Schedules December 13, 2022 Informational Webinar; Applications Due January 13, 2023**

The US Department of Labor Employment and Training Administration is inviting workforce communities to nominate themselves to be a part of the Youth Systems Building Academy (YSBA).

YSBA will provide local workforce systems and their community partners with targeted and individualized training and technical assistance (TTA) to explore, design, test, implement, or scale system-level approaches to engage and support young people in the workforce including:

- Improving youth employment opportunities and outcomes.
- Increasing understanding of equitable policies and practices for youth career pathways as well as what a quality job means for young workers.
- Aligning local systems policies, resources, and programming, including among DOL-funded programs and investments as well as across other Federal, state, local and philanthropic funded investments.

- Using data to inform system improvements, including promoting a better understanding of how to use and share data to ensure equitable access and outcomes for youth served.
- Increasing knowledge and access to resources related to youth workforce professional development and building skills of youth practitioners related to positive youth development and trauma-informed principles.
- Increasing awareness of the public workforce system for youth and young adults by engaging youth and including youth voice in messaging, recruitment, and engagement and other programmatic decision making.

Documentation:

- [Youth Systems Building Academy Invitation Letter](#)
- [Youth Systems Building Academy Guidelines and Instructions](#)

Applications are due before Friday, January 13, 2023, 5:00PM (ET).

To learn more about this effort, please join our information session Thursday, December 13, 2022, 3:00 PM—4:00 PM ET

To register: <https://www.workforcegps.org/events/2022/12/01/17/28/Youth-Systems-Building-Academy-Information-Session>.

National Youth Employment Coalition’s Annual Forum Scheduled for April 4 – 7 in Indianapolis; “Transforming Vision into Action” is Theme for Event

Join the National Youth Employment Coalition for the [2023 Annual Forum: Transforming Vision into Action](#) in

Indianapolis (April 4-7, 2023)! The national conference brings together youth leaders, practitioners, policymakers, and stakeholders interested in advancing the lives of opportunity youth and young adults. Attendees will work together, across geographies and sectors, to empower each other to transform ideas.

Register online or email julia.frohlich@nyec.org for any questions!

**Applications Now Accepted:
Department of Labor/Chief Evaluation Office Intergovernmental
Personnel Act (IPA) Fellowship**

Are you interested in using your expertise to advance labor-related research at the U.S. Department of Labor? Do you want to learn about federal evidence-building efforts for use in your permanent role at a state, local or tribal government, university, non-profit organization, or other eligible organization?

[Apply now](#) to work with DOL's [Chief Evaluation Office](#) (CEO) for up to two years as an [Intergovernmental Personnel Act \(IPA\) Fellow](#).

Applications are due January 23, 2023

[More ... / Qualifications / FAQs](#)

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|--|--|--|
| <p>IRS Notice: Prevailing Wage and Apprenticeship Initial Guidance Under Section 45(b)(6)(B)(ii) and Other Substantially Similar Provisions</p> | <p>National Association of Workforce Boards Registration for the Forum</p> <p>The Forum is the nation's largest annual workforce development conference: a convocation of leaders, stakeholders, and policymakers with the power to drive positive change.</p> | <p><i>Saturday, March 25th, 2023 – Tuesday, March 28th, 2023</i> <i>The Washington Hilton, Washington, D.C.</i></p> <p>Register Today</p> <p>Early-bird rates expire on December 12 Discounted Registrations and Rooms</p> |
| <p>Report on the Americas Competitiveness Exchange Meeting (November 13 – 17)</p> | | |
| <p>SBA Innovation Ecosystem Summit (December 6 – 7)</p> | <p>December 6 - 7 SBA Innovation Ecosystem Meeting</p> | |
| <p>Biden-Harris Administration Announces New Actions to Support Indian Country and Native Communities Ahead of the Administration's Second Tribal Nations Summit</p> | <p>The Small Business Administration has sent a reminder that that its on-line Innovation Ecosystem meeting begins tomorrow. The December 6 and 7 agendas with session start times and speaker listings are available here. All geographic levels (City, Regional, National) and all high-tech sectors (Health, Energy, Agriculture, etc.) are welcome and encouraged to attend, particularly those focused on underrepresented communities.</p> | |
| <p>Rural Broadband Loans, Loan/Grant Combinations, and Loan Guarantees: USDA RUS Publishes Final Rule,</p> | <p>“From Dec. 6 – 7, attendees will hear from and engage with experts from America's Frontier Fund, Black Innovation Alliance, Village Capital, Ecosystem Building Leadership Project, and more.</p> <p>You are an important part of furthering our country's economy and fostering a more equitable innovation ecosystem. If you haven't already, please register to join us and be part of the conversation. For the full agenda and to register, please visit here.</p> | |

Confirmation and Response to Comments

TSA Publishes ANPRM; Seeks Input to Strengthen Cybersecurity and Resilience in Transportation Sector; Inquiry Includes the Impact of Cyber Risk Management on Future Hires by Level and Occupation

Advisory Committee on Veterans' Employment, Training, and Employer Outreach to Meet on December 9

Eligibility Data Form: Uniformed Services Employment and Reemployment Rights Act and Veterans' Preference: DOL'S Veterans' Employment and Training Service Publishes Sixty-Day PRA Notice

"DOD Wants Cyber Apprenticeships for Contractors, but Acquisition Regs May Remain an Obstacle"

ACF's Congressionally Directed Community Projects -- Sixty-Day PRA Notice Invites Comments on Data Collection Instruments

USDA Announces Funding Availability under the Distance

If you work with/fund entrepreneurship ecosystem builders too, [share this event with your networks.](#)"

What to Expect

- Leverage each other's strengths on how to best connect entrepreneurs working on advanced technologies to the country's largest source of early-stage funding
- Leave with creative and actionable ways to build a network that is inclusive of underrepresented communities
- and much more!

Who Should Attend

- Entrepreneur Support Organizations
- Accelerators, Incubators, and similar funding or training organizations
- Investors
- Economic Development Organizations (State, Local)
- Federal Labs and Research Institutions
- Federal Agencies working in science and tech
- University Entrepreneurship Centers
- Tech Transfer Offices
- Resource and Service providers (Co-working, Networking, Funding, etc.)
- and, those in the Tech-Based Economic Development world

All geographic levels (City, Regional, National) and all high-tech sectors (Health, Energy, Agriculture, etc.) are welcome and encouraged to attend, particularly those focused on underrepresented communities.

CDC Awards More Than \$3 Billion to Improve U.S. Public Health Workforce and Infrastructure

The CDC has recently awarded \$3.2 billion to help state, local, and territorial jurisdictions across the United States [strengthen their public health workforce and infrastructure](#). This first-of-its-kind funding provides awards directly to state, local, and territorial health departments to provide the people, services, and systems needed to promote and protect health in U.S. communities. Everyone in the United States lives in a

Learning & Telemedicine Grant Program

U.S. Chamber of Commerce Foundation to Launch New Initiative – JobSIDE (Job Skills for In-Demand Employment)

NTIA Announces Four States to Receive ‘Internet for All’ Planning Grants

Developmental Disabilities State Plan: Administration for Community Living Publishes Sixty-Day PRA Notice

YouthBuild: ETA Announces New Funding Opportunity

Temporary Assistance for Needy Families (TANF) Block Grant -- Legislative History:
Congressional Research Service Publishes Update

Healthcare/Care Economy: HRSA Announces Cooperative Agreement Opportunity under the Rural Health Innovation and Transformation Account

Renewable Energy Sector/Solar: December 8 Virtual Meet & Greet --Preparing for Upcoming IRA Apprenticeship Requirements

jurisdiction that will receive funding under this new grant. [More ...](#)

**Emergency Food Assistance Program:
USDA Announces Funding Opportunity for States with Expansion to Remote, Rural, Tribal, and/or Underserved Low-Income Areas**

On June 4, 2021, the U.S. Department of Agriculture (USDA) announced a \$1 billion investment in the country’s emergency food network so that food banks and local organizations can reliably serve their communities. Of that \$1 billion amount, USDA is making \$100 million available for a grant initiative – TEFAP Reach and Resiliency - aimed at helping food assistance organizations meet The Emergency Food Assistance Program (TEFAP) requirements, strengthen infrastructure, and expand TEFAP’s reach into underserved communities.

The COVID-19 pandemic has had devastating impacts on our nation’s food systems and economy, forcing many Americans to turn to the country’s emergency food network for aid. Food banks, food pantries, and other community organizations have valiantly stepped up to meet this increase in need while simultaneously ensuring that staff and recipients are not unnecessarily exposed to the dangers of COVID-19. However, some inequities within the broader emergency food network remain – especially in remote, rural, Tribal, and/or low-income communities.

USDA today has announced its intention to invest \$60,500,000 in the form of grants to States. Click [here](#) for the solicitation. Applications are due by March 6

USDA notes: “The key objective of the TEFAP Reach and Resiliency – Round 2 grant is the expansion of TEFAP’s reach into remote, rural, Tribal, and/or low-income areas that are underserved by the program.”

**December 8 Webinar:
Procurement with Purpose: Improving Equity and Job Quality through Public Procurement;
Department of Transportation’s Strategic**

Identifying Actionable Opportunities to Advance Equity and Remove Barriers to Support Underserved Communities: EDA Publishes Thirty-Day PRA Notice

Brookings: Six Keys to Unlocking a New Era of Place-Based Federal Investment

Scholarships in STEM Program (S-STEM) Responsiveness to the CHIPS and Science Act of 2022

November 30 NTIA Webinar: Overview of the Infrastructure and Technology to Provide Internet for All

November 30 Census Bureau Webinar: An Introduction and Getting Started on data.census.gov

National Youth Employment Coalition's Annual Forum Scheduled for April 4 – 7 in Indianapolis; "Transforming Vision into Action" is Theme for Event

Department of Labor Announces \$12 Million Cooperative Agreement to Strengthen Labor Rights, Empower Workers in Brazil, Colombia, Peru

Advisor for Infrastructure Workforce Development among the Panelists

An advisory from the Aspen Institute

The US government is the largest purchaser of goods and services in the world, spending over \$600 billion per year. Public procurement exceeds \$1.6 trillion annually when state and local governments are included. These investments help create and support millions of jobs. But is this spending creating good jobs? Are contracts being awarded promoting racial and gender equity? Government agencies already often consider social impacts of procurement decisions. But as millions of jobs pay below a living wage and those posts are most commonly held by women and workers of color, more needs to be done to address the job quality crisis. Public procurement is a powerful tool that can help.

The steady stream of public procurement and recent legislation, such as the Inflation Reduction Act and the Infrastructure Investment and Jobs Act, are unique opportunities to more fully leverage public investments to improve job quality and address race and gender inequities in government contracting.

Join us on December 8, 2022, from 2:00-3:15 p.m. EST, for our next virtual event, "[Procurement with Purpose: Improving Equity and Job Quality through Public Procurement.](#)" We'll be joined by a panel of experts to discuss public procurement reform as a tool with enormous leverage for change. The panel includes Paige Shevlin, Strategic Advisor for Infrastructure Workforce Development, Office of the Secretary, US Department of Transportation.

Can't attend live? [Register anyway](#) and we'll send you the recording.

Department of Justice Seeks Cooperative Agreement to Revise and Update the "Transition from Jail to Community Toolkit"

The Department of Justice published a [solicitation on December 5](#) announcing its intention to award a single cooperative agreement to revise and update the

SBA Amends Regulations Regarding Veteran-Owned Small Business and Service-Disabled Small Business Certification Program; Notes Upcoming Virtual Public Meetings of Veteran Advisory Committees

ETA Disseminates Updated Operating Instructions for Implementing the Reversion Provisions of the Amendments to the Trade Act of 1974 Enacted by the Trade Adjustment Assistance Reauthorization Act of 2015

Brookings: Apprenticeships for Office Jobs Can Prepare Downtowns for the Future of Work

White House Rural Partners Call (December 1) to Feature USDA BIL Investments in Rural Communities

O*NET 27.1 Database Updates Approach to Identifying New “Hot” and “In Demand” Technology Skills

Atlanta’s Federal Reserve’s Center for Workforce and Economic Opportunity to Host “Finding Talent with Skills-Based Practices” on November 30

Transition from Jail to Community (TJC) Toolkit (microsite). Proposals are due from eligible applicants by February 3, 2023.

Department of Energy to Invest in Climate Resilience Centers

The Department of Energy’s Office of Science program in Biological and Environmental Research (BER) has announced the availability of \$5,000,000 to invest in Climate Resilience Centers (CRCs) that will improve the availability and utility of BER research, data, models, and capabilities to address climate resiliency, particularly by underrepresented or vulnerable communities.

Click [here](#) for the solicitation. Applications are due by March 30, 2023.

Excerpts:

- BER’s mission is to support transformative science and scientific user facilities to achieve a predictive understanding of complex biological, Earth, and environmental systems for energy and infrastructure security, independence, and prosperity. BER research further advances the fundamental understanding of dynamic, physical, and biogeochemical processes required to systematically develop Earth system models that integrate across the atmosphere, land masses, oceans, sea ice, subsurface, and human systems. These science-based predictive tools and methods are critically needed to inform policies and plans for strengthening the security and resilience of critical infrastructure and natural resources.
- CRCs will extend DOE climate science, capabilities, and research by supporting Historically Black Colleges and Universities (HBCUs), non-R1 Minority Serving Institutions (MSIs), and emerging research institutions to address regional resilience needs and impacts on natural, socioeconomic, and/or built systems and their intersections. CRCs also aim to foster capacity at regional and local scales by connecting with affected communities and

USDA Begins 2022 Census of Agriculture; Updated Questionnaire Includes New Questions on Use of Precision Agriculture and Updated Questions on Internet Access

Department of Labor Seeks Feedback on Improving Services and Better Serving Environmental Justice Communities

National Infrastructure Partnerships Initiative: Department of the Interior's Fish and Wildlife Service Announces Funding Opportunity

America's Charities Unveils New Scholarship Program

California's Little Hoover Commission Highlights How Data Tools Can Shape Perceptions of Regional Economic Well-Being

Mental Health Service Professional Demonstration Grant Program: Department of Education Announces Funding Opportunity

December 13 Webinar Scheduled for USDA's Strategic Economic and Community Development Stakeholders

stakeholders to translate basic research into actionable science to enhance climate resilience, as well as to identify research priorities for future DOE investments.

- CRCs will form a nucleus for building and empowering a future pool of local talent and expertise, including young scientists, engineers, and technicians, to address local resilience challenges and inform equitable solutions. CRCs will leverage ongoing DOE climate science and capabilities that exist at currently supported DOE national laboratories and universities, and build two-way engagement between DOE funded research and community stakeholders for improved climate resilience responses.
- Understanding fine-scale, local and community impacts of climate change across this nation is a critical gap in climate research and analysis today. Further, climate change is known to disproportionately impact people in disadvantaged communities due to increased exposure and vulnerability. BER seeks to establish CRCs at HBCUs, non-R1 MSIs, and emerging research institutions to address critical research questions in support of the needs of stakeholders and communities in the pursuit of equitable climate solutions. The CRCs will facilitate two-way engagement between BER sponsored research and regional communities, enhancing accessibility and translation of DOE research to inform and build climate resilience. Efforts focused at local levels are expected to identify data sets, technical and process information, tailored models, and community contexts that will aid in the new investigations as well as bring critically needed community and local perspectives more centrally within DOE's climate research planning. CRCs will build upon and enhance the talent and capabilities at local institutions, providing a valuable resource to advance climate research, identify local resilience challenges, and develop equitable solutions. These centers have the potential to catalyze additional research activities in climate and energy, the development of future

December 14 Webinar:
[Strengthening Small and Medium Business through Tech Apprenticeships](#); Secretary Walsh to Provide Remarks

Census Bureau: Resumption of the Population Estimates Challenge Program and Proposed Changes to the Program

Treasury Department Publishes Notice of Allocation Availability (NOAA) Inviting Applications for the Calendar Year (CY) 2022 Allocation Round of the New Markets Tax Credit (NMTC) Program

Transit Standards Development: Department of Transportation Announces FY 2023 Competitive Funding Opportunity

SAE International Launches New Sustainability Group with EV Publications and Partnerships with Workforce Trainers

Renewable Energy and Energy Efficiency Advisory Committee to Hold Hybrid Meeting on December 7

Federal Communications Commission's Technological Advisory Council to Meet on December 8; Session Open to

technology innovations, and new jobs in communities across the country

Upcoming WorkforceGPS Webinars (December 7 – December 20)

[Strengthening Community Colleges \(SCC2\) Training Grants: Third-Party Evaluations](#)

December 7, 2022 • 2:00 PM - 3:00 PM ET

The purpose of this webinar is to provide guidance, points to consider, and lessons learned for Strengthening Community Colleges (SCC2) grantees when preparing to procure their third-party evaluators.

[Town Hall: Training Employment Guidance Letter 23-19, Change 1](#)

December 12, 2022 • 1:00 PM - 2:30 PM ET

Do you administer or oversee data validation for a DOL funded grant? Please join us to discuss Training Employment Guidance Letter (TEGL) 23-19, Change 1 "Guidance for Validating Required performance Data Submitted by Grant Recipients of U.S. Department of Labor (DOL) Workforce Programs" and share input for technical assistance tools.

[Using CLEAR to Find Strategies that Address Equity](#)

December 13, 2022 • 1:00 PM - 2:30 PM ET

EXTERNAL EVENT: Webinar hosted by The U.S. Department of Labor's Chief Evaluation Office The U.S. Department of Labor's Chief Evaluation Office (CEO) is excited to celebrate 10 years of the Clearinghouse for Labor Evaluation and Research (CLEAR). To recognize this 10-year milestone, CEO invites you to a series of three webinars designed to introduce or refresh you on what CLEAR is and how to use it.

[Medication-Assisted Treatment \(MAT\): Does It Have a Place in the Workforce?](#)

December 14, 2022 • 2:00 PM - 3:30 PM ET

Presenters from the Substance Abuse and Mental Health Services Administration, SAMHSA will present on how medication-assisted treatment (MAT) with counseling and behavioral therapies can be used to treat substance use disorders.

the Public; Council Provides Advice on Multiple Topics (6G, Artificial Intelligence, Advanced Spectrum Sharing Technologies, Emerging Wireless Technologies)

International Trade Administration Seeks Nominations for Immediate Consideration to Fill Positions on the Advisory Committee on Supply Chain Competitiveness; December 9 Deadline for Submission

AmeriCorps Program Life Cycle Evaluation -- Climate Change Bundled Evaluation

[Supported Employment and Substance Use Disorder \(SUD\)](#)

December 15, 2022 • 2:00 PM - 3:30 PM ET

Guest speaker, Robert Drake, M.D, Ph.D., Vice President for Social Policy and Economics Research at Westat, Inc. will present on Supported Employment and Substance Use Disorder (SUD) and how Job Centers can successfully place individuals with SUD in employment through Individual Placement and Support (IPS).

[Bidders' Conference for the Homeless Veterans' Reintegration Program \(HVRP\)](#)

December 15 2022 • 3:00 PM - 4:30 PM ET

The Department of Labor's Veterans' Employment and Training Services (DOL-VETS) and the National Veterans' Technical Assistance Center (NVTAC) are pleased to invite you to a Bidders' Conference for the HVRP Funding Opportunity Announcement.

[DEIA - What's the Buzz and How Do We Start?](#)

December 20, 2022 • 1:00 PM - 2:00 PM ET

This webinar will introduce workforce entities to the importance of Diversity, Equity, Inclusion and Accessibility (DEIA), including how to start taking actions, and will generate excitement for upcoming topics in the series (i.e., high quality jobs, equity data, and outreach strategies for marginalized populations). Innovative DEIA strategies from local workforce boards and/or workforce entities will also be shared.



EXECUTIVE COMMITTEE

Chair - Marilyn Hoppen, *SVP Human Resources Kitsap Bank*
Vice Chair - Monica Blackwood, *CEO/President West Sound Workforce*
Jessica Barr, *Regional Director Washington State Employment Security Dept.*
Cordi Fitzpatrick, *Human Resources Director Security Services Northwest*
Chuck Moe, *Field Rep Northwest Laborers-Employers Training*

COUNCIL MEMBERS

Business Members

Nicholas Gianacacos, *Program Manager General Dynamics NASSCO*
Daniel Stegier, *CEO/President Lumber Trades, Inc*
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Nicole Brickman, *Human Resources Director YMCA Kitsap*
Gregory Dronkert, *CEO/President Pacific Mobility Group, Inc.*
Peter Johnson, *HR Manager McKinley Paper Company*
Heidi Lamprecht, *Co-Founder Paella House Franchisees and Training*
Matthew Murphy, *President/CEO South Kitsap Chamber of Commerce*
Lisa Donlon, *General Manager Windermere Commercial*
Megan Mason-Todd, *Workforce Development Director Snookum*

Economic Development Members

Colleen McAleer, *Executive Director Clallam Economic Development Co.*

Cindy Brooks, *Executive Director Team Jefferson EDS*

Labor Members

Rusty Grable, *Business Rep & Organizer Machinist Union District 160*

Neal Holm, *Electrician and Membership Development IBEW 46*

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Dr. Suzy Ames, *Peninsula College President*
Dr. Marty Cavalluzzi, *President Olympic College*

Education K-12 Members

Aaron Leavell, *OESD #114 Superintendent*
Dr. Kareen Borders, *South Kitsap School District*
Kevin Gallacci, *General Manager Clallam Transit System*

Public Service Members

Gina Lindal, *Administrator Department of Social and Health Services*

Community Based Members

Anthony Ives, *Executive Director Kitsap Community Resources*
Jeff Randal, *Secretary District 1 Jefferson PUD*

OPERATIONS COMMITTEE MEETING AGENDA

DATE: January 12, 2023 TIME:

9:00 a.m. – 9:50 A.M.

LOCATION: VIA [Microsoft TEAMS](#)

1. Call to Order – 9:00 a.m. and Welcome
2. Approval of Meeting Minutes from November 17, 2022 (Att.12(2), p.30-31)
3. Discussion Item(s)/Action Item(s)
 - a. OWDC Operational Partner Highlights (Att.12(3a), p.32-39)
4. Performance Reports
 - a. Primary Indicators (Att.12(4a), p.40-42)
 - b. WorkSource Dashboard (Att.12(4b), p.43-44)
 - c. Performance Reports PY22 Q2 (Att.12(4c), p.45)
5. Adjourn

Next Meeting: Thursday, March 9th, 2023, via Microsoft TEAMS

Operations Committee Minutes
Olympic WorkSource Development Council
November 17, 2022

ATTENDEES: Mike Robinson, Gina Lindal, Jessica Barr, Anjalee Blackwell, Terry Cox, and Staff Luci Bench.

1. **CALL TO ORDER:** Mike Robinson, called the meeting to order at 9:02 a.m.
2. **INTRODUCTIONS:** condolences for the loss of Amy Hatfield in October and her contribution to workforce development. Introduction of Terry Cox, Interim Olympic College Workforce Development Director.
3. **ACTION:** Approval of September 13, 2022, minutes as presented. Gina Lindal moved to approve; Jessica Barr seconded. **Motion carried unanimously.**
4. **DISCUSSION ITEMS**
 - a. OWDC Operational Partner Highlight
 - Gina (DSHS) provided updates on her report out. Due to the end of Washington's State of Emergency, the emergency food allotment will end in November. DSHS has requested approval of extension. CSD is pursuing options to continue emergency allotments while the federal public health emergency is in place. Allotments could go from \$200 to \$20 a month. Agency is still understaffed, have four people doing what 20 did two years ago. Working with ESD EcSA program to provide food assistance.
 - Anjalee (KCR) dealing with staffing issues, as well. Working on maintaining client load and provide resources (housing, childcare, and participants needs). TANF sanctions are changing the benefit, looking to tie in WIOA to provide wrap around services. Working on securing internships and in-house workshops (micro-enterprises, life skills classes, etc.). KCR is continuing to research difference resources channels to best fit the needs of there participants.
 - Mike (ESD) working with Goodwill and their 'Dress for Success' workshop that also provides \$25 vouchers so participants can buy interview clothes. Shared success stories. Initiatives: Strategies for Success course provided to Suquamish Tribe elders, managers, and members. Silverdale office hosted Potluck Breakfast, and networking with the tribe. Continued work will include Port Gamble S'Klallam, Jamestown, and Lower Elwha tribes. November 9th Veteran's Job Fair in Silverdale and Clallam. Silverdale had 40 businesses, and Clallam 12. Not a very good turnout but will work on better marketing for future events. Shared customer satisfaction cards and surveys.
 - Terry (OC) enrollments in Workfirst, BFET, and Worker Retraining are all up, overall. OC overall is flat for this fall. Students number of credits is down, but head count is up. It's been great to see the campus filling up after the pandemic. OC has a lot of job openings, particularly a Full-time tenure Construction Manager position and

Admin Assistant Support. More programs are developing. Currently, a SCIU 1199 healthcare apprenticeship in Behavioral Health expanding to Kitsap soon.

b. OWDC Performance Report PY22 Q1

- Discussion of targets and expenditures lag.

5. Good of the Order

- None

6. Adjourn at 9:56 am.

NEXT MEETING: Thursday, January 12, 2023



January 12, 2023

Organization & Contact

DSHS, Community Services Division (CSD) Office Administrators:

Bremerton CSO- Gina Lindal. She can be reached at 360-473-2202 or Gina.lindal@dshs.wa.gov

Port Angeles, Port Townsend & Forks Branch Offices- Ezekiel Hill. He can be reached at 360-912-8022 or Ezekiel.hill@dshs.wa.gov

Office Sites Serving Kitsap, Clallam, & Jefferson Counties

All services from the Bremerton, Port Townsend, Port Angeles and Forks Branch Offices can be accessed remotely by calling our Customer Service Contact Center at 1-877-501-2233 or online at washingtonconnection.org. The Bremerton and Port Angeles CSOs are open for walk-in full services. Port Townsend is open for limited walk-in services such as dropping off paperwork, asking general questions or picking up an EBT card.

Services, Workshops, & Participants

CSD provides programs and services to help low-income people meet their basic needs and achieve economic independence through programs such as the Temporary Assistance for Needy Families (TANF), or Aged, Blind and Disabled (ABD), and Housing and Essential Needs (HEN) programs or Food Assistance, Medical and other employment-focused services.

Success Stories

We have a client who has been dealing with domestic violence and mental health issues for years. These issues have taken everything from her- family, friends, job. She finally decided enough was enough and she was determined to change the trajectory of her life. After 15 years of marriage, she left her abusive husband and began working on herself. It took several visits to the Doctor and several more visits to a Therapist but she is finally getting her life back together. She is now working full time and just moved into her own apartment. She said "I am finally free of all the negativity that weighed me down for years. For the first time, I am looking forward to my future and reconnecting with family and friends.

Initiatives

EMERGENCY FOOD ALLOTMENT UPDATE- Federal rules allow for emergency food allotments to be issued while there is a federal public health emergency declaration and a state declaration in place. Approval for issuing these emergency allotments must be done on a month-to-month basis. Throughout the COVID-19 pandemic, CSD has requested approval in this way to issue emergency food allotments for households receiving at least \$1 in food assistance.

Since Washington's state of emergency related to the pandemic ended 10/31/2022, CSD provided a declaration supporting continuation of benefits due to COVID-19 for our clients. Good news- USDA Food and Nutrition Services (FNS) approved this declaration, allowing us to continue to request emergency supplements on a monthly basis. Note: emergency supplements are contingent on monthly approval from FNS and not guaranteed. We will notify staff and customers whenever a new approval is granted.

HOME VISTING AND PARENT SUPPORT EXPANSION- The Community Services Division is pleased to

announce the statewide expansion of the WorkFirst Home Visiting and Parent Support referral process. Home visiting programs are voluntary, family-focused services offered to expectant parents and to families with new babies and young children to support the physical, social and emotional development of those families. The initiative includes a partnership with Within Reach, a non-profit organization, to serve as a resource for staff to connect families on TANF with parenting resources and supports. In addition to home visiting services, Within Reach connects families with pregnancy and baby supplies, childbirth classes, play and learn groups, doula services, new parent supports and Head Start/Early Childhood Education and Assistance Programs (ECEAP).

HEAD START AND SNAP RECIPIENTS- Head Start expanded eligibility to include SNAP recipients. The brochure below will be sent to households who appear eligible for this program.



Organization & Contact

Olympic College – Dr. Terry Cox, Interim Dean of Workforce & Economic Development

Office Sites Serving Kitsap, Clallam, & Jefferson Counties

Campuses in Bremerton, Shelton, Poulsbo, and apprenticeship at PSNS

Services, Workshops, & Participants

Accredited education pathways, apprenticeships, continuing education and customized training for businesses. Funding streams for students include Worker Retraining, BFET and WorkFirst, Washington College Grant, Opportunity Grant, as well as Federal financial Aid and many scholarships.

Success Stories

As one of the largest employers in Kitsap County, we often hire our students after graduation. Theresa Gorum started as a WorkFirst program student, and worked in the WFED department office. She took classes toward her degree in Medical Assisting, but decided that she preferred working outside of medicine. Theresa successfully competed for a job on our team. She's now a Transitions Coordinator for WorkFirst, a position she has held for the last three years. She's giving back - helping other students make their way through college, just like she did.

Initiatives

OC has been awarded a Job Skills Program (JSP) grant to work with Inventech Marine Solutions (IMS) as they upskill and grow their workforce. We're partnering with Impact Washington on this phase of the project.

Winter quarter has just begun and enrollment is up compared to winter quarter last year.

The number of students accessing WorkFirst, Worker Retraining, and BFET funding increased significantly in fall quarter, and it looks like we will be higher again this quarter.

Organization & Contact

Employment Security Department

WorkSource Administrator: Mike Robinson

Email: mrobinson@esd.wa.gov Ph: 360-277-8684

Office Sites Serving Kitsap, Clallam, & Jefferson Counties

WorkSource Clallam – Comprehensive Service One-Stop Center, Port Angeles, Serving Clallam, and Jefferson Counties

WorkSource Kitsap - Comprehensive Service One-Stop Center, Silverdale, Serving Kitsap County

Services, Workshops, & Participants

Both sites provide comprehensive employment and business services for job skills, employment and readiness training services to job seekers and employers.

- Service provider of Title I Adult and Dislocated Worker WIOA contracts (See performance metrics) attached. Workforce development/employment workshops, employment assessments and career guidance, resources for worker training/retraining, on-the-job training, and support services. Priority of Service is focused on recipients of public assistance, or other low-income individuals, and individuals who are basic skills deficient, and face barriers to employment.
- Service Provider Title III Wagner Peyser re-employment services, employment assessments, career guidance, job matching, workforce development/employment workshops, business services and labor market information. The employment service seeks to improve the functioning of the local labor markets by bringing together individuals seeking employment with businesses seeking workers.
- Service provider of Jobs for Veterans State Grants – Supports Disabled Veterans Outreach Program, and Local Veteran Employment Representative services. DVOP specialists provide individualized career services to veterans with significant barriers to employment, with the maximum emphasis directed toward serving veterans who are economically or educationally disadvantaged. Local Veterans' Employment Representatives conduct outreach to employers and business associations and engage in advocacy efforts with hiring executives to increase employment opportunities for veterans and encourage the hiring of disabled veterans.
- Service provider for 3 DSHS contracts/services - WorkFirst and Strategies for Success, and Financial Capabilities

Workshops: All count as a job search activity

- WIOA Title I – Orientation to WIOA – Assist customers with WIOA overview of services and application process.
- Wagner Peyser Title III Labor Exchange - Re-employment services that support UI claimants who are selected for Reemployment Services and Eligibility Assessment activities. WP LEX staff are providing Orientation to Virtual WorkSource Services.
- Reentry workshops within DOC facilities, statewide (virtually) and Starting Over: Employment After Incarceration.

