



Bill Dowling, *Director* | Alissa Durkin, *Program Supervisor*

Luci Bench, *Program Analyst* | David Herrick, *Workforce Grant Analyst*

## Olympic Consortium Board

Katie Walters, Kitsap County Commissioner, *Chair*

Randy Johnson, Clallam County Commissioner, *Vice Chair*

Greg Brotherton, Jefferson County Commissioner, *Second Vice Chair*

### Meeting Agenda

**Date:** Friday, July 17, 2026 | **Time:** 10:00 am – 12:00 pm

**Location:** Virtual: Microsoft Teams

#### Action Items:

1. Call to Order – 10:00 a.m. and Welcome
2. Approval of Joint OCB and OWDC March 27th Meeting Minutes (Att. 2, pgs. 2-5)
3. Approval of Chairperson Signature Authority for the 2026-2027 IFAs (Att. 3, pg. 6)

#### Discussion Items:

4. OWDC Director Report Out – Bill Dowling
5. One-Stop Operator Report Out (Att. 5, pgs. 7-12)
6. SWD Coalition Event (Att. 6, pgs. 13)

#### Committee Debrief:

7. [Public Comment](#)
8. OCB – OWDC 2026 Calendar (Att. 8, pg. 14)
9. Good of the Order
10. Adjournment

#### Next Meeting:

Joint OCB and OWDC meeting Friday, September 25, 2026

**OLYMPIC CONSORTIUM BOARD (OCB) & OLYMPIC  
WORKFORCE DEVELOPMENT COUNCIL (OWDC)  
MEETING MINUTES  
March 27, 2026**

ACTION ITEMS:

A quorum for today's meeting was affirmed and recorded at 10:05 a.m.

1. **CALL TO ORDER** Olympic Workforce Development Council (OWDC) meeting was held in-person at Northwest Laborers – Employers Training Trust, 27055 Ohio Ave NE, Kingston. Monica Blackwood, Chair, called the meeting to order at 10:08 a.m.

2. **Olympic Consortium Board (OCB)**

Quorum for today's meeting affirmed at 10:08 a.m.

- a. **APPROVAL of March 27, Agenda**

**Motion:** Commission Johnson moved to approve the agenda as amended. Commissioner Brotherson seconded the motion. **Motion carried unanimously.**

- b. **APPROVAL of OCB Minutes January 16, 2026 (Att.)**

**Motion:** Commission Johnson moved to approve the agenda as amended. Commissioner Brotherson seconded the motion **Motion carried unanimously.**

- c. **APPROVAL of Appointment of council members**

**Motion:** Commissioner Brotherton moved to approve the new council members as presented. Commissioner Johnson seconded the motion. **Motion carried unanimously.**

3. **OWDC**

- a. **APPROVAL of March 27, Agenda**

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

- b. **APPROVAL of OWDC Minutes January 8, 2026 (Att.)**

**Motion:** Alex Lewis moved to approve the minutes as presented. Marilyn Hoppen seconded the motion. **Motion carried unanimously.**

- c. **APPROVAL of Dislocated Worker to Adult Transfer (Att.)**

**Motion:** Chuck Moe moved to approve the minutes as presented. Elizabeth Court seconded the motion. **Motion carried unanimously.**

#### DISCUSSION ITEMS:

#### **4. (CRP) Business Grants (Att.)**

David shared updates and testimonials from program participants and how the funding and asset purchases directly impacted their operations on Phase 4 of the CRP. David also shared updates on Phase V grants, the focus during this round was to include both for-profit and non-profit organizations because some of the for-profit organizations were missing out on the opportunity, 52 applications were received this round. Another grant opportunity will be provided this summer as well:

- a. For-profit grant recipient: OMI Roof Maintenance from Sequim. David also shared a video from OMI, expressing their gratitude.
- b. Non-profit H.U.M.A.N, youth serving organization also located in Sequim. Using the grant to highlight human experience.

#### **5. Performance Metrics**

Luci provided an overview of the performance metric requirements and metric highlights. QPRs are required by DOL and must be met for continued funding through the Department of Commerce.

