



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



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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.

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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

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

COUNCIL MEMBERSBusiness Members

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 Daniel Stegier, *CEO/President Lumber Trades, Inc*
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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*
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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!



**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*

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						
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	29	30	

March						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					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						

April 2022						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
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21	22	23	24	25	26	27
28	29	30				

May						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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26	27	28				

June						
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30						

July						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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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
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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
		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		

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	29	30

December						
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				