- Surviving Job Loss –Prepares participant to recognize and manage the emotional impact of job loss that can have an impact on self and others. Identifying resources available and practical steps to prepare to move on to the next phase in career transition.
- Wagner Peyser, Title III Labor Exchange Business Services - Supporting employers, organizing, scheduling, and producing virtual job fairs and in person hiring events. Large size events on hold until safe to do so, keeping as single employer events.
- USAJOBS Workshop – ESD staff collaborate and facilitate a workshop aimed to assist applicants on the federal application and resume process and how to obtain federal employment. Offered twice per month.
- Strategies for Success – A series of life-skills workshops. Each of the six modules are four days long.
- Financial capabilities - Explore how your personal view and perception of money and income can affect how well you manage it. Also, learn about sources and timing of income.
- Mock Interview Sessions – Prepare job seekers with the confidence and abilities to successfully navigate in-person and virtual interviews.
- In collaboration with Goodwill Job, Education, and Training staff in Bremerton – Continues Dress for Success workshop in person at WorkSource Kitsap.

Success Stories

Better Fit Position After Mock Interviews and Encouragement - Was wanting to transition to a better work environment/within areas of passion to assist individuals with mental health counseling or a related field. Had difficulty with self-confidence due to a difficult situation/environment at last employment. The customer reached out after 3 months of starting to let me know how much she appreciated our mock interview services and that she is still successfully employed in her area of choice.

Customer Progressed from Unemployed, To Temp Employment, Then to Full-Time Permanent State Employment with DSHS - Customer came in and was very distraught, in tears, needing employment. Confidence level was pretty low. Staff Labor Exchange Staff assisted with WorkSourcewa.com from the front area, completed Integrated Service Delivery process, and had first meeting one on one. Customer attended a resume workshop in person, then appointment to assist with building resume. Customer said during the resume workshop that it was like a nightmare going back to English class, joked quite a bit, said that she wished her English school teacher would have told her that essay writing was going to actually help her later in life. Due to her anxiety around this we defined that she might need some support one on one while building her resume. We identified that she might want to go to a job fair that we were having. We went through what employers would be there and what opportunities that they had available. She identified a few out of the 20 employers that she wanted to target, based on her skills. We talked about the types of resumes that she would need. She got picked up quickly from a temp agency and was in a good fit position in an office, she said that if she didn't find permanent employment, that the company was talking about buying out the contract from the temp agency. She was making \$17.per hour and was enjoying the work. She was at this position for a few weeks when she got a call from DSHS and was offered another position @ \$20.78 per hour. She is super excited to start that position. She stated that she couldn't have done this without the assistance of WorkSource. She will start on 12/15. They are excited to have her on board as she is fluent in sign language and will be able to communicate effectively with deaf customers, as well as teach staff and other customers to communicate with ASL. She feels like this is a best fit position. Her first appointment was on 11/8.

Customer Satisfaction

WORKSource
Kitsap County

| | Circle One | | | |
|--|------------|----------|---|-------|
| | Agree | Disagree | | |
| I was greeted promptly. | 4 | 3 | 2 | 1 N/A |
| I was greeted courteously when I checked in. | 4 | 3 | 2 | 1 N/A |
| The person who provided service treated me with respect. | 4 | 3 | 2 | 1 N/A |
| The person who provided service was knowledgeable. | 4 | 3 | 2 | 1 N/A |
| I received information beyond my expectations. | 4 | 3 | 2 | 1 N/A |
| I received Useful help in the Resource Area. | 4 | 3 | 2 | 1 N/A |

I was assisted by: SHANE AND HILDO Date: SEPTEMBER / OCTOBER 2022

What was most valuable? NEW HIRE INTERVIEWS IN THE WORKSOURCE BUILDING

What other services or information would you like provided? NONE

Please use back of card for more comments.
Drop Card in box at reception desk. Thank you for your help.

SHANE MADE ME FEEL WELCOME AND SAFE. HILDO WAS A TECHNICAL EXPERT WHO HELPED ME WITH DIFFICULT LOGISTICS (UNEMPLOYMENT) ALL THE WHILE TREATING ME WITH KINDNESS AND UNDERSTANDING... NOW I WORK FOR SAFEWAY! SHANE AND HILDO ARE BOTH VALUABLE MEMBERS OF HUMANITY.

WORKSource
Kitsap County

| | Circle One | | | |
|--|------------|----------|---|-------|
| | Agree | Disagree | | |
| I was greeted promptly. | 4 | 3 | 2 | 1 N/A |
| I was greeted courteously when I checked in. | 4 | 3 | 2 | 1 N/A |
| The person who provided service treated me with respect. | 4 | 3 | 2 | 1 N/A |
| The person who provided service was knowledgeable. | 4 | 3 | 2 | 1 N/A |
| I received information beyond my expectations. | 4 | 3 | 2 | 1 N/A |
| I received Useful help in the Resource Area. | 4 | 3 | 2 | 1 N/A |

I was assisted by: Crystal Date: 11-27-22

What was most valuable? Getting "resumes" made & WorkSource account.

What other services or information would you like provided? The staff was friendly and provided extent help.

Please use back of card for more comments.
Drop Card in box at reception desk. Thank you for your help.

WORKSource
Clallam County

| | Circle One | | | |
|---|------------|----------|---|-------|
| | Agree | Disagree | | |
| I was greeted promptly | 4 | 3 | 2 | 1 N/A |
| I was greeted courteously when I checked in | 4 | 3 | 2 | 1 N/A |
| The person who provided service treated me with respect | 4 | 3 | 2 | 1 N/A |
| The person who provided service was knowledgeable | 4 | 3 | 2 | 1 N/A |
| I received information beyond my expectations | 4 | 3 | 2 | 1 N/A |
| I received useful help in the resource area | 4 | 3 | 2 | 1 N/A |

I was assisted by: Jon Ferguson Date: 12/30/2022

What was the most valuable? Extremely knowledgeable, took extra time to provide guidance

What other services or information would you like provided? Many ideas - such as 7 Cedars, local employers.

Excellent help!!!

Please use back of card for more comments.
Drop Card in box at reception desk. Thank you for your help.

WORKSource
Clallam County

| | Circle One | | | |
|---|------------|----------|---|-------|
| | Agree | Disagree | | |
| I was greeted promptly | 4 | 3 | 2 | 1 N/A |
| I was greeted courteously when I checked in | 4 | 3 | 2 | 1 N/A |
| The person who provided service treated me with respect | 4 | 3 | 2 | 1 N/A |
| The person who provided service was knowledgeable | 4 | 3 | 2 | 1 N/A |
| I received information beyond my expectations | 4 | 3 | 2 | 1 N/A |
| I received useful help in the resource area | 4 | 3 | 2 | 1 N/A |

I was assisted by: Sam Date: 1/15/23

What was the most valuable? Typing Speed and Key Board Lesson

What other services or information would you like provided? Housing

Please use back of card for more comments.

WORKSource
Clallam County

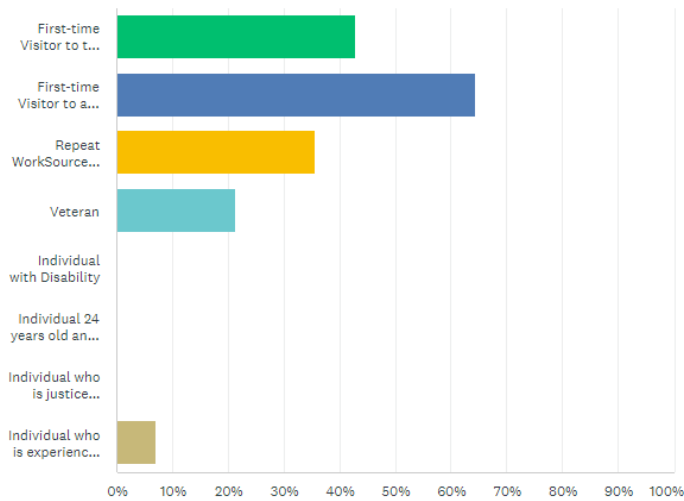
| | Circle One | | | |
|---|------------|----------|---|-------|
| | Agree | Disagree | | |
| I was greeted promptly | 4 | 3 | 2 | 1 N/A |
| I was greeted courteously when I checked in | 4 | 3 | 2 | 1 N/A |
| The person who provided service treated me with respect | 4 | 3 | 2 | 1 N/A |
| The person who provided service was knowledgeable | 4 | 3 | 2 | 1 N/A |
| I received information beyond my expectations | 4 | 3 | 2 | 1 N/A |
| I received useful help in the resource area | 4 | 3 | 2 | 1 N/A |

I was assisted by: Monica Trujillo Date: _____

What was the most valuable? Friendly, efficient, helpful - very lit.

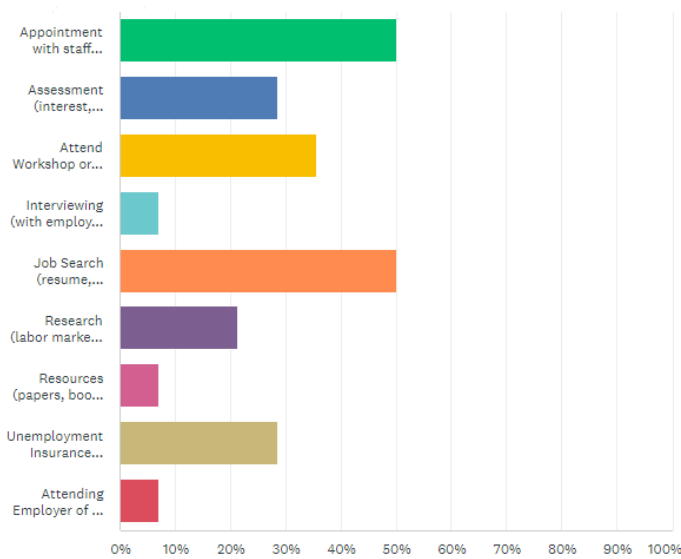
What other services or information would you like provided? _____

Please use back of card for more comments.



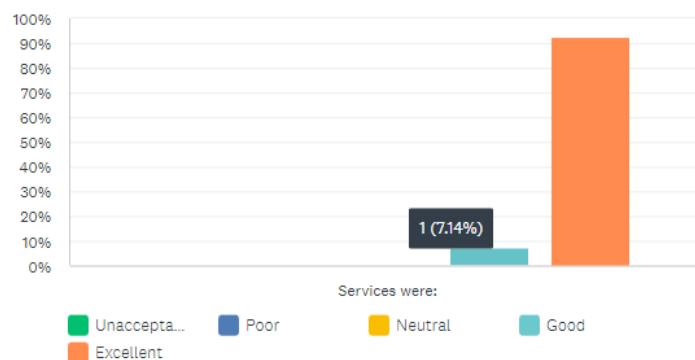
What was the purpose of your visit or assistance? (Mark as many boxes as apply.)

Answered: 14 Skipped: 0



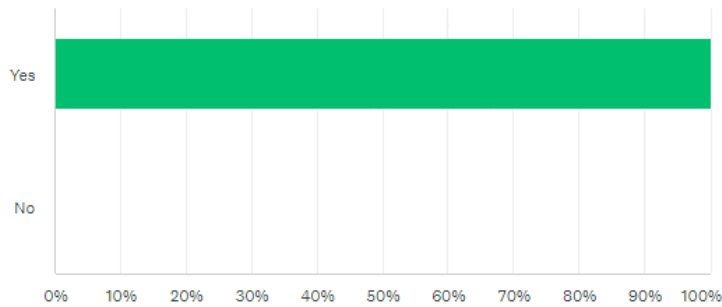
Please rate the services that you received at WorkSource today.

Answered: 14 Skipped: 0



Would you recommend WorkSource services to job seekers?

Answered: 14 Skipped: 0



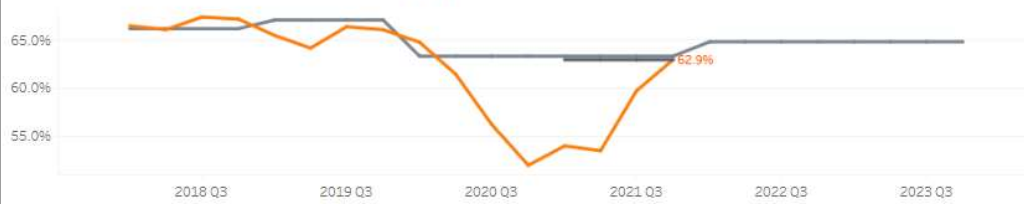
Initiatives

- Success Tracker now Statewide - ESD staff within WDA1 created a success story tracker that provide context around participant successes that ETO could not provide. The tool had the ability to input facets of demographics, training, financial outcomes, and brief narratives of the customer's journey. This has now been adopted by ESD and will help tell our stories.
- Preparing to launch QUEST - Disaster Recovery National Dislocated Worker Grant. QUEST – Quality Jobs, Equity, Strategy, and Training - The QUEST DWG initiative will support employment equity and individual, community, and industry resilience as the nation prioritizes economic and employment recovery from the COVID-19 pandemic. Successful applicants will propose projects that include partnership development, community outreach, business engagement, and comprehensive career and training services, and that also may include disaster relief employment. QUEST DWGs focus on serving individuals whose employment has been negatively impacted by the pandemic, including individuals from historically marginalized and underserved populations who have been disproportionately impacted from the pandemic.

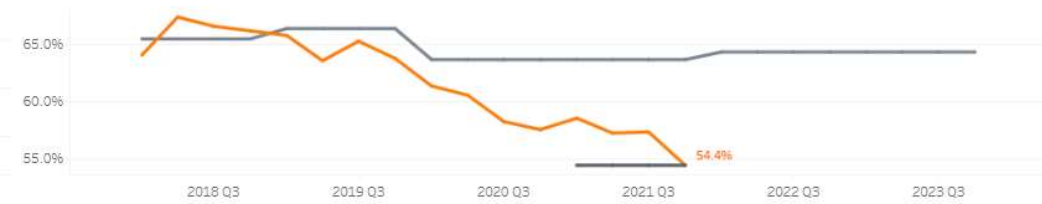
WIOA Title I Performance Indicators

*Olympic Workforce Development Council
Adult*

1. Employment Rate (Q2)



2. Employment Rate (Q4)



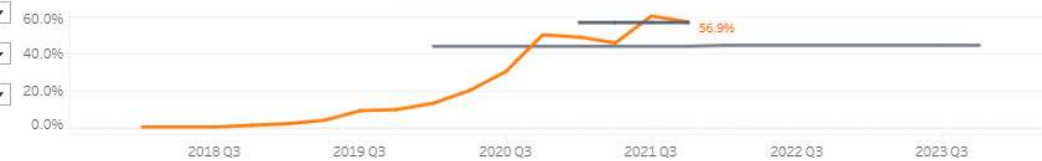
3. Median Earnings



4. Credential Rate



5. Measurable Skill Gains



■ Initial Targets ■ DOL's QPR ■ DOL's AR, 2021

Series: (Multiple values)

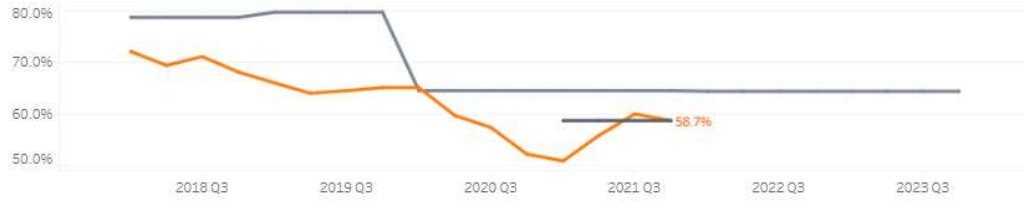
Area: Olympic Workforce Development Council

Program: Adult

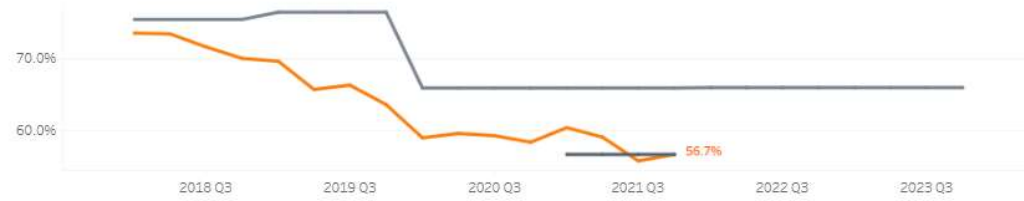
WIOA Title I Performance Indicators

*Olympic Workforce Development Council
Dislocated Worker*

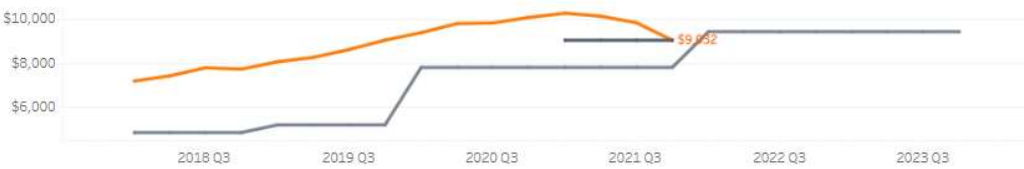
1. Employment Rate (Q2)



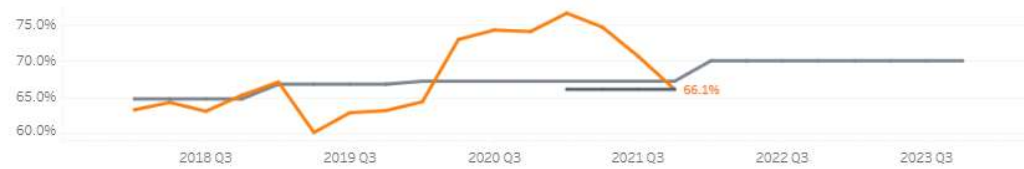
2. Employment Rate (Q4)



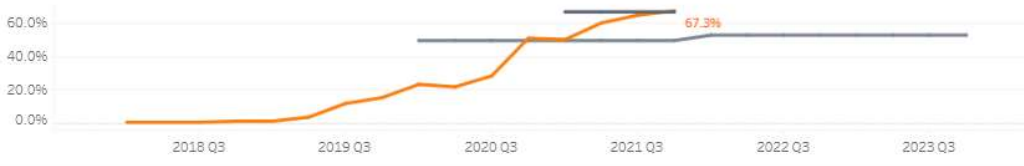
3. Median Earnings



4. Credential Rate



5. Measurable Skill Gains



■ Initial Targets ■ DOL's QPR ■ DOL's AR 2021

Series:

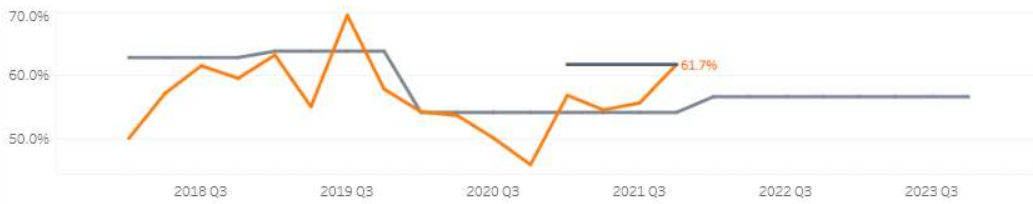
Area:

Program:

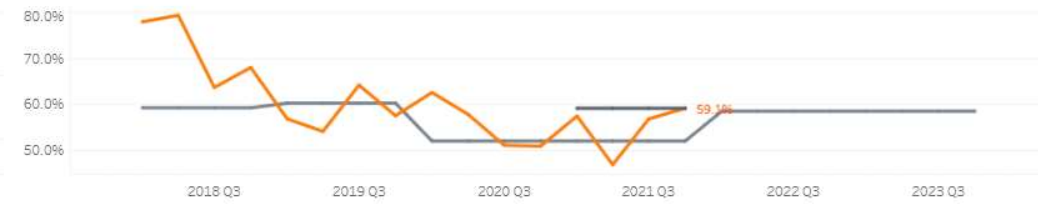
WIOA Title I Performance Indicators

*Olympic Workforce Development Council
Youth*

1. Employment Rate (Q2)



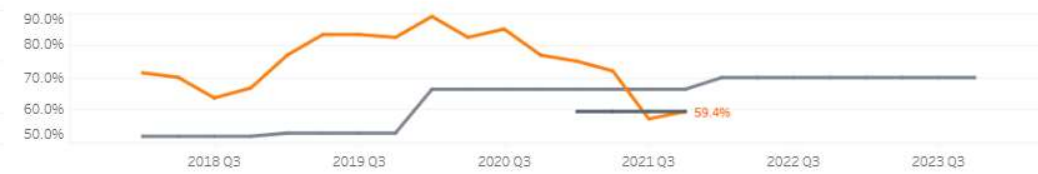
2. Employment Rate (Q4)



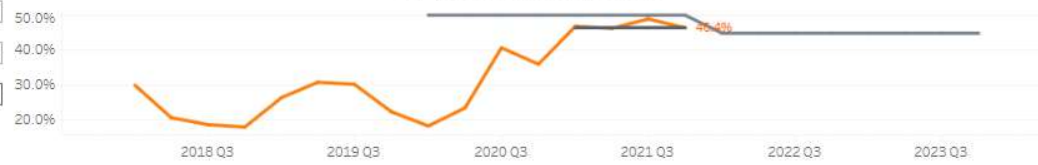
3. Median Earnings



4. Credential Rate



5. Measurable Skill Gains



■ Initial Targets ■ DOL's QPR ■ DOL's AR 2021
 Series:
 Area:
 Program:

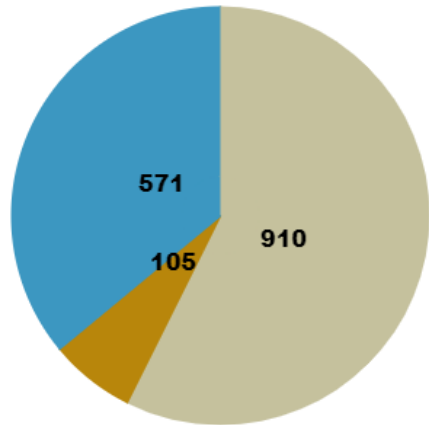
WorkSource System Performance Dashboard

Single Quarter – PY 2020 Q3 (Jan – Mar 2021)

Single Quarter – PY 2021 Q3 (Jan – Mar 2022)

Total seekers 1,586

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



All seekers served

| | |
|--------------------------|-------|
| Self-service customers | 1,015 |
| Staff-assisted customers | 676 |

| | | |
|-----------------------|--------|-----|
| Self served only | 57.38% | 910 |
| Both types of service | 6.62% | 105 |
| Staff assisted only | 36.00% | 571 |

New to WorkSource?

| | | |
|-----------|--------|-------|
| New | 33.98% | 539 |
| Returning | 66.02% | 1,047 |

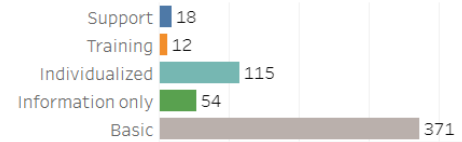
WorkSourceWA job applicants

| | |
|-------------------------------|-----|
| Seekers with job applications | 318 |
|-------------------------------|-----|

Seekers served by program enrollment

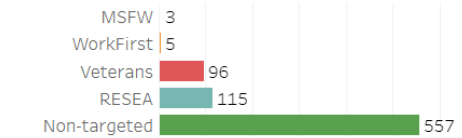
Staff-assisted seeker counts by service location, regardless of enrollment location

Staff assisted seekers served by service type*

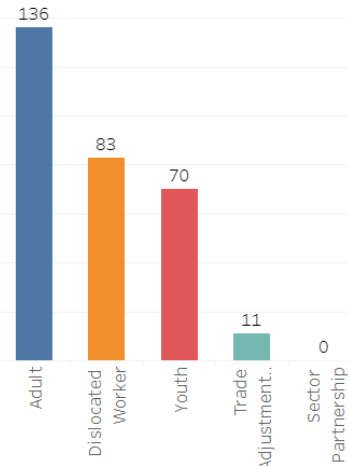


*Information only and support services do not trigger or extend participation.

Staff assisted seekers by cohort

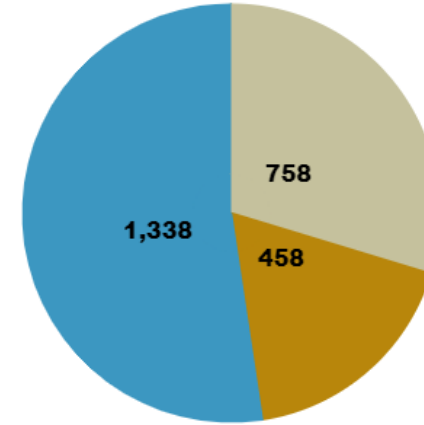


Data last refreshed: 6/15/2022 6:07:11 PM



Total seekers 2,554

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



All seekers served

| | |
|--------------------------|-------|
| Self-service customers | 1,216 |
| Staff-assisted customers | 1,796 |

| | | |
|-----------------------|--------|-------|
| Self served only | 29.68% | 758 |
| Both types of service | 17.93% | 458 |
| Staff assisted only | 52.39% | 1,338 |

New to WorkSource?

| | | |
|-----------|--------|-------|
| New | 42.72% | 1,091 |
| Returning | 57.28% | 1,463 |

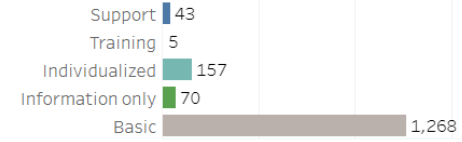
WorkSourceWA job applicants

| | |
|-------------------------------|-----|
| Seekers with job applications | 320 |
|-------------------------------|-----|

Seekers served by program enrollment

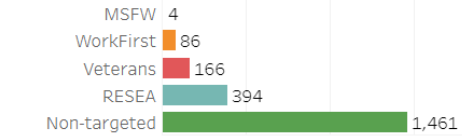
Staff-assisted seeker counts by service location, regardless of enrollment location

Staff assisted seekers served by service type*

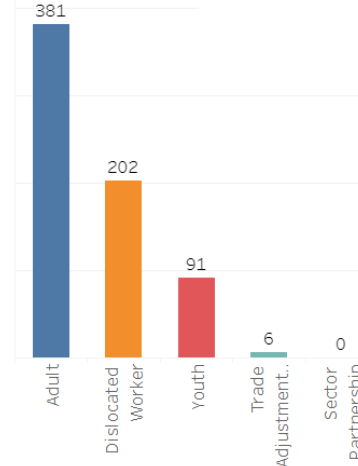


*Information only and support services do not trigger or extend participation.

Staff assisted seekers by cohort



Data last refreshed: 6/15/2022 6:07:11 PM



WorkSource Employers Served

Single Quarter – PY 2020 Q3 (Jan-Mar 2021)

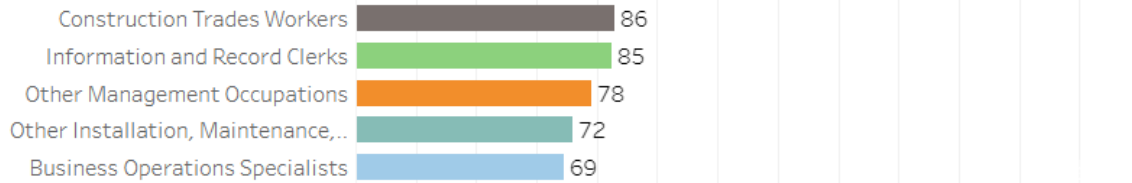
Single Quarter – PY 2021 Q3 (Jan-Mar 2022)

Employers using WorkSource

| | |
|------------|-------|
| Employers | 301 |
| Job orders | 1,567 |

| | |
|---|-----|
| Employers receiving staff-assisted services | 160 |
|---|-----|

Top 5 jobs in demand



Number of job postings by 3-digit ONET

Top 5 industry sectors posting jobs



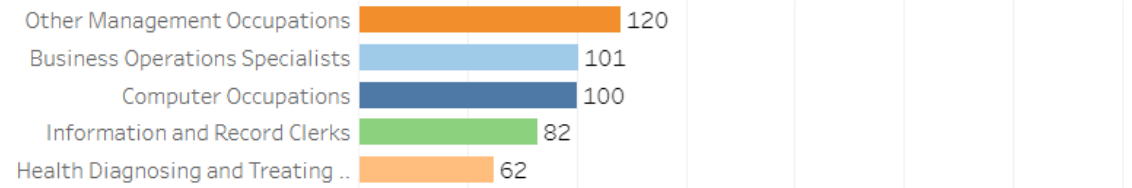
Number of job postings by 2-digit NAICS

Employers using WorkSource

| | |
|------------|-------|
| Employers | 295 |
| Job orders | 1,998 |

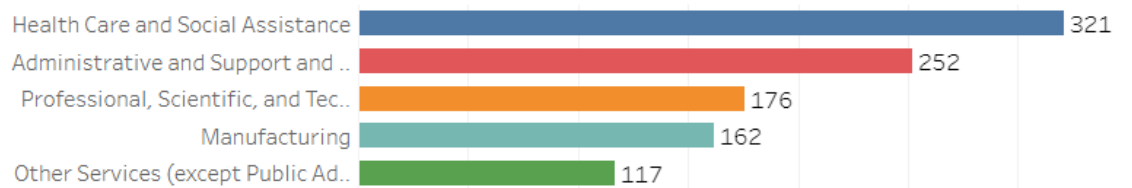
| | |
|---|-----|
| Employers receiving staff-assisted services | 251 |
|---|-----|

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

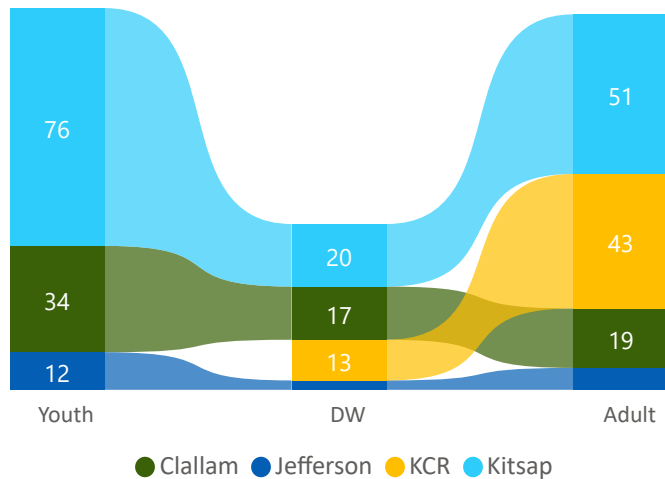
WIOA Formula Performance Report

01/03/2023

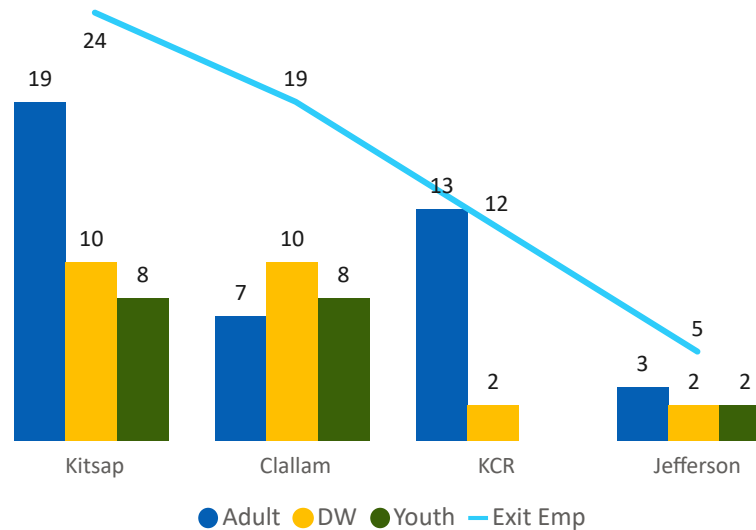
Last Refresh Date

| Office | Program | Current | Enrollments | Enroll Targets | Enroll %age | Exits | Exit to Employ | Exit Employ Targets | Exit Employ %age | Self Emp | Self Emp Targets |
|--------------|---------|------------|-------------|----------------|---------------|-----------|----------------|---------------------|------------------|----------|------------------|
| Clallam | Adult | 12 | 19 | 15 | 126.67% | 7 | 7 | 6 | 116.67% | | 1 |
| Jefferson | Adult | 4 | 7 | 12 | 58.33% | 3 | 1 | 8 | 12.50% | 1 | 1 |
| KCR | Adult | 30 | 43 | 46 | 93.48% | 13 | 11 | 16 | 68.75% | | 2 |
| Kitsap | Adult | 32 | 51 | 45 | 113.33% | 19 | 12 | 12 | 100.00% | | 1 |
| Clallam | DW | 7 | 17 | 19 | 89.47% | 10 | 5 | 5 | 100.00% | 2 | 1 |
| Jefferson | DW | 1 | 3 | 9 | 33.33% | 2 | 2 | 6 | 33.33% | | 0 |
| KCR | DW | 11 | 13 | 12 | 108.33% | 2 | 1 | 5 | 20.00% | | 2 |
| Kitsap | DW | 10 | 20 | 32 | 62.50% | 10 | 5 | 16 | 31.25% | 1 | 1 |
| Clallam | Youth | 26 | 34 | 32 | 106.25% | 8 | 7 | 3 | 233.33% | | |
| Jefferson | Youth | 10 | 12 | 13 | 92.31% | 2 | 2 | 1 | 200.00% | | |
| Kitsap | Youth | 68 | 76 | 73 | 104.11% | 8 | 7 | 2 | 350.00% | | |
| Total | | 211 | 295 | 308 | 95.78% | 84 | 60 | 80 | 75.00% | 4 | 9 |

Enrollments



Exits



*Update with program expenditures will be made available for review in May 2022..

