



Olympic Consortium Board & Olympic Workforce Development Council



Olympic Consortium Board

Kitsap County Commissioner

Kathrine T. Walters - Vice Chair

Jefferson County Commissioner

Greg Brotherton – Second Vice Chair

Clallam County Commissioner

Randy Johnson – Vice Chair

OWDC Executive Committee

Chair - Monica Blackwood,

CEO/President West Sound Workforce

Danny Steiger, *CEO, Lumber Trades, Inc.*

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

David Herrick, OWDC Program Analyst

Jessica Brasher, One-Stop Operator

Doug Washburn, Kitsap County

Human Service Director

MEETING AGENDA

DATE: Friday, March 27th, 2026

TIME: 10:00 a.m. – 1:00 p.m.

LOCATION IN-PERSON ONLY:

Northwest Laborers - Employers Training Trust
27055 Ohio Ave NE, Kingston, WA 98346

ACTION ITEMS:

1. **Call to Order and Welcome**
2. **OCB Chair Commissioner Walters**
 - a. Approval of March 27 agenda
 - b. Approval January 16 OWDC meeting minutes (Att. 2.b., p. 2-3)
 - c. Appointment of council members:
 - i. Catlin Harrison, Jefferson Healthcare (Att. 2.c.i., p. 4-7)
 - ii. Jason McNickle, Clallam Transit (Att. 2.c.ii., p. 8-11)
3. **OWDC Chair Monica Blackwood**
 - a. Approval of March 27 agenda
 - b. Approval January 8 OWDC meeting minutes (Att. 3.b, p. 12-14)

DISCUSSION ITEMS:

4. CRP Business Grants
5. Performance Metrics – Alissa, David, and Luci (Att. 5, p. 15-21)
6. OWDC Director Report Out – Bill Dowling
7. One-Stop Operator Report Out – Jessica Brasher (Att. 6, p. 22-26)

COMMITTEE DEBRIEF:

8. Youth Committee Report (Att. 8, p. 27-29)
9. SWD Coalition (Att. 9, p. 30-33)

PRESENTATION & TOUR: Lunch provided

10. Northwest Laborers
11. **Public Comment** – Submit by 12pm the day prior to the meeting via online form:
<https://www.cognitoforms.com/kitsapcounty1/owdcpubcomment>
12. Good of the Order
13. 2026 Calendar (Att. 13, p. 34)
14. Adjourn

Next Meetings: Olympic Workforce Development Council Thursday, May 14th
Olympic Consortium Board Friday, May 15th

Meeting Minutes
OLYMPIC CONSORTIUM BOARD
Friday, January 16, 2026

ATTENDEES: Commissioner Randy Johnson, Commissioner Greg Brotherton, and Commissioner Katherine T. Walters.

Staff: Bill Dowling, Alissa Durkin, David Herrick, John Hjorten, Jessica Brasher Luci Bench, and Doug Washburn

The OCB meeting was held on Friday, January 16, 2026, via TEAMS.

1. **CALL TO ORDER:** Commissioner Walters called the meeting of the Olympic Consortium Board to order at 10:02 am
2. **ACTION ITEMS**
 - a. Approval of January 16 agenda:
MOTION: Commissioner Johnson moved to approve. Commission Brotherton seconded.
Motion carried unanimously.
 - b. Approval of Minutes:
Meeting minutes from OCB November 21, 2025, meeting reviewed:
MOTION: Commissioner Johnson moved to approve with corrections noted. Commission Brotherton seconded. **Motion carried unanimously.**
 - c. Memorandum of Understanding: The purpose of the MOU is to establish a cooperative working relationship between all partners within the one-stop system. The recent update is a requirement and included a review of appropriate funding and delivery of services.
MOTION: Commissioner Brotherton moved to approve the MOU with OCB Chair signature. Commission Johnson seconded. **Motion carried unanimously.**
3. **DISCUSSION ITEMS**
 - a. CRF Business Grant Awardees: We are excited to announce the awardees of our fourth round of Commerce Reinvestment Funding Business Grants. We received 30 applications that underwent an internal and external review. The top 2 applications and grant awardees are Liggin’s Landscaping from Sequim, and People Infusion from Bremerton. Each of these businesses will receive \$6,500 in CRF funds for business purchases. The next round of grants will begin in the next month and then the final round in the summer.
 - b. New OWDC Vice Chair and SWDC Co-Chair: on January 8th the OWDC nominated and appointed Dany Steiger as the OWDC Vice Chair, as well as Megan Mason-Todd and Bill Martin from Tessera as Co-Chairs of the SWD Coalition.
 - c. Director Report Out: Upcoming Hill Climb next week; Bill and Monica Blackwood will be attending with 70 other workforce professionals from across the state. Economic Security

For All programs will see funding and distribution changes as the Governor supplants state EcSA with Federal EcSA.

The SWD Coalition's 2026 focus on hiring individuals with non-apparent disabilities. Planning has begun on four events, one virtual and one in each of the 3 counties. To include resources, best practices, and accommodation with a panel discussion. More information to come.

d. One-Stop Operator Report Out: attached. No comment.

e. Public Comment: None

4. **Good Of the Order**: Commissioner Walters shared that she will be attending the NACo conference in February which often includes workforce development discussions.

January 15th Ready Kitsap Business and Tourism Summit included discussion about preparing for FIFA World Cup. The event focused on resources and tools, including workforce development. WorkSource is aware and there is discussion about Hiring/Job Fairs to fill the seasonal positions in tourism and hospitality.

ADJOURN: There being no further business to come before board, the meeting was adjourned at 10:53 am.

Next Meeting: Joint meeting with the OWDC on March 27th at the Northwest Laborers Hall in Kingston.



Olympic Consortium Board

March 27, 2026

Caitlin Harrison
Jefferson Healthcare
834 Sheridan Street
Port Townsend, WA 98368

Dear Ms. Harrison,

I am pleased to announce your appointment to the Olympic Workforce Development Council. Your appointment was confirmed for a term beginning March 27, 2026, continuing through March 27, 2029.

