



Kitsap County Commissioners

Charlotte Garrido - *Chair*

Robert Gelder

Katie Walters

Jefferson County Commissioners

Kate Dean – *Vice Chair*

Greg Brotherton

Heidi Eisenhour

Clallam County Commissioners

Randy Johnson

Mark Ozias

Bill Peach

OWDC Director

William Dowling

Program Analyst

Luci Bench

OLYMPIC CONSORTIUM BOARD

DATE: Friday, March 17, 2023

TIME: 10:00 a.m. – 12:00 p.m.

LOCATION: Via [ZOOM](#)

Meeting ID: 985 6084 0008

Passcode: 560797

AGENDA

1. CALL TO ORDER

2. ACTION ITEMS

- a. Approval of March 17, agenda
- b. Approval of January 20, 2023, meeting minutes (Att. 2.b., p.2-4)
- c. Approval of new policy 5590POL Transitional Jobs (att.2.c., p.5-6)

3. DISCUSSION ITEMS

- a. QUEST New Grant
- b. [Builder Grant Program - Kitsap Building Association \(kitsapbuilds.com\)](#)
- c. OWDC Director Report Out – Bill
- d. Success Stories (Att. 3.c., p. 7)

4. UPDATES

- a. Calendar (Att. 4.a., p. 8)

5. [PUBLIC COMMENT](#)

6. GOOD OF THE ORDER

7. ADJOURN

NEXT MEETING: May 19th Joint in-person meeting with OWDC at Olympic College Olympic College Lecture Hall in Bldg. 4, Room 129 (no virtual option)

Meeting Notes
OLYMPIC CONSORTIUM BOARD
Via Zoom
Friday, January 20, 2023

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

1. Welcome and introduction of Commissioner Katie Walters.

2. CALL TO ORDER Commissioner Dean called to order at 10:03 AM

3. ACTION ITEM

a. Approval of October 28th meeting minutes

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

b. Nomination of 2023 Olympic Consortium Board Chair

MOTION: Commissioner Johnson nominated Commissioner Garrido. Commissioner Dean seconded. Motion carried.

c. Approval of Consortium Agreement

Approved pending Kitsap County legal review by Kitsap County whether new signatures are required. MOTION: Commissioner Johnson moved to approve. Commissioner Garrido seconded. Motion carried.

d. Approval of OCB By-Laws

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

e. Approval of OWDC By-Laws

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

4. DISCUSSION ITEMS

a. OWDC Director Report Out

- Recent uptick in Naval hiring events.
- Working with OWDC members to be active members, otherwise look for opportunities to engage another community or business member.
- In the works is a Workforce Housing Panel for the next combined OWDC and OCB meeting in May. Olympic College is hosting. The focus will be on Workforce housing and tackling the lack of affordable housing where jobs are available. Commissioners noted the rising issue and multifaceted ways to approach problem solving.

- Workforce Innovated Funding is still in process, WWA lobbyist working to increase the amount from \$13 million. Local use of the funds will include business representative possibly from contract or RFP. The funding is focused on individual nearing the 200% poverty level instead of those below. May have options to partnering with Olympic College, who submitted a Job Skills Program request.
 - Commissioner Walters and Bill attended Kitsap Economic Development Alliance 5-year strategic planning meeting yesterday and made great connections with community leadership.
 - Representatives from Peninsula College, Olympic College, EDC and KEDA brought together to discuss occupations in-demand list which impacts WIOA abilities to fund training in certain occupations.
 - Discussions on non-union apprenticeships. Working with Marty Cavalluzzi, OC Director, and other community partners to bring more training in the trades to the area. Recent electrician apprenticeship changes brought this to the forefront.
- b. PY22 State Monitoring Debrief
- Alissa and Luci provided brief overview of State Monitoring that occurred in December. Monitors were onsite for one week but didn't complete the monitoring until December 28th. At exit interview, Greg Ferland ESD Monitoring Direction, point out that it was the cleanest review they'd seen all year. Both Alissa and Luci are working on closing out any remaining action items.
- c. Success Stories
- Presented, no comments.

5. UPDATES

- a. Local vs. State Primary Indicators Report
- Presented, no comments.
- b. PY22 Q2 Performance Reports
- Presented. Continued low enrollments in Jefferson County, Commissioner Dean asked about efforts to engage residence. Discussion on outpost option at the Port Hadlock library. Due to WIOA staffing levels and limited space at Port Hadlock, it was determined that it would not work at this time.
- c. 2023 Calendar
- Noted dates of joint OWDC and OCB meeting in May and November.
 - Commissioner Garrido suggested in-person meetings a couple time a year. Jefferson County a good mid-way point.

6. GOOD OF THE ORDER

Commissioner Dean Journeymen Electrician efforts at

ADJOURN: Commissioner Dean adjourned the meeting at 11:39 a.m.

NEXT MEETING: Friday March 17, 2023.

5590POL Transitional Jobs

Effective Date: XX
Last Modified: XX

Approved by XX

To ensure Olympic Workforce Development Council (OWDC) policy compliance and provide guidance for implementation of Transitional Jobs to serve qualified program participants and employers of the Worksource System within the OWDC three county region.