OCB Meeting (3rd Fridays)
 OWDC Meeting (2nd Thursday)
 OCB - OWDC Combined Meeting (May & Nov)
 Exec OWDC Meeting (2nd Tuesdays)

10 a.m. to 12 p.m.
 10 a.m. to 12 p.m.
 9 a.m. to 12 p.m.
 10 a.m. to 12p.m.

2023

| January | | | | | | |
|---------|-----|-----|-----|-----|-----|-----|
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

| February | | | | | | |
|----------|-----|-----|-----|-----|-----|-----|
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | | | | |

| March | | | | | | |
|-------|-----|-----|-----|-----|-----|-----|
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

| April 2022 | | | | | | |
|------------|-----|-----|-----|-----|-----|-----|
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | | | | | | |

| May | | | | | | |
|-----|-----|-----|-----|-----|-----|-----|
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

| June | | | | | | |
|------|-----|-----|-----|-----|-----|-----|
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | |

| July | | | | | | |
|------|-----|-----|-----|-----|-----|-----|
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

| August | | | | | | |
|--------|-----|-----|-----|-----|-----|-----|
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

| September | | | | | | |
|-----------|-----|-----|-----|-----|-----|-----|
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

| October | | | | | | |
|---------|-----|-----|-----|-----|-----|-----|
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
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| November | | | | | | |
|----------|-----|-----|-----|-----|-----|-----|
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
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| December | | | | | | |
|----------|-----|-----|-----|-----|-----|-----|
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
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| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |



MEETING AGENDA

DATE: March 9, 2023

TIME: 10:00 a.m. – 12:00 p.m.

LOCATION: [ZOOM](#) | Meeting ID: 815 8148 4067 | Passcode: 669002

In-person: WorkSource Kitsap | 3120 NW Randall Way, Silverdale
Agate Pass Conference Room #112

EXECUTIVE COMMITTEE

Chair - Marilyn Hoppen, *SVP Human Resources Kitsap Bank*

Vice Chair - Monica Blackwood, *CEO/President West Sound Workforce*

Jessica Barr, *Regional Director Washington State Employment Security Dept.*

Cordi Fitzpatrick, *Human Resources Director Security Services Northwest*

Chuck Moe, *Field Rep Northwest Laborers-Employers Training*

COUNCIL MEMBERS

Business Members

Nicholas Gianacacos, *Program Manager General Dynamics NASSCO*

Daniel Stegier, *CEO/President Lumber Trades, Inc*
Gillian Niuman, *Human Resources People Support Services*

Nicole Brickman, *Human Resources Director YMCA Kitsap*

Gregory Dronkert, *CEO/President Pacific Mobility Group, Inc.*

Peter Johnson, *HR Manager McKinley Paper Company*

Heidi Lamprecht, *Co-Founder Paella House Franchisees and Training*

Matthew Murphy, *President/CEO South Kitsap Chamber of Commerce*

Lisa Donlon, *General Manager Windermere Commercial*

Megan Mason-Todd, *Workforce Development Director Snookum*

Economic Development Members

Colleen McAleer, *Executive Director Clallam Economic Development Co.*

Cindy Brooks, *Executive Director Team Jefferson EDS*

Labor Members

Rusty Grable, *Business Rep & Organizer Machinist Union District 160*

Neal Holm, *Electrician and Membership Development IBEW 46*

Business Members

Dr. Suzy Ames, *Peninsula College President*

Dr. Marty Cavalluzzi, *President Olympic College*

Education K-12 Members

Aaron Leavell, *OESD #114 Superintendent*

Dr. Kareen Borders, *South Kitsap School District*

Kevin Gallacci, *General Manager Clallam Transit System*

Public Service Members

Gina Lindal, *Administrator Department of Social and Health Services*

Community Based Members

Anthony Ives, *Executive Director Kitsap Community Resources*

Jeff Randal, *Secretary District 1 Jefferson PUD*

ACTION ITEMS:

1. Call to Order – 10:00 a.m. and Welcome
2. Approval of March 9, 2023, Agenda
3. Approval of January 12, 2023, Meeting Minutes (Att. 3, p. 2-5)

DISCUSSION ITEMS:

4. QUEST Discretionary Grant – Michael Robinson
5. Construction Housing Panel (Bio Att. 5, p. 6)
Jill Stanton, Bremerton Housing Authority Executive Director
Colleen McAleer, Clallam EDS Executive Director (Att. 5(a), p. 7-15)
Greg Lane, Building Industry Association of Washington Executive Vice President
Liz Revord, Housing Solutions Network Director
6. OWDC Director Report Out – Bill Dowling
7. One-Stop Operator Report Out

COMMITTEE DEBRIEF:

8. Executive Meeting January 10, 2023 (Att. 8, p. 16-18)
9. Business and Economic Development Packet (Att. 9, p. 19-21)
10. Youth Packet (Att. 10, p. 22-24)
11. Operations Packet (Att. 11, p. 25-29)
12. 2023 Calendar (Att. 12, p. 30)
13. [Public Comment](#)
14. Adjourn

Next Meeting: May 19th, joint in-person meeting with OCB at Olympic College Olympic College Lecture Hall in Bldg. 4, Room 129 (no virtual option)

**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)
MINUTES
January 12, 2023**

1. CALL TO ORDER

The Olympic Workforce Development Council (OWDC) meeting was held virtually, via Zoom January 12, 2023. Marilyn Hoppen, Chair, called the meeting to order at 10:04 a.m.

2. APPROVAL OF AGENDA

Motion: Terry Cox moved to approve the agenda as presented. Jessica Barr seconded the motion. Motion carried unanimously.

3. MINUTES November 17, 2022 (Att. 3, p.2-5)

Motion: Mike Robinson moved to approve the minutes as amended. Jessica Barr seconded the motion. Motion carried unanimously.

4. Approval of OWDC By-Laws (Rev3) Att.4, p.6-11)

Motion: Gina Lindal moved to approve the nomination as amended. Danny Steiger seconded the motion. Motion carried unanimously.

5. Introduction of Edward Looby, OSO

Edward Looby introduced as the Career Path Services newly hired One-Stop Operator.

6. Washington Builders Association – Greg Lane

Greg Lane's presentation has been rescheduled and he will participate in the housing panel set for March.

DISCUSSION ITEMS

7. OWDC Director Report Out – Bill Dowling

Bill shared highlights from the executive meeting and his presentation to the executive board.

- Bill shared details from the governor's \$13 million package for Economic Security for All (EcSA) to increase funding for services like: job skills, training, and support services, as well as increasing funds to support training and retention for employers. The focus is servicing individuals on the edge of the poverty line to create self-sufficiency. An additional \$5.5 million being allocated to business services, would like to place one in each of the 3 counties, Clallam, Jefferson, and Kitsap
- Programs are seeing an increase in co-enrollments
- Trip to National WF Conference will be attended by Danny Steiger, Jefferson County Commissioner, Kate Dean, Bill, and Luci from OWDC
- A panel to discuss housing is in the planning stages and those interested in participating to email Bill

8. PY22 State Monitoring Debrief

Alissa and Luci provided a debriefing of the state monitoring process, overall, a clean monitoring session. There were a couple of items that require correction, including a couple of processes to address locally. New areas of focus were also identified for implementation and tracking. The data element and validations were very successful and kudos to the sub-recipients for their participation in the process and responsiveness.

COMMITTEE DEBRIEF

9. Executive Committee Report:

Alissa gave update

- The committee's meeting scheduled changed, minutes will be available a month later than previously provided.
- The interim one-stop operator created an integrated services and triage system. Developed a system leadership team, members include Jeff Allen, Mike Robinson, and Anjalee Blackwell. The team is currently working on a model, the focus will be on customers and how they shape the services provided, cross train all employees, increase market visibility, refocus metrics, and continue building a system work plan.

10. Business and Economic Development Committee Packet (Att. 10., Pg. 12-15):

Quorum not met

Edward Looby gave update

- Clallam Transit seeing an increase in hiring, and actively recruiting for an IT position. New micro-service actively running between Sequim and Forks. Changes made to the Vanpool service now Rideshare is currently transporting prison staff to work.
- Clallam Transit also hosted a community art project, 3 winners were selected, and 3 newly acquired 50 passenger vans are displaying the winning artwork, these vans service the run from Port Angeles to Bainbridge. Clallam Transit to add more 7 passenger vans to the fleet and have included a few EVs, that are also being used to transport staff to the prison.
- OTR/CDL drivers have been designated as a "not in demand" industry meaning, no training can be provided via WorkSource. Bill is working with agency partners to have the designation reversed because the data is not consistent with that decision.

11. Youth Packet (Att. 11., Pg. 16-28):

Jeff Allan gave update

- a. Focus on employer engagement efforts continue and Pathways team facilitating youth placements and working with employers to support and manage expectations.
- b. Seeing an uptick in post-secondary enrollments, including seeing an increase in student enrollment in degreed programs. Working to get the word out to WIOA participants that funding for education is available.

- c. 2023 legislative session has begun, watching the proposal for Career Connect WA (CCW) plan which includes creating connected learning programs statewide, finding a permanent home for WSAC, and growing regional and tribal partnerships. The superintendent's dual credit program is also in review this session; the program would provide college credits to students while in high school covering the cost of the college credits.
- d. School districts are dealing with budgetary challenges as emergency and Covid funding ends.
- e. Shared success stories of WIOA participants.

12. Operations Packet (Att. 12, Pg. 29-43):

Mike Robinson gave update

- Full committee in attendance.
- Gina Lindal shared that DSHS food and nutrition services approved for additional services, Gina shared success stories and an update on the emergency food allotment noting that food insecurity is widespread within communities. A new home visit program and new parent expansion provides pregnancy supplies and other services for new parents.
- EcSA (Economic Security for All) reported close to all 50 participants have a food need.
- DVR hired new staff, Lucinda Heidel and Zeek Hill.
- Terry Cox shared that Olympic College has seen an increase in students signing up in Work First program. Job skills program partnering with Impact Washington and seeing an increase in students accessing those programs as well. Working with marine services to create a program.
- ESD, shared success stories, and updates from customer satisfaction surveys taking in office and via Survey Monkey. Results were largely positive, 90% approved of services and 100% recommend ESD. Also shared there has been an increase in first time visitors to WorkSource as well as initiatives tracking all customer interactions. Technology is helping to create data points and identify customer needs. Shared another success story using the tracker and this process has been adopted by the state. QUEST Grant – (Quality Jobs, Equity Strategy, and Training) will be recruiting soon and will provide services to job seekers and businesses. Performance indicators noted that in serving adults in Jefferson County continues to be a challenge. The Clallam office is now fully staffed and will serve both Clallam and Jefferson counties.
- KCR, shared a success story. The contract with Skookum is providing significant support for increasing self-sufficiency. Currently looking for ways to increase WIOA participants and making introductions for participants to increase co-enrollment opportunities and reviewing video & marketing strategies.
- Brian from Peninsula College shared that numbers are improving, currently working with Clallam EDC to create a job skills program. Other programs under development include dental hygiene the marine trades.

15. Public Comment

None

16. Good of the Order and Adjourn

- a. Pete Johnson stated Port Angeles McKinley Paper has a summer internship program for students aged 18 years and older with a focus on engineering or environmental science. Have tried connecting with school districts without success. Those interested can reach out to him directly for more information.
- b. Skookum has 5 internship positions available, contact directly for more information.

NEXT MEETING

The next council meeting is March 9, 2023, via Zoom

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 11:07 a.m.

OWDC Construction Housing Panel



Jill Stanton, CPA currently serves as the Executive Director of Bremerton Housing Authority in Bremerton, WA. She has over 18 years of experience working in public housing authorities across the state of Washington. Prior to her current role, she served as the Deputy Executive Director and Chief Administrative Officer for the King County Housing Authority overseeing Finance, Human Resources, Information Technology and Risk Management. She also served in a very similar role at the Everett Housing Authority, working her way into increasing roles of responsibility over her 14 years of service including Finance Director and Deputy Executive Director.

Jill is a Certified Public Accountant and holds a Bachelor of Science in Accounting and a Master of Arts in Organizational Leadership. Her leadership philosophy is firmly based on the concepts of servant leadership where she believes supporting people in reaching their highest potential ultimately strengthens an organization and its community. Her interests in developing housing authorities to carry out their mission are based in ensuring health, diversity and equity for her staff and the people who they serve through inclusive practices, active listening, and excellent customer service.



Colleen McAleer is a seasoned leader with over 30 years of broad executive experience, Colleen's background straddles both the public and private sectors, ranging from military service to commercial real estate, non-profits and governance. Currently leads the Executive Director of the Clallam County Economic Development Council and serves as a Commissioner at the Port of Port Angeles. Colleen brings a unique range of skills, knowledge and talent to a diverse set of responsibilities. Colleen is an acknowledged expert at team leadership and brings a wealth of energy and determination to every endeavor that she undertakes.



Greg Lane joined the Building Industry Association of Washington (BIAW) as Executive Vice President in July 2018. As the organization's executive officer, Greg administers the largest trade association in Washington state, representing nearly 8,000 members in the home building industry. Greg came to BIAW after serving as Deputy Secretary of State, where he oversaw three divisions in the Office of the Secretary of State: the Washington State Library, the State Archives and Records Division and the Community Programs Division. He also administered the OSOS policy, communications and legislative relations programs.

Greg has worked in communications and public affairs for 30 years, including spending 15 years on staff in the Washington State Legislature. Prior to joining the Office of the Secretary of State, Greg was the President and CEO of TVW, the nonprofit public affairs television network in Washington, where he won two Emmy® awards for documentary executive production. He has also served as Deputy Chief of Staff in the Washington State Office of the Attorney General.



Liz Revord is the Director of Housing Solutions Network, a grassroots community-based group of housing advocates focused on affordable workforce housing in East Jefferson County. HSN connects people and resources; creating and identifying solutions for the sector of the workforce between 80-150% area median income; this is often local working families and individuals who don't qualify for housing resources and yet still can't afford market rate homes. This reflects a sector of workforce that includes our local teachers, nurses, firefighters, and nonprofit workers.





March 9, 2023
Clallam County Housing Analysis
As of Aug 2022

Current Situation in Clallam

- No Large Commercial Developers Currently
- Flat Median Income >> Higher Relative Risk for Developers
- Need to Grow Our Own
- Housing Solutions Committee
 - Builders, Brokers, Lenders
 - City & County Planners
 - County Commissioners
 - Nonprofit Affordable Housing Groups
 - EDC & United Way
- Split Goals and Groups into Government Funded Projects and Privately Funded Housing
- Significantly Impacted by Outside Investors
 - Purchasing Second Homes
 - Remote Workers
 - Short Term Rentals

Housing Market Snapshot Q4 2022

Washington Center for Real Estate Research

- Home Resales are Center estimates based on MLS reports or deed recording.
- SAAR means data presented at Seasonally Adjusted Annual Rates allowing qtr-to-qtr comparison.
- Building permits (total) are from the U.S. Department of Commerce, Bureau of the Census. For less populous counties, building permit data since 2017 may be based upon sampled estimates.
- Median prices are Center estimates of the point at which half of existing home sales occurred at higher prices and half at lower prices.
- Affordability index measures the ability of a typical family to make payments on median price resale home. It assumes 20% downpayment and 30-year amortizing mortgage. First-time buyer affordability index assumes a less expensive home, lower downpayment, and lower income.
- Q1 2022 statewide median price has been revised to reflect reporting changes in key markets. County data remains unaffected. Please contact the WCRER for details..

| County | SAAR | % Change by qtr | % Change by year | Building Permits | % Change by year | Median Resale Price (\$) | % Change by year | HAI | First- time HAI | |
|------------------|----------------|--------------------|---------------------|---------------------|---------------------|--------------------------------|---------------------|-------------|-----------------------|-----|
| Adams | 150 | -6.2 | -11.8 | 13 | -50.0 | \$310,000 | 4.8 | 88.0 | 61.0 | |
| Asotin | 120 | -7.7 | -14.3 | 10 | 150.0 | \$289,900 | 18.8 | 81.6 | 59.4 | |
| Benton | 3,340 | -10.2 | -19.3 | 144 | -53.4 | \$417,000 | 2.3 | 87.7 | 58.6 | #3 |
| Chelan | 1,030 | -2.8 | -2.8 | 59 | -42.2 | \$584,400 | 8.4 | 52.2 | 37.4 | |
| Clallam | 980 | -8.4 | -14.0 | 38 | 46.2 | \$436,500 | -2.6 | 55.8 | 37.0 | #2 |
| Clark | 8,290 | 3.4 | -5.3 | 1,342 | 8.3 | \$503,400 | 2.3 | 70.3 | 45.6 | |
| Columbia | 100 | -9.1 | -9.1 | 17 | 1600.0 | \$258,500 | 3.4 | 115.4 | 81.9 | |
| Cowlitz | 1,450 | -7.1 | -11.0 | 67 | 1.5 | \$373,600 | 2.1 | 90.0 | 61.6 | |
| Douglas | 570 | -9.5 | -10.9 | 27 | 107.7 | \$442,900 | -0.9 | 70.7 | 46.1 | |
| Ferry | 120 | -7.7 | 0.0 | 8 | 100.0 | \$252,900 | 5.5 | 89.7 | 69.5 | |
| Franklin | 1,120 | -10.4 | -19.4 | 80 | -45.2 | \$417,000 | 2.3 | 99.6 | 66.7 | |
| Garfield | 0 | NA | -100.0 | 2 | 0.0 | \$201,300 | 0.4 | 132.5 | 66.9 | |
| Grant | 1,240 | -6.8 | -13.3 | 125 | 21.4 | \$335,200 | 2.5 | 73.3 | 48.2 | |
| Grays Harbor | 2,220 | -7.9 | -7.1 | 67 | 116.1 | \$330,200 | 4.3 | 68.6 | 45.2 | |
| Island | 1,810 | -6.7 | -15.0 | 62 | 169.6 | \$567,400 | 5.4 | 67.3 | 47.7 | |
| Jefferson | 610 | -4.7 | -6.2 | 90 | 83.7 | \$595,000 | -3.1 | 55.6 | 38.3 | #5 |
| King | 26,030 | -10.3 | -20.9 | 3,605 | -46.7 | \$860,100 | 3.8 | 55.5 | 38.1 | #4 |
| Kitsap | 4,960 | -6.9 | -8.5 | 222 | -58.7 | \$504,700 | 0.1 | 67.7 | 45.0 | #10 |
| Kittitas | 1,210 | -9.0 | -12.9 | 112 | -1.8 | \$587,500 | 14.5 | 58.2 | 43.2 | |
| Klickitat | 380 | 22.6 | 8.6 | 24 | 700.0 | \$342,900 | -14.3 | 76.6 | 45.0 | |
| Lewis | 1,450 | -4.6 | -8.8 | 61 | -4.7 | \$397,000 | 7.1 | 58.3 | 41.7 | |
| Lincoln | 140 | -12.5 | -26.3 | 10 | 100.0 | \$233,200 | 3.6 | 117.3 | 62.5 | |
| Mason | 1,370 | -6.8 | -11.0 | 49 | 133.3 | \$383,300 | -1.0 | 75.8 | 49.5 | |
| Okanogan | 600 | 3.4 | 0.0 | 52 | 188.9 | \$347,500 | 9.9 | 72.2 | 50.1 | |
| Pacific | 570 | -5.0 | -12.3 | 9 | -60.9 | \$309,400 | -5.3 | 85.8 | 59.1 | |
| Pend Oreille | 280 | -6.7 | -17.6 | 0 | -100.0 | \$313,000 | 2.3 | 107.8 | 77.4 | |
| Pierce | 14,630 | -9.3 | -16.3 | 863 | -24.9 | \$521,700 | 0.2 | 73.9 | 49.6 | |
| San Juan | 260 | -10.3 | -35.0 | 19 | -36.7 | \$943,700 | -5.6 | 40.5 | 28.7 | #1 |
| Skagit | 2,040 | -5.6 | -11.3 | 131 | 20.2 | \$504,800 | -3.4 | 85.3 | 56.4 | |
| Skamania | 320 | -3.0 | 0.0 | 6 | -64.7 | \$416,700 | -16.7 | 89.0 | 68.2 | |
| Snohomish | 11,210 | -10.0 | -16.7 | 739 | -48.9 | \$702,600 | 1.9 | 65.2 | 44.0 | |
| Spokane | 7,660 | -0.5 | -10.2 | 596 | -22.3 | \$411,500 | 2.6 | 71.5 | 48.1 | |
| Stevens | 820 | -7.9 | -18.0 | 39 | 457.1 | \$313,000 | 2.3 | 70.0 | 50.3 | |
| Thurston | 5,290 | -10.8 | -13.0 | 297 | -70.3 | \$486,400 | 2.6 | 76.5 | 53.9 | |
| Wahkiakum | 70 | -22.2 | -30.0 | 5 | 150.0 | \$405,800 | 5.1 | 71.8 | 52.2 | |
| Walla Walla | 680 | -8.1 | -2.9 | 60 | 275.0 | \$410,900 | 3.0 | 69.2 | 48.7 | |
| Whatcom | 3,230 | -7.2 | -11.3 | 377 | 39.6 | \$572,200 | 0.2 | 58.6 | 40.1 | |
| Whitman | 450 | -4.3 | -15.1 | 8 | -38.5 | \$359,400 | 1.0 | 73.6 | 46.8 | |
| Yakima | 2,330 | -4.9 | -0.9 | 147 | -55.6 | \$341,400 | 3.3 | 78.7 | 53.4 | |
| Statewide | 109,130 | -7.4 | -14.6 | 9,582 | -35.5 | \$567,400 | -0.9 | 67.8 | 43.6 | |