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,

Katherine T. Walters, Chair
Olympic Consortium Board

Kitsap County Commissioners

Katherine T. Walters, *Chair*

Christine Rolfes

Oran Root

Clallam County Commissioners

Randy Johnson, *Vice Chair*

Mark Ozias

Mike French

Jefferson County Commissioners

Greg Brotherton

Heather Dudley-Nollette

Heidi Eisenhour

Staff

OWDC Director

William Dowling

Program Supervisory

Alissa Durkin

Program Analyst

Luci Bench

David Herrick

Application for Appointment to Kitsap County Advisory Groups

Name

Caitlin Harrison

Name pronunciation

Caitlin Harrison

Preferred gender pronouns

She/Her/Hers

Please type other preference here

Address You Reside At

[REDACTED]

Mailing Address (if different from place of residence)

[REDACTED]

Primary Phone

[REDACTED]

Work Phone

Primary Email

[REDACTED]

Work Email

[REDACTED]

Occupation

Workforce Development

Employer

Jefferson Healthcare

Business Address

834 Sheridan Street, Port Townsend, Washington 98368

Advisory group for which I would like to be considered:

Olympic Workforce Development Council

Why are you applying for this appointment?

I am interested in serving on the Workforce Development Board because the work I lead locally is closely aligned with the mission of the Olympic Workforce Development Council. Through my role developing healthcare training and education programs, I have seen firsthand how strategic partnerships between employers, educators, and workforce organizations can create sustainable talent pipelines. I would welcome the opportunity to contribute this perspective and help advance regional strategies that support both our workforce and local employers.

What personal interests prompted you to apply for this appointment?

Having grown up in this community, I am deeply committed to strengthening local workforce pathways and ensuring residents have access to meaningful career opportunities close to home.

Please list any experience on other Kitsap County boards, commissions, committees, councils or task forces.

none for Kitsap County

Please list your qualifications for this appointment. Include skills, activities, organizations, training and education.

I bring over 30 years of experience in Human Resources and workforce development, including senior leadership roles in both the private and healthcare sectors. I previously led Human Resources for Amazon.com's Worldwide Customer Service organization, where I supported large, complex operations

and global teams.

For the past 10 years at Jefferson Healthcare, I served as Chief Human Resources Officer and now lead Workforce Development, focusing on building sustainable healthcare workforce pathways for our rural community. My work has centered on developing local talent pipelines by partnering with K–12 schools, community colleges, and industry partners to create opportunities that move students and community members into healthcare careers.

I have also implemented trainee and “grow-your-own” workforce programs designed to support individuals who are often the furthest from opportunity, helping them access training, employment, and long-term career advancement within our local healthcare system.

What are your community interests? Include committees, organizations and special activities.

I currently serve on the advisory board for Career Connect Washington, the Workforce Pell Grant Employer Advisory board. I also serve as the Healthcare Committee Chair for the Career and Technical Education (CTE) programs for both the Chimacum School District and the Port Townsend School District. In addition, I participate on the Jefferson/Clallam Child Care Workforce Development Council, which focuses on strengthening the early childhood workforce in our region.

Previously, I served on the Port Townsend Library Board, the Port Townsend Playschool board, and the Port Townsend Scholarship Committee. I also served as President of the Port Townsend Education Foundation Board, supporting initiatives that enhance educational opportunities for local students.

Please provide the names of two non-related personal references in the spaces provided below.

Name

Ashley Harrison

Email

[REDACTED]

[REDACTED]

What is your relationship to this person?

Colleague (yes we have the same last name, but we are not related).

Name2

Jennifer Peach-Guzman

Email2

[REDACTED]

Phone2

[REDACTED]

What is your relationship to this person?

Former Colleague

BY SIGNING THIS APPLICATION:

I hereby certify that the information on this application is true and complete. I authorize Kitsap County Volunteer Services to verify any of the information on this application and to secure information deemed necessary from employers and personal references in order to determine my suitability for the volunteer position I am seeking with Kitsap County.

I also understand as a Kitsap County volunteer I will be performing services for civic, charitable or humanitarian reasons, or to complete requirements for certifications or to improve employment opportunities; I have not been promised and have no expectation of compensation for services rendered;

and offer my services freely and without pressure or coercion, direct or implied, from the County.

Volunteer Service does not constitute County employment, and a Kitsap County Volunteer has no entitlement to any County benefits including, but not limited to, overtime, retirement benefits, workers' compensation, sick leave, or injury leave. I understand that Kitsap County undertakes no liability or financial obligation on my behalf because of the Volunteer Service. My health, homeowners, umbrella, and auto insurance (if any) shall provide primary coverage in the event of any injuries or losses to myself or others arising out of the Volunteer Service.

If appointed to a Kitsap County advisory group, I agree to: support the mission of the group to the best of my ability; abide by and follow the policies and information in the Kitsap County Advisory Group Handbook during my volunteer term; and understand it is my responsibility to ask questions or share concerns about the mission of the group or information outlined in the handbook with advisory group staff, the Volunteer Services Coordinator or County Commissioners.

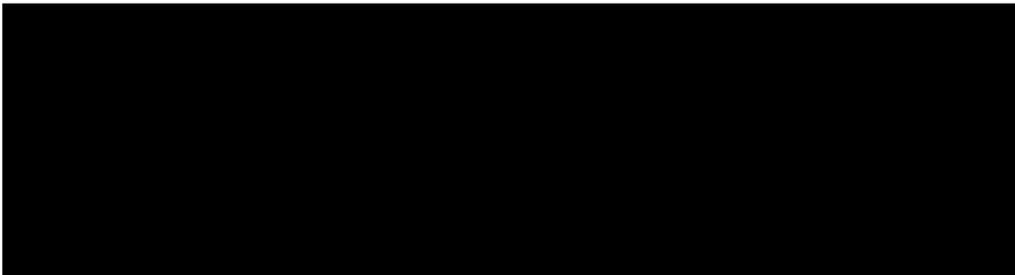
I hereby release Kitsap County, its employees, officers, directors, and agents from any claims, lawsuits, or actions I, my heirs, or legal representatives may have for any personal injury and/or property damage I may incur as a result of my voluntary services except those damages caused by the sole negligence or willful misconduct of Kitsap County employees. I understand that, but for this release of any and all liability, the County would not accept my offer of volunteering service.

I have read and voluntarily sign this agreement and release of liability.

