

**EXECUTIVE COMMITTEE**

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

**BUSINESS MEMBERS**

Allison Plute, Human Resources Director Jamestown S'Klallam Tribe  
Daniel Steiger, CEO/President Lumber Trades, Inc.  
Nicole Brickman, Human Resources Director YMCA Kitsap  
Megan Mason-Todd, Workforce Development Director, Skookum  
Alex Lewis, Human Resources Director, North Olympic Healthcare Network  
Elizabeth Court, Kitsap Economic Development Alliance Manager  
Marilyn Hoppen, SVP Human Resources Kitsap Bank  
Michael Refuerzo, Lead Engineer, Booz Allen Hamilton  
Nick Seedorf, Program Manager, Olympic Medical Center

**ECONOMIC DEVELOPMENT MEMBERS**

Colleen McAleer, Executive Director Clallam Economic Development Co.  
David Ballif, Executive Director, Team Jefferson

**LABOR MEMBERS**

Neal Holm, Electrician and Membership Development IBEW 46  
Felix Salazar, Iron Worker, Pacific NW Ironworkers Apprenticeships

**EDUCATION MEMBERS**

Dr. Joan Hantan, President Olympic College  
Dr. Suzy Ames, President Peninsula College  
Aaron Leavell, Superintendent Olympic Educational Service District #114  
Dr. Karen Borders, South Kitsap School District

**COMMUNITY AND PUBLIC MEMBERS**

Lucinda Heidel, Supervisor Department of Vocational Rehabilitation  
Gina Lindal, Administrator Department of Social and Health Services  
Anthony Ives, Manager Kitsap Community Resources

## MEETING AGENDA

**DATE:** Thursday,

**TIME:** 10:00 a.m. – 12:00 p.m.

**LOCATION:** Virtual via Microsoft Teams

Meeting ID: 270 374 968 751 98

Passcode: ZS7sy6RY

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### ACTION ITEMS:

1. Call to Order – 10:00 a.m. and Welcome
2. Approval of November 13, 2025, Meeting Minutes (Att. 2, pgs. 2-5)
3. Approval of SWD Coalition Chair

### DISCUSSION ITEMS:

4. By and For Contract Awardee Presentation
5. 2025 Success Stories
6. Memorandum of Understanding
7. CRP Business Grant Awardee Announcement (TBD)
8. OWDC Director Report Out – Bill Dowling
9. One-Stop Operator Report Out (Att. 9, pgs. 6-11)

### COMMITTEE DEBRIEF:

10. Youth Report Out (Att. 10, pgs. 12-14)
11. SWD Coalition Report Out (Att. 11, pgs. 15-23)
12. 2026 Calendar (Att. 12, pg. 24)
13. Public Comment
14. Adjourn

### **Next Meeting:**

JOINT OWDC & OCB meeting March 27<sup>th</sup>, 2026 (in-person only)  
Location TBD

**OLYMPIC CONSORTIUM BOARD (OCB) & OLYMPIC  
WORKFORCE DEVELOPMENT COUNCIL (OWDC)**  
**MEETING MINUTES**  
**November 13, 2025**

A quorum for today's meeting was affirmed and recorded at 10:02 a.m.

- 1. CALL TO ORDER** Olympic Workforce Development Council (OWDC) meeting was held virtually via TEAMS and in-person at WorkSource Kitsap, November 13, 2025. Marilyn Hoppen, Chair, called the meeting to order at 10:02 a.m.
- 2. ACTION ITEMS:**

**a. APPROVAL of November 13, 2025, Agenda**

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

**b. APPROVAL of OWDC Minutes September 19, 2025 (Att.)**

**Motion:** Monica Blackwood moved to approve the minutes as presented. Jessica Barr seconded the motion. **Motion carried unanimously.**

**c. APPROVAL of OWDC Chairperson and Vice Chairperson**

- **Members provided opportunity to nominate additional candidates for Chairperson and nominations for Vice Chairperson.**
- **No new nominations for Chairperson and no nominations were made for the Vice Chairperson.**
- **Vice Chairperson position remains vacant**

**Motion:** Council moved to approve the nomination of OWDC Chairperson as presented **Motion carried unanimously.**

**d. APPROVAL of 2026 Calendar**

- **June 12<sup>th</sup> SWDC meeting coincides with holiday. Council agreed to move the June meeting to June 12, 2026.**

**Motion:** Gina Lindal moved to approve the revised 2026 Calendar. Elizabeth Court seconded the motion. **Motion carried unanimously.**

**e. APPROVAL of By-and-For Organization Awardee**

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

**f. APPROVAL of Connection Site Certification**

**Motion:** Monica Blackwood moved to approve the site certification as presented. Anthony Ives seconded the motion. **Motion carried unanimously.**

**DISCUSSION ITEMS:**

**3. Empowering Employers Event – Frank Portello, ESD Business Services**

- a.** This is the second event for 2025
- b.** 14 different resource tables, businesses and chambers.
- c.** 44 attendees, 34 business attendees.
- d.** Attendees found the speakers shared relevant information and scored the event at a 97% Excellence rating.
- e.** Planning underway for 2026 Invisible Disabilities event.
- f.** Request for additional volunteers-interested individuals should contact Luci Bench, OWDC.