- a. Measurements include enrollment numbers, employment outcomes, exit numbers as well as the overall effectiveness of services to employers. Luci also discussed the metric those at the State level, 85% participation levels. Metrics also included requirements for State programs like State EcSA, which is defined by self-sufficiency and can be a difficult metric due to various economic barriers.
- b. Bill and Alissa further shared the WIOA PY26 Mock Allocations and provided possible allocation scenarios for State funding allocations to support program needs. 10% of funds are held back to support Rapid Response needs. Ideally, funding allocations will increase for youth and adult programs and a slight decrease for the dislocated worker program.

#### **6. OWDC Director Report Out – Bill Dowling**

Bill shared updates current legislation, seeing no movement on the Federal side of funding for the reauthorization that had a difficult requirement about 50% of funding goes to employment training, when other needs are present. State legislative session, codified CRP, hopeful that the dollars will increase, and on January 27, Monica joined County staff who traveled to Olympia to advocate for CRP and EcSA funding.

- a. Saw an increase in State EcSa funding and Governor Ferguson used the previous 10% hold and moved dollars to present funding, allocations have not been made yet.
- b. On May 19, WorkSource is kicking off a new Workforce Information Technology (WIT) system using the Salesforce platform essentially overhauling the existing system. Rebuilding the case management system and the forward facing system that users will interact with.

## **7. One-Stop Operator Report Out – Jessica**

Jessica shared highlights from the strategic and employee needs assessment. Results from the assessment noted: a greater access to more resources, additional training on the referral process, digital literacy resources, streamlining and organizing accessibility and inclusive resources and tools. Worked closely with DVR and ESD to identify resources and provide training on how to use the tools to provide. Financial stability resources, staff wellness and engagement, including self-care tips and techniques and well providing trauma informed training, coaching customers experiencing agism – staff were trained on how to coach job seekers on how to navigate these challenges. Training in AI is also available for those who are interested in learning more about it and how to use it.

The staff needs assessment for 2026 will be going out in April and the results will help guide actions in the next year.

### COMMITTEE DEBRIEF:

## **8. Youth Committee Report – Jeff Allen**

Jeff introduced some new members: Judy Cook, principal for the Open Doors School, Jake Carter, construction manager for Habitat for Humanity and Community Boat Project in Port Townsend. Jeff highlighted some areas of focus for participants; workforce development, designing pathways, and providing case management as well as addressing other barriers and shared that he is retiring after 37 years, in June.

- a. Jeff highlighted the need to continue addressing the growing number of disengagements with youth and young adults and a need for continued youth programming.
  - Data from the P210 Withdrawal Report for Kitsap County high schools and alternative high schools specifically for students who have disenrolled 9 – 12<sup>th</sup> grade since September over 200+. Jeff also noted that seven youth currently in the Clallam juvenile facility haven't been to school for at least 14 months.
- b. Exploring the possibility of building a facility with agency partners to further support disengaged youth in the future.

## 9. SWD Coalition

Will be hosting several events focused on Invisible disabilities in May 12 in Kitsap County, WorkSource Clallam County in August, and will host a virtual event. There will be a panel discussion that will include employers who employ individuals with disabilities and those with lived experience sharing their experiences. From these events and discussions, training will be developed and provided to employers.

## 10. Northwest Laborers Trust Presentation & Tour

Provides workforce education and training for construction trades.

## 11. Public Comment

None

## 12. Good of the Order

- a. Monica provided an update from WA SHRMA's Civility in The Workplace event to be held on October 8 at CK Fire.
- b. Megan shared updates on the trade academy for adults, 160-hour program west sound tech and Olympic college. Participants are paid \$3000; registration is currently open for winter quarter. Facilities maintenance fields teaching plumbing, electrical, HVAC, and general maintenance. Hosting a speaker series on October 9 register via website. There is a job fair at the end of the training program in November. Those interested should reach out to Megan directly.
- c. Elizabeth Court thanked board members for providing networking opportunities.

## 13. 2024 Calendar (Att.)

NEXT MEETING: The next OWDC meeting is Thursday, Thursday, May 14, via TEAMS. Next OCB meeting is Friday, May 15.

ADJOURNMENT: There being no further business to come before the Council, the meeting was adjourned at 11:29 a.m.