- 1. Transitional jobs provide individuals with work experience and an opportunity to develop important workplace skills within the context of an employee-employer relationship.**
 - a. Transitional jobs are considered an individualized career service.
 - b. Program supportive services are allowable during and after a transitional job placement.
 - c. Only available for individual with barriers to employment who are chronically unemployed or who have an inconsistent work history, as determined by the local board.
 - d. Based on a comprehensive career plan (individual participant employment plan (IPP)), transitional jobs are designed to establish a work history for the individual, demonstrate success in the workplace, and develop the skills that lead to entry into and retention in unsubsidized employment.
- 2. Offered as a time-limited, wage-paid work experiences, transitional jobs are subsidized up to 100 percent.**
- 3. Available in the public, private, or non-profit sectors, the Training Provider/Company (TPC) hosting the individuals in the transition position is the Employer of Record.**
 - a. There is no requirement that the TPC retains the individual upon completion of the transitional job, however, job retention is the ideal outcome.
 - b. The wages and benefits paid for the transitional job must be similar to those paid for other employees performing similar work. Wages must be based on hours worked as recorded on the trainee's time sheet.
- 4. Stipulations and allowances for funding a transitional job requires alignment with OWDC policy and as approved by the OWDC.**
 - a. May approve for use up to 10 percent of their combined total allocation of adult and dislocated worker funds to support transitional jobs for serving adult and dislocated worker program participants specifically.
 - b. May approve as deemed appropriate, additional funding made available through other federal, state, or private funding sources. Any usage cap or other usage restrictions will be determined based on source of funding and total amount of allocation.
 - c. Funding may not exceed the amount of funds budgeted for transitional jobs in OWDC service contact as allocated in the relative program year.
- 5. Recording transitional job in the statewide MIS is required.**
 - a. Program staff must document how the transitional job will help the program participant establish a work history, demonstrate success in the workplace, and

develop the skills that lead to entry into and the retention in unsubsidized employment.

- b. Creation of an Individual Participant Plan must align with the participants occupational goals and how the transitional jobs learned skills will facilitate the individuals career goals.

- c. A transitional job is considered an individualized career service.

6. A fully completed and signed Transitional Job agreement (attached), including the participants signature, is required prior to implementation of the transitional job.

- a. The agreement must clearly state all the expectations of all parties.
- b. The agreement should clarify the rate of pay and the duration of the experience along with the learning objectives for the program participant.

7. A Transitional Job relationship may be established for a duration of up to and not to exceed one year as determined applicable to the degree of barriers to employment, and additional factor's which should play a part in the decision-making process, as relevant to include:

- a. The type of employers to be served as transitional job sites, their needs and the time needed to establish an applicable work history
- b. Level of current Job Skills upon entry and the level needed to generate a positive outcome
- c. The need and type of program support and or access to career and supportive services that will be needed during the transitional job relationship

DEFINITIONS

Chronic unemployment: typified by unemployment for a period equal to what would be required for exhaustion of Unemployment Insurance benefits, a work history with frequent episodes of unemployment, despite being able and willing to work.

Inconsistent work history: consisting of relatively short-term attachment to past jobs (approximately 1 year or less) and gaps in work history that cannot be explained by recent economic conditions.

References

Training and Employment Guidance Letter (TEGL) 19-16

Training and Employment Guidance Letter (TEGL) 10-16, Change 1

WIOA Final Rule, 20 CFR Parts 676, 677, and 678

WIOA Final Rule, 20 CFR Parts 603, 651, and 652

State-Funded Economic Security for All Success stories

Participant 1 was collecting SNAP benefits and living in government housing with his family when we enrolled him in WIOA / EcSA. We had to get him enrolled on a really short timeframe so he could attend CDL-A school at Peninsula College. After missing the first attempt at Intake (he had CPU difficulties) we were able to get everything needed to help him with training and provide supportive services. participant did very well in training (per the progress reports) and was very responsive to provide any requested documentation.

His motivation carried over from training and he quickly got a job with Puget Sound Transfer & Storage as a CDL-A driver making enough to support himself and his family. Below is the email he sent me.

Participant: lol I was just thinking about stopping by and saying thank you in person. I got my CDL and have been working at Puget Sound Transfer for 2 weeks now! I am really excited about the future, and you helped make that happen.

My 2021 tax return I made \$18,000 and I'm on track to make between \$70,000 to \$80,000 next year. I'll finally be able to buy my family a house and give them the life I've always wanted to. thankyou again

Participant 2 came into the program on 01/17/2023 after attending the WIOA orientation. The participant was recently let go from his former company as it was sold and since he did not have his CDL credentials he was not picked up by the new owners. The participant was in the process of applying for UI benefits when he was approved for the WIOA Kitsap Adult program and since he had zero income he was also approved for EcSA. He started his CDS training on 01/23/2023 in Port Orchard. Mr. Costanzo finished all 4 weeks of training and passed his CDL-A test on the first try earning his CDL-A on 01/22/2023. He gain suitable and sustainable employment on 02/27/2023 with Sonora transportation Corp making \$31.24/hr. Gaining a 229% self-sufficiency improvement.!

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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December						
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