**4. OWDC Director Report Out – Bill Dowling, OWDC**

- a.** WWA Annual Awards
  - Business of the Year: Lumber Traders- Danny Steiger's video shared with council.
  - Workforce Professional of the Year- Luci Bench's video shared with council.
- b.** Government Funding
  - Signed budget and federal shutdown has ended
  - Full funding under consideration, flat funding proposal is the best-case scenario. Outreach needs will be communicated if necessary.
- c.** SNAP Benefits
  - Retroactive benefits are available
  - Changes under HR1 include work requirement applied to a larger group of individuals.
  - Effective November 1<sup>st</sup>: Age eligibility expanded from 18-59 to 18-64
  - Job search does not count as an approved work activity.

**5. One-Stop Operator Report Out – Jessica Brasher, OSO****a. Fall All Staff Training**

- Topics included EO, Self-Care and Wellness

**b. System Integration**

- Voice of the Customer: Slight dip in number of responses received, but overall service rating remains strong at 9/10.
- Aging and Disability Resource Division: Overview and discussion of program offerings and support services.
- Front Desk and Resource Room Support/Workshops: Staff found the need for partner support at front desk and resource rooms. Workshops to add included Digital Literacy, Justice Involved, and Workforce Generations.
- Forming strategic partnerships to bring in resources where needed.
- Referrals: 337 entries recorded, 120 completed referrals to programs within one-stop system.
- Customer Trends and Satisfaction: WorkSource Clallam: 344 individuals received one-on-one assistance. WorkSource Kitsap: 610 individuals received one-on-one assistance. Customer satisfaction survey submissions show significant improvement: 92 responses received from January – September 2025.

**COMMITTEE DEBRIEF:****6. Youth Committee Report – Alissa Durkin, OWDC****a. CCL Updates:**

- West Sound Stem Network submitted 2 proposals and was awarded funding from ESD for the AI Pathways proposal. Work is beginning.
- STEM Café: Focused on connecting industries with K12 partners-PSE presented on their electrical apprenticeship program.

**b. Pathways Updates:**

- Staff managing large caseloads.
- 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.
- Noticing a slight shift in age of young adults visiting centers, now ranging from 16 to 24/25 years old.

**c. Pathways Open Doors:**

- Opened October 1<sup>st</sup> with 40 enrolled. Youth staff on site few days a

week. This provides an immediate connection to WIOA Youth services eliminating youth needing to navigate multiple systems and a direct link to WorkSource services. Staff are able to support Open Doors mission and help align academic plans with career goals for a strong outcome.

**7. SWD Coalition – Luci Bench, OWDC**

- a. TACT video shared with members highlighting training young adults with autism in the trades.
- b. Discussion on next event to educate employers and it was decided to focus on individuals with invisible disabilities. Event will focus on workshops and tools employers.
- c. Molly, current chairperson, is leaving therefore, nominations needed for new SWDC chairperson.

**8. Public Comment:** None

**9. Good of the Order**

- a. The OWDC recognized Marilyn Hoppen, Chairperson, for her 10 years of dedicated service, leadership, and commitment as a member and Chairperson of the OWDC.

**NEXT MEETING:** The next OWDC meeting is Thursday, January 8, 2026, via TEAMs and in-person, location TBD.

**ADJOURNMENT:** There being no further business to come before the Council, the meeting was adjourned at 11:08 a.m.

**Olympic Peninsula One Stop Operator Report December 2025**  
**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 October 2025 – November 2025**

### **Functional and Programmatic Integration**

Partner engagement has strengthened integration across the Olympic Region. Administrative meetings have seen increased attendance, due to intentional outreach by the One-Stop Operator (OSO) team; a response to feedback gathered through the Strategic Insights form, which identified a clear need for broader partner engagement. The OSO team met individually with Administrative Team members to ensure programs are consistently represented at monthly meetings, including the use of designated proxies when needed. This focused effort has helped reinforce shared ownership of system activities and sustained partner participation.

The region has also come together to support individuals impacted by the reinstatement of the Able-Bodied Adults Without Dependents (ABAWD) work requirement. Previously, a work requirement waiver was in place for all areas of the state except for King County. The lift of this waiver means that individuals who meet the ABAWD criteria are required to participate in work, volunteer opportunities, or training programs for a minimum of 80 hours per month. As the Department of Social and Health Services (DSHS) works to notify affected participants, the WorkSource system is collaborating to provide coordinated resource navigation and employment support to help individuals maintain access to basic necessities during this transition. Additionally, the certification of the Open Doors program as a connection site in Bremerton has strengthened pathways into the WorkSource system, creating valuable connections for parents, guardians, and students who may be interested in additional employment and training services.