Date

3/6/2026

Signature





Olympic Consortium Board

March 27, 2026

Jason McNickle, Operations Manager
Clallam Transit
830 W. Lauridsen Blvd.
Port Angeles, WA 98363

Dear Mr. McNickle,

I am pleased to announce your appointment to the Olympic Workforce Development Council. Your appointment was confirmed for a term beginning March 27, 2026, continuing through March 27, 2029.

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,

Katherine T. Walters, Chair
Olympic Consortium Board

Kitsap County Commissioners

Katherine T. Walters, *Chair*

Christine Rolfes

Oran Root

Clallam County Commissioners

Randy Johnson, *Vice Chair*

Mark Ozias

Mike French

Jefferson County Commissioners

Greg Brotherton

Heather Dudley-Nollette

Heidi Eisenhour

Staff

OWDC Director

William Dowling

Program Supervisory

Alissa Durkin

Program Analyst

Luci Bench

David Herrick

Application for Appointment to Kitsap County Advisory Groups

Name

Jason McNickle

Name pronunciation

Jason

Preferred gender pronouns

He/Him/His

Please type other preference here

Address You Reside At

[REDACTED]

Mailing Address (if different from place of residence)

Primary Phone

[REDACTED]

Work Phone

(360) 461-5847

[REDACTED]

Work Email

[REDACTED]

Occupation

General Manager

Employer

Clallam Transit System

Business Address

830 W. Lauridsen Blvd., Port Angeles, Washington 98363

Advisory group for which I would like to be considered:

Olympic Workforce Development Council

Why are you applying for this appointment?

Bill Dowling asked me to join the Olympic Workforce Development Council.

What personal interests prompted you to apply for this appointment?

The belief that a strong workforce helps create and maintain healthy communities.

Please list any experience on other Kitsap County boards, commissions, committees, councils or task forces.

Washington

State Transit Association, Washington State Transit Insurance Pool,
Peninsula Regional Transportation Planning Organization

Please list your qualifications for this appointment. Include skills, activities, organizations, training and education.

I began working at the age of 15, earned an associate degree from a community college, and served in both the United States Marine Corps and the United States Coast Guard. Over the past seventeen years, I have been with Clallam Transit System, starting as an operator and progressing to the role of General Manager.

What are your community interests? Include committees, organizations and special activities.

Most of my community involvement revolves around transportation. I view transportation not just as a service, but as a catalyst for creating opportunities and improving access within the community.

Please provide the names of two non-related personal references in the spaces provided below.

Name

James Fetzer

Email

[REDACTED]

Phone

[REDACTED]

What is your relationship to this person?

Former Manager

Name2

Kevin Gallacci

Email2

[REDACTED]

Phone2

[REDACTED]

What is your relationship to this person?

Former Manager

BY SIGNING THIS APPLICATION:

I hereby certify that the information on this application is true and complete. I authorize Kitsap County Volunteer Services to verify any of the information on this application and to secure information deemed necessary from employers and personal references in order to determine my suitability for the volunteer position I am seeking with Kitsap County.

I also understand as a Kitsap County volunteer I will be performing services for civic, charitable or humanitarian reasons, or to complete requirements for certifications or to improve employment opportunities; I have not been promised and have no expectation of compensation for services rendered; and offer my services freely and without pressure or coercion, direct or implied, from the County.

Volunteer Service does not constitute County employment, and a Kitsap County Volunteer has no entitlement to any County benefits including, but not limited to, overtime, retirement benefits, workers' compensation, sick leave, or injury leave. I understand that Kitsap County undertakes no liability or financial obligation on my behalf because of the Volunteer Service. My health, homeowners, umbrella, and auto insurance (if any) shall provide primary coverage in the event of any injuries or losses to myself or others arising out of the Volunteer Service.

If appointed to a Kitsap County advisory group, I agree to: support the mission of the group to the best of my ability; abide by and follow the policies and information in the Kitsap County Advisory Group Handbook during my volunteer term; and understand it is my responsibility to ask questions or share concerns about the mission of the group or information outlined in the handbook with advisory group staff, the Volunteer Services Coordinator or County Commissioners.

I hereby release Kitsap County, its employees, officers, directors, and agents from any claims, lawsuits, or actions I, my heirs, or legal representatives may have for any personal injury and/or property damage I may incur as a result of my voluntary services except those damages caused by the sole negligence or willful misconduct of Kitsap County employees. I understand that, but for this release of any and all liability,

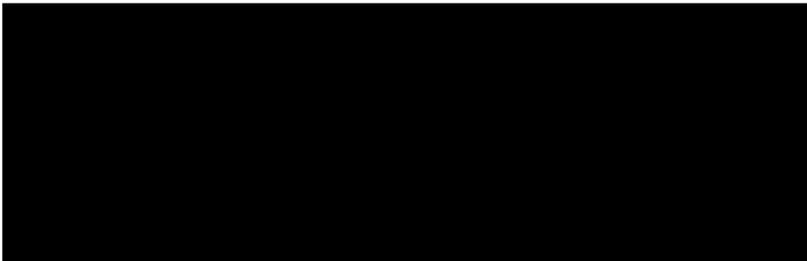
the County would not accept my offer of volunteering service.

I have read and voluntarily sign this agreement and release of liability.

Date

3/10/2026

Signature



OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC) MEETING MINUTES
January 8, 2026

ACTION ITEMS:

OWDC quorum for today's meeting was affirmed and recorded at 10:01 a.m.

1. **CALL TO ORDER** The Olympic Workforce Development Council (OWDC) meeting was held virtually via Teams on January 8, 2026. Monica Blackwood, Chair, called the meeting to order at 10:04 a.m.