# Approval of Infrastructure Funding Agreement for WorkSource Clallam and Kitsap

The Infrastructure Funding Agreements (IFAs) establishes the process by which required and additional WIOA partner programs contribute to the operational and infrastructure costs of the Olympic Consortium One-Stop system.

The agreement is entered into by the following entities:

1. Olympic Workforce Development Council
2. Olympic Consortium Board
3. One-Stop Operator
4. Required WIOA Partner Programs
5. Additional Partner Programs

## Olympic Peninsula One-Stop Operator Report May 2026 | PY 2025

Career Path Services, One-Stop Operator  
Serving WorkSource Kitsap in Silverdale (Kitsap County) and  
WorkSource Clallam in Sequim (Clallam & Jefferson Counties)

### WorkSource Kitsap County

	Number of Services Provided	Number of Businesses Served		Unique Number of Businesses Served
Other	15	15	WDA 01 - Olympic	23
Recruitment	18	13		

### Reporting Period: April 1, 2026 – June 5, 2026

During the reporting period, Kitsap WDA staff provided **33 business services to 23 unique employers**, demonstrating strong engagement with the regional business community. Recruitment services accounted for **18 services (55%)**, while **15 services (45%)** were categorized as other business services, reflecting a balanced approach to supporting employer workforce needs.

Staff activities focused on **employer outreach, recruitment assistance, workforce consultation, veteran recruitment, and relationship development**. Key services included employer outreach visits, promotional calls, job fairs and hiring events, job order development and maintenance, applicant screening and referrals, networking with new businesses, and customized employer support. Staff also helped with workforce strategies, industry sector discussions, and employment-related issues.

**Veteran recruitment** remained a significant component of business engagement efforts, with staff supporting employers through candidate referrals, resume review, applicant screening, and targeted veteran hiring assistance.

**Overall, Kitsap/Olympic WDA continues to utilize a proactive, relationship-based business services model** that helps employers address workforce challenges, connect with qualified talent, and strengthen partnerships across the region. These efforts support both employer hiring needs and workforce system goals while contributing to a responsive and demand-driven workforce network.

### Examples of Businesses Served – Kitsap County

During the reporting period, Kitsap County staff provided business services to employers and organizations representing a broad cross-section of the regional economy. Employer engagement spanned healthcare, education, military and defense, tribal enterprises, manufacturing, maritime, construction, finance, retail, security, and community-based workforce organizations, demonstrating the workforce system's ability to address diverse talent and workforce needs while strengthening strategic partnerships throughout the region.

### **Notable employers and organizations served included:**

- **Healthcare & Senior Services:** Home Instead Senior Care, Serengeti Care, The Personal Touch LLC
- **Education & Training:** Olympic College
- **Military & Defense:** Fleet and Family Readiness, USS Turner Joy, ManTech Systems, QED Systems
- **Tribal Organizations:** Suquamish Tribe, Skookum
- **Manufacturing & Maritime:** Inventech Marine Solutions, Sound Works Inc.
- **Construction & Skilled Trades:** DaBella, Fradkin Fine Construction
- **Finance:** Navy Federal Credit Union
- **Retail & Distribution:** PepsiCo Sales, Inc.
- **Community & Workforce Services:** Kitsap Community Resources, Hire Heroes USA
- **Security Services:** Safe Security

This diverse portfolio of employers reflects the key economic drivers of Kitsap County and highlights ongoing efforts to support business growth, workforce development, and employment opportunities across both public and private sector industries.

### **Industry Sector Analysis**

#### **The employer list highlights several important regional workforce sectors:**

Kitsap County staff engaged employers across several of the region's key economic sectors, reflecting the diversity and strength of the local economy. Healthcare and caregiving organizations, including Home Instead Senior Care, Serengeti Care, and The Personal Touch LLC, represented a significant area of engagement and highlighted the continued demand for workers in health and human services occupations. Staff also worked extensively with military and defense-related organizations, including Fleet and Family Readiness, USS Turner Joy, ManTech Systems, and QED Systems, demonstrating the importance of military-connected industries and the influence of Naval Base Kitsap on the regional workforce.