### **System Integration**

System-level coordination remained active during this reporting period, despite a reduced meeting schedule due to the holidays. One All-Partners meeting was held and was well attended by representatives from the Department of Vocational Rehabilitation (DVR), Wagner-Peyser, Labor and Industries (L&I), Dislocated Worker, WIOA Adult, WIOA Youth, Senior Community Service Employment (SCSEP), and Veterans programs. Partners were also informed of DVR's current statewide capacity constraints, with the agency temporarily placing new customers on a waitlist. Partners continue to refer individuals as appropriate, ensuring they will be served on a first-come, first-served basis when enrollment resumes.

### **Integrated Service Delivery**

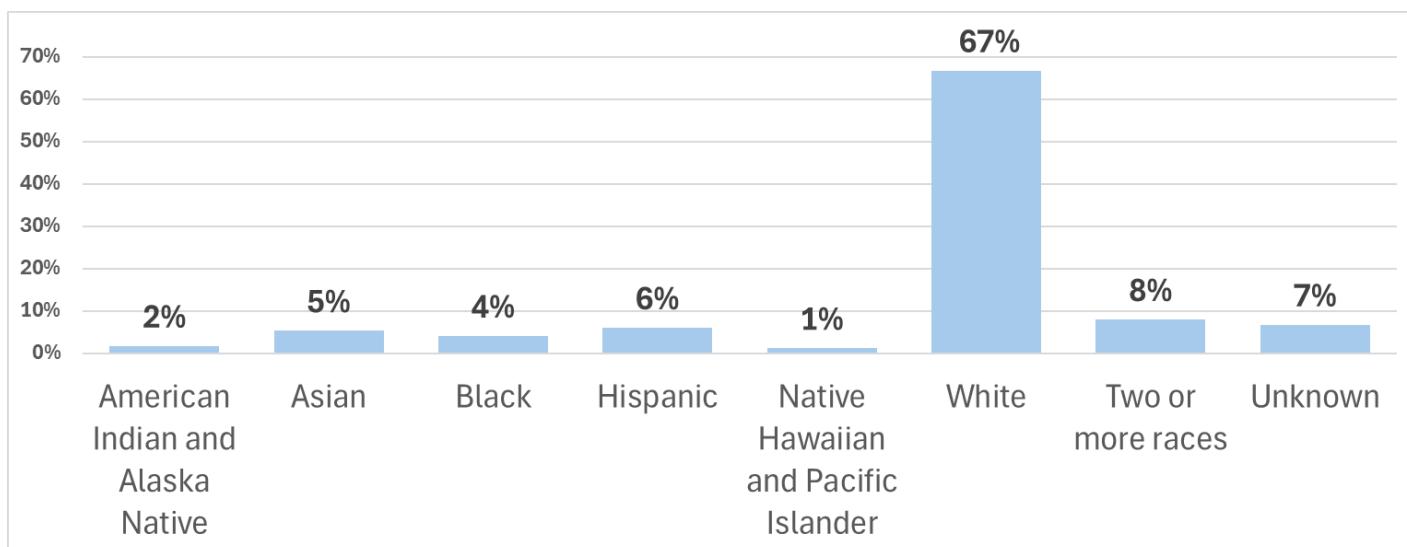
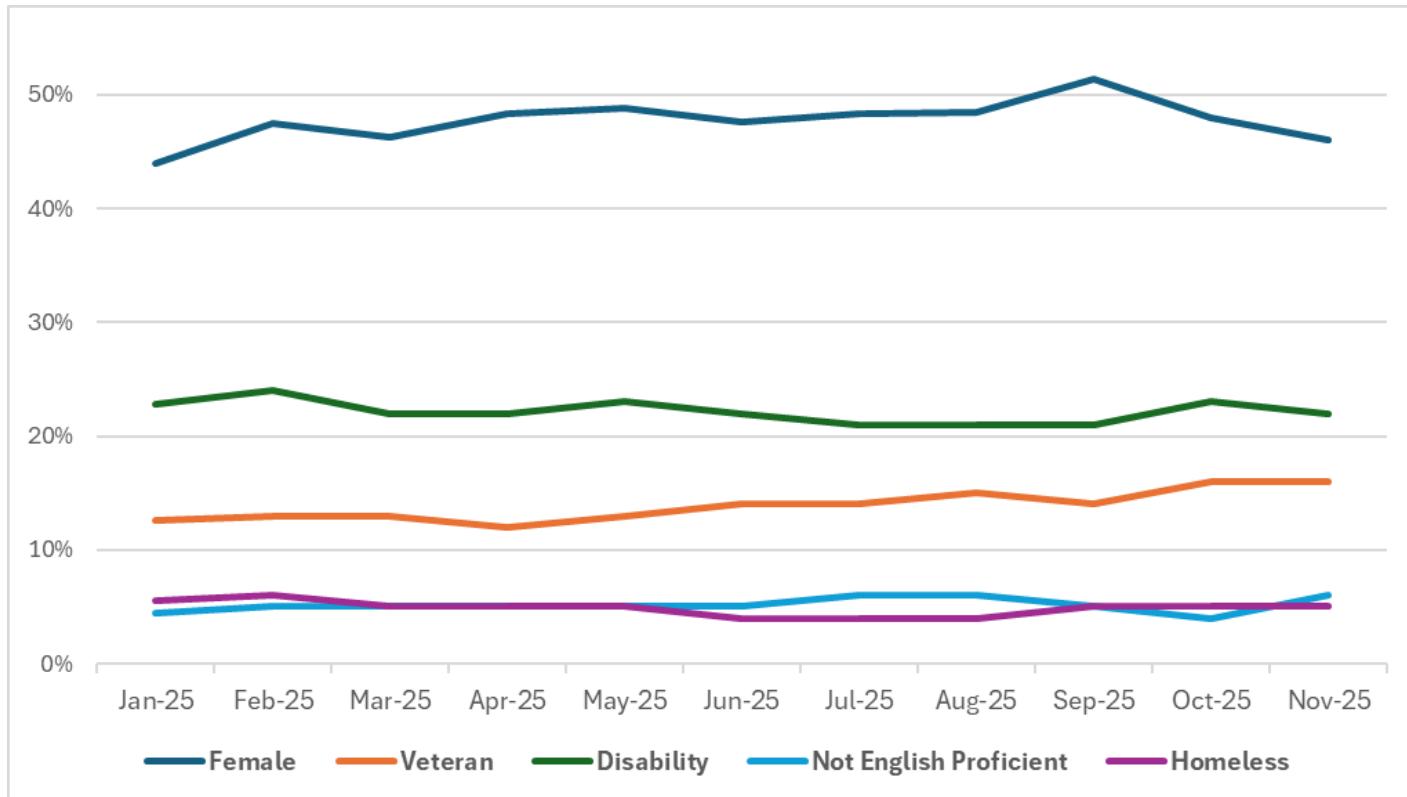
Progress was made toward advancing Integrated Service Delivery (ISD) through productive Memorandum of Understanding (MOU) discussions with system signatories. Participants reached consensus on language updates and agreed to draft a system-level agreement outlining how ISD will function at the staff level. The OSO team is optimistic that this approach will help alleviate front desk staffing pressures and allow greater flexibility for outreach and service delivery, particularly in rural areas of the region.