Principles



TRY EVERYTHING



**GROWTH SHOULD BE
INCREMENTAL**



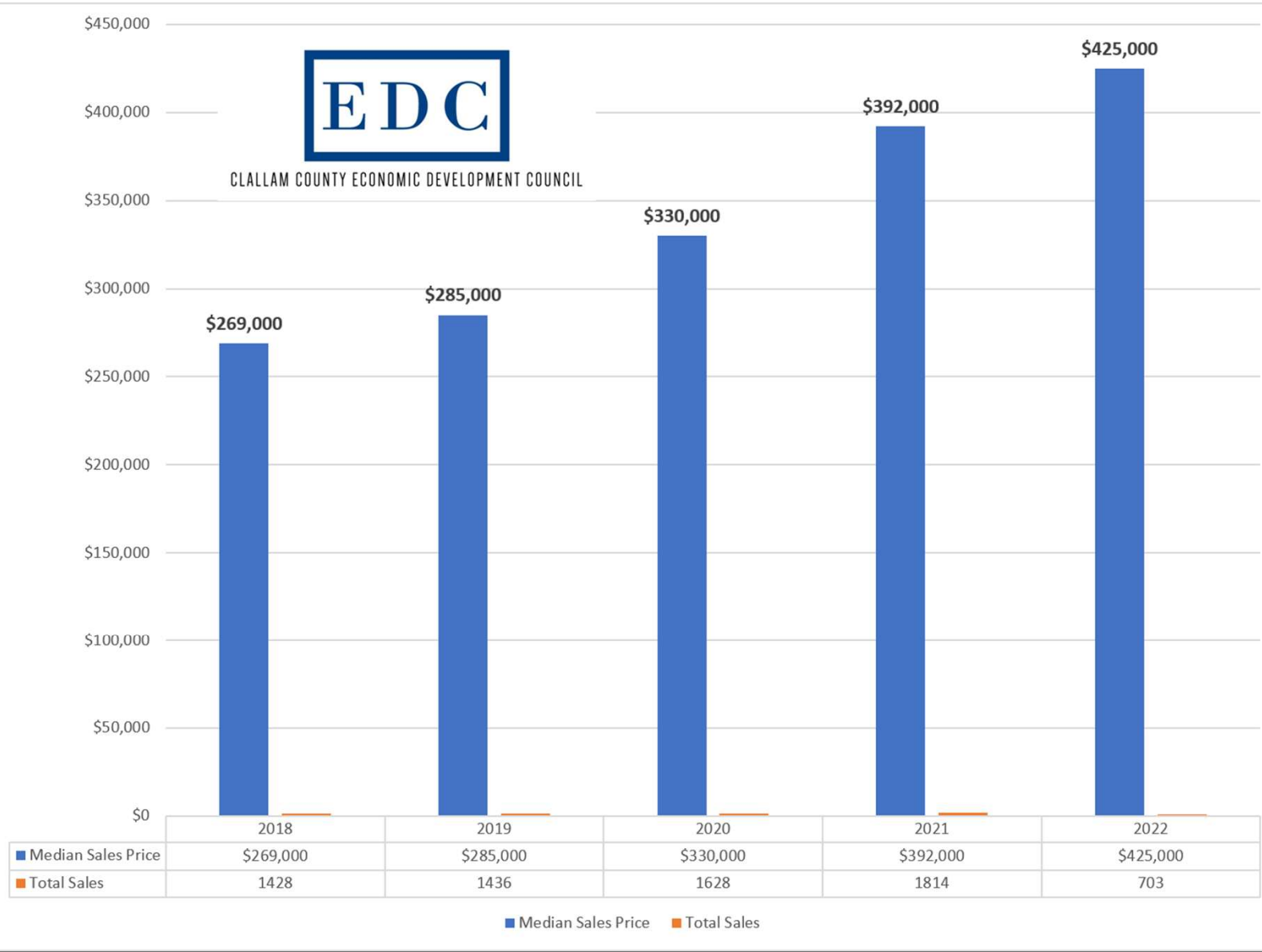
**INTEGRATE, DON'T
DOMINATE**

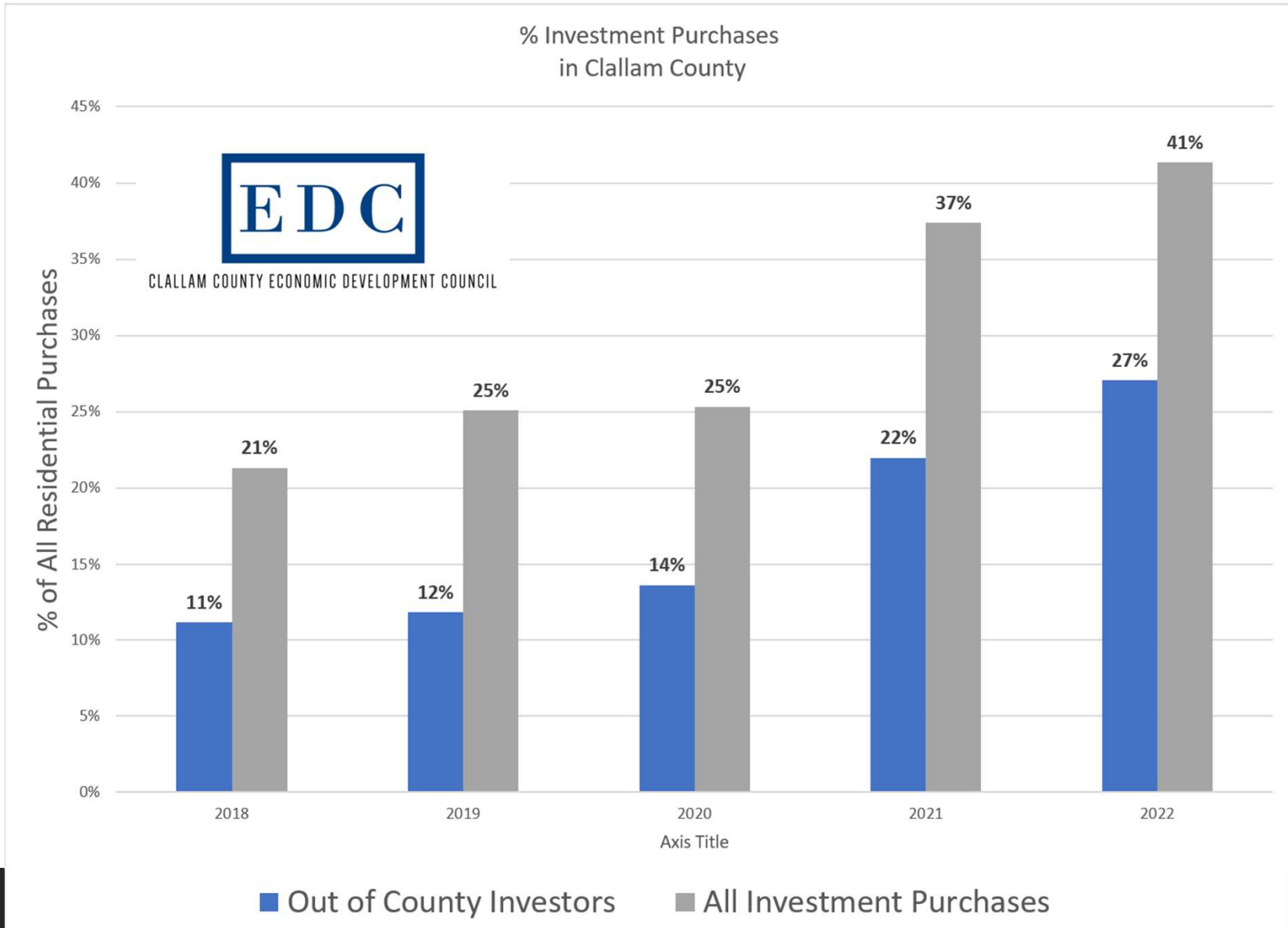
Residential Analysis

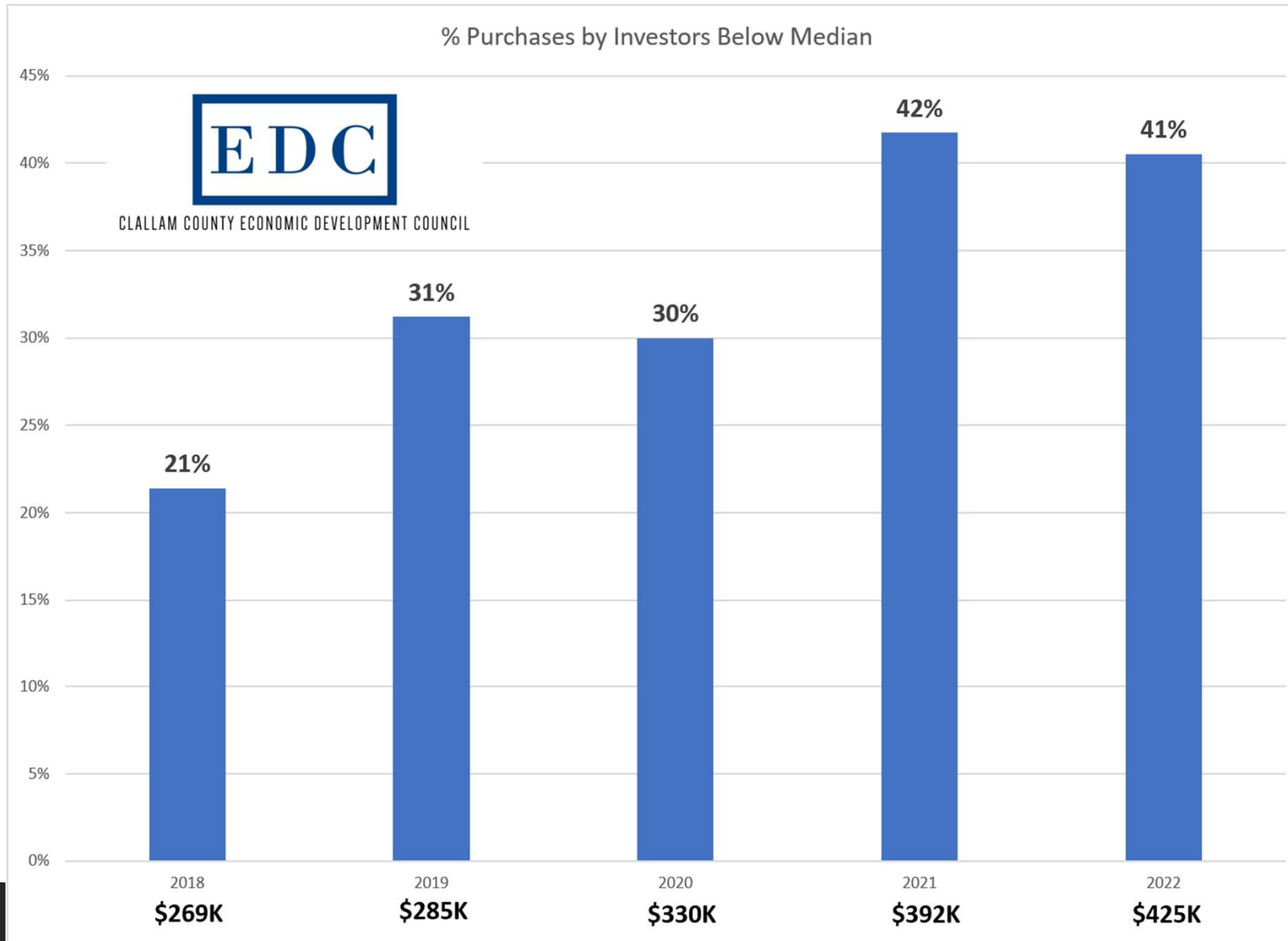
| | Unincorp County | Port Angeles | Sequim | Forks | All |
|--------------------------------|----------------------------|---------------------|---------------|--------------|---------------|
| Site Built SFR | 13,477 | 6,705 | 2,147 | 720 | 23,049 |
| Manuf Homes (Real) | 3,890 | 217 | 80 | 172 | 4,359 |
| Duplexes - Fourplexes | 84 | 140 | 107 | 32 | 363 |
| Condominiums | 435 | 147 | 482 | 0 | 1,064 |
| Cabins Real <400sf | 388 | 5 | 7 | 0 | 400 |
| All residential - Total | 18,274 | 7,214 | 2,823 | 924 | 29,241 |
| Manufactured Homes (Personal) | 1,082 | 120 | 504 | 295 | 2001 |

Apartments & Hotels Analysis

| | Unincorp County | Port Angeles | Sequim | Forks | Total |
|---|----------------------------|---------------------|---------------|--------------|--------------|
| Apartments (Assessor Code 1300) | 13 | 88 | 30 | 7 | 138 |
| Hotels & Motels (Assessor Code 1600) | 37 | 34 | 18 | 15 | 104 |







**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)
EXECUTIVE COMMITTEE SUMMARY
January 10, 2023**

ATTENDANCE: Marilyn Hoppen, Monica Blackwood, Jessica Barr, Jessica Brasher
Staff: Bill Dowling, Alissa Durkin, Doug Washburn

The Olympic Workforce Development Council's (OWDC) Executive Committee meeting was held on Tuesday, January 10th via Zoom.

APPROVAL OF SUMMARY

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

**ACTION: Monica Blackwood moved to approve the Agenda as presented.
Motion was seconded by Jessica Barr.
Motion carried unanimously.**

The Executive Committee's Meeting Minutes were approved as follows:

**ACTION: Jessica Barr moved to approve the October 25, 2022 Executive
Committee Minutes as presented.
Motion was seconded by Monica Blackwood. Motion carried unanimously.**

The Olympic Workforce Development Council's (OWDC) By-Laws Revision 2 were approved as follows:

**ACTION: Monica Blackwood moved to approve the Olympic Workforce By-
Laws as presented.
Motion was seconded by Jessica Barr. Motion carried unanimously.**

DISCUSSION

OWDC Director Report Out

- Discussion on EcSA expansion with additional funding for those above 200% Federal Poverty Level(FPL)and Business Services liaison.
 - 5 million allocated for participants above 200% FPL
 - 3 million allocated or Business Services liaison
 - 8 million allocated for AmeriCorps Peer Navigators

- WorkSource centers are seeing an increase in foot traffic and hiring events.
- Monica Blackwood shared statistics that in the last 18 months individuals are living off of 75% borrowed money:
 - 25% savings
 - 25% borrowed funds from family and friends
 - 25% credit cards.
- Bill reported out on the PY22 WIOA monitoring.
 - This year was a learning experience with many staff new and overall monitoring of OWDC was the cleanest the state has seen this far.
- 2023 NAWB Conference will be attended by Bill, Luci, Commissioner Dean, and Council member Danny Steiger.
- Our March OWDC meeting will focus on the housing market and a housing panel to provide additional information and answer questions.

Interim One-Stop Operator Presentation on OWDC Improvement Plan

- Jessica shared the importance of involving our partners to strengthen our referral system to get the customers all the resources they need and to move our other partners into the Integrated Service Delivery model.
- How? Established System Leadership Team
 - Voice of Customer-Comprised of core WIOA partners. Group will collect and interpret VOC surveys to share with the system and suggest opportunities.
 - Business-Comprised of team members from multiple title partners to coordinate services to businesses representing the full menu of services and develop events and service opportunities based on customer needs.
 - Community Resource-Comprised of team members from title partners to create referral pathways to and from community partners to build a robust network of services to aid in customer navigation.
- Initiatives in Q3
 - Cross training front line staff on business services, expand to rural areas and build community referral network
 - Increase marketing of customer satisfaction surveys
 - Establish quantitative metrics for continuous improvement measures and baseline for DOL performance metrics

- Create system work plan to shape the work of integrated leadership team
-

PY22 Quarter 1 Performance Reports

- Discussed with no questions.

ADJOURN

There being no further business to come before the committee, the meeting was adjourned at 11:13 a.m.

Next Meeting: Tuesday, March 14, 2023, via Zoom

**EXECUTIVE COMMITTEE**

Chair - Marilyn Hoppen, *SVP Human Resources Kitsap Bank*
 Vice Chair - Monica Blackwood, *CEO/President West Sound Workforce*
 Jessica Barr, *Regional Director Washington State Employment Security Dept.*
 Cordi Fitzpatrick, *Human Resources Director Security Services Northwest*
 Chuck Moe, *Field Rep Northwest Laborers-Employers Training*

COUNCIL MEMBERSBusiness Members

Nicholas Gianacakos, *Program Manager General Dynamics NASSCO*
 Daniel Stegier, *CEO/President Lumber Trades, Inc*
 Gillian Niuman, *Human Resources People Support Services*
 Nicole Brickman, *Human Resources Director YMCA Kitsap*
 Gregory Dronkert, *CEO/President Pacific Mobility Group, Inc.*
 Peter Johnson, *HR Manager McKinley Paper Company*
 Heidi Lamprecht, *Co-Founder Paella House Franchisees and Training*
 Matthew Murphy, *President/CEO South Kitsap Chamber of Commerce*
 Lisa Donlon, *General Manager Windermere Commercial*
 Megan Mason-Todd, *Workforce Development Director Snookum*

Economic Development Members

Colleen McAleer, *Executive Director Clallam Economic Development Co.*

Cindy Brooks, *Executive Director Team Jefferson EDS*

Labor Members

Rusty Grable, *Business Rep & Organizer Machinist Union District 160*

Neal Holm, *Electrician and Membership Development IBEW 46*

Business Members

Dr. Suzy Ames, *Peninsula College President*

Dr. Marty Cavalluzzi, *President Olympic College*

Education K-12 Members

Aaron Leavell, *OESD #114 Superintendent*

Dr. Kareen Borders, *South Kitsap School District*

Kevin Gallacci, *General Manager Clallam Transit System*

Public Service Members

Gina Lindal, *Administrator Department of Social and Health Services*

Community Based Members

Anthony Ives, *Executive Director Kitsap Community Resources*

Jeff Randal, *Secretary District 1 Jefferson PUD*

BUSINESS AND ECONOMIC COMMITTEE MEETING AGENDA

DATE: March 9, 2023

TIME: 9:00 a.m. – 9:50 A.m.

LOCATION: VIA MICROSOFT TEAMS [Click here to join the meeting](#)

-
1. Call to Order – 9:00 a.m. and Welcome
 2. Approval of Meeting Minutes from January 12, 2023 (Att. xx)
 3. New Member Introductions
 4. Discussion Item(s)/Action Item(s)
 - a. WorkSource Employer Services, Hiring Events, and Emerging Opportunities
 - b. Rapid Response: Updates
 5. WDA Trends from Members
 6. Good of the Order
 7. Adjourn

Next Meeting: Thursday, July 13th, 2023, via Microsoft TEAMS

OLYMPIC WORKFORCE DEVELOPMENT
Economic Development & Business Coordination Committee Meeting Minutes
9:00 a.m. – 9:50a.m.
Thursday, January 12, 2023
Virtual, via Teams

In Attendance:

William Dowling, OWDC
Kevin Gallacci, Clallam Transit System

Edward Looby, Career Path Services

1. Call to Order

Meeting called to order by Edward Looby, at 9:08 a.m.

2. Introductions

3. Approval of Agenda (Attachment)

No quorum

4. Approval of November 17, 2022, Minutes (Attachment)

No quorum

5. Action and Discussion Items

a. WorkSource Employer Services, hiring events, and emerging opportunities

None

b. Rapid Response: Area Updates

None

6. WDA Trends from Members

- a. Kevin Gallacci, Clallam Transit System, shared Clallam Transit has seen an increase in hiring and opened recruitment for an IT position which garnered 9 applicants. A new service micro-transit service provides door-to-door services between Sequim and Forks. Changes were also made to the Rideshare services, previously known as the Vanpool. Rideshare rates were lowered to increase riders, now sold by the seat, and created a subsidy with services transporting prison staff. Adding over a dozen 7-passenger vans to fleet in addition to two Teslas. The prison also agreed to allow EV access on site. Purchased 3, 50 passenger ADA buses for a Port Angeles to Bainbridge run. Received a federal grant in 2019 for a community art project and hosted in partnership with the

Tourism Commission, also provided various incentives to the winners. Three winners were chosen, and buses were wrapped featuring the winner's artwork and name.

- b. Bill, OWDC shared hospitals are still experiencing hiring challenges. Seattle's tech industry is preparing to layoff tens of thousands of employees, hoping those individuals will be able to fill various positions locally. There has been an increase in in-person services. Demand for over the road (OTR) and CDL drivers is high, however L & I designated the industry as "not in demand" which means no training can be provided for the industry under those areas. Bill followed up with L&I and provided data and had it changed it back to "In-Demand".

7. Good of The Order

None

Next Meeting: Thursday, March 9, 2023, virtual

8. Adjournment:

Edward adjourned at 9:35 a.m.



YOUTH COMMITTEE MEETING AGENDA

EXECUTIVE COMMITTEE

Chair - Marilyn Hoppen, *SVP Human Resources Kitsap Bank*
 Vice Chair - Monica Blackwood, *CEO/President West Sound Workforce*
 Jessica Barr, *Regional Director Washington State Employment Security Dept.*
 Cordi Fitzpatrick, *Human Resources Director Security Services Northwest*
 Chuck Moe, *Field Rep Northwest Laborers-Employers Training*

COUNCIL MEMBERS

Business Members

Nicholas Gianacakos, *Program Manager General Dynamics NASSCO*
 Daniel Stegier, *CEO/President Lumber Trades, Inc*
 Gillian Niuman, *Human Resources People Support Services*
 Nicole Brickman, *Human Resources Director YMCA Kitsap*
 Gregory Dronkert, *CEO/President Pacific Mobility Group, Inc.*
 Peter Johnson, *HR Manager McKinley Paper Company*
 Heidi Lamprecht, *Co-Founder Paella House Franchisees and Training*
 Matthew Murphy, *President/CEO South Kitsap Chamber of Commerce*
 Lisa Donlon, *General Manager Windermere Commercial*
 Megan Mason-Todd, *Workforce Development Director Snookum*

Economic Development Members

Colleen McAleer, *Executive Director Clallam Economic Development Co.*
 Cindy Brooks, *Executive Director Team Jefferson EDS*

Labor Members

Rusty Grable, *Business Rep & Organizer Machinist Union District 160*
 Neal Holm, *Electrician and Membership Development IBEW 46*

Business Members

Dr. Suzy Ames, *Peninsula College President*
 Dr. Marty Cavalluzzi, *President Olympic College*

Education K-12 Members

Aaron Leavell, *OESD #114 Superintendent*
 Dr. Kareen Borders, *South Kitsap School District*

Kevin Gallacci, *General Manager Clallam Transit System*

Public Service Members

Gina Lindal, *Administrator Department of Social and Health Services*

Community Based Members

Anthony Ives, *Executive Director Kitsap Community Resources*
 Jeff Randal, *Secretary District 1 Jefferson PUD*

DATE: March 9, 2023

TIME: 9:00 a.m – 9:50 a.m.

LOCATION: <https://us06web.zoom.us/j/7881886224>

ACTION ITEMS:

1. Call to Order – 9:02 a.m.
2. Approval of Agenda
3. Approval of Meeting Minutes from January 12, 2023 (Att. A)

DISCUSSION ITEMS:

4. Youth Employment and Post-Secondary Education Trends

- a. Reviewing data from:
Workforce Training Board:

<https://wtb.wa.gov/research-resources/youth-employment/>

Educational Research & Data Center:

<https://erdc.wa.gov/data-dashboards/high-school-graduate-outcomes>

5. Career Connected Learning updates
6. WIOA Youth Pathways to Success updates
7. Good of the Order
8. Adjourn

Next Meeting: Thursday, May 19, 2023, in-person

Olympic College Lecture Hall in Bldg 4, Room 129

**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)
YOUTH COMMITTEE SUMMARY
January 12, 2023**

ATTENDANCE: Jeff Allen, Emily Manson, Jennifer Scheel, Tiffany Skidmore, Kimberly Hetrick

The Olympic Workforce Development Council's (OWDC) Youth Committee meeting was held on Thursday, January 12, 2023, via Zoom.

APPROVAL OF SUMMARY:

The Youth Committee's November 17, 2022, Meeting Minutes and January 12, 2023, Agenda was reviewed and approved with no amendments.

DISCUSSION

1. WEX-Employer Partnerships and Engagement Successes

- a. Trainings
- b. Post-Secondary online or in-person inviting for young adults.
 - i. Mix bag of some attending universities, certifications (flagging, forklift, CNA, and technical hazard waste)
- c. Peninsula College and United Way Clallam offering financial support for students under 24 credits.
- d. Youth more likely to complete pathway when the plan is laid out in front of them; salary range, start and completion dates.
- e. Many local employers offering a lot of opportunities. KBA being a great partner with their Builder Grant program.
 - i. Unfortunately, finding many of our larger employers, Boeing and PSNS, are offering less entry level positions.
- f. DVR providing Pre-Employment Transition Services, which seek support for a student still working toward a diploma.
 - i. 5 required services include: Job Exploration counselling, Work-based learning experiences, counselling, workplace readiness training, and instruction in self-advocacy.

2. Legislations to Note

- a. Require statewide high school and beyond plan tool and have it connected to WorkSource WA.
- b. Establish State Department of Career Connected Learning.
- c. Fully funding dual credit program (college academic credits come at no cost.)

3. Career Connected WA

- a. Kelly Watson with West Sound STEM Network working to build up capacity and pathways to increase funding.

- b. Looking to increase CTE credentials in Jefferson County.
- c. DVR's abilities and possibilities highlight individuals with disabilities tell their own stories surrounding ableism and bioism.
- d. Round 10 of CCW program builder grants RFPs under evaluation.
 - i. Keep an eye out for RFP for a robust healthcare pathway for Jefferson County.

4. WIOA Update

- a. Wrapping up Quarter 2.
- b. PY22 monitoring was more in-depth than previous years.
- c. Received 1st delivery from Eastside Baby.
- d. Shared success stories surrounding previous clients.

5. Youth Community Resource Round-Up

- a. Located in packet

ADJOURN

There being no further business to come before the committee, the meeting was adjourned at 9:48 am.

Next Meeting: Thursday March 9, 2023, via Zoom

**EXECUTIVE COMMITTEE**

Chair - Marilyn Hoppen, *SVP Human Resources Kitsap Bank*

Vice Chair - Monica Blackwood, *CEO/President West Sound Workforce*

Jessica Barr, *Regional Director Washington State Employment Security Dept.*

Cordi Fitzpatrick, *Human Resources Director Security Services Northwest*

Chuck Moe, *Field Rep Northwest Laborers-Employers Training*

COUNCIL MEMBERSBusiness Members

Nicholas Gianacacos, *Program Manager General Dynamics NASSCO*

Daniel Stegier, *CEO/President Lumber Trades, Inc*
Gillian Niuman, *Human Resources People Support Services*

Nicole Brickman, *Human Resources Director YMCA Kitsap*

Gregory Dronkert, *CEO/President Pacific Mobility Group, Inc.*

Peter Johnson, *HR Manager McKinley Paper Company*

Heidi Lamprecht, *Co-Founder Paella House Franchisees and Training*

Matthew Murphy, *President/CEO South Kitsap Chamber of Commerce*

Lisa Donlon, *General Manager Windermere Commercial*

Megan Mason-Todd, *Workforce Development Director Snookum*

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Colleen McAleer, *Executive Director Clallam Economic Development Co.*

Cindy Brooks, *Executive Director Team Jefferson EDS*

Labor Members

Rusty Grable, *Business Rep & Organizer Machinist Union District 160*

Neal Holm, *Electrician and Membership Development IBEW 46*

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Dr. Suzy Ames, *Peninsula College President*

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Education K-12 Members

Aaron Leavell, *OESD #114 Superintendent*

Dr. Kareen Borders, *South Kitsap School District*

Kevin Gallacci, *General Manager Clallam Transit System*

Public Service Members

Gina Lindal, *Administrator Department of Social and Health Services*

Community Based Members

Anthony Ives, *Executive Director Kitsap Community Resources*

Jeff Randal, *Secretary District 1 Jefferson PUD*

OPERATIONS COMMITTEE MEETING AGENDA

DATE: March 9, 2023

TIME: 9:00 a.m. – 9:50 A.m.

LOCATION: VIA [Microsoft TEAMS](#)

1. Call to Order – 9:00 a.m. and Welcome
2. Approval of Meeting Minutes from January 12, 2022 (Att. 11(2), p. 17-18)
3. Approval of Meeting Structure
 - a. Quarterly Partner Report Outs and Performance Reports
4. Discussion Item(s)/Action Item(s)
 - a. Partner Report Outs (Att. 11(4)(a)), p. 20-20
 - b. Committee Meeting refinement due to the frequency of meetings
 - c. Addressing Current Workforce Issues
5. Adjourn

Next Meeting: Joint OWDC & OCB meeting in-person May 19th, 2023

**Operations Committee Minutes
Olympic WorkSource Development Council
January 12, 2023**

ATTENDEES: Mike Robinson, Gina Lindal, Jessica Barr, Anjalee Blackwell, Terry Cox, Brian Kneidl, Ezekiel Hill, Lucinda Heidel and Staff Luci Bench.

1. **CALL TO ORDER:** Mike Robinson, called the meeting to order at 9:02 a.m.
2. **ACTION:** Approval of November 17, 2022, minutes as presented. Jessica Barr moved to approve; Brian Kneidl seconded. **Motion carried unanimously.**
3. **INTRODUCTIONS:** Ezekiel (Zeke) Hill, DSHS Administrator for Jefferson/Clallam counties. Lucinda Heidel, Vocational Rehabilitation Supervisor for Silverdale, Port Townsend, and Port Angeles Offices
4. **DISCUSSION ITEMS**
 - a. OWDC Operational Partner Highlight
 - Mike provided brief overview of report out success stories and comment cards, noting the kudos for Ameri Corp Digital Literacy Navigator and the great contribution they have been to the centers. Reviewed Survey Monkey data. Our local ESD staff created a Success Tracker that has been implemented statewide! Upcoming launch of QUEST (Disaster Recovery National Dislocated Worker Great) will support businesses and individuals impacted by the pandemic. QUEST focus will be on business.
 - Gina shared DSHS services and success stories. The Emergency Food Allotment that was set to expire in December has gotten a declaration on a month-to-month basis to continue. Home Visiting and parent support expansion and Head Start and SNAP recipients have new initiatives.
 - Terry shared Olympic College updates, success stories and initiatives. OC was awarded a Job Skills Program grant and have partnered with Inventech Marine Solutions and Impact Washington. The grant focuses on expanding their workforce and provided upskilling. Enrollments are up this quarter, OC saw a good increase for fall quarter. All workforce programs continue to serve the county.
 - Brian provided a report out for Peninsula College. With the new director active support, they are working on bringing in new programs. Most notably an automotive certificate, dental hygiene (2 year program), natural resources program, and a marine trade certificate. Currently supporting a EDC bookkeeper initiative, where they work with local small businesses and provide financial literacy. Enrollments are looking better.
 - Anjalee shared a success story about a client working with Skookum. The client was homeless, no vehicle or driver's license. KCR provided wrap around services, which made a huge impact on the clients whole life. KCR is looking to add community channels to create awareness about their programs.

- Lucinda was introduced and welcomed to the group. She looks forward to providing a DVR report out at the next meeting.

The below reports were provided, but not discussed during the meeting due to lack of time.

- b. Primary Indicators
- c. WorkSource Dashboard
- d. OWDC Performance Report PY22 Q2

5. Adjourn at 9:52 am.

NEXT MEETING: Thursday, March 9, 2023



March 9, 2023

Organization & Contact

DSHS, Community Services Division (CSD) Office Administrators:

Bremerton CSO- Gina Lindal. She can be reached at 360-473-2202 or Gina.lindal@dshs.wa.gov

Port Angeles, Port Townsend & Forks Branch Offices- Ezekiel Hill. He can be reached at 360-912-8022 or Ezekiel.hill@dshs.wa.gov

Office Sites Serving Kitsap, Clallam, & Jefferson Counties

All services from the Bremerton, Port Townsend, Port Angeles and Forks Branch Offices can be accessed remotely by calling our Customer Service Contact Center at 1-877-501-2233 or online at washingtonconnection.org. The Bremerton and Port Angeles CSOs are open for walk-in full services. Port Townsend is open for limited walk-in services such as dropping off paperwork, asking general questions or picking up an EBT card.

Services, Workshops, & Participants

CSD provides programs and services to help low-income people meet their basic needs and achieve economic independence through programs such as the Temporary Assistance for Needy Families (TANF), or Aged, Blind and Disabled (ABD), and Housing and Essential Needs (HEN) programs or Food Assistance, Medical and other employment-focused services.

Success Stories

In the Port Angeles Customer Service Office we had a client that has been on our SNAP and TANF program for a period of time. She interviewed a couple times for a Public Benefit Specialist position because she really wanted to give back to the community. This client was going to school and taking care of her two children. She never lost sight of her goal and that was to be able to give back to the community and be a role model to her children. The third time she applied for a Public Benefit Specialist position it was for our Tribal Liaison position and she ended up getting it. After accepting the position she thanked me and said that she was never going to give up on her dream to be able to give back to the community she was raised in. This was her dream job and she wanted to show her kids never to give up on their dreams.

Initiatives

EMERGENCY FOOD ALLOTMENT UPDATE-

Beginning March 1, 2023 Washington Basic Food household will return to regular monthly allotments and will no longer receive the maximum food benefits based solely on household size. Households who are eligible for the maximum food benefits due to household circumstances will no longer receive the minimum \$95.00 in additional benefits.

On December 29, 2022 President Biden signed the Consolidated Appropriations Act 2023 into law, ending emergency allotments with the February 2023 issuance. Washington can no longer request authorization from Food and Nutrition Service (FNS) to issue emergency allotments.

Organization & Contact

Peninsula College, Brian Kneidl, Assoc. Dean for Workforce Programs

Office Sites Serving Kitsap, Clallam, & Jefferson Counties

Port Angeles (Main Campus) with Satellite campuses in Forks and Port Townsend

Services, Workshops, & Participants

College degrees (2-year and Baccalaureate of Applied Science), certificates, employer training, funding for college, career counseling, ESL, Basic Education, Worker Retraining Program, Basic Food, Education & Training Program (BFET)

Success Stories

Stabicraft Marine sends Peninsula College Running Start Welding Grad to New Zealand

News article: <https://www.peninsuladailynews.com/local-marketplace/stabicraft-marine-sends-pc-running-start-welding-grad-to-new-zealand/>

Initiatives

Peninsula College was recently awarded an \$880k grant to expand our CDL program to provide aid to students pursuing their CDL.

Offering ESL courses and free childcare for non-English speakers in Sequim thanks to a partnership with the YMCA of Sequim.

Developing a Marine Technology program, certificates and 2-yr degree.

Cybersecurity Family Night-April 21st, 5pm-8pm. Come learn about careers in cybersecurity, meet employers, students, and professionals in the field. Food and activities for all ages. Partnering with West Sound STEM, WWU, and various K-12 colleagues.

OCB Meeting (3rd Fridays)
 OWDC Meeting (2nd Thursday)
 OCB - OWDC Combined Meeting (May & Nov)
 Exec OWDC Meeting (2nd Tuesdays)

10 a.m. to 12 p.m.
 10 a.m. to 12 p.m.
 9 a.m. to 12 p.m.
 10 a.m. to 12p.m.

2023

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Olympic Consortium Board & Olympic Workforce Development Council



MEETING AGENDA

Olympic Consortium Board

Kitsap County Commissioner

Charlotte Garrido - Chair

Jefferson County Commissioner

Kate Dean – Vice Chair

Clallam County Commissioner

Randy Johnson

OWDC Executive Committee Members

Chair - Marilyn Hoppen, *SVP Human*

Resources Kitsap Bank

Vice Chair - Monica Blackwood,

CEO/President West Sound Workforce

Jessica Barr, *Regional Director Washington*

State Employment Security Dept.

Cordi Fitzpatrick, *Human Resources*

Director Security Services Northwest

Chuck Moe, *Field Rep Northwest Laborers-*

Employers Training

Staff

Bill Dowling, OWDC Director

Alissa Durkin, OWDC Program

Supervisor

Luci Bench, OWDC Program Analyst

Edward Looby, One-Stop Operator

Doug Washburn, Kitsap County Human

Service Director

DATE: May 19, 2023

TIME: 9:00 a.m. – 12:00 p.m.

LOCATION: Olympic College

See page 2 for details.

ACTION ITEMS:

1. Call to Order – 10:00 a.m. and Welcome
2. OWDC – Monica Blackwood
 - a. Approval of May 19 Agenda
 - b. March 9 OWDC Meeting Minutes (Att. 2.b. p. 3-6)
 - c. Olympic Consortium IFA (Att. 2.c. p. 7-8)
3. OCB – Commissioner Garrido
 - a. Approval of May 19 Agenda
 - b. March 17 OCB Meeting Minutes (Att. 3.b. p. 9-10)
 - (1) March 31 OCB Special Meeting Minutes (Att. 3.b.1. p. 11)
 - c. Olympic Consortium IFA (Att. 2.c. p. 7-8)

DISCUSSION ITEMS:

4. Youth Focus Panel
 - a. Maggie Bartosovsky – Graduate Strong Youth Leadership Team
 - b. Kimberly Hetrick – CCL Director, Olympic Educational Service District and Anne Avary, Director, Northwest Center of Excellence
 - c. Wendy Fox – Director, Program Development & Worker Retraining, Olympic College
 - d. Deborah Welch – Assistant Director, West Sound STEM and Cynthia DeHope, CCL Manager
 - e. Jeff Allen – Director of Youth Services, Olympic Educational Service District

LUNCH:

5. OWDC Director Report Out – Bill Dowling
6. One-Stop Operator Report Out

COMMITTEE DEBRIEF:

7. Executive Meeting Minutes January 10 (Att. 7 p. 12-14)
8. Business and Economic Development Packet (Att. 8 p. 15-17)
9. Youth Packet (Att. 9 p. 18-20)
10. Operations Packet (Att. 10 21-26)
11. 2023 Calendar (Att. 11 p. 26)
12. [Public Comment](#)
13. Adjourn

Next Meeting: OCB Friday, July 21 OWDC Thursday, July 13 via ZOOM

Olympic College Campus

Lecture Hall Bldg. 4, Room 129
1600 Chester Ave
Bremerton, WA 98337

PARKING

To print a free/temporary parking pass, use the link below, you will need to have the following information for your vehicle: make, model, year, color, license plate, state.