2. **Approval of Amendment to the Agenda to Add the Election of the Vice Chair**

Motion: Danny Stieger moved to approve the amended agenda as presented. Marilyn Hoppen seconded the motion. **Motion carried unanimously.**

Motion: Danny Stieger moved to approve the January 8 agenda as presented. Alex Lewis seconded the motion. **Motion carried unanimously.**

3. **APPROVAL of November 13 Meeting Minutes**

Motion: Marilyn Hoppen moved to approve the November 13 meeting minutes as presented. Jessica Barr seconded the motion. **Motion carried unanimously.**

4. **APPROVAL of OWDC Vice Chair**

Motion: Marilyn Hoppen moved to approve the Danny Steiger for OWDC vice chair as presented. Gina Lindal seconded the motion. **Motion carried unanimously.**

5. **APPROVAL of SWD Coalition Chair**

Motion: Jessica Barr moved to approve the nomination for SWD Coalition chair as presented. Danny Steiger seconded the motion. **Motion carried unanimously.**

DISCUSSION ITEMS

6. **By and For Contract Awardee Presentation**

Diana Sullivan from the Foundation of Homeless and Poverty Management (FHPM) provided an overview of the organization, an African American majority run non-profit based in Bremerton. FHPM focuses on basic needs and stabilization, housing and shelter pathways, resources and navigation, and prevention and rapid response programs serving individuals in need. The program also serves youth ages 16 – 24. You can email the foundation directly for referrals or simply walk-in for assistance.

7. **2025 Success Stories**

John Hjorten from ESD who supports WorkSource Kitsap/Clallam/Jefferson and program participants shared success stories from training programs. Kristen shared their experience going through the program following graduation from Washington State University (WSU). Kirsten completed an externship program through the WISE program and following the completion of the paid experience, Kirsten accepted a

permanent position as a social media management and communications manager with the employer.

Paulina also shared their experience going through the program after being laid off from Amazon. Paulina was able to receive support through WISE to work with a local non-profit organization to create a database and was able to secure permanent employment with another employer and was offered an opportunity to serve on the Board for the non-profit to continue that relationship.

8. Memorandum of Understanding

Alissa provided an overview of the MOU, outlining the one-stop program objectives, requirements, and reporting expectations, the MOU will go forward for finalization and will be made available to the public when approved.

9. CRP Business Grant Awardee Announcement

Frank Portello, Jr. provided an update on the CRP grant awardees (two small businesses) to receive funding up to \$6500. The awardees this round are; People Infusion in Kitsap County – offering employers change management and culture strategy services, globally. Liggins Landscaping and Maintenance, in Clallam County – ground maintenance and landscaping.

10. OWDC Director Report Out – Bill Dowling

Bill discussed current funding impacts, no changes for reauthorization for WIOA but now hoping for a federal funding extension. Locally, community reinvestment funding will continue at current levels, The governor proposes changes to fund EcSA, moving \$2 million from the current fund and allocate 10% of federal money to fund the system in addition to other funding sources. Allocation levels are low but a thorough review will be conducted on how best to allocate the available funds to continue supporting youth and other programs. Bill and other OWDC board members will be meeting with local legislative representatives on January 27 to advocate for continued or increased federal and state funding. Molly Schulz is the new recompetete plan coordinator to support communities up North.

11. One-Stop Operator Report Out – Jessica Brasher

Jessica Brasher, provided an update for the last quarter of the year. Jessica discussed system integration, service provisions and outreach, customer service and tracking, employer engagement, and accessibility support programs. Open Doors has completed the site walkthrough inspection and is now officially a connection site. Jessica also shared some of the changes taking place with DVR, who is currently at capacity and as a result new applicants are being placed on a waiting list until service areas reopen.

Jessica also shared demographic data, flow tracking and the method of service(s) delivery

for participants from October through November 2025. Employer engagement numbers reflect seasonal flows and employer needs. Customer satisfaction surveys are increasing and satisfaction is high. Jessica also shared a success stories for participants who either attended a job fair or came in for employment services and both were ultimately offered permanent employment.

Frank Portlrello, Jr. also shared that they will be providing presentations to some construction companies about the services and pathways available to support employers and job seekers. Megan Mason-Todd also shared that they have over 100 job openings available and are accepting applicants.

COMMITTEE DEBRIEF

12. Youth Report

Jeff shared Pathways monitoring was recently completed, some changes in staff Clallam staff will be providing support services in Port Townsend through The NEST. Also looking to create additional support opportunities in Jefferson County. Seeing an increase in youth coming into WorkSource seeking employment. Climate Reduction grant finalization is coming and will send up to 6 participants from Kitsap County that focus on climate pollution reduction. Continuing to work through the Open Doors program, located in East Bremerton (state-funded) who are credit deficient or who dropped-out of school. The site is an official connection site supported by WIOA staff. 55 students are currently enrolled and anticipate enrollment growing by half by next school year. Continue to look for additional pathways to introduce other programs and learning opportunities to youth.

13. SWD Coalition Report

Megan shared the SWD update and discussed 4 new events in the coming year, offering at least 1 virtual and hosting at least 3 in-person events and would love a contact in Clallam to host in the area. Luci reiterated previous discussions and goals for the SWD had at the December meeting. Megan also shared updated language and discussions on using the term “invisible” disabilities which can have negative connotations; Non-apparent disabilities would be the appropriate. Megan further shared SWDs 2026 focus areas and action steps to be taken for each.

14. 2026 Calendar (Att.)

15. Public Comment: None

16. Good of the Order: Two openings on the OWDC and youth committee.

NEXT MEETING: Joint OWDC & OBC meeting is March 21, 2026 in Kingston, in-person only.

ADJOURNMENT: There being no further business to come before the Council, the meeting was adjourned at 11:34 a.m.

OWDC Performance Metrics

ALISSA DURKIN, LUCI BENCH, AND DAVID HERRICK

MARCH 27TH



QPR's DOL

WHAT THEY MEASURE

- Participant characteristics and services received
- Employment outcomes and earnings
- Credential attainment and measurable skill gains
- Effectiveness in serving employers

PURPOSE

- Monitor federal program performance
- Compare results to negotiated performance targets
- Support federal oversight, transparency, and funding accountability

OPERATIONAL IMPACT

- Requires accurate and timely case-level data entry and validation
- Small participant numbers can cause large performance swings in quarterly outcomes
- Local programs must monitor data quality, exits, and outcomes closely



What is Measured?

1. Employment Rate – 2nd Quarter After Exit

The percentage of participants who are employed during the second quarter after leaving the program.

2. Employment Rate – 4th Quarter After Exit

The percentage of participants who are employed during the fourth quarter after exiting the program. This helps measure longer-term employment retention.