## Service Provision and Outreach

Attachment 9

The following data was gathered from the Workforce Professionals Center, Workforce Services performance Dashboard (data captured month by month). Specific to gender, 1,472 individuals have been captured for this reporting period (*this number varies by category*). Observations regarding this reporting period to previous months are as follows:

- Services to Veterans increased by 10%
- Services to a person with a Disability increased by 1%



Customer flow Tracker

<https://wpc.wa.gov/reports/customer-flow-tracker>

WorkSource Kitsap County, serving Kitsap County in Silverdale:

Specific to this reporting period, the customer flow tracker reports that peak office activity occurred on Mondays at 2:30 PM. Customer service activity was as follows:

- 51%, In-Person
- 46%, Video Conference
- 3%, Telephone
- 319 individuals received One on One assistance
- 281 utilized WorkSource resources
- 64 received Unemployment Insurance Claim assistance
- 1 received WA Cares / Paid Family Medical Leave information
- 2 engaged in Hiring events, 59 in Workshops/Seminars
- 3 **Employers** engaged in Hiring events, 2 in Interviews

Customer Flow Tracker

<https://wpc.wa.gov/reports/customer-flow-tracker>

WorkSource Clallam County, serving Clallam and Jefferson Counties in Sequim:

Specific to this reporting period, the customer flow tracker reports that peak office activity occurred on Thursdays at 12:30 PM. Customer service activity was as follows:

- 48%, In-Person
- 34%, Video Conference
- 18%, Telephone
- 217 individuals received One on One assistance
- 244 utilized WorkSource resources
- 86 received Unemployment Insurance Claim assistance
- 8 received WA Cares / Paid Family Medical Leave information
- 15 engaged in Resource Fairs
- 2 **Employers** engaged in Hiring events, Job Fairs, and received One-on-One assistance

## **Customer Satisfaction**

**44** Customer Satisfaction responses were received

- 95% from Job Seekers / 5% from Employers
- 70% from (Kitsap in Silverdale) / 30% from (Clallam and Jefferson in Sequim)
- 73% First Time Customer / 27% Returning Customer
- 100% customers would recommend WorkSource to others
- 9.8 average rating (scale of 1 to 10, 10 being the best)
- 100% customers were either Very Satisfied or Satisfied with “Staff Friendliness”
- 100% customers were either Very Satisfied or Satisfied with “Needs Being Met”

## Customer accolade

*"WorkSource changed my life! They gave me back my self-respect. I've been out of the workforce for over 20 years. The resume process terrified me. The WorkSource staff reminded me of who I am, and what I have accomplished in my life. I cannot describe how wonderful they are; professional, and accessible. They prepared me for the process of interviews and helped to craft the most beautiful resume. I feel so qualified!"*