Engagement with maritime and manufacturing employers, such as Inventech Marine Solutions and Sound Works Inc., underscores the ongoing importance of maritime industries within Kitsap County's economy. Construction and skilled trades employers, including DaBella and Fradkin Fine Construction, reflect continued workforce demand in residential and commercial construction. Additionally, partnerships with organizations such as Kitsap Community Resources, Skookum, and Hire Heroes USA highlight collaboration with community-based and workforce development organizations that support employment, training, and economic mobility for job seekers.

Overall, the employers served during the reporting period reflect strong alignment with Kitsap County's major industry sectors and economic drivers. The breadth of businesses engaged demonstrates a proactive business services strategy focused on supporting employer workforce needs, strengthening regional partnerships, and connecting businesses with qualified talent across both public and private sector industries.

## **Employer Engagement and Hiring Event Success**

During the reporting period, Kitsap County staff coordinated and supported a variety of hiring events, job fairs, and community workforce activities that connected employers with job seekers and strengthened regional workforce partnerships.

Several employer-specific hiring events were held for organizations including **Serengeti, Home Instead, and The Personal Touch**. While attendance at these targeted recruitment events was smaller in scale, each resulted in meaningful employer engagement and provided direct opportunities for job seekers to connect with hiring managers and learn about available positions.

Larger recruitment and community events generated significant participation and positive outcomes. The **Fleet & Family Hiring Event** attracted approximately **50 attendees**, resulting in multiple direct hire offers to job seekers. Workforce staff also participated in the **Kitsap Veterans Stand Down**, serving approximately **200 attendees** and providing employment resources and workforce information to veterans and their families.

Regional job fairs demonstrated strong community engagement, including the **Fleet & Family Job Fair at Olympic College**, which drew approximately **400 attendees**, and the **Olympic College Job Fair**, which attracted approximately **200 attendees**. These events provided employers with access to a broad talent pool while increasing awareness of workforce development services and career opportunities throughout the region.

Overall, these activities highlight the workforce system's commitment to supporting employer recruitment needs, expanding access to employment opportunities, and fostering strong partnerships with businesses, educational institutions, and community organizations across Kitsap County.

## **Work Experience (WEX) Program Success**

Between April and June 5, 2026, workforce staff successfully placed **six WIOA participants into Work Experience (WEX) internships**, in Kitsap County. These provide valuable hands-on training opportunities aligned with participants' career goals and local labor market needs. Internship placements were secured in a diverse range of industries, including **construction, administrative assistance, IT software marketing, dog grooming, immigration and community outreach, and financial planning**. These work-based learning opportunities enabled participants to gain industry-specific skills, build professional experience, expand their networks, and strengthen their competitiveness in the job market. The variety of internship sectors reflect the workforce system's commitment to creating meaningful career pathway opportunities while supporting employers in developing future talent. Overall, these placements demonstrate the effectiveness of workforce development partnerships in connecting participants to practical employment experiences that support long-term career success.

## WorkSource Clallam/Jefferson Counties

	Number of Services Provided	Number of Businesses Served		Unique Number of Businesses Served
Business Assistance	4	4	WDA 01 - Olympic	18
Other	6	6		
Recruitment	11	9		

### Reporting Period: April 1, 2026 – June 5, 2026

During the reporting period, Clallam County staff provided **21 business services to 18 unique employers**, demonstrating strong engagement with the local business community. Recruitment services accounted for most of the activities (**52%**), followed by Other Business Services (**29%**) and Business Assistance (**19%**).

Staff supported employers through hiring events, applicant screening and referrals, job order maintenance, veteran recruitment assistance, and recruitment support for internships and work experience opportunities. Additional services included employer outreach, promotional calls, workforce consultations, job description development, industry sector strategy discussions, and workforce investment planning.

Veteran recruitment remained an important focus area, with staff assisting employers through candidate referrals, screening, and outreach related to veteran hiring opportunities. Staff also worked closely with employers to address workforce challenges, strengthen hiring strategies, and connect businesses with available workforce system resources.

With **21 services delivered to 19 businesses**, the data reflects both broad employer outreach and individualized support. Overall, Clallam County staff continue to foster strong employer partnerships through a comprehensive business services approach that supports recruitment, workforce planning, and talent development while helping businesses address current and future workforce needs.