3. Median Earnings – 2nd Quarter After Exit

The median earnings of participants who are employed in the second quarter after exit. This reflects wage outcomes.

4. Credential Attainment Rate

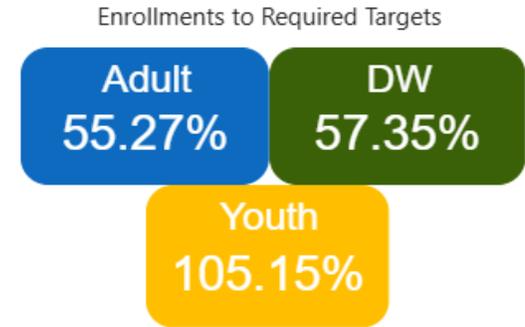
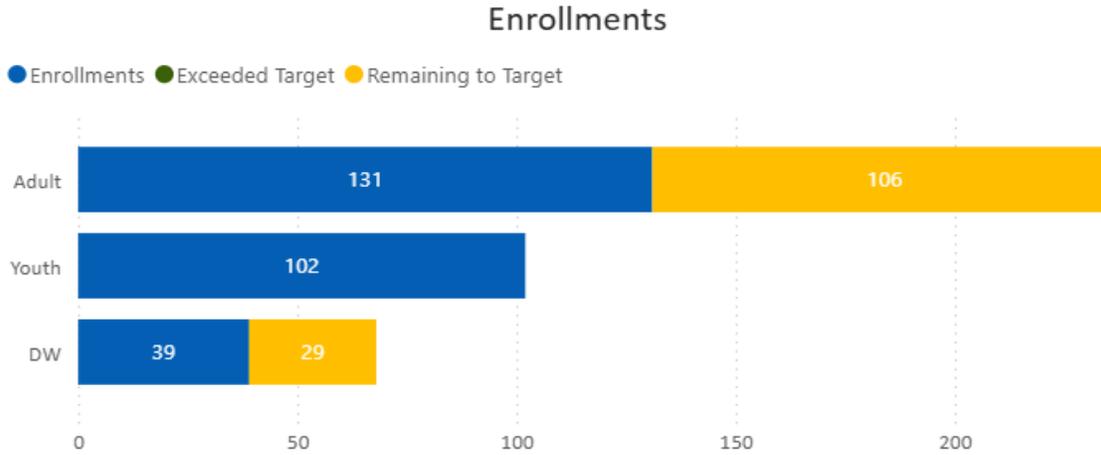
The percentage of participants who obtain a recognized postsecondary credential or high school diploma/equivalent during participation or within one year after exit.

5. Measurable Skill Gains (MSG)

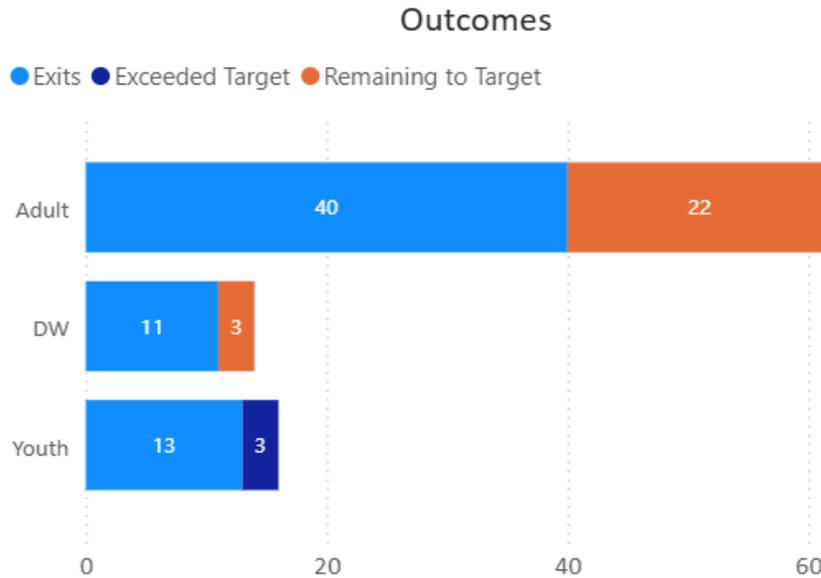
The percentage of participants in training or education programs who demonstrate documented progress toward a credential or employment goal during the program year.

Clallam Jefferson Kitsap

Program	Enroll	Current	Target
Adult	131	90	237
DW	39	30	68
Youth	102	97	97



Program	Exit	Unsub Emp	Self Emp	Post Secondary	Employability Enhance
Adult	53	31	5		4
DW	16	9	1		1
Youth	19	14		2	



Program Year

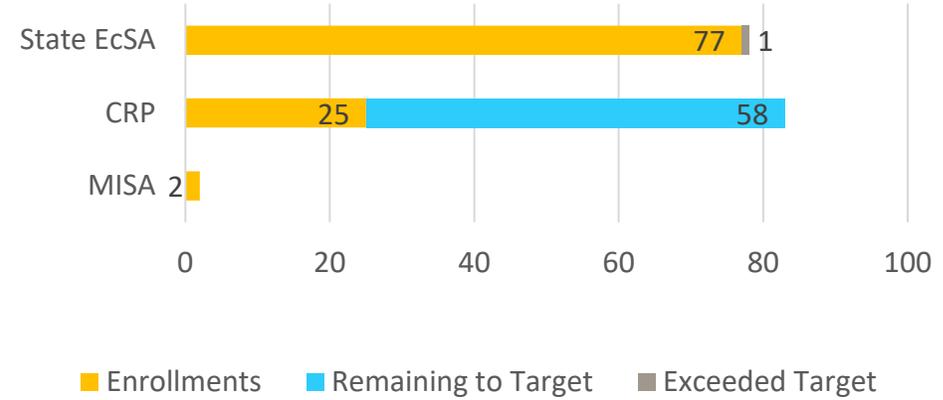
Quarter

2025

2

Program	Carry Over	Enrollments	Current
State EcSA	52	23	46
CRP	1	24	22
MISA	0	2	2