## Success Story

*The staff at WorkSource were a pleasure to work with. Their positive attitude and energy were inspiring throughout all of my appointments, whether they were in-person or virtual. I am so glad that I was able to attend the recommended job fair. The atmosphere at the office was full of life, and it was clear, through my interactions with staff working in all areas, and the marketing materials, they are 100% committed to the success of job seekers who walk through the door. I also enjoyed meeting and working with everyone at the job fair. Everyone took time while I was there to educate me on job opportunities and got back to me immediately via email when I reached out directly. THANK YOU so much for the work your team does. I'm inspired and so happy to have been offered a job! I was especially nervous about gaining employment due to my age.*

*WorkSource supported me throughout many months of job searching. They assisted me with my resume, interview preparation, and navigating employer websites that were difficult to use and wouldn't accept my resume. During my most recent appointment at WorkSource, I received a job offer from one of the employers they helped me apply to. The staff have been a constant source of encouragement and positivity—always welcoming and supportive. Everyone is truly remarkable. I would not have secured this job without their help, and I am deeply grateful.*

## Staff Competence and Staff Training Participation

Partner learning and information sharing continued through the All-Partners meetings. In October, the OSO team shared key insights from the Voice of the Customer, hosted the Title 1 representative who provided an overview of the Dislocated Worker program, and shared updates and timelines for the ESD WIT replacement project. Due to the holidays, the November meeting was canceled, with one meeting scheduled for early December. This adjusted schedule was developed in consultation with local leadership, and regular meeting cadence will resume in January to ensure continued collaboration and shared learning across the system.

## Employer Engagement

### WorkSource Kitsap County, serving Kitsap County in Silverdale:

Between October 1 and November 30, 2025, WorkSource business services in Silverdale supported employers in Kitsap County through a variety of activities:

## Summary of Services and Businesses Served

### Business Assistance

- **Number of Business Services Provided:** 91
- **Number of Businesses Served:** 84

- **Observation:** Services were provided to unique businesses, showing strong outreach of service to business. This indicates a very targeted or specialized approach in Business Assistance.

### Other Services

- **Number of Services Provided:** 51
- **Number of Businesses Served:** 49
- **Observation:** Slightly more services than businesses, suggesting that a couple businesses received multiple “Other” services.

### Recruitment

- **Number of Services Provided:** 37
- **Number of Businesses Served:** 32
- **Observation:** More services than businesses served, indicating that some businesses used recruitment services multiple times.

### Overall Unique Businesses Served: 82

- **Observation:** Across all service categories, 82 unique businesses were served, highlighting that some businesses accessed multiple types of services.

### Key Insights:

- The “Other” category is the largest in terms of both services provided and businesses served, showing it is a high-demand area.
- Recruitment and Business Assistance are more targeted, with fewer services but potentially deeper engagement per business.

## Employer Engagement

### WorkSource Clallam County, serving Clallam and Jefferson Counties in Sequim:

Between October 1 and November 30, 2025, WorkSource business services in Sequim supported employers in Jefferson and Clallam counties through a variety of activities:

### Summary of Services and Businesses Served

#### Business Assistance

- **Number of Services Provided:** 28
- **Number of Businesses Served:** 13
- **Observation:** Services provided to a unique business is 12. This indicates a very targeted or specialized approach to Business Assistance.

#### Other Services

- **Number of Services Provided:** 5
- **Number of Businesses Served:** 5
- **Observation:** There is an even number of services and businesses, in the “other” category during this timeframe, which suggests a steady outreach and services to “other” businesses.

## Recruitment

- **Number of Services Provided:** 23
- **Number of Businesses Served:** 8
- **Observation:** More services than businesses served, indicating that some businesses used recruitment services multiple times. Recruitment was only present in Clallam County during this time.

### Overall Unique Businesses Served: 12

- **Observation:** Across all service categories, 12 unique businesses were served, highlighting that some businesses accessed multiple types of services.

## Key Insights

- Recruitment services make up a fair amount of outreach, indicating strong employer engagement around hiring needs.
- The **12 unique businesses** indicate that some employers received more than one type of service or multiple touchpoints.

## Physical and Programmatic Accessibility

The OSO maintains an Equal Opportunity (EO) complaint log, and we are happy to report that no new complaints were filed during this reporting period.

During this time, the OSO finalized the American with Disabilities Act (ADA) desk-aid equipment videos from the previous training in collaboration with the WorkSource Administrator. Upon completion, the videos were provided to the administrator and shared via the “all partner” meeting chat to ensure access and distribution across all partner agencies and office staff. DVR continues to be a strong system partner in advancing ADA accessibility and offered to have their Autism Treatment Assistance Program (ATAP) staff visit the office in the future to demonstrate the purpose and proper use of ADA equipment.

In addition, the OSO actively coordinated with key system partners, which included DVR, L&I, the Culture Committee Lead, DSB, American Association of Retired Persons (AARP), DSHS, and the Community College to build upon existing relationships and to establish shared expectations for upcoming meetings and presentations.