### Examples of Businesses Served-Clallam and Jefferson County

During the reporting period, staff in Clallam and Jefferson Counties provided business services to employers and organizations across a diverse range of industries, including maritime, manufacturing, healthcare, government, education, construction, automotive services, and community-based organizations. This broad engagement reflects the workforce system's commitment to supporting the region's key economic sectors while assisting employers with recruitment, retention, and workforce development needs.

### Notable employers and organizations served included:

- **Marine and Maritime:** Platypus Marine, Inc.
- **Manufacturing:** Port Townsend Paper Corporation
- **Healthcare and Human Services:** Caregivers Home Health, Reflections Counseling Services Group

- **Government and Public Sector:** City of Port Townsend, Washington State Department of Corrections
- **Education and Training:** Peninsula College, Western Washington University Small Business Development Center (SBDC)
- **Community-Based Organizations:** Goodwill of the Olympics, Peninsula Trails Coalition
- **Construction and Skilled Trades:** Oasis Well Drilling, Inc.
- **Automotive Services:** Wilder Auto Center
- **Business and Economic Development:** Coastal Business Services Group

The employers served represent many of the region's primary economic drivers, highlighting strong engagement with both public and private sector partners and demonstrating continued efforts to strengthen local workforce capacity and economic vitality throughout Clallam and Jefferson Counties.

### **Industry Sector Analysis**

**The employer list highlights several important regional workforce sectors:**

The businesses served during the reporting period represented a diverse range of industries that are important to Clallam and Jefferson County's economy. Employers included organizations in **manufacturing, maritime services, healthcare, government, education, construction, automotive services, nonprofit organizations, and business development.**

Notable sectors served included **manufacturing** through Port Townsend Paper Corporation, **maritime services** through Platypus Marine, **healthcare and human services** through Caregivers Home Health and Reflections Counseling Services Group, and **government agencies** such as the City of Port Townsend and the Washington State Department of Corrections. Staff also engaged educational and workforce development partners including Peninsula College and Western Washington University's Small Business Development Center.

The diversity of employers served demonstrates the workforce system's ability to support a broad range of business needs while strengthening partnerships across key regional industries. This engagement helps address workforce challenges, supports talent development, and aligns workforce services with the economic priorities of Clallam County.

### **Employer Engagement and Hiring Event Success**

Between April 1 and June 5, 2026, Clallam County staff achieved several notable workforce development successes through strong employer engagement and partnership building. Staff maintained ongoing recruitment partnerships by coordinating a monthly hiring event with the Washington State Department of Corrections on the third Tuesday of each month and bi-weekly hiring events with Caregivers, creating consistent employment opportunities for job seekers. In addition, the Veterans Representative successfully established and strengthened a relationship with Platypus Marine, expanding connections within the region's maritime industry and increasing access to employment opportunities for veterans and other participants.

### **Work Experience (WEX) Program Successes**

During the same reporting period, staff facilitated a WIOA-funded Work Experience (WEX) internship in grant writing, providing the participant with valuable hands-on experience in research, professional writing, and community engagement.

Collectively, these efforts demonstrate the workforce system's commitment to developing employer partnerships, supporting participant career advancement, and creating pathways to employment in key regional industries.

# INVISIBLE DISABILITIES *Panel Event*


Attachment 6  
**FREE!**


Hear from employers & employees panelists about their experiences & perspectives on workplace accessibility for individuals with non-apparent disabilities.


## Featured Panelists:

- ✓ Employer Panelist
- ✓ Employee Panelist
- ✓ And more!

Your Logo Here

 Wednesday, August 12, 2026

 Time: 9:00 AM - 12:00 PM

 WorkSource Sequim  
810 W. Brackett  
Sequim, WA 98382



**Register Here**

<https://www.cognitoforms.com/KitsapCounty1/SWDCoalitionEventRegistration>



This project is made possible by the support and funding from the OWDC's Commerce Reinvestment Plan grant. For more detailed information: <https://www.kitsap.gov/hs/pages/OWDC-Contracts.aspx>



# 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