Enrollments



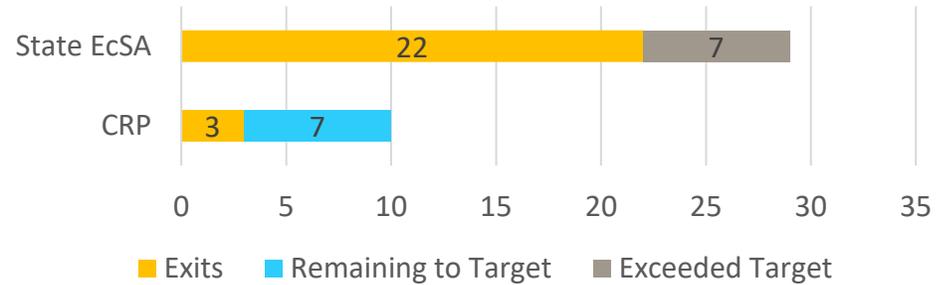
State EcSA
100%

CRP
30%

MISA
100%

Program	Exits	Unsubsidized	Post Secondary	Self Sufficiency	200% above FPL
State EcSA	29	20	0	15	16
CRP	3	2	0	0	0

Outcomes



State EcSA
131%

CRP
42%



WORKFORCE DEVELOPMENT COUNCIL
SERVING CLALLAM, JEFFERSON, & KITSAP COUNTIES

**Outcomes are based on Positive Exits: Unsubsidized Employment, Self-Employment, Entered a Post-Secondary Education, or Entered Military Service.

State EcSA & CRP Performance Metrics



WIOA PY26 Mock Allocations

Assumptions

- ❖ The PY26 mock allocations is assuming an estimated 10% holdback for the Rapid Response (RR) budget.
- ❖ If released, RR funds would be added to the Dislocated Worker allocation.

Labor Market Factors

- ❖ The mock allocations model relies on non-benchmarked labor market data.
- ❖ Youth and Adult programs saw a decrease in the number of unemployed individuals in Areas of Substantial Unemployment (ASUs) alongside increases in the number of excess unemployed.
- ❖ Dislocated Worker program saw an increase in number of unemployed and long-term unemployed, while excess unemployed decreased.



WIOA PY26 Mock Allocations

Olympic WDA1

** PY25/FY26 State Allotments used for planning purposes only*

PROGRAM	PY25/FY26 % of state allotment	PY26/FY27 % of state allotment	% Difference	PY26/FY27 Mock Allocation Amount
WIOA Youth	3.86%	4.31%	.45%	\$745,115
WIOA Adult	4.58%	4.99%	.41%	\$834,002
WIOA Dislocated Worker	3.98%	3.59%	-.39%	\$690,936

Attachment 6

Olympic Peninsula One Stop Operator Report March 2026
Comprehensive Centers – WorkSource Kitsap County, serving Kitsap County in
Silverdale and WorkSource Clallam County, serving Clallam and Jefferson
Counties in Sequim
WorkSource One Stop Operator: Career Path Services
Reporting period Program Year 2025

In April 2025, the One Stop Operator team developed a Strategic Insights and Staff Needs Assessment, including both a feedback tool and a defined process for collecting input. The purpose of this effort was to systematically gather feedback and collaborate with the Council and leadership team to identify and implement responsive solutions.

As a result, an intentional, closed-loop communication process was established to support ongoing dialogue and continuous improvement. The Strategic Insights feedback form was distributed to leadership on a recurring basis throughout the year, while the Staff Needs Assessment was shared once with staff. The following section summarizes the feedback received and the actions taken in response.

Strategic Insights Feedback

- Facility Conditions and Safety
- Unmet Customer Needs
- Customer Satisfaction and Service Delivery
- Front End Coverage

Facility Conditions and Safety (Are there any current concerns related to the facility that you're experiencing?)

Concern: Safety issues were noted around exterior building areas, including insufficient lighting during winter months, blind corners, and the need for safety mirrors near an access entrance/exit door and service area. Mirrors were identified as a plausible safety measure to access blind spots. This was especially relative for staff accessing the building before 8:00 a.m. and leaving after 5:00 p.m.

Action Taken: The One Stop Operator team brought this concern forward to the leadership team. The Employment Security Department took the lead, working with their facilities department. Mirrors are scheduled to be installed.

Unmet Customer Needs (What are the top three unmet customer needs you're aware of, and how would you recommend addressing them?)

Concern: The most frequently cited concern was digital literacy and access to technology. Staff reported that many customers require assistance with basic computer skills, navigating online systems, and completing digital applications.

Action Taken: After researching the variety of ways digital literacy efforts can be enhanced, the One Stop Operator team gathered the necessary information and delivered an online Digital Literacy program currently being offered by a WorkSource office, accessible across the state to partner WorkSource offices. This tool requires minimal support from staff and can enable

Customer Satisfaction and Service Delivery (Do you have any concerns about customer satisfaction? If so, what are they, and what steps are you taking to address them?)

Concern: Lack of information, awareness, and a shared understanding of the process where data can be gathered.

Action Taken: The One Stop Operator team led a Human Centered Design process, enabling everyone to better understand our customer feedback gathering process and customer satisfaction response rates. Customer Satisfaction results are now shared with all staff monthly. We also updated the paper version of our customer satisfaction form and brainstormed with staff on a variety of ways our link and/or form can be shared with customers.

Front End Coverage

Concern: staffing limitations make it difficult for agencies to balance administrative, programmatic and walk in customers during unexpectedly high-volume periods or unplanned absences. Concern was brought by multiple partners who were open to discussing innovative ways to increase partner engagement in integrated services activities.

Action Taken: During the MOU renewals this year Program Director for the council coordinated with the One Stop Operations Team (OSO) to incorporate a Site Contributions Agreement into the document. OSO is working with partners and the council to develop an equitable agreement that will address the concerns and ensure we are customer centric in our service delivery strategy.

Staff Needs Assessment (Designed to evaluate awareness of workforce programs, identify gaps in resources, and guide future training priorities.)

Twenty-one staff members from multiple programs and locations participated. Results show strong awareness of available programs alongside clear requests for deeper partner knowledge, centralized resources, and hands-on training.

Comparison Matrix: Staff Needs vs. Response

The matrix below provides a comprehensive view of staff-identified needs compared to training and resources delivered, along with the current status and planned next steps.