**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*

**YOUTH COMMITTEE MEETING AGENDA****DATE: January 8, 2026****TIME: 9:00 a.m. – 9:50 a.m.****LOCATION: [ZOOM](https://zoom.us)****ACTION ITEMS:**

1. Call to Order – 9:02 a.m.
2. Approval of Agenda
3. Approval of Meeting Minutes of November 13, 2025 (Att. A)

**DISCUSSION ITEMS:**

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

**Attachment A**

**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)  
YOUTH COMMITTEE SUMMARY  
November 13, 2025**

**ATTENDANCE:** Tiffany Skidmore, Summer Evert, Kereen Borders, Emily Manson, Alissa Durkin

The Olympic Workforce Development Council's (OWDC) Youth Committee meeting was held on Thursday, November 13<sup>th</sup> via ZOOM.

**APPROVAL OF SUMMARY:**

September 19, 2025, Meeting Minutes and November 13, 2025, Agenda reviewed and approved.

**DISCUSSION**

**1. Pathways Update**

- a. Staff managing large caseloads.
- 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. Noticing a slight shift in age of young adults visiting centers, now ranging from 16 to 24/25 years old.

**2. General Updates**

a. CCL Updates:

- i. West Sound Stem Network submitted 2 proposals and was awarded funding from ESD for the AI Pathways proposal. Work is beginning.
- ii. STEM Café: Focused on connecting industries with K12 partners-PSE presented on their electrical apprenticeship program.

b. Open Doors

- i. Opened October 1<sup>st</sup> with 40 enrolled. Youth staff on site few days a week. This provides an immediate connection to WIOA Youth services eliminating youth needing to navigate multiple systems and a direct link to WorkSource services. Staff can support Open Doors mission and help align academic plans with career goals for a strong outcome.

c. Committee Membership

- i. Discussed current membership levels and noted that the committee has recently lost members.
- ii. Members stated they would reach out to individuals they believe would be a good fit for the committee.

- iii. OWDC created an OWDC recruitment flyer, which provides an overview of a workforce board, role of the council, and ways to get involved in a committee. The flyer includes a link to the interest form for prospective members to complete and submit.

**ADJOURN**

There being no further business to come before the committee, the meeting was adjourned at 9:45 am.

**Next Meeting: January 8, 2026, Virtual**



Chair – Vacant

**COUNCIL MEMBERS**

Alex Lewis, *North Olympic Healthcare Network*  
Chuck Moe, *NW Laborers*  
Cordi Fitzpatrick, *Security Services NW*  
Danny Steiger, *Lumber Trades, Inc.*  
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

# Strategic Workforce Development Coalition

Attachment 11

## Meeting Agenda

**DATE:** December 19th, 2025

**TIME:** 9:00 a.m. – 10:30 a.m.

**LOCATION:** Virtual via Teams

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**ACTION ITEMS:**

1. Welcome and Call to Order – 9:00 a.m.
2. Approval of October 17th minutes (Att. 2, pgs. 2-3)

**DISCUSSION ITEM:**

3. Empowering Employers October Event October – Frank Portello (Att. 3, pg. 4-5)
4. 2025 Year in Review & 2026 Strategic Priorities (Att. 4, pg. 6-9)
5. Good of the Order
6. OWDC 2026 Calendar (Att. 6, pg. 10)
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, February 20th, 2026



# Strategic Workforce Development Coalition

Meeting Minutes  
October 17, 2025

**ATTENDEES:** Marilyn Hoppen, Mike Robinson, Deb Welsh, Megan Mason-Todd, Elizabeth Court, Jessica Barr, Phoebe Reid, Lucinda Heidel, Carl Peterson, Michael Refurerzo, Danessa Gray, Kristal Thomas, Jessica Barr, Zeke Hill, Cordi Fitzpatrick, Jim Fetzer, Bill Dowling, Alissa Durkin, David Herrick, and Luci Bench

## ACTION ITEMS

1. Call to Order 9:01am
2. Approval of June 20 meeting minutes. **MOTION:** Marilyn Hoppen moved to approve meeting notes as presented. Elizabeth Court seconded the motion. **Motion carried unanimously.**

## DISCUSSION ITEMS:

### **3. Hiring Individuals with Invisible Disabilities**

- a. Shared video T.A.C.T. with Mike Rowe: <https://www.buildwithtact.org/pysk> 90% of the Autism community are unemployed.

Next steps: discussion and action: Megan shared Tessera has a facility in Colorado, and they are currently training 13 individuals with disabilities on facilities maintenance through OC [Introduction to Facilities Maintenance with Tessera](#)

Carl met with T.A.C.T. in 2018 and individuals with invisible disabilities focused on tech industry but are very well suited to work in trades.

What are the next steps for the coalition? The SWD Coalition's purpose is to assist business and job seekers with resources and tools to thrive.