<https://www.olympic.edu/student-life-support/campus-security/parking>

CAMPUS MAP



<https://apps.olympic.edu/campusmap/>

**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)
MINUTES
March 9, 2023**

1. CALL TO ORDER

The Olympic Workforce Development Council (OWDC) meeting was held virtually, via Zoom March 9, 2023. Marilyn Hoppen, Chair, called the meeting to order at 10:01 a.m.

2. APPROVAL OF AGENDA

Motion: Kareen Borders moved to approve the agenda as presented. Gina Lindal seconded the motion. Motion carried unanimously.

3. MINUTES January 12, 2022 (Att. 3, p.2-5)

Motion: Gian Lindal moved to approve the minutes as amended. Terry Cox seconded the motion. Motion carried unanimously.

4. QUEST Discretionary Grant – Mike Robinson

Mike discussed the QUEST grant which will support 44 participants who are historically marginalized, under/unemployed, or self-employed workers impacted by the pandemic from local communities. Implementation will require local partnership and organizations already working with the target populations. Funding will also support business engagement, outreach, and business services and training. Looking to join WASHRM to build a relationship and create opportunities for networking and training. Lastly, working to co-enroll participants into multiple programs and currently hiring for new position, Mike shared the

5. Construction Housing Panel

Tim Schanne, Bremerton Housing Authority discussed that housing is the largest obstacle to the workforce. BHA programs focus on self-sufficiency and creating opportunities to engage BHA residents and serving very low-income, homeless or those at risk of homelessness and housing programs for youth who have aged out of foster care. Tim also shared the strategies, challenges, and barriers BHA and residents face including availability of affordable housing units, retaining, and attracting landlords willing to accept vouchers as well as the barriers residents may have in securing housing. Tim also discussed the amount of rehab work coming to Kitsap County, estimated at \$140 million and the challenges attracting qualified contractors. The Kitsap County Affordable Housing Task Force (KCAHTF) is seeking interested volunteers to join.

Greg Lane, BIAW discussed various programs and services available to both professionals and members of the public provided by 14 local branches of the association, the benefits of home ownership, and challenges. Challenges discussed included housing affordability, median sales prices vs. median household income, population growth, land use restrictions, zoning, fees/materials, and labor to name a few. Additionally, there has been new legislative attention on housing affordability, supply, and costs with a goal of building 1.1 million housing units over the next 20 years.

Peggy Simons, EDC Clallam shared data from the housing analysis conducted by Clallam County last August included key principles, residential analysis of housing units, and shared data on the percentage of investment purchases within the county. Peggy also discussed a few takeaways from the analysis which noted there are no large developers in Clallam, target wages need to increase, and the recently established housing solutions committee.

Liz Revord, Housing Solutions Network provided an overview of Housing Solutions Network (HSN) a workforce housing advocate, the HSN website, and discussed affordable housing in Jefferson County. Liz also discussed the lack of middle housing, the home sales affordability gap, discrepancies between what the workforce can afford and home sale prices, specifically the AMI 80 – 150%. Liz also stated the closure of key bridges will further impact access to the county and currently working with county employers and presented five solutions to address housing challenges: ADUs, unlocking empty homes, tiny houses, land leases, and home sharing. Volunteer opportunities with HSN are available and more information can be found on the website.

6. OWDC Director Report Out – Bill Dowling

Bill will email report out to board members.

DISCUSSION ITEMS

7. One-Stop Operator Report Out – Ed Looby

- a. Jefferson and Clallam counties restaurant association is providing gold standard certification training. A hiring event will be held at the conclusion of the training, several hospitality leaders will be in attendance and offering working wages. Silverdale has three positions in recruitment, one of which is under the QUEST (Quality Jobs, Equity, Strategy, and Training) grant and will focus on businesses. Those interested to learn more to contact Ed directly. Working on a referral form to track interactions between partners, looking to hire front desk staff, and lastly cross-training staff to increase the quality and response time of referrals and to increase awareness on various service offerings.
- b. James Davis from KEDA stated they would like to have Ed present on WorkSource services and programs. Bill will also provide a digital packet for easy distribution to partners. Key Port Industry Day being held on March 14th for contractors and sub-contractors. James also shared an RFP will be opened for a social media contractor with the goal of reaching out and building community partnerships.
- c. Bill shared hiring events and during the Navy's last event had at least 50% of those interviewed hired. OWDC is looking to advertise via broadcast and transit wraps to reach dislocated workers and working to leverage grant funding to explore additional avenues for businesses and participants.
- d. Kevin from Clallam Transit System shared the IT position has been filled, making two permanent positions in that department. Seeing an improvement in hiring coach operators, the goal is to have 47 operators by 2024 to roll out new services. Hiring issues for operators continue due to drug testing and shifts are a challenge because shifts are not dedicated. Training wages increased for operators to \$22.

COMMITTEE DEBRIEF

- 8. Executive Committee Report (Att. 8, Pg. 16-18):** Minutes located in packet for review
9. Business and Economic Development Committee Packet (Att. 9 pgs. 19-21):

Quorum not met-Approving January 12th and March 9th meeting minutes on May 19th meeting.

- a. Jefferson and Clallam counties restaurant association is providing a weeklong gold standard certification training. A hiring event will be held at the conclusion of the training, several hospitality leaders will be in attendance and offering working wages. Silverdale has three positions in recruitment, one of which is under the QUEST (Quality Jobs, Equity, Strategy, and Training) grant and will focus on businesses. Those interested to learn more to contact Ed directly. Working on a referral form to track interactions between partners, looking to hire front desk staff, and lastly cross-training staff to increase the quality and response time of referrals and to increase awareness on various service offerings.
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- d. Kevin from Clallam Transit System shared the IT position has been filled, making two permanent positions in that department. Seeing an improvement in hiring coach operators, the goal is to have 47 operators by 2024 to roll out new services. Hiring issues for operators continue due to drug testing and shifts are a challenge because shifts are not dedicated. Training wages increased for operators to \$22

10. Youth Packet (Att. 10 pgs. 22-24):

Jeff Allan gave update

- a. Data walk conducted to look at unemployment in youth labor participation rates, EDRC data to identify trends and noted an 80% on-time graduation rate, less than 50% go on to post-secondary education, there is a gap among 50% of participants, and 20% of the graduating class not engaging. Jeff also shared challenges youth are facing post pandemic which includes housing.
- b. Jill from the NW Maritime Center discussed the career connect grant which will be used to prepare youth for real world readiness and modeled after the EET (employment educational training) diversion program and the first cohort is ready to start.
- c. A lot of funding in-demand classifications under construction trades are not considered in-demand, resources are needed to develop programming

- d. Youth Build Kitsap submitted a grant proposal for the DOL grant program and will partner with Habitat for Humanity to develop key skills.

11. Operations Packet (Att. 11 pgs. 25-29):

Mike Robinson gave updates and stated that agencies looking to change in-demand classifications based on data should connect with Bill and the OWDC team directly. Mike also discussed the QUEST grant, staffing, workshops which will include financial literacy courtesy of Navy Federal CU. The operations committee also discussed the best use of time and ways to bring on new members, emerging needs, looking and data and metrics for each agency for decision making, and shared success stories.

- a. Gina Lindal shared, as of March 1, 2023, the SNAP food benefit is gone and currently working with programs and making referrals to food banks.
- b. Brian from Peninsula College shared the college will be using \$800K to expand the CDL program, ESI courses launched at the Sequim YMCA, the maritime program is still under development, hosting a family night discussing cybersecurity, and seeing more Olympic students coming in at the PT level.
- c. Terry Cox shared there is a need for CDL companies in Shelton, currently short staffed, also focusing on program development and grants to support hiring.
- d. Lucinda stated DVR is looking to hire for the Silverdale office a business specialist – VRC, also reaching out to tribal networks, working through the DVR waitlist with a completion goal of June, and working on a pre-employment transition services for schools.

12. 2023 Calendar (Att. 12., Pg. 30):

Calendar provided

13. Public Comment

None

14. Good of the Order and Adjourn

Megan Mason – Todd from Skookum shared the Governor’s Committee stake holder group is working with Kitsap Transit to discuss transportation options for persons with disabilities

NEXT MEETING

The next council meeting is May 19, 2023, joint in-person meeting with OCB at Olympic College Olympic College Lecture Hall in Bldg. 4, Room 129 (no virtual option)

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 11:55 a.m.

Olympic Consortium One-Stop Centers Infrastructure Funding Agreement (July 1, 2023 - June 30, 2024)

WorkSource Clallam and WorkSource Kitsap Operating Budget and Infrastructure Funding Agreement (IFA) between Olympic Workforce Development Council and One-Stop program partners.

Period of Performance

The partners deem this IFA shall be effective July 1, 2023 – June 30, 2024, regardless of the date signed by all partners. The IFA outlines how each partner will contribute to the infrastructure costs of the one-stop system.

The 2023-2024 IFA changes are as follows:

- Kitsap IFA
 - Reduction in operations costs=\$10,656
 - Added FTE for new EcSA and QUEST positions.
 - Added full FTE for One-Stop Operator position.
- Clallam IFA
 - Increase in operations costs=\$2,535
 - Reallocated OWDC .25 FTE to all partners.
 - Goodwill of Olympics canceled their participation in 2022. OWDC paid for their contribution costs for the remainder of the 2022 IFA instead of reallocating to partners.
 - Removed .5 FTE for One-Stop Operator and made full FTE under Kitsap IFA

| Kitsap Infrastructure Budget (Silverdale) Attachment A | | ESD WP90% (Title III) | ESD UI | ESD RESEA | ESD TAA | ESD VETS | ESD TANF | ESD TOTAL | OWDC Staff (Title I) | OWDC Adult (Title I) | OWDC DW (Title I) | OWDC State EcSA | OWDC Quest (Title I) | OWDC OSO (Title I) | OWDC Total | DSHS DVR (Title IV) | L&I | OESD 114 (Title I) | Olympic College (Title II) | AARP Foundation (Title V) | DSB (Title IV) | |
|---|----------------|-----------------------------|---------------|---------------|---------------|--------------|---------------|---------------|----------------------------|----------------------------|-------------------------|-----------------------|----------------------------|--------------------------|----------------|---------------------------|---------------|--------------------------|----------------------------------|---------------------------------|-------------------|------|
| FTEs | 33.25 | 2.4 | 4.4 | 1 | 1.7 | 0.1 | 3 | 2.4 | 15 | 3 | 1.5 | 1.5 | 1 | 1 | 1 | 9 | 2 | 1 | 5 | 0.5 | 0.5 | 0.25 |
| Percentage of Costs | 100.0% | 7.2% | 13.2% | 3.0% | 5.1% | 0.3% | 9.0% | 7.2% | 45.1% | 9.0% | 4.5% | 4.5% | 3.0% | 3.0% | 27.1% | 6.0% | 3.0% | 15.0% | 1.5% | 1.5% | 0.8% | |
| Estimated Infrastructure Costs | | | | | | | | | | | | | | | | | | | | | | |
| Supplies/Materials | 3,000 | 217 | 397 | 90 | 153 | 9 | 271 | 217 | 1,353 | 271 | 135 | 135 | 90 | 90 | 812 | 180 | 90 | 451 | 45 | 45 | 23 | |
| Phones (3 Shared Phones) | 504 | 36 | 67 | 15 | 26 | 2 | 45 | 36 | 227 | 45 | 23 | 23 | 15 | 15 | 136 | 30 | 15 | 76 | 8 | 8 | 4 | |
| Postage | 100 | 7 | 13 | 3 | 5 | 0 | 9 | 7 | 45 | 9 | 5 | 5 | 3 | 3 | 27 | 6 | 3 | 15 | 2 | 2 | 1 | |
| Data & Document Destruction | 200 | 14 | 26 | 6 | 10 | 1 | 18 | 14 | 90 | 18 | 9 | 9 | 6 | 6 | 54 | 12 | 6 | 30 | 3 | 3 | 2 | |
| Rent | 366,444 | 26,450 | 48,492 | 11,021 | 18,735 | 1,102 | 33,063 | 26,450 | 165,313 | 33,063 | 16,531 | 16,531 | 11,021 | 11,021 | 99,188 | 22,042 | 11,021 | 55,104 | 5,510 | 5,510 | 2,755 | |
| Publications/Training Materials | 1,500 | 108 | 198 | 45 | 77 | 5 | 135 | 108 | 677 | 135 | 68 | 68 | 45 | 45 | 406 | 90 | 45 | 226 | 23 | 23 | 11 | |
| Printer Usage (5 Units - General Use) | 1,000 | 72 | 132 | 30 | 51 | 3 | 90 | 72 | 451 | 90 | 45 | 45 | 30 | 30 | 271 | 60 | 30 | 150 | 15 | 15 | 8 | |
| Printer Usage (2 Units - Staff) | 2,500 | 207 | 379 | 86 | 147 | 9 | 259 | 207 | 1,293 | 259 | 129 | 129 | 86 | 86 | 776 | - | - | 431 | - | - | - | |
| Printer Lease (5 Units - General Use) | 4,740 | 342 | 627 | 143 | 242 | 14 | 428 | 342 | 2,138 | 428 | 214 | 214 | 143 | 143 | 1,283 | 285 | 143 | 713 | 71 | 71 | 36 | |
| Printer Lease (2 Units - Staff) | 1,896 | 157 | 288 | 65 | 111 | 7 | 196 | 157 | 981 | 196 | 98 | 98 | 65 | 65 | 588 | - | - | 327 | - | - | - | |
| Interpreter | 1,500 | 108 | 198 | 45 | 77 | 5 | 135 | 108 | 677 | 135 | 68 | 68 | 45 | 45 | 406 | 90 | 45 | 226 | 23 | 23 | 11 | |
| Public Use Computers (46 Units) | 12,696 | 916 | 1,680 | 382 | 649 | 38 | 1,146 | 916 | 5,728 | 1,146 | 573 | 573 | 382 | 382 | 3,437 | 764 | 382 | 1,909 | 191 | 191 | 95 | |
| Subtotal Estimated Infrastructure Costs | 396,080 | 28,636 | 52,499 | 11,932 | 20,284 | 1,193 | 35,795 | 28,636 | 178,973 | 35,795 | 17,897 | 17,897 | 11,932 | 11,932 | 107,384 | 23,560 | 11,780 | 59,658 | 5,890 | 5,890 | 2,945 | |
| Other Costs | | | | | | | | | | | | | | | | | | | | | | |
| One Stop Operator | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | |
| Total Estimated Infrastructure and Other Costs by Partners | 396,080 | 28,636 | 52,499 | 11,932 | 20,284 | 1,193 | 35,795 | 28,636 | 178,973 | 35,795 | 17,897 | 17,897 | 11,932 | 11,932 | 107,384 | 23,560 | 11,780 | 59,658 | 5,890 | 5,890 | 2,945 | |

| Clallam Estimated Infrastructure Budget (Sequim) Attachment A | | ESD WP90% (Title III) | ESD UI | ESD RESEA | ESD TAA | ESD VETS | ESD TANF | ESD TOTAL | OWDC Staff | OWDC Adult (Title I) | OWDC DW (Title I) | OWDC Total | L&I | DSHS DVR (Title IV) | AARP Foundation (Title V) | DSB (Title IV) | Peninsula College (Title II) | OESD 114 (Title I) | |
|---|----------------|-----------------------------|---------------|---------------|---------------|--------------|---------------|---------------|----------------|----------------------------|-------------------------|---------------|---------------|---------------------------|---------------------------------|-------------------|------------------------------------|--------------------------|---------------|
| FTEs | 15 | 1.9 | 2.5 | 0.6 | 0.6 | 0.1 | 1 | 1.3 | 8 | 0.25 | 1.5 | 1.5 | 3.25 | 0.25 | 0.5 | 0.25 | 0.25 | 0.5 | 2 |
| Percentage of Costs | 100.0% | 12.7% | 16.7% | 4.0% | 4.0% | 0.7% | 6.7% | 8.7% | 53.3% | 1.7% | 10.0% | 10.0% | 21.7% | 1.7% | 3.3% | 1.7% | 1.7% | 3.3% | 13.3% |
| Estimated Infrastructure Costs | | | | | | | | | | | | | | | | | | | |
| Supplies/Materials | 3,000 | 380 | 500 | 120 | 120 | 20 | 200 | 260 | 1,600 | 50 | 300 | 300 | 650 | 50 | 100 | 50 | 50 | 100 | 400 |
| Phones (2 Shared Phones) | 336 | 43 | 56 | 13 | 13 | 2 | 22 | 29 | 179 | 6 | 34 | 34 | 73 | 6 | 11 | 6 | 6 | 11 | 45 |
| Postage | 100 | 13 | 17 | 4 | 4 | 1 | 7 | 9 | 53 | 2 | 10 | 10 | 22 | 2 | 3 | 2 | 2 | 3 | 13 |
| Data & Document Destruction | 200 | 25 | 33 | 8 | 8 | 1 | 13 | 17 | 107 | 3 | 20 | 20 | 43 | 3 | 7 | 3 | 3 | 7 | 27 |
| Rent | 222,748 | 28,215 | 37,125 | 8,910 | 8,910 | 1,485 | 14,850 | 19,305 | 118,799 | 3,712 | 22,275 | 22,275 | 48,262 | 3,712 | 7,425 | 3,712 | 3,712 | 7,425 | 29,700 |
| Publications/Training Materials | 1,000 | 127 | 167 | 40 | 40 | 7 | 67 | 87 | 533 | 17 | 100 | 100 | 217 | 17 | 33 | 17 | 17 | 33 | 133 |
| Printer Usage (5 Units - General Use) | 1,500 | 190 | 250 | 60 | 60 | 10 | 100 | 130 | 800 | 25 | 150 | 150 | 325 | 25 | 50 | 25 | 25 | 50 | 200 |
| Printer Usage (1 Unit - Staff) | 300 | 43 | 57 | 14 | 14 | 2 | 23 | 29 | 181 | 6 | 34 | 34 | 74 | - | - | - | - | - | 45 |
| Printer Lease (5 Units - General Use) | 4,740 | 600 | 790 | 190 | 190 | 32 | 316 | 411 | 2,528 | 79 | 474 | 474 | 1,027 | 79 | 158 | 79 | 79 | 158 | 632 |
| Printer Lease (1 Unit - Staff) | 948 | 136 | 179 | 43 | 43 | 7 | 72 | 93 | 572 | 18 | 107 | 107 | 233 | - | - | - | - | - | 143 |
| Interpreter | 500 | 63 | 83 | 20 | 20 | 3 | 33 | 43 | 267 | 8 | 50 | 50 | 108 | 8 | 17 | 8 | 8 | 17 | 67 |
| Public Use Computers (33 Units) | 9,108 | 1,154 | 1,518 | 364 | 364 | 61 | 607 | 789 | 4,858 | 152 | 911 | 911 | 1,973 | 152 | 304 | 152 | 152 | 304 | 1,214 |
| Janitorial | 25,504 | 3,231 | 4,251 | 1,020 | 1,020 | 170 | 1,700 | 2,210 | 13,602 | 425 | 2,550 | 2,550 | 5,526 | 425 | 850 | 425 | 425 | 850 | 3,401 |
| Subtotal Estimated Infrastructure Costs | 269,984 | 34,219 | 45,025 | 10,806 | 10,806 | 1,801 | 18,010 | 23,413 | 144,079 | 4,502 | 27,015 | 27,015 | 58,532 | 4,479 | 8,958 | 4,479 | 4,479 | 8,958 | 36,020 |
| Other Costs | | | | | | | | | | | | | | | | | | | |
| One Stop Operator | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Total Estimated Infrastructure and Other Costs by Partners | 269,984 | 34,219 | 45,025 | 10,806 | 10,806 | 1,801 | 18,010 | 23,413 | 144,079 | 4,502 | 27,015 | 27,015 | 58,532 | 4,479 | 8,958 | 4,479 | 4,479 | 8,958 | 36,020 |

Meeting Notes
OLYMPIC CONSORTIUM BOARD
Via Zoom
Friday, March 17, 2023

ATTENDEES – Commissioner Kate Dean and Commissioner Charlotte Garrido
Staff: Bill Dowling, Alissa Durkin, and Luci Bench

1. **Call to Order:** 10:00AM
2. **Action Items:** Quorum not present, no actions taken. Request for special meeting to have Transitional Jobs Policy approved.
3. **DISCUSSION ITEMS**
 - a. QUEST New Grant
 - New National Dislocated Worker Disaster Relief Grant entitled, Quality Jobs, Equity, Strategy, and Training (QUEST). OWDC received \$735,952 to service individuals negatively impacted by the COVID-19 Pandemic. The grant will be used to help BIPOC population, individuals nearly 200% of the poverty level, and included a business navigator. The grant allows for business engagement, marketing, and advertising. OWDC in partnership with the One-Stop Operator will be looking at a short-term RFI to bring in an advertising/marketing business. Commissioner Garrido suggested newsletter, radio, and newspaper articles advertising the grant. Also asked to see a plan of outreach to help OWDC promote.
 - b. Builder Grant Program – Kitsap Building Association
 - Commissioner Garrido highlighted the Builder Grant Program and shared the work being done in South Kitsap where they have had a non-profit build tiny houses and a gym converted for temporary housing. Bill remarked union apprenticeships are hard to come by in our region, more work needs to be done to preapprove and get interested individuals into construction trades to fill shortage. Jess Allen (Olympic Education School District 114) working with Youth Build grant in partnership with Habitat to create trade pathways.
 - c. OWDC Director Report Out
 - OWDC meeting on March 7th had a Housing Board Panel with representatives from private, non-profit, and public from the three counties discussing affordable housing. Discussion included the Public Housing vouchers and how to engage landlords to participate. Landlords that participated received rent payments throughout the pandemic. Discussion on engaging homeowners becoming landlords, VRBO's, and B&B's on finding solutions to the lack of affordable housing in the three countries.

- May meeting may focus on engaging youth, the different pathways available and the services. More information will be forthcoming.
 - Bill has been appointed to Puget Sound Regional Council and will be working to bring education and advocating for workforce development.
 - State Economic Security for All (State EcSA) has seen huge success seen in our success stories. Bill will be sending out an email later today asking for support on a \$13.8 million to support jobseekers and employers through the State EcSA program. The plan will be to engage small business with the services offered.
 - AWD Institute free dashboard of labor market information which can be filtered by county and shows real time data on unemployment, median household income, etc.
 - Bill attended West Sound STEM Network Regional Roundtables which focused on Diversity, Equity, Inclusion, and Belonging. Great discussion and sharing on engagement youth.
 - WorkSource has partnered with Navy Federal Credit Union to provide financial literacy courses.
- d. Success Stories
- Presented, no comments

4. UPDATES

- a. 2023 Calendar
- Provided, no comments

5. GOOD OF THE ORDER

Commissioner Dean Journeymen Electrician efforts hit some roadblocks but received a pleasant surprise with another bill pushing on the effective date two-years instead of in June 2023. She's partnered with Suzie at Peninsula College to bring the journeyman apprenticeship pathway and will hopefully be used by others prior to the effective date of the bill.

ADJOURN: Commissioner Dean adjourned the meeting at 11:07am

NEXT MEETING: Friday May 19, 2023.

Meeting Notes
OLYMPIC CONSORTIUM BOARD
Via Zoom
Friday, March 31, 2023

ATTENDEES – Commissioner Randy Johnson, Commissioner Kate Dean, Commissioner Charlotte

Staff: Bill Dowling, Alissa Durkin, Doug Washburn

1. **CALL TO ORDER** Commissioner Garrido called to order at 10:03 AM

2. **ACTION ITEM**

a. Approval of March 31, 2023, agenda

MOTION: Commissioner Johnson moved to approve. Commissioner Dean seconded. Motion carried.

b. Approval of new policy 5590POL Transitional Job

- Requested to add the following language to 5590POL Transitional Job
 - #8 *Upon completion of the Transitional Job term, the individual will continue to work with their case manager to fulfill their IPP that will lead to entry and retention in unsubsidized employment.*
 - *Follow-up Services are required to be offered at the time of exit for at least a period of 12-months after first day of employment.*
 - #9 *At the conclusion of the Transitional Job Term, the TPC hosting the individual will provide the OWDC with a narrative identifying the successes/challenges for program evaluation.*
- Review policy to ensure that we are using proper grammar throughout document.

MOTION: Commissioner Dean moved to approve as amended. Commissioner Johnson seconded. Motion carried.

**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)
EXECUTIVE COMMITTEE SUMMARY
January 10, 2023**

ATTENDANCE: Marilyn Hoppen, Monica Blackwood, Jessica Barr, Jessica Brasher
Staff: Bill Dowling, Alissa Durkin, Doug Washburn

The Olympic Workforce Development Council's (OWDC) Executive Committee meeting was held on Tuesday, January 10th via Zoom.

APPROVAL OF SUMMARY

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

**ACTION: Monica Blackwood moved to approve the Agenda as presented.
Motion was seconded by Jessica Barr.
Motion carried unanimously.**

The Executive Committee's Meeting Minutes were approved as follows:

**ACTION: Jessica Barr moved to approve the October 25, 2022 Executive
Committee Minutes as presented.
Motion was seconded by Monica Blackwood. Motion carried unanimously.**

The Olympic Workforce Development Council's (OWDC) By-Laws Revision 2 were approved as follows:

**ACTION: Monica Blackwood moved to approve the Olympic Workforce By-
Laws as presented.
Motion was seconded by Jessica Barr. Motion carried unanimously.**

DISCUSSION

OWDC Director Report Out

- Discussion on EcSA expansion with additional funding for those above 200% Federal Poverty Level(FPL)and Business Services liaison.
 - 5 million allocated for participants above 200% FPL
 - 3 million allocated or Business Services liaison
 - 8 million allocated for AmeriCorps Peer Navigators

- WorkSource centers are seeing an increase in foot traffic and hiring events.
- Monica Blackwood shared statistics that in the last 18 months individuals are living off of 75% borrowed money:
 - 25% savings
 - 25% borrowed funds from family and friends
 - 25% credit cards.
- Bill reported out on the PY22 WIOA monitoring.
 - This year was a learning experience with many staff new and overall monitoring of OWDC was the cleanest the state has seen this far.
- 2023 NAWB Conference will be attended by Bill, Luci, Commissioner Dean, and Council member Danny Steiger.
- Our March OWDC meeting will focus on the housing market and a housing panel to provide additional information and answer questions.

Interim One-Stop Operator Presentation on OWDC Improvement Plan

- Jessica shared the importance of involving our partners to strengthen our referral system to get the customers all the resources they need and to move our other partners into the Integrated Service Delivery model.
- How? Established System Leadership Team
 - Voice of Customer-Comprised of core WIOA partners. Group will collect and interpret VOC surveys to share with the system and suggest opportunities.
 - Business-Comprised of team members from multiple title partners to coordinate services to businesses representing the full menu of services and develop events and service opportunities based on customer needs.
 - Community Resource-Comprised of team members from title partners to create referral pathways to and from community partners to build a robust network of services to aid in customer navigation.
- Initiatives in Q3
 - Cross training front line staff on business services, expand to rural areas and build community referral network
 - Increase marketing of customer satisfaction surveys
 - Establish quantitative metrics for continuous improvement measures and baseline for DOL performance metrics

- Create system work plan to shape the work of integrated leadership team
-

PY22 Quarter 1 Performance Reports

- Discussed with no questions.

ADJOURN

There being no further business to come before the committee, the meeting was adjourned at 11:13 a.m.

Next Meeting: Tuesday, March 14, 2023, via Zoom

**EXECUTIVE COMMITTEE**

Chair - Marilyn Hoppen, *SVP Human Resources Kitsap Bank*
 Vice Chair - Monica Blackwood, *CEO/President West Sound Workforce*
 Jessica Barr, *Regional Director Washington State Employment Security Dept.*
 Cordi Fitzpatrick, *Human Resources Director Security Services Northwest*
 Chuck Moe, *Field Rep Northwest Laborers-Employers Training*

COUNCIL MEMBERSBusiness Members

Nicholas Gianacakos, *Program Manager General Dynamics NASSCO*
 Daniel Stegier, *CEO/President Lumber Trades, Inc*
 Gillian Niuman, *Human Resources People Support Services*
 Nicole Brickman, *Human Resources Director YMCA Kitsap*
 Gregory Dronkert, *CEO/President Pacific Mobility Group, Inc.*
 Peter Johnson, *HR Manager McKinley Paper Company*
 Heidi Lamprecht, *Co-Founder Paella House Franchisees and Training*
 Matthew Murphy, *President/CEO South Kitsap Chamber of Commerce*
 Lisa Donlon, *General Manager Windermere Commercial*
 Megan Mason-Todd, *Workforce Development Director Snookum*

Economic Development Members

Colleen McAleer, *Executive Director Clallam Economic Development Co.*
 Cindy Brooks, *Executive Director Team Jefferson EDS*

Labor Members

Rusty Grable, *Business Rep & Organizer Machinist Union District 160*
 Neal Holm, *Electrician and Membership Development IBEW 46*

Business Members

Dr. Suzy Ames, *Peninsula College President*
 Dr. Marty Cavalluzzi, *President Olympic College*

Education K-12 Members

Aaron Leavell, *OESD #114 Superintendent*
 Dr. Kareen Borders, *South Kitsap School District*

Kevin Gallacci, *General Manager Clallam Transit System*

Public Service Members

Gina Lindal, *Administrator Department of Social and Health Services*

Community Based Members

Anthony Ives, *Executive Director Kitsap Community Resources*
 Jeff Randal, *Secretary District 1 Jefferson PUD*

BUSINESS AND ECONOMIC COMMITTEE MEETING AGENDA

DATE: May 19, 2023

TIME: 9:00 a.m. – 9:50 a.m.

LOCATION: In Person, Olympic College, Bremerton Campus

-
1. Call to Order – 9:00 a.m. and Welcome
 2. Approval of Meeting Minutes from March 9, 2023 (Att.8a p. 16-17)
 3. New Member Introductions
 4. Discussion Item(s)/Action Item(s)
 - a. WorkSource Employer Services, Hiring Events, and Emerging Opportunities
 - b. Rapid Response: Updates
 5. WDA Trends from Members
 6. Good of the Order
 7. Adjourn

Next Meeting: Thursday, July 13th, 2023, via Microsoft TEAMS

OLYMPIC WORKFORCE DEVELOPMENT
Economic Development & Business Coordination Committee Meeting Minutes
 9:00 a.m. – 9:50a.m.
 Thursday, March 9, 2023
 Virtual, via Teams

In Attendance:

William Dowling, OWDC

Edward Looby, Career Path Services

Kevin Gallacci, Clallam Transit System

James Davis, Kitsap Economic Development Alliance
(KEDA)**1. Call to Order**

Meeting called to order by Edward Looby, at 9:10 a.m.