Staff-Identified Need	Training / Resource Delivered	Status	Next Steps / Planned Action
Training on referral processes	Customer Referrals training; DVR, SCSEP, DSB overviews	Completed	Continue refresher sessions and add partners such as DSHS and OlyCAP
Additional Digital literacy resources	Digital Literacy Resources; WIT Replacement training	Completed	Expand hands-on computer lab training opportunities

Accessibility and inclusion	Streamlined and organized accessibility tools; EO Training	Completed	Integrate accessibility best practices into onboarding
Financial stability resources for customers	Financial Literacy training provided by partners	Completed	Add benefit navigation and budgeting refreshers
Staff wellness and engagement	Self-Care training provided at the annual all staff. Incorporated Culture Committee updates in monthly all partners meetings.	Completed	Incorporate wellness topics into regular staff meetings
Coaching customers who experience agism	Provided Multigenerational Workforce training at the annual all staff	Completed	Presentations from our Senior Community Service Employment Program reps.

Attachment 6

The following items are additional needs identified by staff specific to job seekers. Resource and service overviews are scheduled to be delivered throughout 2026.

- Housing
- Childcare
- Mental Health resources
- Transportation

	<h2>TRAINING ON REFERRAL PROCESSES</h2> <p>Customer Referrals training; DVR, SCSEP, DSB overviews</p> <p>Status: Completed</p> <ul style="list-style-type: none"><i>Future: Continue refresher sessions and add partners such as DSHS and OlyCAP</i>
	<h2>ADDITIONAL DIGITAL LITERACY RESOURCES</h2> <p>Digital Literacy Resources; WIT Replacement training</p> <p>Status: Completed</p> <ul style="list-style-type: none"><i>Future: Expand hands-on computer lab training opportunities</i>
	<h2>ACCESSIBILITY AND INCLUSION</h2> <p>Streamlined and organized accessibility tools; EO Training</p> <p>Status: Completed</p> <ul style="list-style-type: none"><i>Future: Integrate accessibility best practices into onboarding</i>

FINANCIAL STABILITY RESOURCES



Financial Literacy training provided by partners

Status:
Completed

- *Future: Add benefit navigation and budgeting refreshers*

STAFF WELLNESS AND ENGAGEMENT



Self-Care training provided at the annual all staff. Incorporated Culture Committee updates in monthly all partners meetings

Status:
Completed

- *Future: incorporate wellness topics into regular staff meetings*

COACHING CUSTOMERS EXPERIENCING AGISM



Provided Multigenerational Workforce training at the annual all staff

Status:
Completed

Future: Presentations from our Senior Community Service Employment Program reps



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 27, 2026

TIME: 9:00 a.m. – 9:40 a.m.

LOCATION: IN-PERSON Northwest Laborers - Employers Training Trust at 27055 Ohio Ave NE, Kingston, WA 98346

ACTION ITEMS:

1. Call to Order – 9:02 a.m.
2. Approval of Agenda
3. Approval of Meeting Minutes of January 8, 2026 (Att. A)

DISCUSSION ITEMS:

4. Career Connected Learning updates
5. WIOA Youth Pathways to Success updates
6. Open Doors
7. Summer Programming
8. Youth Round-Up
9. Good of the Order
10. Adjourn

Attachment A

**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)
YOUTH COMMITTEE SUMMARY
January 8, 2026**

ATTENDANCE: Jeff Allen, Tiffany Skidmore, Summer Evert, Emily Manson, Alissa Durkin

The Olympic Workforce Development Council's (OWDC) Youth Committee meeting was held on Thursday, January 8th via ZOOM.

APPROVAL OF SUMMARY:

November 13, 2025, Meeting Minutes and January 8, 2026, Agenda reviewed and approved.

DISCUSSION

1. Pathways Update

- a. Busy start to the new year
- b. Many young adults need assistance but don't meet eligibility criteria, so staff are working with other program managers to explore other programs that could help with those young adults.
- c. Collaborating with Frank, ESD Business Service Navigator for WEX placements

2. General Updates

- a. Climate Reduction Grant:
 - i. Still waiting on contract from King County
- b. Open Doors
 - i. 54 students enrolled from South, Bremerton and Bainbridge Island school districts.
 - ii. Faculty from the school districts shared positive feedback that the program has successfully re-engaged students who had been disengaged for years and are now regularly attending school.
- c. YouthBuild Grant open for applications
 - i. OESD will apply for the grant to support connecting Open Doors and WIOA and will partner with Tessera to deliver the training components.

ADJOURN

There being no further business to come before the committee, the meeting was adjourned at 9:30 am.

Next Meeting: March 27, 2026, In-Person with Location TBD



Youth Round Up

- USDOL canceled [TEGL 09-22](#): guidance on Youth program activities, and published [TEN 07-25](#): the AI Literacy framework as a resource for program design and expanded AI Literacy Training. The state is digging in with their policy and monitoring team to better understand the implications for the cancellation. When/if I have more to share, you'll be the first to know.
- There was a recent Dept of Health award to support mental health needs for pregnant and parenting families. Check out the [organizations awarded](#) to see if there's a local partner that might be a great resource for parenting young adults.



Strategic Workforce Development Coalition

Chair – *Megan Mason-Todd, Tessera*

Co-Chair – *Bill Martin, Tessera*

COUNCIL MEMBERS

Alex Lewis, *North Olympic Healthcare Network*

Chuck Moe, *NW Laborers*

Cordi Fitzpatrick, *Security Services NW*

Danny Steiger, *Lumber Trades, Inc.*

David Balid – *Team Jefferson EDC*

Elizabeth Court, *Kitsap Economic Development Alliance*

Gina Lindal, *Dept. of Social & Health Services*

Jessica Bar, *Employment Security Department*

Marilyn Hoppen, *Kitsap Bank*

Megan Mason-Todd, *Tessera*

Monica Blackwood, *West Sound Workforce*

Nicole Brickman, *YMCA*

Michael Refuerzo, *Booz Allen*

CONTRIBUTING MEMBERS

Danessa Gray, *Olympic College*

Ezekiel Hill, *Dept. of Social & Health Services*

Jeff Allen, *Olympic Educational Service District #114*

Kristal Thomas, *Express Employment Professionals*

Marty Reep, *Navy Lab Keyport*

Mike Robinson, *Employment Security Dept.*

Wendy Fox, *Olympic College*

STAFF

Bill Dowling

Alissa Durkin

Luci Bench

David Herrick

Meeting Agenda

DATE: February 20, 2026

TIME: 9:00 a.m. – 10:30 a.m.