Open discussion about different options for SWD Coalition, suggestions included business workshops, video series, taking part in business hiring panels, sharing out testimonials with businesses, accommodations tool kits, and tips and pitfalls' to hiring neurotypical versus neurodivergent.

Comments and resources provided in chat:

What is 'reasonable 'accommodations' and how do you implement them? What basic accommodation could employers offer as a standard practice?

West Sound Human Resource Management Association.

[Neurodiversity Academy](#)

[Neurodiversity Resources for Employers](#)

Case management for individuals with invisible disabilities: Tessera, Trillium, Peninsula Services, and Kitsap Applied Technology.

Services available for individuals with disabilities: DSB, DVR, ALTSA, DDD, and FCS.

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Reverse Job Fair, or an Abilities Fair; done in previous years in partnership with DSB, DVR, OC, and WS.

**Action item:** Luci will create a survey for coalition members to complete and commit to assisting developing and implementing.

4. **Empowering Employers Event** next Tuesday at WorkSource Silverdale from 9am to 1pm. Over 30 businesses registered to attend the event, over 12 resource tables, and 2 featured speakers. Report out at the next OWDC meeting.
5. Good of the Order
  - a. If you want the Jobs Reports and Leadership Newsletter from Express, email [Kristal.thomas@expresspros.com](mailto:Kristal.thomas@expresspros.com) your full name, email and organization.
  - b. Lucinda encouraged applying to DVR and provided the Order of Selection: [Order of Selection Information | DSHS](#)
6. Calendar reviewed.
  - a. Request for 2026 calendar. The OWDC 2026 calendar hasn't been approved by the board or council but will be sent out after the November meetings.
7. Public Comment: none.

Adjourn: 10:18am

Next meeting: TBD pending 2026 OWDC calendar approval.

# Hiring the New Generation:

# Empower Your Workforce

**Resilient Leadership & Stress Management**

*Kristal Thomas*

&

**Oh, the Workplaces You'll Go:  
Bridging a Multigenerational Workforce**

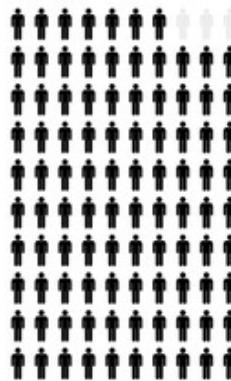
*Lucretia Robertson*



# Employer event survey results

Overall Event 95.6% Very Satisfied

## Excellence Rating



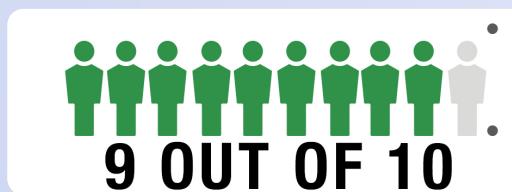
**97%**

- Quality of Speakers
- Usefulness of Information
- Event Organization
- Relevance to Needs
- Venue Location

## Greatest Value

82.3% Guest Speakers

17.6% Networking Opportunities



- Would attend a future event
- Would recommend to a colleague



*“Excellent speakers with very relevant speaking points. This is super helpful to anyone who works in a multigenerational workplace.”*

*“I found the event very beneficial. I plan on looking more into what the speakers presented about and maybe brings that to our organization. Thank you.”*

*“I wasn't sure what to expect for this event but really enjoyed the speaker and the chance to connect with local business owners.”*



## 2025 High-Level Outcomes & Progress Summary

### February 2025 – Foundational Knowledge & Event Preparation

#### Key Outcomes

- Employer Training Event planning completed: speakers, venue, vendors, flyers, and registration secured.
- Collective agreement to unify messaging: *“Free Professional Development for Your Employees.”*
- Recommendation to create a centralized marketing database to reduce duplication.
- Coalition professional development expanded with two major trainings:
  - Invisible Disabilities Workshop: covered neurodivergence (ADHD, Autism, OCD, etc.), workplace implications, and the Spoon Theory as a framework for understanding employee capacity.
  - AI in Workforce Development: introduced workforce applications of artificial intelligence and machine learning.

### April 2025 – Inclusive Hiring Practices & Strategic Data Alignment

#### Key Outcomes

- Training in inclusive hiring and workplace adaptation for individuals with invisible disabilities.
  - Introduced 8 evidence-based hiring tactics to reduce bias and anxiety for neurodivergent candidates.
- Consensus to expand Business Resource Toolkit with inclusive hiring materials.
- Discussed potential partnership to integrate content into existing professional development platforms.
- Workforce survey data is still pending; coordination initiated to align survey results with coalition strategic goals.

### June 2025 – Regional Coordination & Program Expansion

#### Key Outcomes

- Recompete initiative advancing new hires, development of governance structure, website, and CRM for tracking business and job seeker engagement.
- Early insights into hiring challenges: high application rates but low retention due to candidate disengagement (“ghosting”).
- Invisible Disabilities Employer Survey collected 15 responses; categorized insights into:
  1. Inclusive Hiring & Interview Practices
  2. Workplace Accessibility & Tools
  3. Supportive & Safe Work Culture
  4. Onboarding & Employer Buy-in
- Agreement to integrate findings into employer training materials and potential “Recompete University” concept.