2. Introductions**3. Approval of Agenda (Attachment)**

No quorum-Approval of Agenda will occur on May 19th meeting.

4. Approval of January 12, 2023, Minutes (Attachment)

No quorum-Approval of January 12th meeting minutes will occur on May 19th meeting.

5. Action and Discussion Items**a. WorkSource Employer Services, hiring events, and emerging opportunities**

Bill Dowling, OWDC shared that the Navy and other contractors are holding hiring events and during the Navy's last event at least 50% of those interviewed were hired. There has been an increase in hiring opportunities and participants. Businesses continue to struggle, large industry employers like healthcare and hospitality. Bill also shared that the board is looking to advertise via broadcast and transit wraps to reach dislocated workers and working to leverage grant funding to explore additional avenues for businesses and participants.

b. Rapid Response: Area Updates

None

6. WDA Trends from Members

- a. Ed Looby, Career Path Services shared that Jefferson and Clallam counties restaurant association is providing gold standard certification training. A hiring event will be held at the conclusion of the training, several hospitality leaders will be in attendance and offering working wages. A business education discussion being held for employer partners and discussing partner-sharing. Also seeing a lot of traffic, Silverdale has three positions in recruitment, one of which is under the QUEST (Quality Jobs, Equity, Strategy, and Training) grant and will focus on

businesses. Those interested to learn more to contact Ed directly. Ed also shared the KCR WorkFirst program is ending and will explore other organizations to provide this service, also working on a referral form to track interactions between partners, looking to hire front desk staff, and lastly cross-training staff to increase the quality and response time of referrals and to increase awareness on various service offerings.

- b. James Davis, KEDA shared that the group meeting at Vibe Community Resources would like to have Ed present on WorkSource services and programs. James and Ed will connect directly. Bill will also provide an electronic WorkSource informational packet for easy distribution to partners. Key Port Industry Day being held on March 14th for contractors and sub-contractors, James will send event information to Ed. Businesses are also looking to train up employees for new positions. James also shared an RFP will be opened for a social media contractor with the goal of reaching out and building community partnerships.
- c. Kevin Gallacci, Clallam Transit System shared the IT position has been filled, making two permanent positions in that department. Seeing an improvement in hiring coach operators, the goal is to have 47 operators by 2024 to roll out new services. Hiring issues for operators continue due to drug testing and shifts are a challenge because shifts are not dedicated. Training wages increased for operators to \$22, training consists of 5 steps over 3 years. Experienced CDL drivers could start at a higher step. Clallam Transit no longer offering wrap advertising due to liability and the building coordinator has been presenting the various offerings of the transit system to the public at the local college to increase ridership.

7. Good of The Order

None

Next Meeting: Thursday, May 19, 2023, in-person Olympic College Olympic College Lecture Hall in Bldg. 4, Room 129 (no virtual option)

8. Adjournment:

Edward adjourned at 9:55 a.m.



YOUTH COMMITTEE MEETING AGENDA

EXECUTIVE COMMITTEE

Chair - Marilyn Hoppen, *SVP Human Resources Kitsap Bank*

Vice Chair - Monica Blackwood, *CEO/President West Sound Workforce*

Jessica Barr, *Regional Director Washington State Employment Security Dept.*

Cordi Fitzpatrick, *Human Resources Director Security Services Northwest*

Chuck Moe, *Field Rep Northwest Laborers-Employers Training*

COUNCIL MEMBERS

Business Members

Nicholas Gianacakos, *Program Manager General Dynamics NASSCO*

Daniel Stegier, *CEO/President Lumber Trades, Inc*
Gillian Niuman, *Human Resources People Support Services*

Nicole Brickman, *Human Resources Director YMCA Kitsap*

Gregory Dronkert, *CEO/President Pacific Mobility Group, Inc.*

Peter Johnson, *HR Manager McKinley Paper Company*

Heidi Lamprecht, *Co-Founder Paella House Franchisees and Training*

Matthew Murphy, *President/CEO South Kitsap Chamber of Commerce*

Lisa Donlon, *General Manager Windermere Commercial*

Megan Mason-Todd, *Workforce Development Director Snookum*

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Cindy Brooks, *Executive Director Team Jefferson EDS*

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Neal Holm, *Electrician and Membership Development IBEW 46*

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Dr. Marty Cavalluzzi, *President Olympic College*

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Dr. Kareen Borders, *South Kitsap School District*

Kevin Gallacci, *General Manager Clallam Transit System*

Public Service Members

Gina Lindal, *Administrator Department of Social and Health Services*

Community Based Members

Anthony Ives, *Executive Director Kitsap Community Resources*

Jeff Randal, *Secretary District 1 Jefferson PUD*

DATE: May 19, 2023

TIME: 9:00 a.m – 9:50 a.m.

LOCATION: Olympic College Lecture Hall in Bldg 4, Room 129

ACTION ITEMS:

1. Call to Order – 9:02 a.m.
2. Approval of Agenda
3. Approval of Meeting Minutes from March 9, 2023 (Att. A)

DISCUSSION ITEMS:

4. Accessing Youth Mental and Behavioral Health Resources
5. Career Connected Learning updates
6. WIOA Youth Pathways to Success updates
7. Youth Resource Round-Up (Att. B)
8. Good of the Order
9. Adjourn

Next Meeting: Thursday, July 13, 2023, via Zoom

**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)
YOUTH COMMITTEE SUMMARY
March 9, 2023**

ATTENDANCE: Jeff Allen, Emily Manson, Kareen Borders, Tiffany Skidmore, Kimberly Hetrick, and Robin Mills

The Olympic Workforce Development Council's (OWDC) Youth Committee meeting was held on Thursday, March 9, 2023, via Zoom.

APPROVAL OF SUMMARY:

The Youth Committee's January 12, 2023, Meeting Minutes and March 9, 2023, Agenda was reviewed and approved with no amendments.

DISCUSSION

1. Youth Employment and Post-Secondary Education Trends

- a. Data walk conducted to look at unemployment in youth labor participation rates, EDRC data to identify trends and noted an 80% on-time graduation rate, less than 50% go on to post-secondary education, there is a gap among 50% of participants, and 20% of the graduating class not engaging. Jeff also shared challenges youth are facing post pandemic which includes housing.

2. Robin Mills-Northwest Maritime Center

- a. Received 2 CCW grants, Maritime Academy and Real-World Readiness-serving vocational programs.
- b. Starting a 4-student cohort 16–18-year-old foster care, low-income youth.
 - i. to prepare youth for real world readiness and modeled after the EET (employment educational training) diversion program and the first cohort is ready to start.

3. WIOA Update

- a. More and More youth are graduating universities and certifications.
- b. This time of year, many youths facing crisis's i.e., homelessness, substance use and mental health.

ADJOURN

There being no further business to come before the committee, the meeting was adjourned at 9:56 am.

Next Meeting: Thursday May 19, 2023, Olympic College Lecture Hall in Bldg 4, Room 129



Youth Resource Round-Up

- DSHS is putting on the annual **Youth Leadership Forum for high school-age students with disabilities**. Here's [the info flyer](#) and here's [the youth application page](#). Youth aged 16-21 are welcome to apply. Cost is FREE to attend for selected youth. Deadline to apply is May 31, 2023.
- On **May 10 @ 10am – 11:30am PT**, USDOL will be hosting a cross-regional Youth Program Peer to Peer call. The agenda is in development, but they anticipate mental health to be a major part of the agenda, as well as potentially an introduction to the Office of Disabilities and Employment Programs, and how to expand RFPs to reach service providers and the 14 elements. **Local boards and their service providers are encouraged to attend**. Once the agenda is finalized, they'll send out an invitation and I will forward to this list of recipients. I want to ensure someone from WA state can attend.
- Check out this [Tableau dashboard of child poverty and homelessness](#) in relation to school attendance and K-12 completion. It can be sorted by congressional district, school district, or county. (Statewide data is also available). School House Connection partnered with Poverty Solutions at the University of Michigan to create this resource.
- Review this [discussion of White supremacy culture](#) (and how to divorce ourselves from it). Highly recommend the "Characteristics" page that goes into greater detail about each of the named characteristics. One thing I especially appreciate about this resource is that it warns against "policing" behavior and using this information to continue to harm people. We are collectively calling one another *in* to name, address, and heal – not to point fingers.

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OPERATIONS COMMITTEE MEETING AGENDA

DATE: May 19, 2023

TIME: 9:00 a.m. – 9:50 a.m.

LOCATION: In-person, Olympic College

1. Call to Order – 9:00 a.m. and Welcome
2. Approval of Meeting Minutes from May 9, 2022 (Att.10.a. p. 22-23)
3. Discussion Item(s)/Action Item(s)
 - a. Brainstorming engaging partners
 - b. Emergent Issues within our community
 - c. Data and Metrics Corner
4. Performance Reports (Att. 10.b. p. 24-26)
5. Adjourn

Next Meeting: via Teams July 13th, 2023

**Operations Committee Minutes
Olympic WorkSource Development Council
March 9, 2023**

ATTENDEES: Mike Robinson, Gina Lindal, Terry Cox, Brian Kneidl, Ezekiel Hill, Lucinda Heidel and Staff Luci Bench.

1. **CALL TO ORDER:** Mike Robinson, called the meeting to order at 9:03 a.m.
2. **ACTION:** Approval of November 17, 2022, minutes as presented. Gina Lindal moved to approve; Terry Cox seconded. **Motion carried unanimously.**
3. **DISCUSSION ITEMS**
 - a. OWDC Operational Partner Highlight
 - Gina shared DSHS services and success stories. The Emergency Food Allotment has expired as of March 1. Zeke is working on long term TANF in Port Angeles, tribal liaison, determining eligibility, and program updates. Success story: a recent client was hired, Gina noted hiring customers can make the most empathic and kind staff.
 - Brian shared Peninsula success story, a welding student hired on by a local company, and because of their talent was offered a welding position in New Zealand. Peninsula offered CDL courses in partnership with CDS. ESL courses available in Sequim, with onsite YMCA childcare. Marine tech program moving forward and working with businesses. Upcoming Cyber Security career fair focused on youth, STEM, WWU and K-12 colleagues.
 - Terry corrected her previous report out about OC enrollments. They had a large amount of registration at the beginning and thought it would continue to tread upward, but it leveled out. Head count is up but students are taking less courses. Noted is the great DSHS referrals and services on campus. Student success story: an BFET eligible student in fashion design accepted a program in France for 2-years. OC is currently working on developing a CDL program at their Shelton campus. They are hearing business asking to have students learn soft skills.
 - Lucinda shared DVR update of understaffed and working to fill those positions. Mishana is covering the three-county area and working with tribal partners. Lucinda is visiting Forks and Neah Bay next week to help provide education on their services. Currently working on wait list and have a goal to have no waiting list by June.
 - Mike noted WorkSource has been very busy while short staffed. Great work taking place with EcSA grant and have a new QUEST grant in development and implementation. Have several customers looking to EcSA as a housing assistance grant, need to educate partners that it is not a housing assistance, participants need to be employment ready. QUEST grant is \$600k, serving 44 participants and will work with businesses and focuses on specific industry sectors. Also noted, recent customers are Title V with low digital skills and need to contact UI but not able to e-service system. WorkSource will be partnering with Navy Federal Credit Union to provide customers with financial literacy workshops remotely.

b. Question posed to the committee of how to utilize this time together, brainstorm ideas, and engage more partners. Mike asked about moving partner reports out to quarter since we are now meeting bi-monthly. Gina supported committee meetings have a quarter report outs as well as using the meeting to brainstorm engaging partners. Terry agreed and asked to add discussion on emergent issues in the communities that the group may be able to assist with. Luci asked about data and metrics all partners report to federal entities and whether pulling our local resources around metrics would be useful to the group. Mike noted the performance reporting WIOA conducts for DOL. Terry mentioned the federal reporting OC focuses on is very diverse and depends on which entity is asking for data. Lucinda noted their reporting is focused on referrals; who is referring, from where, and what types of customers. Everyone noted the staff performance is high on the list of data and metrics focused on in their respective organizations. Going forward the committee will discuss the emergent issues and how we might use data and metrics to add value in our service delivery.

Adjourn at 9:55 am.

NEXT MEETING: Friday May 19, 2023

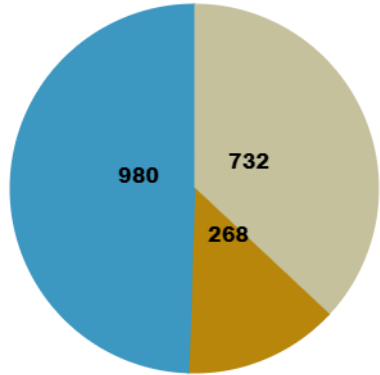
WorkSource System Performance Dashboard

Single Quarter – PY 2021 Q2 (Oct – Dec 2021)

Single Quarter – PY 2022 Q2 (Oct – Dec 2022)

Total seekers 1,980

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



All seekers served

| | |
|--------------------------|-------|
| Self-service customers | 1,000 |
| Staff-assisted customers | 1,248 |

| | | |
|-----------------------|--------|-----|
| Self served only | 36.97% | 732 |
| Both types of service | 13.54% | 268 |
| Staff assisted only | 49.49% | 980 |

New to WorkSource?

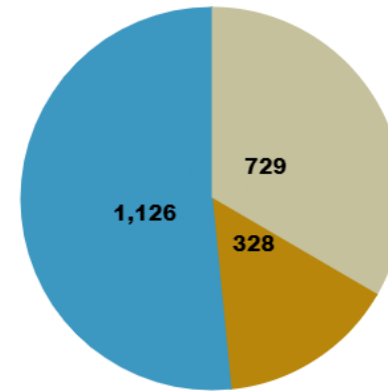
| | | |
|-----------|--------|-------|
| New | 37.83% | 749 |
| Returning | 62.17% | 1,231 |

WorkSourceWA job applicants

| | |
|-------------------------------|-----|
| Seekers with job applications | 288 |
|-------------------------------|-----|

Total seekers 2,183

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



All seekers served

| | |
|--------------------------|-------|
| Self-service customers | 1,057 |
| Staff-assisted customers | 1,454 |

| | | |
|-----------------------|--------|-------|
| Self served only | 33.39% | 729 |
| Both types of service | 15.03% | 328 |
| Staff assisted only | 51.58% | 1,126 |

New to WorkSource?

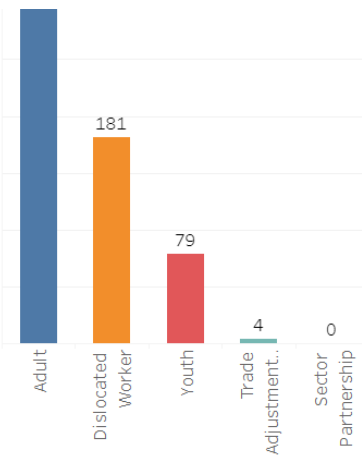
| | | |
|-----------|--------|-------|
| New | 37.52% | 819 |
| Returning | 62.48% | 1,364 |

WorkSourceWA job applicants

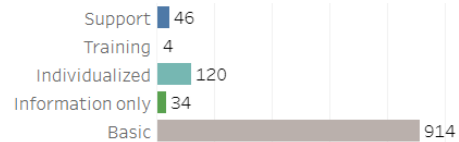
| | |
|-------------------------------|-----|
| Seekers with job applications | 273 |
|-------------------------------|-----|

Seekers served by program enrollment

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

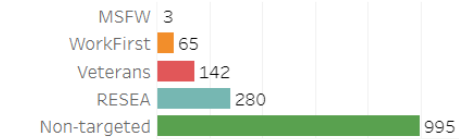


Staff assisted seekers served by service type*



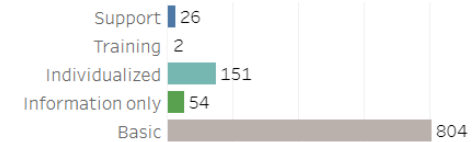
*Information only and support services do not trigger or extend participation.

Staff assisted seekers by cohort



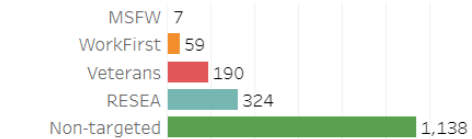
Data last refreshed: 1/31/2023 5:39:35 PM

Staff assisted seekers served by service type*



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

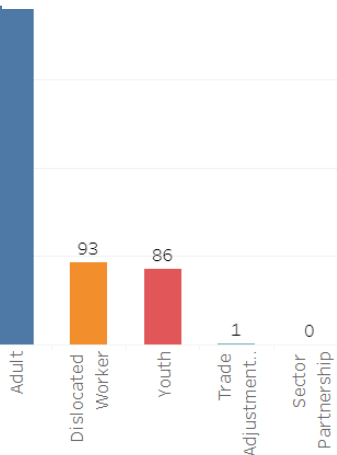
Staff assisted seekers by cohort



Data last refreshed: 1/31/2023 5:39:35 PM

Seekers served by program enrollment

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



WorkSource Employers Served

Single Quarter – PY 2021 Q2 (Oct – Dec 2021)

Single Quarter – PY 2022 Q2 (Oct – Dec 2022)

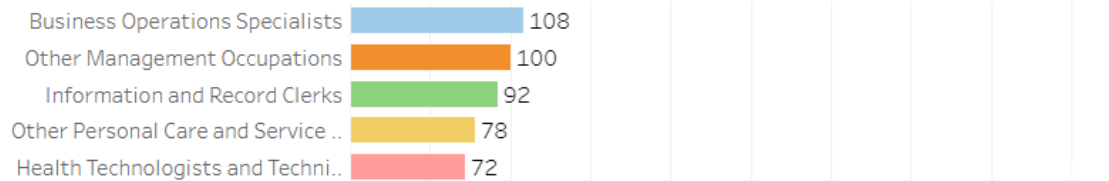
Employers using WorkSource

| | |
|---|-------|
| Employers | 275 |
| Job orders | 1,788 |
| Employers receiving staff-assisted services | 77 |

Employers using WorkSource

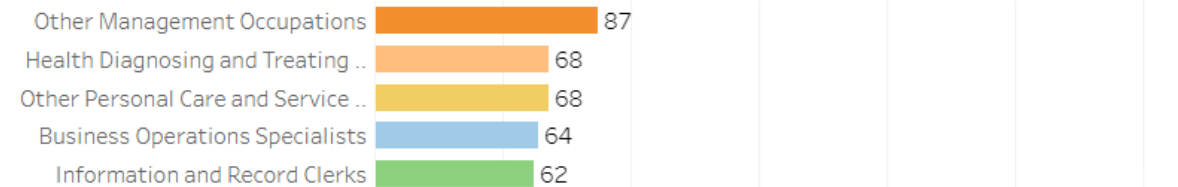
| | |
|---|-------|
| Employers | 199 |
| Job orders | 1,245 |
| Employers receiving staff-assisted services | 133 |

Top 5 jobs in demand



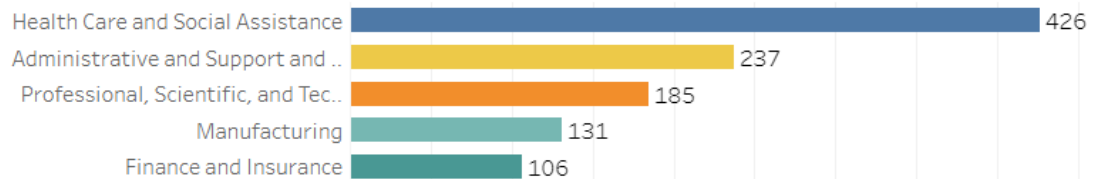
Number of job postings by 3-digit ONET

Top 5 jobs in demand



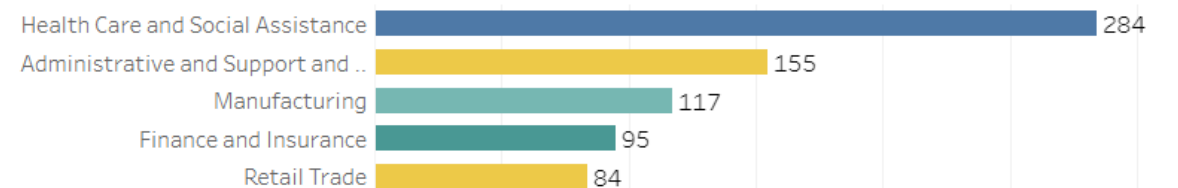
Number of job postings by 3-digit ONET

Top 5 industry sectors posting jobs



Number of job postings by 2-digit NAICS

Top 5 industry sectors posting jobs



Number of job postings by 2-digit NAICS



Performance Reports

Adult, Dislocated Worker & Youth

| Program | Current | Enrollments | Enroll Targets | % PE | Exits | Exit to Employment | Employ Targets | % ExitEmp | Self Emp | Self Emp Targets | Actual Expenditure | Target Expen | %Expend |
|--------------|------------|-------------|----------------|---------------|------------|--------------------|----------------|---------------|----------|------------------|--------------------|------------------|---------------|
| Adult | 89 | 169 | 153 | 110.46% | 80 | 52 | 76 | 68.42% | 2 | 11 | 412,548 | 727,256 | 56.73% |
| DW | 22 | 55 | 102 | 53.92% | 33 | 18 | 52 | 34.62% | 3 | 9 | 225,781 | 891,723 | 25.32% |
| Youth | 107 | 131 | 127 | 103.15% | 24 | 18 | 9 | 200.00% | | | 442,779 | 427,138 | 103.66% |
| Total | 218 | 355 | 382 | 92.93% | 137 | 88 | 137 | 64.23% | 5 | 20 | 1,081,108 | 2,046,117 | 52.84% |

Formula Services

| Program | Individualized | Support | Training |
|--------------|----------------|------------|------------|
| Adult | 170 | 46 | 102 |
| DW | 55 | 16 | 37 |
| Youth | 131 | 112 | 93 |
| Total | 356 | 174 | 232 |

State Economic Security for All

| Current | Enrollments | Enroll Target | Enroll %age | Exits | Exit %age | Exit To Employment | Actual Expenditure | Target Expend | Expend %age |
|---------|-------------|---------------|-------------|-------|-----------|--------------------|--------------------|---------------|-------------|
| 52 | 73 | 51 | 143.14% | 21 | Infinity | 14 | 155,941 | 327,180 | 47.66% |

Federal Economic Security for All

| Current | Enrollment | Enroll Target | Enroll %age | Exits | Exit to Employment | Target Employ | Exit %age | Actual Expenditures | Target Expend | Expend %age |
|---------|------------|---------------|-------------|-------|--------------------|---------------|-----------|---------------------|---------------|-------------|
| 30 | 47 | 52 | 90.38% | 17 | 9 | 9 | 100.00% | 230,141 | 241,659 | 95.23% |

EcSA Services

| Program | Enroll | Individualized | Support | Training |
|---------|--------|----------------|---------|----------|
| EcSA | 38 | 38 | 15 | 10 |

OCB Meeting (3rd Fridays)
 OWDC Meeting (2nd Thursday)
 OCB - OWDC Combined Meeting (May & Nov)
 Exec OWDC Meeting (2nd Tuesdays)

10 a.m. to 12 p.m.
 10 a.m. to 12 p.m.
 9 a.m. to 12 p.m.
 10 a.m. to 12p.m.

2023

| January | | | | | | |
|---------|-----|-----|-----|-----|-----|-----|
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

| February | | | | | | |
|----------|-----|-----|-----|-----|-----|-----|
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| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | | | | |

| March | | | | | | |
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| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

| April 2022 | | | | | | |
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| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | | | | | | |

| May | | | | | | |
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| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

| June | | | | | | |
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| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | |

| July | | | | | | |
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| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

| August | | | | | | |
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| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

| September | | | | | | |
|-----------|-----|-----|-----|-----|-----|-----|
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| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

| October | | | | | | |
|---------|-----|-----|-----|-----|-----|-----|
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
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| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

| November | | | | | | |
|----------|-----|-----|-----|-----|-----|-----|
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | | | | |

| December | | | | | | |
|----------|-----|-----|-----|-----|-----|-----|
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| | | | | | 1 | 2 |
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| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |



MEETING AGENDA

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Jeff Randal, *Secretary District 1 Jefferson PUD*

DATE: July 13, 2023

TIME: 10:00 a.m. – 12:00 p.m.

LOCATION: [ZOOM](#) | Meeting ID: 825 8883 6243 | Passcode: 334829

In-person: WorkSource Kitsap | 3120 NW Randall Way, Silverdale

ACTION ITEMS:

1. Call to Order – 10:00 a.m. and Welcome
2. Approval of July 13 Agenda
3. Approval of May 19 Meeting Minutes (Att. 3, p. 2-5)

DISCUSSION ITEMS:

4. Strategic Workforce Planning – Introduction (Att. 4, p. 6-16)
5. OWDC Director Report Out – Bill Dowling
6. One-Stop Operator Report Out – Ed Looby

COMMITTEE DEBRIEF:

7. Business and Economic Development Packet (Att. 7, p. 18-20)
8. Youth Packet (Att. 8, p. 21-23)
9. Operations Packet (Att. 9, p. 24-26)

10. 2023 Calendar (Att. 10, p. 27)

11. [Public Comment](#)

12. Adjourn

Next Meeting: September 14th via ZOOM

**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)
MEETING MINUTES
May 19, 2023**

ACTION ITEMS:

1. **CALL TO ORDER** The Olympic Workforce Development Council (OWDC) meeting was held in-person at Olympic College May 19, 2023. Jessica Barr, Acting Chair, called the meeting to order at 10:10 a.m.
2. **OWDC** – Chair and Vice Chair not present.

Motion: Rusty Grable moved to approve Jessica Barr to sit as Acting Chair. Jeff Allen seconded the motion. **Motion carried unanimously.**

a. APPROVAL of May 19 Agenda

Motion: Gina Lindal moved to approve the agenda as presented. Danny Steiger seconded the motion. **Motion carried unanimously.**

b. MINUTES March 9, 2023 (Att. 2.b.)

Motion: Jeff Allen moved to approve the minutes as presented. Colleen McAleer seconded the motion. **Motion carried unanimously.**

c. CONSORTIUM IFA (Att. 2.c.)

Alissa provided an overview and highlighted changes to the operating budget, which included adding staff to two WorkSource locations, allocation changes, and budget increases for Clallam County.

Motion: Rusty Grable moved to approve the IFA as presented. Jeff Allen seconded the motion. **Motion carried unanimously.**

3. OCB (See page 4)

DISCUSSION ITEMS

4. Youth Focus Panel

The youth panel discussion and Q/A session covered the growing youth voices, how listening has changed, how central youth are to the conversation focused on equity, diversity, inclusion, and opportunity gaps.

Maggie Bartosovsky, Graduate Strong Youth Leadership Team discussed the youth leadership team representing Kingston, North Kitsap, Olympic, Central Kitsap, Klahowya, Bremerton, and North Mason High Schools. Maggie also discussed future bound activities including the youth

survey that included 221 respondents and the team held youth listening sessions. Maggie shared survey recommendation highlights that included: additional support to overcome, mental health barriers, housing, and transportation, in addition to internship programs and funding increases for services. The leadership team is hosting an event Tuesday, June 13th 4p – 6p, at Marvin Williams Center in Bremerton, RSVP by June 1st.

Kimberly Hetrick, Olympic Educational Service District discussed the K – 14 Pathways; career launch, career prep, and career explore and various programs and services available to students support by providing tours, site visits, speakers on campus. Kimberly also discussed on the job experiences and classroom alignment and program designed specific to support HS students. Kimberly also shared the challenges with adding new sectors to instructional programs, challenges that arise in rural areas to develop programs. Discussed the CCW coalition of partners working to build high school programs in addition to the Maritime Career Pathways designed to grow, train, and fill jobs in the maritime trades on the peninsula. Additionally, the CTE Pathway has since student participation increase and increases in post-secondary pathways as well. Kimberly also shared several graduation pathways and requirements for graduating students.

Rebecca Wilkson, Olympic College shared a personal story that many underrepresented, biracial, female students experience. Rebecca shared the difficulties experienced due to ethnicity and language, and the missed opportunities based on family dynamics, discrimination, racism, and microaggressions. Rebecca also shared the impact and challenges on how post-secondary education is viewed, a changing political climate, and challenges experienced in male dominated educational programs and sectors. Rebecca also discussed the opportunities to build equitable, diverse, and inclusive training.

Deborah Welch, West Sound STEM discussed the two WA STEM Networks and the career connect regional network, with over 80 members providing support and funding opportunities. The networks have a shared goal and work cooperatively, leveraging resources for local higher wage jobs. The networks also work on co-creating change for those furthest from opportunities via career connected learning and pathways. STEM is provided from Pre-k – 12 and the networks also focus on policy, post-secondary credential attainment, and workforce development.

Cynthia DeHope provided an overview of the program designed to engage, educate, and employ. The program seeks legislative engagement, partners, and employer participation opportunities. Relying on data and looking to create a dashboard that is available to everyone to track staff and engagement opportunities. All school districts on peninsula are members of the network. The network also organizes field trips and responds to CTE requests to set up mentorships, tours, and other opportunities. Cynthia also shared employer participation activities are available to serve on various advisory boards. Those interested to contact Deborah for more information.

Jeff Allen, Olympic Educational Service District discussed the Opportunity Youth program for youth 16 – 24-year-olds who are disengaged and are impacted by other barriers. Jeff also discussed 2021 graduation and unemployment rates by county in the Olympic peninsula. OSPI provides graduation rates online for those interested. Jeff also discussed the challenges with housing, transportation, food insecurity, ACEs, access to childcare, and healthcare. Systemic barriers also have a significant impact on disengaged youth moving forward successfully. Jeff also discussed connecting the gaps in education, workforce pathways, and services as well as the Open Doors Program – a re-engagement, performance-based program offering individualized support. Jeff also noted the most impactful component is access positive adult relationships.

Meeting Time Exceeded. Remaining agenda items will be emailed to board members.

- 5. OWDC Director Report Out – Bill Dowling**
- 6. One-Stop Operator Report Out – Ed Looby**

COMMITTEE DEBRIEF

- 7. Executive Meeting Minutes January 10** (Att. 7 p. 12-14)
- 8. Business and Economic Development Packet** (Att. 8 p. 15-17)
- 9. Youth Packet** (Att. 9 p. 18-20)
- 10. Operations Packet** (Att. 10 21-26)
- 11. 2023 Calendar** (Att. 11 p. 26)
- 12. Public Comment:** None

NEXT MEETING: The next council meeting is July 13, 2023, virtual via Zoom

ADJOURNMENT: There being no further business to come before the Council, the meeting was adjourned at 12:28 p.m.

Meeting Minutes
OLYMPIC CONSORTIUM BOARD
In-person at Olympic College
Friday, May 19, 2023

ATTENDEES – Commissioner Randy Johnson, Commissioner Kate Dean (via phone), Commissioner Charlotte

Staff: Bill Dowling and Luci Bench

1. **CALL TO ORDER** Commissioner Garrido called to order.
2. **ACTION ITEM(S)**
 - a. Approval of March 17 meeting minutes
MOTION: Commissioner Garrido noted corrections. Commissioner Johnson moved to approve minutes as amended. Commissioner Dean seconded. Motion carried.
 - b. Approval of March 31 special meeting minutes
MOTION: Commissioner Johnson nominated Commissioner Johnson. Commissioner Dean seconded. Motion carried.
 - c. Approval of IFA/MOU
MOTION: Commissioner Johnson nominated Commissioner Johnson. Commissioner Dean seconded. Motion carried.