LOCATION: Virtually: [Microsoft Teams](#)

Meeting ID: 220 298 920 205 78

Passcode: dN7wz3D9

In-Person: WorkSource Kitsap

3120 NW Randall Way #112

Silverdale, WA 98383

ACTION ITEMS:

1. Welcome and Call to Order – 9:00 a.m.
2. Approval of December 19, 2025, minutes (Att. 2, pgs. 2-4)

DISCUSSION ITEM:

3. Non-Apparent Disabilities – Amanda Bird and Sarah Beth Collins
4. Coalition Members 2026 Strategic Plans
5. Good of the Order
6. OWDC 2026 Calendar (Att. 6, pg. 5)
7. [Public Comment](#) – Submit by 12pm the day prior to the meeting via online form: <https://www.cognitoforms.com/kitsapcounty1/owdcpubliccomment>
8. Adjourn

Next Meeting: Friday, April 17, 2026

Location: WorkSource Clallam



Strategic Workforce Development Coalition

Meeting Minutes
December 19th, 2025

ATTENDEES: Megan Mason-Todd, Bill Martin, Danessa Gray, Jessica Barr, Cordi Fitzpatric, Kristal Thomas, Danny Stegier, Gina Lindal, Anne St. George, David Balif, Mike Robinson, Carl Peterson, Chuck Moe, Nicole Brickman, Wendy Fox, Elizabeth Court, Zeke Hill, Bill Dowling, David Herrick, and Luci Bench

ACTION ITEMS

1. Call to Order 9:02am
2. Approval of October 17 meeting minutes. **MOTION:** Jessica Barr moved to approve meeting notes as presented. Danny Stegier seconded the motion. **Motion carried unanimously.**
3. Nomination of Megan Mason-Todd and Bill Martin to Co-Chair the SWD Coalition. **MOTION:** Gina Lindal moved to approve meeting notes as presented. Jessica Barr seconded the motion. **Motion carried unanimously.**

DISCUSSION ITEMS:

4. Empowering Employers October Event – great attendance and feedback. Kristal added that she received great feedback and attendee reaching out to her after the event.
5. 2025 Year in Review – shared 2025 outcomes and progress summary (attachment) the start of the year Danessa Gray presented on Invisible Disabilities. That presentation expanded to training for hidden disabilities, legal rights, business accommodations, to developing the coalitions 2026 focus.
6. 2026 Strategic Priorities, Action Steps: Develop and deliver workshops on neurodiversity, accommodations, and retention strategies. How might we tackle? Suggestions included (but not limited to):
 - Reaching out to Governor’s Committee on Disability Issues & Employment
 - Employer Inclusion Training
 - Local Chambers
 - Is there an option to post on WorkSource website and what marketing will we need?
 - Talk with employers about what invisible disabilities are and what it can look like in workers.
 - Connect with the work Carl P. does with the Dept. of Services for the Blind
 - Accommodation and HR focus.

- **Location: volunteers to reach out to possible locations**
 1. Expand having 1 event in the north and 1 in the south and 3, 1 in each of OWDC.
 2. Zoom element (virtual option) record events and use as a basis for workshops.
 1. Further discussion: include 1 zoom event that can be the foundation, with recording that can be used at in person events.
 2. **Coalition voted and approved 1 event in each of the 3 counties, and 1 virtually.**
- Testimonials from individuals with invisible disabilities and what barriers/discrimination they experienced.
- If held at a college, perhaps seeing if there is a film student who would be willing to film the event and produce a “professional” video.
- Compliance & Legal help owners feel more comfortable and confident.
- Create a virtual workspace to share information and the work that is being done.
- In March, Carl mentioned a national community he is part of, will be publishing a workshop for employers on hiring individuals with disabilities.
- Survey the coalition, council, or businesses on what would be helpful.
- “Ask the expert” tables
- **Gather statistics and data on how many individuals with invisible disabilities there are working and the companies - Elizabeth**
 1. Local disabled (all)
 2. Invisible Disabilities
 3. Those participating in the workforce compare to those not. This supports what is an invisible disability and where we want to go and how to support individuals.
- **Build a list of resources - Danessa**
- Advertising: make it compelling.
- Compliance and compassion go together – ADA accommodations and interactive processes.
- Accommodation cost and ROI
- Panel: Business who hired individuals with invisible disabilities and possibly individuals with invisible disabilities (depending on comfort, and full disclosure of what being on a panel will entail and where it may be published and shared).
 1. **Volunteers: Megan and Danny.**
 2. Including individuals with invisible disabilities for the virtual event 1st.
Coalition and voted for the 1st event to be held virtually.
- **Combined today’s discussion to create outline and possible panel questions.**

7. Good of the Order

- References offered during the meeting:

Hidden Disabilities in the Workplace by Marcia Lang, Psy.D.: Offers innovative solutions, legal obligations, and accommodation ideas for common hidden disabilities, aiming for a positive work environment.

Disability Friendly: How to Move from Clueless to Inclusive by John D. Kemp: A general guide to becoming more disability-inclusive in the workplace.

Embracing Invisible Disabilities in the Workplace by Jason Reid: A guidebook for leaders on chronic illness, neurodivergence, and mental health, focusing on practical change and building trust.

8. Calendar: reviewed no comments.

9. Public Comment: none.

Adjourn: 10:21 am

Next meeting: February 20th

2026

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- Olympic Consortium Board Meetings** 3rd Friday Bi-Monthly 10am-12pm
- Olympic Workforce Development Council** 2nd Thursday Bi-Monthly 10am-12pm
- OCB - OWDC Joint Meetings** Spring & Fall 9am-12pm

- Executive Meeting** Last Tuesday Bi-Monthly 10am-12pm
- Youth Committee** Follows OWDC Meetings 9am-10am
- SWD Coalition Meetings** 3rd Friday Bi-Monthly 9-10:30am