- Empowering Employers Event (May) successful—100% satisfaction rating, confirming the coalition's shift toward employer-focused engagement. Plans initiated to replicate in Kitsap County.

## October 2025 – Implementation and Next-Stage Design

### Key Outcomes

- Focus on hiring individuals with invisible disabilities through evidence-based and employer-tested strategies.
  - Shared models like T.A.C.T. (Teaching the Autism Community Trades) for replicable workforce inclusion.
  - Identified multiple service resources and case management supports (e.g., DSB, DVR, Trillium, Tessera).
  - Brainstormed coalition next steps: business workshops, testimonial videos, hiring panels, accommodation toolkits.
- Action item: coalition-wide survey initiated to gauge commitment to developing and implementing inclusive practices.
- Empowering Employers Event (October) hosted 30+ businesses and 12+ resource tables, highlighting regional collaboration and demand for ongoing engagement.

## 2026 Strategic Priorities

Focus Area	Action Steps	Supporting Resources
<b>Employer Inclusion Training</b>	Develop and deliver workshops on neurodiversity, accommodation, and retention strategies.	Business Resource Toolkit, DSB, DVR, Tessera, Trillium
<b>Regional Data &amp; Insights</b>	Strengthen feedback loops using Recompete CRM; track inclusion readiness and outcomes.	CRM platform, regional EDCs, Peninsula College, workforce partners
<b>Marketing &amp; Outreach Coordination</b>	Maintain a shared advertising and communications database to track outreach methods and impact.	Central coalition database, communications toolkit
<b>Employer Engagement Events</b>	Continue Empowering Employers series and host a Reverse Job/Abilities Fair.	WorkSource, Chambers of Commerce, coalition partners
<b>Knowledge Sharing &amp; Storytelling</b>	Create video series and quarterly reports sharing success stories and resources for small businesses.	Employer Inclusion Video Library, “Recompete University”

Focus Area	Action Steps	Supporting Resources
Cross-Sector Collaboration	Deepen partnerships between workforce, education, and business development entities for inclusive employment.	Recompete, colleges, local coalitions, economic development councils

## 2026 Actionable Focus

- Develop neurodiversity micro-learning modules, inclusive hiring toolkit, and on-demand training videos.
- Continue the Empowering Employer series and launch a regional business workshop service focused on accommodations, inclusive design, and success stories.
- Align local needs assessments and formalize data-sharing between partners.
- Elevate storytelling and visibility by creating a 'marketing library' of best practices and participant stories.



# Strategic Workforce Development Coalition

## 2025 Progress

### FEBRUARY

Employer Training Event and two key trainings on Invisible Disabilities and AI Workforce Development

### APRIL

Inclusive hiring practices and strategic data alignment. Development of Business Resource Toolkit pending survey data to assign strategic priorities.

### JUNE

Regional coordination and program expansion. Recompete updates, new hires, and successful Invisible Disabilities Employer Survey

### OCTOBER

Implementation and next-stage design. Hiring individuals with invisible disabilities. Sharing resources, host empowering employment event.

## 2026 Strategic Priorities

### Focus Area

### Action Steps

#### **Employer Inclusion Training**

Develop and deliver workshops on neurodiversity, accommodations, and retention strategies.

**Resources:** Business Resource Toolkit, DSB, DVR, Tessera, Trillium.

#### **Regional Data & Insights**

Strengthen feedback loops using Recompete CRM to track inclusion readiness and outcomes.

**Resources:** CRM platform, regional EDCs, Peninsula College, workforce partners.

#### **Marketing & Outreach Coordination**

Maintain a shared advertising and communications database to track outreach methods and impact.

**Resources:** Central coalition database, communications toolkit.

#### **Employer Engagement Events**

Create video series and quarterly reports sharing success stories and resources for small businesses.

**Resources:** WorkSource, Chambers of Commerce, coalition partners.

#### **Inclusive Collaboration & Storytelling**

Promote cross-sector partnerships and storytelling to build inclusive workplace cultures and elevate best practices statewide.

**Resources:** Recompete University, EDCs, local workforce coalitions.

# 2026

January						
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February						
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March						
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May						
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June						
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July						
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September						
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October						
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November						
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December						
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27	28	29	30	31		

 Olympic Consortium Board Meetings      3rd Friday Bi-Monthly  
 Olympic Workforce Development Counc 2nd Thursday Bi-Monthly  
 OCB - OWDC Joint Meetings      Spring & Fall

 10am-12pm  
 10am-12pm  
 9am-12pm

 Executive Meeting  
 Youth Committee  
 SWD Coalition Meetings

 Last Tuesday Bi-Monthly  
 Follows OWDC Meetings  
 3rd Friday Bi-Monthly

 10am-12pm  
 9am-10am  
 9-10:30am