ADJOURN: Commissioner Dean adjourned the meeting.

NEXT MEETING: Friday July 21, 2023.



WORKFORCE DEVELOPMENT COUNCIL

SERVING CLALLAM, JEFFERSON, & KITSAP COUNTIES

Strategic Workforce Planning

STRATEGIC WORKFORCE DEVELOPMENT
PLANNING TEAM (SWDP)

JULY 13, 2023



Project Lead
Lolouisi "Luci" Bench
OWDC Program Analyst



Edward "Ed" Looby
OWDC One-Stop Operator



Deborah "Deb" Kaiser
QUEST Navigator

MEET YOUR SWDP TEAM





The WHAT & WHY

Passage of Workforce Innovation and Opportunity Act (WIOA) in 2014 was a vital step to modernize America’s workforce development system. WIOA introduced a renewed and robust system which strives to ensure access to education and training for individuals. The goal is that training and education will lead to employment which will provide economic security for themselves and their families.

WIOA also focuses on meeting the needs of employers. The Act also strives to provide assurance that trained and qualified workers will be available to fill their current and future openings. Through WIOA, a more collaborative and stronger service delivery system has been implemented.

Federal law requires each Local Workforce Development Area to provide a five-year plan to the Governor of the State of Washington.

The WHO?

EXECUTIVE COMMITTEE
 Chair - Marilyn Hoppen, *SVP Human Resources Kitsap Bank*
 Vice Chair - Monica Blackwood, *CEO/President West Sound Workforce*
 Jessica Barr, *Regional Director Washington State Employment Security Dept.*
 Cordi Fitzpatrick, *Human Resources Director Security Services Northwest*
 Chuck Moe, *Field Rep Northwest Laborers-Employers Training*

COUNCIL MEMBERS
Business Members
 Nicholas Gianacacos, *Program Manager General Dynamics NASSCO*
 Daniel Stegier, *CEO/President Lumber Trades, Inc*
 Gillian Niuman, *Human Resources People Support Services*
 Nicole Brickman, *Human Resources Director YMCA Kitsap*
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 Lisa Donlon, *General Manager Windermere Commercial*
 Megan Mason-Todd, *Workforce Development Director Snookum Economic Development Members*
 Colleen McAleer, *Executive Director Clallam Economic Development Co.*
 Cindy Brooks, *Executive Director Team Jefferson EDS*

Labor Members
 Rusty Grable, *Business Rep & Organizer Machinist Union District 160*
 Neal Holm, *Electrician and Membership Development IBEW 46*

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 Dr. Marty Cavalluzzi, *President Olympic College Education K-12 Members*
 Aaron Leavell, *OESD #114 Superintendent*
 Dr. Kareen Borders, *South Kitsap School District*
 Kevin Gallacci, *General Manager Clallam Transit System*

Public Service Members
 Gina Lindal, *Administrator Department of Social and Health Services*
Community Based Members
 Anthony Ives, *Executive Director Kitsap Community Resources*
 Jeff Randal, *Secretary District 1 Jefferson PUD*

Olympic Workforce Development Council Staff

- Bill Dowling | Director
- Ed Looby | One-Stop Operator
- Alissa Durkin | Program Supervisor
- Doug Washburn | Kitsap HS Director
- Luci Bench | Program Analyst
- Keisha Evans-Andersen | HS Supervisor

Olympic Workforce Development Council

Olympic Consortium Board

- o Clallam Commissioner Randy Johnson
- o Jefferson Commissioner Kate Dean
- o Kitsap Commissioner Charlotte Garrido



Current Plan

[Integrated Workforce Plan | Program Years 2020 to 2024](#)

Region Designation

- Clallam
- Jefferson
- Kitsap

Regional Sector Strategies

Service Strategy

Local Workforce Development Board Specific Component of Plan

- Labor Market Data
- Demographic characteristics
- Needs of the employers
- Analysis of region employment base
- Analysis of workforce development activities



Purpose Development

CURRENT -

The Olympic Workforce Development Council (OWDC) serves Clallam, Jefferson, and Kitsap Counties and is an expert in support of the region’s workforce development efforts. The Olympic Consortium Board, (comprised of County Commissioners from the three Counties), and the OWDC (comprised of business, labor representatives, and public sector leaders), are dedicated to the development of a workforce system that supports employers and jobseekers.

The OWDC serves as a hub for gathering and disseminating information about the area’s labor market and business employment needs. The OWDC includes members representing business, education, state agencies, and nonprofits with a focus on finding innovative solutions for workforce challenges. These efforts include working closely with the K-12 system, especially the Career and Technical Education Directors, across the three-county area. OWDC staff work closely with colleges, business, and nonprofits via Business Services programs to assist in meeting the needs of jobseekers and employers alike. Additionally, OWDC staff seek to provide timely information on the economic development climate in the Counties.

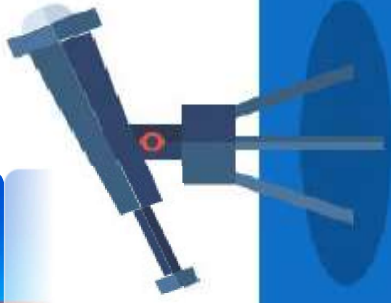
The OWDC also oversees the local network of America’s Job Centers, also called WorkSource. WorkSource is a demand-driven and integrated system of partners who share common goals. Workforce Centers and Affiliates in Silverdale, Port Townsend, Port Angeles, and Port Orchard are a focal point for developing community prosperity, one job seeker and one employer at a time. Each WorkSource is committed to serve as a community resource and provide excellent customer service.

- Why we Exist?
 - o Dedicated to the development of a workforce system that supports employers and job seekers
- Who do we serve?
 - o Business
 - o Job Seekers
 - o Education & Training Providers



The OWDC leads regional workforce efforts, dedicated to the development and implementation of innovative workforce systems, with a focus on community prosperity and economic well-being.

Attachment 4



VISION

Achieving economic prosperity and exceeding the expectations of jobseekers and employers by providing data driven solutions and innovative strategies for workforce challenges.



MISSION

Utilizing locally relevant data to empower innovative and agile workforce strategies; we focus on developing community prosperity, one job seeker and one employer at a time.



VALUES



VALUES

| | | | |
|-----------------------|-------------------|------------------|--------------------|
| Dedication | Agile | Inclusivity | Empowerment |
| Collaboration | Flexible | Diversity | Justice |
| Transparency | Customer Centric | Equity | Courage |
| Integrity | Productive | Belonging | Efficacy |
| Accountability | Innovative | Empathy | Trustworthy |
| | Knowledgeable | Respect | Responsive |
| | | | Stewardship |



Break

Timeline

Due April 2024

Strategic Workforce Planning

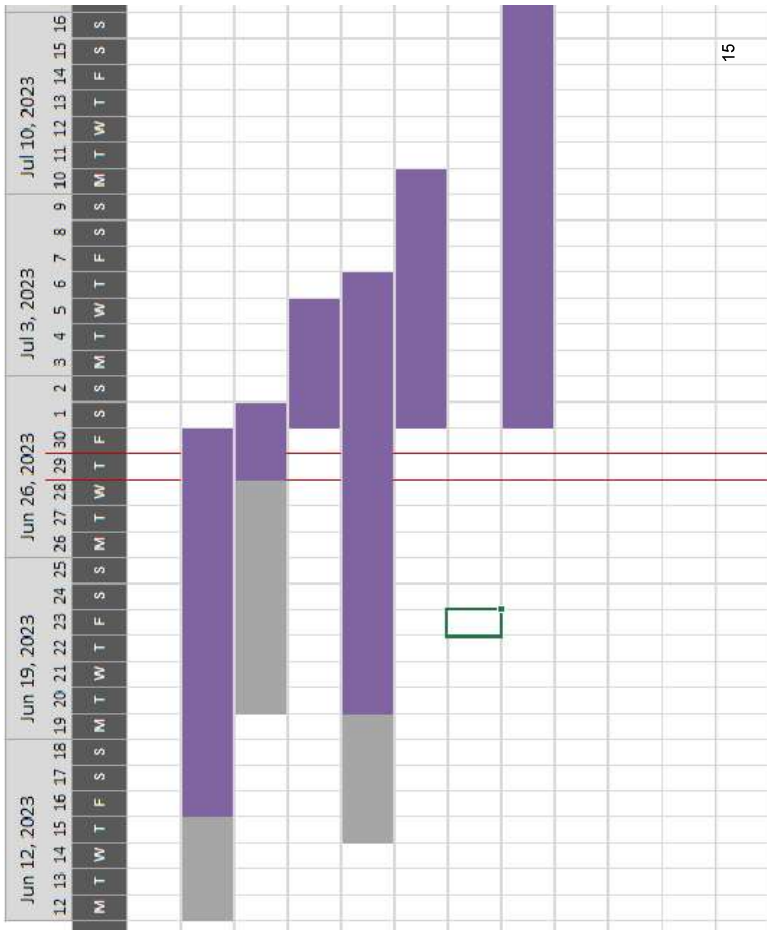
Olympic Workforce Development Council

Luci Bench

Project Start: Mon, 6/12/2023

Display Week: 1

| TASK | ASSIGNED TO | PROGRESS | START | END |
|--|--------------|----------|---------|---------|
| Research & Implementation | | | | |
| Research and design | Luci Bench | 25% | 6/12/23 | 6/30/23 |
| Convene Team Members | Luci Bench | 75% | 6/20/23 | 7/1/23 |
| Introduction Email | Bill Dovling | 0% | 7/1/23 | 7/5/23 |
| Presentation & Implementation | SWDP Team | 25% | 6/15/23 | 7/6/23 |
| Needs Assessment Questionnaire Development | SWDP Team | 0% | 7/1/23 | 7/10/23 |
| Data Gathering | | | | |
| Needs Assessment Interviews | | 0% | 7/1/23 | 8/15/23 |
| Assessment Data Analysis | | 0% | 8/15/23 | 9/1/23 |
| Board & Council Present of Results | | 0% | 9/14/23 | 9/22/23 |
| SWOT Analysis | | 0% | 9/14/23 | 9/16/23 |
| Group defined and recruitment | | 0% | 9/14/23 | 9/30/23 |





Attachment 4

Discussion: How can the Council engage?



Proud Partner



**KITSAP COMMUNITY
RESOURCES**
Creating Hope | Restoring Lives



Washington State
DEPARTMENT OF SERVICES FOR THE BLIND



Washington State
**Department of Social
& Health Services**
Department of Vocational
Rehabilitation



**Employment
Security
Department**
WASHINGTON STATE



**Olympic Educational Service
District 114**
Serving the Olympic & Kitsap
Peninsulas



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Jeff Randal, *Secretary District 1 Jefferson PUD*

BUSINESS AND ECONOMIC COMMITTEE MEETING AGENDA

DATE: July 13, 2023

TIME: 9:00 a.m. – 9:50 a.m.

LOCATION: Microsoft TEAMS [Click here to join the meeting](#)

-
1. Call to Order – 9:00 a.m. and Welcome
 2. New Member Introductions
 3. Discussion Item(s)/Action Item(s)
 - a. WorkSource Employer Services, Hiring Events, and Emerging Opportunities
 - b. Rapid Response: Updates
 - c. Restructure discussion
 4. WDA Trends from Members
 5. Good of the Order
 6. Adjourn

Next Meeting: Thursday, September 14th, 2023, via Microsoft TEAMS

OLYMPIC WORKFORCE DEVELOPMENT
Economic Development & Business Coordination Committee Meeting Minutes
9:00 a.m. – 9:50a.m.
Friday, May 19, 2023
In-Person, Olympic College

In Attendance:

William Dowling, OWDC
Edward Looby, Career Path Services
Colleen McAleer, Clallam Economic Development
Clallam County Commissioner Randy Johnson

1. Call to Order

Meeting called to order by Edward Looby, at 9:18 a.m.

2. Introductions

3. Approval of Agenda (Attachment)

No quorum

4. Approval of March 9, Minutes (Attachment)

No quorum

5. Action and Discussion Items

a. WorkSource Employer Services, hiring events, and emerging opportunities

- Ed discussed hiring and interview events for the quarter, overall turnout has been low. Seven hiring events and three interview events in April. Five events have been scheduled/held in May. The hospitality event in Sequim was cancelled due to no participants for either job seekers or employers. Discussed the cost to attend as a potential barrier will promote to attend free of charge the next time.

b. Rapid Response: Area Updates

None

6. WDA Trends from Members

- a. Colleen McAleer, Clallam Economic Development discussed sustainable green processing coming to Forks and will create job opportunities. Colleen also discussed broadband updates and costs. There will be a presentation for the County and PUD to present options. Estimated average costs are currently \$32k

per household using a mix of fiber optics and wireless the last thousand feet and more for rural areas. Colleen also discussed reimbursements at local hospitals and challenges impacting finances now that COVID funding has ended prompting restructuring and moving or limiting services in response. Layoffs are also a possibility. Peninsula College is also seeing a drop in student enrollments.

- b. Ed Looby, Career Path Services shared he is working the Department for Services for the Blind, Sequim has a large population of visually impaired persons. Ed will be touring two facilities and continues to work on renewing connections throughout the community.
- c. Bill Dowling, OWDC discussed a grant focused on broadband expansion training and collaborating with local tribes. PUD has \$5 Million available funding. Bill also shared that he will be meeting with Thurston County, early conversations starting with PACMA on building and creating fiber optics and other power generating opportunities.
- d. Randy Johnson shared the ways AI can be used to support green and sustainability projects.

7. Good of The Order

None

Next Meeting: Thursday, July 13, 2023, virtual

8. Adjournment:

Edward adjourned at 9:55 a.m.

**EXECUTIVE COMMITTEE**

Chair - Marilyn Hoppen, *SVP Human Resources Kitsap Bank*

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Community Based Members

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Jeff Randal, *Secretary District 1 Jefferson PUD*

YOUTH COMMITTEE MEETING AGENDA

DATE: July 13, 2023

TIME: 9:00 a.m – 9:50 a.m.

LOCATION: via [ZOOM](#)**ACTION ITEMS:**

1. Call to Order – 9:00 a.m.
2. Approval of Agenda
3. Approval of Meeting Minutes from May 19, 2023 (Att. A)

DISCUSSION ITEMS:

4. Accessing Youth Mental and Behavioral Health Resources
Not students and employees but HUMANS
5. Career Connected Learning updates
6. WIOA Youth Pathways to Success updates
7. Good of the Order
8. Adjourn

Next Meeting: Thursday, September 14, 2023, via Zoom

**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)
YOUTH COMMITTEE SUMMARY
May 19, 2023**

ATTENDANCE: Jeff Allen, Emily Manson, Deborah Welsh, Tiffany Skidmore, Kimberly Hetrick, and Cindy Brooks

The Olympic Workforce Development Council's (OWDC) Youth Committee meeting was held on Thursday, May 19, 2023, at Olympic College Lecture Hall.

APPROVAL OF SUMMARY:

The Youth Committee's March 9, 2023, Meeting Minutes and May 19, 2023, Agenda was reviewed and approved with no amendments.

DISCUSSION

1. Assessing Youth Mental Health & Behavioral Health

- a. Discouraging to youth that employers are turning down job candidates who might have a mental health, behavioral health, and/or disability for candidates that are highly skilled and require less assistance.
- b. Employers setting youth up for failure by marketing upper-level job vacancies to entry level youth.
- c. Employers treating people as a widget. Instead, employers should value people as an asset not a unit of production.
 - i. Employers are struggling to understand how to incentivize employees but continue to operate a business.
 - ii. Jefferson EDC is working with employers on how to be more efficient and manage their employees better.
- d. Majority of today's young adults were in important developmental stages when COVID hit causing high social anxiety rates among young adults.
 - i. Additionally, many young adults are facing future anxiety (housing insecurities, national disasters) which is overshadowing their thoughts of joining the workforce.
- e. Need to establish navigator roles to fill gaps in the school system and with employers.
 - i. Employer work with youth and youth work with employer to provide wrap around support services.

2. CCL Update

- i. Not participating in Round II CCL grant.
- ii. Chimacum Food Truck starts in the Fall.
- iii. Working to upskill or skill 5000 individuals and place 3000 into jobs.

3. West Sound STEM Update

- a. STEM Like Me-In-Person middle school program allowing students to engage with STEM professionals and participate in engaging hands-on activities.
- b. Currently recruiting for additional STEM professionals.
- c. New partnership with medical clinic.

4. Pathways Update

- a. Reaching enrollment and expenditure targeted outcomes.
- b. WEXs are continuing to increase.
- c. Trends
 - i. Seeing many young adults with multiple barriers, partnering with DVR to provide extra mental health assistance.
 - ii. Pathways staff working to break the silos in the community. It's the only way to overcome many barriers youth face.

ADJOURN

There being no further business to come before the committee, the meeting was adjourned at 9:56 am.

Next Meeting: Thursday July 13, 2023, via ZOOM

**EXECUTIVE COMMITTEE**

Chair - Marilyn Hoppen, *SVP Human Resources Kitsap Bank*

Vice Chair - Monica Blackwood, *CEO/President West Sound Workforce*

Jessica Barr, *Regional Director Washington State Employment Security Dept.*

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Community Based Members

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Jeff Randal, *Secretary District 1 Jefferson PUD*

OPERATIONS COMMITTEE MEETING AGENDA

DATE: July 13, 2023

TIME: 9:00 a.m. – 9:50 a.m.

LOCATION: Microsoft [Teams Meeting](#)
Meeting ID: 220 897 650 352
Passcode uarQ8q

-
1. Call to Order – 9:00 a.m. and Welcome
 2. Approval of Meeting Minutes from May 19, 2023 (Att. xx)
 3. Discussion Item(s)/Action Item(s)
 - a. Outcomes ‘Framestorming’
 - b. Gap Analysis and Path Forward
 4. Performance Reports
 5. Adjourn

Next Meeting: via Teams September 22, 2023

**Operations Committee Minutes
Olympic WorkSource Development Council
May 19, 2023**

ATTENDEES: Mike Robinson, Jessica Barr, Gina Lindal, Terry Cox, Commission Garrido and Staff Luci Bench.

1. **CALL TO ORDER:** Mike Robinson called the meeting to order at 9:04 a.m.
2. **ACTION:** Approval of May 9, minutes as presented. Gina Lindal moved to approve; Jessica Barr seconded. **Motion carried unanimously.**
3. **DISCUSSION ITEMS**
 - a. Brainstorming engaging partners activity: Frame Storming

All attendees were provided a 'framestorming' worksheet and sticky notes. Question: How might we engage more businesses and community-based partners in OWDC Operations.

Terry: Why can't we...? Time and Capacity for partners. Partners understand why this is more important than competing. What is the purpose for each partner? How can we ensure the meeting time would be time well spent for the partners with clear outcomes? How do we build a partner inclusive agenda?

Gina: What can't we...? They don't know how their work aligns with OWDC efforts. We haven't invited them. They are unaware of the OWDC and our work. Invite them, educate them, and market the work of the council. Need to develop outreach materials (if we don't have them already). Help with marketing material, events, and training. Decide which partners to invite and send invitations. Offer to bring guests to the meeting. Survey/new strategic plan that energizes partners.

Jessica: What can't we...? Lack of strong connections and a "why" "what's in it for me? How might we develop and share WIFM? Lack of understanding level of engagement/how they fit into the system. How might we develop/survey to engage/ ask what they need? How would they like to show up? Narrow industry sectors – access points into 'their world.' Lack of full business funding. How might we collectively market, engage, outreach by sector w/common message/brand? New OWDC Strategic Plan, create a roadmap!

Mike: Why can't we...? Lack of awareness, what's in it for me? Develop and build awareness. Low relationship awareness, need to take stock of what is current. How do we focus the councils' efforts? Outreach in the community, organize and develop outreach strategies.

Commissioner Garrido: Why can't we...? How can we stimulate more engagement +/- new ideas. Encourage conversations and actions: engage through survey? Are there key topics actions to focus on? Look at industry sectors to focus on actions/ pathways toward future benchmarks and success. New strategies, can there be a welcoming pathway to workforce development?

Luci: Why can't we...? What are we currently doing to engage and the do we have best practices? There are unknown entities in the community to make connections to. How do we reach out to those unknown entities? Through exposure in the form of outreach and marketing, and work on collaboration and scheduling to ensure adequate time is allocated.

Why are we asked to engage in the work we do? What are we trying to accomplish? Start at the larger system and develop a layered approach to engagement. OWDC as the driver. Mike suggested each current member invite another member to the table and Commissioner Garrido added to meet with the entities. As we move forward action items/tasks for committee.

b. Emergent Issues within our community

Housing, unemployment, and childcare are the major issues. How are we reaching the individual that needs that assistance and providing them with the resources that are available? Terry pointed out that food insecurity is continuing to be a major issue. Food pantries have limits and changes at federal level filtering down creating barriers. All businesses struggle to hire and work with less. What are businesses doing to mitigate? Many are reverting to face to face and less virtual and/or developing hybrid models. Our current system has been affected by these changes and are working to find a balance between benefits for staff and continuing to serve customer.

4. Performance Reports

- a. Provided no discussion.

Adjourn at 9:57 am.

NEXT MEETING: Thursday July 13, 2023

- OCB Meeting (3rd Fridays)
- OWDC Meeting (2nd Thursday)
- OCB - OWDC Combined Meeting (May & Nov)
- Exec OWDC Meeting (2nd Tuesdays)

- 10 a.m. to 12 p.m.
- 10 a.m. to 12 p.m.
- 9 a.m. to 12 p.m.
- 10 a.m. to 12p.m.

2023

| January | | | | | | |
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| April 2022 | | | | | | |
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| November | | | | | | |
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MEETING AGENDA

EXECUTIVE COMMITTEE

Chair - Marilyn Hoppen, *SVP Human Resources Kitsap Bank*
Vice Chair - Monica Blackwood, *CEO/President West Sound Workforce*
Jessica Barr, *Regional Director Washington State Employment Security Dept.*
Cordi Fitzpatrick, *Human Resources Director Security Services Northwest*
Chuck Moe, *Field Rep Northwest Laborers-Employers Training*

COUNCIL MEMBERS

Business Members

Nicholas Gianacakos, *Program Manager General Dynamics NASSCO*
Daniel Steiger, *CEO/President Lumber Trades, Inc*
Gillian Niuman, *Human Resources People Support Services*
Nicole Brickman, *Human Resources Director YMCA Kitsap*
Gregory Dronkert, *CEO/President Pacific Mobility Group, Inc.*
Peter Johnson, *HR Manager McKinley Paper Company*
Heidi Lamprecht, *Co-Founder Paella House Franchisees and Training*
Matthew Murphy, *President/CEO South Kitsap Chamber of Commerce*
Lisa Donlon, *General Manager Windermere Commercial*
Megan Mason-Todd, *Workforce Development Director Snookum*

Economic Development Members

Colleen McAleer, *Executive Director Clallam Economic Development Co.*
Cindy Brooks, *Executive Director Team Jefferson EDS*

Labor Members

Rusty Grable, *Business Rep & Organizer Machinist Union District 160*
Neal Holm, *Electrician and Membership Development IBEW 46*

Post-Secondary Education Members

Dr. Suzy Ames, *Peninsula College President*
Dr. Marty Cavalluzzi, *President Olympic College*

Education K-12 Members

Aaron Leavell, *OESD #114 Superintendent*
Dr. Kareen Borders, *South Kitsap School District*
Kevin Gallacci, *General Manager Clallam Transit System*

Public Service Members

Gina Lindal, *Administrator Department of Social and Health Services*

Community Based Members

Anthony Ives, *Executive Director Kitsap Community Resources*
Jeff Randal, *Secretary District 1 Jefferson PUD*

DATE: September 14, 2023

TIME: 10:00 a.m. – 12:00 p.m.

LOCATION: [ZOOM](#) | Meeting ID: 825 8883 6243 | Passcode: 334829

In-person: WorkSource Kitsap | 3120 NW Randall Way, Silverdale

ACTION ITEMS:

1. Call to Order – 10:00 a.m. and Welcome
2. Approval of September 14 Agenda
3. Approval of July 13 Meeting Minutes (Att. xx)

DISCUSSION ITEMS:

4. Strategic Workforce Development Planning
 - a. Needs Assessment Outcomes
5. OWDC Director Report Out – Bill Dowling
6. One-Stop Operator Report Out – Ed Looby

COMMITTEE DEBRIEF:

7. Business and Economic Development Packet (Att. xx)
8. Youth Packet (Att. xx)
9. Operations Packet (Att. xx)

10. 2023 Calendar (Att. xx)
11. [Public Comment](#)
12. Adjourn

Next Meeting: September 14th via ZOOM



Olympic Consortium Board & Olympic Workforce Development Council



Olympic Consortium Board

Kitsap County Commissioner

Charlotte Garrido - Chair

Jefferson County Commissioner

Kate Dean – Vice Chair

Clallam County Commissioner

Randy Johnson

OWDC Executive Committee Members

Chair - Marilyn Hoppen, *SVP Human*

Resources Kitsap Bank

Vice Chair - Monica Blackwood,

CEO/President West Sound Workforce

Jessica Barr, *Regional Director Washington*

State Employment Security Dept.

Cordi Fitzpatrick, *Human Resources*

Director Security Services Northwest

Chuck Moe, *Field Rep Northwest Laborers-*

Employers Training

Staff

Bill Dowling, OWDC Director

Alissa Durkin, OWDC Program

Supervisor

Luci Bench, OWDC Program Analyst

Edward Looby, One-Stop Operator

Doug Washburn, Kitsap County Human

Service Director

MEETING AGENDA

DATE: November 17, 2023

TIME: 10:00 a.m. – 12:00 p.m.

LOCATION: Elwha Klallam Heritage Center
401 E. 1st St | Port Angeles, WA
Virtual Option: click [ZOOM Link](#)

OCB ACTION ITEMS:

1. 10:00 a.m. Call to Order and Welcome – Commissioner Garrido
2. OCB
 - a. Approval of November 17, 2023, Agenda
 - b. Approval of September 22, OCB Meeting Minutes (Att. 2.b., p. 2-3)
 - c. Approval of Appointment Letters (Att. 2.c., p. 4-5)

CONSENT AGENDA:

3. 10:15 a.m. Call to Order and Welcome – Marilyn Hoppen
4. OWDC Approval of Consent Agenda (Att. 4., p. 6)
 - a. To access online at [Executive Committee Meeting Packet](#)

DISCUSSION ITEMS:

5. Veteran’s Recognition
6. SWDP Work Group Report Out
 - a. Economic Landscape
 - b. Sector Strategics
 - c. Service Delivery
7. 2024 Calendar (Att. 7, p. 23)

LUNCH:

8. OWDC Director Report Out – Bill Dowling
9. One-Stop Operator Report Out – Ed Looby

COMMITTEE DEBRIEF:

10. Business and Economic Development Packet (Att. 10, p. 11-14)
11. Youth Packet (Att. 11, p. 15-17)
12. Operations Packet (Att. 12, p. 19-22)
13. [Public Comment](#)
14. Adjourn

Next Meeting: Tentatively January 11th, 2024

Meeting Notes
OLYMPIC CONSORTIUM BOARD
Via Zoom
Friday, September 22, 2023

ATTENDEES – Commissioner Randy Johnson, Commissioner Kate Dean and Commissioner Charlotte Garrido, Doug Washburn
Staff: Bill Dowling, Alissa Durkin

1. Call to Order: 10:03AM

2. Action Items:

a. Approval of September 22 agenda

MOTION: Commissioner Johnson moved to approve. Commissioner Dean seconded. Motion carried.

b. Approval of July 21 meeting minutes

MOTION: Commissioner Johnson moved to approve. Commissioner Dean seconded. Motion carried.

3. DISCUSSION ITEMS

a. OWDC Director Report Out

- Attended KEDA 40th anniversary.
- Met with Clallam EDC
 - Focused on apprenticeship opportunities for non-unions in rural areas.
 - More flexibility on regulations (focused on new journey level electrician requirements).
 - County data showing great need for new residents within the community to meet those requirements while working in county.
 - Commissioner Garrido requested documenting/video why we are pushing for this.
- Tackling the transportation issue specifically with WDOT Ferries.
 - Providing training opportunities to obtain additional workers.
 - Commissioner Garrido mentioned Kitsap Transit initiated a fast ferry and additional foot passenger ferries.
- WWA Conference November 14-16th at Marriott Tacoma
- Workforce Legislation Day at the Capital on January 23, 2024
- Received updated DoI guidance on marketing/outreach
 - researching access television spot on BKAT with commissioner
 - Continued availability of Director to do radio programs

b. Strategic Workforce Development Planning Project

- Presentation on Needs Assessment Results
- Commissioners shared what economic well-being meant to them.
 - Commissioner Dean noted: choices-ability to choose new career, re-training, choose to live with intentions.
- Commissioner Johnson noted: What you're wearing determines how you answer- are you a salaried or hourly worker?
- Reflections on positive and negative impact in Clallam
 - Hospital losing funds and the federal government is the who needs to fix it.
 - Healthcare can't provide benefits to staff. Wages increased but harder for businesses to stay out of the red.
 - Community objection to substance recovery centers.

4. UPDATES

a. 2023 Calendar

- Provided in agenda packet.
- Bill informed commissioners that OWDC is interested in in-person meetings so 2024 we would like to have all meetings be hybrid.
- OCB can determine how to meet in 2024.

5. GOOD OF THE ORDER

- a. No reported out.

ADJOURN: Commissioner Garrido adjourned the meeting at 11:30 am

NEXT MEETING: Friday November 17, 2023, in-person

Elwha Klallam Heritage Center

401 E. 1st St Port Angeles

Olympic Consortium Board

614 Division St. MS-23, Port Orchard, WA 98366



**Jefferson County
Commissioners**

Kate Dean,
Second Vice Chair
Greg Brotherton
Heidi Eisenhour

**Clallam County
Commissioners**

Randy Johnson,
First Vice Chair
Mark Ozias
Bill Peach

**Kitsap County
Commissioners**

Charlotte Garrido,
Chair
Katie Walters
Christine Rolfes

OWDC Director

William Dowling
wdowling@kitsap.gov
360-689-8525

OWDC Staff

Luci Bench
lbench@kitsap.gov
360-689-4124

November 17, 2023

Allison Plute
Human Resource Director
Jamestown S'Klallam Tribe
1033 Old Blyn Hwy,
Sequim, WA 98382

Dear Ms. Plute,

I am pleased to announce your re-appointment to the Olympic Workforce Development Council. Your re-appointment was confirmed for a new term beginning November 1, 2023, continuing through November 1, 2026.

The Olympic Workforce Development Council is dedicated to the development of an innovative workforce system supporting a strong economy and community within Clallam, Jefferson, and Kitsap Counties. In conjunction with local businesses, training and education providers, and industry leaders, we strive to support an inclusive and diverse workforce. The challenges and responsibilities of individuals serving on the Workforce Development Council are genuine, and it is with appreciation that we acknowledge your commitment.

I look forward to working with you and all Workforce Development Council members as we continue to assist job seekers overcome barriers and assist employers meet their business needs.

Sincerely,

Charlotte Garrido, Chair
Olympic Consortium Board

Olympic Consortium Board

614 Division St. MS-23, Port Orchard, WA 98366



**Jefferson County
Commissioners**

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Second Vice Chair
Greg Brotherton
Heidi Eisenhour

**Clallam County
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Randy Johnson,
First Vice Chair
Mark Ozias
Bill Peach

**Kitsap County
Commissioners**

Charlotte Garrido,
Chair
Katie Walters
Christine Rolfes

OWDC Director

William Dowling
wdowling@kitsap.gov
360-689-8525

OWDC Staff

Luci Bench
lbench@kitsap.gov
360-689-4124

November 17, 2023

Cordi Fitzpatrick
Human Resource Director
Security Services Northwest, Inc.
250 Center Park Way
Sequim, WA 98382

Dear Ms. Fitzpatrick,

I am pleased to announce your re-appointment to the Olympic Workforce Development Council. Your re-appointment was confirmed for a new term beginning November 1, 2023, continuing through November 1, 2026.

The Olympic Workforce Development Council is dedicated to the development of an innovative workforce system supporting a strong economy and community within Clallam, Jefferson, and Kitsap Counties. In conjunction with local businesses, training and education providers, and industry leaders, we strive to support an inclusive and diverse workforce. The challenges and responsibilities of individuals serving on the Workforce Development Council are genuine, and it is with appreciation that we acknowledge your commitment.

I look forward to working with you and all Workforce Development Council members as we continue to assist job seekers overcome barriers and assist employers meet their business needs.

Sincerely,

Charlotte Garrido, Chair
Olympic Consortium Board



EXECUTIVE COMMITTEE MEETING AGENDA

EXECUTIVE COMMITTEE

Chair - Marilyn Hoppen, *SVP Human Resources Kitsap Bank*
 Vice Chair - Monica Blackwood, *CEO/President West Sound Workforce*
 Jessica Barr, *Regional Director Washington State Employment Security Dept.*
 Cordi Fitzpatrick, *Human Resources Director Security Services Northwest*
 Chuck Moe, *Field Rep Northwest Laborers-Employers Training*

COUNCIL MEMBERS

Business Members

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 Daniel Stegier, *CEO/President Lumber Trades, Inc*
 Gillian Niuman, *Human Resources People Support Services*
 Nicole Brickman, *Human Resources Director YMCA Kitsap*
 Gregory Dronkert, *CEO/President Pacific Mobility Group, Inc.*
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Dr. Kareen Borders, *South Kitsap School District*

Kevin Gallacci, *General Manager Clallam Transit System*

Public Service Members

Gina Lindal, *Administrator Department of Social and Health Services*

Community Based Members

Anthony Ives, *Executive Director Kitsap Community Resources*

Jeff Randal, *Secretary District 1 Jefferson PUD*

DATE: November 7, 2023

TIME: 1:00 p.m. - 2:00 p.m.

LOCATION: <https://us06web.zoom.us/j/7881886224>

ACTION ITEMS:

1. Call to Order – 1:02 p.m.
2. Approval of Agenda
3. Approval of November 17, 2023, OWDC/OCB Agenda (Att. A)
4. Approval of Executive Meeting Minutes from January 10, 2023 (Att. B)
5. Approval of OWDC Meeting Minutes from September 14, 2023 (Att. C)
6. Approval of Olympic Consortium 2024 Budget (Att. D)
7. Approval of 2023-2024 IFA revision 1 (Att. E)
8. Approval of revised OWDC policies and OWDC Policy Handbook (Att. F)

DISCUSSION ITEMS:

1. OWDC Director Report Out
2. One-Stop Operator Report Out
3. Good of the Order
4. Adjourn

Next Meeting: TBD

**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)
MEETING MINUTES
September 14, 2023**

ACTION ITEMS:

1. CALL TO ORDER The Olympic Workforce Development Council (OWDC) meeting was held virtually via Zoom September 14, 2023. Marilyn Hoppen, Chair, called the meeting to order at 10:10 a.m.

2. APPROVAL of September 14 Agenda

Motion: Jessica Barr moved to approve the agenda as presented. Gina Lindal seconded the motion. **Motion carried unanimously.**

3. APPROVAL OF MINUTES July 13, 2023 (Att.)

Motion: Gina Lindal moved to approve the minutes as amended. Monica Blackwood seconded the motion. **Motion carried unanimously.**

DISCUSSION ITEMS

4. Strategic Workforce Development Planning

Bill thanked the committee members who participated in the interviews. Luci discussed the purpose and mission of the OWDC and posed the question: What is economic development?

a. Needs Assessment Outcomes

Luci provided an update on the Workforce Development strategic plan and needs assessment results, and next steps. Luci was able to connect with 28 council members, 80% of council members participated in interviews, representing various industries. Luci went through the interview questions for key areas: recruitment and retention, organizational changes and adaptation, financial & funding Issues, Industry – specific challenges. Luci also shared some trends identified via the assessment, including the technological, educational, and systemic adaptations, staffing, losses, gains, responses to various barriers and challenges, and the emerging opportunities. Luci also shared some of the responses from council member interviews. Luci further discussed forecasting to address workforce growth, capacity, and business development.

Luci shared the barriers to entering or re-entering the workforce. The barriers identified included childcare, affordable housing, wages and mental health, substance abuse, lack of training, transportation, and retirement. Luci also shared the organizational barriers – skills and experience mismatch, out of area recruitment for skilled workers, competition among employers, transferable skills,

skilled trades, soft and interpersonal skills, and work ethic are the areas with the most needs. Youth workers are also looking for remote or different job opportunities. Monica Blackwood also noted that while the focus has been on youth workforce development, the incumbent worker and those who have been through the criminal justice system are equally important.

Luci continued to share highlights and take aways from the needs assessment results: Services – access, quality, basic needs, career, development, and support. Diversity, Equity, and Inclusion (DEI), various initiatives, programs, and efforts in the works, value added opportunities for the council members. In conversations with the Workforce Development State board would like to put out a survey. OWDC is using data that is readily available from agencies like KCR. Kareen Borders also inquired about working with those being serviced to gather feedback.

Lastly, Luci discussed the next steps and the OWDC’s plan to create break out groups to start building actionable tasks. The breakout groups would address economic landscapes, sector strategies, and service delivery. Committee members selected which group they would like to participate. This process requires a 3 – 4-hour time commitment during November. Luci further explained what each of the breakout groups focus looked like: Economic landscape – emerging, demographics, regional; Sector – determining target industries, partnerships, prioritizing activities; and Service – partnerships, multi-regional approach. Luci will send out a doodle poll to gather responses from members. Luci also reviewed the strategic planning timeline, the SWOT analysis will not be conducted, and per the timeline all current activities are on target for completion.

5. September Workforce Professional Development Month

Bill shared the declaration of September as Workforce Professional Development Month. All 3 counties have made the proclamation, signed by county commissioners, and will be posted to the OWDC website.

6. OWDC Director Report Out – Bill Dowling

Bill shared, the State Workforce Conference being held 11/14 – 11/16, those interested should contact Bill directly and Bill will provide conference details. Bill also shared the 2023 state legislative recommendations made by the Puget Sound Regional Council (PSRC) PSRC legislative recommendations include transportation investments, housing affordability and availability, greenhouse gas reduction, and economic sustainability. Additionally, agencies are currently looking for additional youth program funding due to WIOA funding cuts.

7. One-Stop Operator Report Out – Ed Looby

Ed shared that there have been a lot of activity in the offices, Olympic College has been in Silverdale every Wednesday WIOA enrollments, addressing funding cuts and adjusting staff as a result. Currently, in discussions with businesses and incumbent workers, which can be a challenge. Referral tool works between partners for agency referrals and interaction follow up. Hiring events all positions filled at the event yesterday (provided by Hildo). Informed Care training coming up and preparing to beta test. Meeting with local businesses, St. Michaels, and some others to provide solutions to labor shortages and challenges. Employers scrambling for employees, but employers are slow to engage applicants.

COMMITTEE DEBRIEF

8. Business and Economic Development Packet (Att.)

Ed Looby provided a brief overview of the committee discussion, Clallam Transit Hurricane ridge service has been successful, partners continue to advocate for good working wages, and noted government regulations not keeping up with the times.

9. Youth Packet (Att.)

Jeff Allen shared that WIOA federal allocation statewide has seen significant cuts to youth programing. Reauthorization has not been passed in the last few years. Service cuts in staffing 1.5 FTEs. Pathways to Success program has had to reduce hours, Patrick Lewis previously working under WIOA in Kitsap moved to a different program. Patrick is now a case manager at Fairview Middle School, moving Patrick they were able to retain staff. Current focus on addressing homelessness and housing insecurity for youth, working on a project in Kitsap county collaborating with Bremerton Housing Authority and Kitsap Mental Health to purchase 24 units for youth ages 18 – 24 to use as supportive housing.

The WA Dept of Commerce – is focusing more on homeless youth. McKinney-Vento Program has partnered the Department of Commerce and focusing on eliminating youth homelessness providing funding for a youth homelessness navigator position, hired in Sequim – hired a youth with lived experience.

Kareen shared that Career Connect Washington funding for career exploration, career prep, and career launch is coming up in a few months.

10. Operations Packet (Att.)

Mike Robinson shared, that Gina Lindal with DSHS has seen an uptick in replacement, stolen benefits and they have been able to replace those benefits. The EcSA program may be able to help those impacted as well.

Terry Cox and Brian Kneidl noted that enrollments are up. Terry also shared that Olympic College will be expanding health care programs, adding 10 over the next 5 years and bringing back non-credit classes. Branch campuses in Shelton and Poulsbo are seeing increases in enrollment and apprenticeships are now available for substance abuse and

peer support programs. Also adding BS in Behavioral Health next year.

Brian Kneidl also shared Peninsula College's addition of several new classes, including natural resources at Forks, a digital media course in Port Angeles and offering a virtual office training.

Anjalee with KCR shared success stories, process improvements, credit, and asset building, and that the organization is working with local staffing agencies to conduct a skills analysis.

Mike discussed how the two comprehensive centers in Kitsap and Silverdale have been working on various initiatives to recognize staff, developed a plan to increase dislocated worker numbers to include outreach emphasizing on satellite offices and the base. Also working with DDR and L & I, focused on construction and nursing outreach, specific target outreach with various industry workers, and re-employment services. There was a job fair yesterday, there was not a good turnout of job seekers, with only 65 participants and 35 businesses present. Currently collaborating with St. Michaels to address OJTs and DWs, briefly discussed the referral process and will share more at the next meeting.

11. 2023 Calendar (Att.)

12. Public Comment: None

NEXT MEETING: The next council meeting is November 14, 2023, In-person

ADJOURNMENT: There being no further business to come before the Council, the meeting was adjourned at 11:48 a.m.

**EXECUTIVE COMMITTEE**

Chair - Marilyn Hoppen, *SVP Human Resources Kitsap Bank*
 Vice Chair - Monica Blackwood, *CEO/President West Sound Workforce*
 Jessica Barr, *Regional Director Washington State Employment Security Dept.*
 Cordi Fitzpatrick, *Human Resources Director Security Services Northwest*
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Jeff Randal, *Secretary District 1 Jefferson PUD*

BUSINESS AND ECONOMIC COMMITTEE MEETING AGENDA

DATE: November 17, 2023

TIME: 9:00 a.m. – 9:50 a.m.

LOCATION: Elwha Klallam Heritage Center
401 E. 1st St., Port Angeles, WA

1. Call to Order – 9:00 a.m. and Welcome
2. New Member Introductions
3. Discussion Item(s)/Action Item(s)
 - a. WorkSource Employer Services, Hiring Events, and Emerging Opportunities
 - b. Rapid Response: Updates
4. WDA Trends from Members
5. Good of the Order
6. Adjourn

Next Meeting: Tentatively January 11, 2024

OLYMPIC WORKFORCE DEVELOPMENT
Economic Development & Business Coordination Committee Meeting Minutes
9:00 a.m. – 9:50a.m.
Thursday, September 14, 2023
Virtual, via Teams

In Attendance:

William Dowling, OWDC
Edward Looby, Career Path Services
Cordi Fitzpatrick, HR Director Security Services
Brandino Gibson, ESD
Megan Mason – Todd, Skookum
James Davis, Kitsap EDA
Jim Fetzer, GM Clallam Transit
Monica Blackwood, CEO, West Sound Work Force

1. Call to Order

Meeting called to order by Edward Looby, at 9:02 a.m.

2. Introductions

3. Discussion and Action Items

a. WorkSource Employer Services, hiring events, and emerging opportunities

- Ed Looby, Career Path Services shared that Olympic College is coming in on Wednesdays, staff are participating in WIOA meetings and various program interactions, also working through access issues to buildings. Changes with OESD staffing, due to budget constraints. The department for the blind is seeing big changes and coming in twice a month at both the Clallam and Silverdale. The referral tool has been up and running for the last week. Programs can use the application to refer to other programs and update information in real time, sharing demographic information, and overall services tracking. Luci helped to get the referral tool set up. Ed also shared that Marcus Lane took another position and will not be attending future meetings.
- Hildo Rodriguez, ESD was not in attendance but provided Ed with Quarter 3 numbers to share with the committee. The Mill is sending out notices of impending layoffs.

- Brandino Gibson, ESD shared that there is a hiring event coming up on the 27th, 16 fully confirmed employers and hoping to have about 20 – 25 employers available. Several hiring events last quarter, 27 employees hired and conducted onboarding events on site as well.

b. Rapid Response: Area Updates

None

c. Restructure Discussion

None

4. WDA Trends from Members

- a. James Davis, KEDA identifies some areas that can be addressed, no major projects at this time. Would like to see, if not in the works but coming. Partner walkthrough about the WorkSource aside from WIOA for businesses to understand the pathways available. That service is in development, per Bill. Prime Connect, prime contractors with subcontractors but we don't have a funnel for the primes to potential job fairs or other opportunities. James would be interested in participating in the various events.
- b. Jim Fetzer, Clallam Transit shared the organization is working through union negotiations, 6 new people onboard. Running Hurricane Ridge shuttle - 21,000 people on that service. October 9th is the planned end date for service and services will resume next year.
- c. Monica Blackwood, West Sound Work Force shared employers are accustomed to having a lot of job openings and are very comfortable but are slow to respond to candidates. Observations to consider - maybe they don't need the positions and/or they are nervous about the economy, or if they have that job intentionally posted and looking for a standout applicant. Monica is also seeing more activity from applicants, but they are not afraid to move on if they don't hear back from employers in a timely manner. Monica is also seeing job openings across the board, entry level a little employer response times are faster and mid-level positions responses are slow.
- d. Brandino Gibson, ESD shared that his team has provided referrals to jobs but finding no action taken by employers. Offerings are still entry level and job seekers are getting smarter, they don't want entry level positions. All positions are filled in the office and continues to focus on internal training.

- e. Cordi Fitzpatrick, Security Services discussed hiring and growth in the King County/Seattle area. Cordi also shared numbers; 3 hired in Sequim, 19 participants are currently in academy in Seattle. New contract in Seattle and would like a new WorkSource contact in that area. Sequim higher level and Seattle, a mix
- f. Megan Mason – Todd, Skookum shared new hire orientations are hosted every week, with generally 3 – 5 participants, supporting Kitsap County all levels the hiring process is slow due to the disability aspect of paperwork. Skookum provides scaffolding for staff for career development and supports career growth opportunities. Skookum operates under the Service Contract Act which impacts the wages of hires. Skookum is available for free, active every quarter in Kitsap hosting partner meetings and sending out invites to better support individuals with disabilities. Those interested should reach out to Megan directly. Various job openings are currently available in Kitsap, and nothing posted for Jefferson.
- g. Bill Dowling, OWDC briefly discussed people are returning to work, not seeing many dislocated workers. Trying to get the word out and making sure everyone is aware of the services. Funding allows for some supports and to leverage dollars, incumbent trainings are a good option. Hoping to engage more dislocated workers, providing more information to ESD, and hoping that will provide more numbers, additionally looking to incentivize the dislocated worker's return to work via Employment Security for All for those to stay on the job. The state is likely to add more dollars to the program because of its success. Youth WIOA dollars have been cut and means agencies are not able to serve new youth but must continue serving those already in the programs, youth ages 16 – 24. Also focusing more on support services. James shared, for the same age group, St Vincent de Paul will pay 100% tuition for 2 years of college. Lastly, Bill shared that last year there were 65 hiring events, 1300 attendees, 35 interview events (most successful), and 146 immediate job offers from the interview events.

5. Good of The Order

None

Next Meeting: Friday, November 17, 2023, In-Person

6. Adjournment:

Edward adjourned at 9:50 a.m.



YOUTH COMMITTEE MEETING AGENDA

EXECUTIVE COMMITTEE

Chair - Marilyn Hoppen, *SVP Human Resources Kitsap Bank*
 Vice Chair - Monica Blackwood, *CEO/President West Sound Workforce*
 Jessica Barr, *Regional Director Washington State Employment Security Dept.*
 Cordi Fitzpatrick, *Human Resources Director Security Services Northwest*
 Chuck Moe, *Field Rep Northwest Laborers-Employers Training*

COUNCIL MEMBERS

Business Members

Nicholas Gianacacos, *Program Manager General Dynamics NASSCO*
 Daniel Stegier, *CEO/President Lumber Trades, Inc*
 Gillian Niuman, *Human Resources People Support Services*
 Nicole Brickman, *Human Resources Director YMCA Kitsap*
 Gregory Dronkert, *CEO/President Pacific Mobility Group, Inc.*
 Peter Johnson, *HR Manager McKinley Paper Company*
 Heidi Lamprecht, *Co-Founder Paella House Franchisees and Training*
 Matthew Murphy, *President/CEO South Kitsap Chamber of Commerce*
 Lisa Donlon, *General Manager Windermere Commercial*
 Megan Mason-Todd, *Workforce Development Director Snookum*

Economic Development Members

Colleen McAleer, *Executive Director Clallam Economic Development Co.*

Cindy Brooks, *Executive Director Team Jefferson EDS*

Labor Members

Rusty Grable, *Business Rep & Organizer Machinist Union District 160*
 Neal Holm, *Electrician and Membership Development IBEW 46*

Business Members

Dr. Suzy Ames, *Peninsula College President*
 Dr. Marty Cavalluzzi, *President Olympic College*

Education K-12 Members

Aaron Leavell, *OESD #114 Superintendent*
 Dr. Kareen Borders, *South Kitsap School District*
 Kevin Gallacci, *General Manager Clallam Transit System*

Public Service Members

Gina Lindal, *Administrator Department of Social and Health Services*

Community Based Members

Anthony Ives, *Executive Director Kitsap Community Resources*
 Jeff Randal, *Secretary District 1 Jefferson PUD*

DATE: November 17, 2023

TIME: 9:00 a.m. – 9:50 a.m.

LOCATION: Elwha Klallam Heritage Center- 401 E 1st St, Port Angeles

ACTION ITEMS:

1. Call to Order – 9:02 a.m.
2. Approval of Agenda
3. Approval of Meeting Minutes from September 14, 2023 (Att. A)

DISCUSSION ITEMS:

4. Career Connected Learning updates
5. WIOA Youth Pathways to Success updates
6. Youth Resource Round-Up (Att. B)
7. Good of the Order
8. Adjourn

Next Meeting: TBD

**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)
YOUTH COMMITTEE SUMMARY
September 14, 2023**

Attachment A

ATTENDANCE: Jeff Allen, Emily Manson, Kareen Borders, Deborah Welsh, Tiffany Skidmore, Cindy Brooks, and Summer Evert

The Olympic Workforce Development Council's (OWDC) Youth Committee meeting was held on Thursday, September 14, 2023, via Zoom

APPROVAL OF SUMMARY:

The Youth Committee's July 13, 2023, Meeting Minutes and September 14, 2023, Agenda was reviewed and approved with no amendments.

DISCUSSION

1. CCL Update

- a. WestSound STEM
 - i. Regional Network draft contracts went out for review.
 - ii. RFP for new Program Build round still pending publication.
 - iii. Supporting existing Program Build
 - iv. Hosting Labor Partner Conference in late fall/winter.
 - v. Ramping up STEM like ME-middle school program (10 districts participating), focusing on medical career pathway with panel and medical partner presentations.
 - vi. Job shadow program with medical partners through the Eleventh Round of CCW Program Build-[applicates selected include](#)

2. Pathways Update

- a. Braiding EcSA and WIOA funds to fill in gaps.
- b. WF Readiness Initiative and Work Ready in Jefferson moving towards similar CCL model with soft skills support, connect to career track and opportunity within community to encourage ability for self-sufficiency within community.
- c. New WEX host-Food Bank acting as a grocery store providing customer service and cashier experience. Foot and Ankle clinic.
- d. DVR partnership-serving youth with additional barriers. Lots of co-enrollment, life skills, medication management, or job development.
- e. Trends-GEDs going out the door, configured WorkSource Clallam to host GED testing.

3. Discussion Items

- a. McKinney-Vento Program
 - i. Joins Sequim SD to provide a youth navigator with live-in experiences (homelessness) to visit districts around the region. Port Townsend is looking to fill the position.

- ii. Individuals that qualify for program will be referred to WIOA/EcSA for services.
- b. Bremerton Housing Authority and Department of Commerce purchase brand new 24-unit apartment building in Bremerton to provide youth housing to 18–24-year-olds.
- c. Port Angeles SD and Olympic College looking to open an Open Doors in Clallam. Discussions happening on re-opening Open Doors in Kitsap.

ADJOURN

There being no further business to come before the committee, the meeting was adjourned at 9:41 am.

Next Meeting: November 17, 2023, Elwha Klallam Heritage Center-401 E 1st St. Port Angeles

Youth Resource Round-Up

- [JumpStart's Reality Check - JumpStart Coalition \(jumpstart.org\)](https://jumpstart.org) is a calculator for determining cost of living (housing, transport, food, etc.) for youth as they transition into post-secondary lifestyles. Do dreams match reality?! Spoiler alert – life is expensive 😊
- Several areas have asked about opportunities for WIOA-enrolled youth to become certified peer counselors (often specific to substance use disorder support). This is very possible. Here are the [WA State Health Care Authorities' FAQ on Certified Peer Counselors](#).
- Sharing a new resource supporting indigenous mental and physical wellbeing: [CIRCLE](#). This initiative is headquartered in Spokane Valley at the Healing Lodge facility which supports youth, native and non-native, from across the state. If your team is interested in learning more about *trauma-informed, tribal-informed trainings* – please consider this resource.
- [USDOL announces the second cohort of Youth Systems Building Academy](#): providing local workforce systems and their partners with individualized training and tailored technical assistance. **Applications are due 5pm ET on November 10, 2023.**
- [SchoolHouse Connection](#): Scholarship opportunity for youth who have experienced homelessness in the last 6 years and beginning post-secondary education for the first time. **Applications are due November 24.**
- The Workforce Training and Education Coordinating Board has updated the "[Where are You Going?](#)" [guidebook](#) – free copies are available!



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Jeff Randal, *Secretary District 1 Jefferson PUD*

OPERATIONS COMMITTEE MEETING AGENDA

DATE: November 17, 2023

TIME: 9:00 a.m. – 9:50 a.m.

LOCATION: Elwha Klallam Heritage Center
401 E. 1st St | Port Angeles, WA

1. Call to Order – 9:00 a.m. and Welcome
2. Approval of Meeting Minutes from September 14, 2023 (Att. 2, p. 20-21)
3. Discussion Item(s)
 - a. Incorporating past work into the Strategic Workforce Development Plan
4. Performance Reports
 - a. PY23 Q12 Preliminary Performance Reports (Att. 4.a., p. 22)
5. Adjourn

Next Meeting: TBD

**Operations Committee Minutes
Olympic WorkSource Development Council
September 14, 2023**

ATTENDEES: Mike Robinson, Jessica Barr, Gina Lindal, Terry Cox, Anjalee Blackwell, Brian Kneidl, and Staff Luci Bench.

1. CALL TO ORDER: Mike Robinson called the meeting to order at 9:02 a.m.

2. ACTION:

- a. Approval of May 9, minutes as presented. Gina Lindal moved to approve. Jessica Barr seconded. **Motion carried.**
- b. Approval of July 13 agenda. Jessica Barr moved to approve. Gina Lindal seconded. **Motion carried.**

3. DISCUSSION ITEMS

a. Outcomes 'Frame Storming'

Mike noted additional work needed to be conducted on outcomes of the Frame Storming completed in July. To ensure the work has adequate time set aside to work next steps, Mike asked for support to meet outside of committee meetings. All attendees supported a secondary meeting to discuss further action. Luci will send out a doodle poll.

b. Report Outs:

Gina shared the Bremerton and Port Angeles CSO's are open for walk-in full service between 8-2 and EBT care assistance until 4pm. Port Townsend has a limited walk-in service but will be opening for more regular hours in the middle of September. DSHS has been working to address cards that were stolen or skimmed. Previously, they were unable to replace food (EBT) funds that had been stolen from participants, now participants can submit a claim for stolen funds and receive replacement.

Terry reported an increase in enrollments, the highest in 7-years. OC has expanded several programs that feed into 2-year degree pathways into Behavioral Health, Professional and Technology. Working with WorkSource on worker retraining to create a more organic flow between OC and WorkSource WIOA Dislocated Worker. OC adding massive medical 10-program initiatives. Also, should start seeing flyers about continued education classes in Shelton, courses include Forklift, flagger, pop culture.

Brian shared the three new programs launching this fall quarter: Natural Resources, Media Technician Certificate, and Virtual Office Assistant Certificate. Unfortunately, had to push Automotive Technology to winter quarter because they are still in recruitment for an instructor. Also, added Information Technology Management, Tribal Management, Human Resources Management, and Entrepreneurship and Marketing programs to PC's Bachelor of Applied Science. PC's Worker Retraining is doing well know that Brian has assistance. Discussion on the in-demand list and getting the occupations corrected. Bill and/or Luci can be sent In-Demand request and they can get it changed quickly.

Anjalee provided a brief overview of several initiatives at KCR, including: digital literacy course partnership, working with IT to create WorkSource.WA navigation, Express Employment career assessment, and Work Experience business education. Port Orchard office passed EO monitoring conducted by Alissa Durkin and Ed Looby. Work is continuing to provide wrap around services for high-need job seekers.

Mike briefly noted services, workshops, and participants that he submitted in WorkSource report. Highlighted success stories, especially Strategy for Success participants who really gravitate toward the facilitators. One success story of a veteran on unemployment for 9-weeks got a position starting at \$140,000. Mike also highlighted September Workforce Professional Month and thanked all attendees. Active work and enrollments in the discretionary WIOA grants, QUEST and State-EcSA. Currently working on a partnership with St. Michaels in incumbent worker training to upskill employees. Terry offered information on HEAT, a grant meant for upskilling.

4. Performance Reports

- a. Discussion on low participant enrollments and exits for Dislocated Worker (DW). ESD is actively working on strategies to locate DW's, through Unemployment claimants and communications to seasonality businesses. Working on space in Jefferson, outreach in all three counties.

Adjourn at 9:54 am.

NEXT MEETING: Friday, November 17, 2023



Olympic
 WORKFORCE DEVELOPMENT COUNCIL
 SERVING CLALLAM, JEFFERSON, & KITSAP COUNTIES

Performance Reports

Adult, Dislocated Worker & Youth

| Program | Current | Enrollments | Enroll Targets | % PE | Exits | Exit to Employment | Employ Targets | % ExitEmp | Self Emp | Self Emp Targets | Actual Expenditure | Target Expen | %Expend |
|--------------|------------|-------------|----------------|----------------|-----------|--------------------|----------------|---------------|----------|------------------|--------------------|----------------|---------------|
| Adult | 143 | 162 | 127 | 127.56% | 19 | 17 | 27 | 62.96% | 1 | 1 | 126,366 | 152,070 | 83.10% |
| DW | 28 | 33 | 33 | 100.00% | 5 | 4 | 13 | 30.77% | 1 | 1 | 104,466 | 255,081 | 40.95% |
| Youth | 95 | 109 | 109 | 100.00% | 14 | 11 | 10 | 110.00% | | | 109,811 | 102,060 | 107.59% |
| Total | 266 | 304 | 269 | 113.01% | 38 | 32 | 50 | 64.00% | 2 | 2 | 340,643 | 509,211 | 66.90% |

Formula Services

| Program | Individualized | Support | Training |
|--------------|----------------|------------|------------|
| Adult | 160 | 45 | 75 |
| DW | 33 | 12 | 11 |
| Youth | 109 | 97 | 86 |
| Total | 302 | 154 | 172 |

State Economic Security for All

| Current | Enrollments | Enroll Target | Enroll %age | Exits | Exit To Employment | Target Employ | Exit %age | Actual Expenditure | Target Expend | Expend %age |
|---------|-------------|---------------|-------------|-------|--------------------|---------------|-----------|--------------------|---------------|-------------|
| 52 | 62 | 17 | 364.71% | 10 | 10 | | Infinity | 28,733 | 35,910 | 80.01% |

State EcSA Services

| Enroll | Individualized | Support | Training | Incentives |
|--------|----------------|---------|----------|------------|
| 62 | 58 | 32 | 47 | 28 |

Federal Economic Security for All

| Current | Enrollment | Enroll Target | Enroll %age | Exits | Exit to Employment | Target Employ | Exit %age | Actual Expenditures | Target Expend | Expend %age |
|---------|------------|---------------|-------------|-------|--------------------|---------------|-----------|---------------------|---------------|-------------|
| 39 | 64 | 64 | 100.00% | 25 | 15 | 17 | 88.24% | 340,910 | 316,823 | 107.60% |

EcSA Services

| Enroll | Individualized | Support | Training |
|--------|----------------|---------|----------|
| 64 | 64 | 24 | 21 |

QUEST

| Current | Enrollments | Enroll Target | Enroll %age | Exits | Exit to Employment | Target Employ | Exit %age | Actual Expenditure | Target Expend | Expend %age |
|---------|-------------|---------------|-------------|-------|--------------------|---------------|-----------|--------------------|---------------|-------------|
| 26 | 27 | 11 | 245.45% | 1 | 1 | 8 | 13% | 72,077 | 117,752 | 61.21% |

QUEST Services

| Enroll | Individualized | Support | Training |
|--------|----------------|---------|----------|
| 27 | 27 | 7 | 24 |

OCB Meeting (3rd Fridays)
 OWDC Meeting (2nd Thursday)

10 a.m. to 12 p.m.
 10 a.m. to 12 p.m.

OCB - OWDC Combined Meeting
 Exec OWDC Meeting (2nd Tuesdays)

9 a.m. to 12 p.m.
 10 a.m. to 12p.m.

2024

| January | | | | | | |
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| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

| February | | | | | | |
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| 25 | 26 | 27 | 28 | 29 | 30 | |

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| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

| April 2022 | | | | | | |
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| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
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| May | | | | | | |
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| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
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| June | | | | | | |
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| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | | | | | | |

| July | | | | | | |
|------|-----|-----|-----|-----|-----|-----|
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| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
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| August | | | | | | |
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| September | | | | | | |
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| October | | | | | | |
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| November | | | | | | |
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| December | | | | | | |
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| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |