



#### EXECUTIVE COMMITTEE

Chair - Marilyn Hoppen, SVP Human Resources  
Kitsap Bank  
Vice-Chair (Vacant)  
Jessica Barr, Regional Director Washington State  
Employment Security Dept.  
Monica Blackwood, CEO/President West Sound  
Workforce  
Cordi Fitzpartick, Human Resources Manager Port  
Townsend Paper Corporation  
Chuck Moe, Field Rep Northwest Laborers-  
Employers Training

#### COUNCIL MEMBERS

Dr. Kareen Borders, South Kitsap School District  
Nicole Brinkman, Human Resources Director  
Skookum  
Dr. Marty Cavalluzzi, President Olympic College  
Lisa Donlon, General Manager Windermere  
Commercial  
Gregory Dronkert, CEO/President Pacific Mobility  
Group, Inc.  
Kevin Gallacci, General Manager Clallam Transit  
System  
Nicholas Gianacacos, Program Manager General  
Dynamics NASSCO  
Rusty Grable, Business Rep & Organizer Machinist  
Union District 160  
Michell Graff, Manager Kitsap Community  
Resources  
Neal Holm, Electrician and Membership  
Development IBEW 46  
Ashley Jackson, Data Analysis Specialist Naval  
Base Kitsap  
Peter Johnson, Human Resource Manager  
McKinley Paper Company  
Heidi Lamprecht, Co-Founder Paella House  
Franchisees and Training  
Gina Lindal, Administrator Department of Social  
and Health Services  
Greg Lynch, Superintendent Olympic Educational  
Service District #114  
Colleen McAleer, Executive Director Clallam  
Economic Development Co.  
Snell Morgan, Jamestown S'Klallam Tribe  
Matt Murphy, President/CEO South Kitsap  
Chamber of Commerce  
Gillian Niuman, Human Resources Rep People  
Support Services  
Allison Plute, Human Resources Director  
Jamestown S'Klallam Tribe  
LeAnne Raines, Supervisor Department of  
Vocational Rehabilitation  
Jeff Randal, Secretary, District 1 Jefferson PUD  
Anna Reyes-Potts, General Mgr. & Business  
Development TMF, Inc.  
Dr. Luke Robins, President Peninsula College  
Daniel Stegier, CEO/President Lumber Trades, Inc.

## OWDC EXECUTIVE COMMITTEE MEETING

DATE: January 25, 2022

TIME: 10:00 a.m. – 11:30 a.m.

LOCATION: via Zoom

<https://us06web.zoom.us/j/82583684419?pwd=YmVmWG5VQkRpN3pwY2xxY09kNW0xdz09>

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## AGENDA

### ACTION ITEMS:

1. Call to Order: 10:02 a.m.
2. Approval of January 25, 2022, Agenda
3. Approval of July 27<sup>th</sup> & October 26, 2021, Meeting Minutes (Att. A)
4. Nominate Nomination Committee for vacant Vice Chairperson

### DISCUSSION ITEMS:

1. Introductions-Bill Dowling & Committee Members
2. OWDC Monitoring debrief (Att. B)
3. Statewide Rapid Response Event (Att. C)
4. Olympic Consortium Local Plan updates
5. WorkSource Building updates
6. PY21 Qtr2 Performance Reports (Att. D)
7. Good of the Order
8. Adjourn

NEXT MEETING: April 26, 2022, via Zoom

**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)  
EXECUTIVE COMMITTEE SUMMARY  
July 27, 2021**

**ATTENDANCE:** Marilyn Hoppen, Aschlee Drescher, Monica Blackwood, Chris Abplanalp  
Staff: Elizabeth Court, Alissa Durkin, Doug Washburn

The Olympic Workforce Development Council's (OWDC) Executive Committee meeting was held on Tuesday, July 27, 2021 via Zoom.

**APPROVAL OF SUMMARY**

The Executive Committee's Meeting Agenda was approved as follows:

**ACTION: Aschlee Drescher moved to approve the Agenda as presented. Motion was seconded by Monica Blackwood. Motion carried unanimously.**

The Executive Committee's Meeting Minutes were approved as follows:

**ACTION: Aschlee Drescher moved to approve the April 27, 2021 Executive Committee Minutes as presented. Motion was seconded by Monica Blackwood. Motion carried unanimously.**

**DISCUSSION**

**Executive Membership and Vacancies**

- The Executive Committee currently has a vacant position under Business Community Member.
- Send nominations via email to Elizabeth Court.

**5530POL Follow-Up Services**

- The Olympic Consortium Board approved policy 5530-Follow-Up Services on Friday, July 23, 2021.
- Follow-Up Services are authorized to begin after a WIOA Title I(Adult, Dislocated Worker, and Youth) participant program completion (exit) into unsubsidized employment, for at least a period of 12-months after the first day of employment.
- Follow-Up Services include Career Services and Supportive Services.

**Economic Security for All grant**

- The OWDC has been awarded federal WIOA grant, Economic Security for All, in the amount of \$385,083.25.
- OWDC awarded the funding to youth provider, Olympic Educational Service District 114, in the amount of \$345,575.00.
- OESD 114 will use the funding to strengthen partnerships in the region and provide WIOA eligible youth, with coaching, mentorship and support, leading towards employment at wages above \$34,480.
- Partnerships include local housing, childcare, healthcare, higher-ed, and human services providers in the community.

### **The State of the Nation's Housing 2021**

- Households that weathered the crisis without financial distress are snapping up the limited supply of homes for sale, pushing up prices and further excluding less affluent buyers from homeownership.
- Millions of households that lost income during the shutdowns are behind on their housing payments and are on the brink of eviction and foreclosure.
- These at-risk households include renters with low income and people of color.
- Additional government support will be necessary to ensure all households benefit from the expanding economy.

### **WOIS/The Career Information System-Private, Nonprofit Organization**

- Source for current, complete career and college planning tools.
- Access to detailed career descriptions, college training program descriptions, and nationwide college descriptions.
- Provides four career assessments, national school search, budgeting tools showing careers that support a preferred lifestyle, careers and educational programs arranged by clusters and activities and worksheets to guide exploration activities.

### **In-Person Services**

- Clallam and Kitsap WorkSource centers are appointment basis.
- Screening at front door
- Masks required
- Resource room accessible
- Desk-side appointments with case managers and plexi glass dividers.

### **EO Focus**

- Equal Opportunity Spring Conference July 26<sup>th</sup> and 27<sup>th</sup>.

- Conference agenda items included EO monitoring, complaint investigations, program complaint policy with state monitors, and NW ADA Center Training.

### **Sequim Office Update**

- New WorkSource center is on schedule for a move in date of October 2021.
- Framing completed and roof began week of July 26<sup>th</sup>.

## **UPDATES**

### **PY20 Q4 Formula Performance Reports**

- Enrollments and Expenditures are below targets however, staff remain resourceful in marketing and outreach of all services and resources provided at WorkSource centers to community members and employers.
- Looking forward to the end of the Unemployment Benefit extensions and start of the new program year.

### **Achievement Recognition Letter Equal**

- OWDC received letter from Employment Security Department recognizing teams positive performance on outcomes for Quarter 1 ending March 31, 2021.

### **Calendar**

- Until further notice from the Department of Health, the Executive Committee meeting will remain via Zoom.

## **ADJOURN**

There being no further business to come before the committee, the meeting was adjourned at 10:33 a.m.

**Next Meeting:** Tuesday, October 26, 2021, via Zoom

**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)  
EXECUTIVE MEETING MINUTES  
October 26, 2021**

**1. CALL TO ORDER**

The Olympic Workforce Development Council (OWDC) Executive meeting was held via Zoom on October 26, 2021. Marilyn Hoppen, Chair, called the meeting to order at 10:06 a.m.

Quorum not met. Action Items will be approved at January Executive Meeting.

**DISCUSSION ITEMS**

2. **OCB Approval and Adoption of 2022 Budget** reviewed and approved by OCB on Sept. 24, 2021
3. **New OWDC Member** Matthew Murphy, President/CEO South Kitsap Chamber of Commerce, approved by OCB on October 22, 2021
4. **Journey Level Electrician Certificate-Apprenticeship legislation bill** Alissa Durkin, Sept OCB Commissioner Dean July 2023 required to meet requirements for exam, recognized electrical apprenticeship program, closest is in Tacoma. Fear of lose in the three-county area. Reached out to OC and Peninsula, try to build some curriculum around this and apprenticeship.
5. **Community Development Block Grant – Coronavirus (CDBG-CV)** reviewed, \$675K to 1/31/2023. WSU food exemption program. 50,000 low-moderate income. 15 FTE to staff. Working on contract and bigger report out at next meeting.
6. **EO, Diversity and Inclusion** Alissa attending Accelerating Social Transformation, collectively drive social change. Contribute to better possibilities. Worldwide conference normally takes place in Seattle.
7. **OWDC Director recruitment update** Doug Washburn spoke with Greg Ferland and DOL, because of state audit, Feds require OWDC board to make selection. Six people qualified, five will interview this Thursday, Marilyn Hoppen, Jessica Bar, Monica Blackwood and Doug Washburn will sit on the panel. Chair, Marilyn, will bring to executive board for decision.
8. **EcSA grant update** Alissa Durkin, 346K awarded to OESD #114. Strengthening partnerships with housing and food securities. Work First requirements will transfer over to WIOA. Working with Olive Crest FYI voucher provides youth transferring out of foster care. 30 youth directing to Youth EcSA grant to provide additional services. Wrap around services with all resources.
9. **WorkSource building update and customer occupancy):**
  - a. Vacant position OSO position
  - b. Silverdale 11 hiring, 84 interviews,
  - c. Safeway hiring event next
  - d. Navy interview 168 candidates for interview, 160 interview next few days
  - e. Sequim office open as of Monday, all staff has moved. Open to customers, advertised as appointment only.
10. **PY21 Q1 Performance Reports** Luci Bench reviewed, no questions.

**11. 2022-2024 Calendar** OCB approved 2022 calendar, will be sent out GovDelivery and included in packets going forward.

**12. Adjourn 10:22**

### **NEXT MEETING**

The next council meeting is scheduled for January 25, 2022 via Zoom

### **ADJOURNMENT**

There being no further business to come before the Council, the meeting was adjourned at 10:22 AM



## PY 20-21 Monitoring Comparison

### Number of Files Selected

|                    | PY20      | PY21      |
|--------------------|-----------|-----------|
| Adult              | 10        | 10        |
| DR DWG             | 6         | 8         |
| DW                 | 10        | 5         |
| ER DWG             | 1         | 2         |
| ISY                | 2         | 8         |
| OSY                | 8         | 33        |
| <b>Grand Total</b> | <b>37</b> | <b>33</b> |

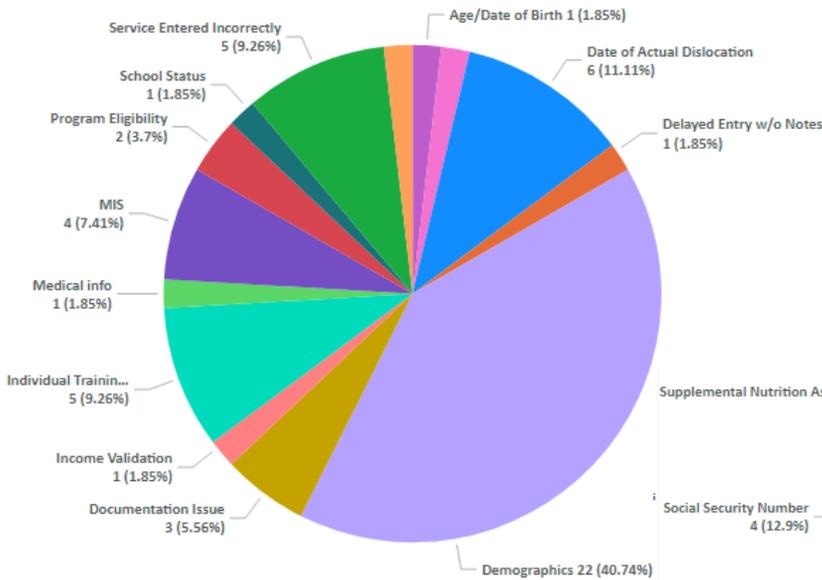
### ERROR RATE

PY20 45.95%      PY21 22.58%

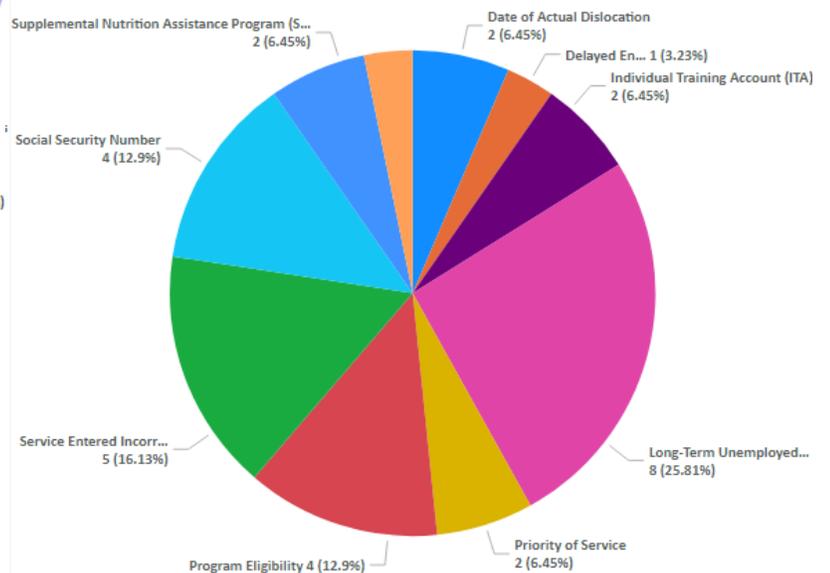
| PY20  |        |    |        |     |     |       |
|-------|--------|----|--------|-----|-----|-------|
| Adult | DR DWG | DW | ER DWG | ISY | OSY | Total |
| 11    | 4      | 27 | 3      | 3   | 6   | 54    |

| PY21  |    |        |     |       |
|-------|----|--------|-----|-------|
| Adult | DW | ER DWG | OSY | Total |
| 11    | 15 | 4      | 1   | 31    |

### PY20



### PY21



# Statewide Rapid Response Event

Rapid Response events for the non-perm workers  
separating from ESD

The first round of Rapid Response presentations for the workers with a January 31 end date:

- **Tuesday, January 4, 2022 from 9 am – 12 pm;**
- **Wednesday, January 5, 2022 from 11 am – 2 pm; and**
- **Thursday, January 6, 2022 from 1 pm – 4 pm.**

The next series of Rapid Response events will be scheduled for the week of January 17-21 for the folks with a February 15 separation date.

The separating workers are to be allowed 3 hours/week of release time for their last 4 weeks on the job with the following activities targeted and scheduled for this group of workers:

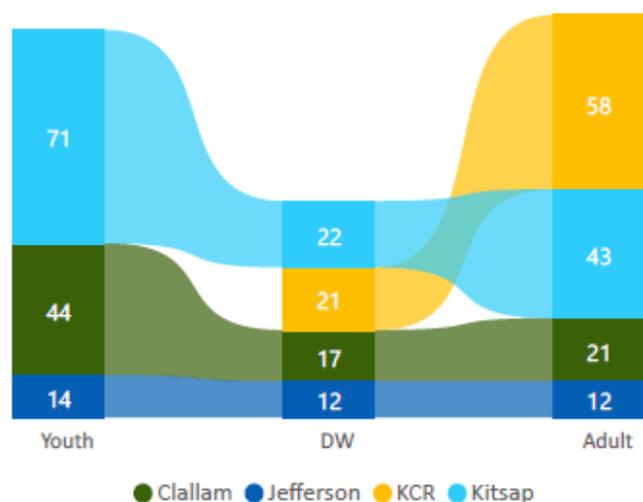
- Week 1: Rapid Response
- Week 2: Resume and Cover Letter or Interviewing workshop
- Week 3: Resume and Cover Letter or interviewing workshop
- Week 4: Workshop of their choosing or other career activities. They are allowed to apply for state positions during work hours.

There is also a group working on a statewide Job Fair focusing on public service employment tentatively to be held the first week of February.

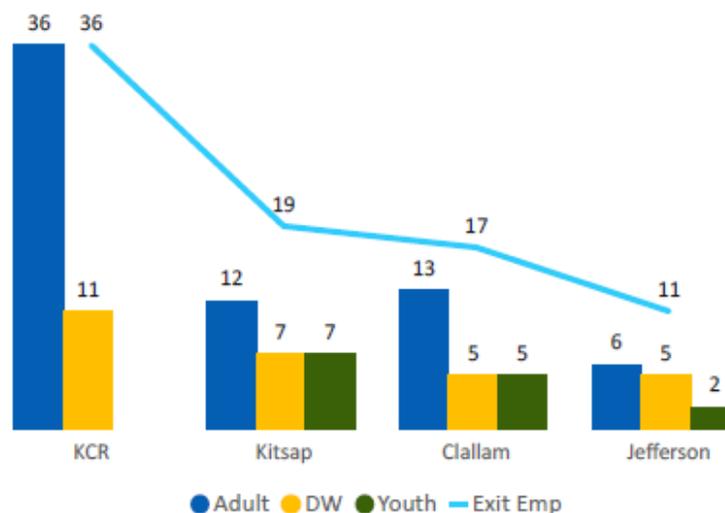
# WIOA Formula Performance Report

| Office       | Program | Current    | Enrollments | Enroll Targets | Enroll %age   | Exits      | Exit to Employ | Exit Employ Targets | Exit Employ %age | Self Emp | Self Emp Targets |
|--------------|---------|------------|-------------|----------------|---------------|------------|----------------|---------------------|------------------|----------|------------------|
| Kitsap       | Youth   | 64         | 71          | 72             | 98.61%        | 7          | 4              | 3                   | 133.33%          |          |                  |
| Clallam      | Youth   | 39         | 44          | 41             | 107.32%       | 5          | 3              | 3                   | 100.00%          |          |                  |
| Kitsap       | Adult   | 31         | 43          | 46             | 93.48%        | 12         | 9              | 18                  | 50.00%           | 1        | 3                |
| KCR          | Adult   | 22         | 58          | 63             | 92.06%        | 36         | 25             | 12                  | 208.33%          | 2        | 3                |
| Kitsap       | DW      | 15         | 22          | 43             | 51.16%        | 7          | 6              | 21                  | 28.57%           |          | 4                |
| Clallam      | DW      | 12         | 17          | 24             | 70.83%        | 5          | 3              | 12                  | 25.00%           |          | 1                |
| Jefferson    | Youth   | 12         | 14          | 14             | 100.00%       | 2          | 2              | 2                   | 100.00%          |          |                  |
| KCR          | DW      | 10         | 21          | 22             | 95.45%        | 11         | 11             | 10                  | 110.00%          |          | 3                |
| Clallam      | Adult   | 8          | 21          | 27             | 77.78%        | 13         | 11             | 10                  | 110.00%          | 1        | 2                |
| Jefferson    | DW      | 7          | 12          | 13             | 92.31%        | 5          | 4              | 5                   | 80.00%           |          | 0                |
| Jefferson    | Adult   | 6          | 12          | 16             | 75.00%        | 6          | 5              | 9                   | 55.56%           |          | 1                |
| <b>Total</b> |         | <b>226</b> | <b>335</b>  | <b>381</b>     | <b>87.93%</b> | <b>109</b> | <b>83</b>      | <b>105</b>          | <b>79.05%</b>    | <b>4</b> | <b>17</b>        |

Enrollments



Exits



\*Update with program expenditures will be made available for review in February 2022.

#### EXECUTIVE COMMITTEE

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Kitsap Bank

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

Jessica Barr, Regional Director Washington State  
Employment Security Dept.

Cordi Fitzpartick, Human Resources Manager Port  
Townsend Paper Corporation

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LeAnne Raines, Supervisor Department of  
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Jeff Randal, Secretary, District 1 Jefferson PUD

Anna Reyes-Potts, General Mgr. & Business  
Development TMF, Inc.

Dr. Luke Robins, President Peninsula College

Daniel Stegier, CEO/President Lumber Trades, Inc.

## OWDC EXECUTIVE COMMITTEE MEETING

DATE: April 26, 2022

TIME: 10:00 a.m. – 11:30 a.m.

LOCATION: <https://us06web.zoom.us/j/7881886224>

### AGENDA

#### ACTION ITEMS:

1. Call to Order: 10:02 a.m.
2. Approval of April 26, 2022, Agenda
3. Approval of January 25, 2022, Meeting Minutes (Att. A)

#### DISCUSSION ITEMS:

1. NAWB Forum 2022 (Att. B)
2. State Equal Opportunity Monitoring  
debrief
3. Rapid Response Events
  - a. SAAR's
  - b. TrueLife
4. One-Stop Operator Certification update
5. WorkSource updates
6. Participant Success Stories (Att. C)
7. PY21 Qtr 3 Performance Reports (Att. D)
8. In-Person meetings
9. Good of the Order
10. Adjourn

NEXT MEETING: July 26, 2022, in-person location TBD

**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)  
EXECUTIVE COMMITTEE SUMMARY  
January 25, 2022**

**ATTENDANCE:** Marilyn Hoppen, Cordi Fitzpatrick, Monica Blackwood, Chuck Moe, Jessica Barr  
Staff: Bill Dowling, Alissa Durkin, Doug Washburn

The Olympic Workforce Development Council's (OWDC) Executive Committee meeting was held on Tuesday, January 25, 2022 via Zoom.

**APPROVAL OF SUMMARY**

The Executive Committee's Meeting Agenda was approved as follows:

**ACTION: Monica Blackwood moved to approve the Agenda as presented. Motion was seconded by Chuck Moe. Motion carried unanimously.**

The Executive Committee's Meeting Minutes were approved as follows:

**ACTION: Jessica Barr moved to approve the July 27, 2021 and October 26, 2021 Executive Committee Minutes as presented. Motion was seconded by Monica Blackwood. Motion carried unanimously.**

The OWDC and Executive Committee Vice Chairperson nominee, Monica Blackwood was approved as follows:

**ACTION: Chuck Moe moved to approve Monica Blackwood as the OWDC and Executive Committee Vice Chairperson. Motion was seconded by Jessica Barr. Motion carried unanimously.**

**DISCUSSION**

**Welcome new OWDC Executive Director, Bill Dowling.**

- Bill has an exceptional background with over 23 years of experience working in the Workforce and Economic Development arena. He was the Director of Employment and Training for the Colorado Department of Labor and Employment where he was responsible for the programmatic and fiscal management of Colorado's Workforce Development system.

### **OWDC Monitoring Debrief**

- The OWDC staff have seen a vast improvement by subrecipients to ensure all Date Element Validations are entered correctly into our MIS-ETO.
- The number of participant files sampled is smaller than last year which resulted in a smaller margin of error.
- Touchpoints missed that resulted in corrective action included:
  - Required to have uploaded copy of participants SS card for Disaster Relief Employment grant, only.
  - Long Term UI TouchPoint is a 2 part question and often missed on WIOA application therefore, not entered into ETO.
- Subrecipients have completed required corrections.

### **Statewide Rapid Response Event**

- State Rapid Response system is working together to provide state wide virtual Rapid Response events for the 850+ non-permanent separating workers hired to assist with COVID driven spike in UI claims.
- Many individuals found they enjoyed working in public service and would like to continue.
- ESD can't absorb all those workers so have created job fairs targeting public service jobs.
- Workers are asked to complete survey indicating county they reside in. Local Workforce Boards are contacted and provided with list of those workers in their region to be contacted by WIOA supervisors to receive services.
- 1<sup>st</sup> job fair will be February 23<sup>rd</sup>.

### **Olympic Consortium Local Plan update**

- Local Plan approved by state in February 2021.
- In the coming months guidance will be issued to amend local plans to discuss the impact the pandemic has caused and continues. As well as our region has adapted with virtual services.
- We expect work to begin in April 2022.

### **WorkSource updates**

- Employees are returning to centers after many were out due to illness.
- ESD having discussions with ESD facilities regarding physically opening doors.

- Volume of public coming to centers is not expected to change due to not turning the public away when they come to front door without an appointment.
- Operations will continue as they are with doors locked.
- No grand opening marketing events planned at this time.
- Jairus Rice, ESD Employment Connections Director, will be visiting the new WorkSource Clallam in Sequim and WorkSource Kitsap in Silverdale on February 7<sup>th</sup>.

#### **PY21 Qtr2 Performance Report**

- Enrollments continue to increase despite staff shortage at WorkSource Clallam.
- Qtr2 expenditures not listed on report due to delay in receiving billings. Expect to have expenditures on report at next meeting.
- Handful of OJT's will begin in February. New employers include: St. Vincent DePaul, Port Orchard law firm, and local electric company that was referred to our OJT program by Kitsap Builders Association.

#### **ADJOURN**

There being no further business to come before the committee, the meeting was adjourned at 10:33 a.m.

**Next Meeting:** Tuesday, April 26, 2022, via Zoom

# NAWB Forum 2022

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# About The Conference

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The Forum, powered by the National Association of Workforce Boards, brought together a diverse group of about 1,300 leaders, stakeholders, and policymakers to reflect on the past and prepare for the future.

Workforce issues are driving today's headlines. Labor, industry, and supply chains are all experiencing disruptions whose origins our system is poised to address. For the parents unable to access childcare, workers unable to find livable jobs, and communities struggling to persist through difficult times, the workforce system must develop creative solutions and drive positive change.



# Forum Highlights

## Diversity, Equity and Inclusion

The public workforce systems needs to improve services to workers who have not fared as well in our system as others, specifically, how the workforce system could actualize equity in its program delivery methods.

We need to focus on job quality, equity and training.

We need to be asking ourselves are we bold enough and what's the risk of not acting.

A successful workforce system must be responsive to social issues, local community needs, emerging technological trends and the diverse workforce landscape.

Reducing barriers improves outcomes for ALL and creates an inclusive prosperous economy for ALL Americans.

## Strategic Leadership and Transformation

To continue being the economic tool for our community, workforce boards need to employ and retain an entrepreneurial system and mindset.

Move beyond the foundation of workforce legislation and policy and think differently about partnerships, training models, and wrap around support services.

Recovering our workforce is not about the unemployed vs employed; it's about the unengaged.

Have conversations early regarding building on future of work concepts and identify how workforce boards can be better prepared to meet challenges.



February 11<sup>th</sup>, 2022

### **Community Services Division (DSHS, Bremerton Office)**

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A customer recently contacted us to express her appreciation for the services offered by our department and the staff who have helped her along the way. This customer told us that when she first contacted us for help years ago, she was not in a good space. She needed to address several personal issues, including chemical dependency and mental health. After several failed attempts to get her life back on track, she was finally able to begin to address the issues that had been holding her back. She was able to take care of her drug and alcohol issues, get her mental health stabilized and is now attending college, paid for with the help of scholarships. This customer attributes her success to the great programs and fantastic staff of CSD.

### **Kitsap Community Resources Success Stories**

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One big success story has been a participant who is participating in a WEX at St. Vincent de Paul. This client has been unemployed on SSI for over five years, she had many barriers when she first came to us but had a desire to find work to help increase her income as her bills were increasing. After much discussing and goal setting, the case manager recommended a WEX to help the client get back into the workforce in a low-risk way and to work on re obtaining necessary work skills. This client has made huge strides in the last month, both professionally and personally. Her confidence has greatly increased and she is very well respected at her host site. Her supervisor reports that she is a hard worker and enjoys staying busy. She interacts well with the clients and other coworkers at her host site. This client still has over 6 weeks left in her WEX and the team only knows she will continue to make great strides towards obtaining self-sufficient employment. This success story has been really motivating for the WIOA team as we start off this new year.

Participant seeking services from WIOA when he was experiencing several barriers that were making it difficult to obtain employment. Understanding his current status, WIOA provided services that gave him the skills to obtain employment. WIOA provided services such as building a resume, interview skills, referring job postings, as well as clothing and gas vouchers. The provided services allowed him to face his barriers head on. After applying to the recommended positions, he landed two jobs and outsourced a third position from networking with a friend during his two-week enrollment. With his current employment obtained through WIOA, this participant will be able to achieve his long-term goal of earning his flagger certification from Olympic College. He expressed high levels of dedication, determination, and confidence that allowed him to succeed with this assistance of WIOA.

### **WorkSource Clallam, Jefferson & Kitsap Success Stories**

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**ESD – JVSG** Unemployed service-connected disabled veteran received Intensive Career Services (ICS) which included developing an employment plan, resume/cover letter development,

interview technique counseling, and a direct referral to an open position with First Federal. Veteran was invited to interview and was successful, started position as Remote Bank Teller (Entry level), full time with full benefits \$20/hr. Veteran also received referral to VA VRE services for possible advanced training, with goal of improving employment.

**ESD JVSG** - Homeless service-connected disabled USMC combat veteran (with spouse and 2 small children) referred to DVOP services from community partner, American Legion, Port Townsend. Veteran referred to VA SSVF/HUD/VASH housing program representative, VA Medical and mental health services. Veteran received Intensive Career Services (ICS) which included developing an Individual Employment Plan (IEP), resume/cover letter development, interview technique counseling, and job leads. Veteran has extensive work experience with computer programming and network infrastructure, for which CVSR promoted him to several IT companies. Veteran received multiple invitations to interview and was offered 4 separate offers of employment. After career counseling discussion with CVSR, veteran accepted full time position with Swiznet Accounting Platform, that offered 100% Remote Work (allowing him to be at home for children), started employment as Software Programmer at \$20/Hr. w full benefits and opportunity for growth.

Customer is a veteran who served four years in the Navy. She separated active duty in 2014 with an Honorable Discharge. After her military service she entered college and earned Bachelor's and a Master's degrees in Psychology which she completed in 2019. In March 2020 she enrolled in DVOP services and had planned to begin active job search immediately. Unfortunately, the COVID outbreak occurred and, for the next several months, she felt reluctant to apply to any jobs. This was especially out of care and concern for her young child, as she was a single mother and having her child, due to COVID, at home all day now, for school and for daycare.

WS Kitsap JVSG staff kept in contact with veteran, assisted her with resume resources and notified her of employment opportunities including work-from-home positions, community and social services positions, and several job openings with Kitsap Mental Health Services (KMHS). The jobs at KMHS closely matched with her education and offered full-time positions and jobs at 30-hours per week, some with teleworking. After many months, customer applied for a Behavioral Health Therapist job at KMHS and subsequently, was invited to interview! On January 19<sup>th</sup> she was hired into this position at 30 hours per week with a mix of teleworking and working on site. She was also able to arrange a schedule for her child's care with family members. In a phone call with DVOP veteran said about her new job that she felt at KMHS there would be room for her to grow (professionally). Also, with the supervised counseling hours, she would also have the opportunity to earn her counseling license. In a DVOP follow-up email veteran wrote, *"Thanks for reaching out things are going well, and the pay is great. Thank you for all your help."*

**ESD Business Services** - In December a customer, a mother and son came to WorkSource to try and get him work. Staff discussed work opportunities regarding her son. After discussion about opportunities for son, she also made mention that she has just recently been laid off from her job and was also interested in something for herself. After discussing her past employment staff discovered that she was a recruiter, and mentioned we had a lead for her and to send

resume. She sent it to staff that same afternoon reviewed and forwarded onto the business and called to discuss. Seven days later the customer reported that she returned to work with a new job at Aerotek where staff developed the referral.

**ESD - Title III Team** - From customer "Jen" - I just wanted to send you a follow up email and wish you a Happy New Year!! I have been in my new job for almost two months now and I absolutely love it! I believe that I have found a career path that I can see myself finding joy in for the rest of my working life.

I absolutely love the work that I get to do as a DSHS Washington State employee. I feel that my gifts, talents, and experience compliment my new team and overall, I just fit. I just want to thank you again for all your support helping me realize my employment goals and for encouraging me to dream big.

Claimant had an overpayment of approximately \$43k, due to an ID issue that they struggled to get resolved on his own, due to his personal frustration level. After working with him for a couple weeks and getting him in touch with the proper office on ESD U/I By-Pass line, they were able to not only rectify the \$43k overpayments, but it also released \$9k in new funds.

# WIOA Formula Performance Report

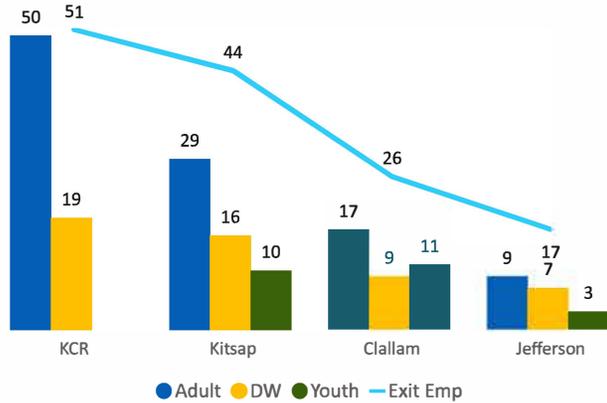
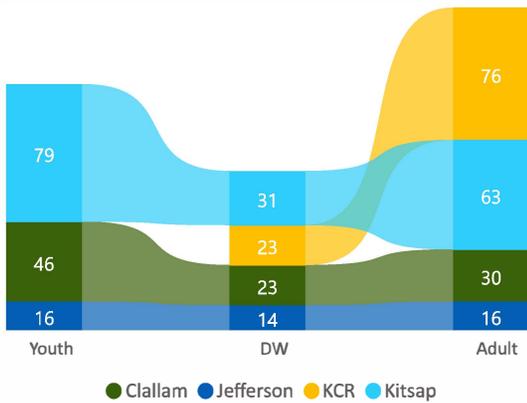
04/18/2022

Last Refresh Date

| Office       | Program | Current    | Enrollments | Enroll Targets | Enroll %age   | Exits      | Exit to Employ | Exit Employ Targets | Exit Employ %age | Self Emp | Self Emp Targets |
|--------------|---------|------------|-------------|----------------|---------------|------------|----------------|---------------------|------------------|----------|------------------|
| Kitsap       | Youth   | 69         | 79          | 78             | 101.28%       | 10         | 6              | 6                   | 100.00%          |          |                  |
| Clallam      | Youth   | 35         | 46          | 45             | 102.22%       | 11         | 8              | 5                   | 160.00%          |          |                  |
| Kitsap       | Adult   | 34         | 63          | 46             | 136.96%       | 29         | 24             | 25                  | 96.00%           | 2        | 5                |
| KCR          | Adult   | 26         | 76          | 83             | 91.57%        | 50         | 34             | 21                  | 161.90%          | 2        | 5                |
| Kitsap       | DW      | 15         | 31          | 52             | 59.62%        | 16         | 14             | 33                  | 42.42%           |          | 6                |
| Clallam      | DW      | 14         | 23          | 38             | 60.53%        | 9          | 4              | 26                  | 15.38%           |          | 2                |
| Clallam      | Adult   | 13         | 30          | 40             | 75.00%        | 17         | 14             | 17                  | 82.35%           | 1        | 3                |
| Jefferson    | Youth   | 13         | 16          | 16             | 100.00%       | 3          | 3              | 3                   | 100.00%          |          |                  |
| Jefferson    | Adult   | 7          | 16          | 23             | 69.57%        | 9          | 8              | 15                  | 53.33%           |          | 2                |
| Jefferson    | DW      | 7          | 14          | 20             | 70.00%        | 7          | 6              | 12                  | 50.00%           |          | 1                |
| KCR          | DW      | 4          | 23          | 31             | 74.19%        | 19         | 17             | 16                  | 106.25%          |          | 5                |
| <b>Total</b> |         | <b>237</b> | <b>417</b>  | <b>472</b>     | <b>88.35%</b> | <b>180</b> | <b>138</b>     | <b>179</b>          | <b>77.09%</b>    | <b>5</b> | <b>29</b>        |

Enrollments

Exits



\*Update with program expenditures will be made available for review in May 2022..

**Olympic Consortium Board Meeting (4th Friday)**  
**Exec OWDC Meeting (4th Tuesdays)**  
**OWDC Full Meeting (2nd Tuesday)**

 10 a.m. to 12:00 p.m.  
 10 a.m. to 12:00 p.m.  
 9:00 a.m. to 1:30 p.m.

Zoom until further notice  
 Zoom until further notice  
 Zoom from 9 to 11:30 until further not

# 2022

| January |     |     |     |     |     |     |
|---------|-----|-----|-----|-----|-----|-----|
| Sun     | Mon | Tue | Wed | Thu | Fri | Sat |
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| 9       | 10  | 11  | 12  | 13  | 14  | 15  |
| 16      | 17  | 18  | 19  | 20  | 21  | 22  |
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| February |     |     |     |     |     |     |
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| 20       | 21  | 22  | 23  | 24  | 25  | 26  |
| 27       | 28  |     |     |     |     |     |

| March |     |     |     |     |     |     |
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| 20    | 21  | 22  | 23  | 24  | 25  | 26  |
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| April 2022 |     |     |     |     |     |     |
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| 17         | 18  | 19  | 20  | 21  | 22  | 23  |
| 24         | 25  | 26  | 27  | 28  | 29  | 30  |

| May |     |     |     |     |     |     |
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| 29  | 30  | 31  |     |     |     |     |

| June |     |     |     |     |     |     |
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| July |     |     |     |     |     |     |
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| 17   | 18  | 19  | 20  | 21  | 22  | 23  |
| 24   | 25  | 26  | 27  | 28  | 29  | 30  |
| 31   |     |     |     |     |     |     |

| August |     |     |     |     |     |     |
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| 14     | 15  | 16  | 17  | 18  | 19  | 20  |
| 21     | 22  | 23  | 24  | 25  | 26  | 27  |
| 28     | 29  | 30  | 31  |     |     |     |

| September |     |     |     |     |     |     |
|-----------|-----|-----|-----|-----|-----|-----|
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| 11        | 12  | 13  | 14  | 15  | 16  | 17  |
| 18        | 19  | 20  | 21  | 22  | 23  | 24  |
| 25        | 26  | 27  | 28  | 29  | 30  |     |

| October |     |     |     |     |     |     |
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| 9       | 10  | 11  | 12  | 13  | 14  | 15  |
| 16      | 17  | 18  | 19  | 20  | 21  | 22  |
| 23      | 24  | 25  | 26  | 27  | 28  | 29  |
| 30      | 31  |     |     |     |     |     |

| November |     |     |     |     |     |     |
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| 6        | 7   | 8   | 9   | 10  | 11  | 12  |
| 13       | 14  | 15  | 16  | 17  | 18  | 19  |
| 20       | 21  | 22  | 23  | 24  | 25  | 26  |
| 27       | 28  | 29  | 30  |     |     |     |

| December |     |     |     |     |     |     |
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| 4        | 5   | 6   | 7   | 8   | 9   | 10  |
| 11       | 12  | 13  | 14  | 15  | 16  | 17  |
| 18       | 19  | 20  | 21  | 22  | 23  | 24  |
| 25       | 26  | 27  | 28  | 29  | 30  | 31  |



#### 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 Fitzpartick, Human Resources Director  
Security Services Northwest  
Chuck Moe, Field Rep Northwest Laborers-  
Employers Training

#### COUNCIL MEMBERS

Dr. Kareen Borders, South Kitsap School District  
Nicole Brinkman, Human Resources Director  
Skookum  
Dr. Marty Cavalluzzi, President Olympic College  
Lisa Donlon, General Manager Windermere  
Commercial  
Gregory Dronkert, CEO/President Pacific Mobility  
Group, Inc.  
Kevin Gallacci, General Manager Clallam Transit  
System  
Nicholas Gianacakos, Program Manager General  
Dynamics NASSCO  
Rusty Grable, Business Rep & Organizer Machinist  
Union District 160  
Michell Graff, Manager Kitsap Community  
Resources  
Neal Holm, Electrician and Membership  
Development IBEW 46  
Ashley Jackson, Data Analysis Specialist Naval  
Base Kitsap  
Peter Johnson, Human Resource Manager  
McKinley Paper Company  
Heidi Lamprecht, Co-Founder Paella House  
Franchisees and Training  
Gina Lindal, Administrator Department of Social  
and Health Services  
Greg Lynch, Superintendent Olympic Educational  
Service District #114  
Colleen McAleer, Executive Director Clallam  
Economic Development Co.  
Snell Morgan, Jamestown S'Klallam Tribe  
Matt Murphy, President/CEO South Kitsap  
Chamber of Commerce  
Gillian Niuman, Human Resources Rep People  
Support Services  
Allison Plute, Human Resources Director  
Jamestown S'Klallam Tribe  
LeAnne Raines, Supervisor Department of  
Vocational Rehabilitation  
Jeff Randal, Secretary, District 1 Jefferson PUD  
Anna Reyes-Potts, General Mgr. & Business  
Development TMF, Inc.  
Dr. Luke Robins, President Peninsula College  
Daniel Stegier, CEO/President Lumber Trades, Inc.

## OWDC EXECUTIVE COMMITTEE MEETING

DATE: July 26, 2022

TIME: 10:00 a.m. – 11:30 a.m.

LOCATION: <https://us06web.zoom.us/j/7881886224> via Zoom

## AGENDA

### ACTION ITEMS:

1. Call to Order: 10:02 a.m.
2. Approval of July 26, 2022, Agenda
3. Approval of April 26, 2022, Meeting Minutes (Att. A)
4. Approval of One-Stop Operator RFP selected awardee

### DISCUSSION ITEMS:

1. Aerospace Joint Apprenticeship Committee (AJAC) presentation  
(Att. B)
2. One-Stop Certification update
3. WA State General Fund Economic Security for All grant
4. OWDC Director Report Out
  - a. OWDC Purpose & Mission project
5. WorkSource updates
6. Participant Success Stories (Att. C)
7. PY21 Performance Report (Att. D)
8. Good of the Order
9. 2022 Calendar (Att. E)
10. Adjourn

NEXT MEETING: October 25, 2022, via Zoom

**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)  
EXECUTIVE COMMITTEE SUMMARY  
April 26, 2022**

**ATTENDANCE:** Marilyn Hoppen, Cordi Fitzpatrick, Monica Blackwood, Chuck Moe, Jessica Barr, Leanne Raines, Chris Abplanalp,  
Staff: Bill Dowling, Alissa Durkin, Doug Washburn

The Olympic Workforce Development Council's (OWDC) Executive Committee meeting was held on Tuesday, April 26, 2022 via Zoom.

**APPROVAL OF SUMMARY**

The Executive Committee's Meeting Agenda was approved as follows:

**ACTION: Chuck Moe moved to approve the Agenda as presented. Motion was seconded by Jessica Barr.  
Motion carried unanimously.**

The Executive Committee's Meeting Minutes were approved as follows:

**ACTION: Jessica Barr moved to approve the January 25, 2022 Executive Committee Minutes as presented.  
Motion was seconded by Chuck Moe. Motion carried unanimously.**

**DISCUSSION**

**NAWB Forum 2022**

- Bill and Alissa discussed sessions they attended at the National Association Workforce Board Forum. Takeaways included:
  - Middle School students are only able to name 4 jobs.
  - Connect career advisors to occupational demands and pathways.
  - Reconstruct the college decision process with career exposure and mentors.
  - Use work-based learning continuum as a talent development tool.
  - We need to focus on job quality, equity and training.
  - A successful workforce system must be responsive to social issues, local community needs, emerging technological trends and the diverse workforce landscap.

- Move beyond legislation and policy and think differently about partnerships, training models, and wrap around support services.
- Recovering our workforce is not about the unemployed vs. employed; it's about the unengaged.

### **State Equal Opportunity Monitoring**

- State EO team monitored our region for WorkSource centers ADA compliance and ensure compliance with WA State Nondiscrimination Plan.
- OWDC staff working with subrecipients to ensure all confidential files comply with state policies .

### **Rapid Response Events**

- SAAR's
  - Grocery store located in PA closing it's doors.
  - 40 impacted workers
  - 20 impacted workers attend the RR sessions.
  - Several individuals being served through WIOA DW program.
- Trulife
  - Manufactures healthcare products in Poulsbo, relocating.
  - 22 impacted workers
  - All impacted workers attended RR sessions.
  - Looking into providing on-site WIOA orientation.

### **One-Stop Operator RFP**

- Current One-Stop Operator RFP expires September 30, 2022
- Drafting RFP to present to OWDC.
- Request a Proposal Committee of 4-6 council members to review proposal submissions,
- Tentative timeline for review is July.
- Chairperson Marilyn Hoppen volunteered to sit on the proposal committee.
- Request for floor nominations will occur at May 10<sup>th</sup> OWDC meeting.

### **WorkSource updates**

- Successful job fairs at WorkSource Kitsap
  - Puget Sound Naval Shipyard and Trident Refit facility met with 92 interviewees and 24 job offers made.
  - Resource rooms are busy with individuals

- Looking into offering in-person and hybrid workshops.
- WorkSource Kitsap hosting training and education fair on April 27<sup>th</sup> with many local education institutes on-site.

### **Participant Success Stories**

- Agenda packet includes many success stories, encouraged members to read those.

### **PY21 Quarter 3 Performance Reports**

- Enrollments are increasing however, expenditures continue to be below target.
- Staff shortage and delay in receiving billings are some of the factors for not meeting expenditure targets.

### **In-Person Meetings**

- Committee members have decided to continue having the Executive Committee meetings virtual.
- OWDC meeting will begin in-person gatherings with the May 10<sup>th</sup> gathering.

## **ADJOURN**

There being no further business to come before the committee, the meeting was adjourned at 11:00 a.m.

**Next Meeting:** Tuesday, July 26, 2022, via Zoom

**REGISTERED**

# APPRENTICESHIPS



Aerospace Joint Apprenticeship Committee

[AJACTRAINING.ORG](http://AJACTRAINING.ORG)

# Introductions: Meet & Greet



- **Tell us about your company?**
- **What does your company manufacture?**
- **What makes your shop and work processes unique?**
- **What are your hiring needs in the next 1-2 years? What jobs are hard to fill?**
- **What are your entry-level job requirements? (Second Chance?)**
- **What are your training challenges and needs?**
- **How did you hear about AJAC?**

# History of AJAC



- 2008 AJAC became a non-profit, state-funded apprenticeship program
- Focused on serving all Washington state employers in advanced manufacturing sectors
- Bi-partisan support from union and non-union employers
- Support small to mid-size manufacturing employers, helping recruit, train, and retain their skilled workforce
- Currently we serve around 400 apprentices per year, and partner with 350 employers

# Mission & Vision



**Vision:** Create industry-driven apprenticeship programs that serve the lifelong learning requirements of a 21<sup>st</sup> century workforce.

**Mission:** AJAC is an industry-driven apprenticeship organization, founded on the belief that mastery occurs on the job. Through pre-apprenticeship, youth apprenticeship and adult apprenticeship, all people have the opportunity to earn competitive wages, find meaningful and fulfilling work, and pursue lifelong learning.

# Purpose: Four Primary Activities Advance Our Work



1. Double down on public investment
2. Support small to mid-size manufacturing employers—helping recruit, train, and retain their skilled workforce
3. Connect young and diverse populations with opportunities in manufacturing
4. Advance policy and practice in apprenticeship (national leader and model of design/practice)

# 21<sup>st</sup> Century Apprenticeship Experience

## Emergence of Employer Intermediary Apprenticeships

- Apprenticeship growth into non-traditional industries including IT, Healthcare, and Advanced Manufacturing
- Multiple employers (union and non-union) organized as a consortium in partnership with an independent intermediary apprenticeship organization
- Credentialing is more deliberately aligned to higher education certificates and degrees
- Intermediaries often serve large geographic regions and have better capacity for scale



# Serving ALL Advanced Manufacturers in PNW

AJAC uses a variety of training models capturing the fundamental skills required across many industries to match your employment needs from Entry-Level through highly skilled Journey-Level workers.



Food &  
Beverage



Wood &  
Paper



Computer  
Electronics



Aerospace &  
Defense



Medical  
Equipment



Space



Chemical &  
Plastics



Transportation &  
Logistics



Automation &  
Machinery



Clean  
Energy

# Career Lifelong Training



# Employer Member Benefits

AJAC was founded to support the unique workforce development needs of advanced manufacturers in Washington State. By signing a membership agreement, employers benefit from the following:

## **Employer Benefits:**

1. Nationally-Recognized Training Programs Open to All Employers
2. Customized Internal Training Program Funded by Washington State
3. College-Level Classes Specific to Key Occupations
4. Pipelines and Connections to Adult Job Seekers, Pre-Employment Graduates, and K-12 Students
5. Eligibility for Grant Funding to Subsidize Training, Mentorship and Sometimes Apprenticeship Wages
6. Connection to Industry News, Workforce Development Best Practices, and Emerging Changes to State Policy
7. Subject Matter Experts to Consult Your Training Needs at No-Cost
8. Professional Networking and Roundtable Events

# Train & Retain Your Current Workforce

AJAC offers a variety of training programs developed in partnership with local employers and subject matter experts.



**Machinist**  
8,000 Hour | 4-Year



**Precision Metal Fabricator**  
4,000 Hour | 2-Year



**Tool & Die Maker**  
10,000 Hour | 5-Year



**Industrial Maintenance Tech**  
8,000 Hour | 4-Year



**Plastic Process Technician**  
8,000 Hour | 4-Year



**Industrial Manufacturing Technician**  
3,000 Hour | 18-Month



**Production Technician (Youth)**  
2,000 Hour | 2-Year



**Automation Technician (Youth)**  
2,000 Hour | 2-Year



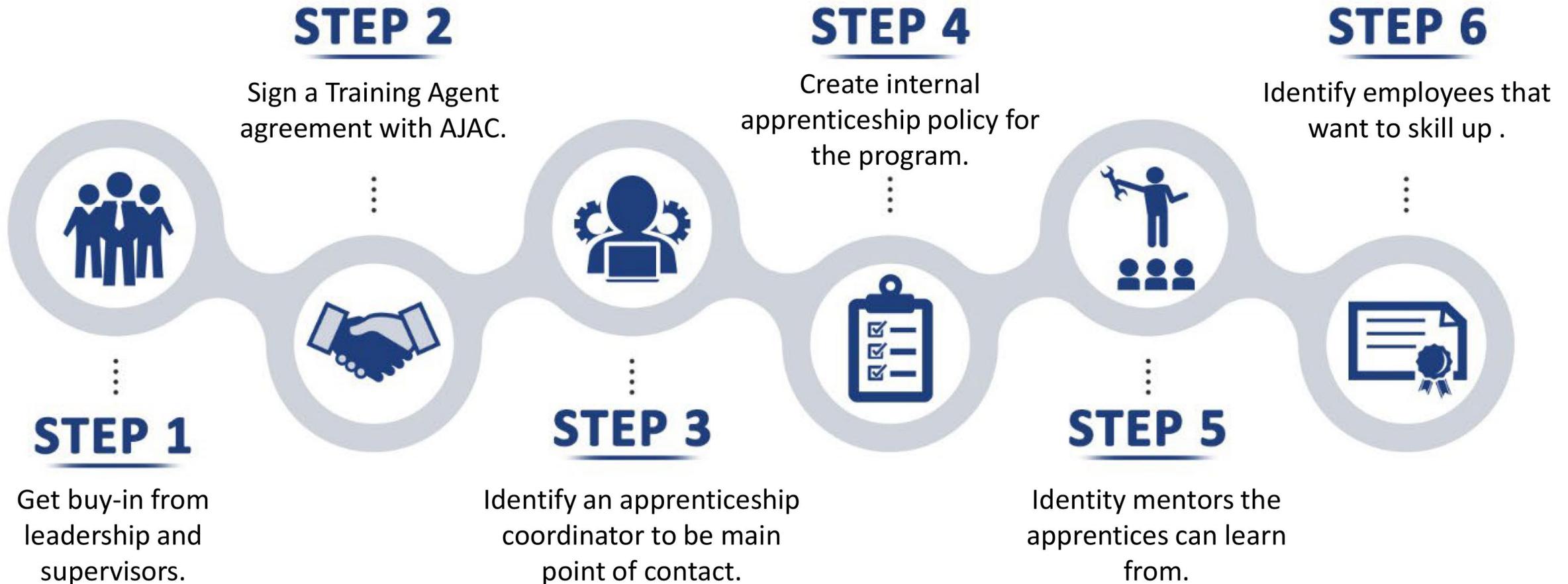
**Industrial Machine Operator**  
3,000 Hour | 18-Month

## Programs in Development:

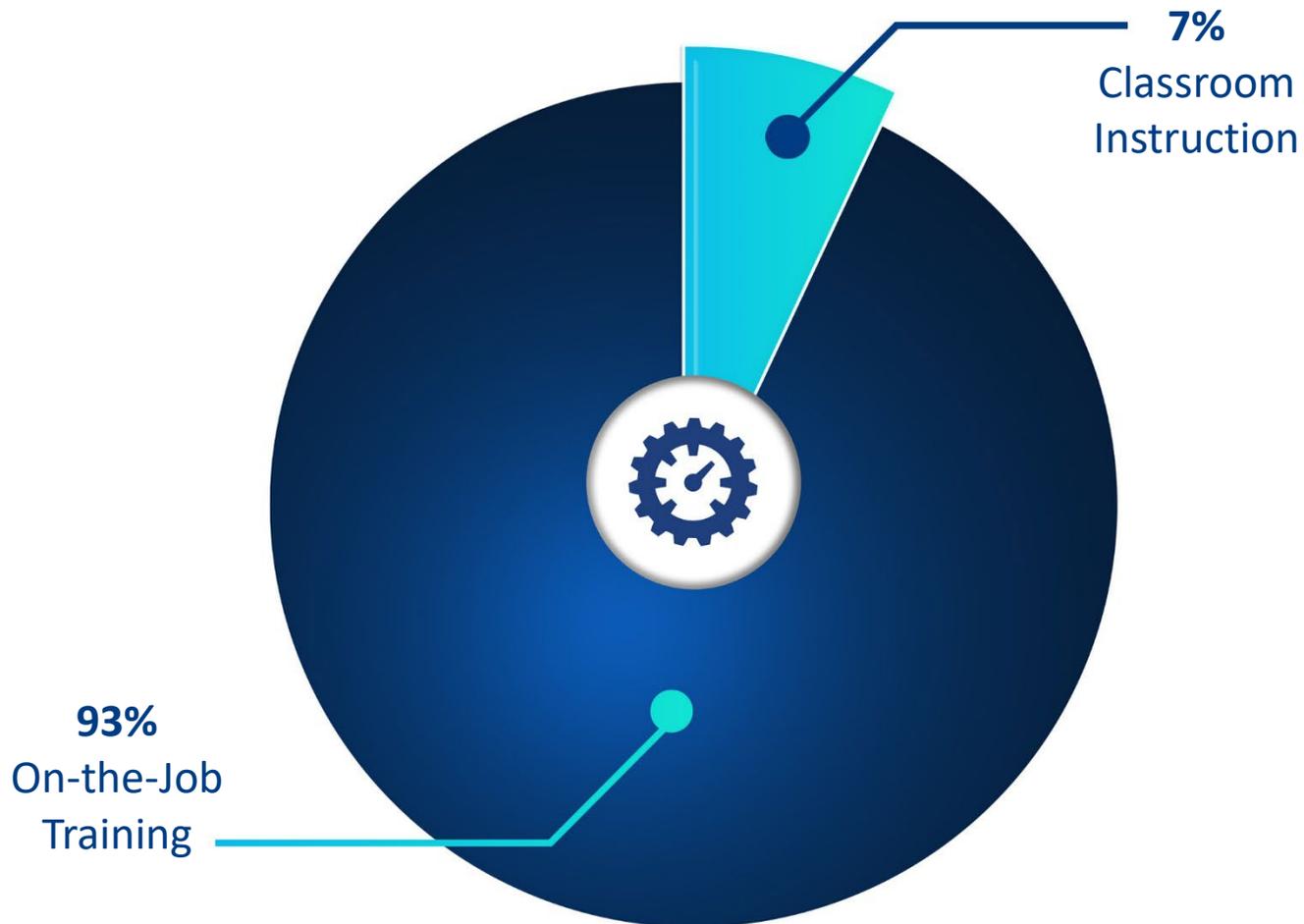
Logistics Technician | Operations Management | CNC Programmer

# Steps to Becoming an Apprenticeship Provider

AJAC works as your partner in moving the following steps to adoption. From consulting on OJT design, mentorship training, to hiring qualified adults and local youth—AJAC staff will guide you through this process.



# Elements of Apprenticeship: OJT & RSI



## OJT & RSI Overview:

- 93% of apprenticeship is on-the-job training provided by the employer with guidance from AJAC
- 7% of apprenticeship is related supplement instruction (RSI) which is college-level classroom instruction provided by AJAC's industry instructors
- RSI classes take place at local community or technical colleges, one night a week.

## End Results:

- Journey-level certificate
- 15-60 college credits

# Employer Costs to Consider: Tuition



Most AJAC programs are little to no cost.

## Tuition:

- In Washington State, when you engage in apprenticeship, college tuition is reduced by 50%
- Nearly 60% of AJAC's employers participate in a tuition-payment program to help apprentices offset costs associated with the program.
- On average, apprentices can expect to pay \$300 per quarter (5 college credits)

# Employer Costs to Consider: Wage Progression

## Wage Progression:

- Required by Washington State Department of Labor & Industries' Apprenticeship Training Council
- Apprentices start out at 60% of the employer's journey-level wage rate.
- Employers are responsible for setting the wage rate—AJAC can help you align it to your company's goals and pay scale.
- Approximately every 6 months apprentices receive a 5% wage increase.



# Customized to Meet Your ROI Needs



- At no cost, AJAC will work with your leadership and shop leads to help develop a training plan that aligns with your company goals.
- We will show you examples of best practices from other companies and help you develop internal training policies.
- An AJAC subject matter expert will map out specific competencies and build a training rotation to help launch the program.
- Train your shop mentors to pass on their knowledge.
- On-going support to help the program thrive for long-term success

# Your Partner in Recruiting

## Job Seeker Connections:

- Partner with AJAC to post open position so we can connect you with graduates of our youth apprenticeship and Manufacturing Academy programs.
- AJAC holds job clubs to connect dislocated workers with career opportunities and help them develop resume and interview techniques.
- AJAC will participate in job fairs and organize company tours to raise awareness of your company's opportunities.



# Advanced Manufacturing Prep (AMP)

- 2-day training program developed for job seekers to identify their pathway into the advanced manufacturing.
- Upon completion, students can enroll in AJAC's pre-apprenticeship program or may be encouraged to begin work in industry.
- For students not ready to begin a pre-apprenticeship or apprenticeship program, there will be navigation services offered to better address their career pathway.
- Attendees will receive a certificate of completion after day-two of the training and be sent a hot sheet of open jobs in the area.
- Employers can be involved to interview screen qualified candidates.



# Manufacturing Academy (Pre-Apprenticeship)

The Manufacturing Academy (MA), sponsored by AJAC, offers a solid foundational career pathway into AJAC's advanced manufacturing apprenticeship opportunities.



## Manufacturing Academy Program:

- Creates an entry-level pipeline for adult and youth to skill up and get entry-level jobs in industry.
- Students take 350-400 hours of relevant skills needed in advanced manufacturing.
- Competencies obtained blueprint reading, precision measurement, math, LEAN & Sigma 6, safety, preventative maintenance, forklift operation.
- Every 12 weeks we have a cohort that graduates – with people ready for jobs in industry

# Thank You!

## Our Team of Regional Program Managers

**Amy Suter** (South Sound & Oregon)  
asuter@ajactraining.org

**Erin Williams** (North Sound & Whatcom County)  
ewilliams@ajactraining.org

**Heather Collins** (Central Washington & Oregon)  
hcollins@ajactraining.org

**Jenna McDonald** (Spokane & Northern Idaho)  
jmcdonald@ajactraining.org

Stay Connected



@ajactraining



## Success Stories

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### **Veterans CM, Jon Ferguson, Sequim**

Homeless Global War on Terrorism (AFEM) era veteran referred to DVOP services from Vet Connect staff (Port Hadlock VFW). Veteran was referred to VA HUD/VASH housing program representative, VA Medical/Mental health services, and Service Officer for VA Compensation application. Veteran received Intensive Career Services (ICS) which included developing an Individual Employment Plan (IEP), Resume/Cover Letter, interview technique counseling, and job leads. Veteran interviewed and was offered open position with Chevron Service Station as Store Clerk at \$19/hr. w benefits.

Service-connected disabled veteran with significant secondary medical diagnosis connected with DVOP through referral from Veterans Resource Center for employment services. Veteran in danger of becoming homeless, lack of income. Veteran applied to and was accepted into SECEP program. Veteran started working at Sequim Museum (AARP/SECEP) at \$16/Hr. part time, average 20 - 30 hrs./wk. will be training as Information Specialist. Expresses no needs or concerns currently and is looking forward to returning to work and connecting to community.

Vietnam Era veteran in danger of homelessness referred to WorkSource through fellow veteran. CVSR referred veteran to VA HUD/VASH housing program representative, VA Medical/Mental health services, and Service Officer for VA Compensation application. Veteran received Intensive Career Services (ICS) which included developing an Individual Employment Plan (IEP), Resume/Cover Letter, interview technique counseling, and job leads. Veteran referred to open position with McKinley Paper Mill, received offer to interview and was offered Scale Attendant position \$16/Hr., full time with benefits.

OEF/IEF Service-Connected combat veteran referred to WorkSource from Northwest Veterans Resource Center, after he was terminated from nearly 20 years employment due to vaccination status. Veteran was referred to local VA Service Officer for VA Compensation application. Veteran referred to WIOA orientation for application to and co-enrollment with WIOA Case Manager. Veteran approved for WIOA services and employment plan was developed. Veteran received funding (\$3,000) from WIOA to attend CDL training, he graduated and was offered 3 employment opportunities before he completed training. Veteran accepted full time position with Werner Trucking at \$71,000/annually (including \$6,000 sign on bonus). Veteran relocated to Texas, given contact information for veteran resources offered through Texas Veterans Commission (TVC).

Vietnam Era Homeless veteran referred to WorkSource DVOP service from Northwest Veterans Resource Center. Veteran relates losing employment after company closed. With no real employment opportunities, veteran and spouse packed up and moved to Clallam County (has family connection locally). Veteran was referred to VA HUD/VASH housing program representative, VA Medical/Mental health services, and Service Officer for VA Compensation application. Veteran received Intensive Career Services (ICS), which included developing an Individual Employment Plan (IEP), Resume/Cover Letter, interview technique counseling, and job leads. Veteran referred to open Equipment Service/Repair position with U-Haul. Veteran successfully interviewed and accepted Part Time position with U-Haul – Sequim location. \$20/hr. w limited benefits, states that pay meets his needs and will continue this employment

opportunity until his situation changes. States wife is also employed and is considered primary wage earner.

VRE referred Service-Connected veteran enrolled into DVOP intensive employment services. Veteran completed VA funded 2-year AS degree program at Peninsula College for Medical Administration – Medical Coding Specialist. Veterans' specific employment goal of Medical Administration was not achieved; however, she was offered, and accepted, full time position with La Casa Resort - Guest Service Agent at \$20/Hr. with benefits. Veteran exited as Program Completion – Unsubsidized Employment/Maximum Rehab Gained (MRG per VA Case Manager)

**Business Manager, Hildo Rodriguez:**

Here is an unscheduled success outcome. You just never know when something like this can, will, or does happen, just by suggestion and listening. Customers who are stressed will most likely tell you their story if you listen and put them at ease to be helped.

Here is the story: Customer walked into our WorkSource Kitsap office to inquire about Unemployment issues and help programs. She is homeless and couch surfing with friends. Her children are currently staying with friends at a different location as they need to spread out, to be able to be accommodated. After discussions with myself and other staff listening to her concerns. Which included paying for her storage unit otherwise she would need to move her stuff, (with no place to move it), and risk of losing her car. It happened that we were hosting a Hire Event with Orchard Foods, (Taco Bell, KFC), of Kitsap County. She had no plans to interview only to ask for help. With other staff and I encouraging her to interview, (what did she have to lose), and so she agreed, but had no resume as she was not prepared. We spoke to the recruiter and explained her situation, including not being prepared to interview, and the recruiter expressed an interest in speaking with her anyway. She interviewed on a Tuesday and will start work the following Monday. She was hired on the spot. SUCCESS!! She exiting our facility overjoyed and with tears in her eyes and many thanks to staff. This was desperation turned to relief.

**WIOA DW-**

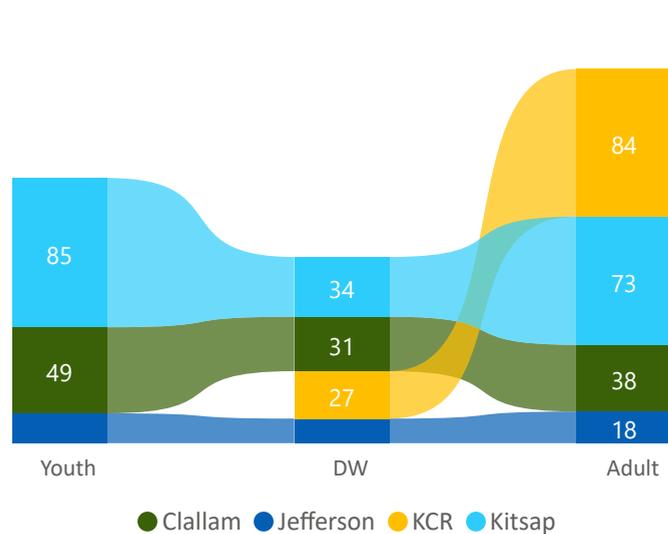
Alex Sotomayor who lost his job due to COVID. He went to Peninsula College and is graduating in Cyber Security. He was supported by WIOA with tuition and supportive services. He is graduating this quarter.

# WIOA Formula Performance Report

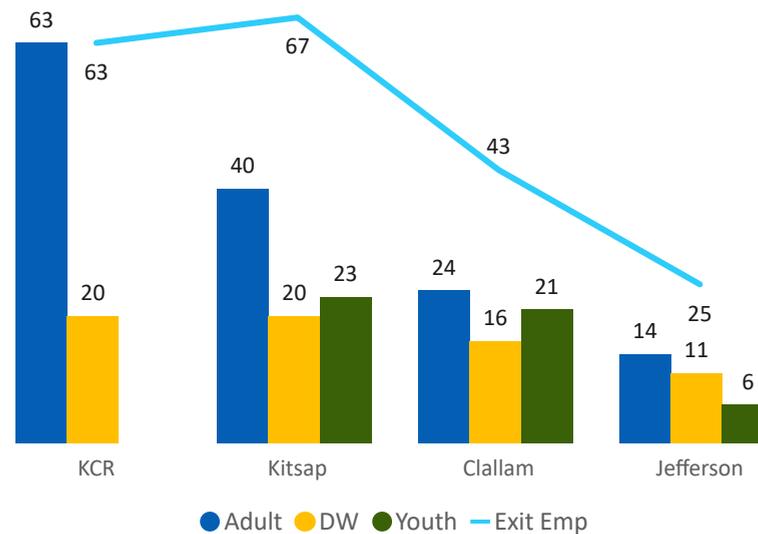
Attachment D  
07/01/2022

| Office       | Program | Current    | Enrollments | Enroll Targets | Enroll %age   | Exits      | Exit to Employ | Exit Employ Targets | Exit Employ %age | Self Emp  | Self Emp Targets |
|--------------|---------|------------|-------------|----------------|---------------|------------|----------------|---------------------|------------------|-----------|------------------|
| Kitsap       | Youth   | 62         | 85          | 98             | ▲ 86.73%      | 23         | 17             | 16                  | ● 106.25%        |           |                  |
| Kitsap       | Adult   | 33         | 73          | 50             | ● 146.00%     | 40         | 32             | 35                  | ● 91.43%         | 3         | 7                |
| Clallam      | Youth   | 28         | 49          | 51             | ● 96.08%      | 21         | 13             | 10                  | ● 130.00%        |           |                  |
| KCR          | Adult   | 21         | 84          | 103            | ◆ 81.55%      | 63         | 45             | 30                  | ● 150.00%        | 2         | 7                |
| Clallam      | DW      | 15         | 31          | 57             | ◆ 54.39%      | 16         | 10             | 40                  | ◆ 25.00%         |           | 3                |
| Clallam      | Adult   | 14         | 38          | 57             | ◆ 66.67%      | 24         | 20             | 30                  | ◆ 66.67%         | 5         | 3                |
| Kitsap       | DW      | 14         | 34          | 65             | ◆ 52.31%      | 20         | 18             | 44                  | ◆ 40.91%         |           | 8                |
| Jefferson    | Youth   | 11         | 17          | 19             | ▲ 89.47%      | 6          | 5              | 4                   | ● 125.00%        |           |                  |
| KCR          | DW      | 7          | 27          | 40             | ◆ 67.50%      | 20         | 18             | 22                  | ◆ 81.82%         |           | 7                |
| Jefferson    | Adult   | 4          | 18          | 33             | ◆ 54.55%      | 14         | 11             | 18                  | ◆ 61.11%         | 1         | 3                |
| Jefferson    | DW      | 3          | 14          | 30             | ◆ 46.67%      | 11         | 9              | 20                  | ◆ 45.00%         |           | 1                |
| <b>Total</b> |         | <b>212</b> | <b>470</b>  | <b>603</b>     | <b>77.94%</b> | <b>258</b> | <b>198</b>     | <b>269</b>          | <b>73.61%</b>    | <b>11</b> | <b>39</b>        |

Enrollments



Exits



\*Update with program expenditures will be made available for review in May 2022..

Olympic Consortium Board Meeting (4th Friday)  
 Exec OWDC Meeting (4th Tuesdays)  
 OWDC Full Meeting (2nd Tuesday)

10 a.m. to 12:00 p.m.  
 10 a.m. to 12:00 p.m.  
 9:00 a.m. to 1:30 p.m.

Zoom until further notice  
 Zoom until further notice  
 Zoom from 9 to 11:30 until further not

# 2022

| January |     |     |     |     |     |     |
|---------|-----|-----|-----|-----|-----|-----|
| Sun     | Mon | Tue | Wed | Thu | Fri | Sat |
|         |     |     |     |     |     | 1   |
| 2       | 3   | 4   | 5   | 6   | 7   | 8   |
| 9       | 10  | 11  | 12  | 13  | 14  | 15  |
| 16      | 17  | 18  | 19  | 20  | 21  | 22  |
| 23      | 24  | 25  | 26  | 27  | 28  | 29  |
| 30      | 31  |     |     |     |     |     |

| February |     |     |     |     |     |     |
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| 13       | 14  | 15  | 16  | 17  | 18  | 19  |
| 20       | 21  | 22  | 23  | 24  | 25  | 26  |
| 27       | 28  |     |     |     |     |     |

| March |     |     |     |     |     |     |
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| 6     | 7   | 8   | 9   | 10  | 11  | 12  |
| 13    | 14  | 15  | 16  | 17  | 18  | 19  |
| 20    | 21  | 22  | 23  | 24  | 25  | 26  |
| 27    | 28  | 29  | 30  | 31  |     |     |

| April 2022 |     |     |     |     |     |     |
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| 3          | 4   | 5   | 6   | 7   | 8   | 9   |
| 10         | 11  | 12  | 13  | 14  | 15  | 16  |
| 17         | 18  | 19  | 20  | 21  | 22  | 23  |
| 24         | 25  | 26  | 27  | 28  | 29  | 30  |

| May |     |     |     |     |     |     |
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| 8   | 9   | 10  | 11  | 12  | 13  | 14  |
| 15  | 16  | 17  | 18  | 19  | 20  | 21  |
| 22  | 23  | 24  | 25  | 26  | 27  | 28  |
| 29  | 30  | 31  |     |     |     |     |

| June |     |     |     |     |     |     |
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| 5    | 6   | 7   | 8   | 9   | 10  | 11  |
| 12   | 13  | 14  | 15  | 16  | 17  | 18  |
| 19   | 20  | 21  | 22  | 23  | 24  | 25  |
| 26   | 27  | 28  | 29  | 30  |     |     |

| July |     |     |     |     |     |     |
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| 3    | 4   | 5   | 6   | 7   | 8   | 9   |
| 10   | 11  | 12  | 13  | 14  | 15  | 16  |
| 17   | 18  | 19  | 20  | 21  | 22  | 23  |
| 24   | 25  | 26  | 27  | 28  | 29  | 30  |
| 31   |     |     |     |     |     |     |

| August |     |     |     |     |     |     |
|--------|-----|-----|-----|-----|-----|-----|
| Sun    | Mon | Tue | Wed | Thu | Fri | Sat |
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| 7      | 8   | 9   | 10  | 11  | 12  | 13  |
| 14     | 15  | 16  | 17  | 18  | 19  | 20  |
| 21     | 22  | 23  | 24  | 25  | 26  | 27  |
| 28     | 29  | 30  | 31  |     |     |     |

| September |     |     |     |     |     |     |
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| Sun       | Mon | Tue | Wed | Thu | Fri | Sat |
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| 4         | 5   | 6   | 7   | 8   | 9   | 10  |
| 11        | 12  | 13  | 14  | 15  | 16  | 17  |
| 18        | 19  | 20  | 21  | 22  | 23  | 24  |
| 25        | 26  | 27  | 28  | 29  | 30  |     |

| October |     |     |     |     |     |     |
|---------|-----|-----|-----|-----|-----|-----|
| Sun     | Mon | Tue | Wed | Thu | Fri | Sat |
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| 2       | 3   | 4   | 5   | 6   | 7   | 8   |
| 9       | 10  | 11  | 12  | 13  | 14  | 15  |
| 16      | 17  | 18  | 19  | 20  | 21  | 22  |
| 23      | 24  | 25  | 26  | 27  | 28  | 29  |
| 30      | 31  |     |     |     |     |     |

| November |     |     |     |     |     |     |
|----------|-----|-----|-----|-----|-----|-----|
| Sun      | Mon | Tue | Wed | Thu | Fri | Sat |
|          |     | 1   | 2   | 3   | 4   | 5   |
| 6        | 7   | 8   | 9   | 10  | 11  | 12  |
| 13       | 14  | 15  | 16  | 17  | 18  | 19  |
| 20       | 21  | 22  | 23  | 24  | 25  | 26  |
| 27       | 28  | 29  | 30  |     |     |     |

| December |     |     |     |     |     |     |
|----------|-----|-----|-----|-----|-----|-----|
| Sun      | Mon | Tue | Wed | Thu | Fri | Sat |
|          |     |     |     | 1   | 2   | 3   |
| 4        | 5   | 6   | 7   | 8   | 9   | 10  |
| 11       | 12  | 13  | 14  | 15  | 16  | 17  |
| 18       | 19  | 20  | 21  | 22  | 23  | 24  |
| 25       | 26  | 27  | 28  | 29  | 30  | 31  |



#### 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 Fitzpartick, Human Resources Director  
Security Services Northwest  
Chuck Moe, Field Rep Northwest Laborers-  
Employers Training

#### COUNCIL MEMBERS

Dr. Kareen Borders, South Kitsap School District  
Nicole Brinkman, Human Resources Director  
Skookum  
Dr. Marty Cavalluzzi, President Olympic College  
Lisa Donlon, General Manager Windermere  
Commercial  
Gregory Dronkert, CEO/President Pacific Mobility  
Group, Inc.  
Kevin Gallacci, General Manager Clallam Transit  
System  
Nicholas Gianacakos, Program Manager General  
Dynamics NASSCO  
Rusty Grable, Business Rep & Organizer Machinist  
Union District 160  
Michell Graff, Manager Kitsap Community  
Resources  
Neal Holm, Electrician and Membership  
Development IBEW 46  
Ashley Jackson, Data Analysis Specialist Naval  
Base Kitsap  
Peter Johnson, Human Resource Manager  
McKinley Paper Company  
Heidi Lamprecht, Co-Founder Paella House  
Franchisees and Training  
Gina Lindal, Administrator Department of Social  
and Health Services  
Greg Lynch, Superintendent Olympic Educational  
Service District #114  
Colleen McAleer, Executive Director Clallam  
Economic Development Co.  
Snell Morgan, Jamestown S'Klallam Tribe  
Matt Murphy, President/CEO South Kitsap  
Chamber of Commerce  
Gillian Niuman, Human Resources Rep People  
Support Services  
Allison Plute, Human Resources Director  
Jamestown S'Klallam Tribe  
LeAnne Raines, Supervisor Department of  
Vocational Rehabilitation  
Jeff Randal, Secretary, District 1 Jefferson PUD  
Anna Reyes-Potts, General Mgr. & Business  
Development TMF, Inc.  
Dr. Luke Robins, President Peninsula College  
Daniel Stegier, CEO/President Lumber Trades, Inc.

## OWDC EXECUTIVE COMMITTEE MEETING

DATE: October 25, 2022

TIME: 10:00 a.m. – 11:30 a.m.

LOCATION: <https://us06web.zoom.us/j/7881886224> via Zoom

## AGENDA

### ACTION ITEMS:

1. Call to Order: 10:02 a.m.
2. Approval of October 25, 2022, Agenda
3. Approval of April 26th and July 26, 2022, Meeting Minutes (**Att. A**)
4. Approval of Virtual meetings for OWDC, Executive OWDC, and OCB
5. Approval of OWDC By-laws (**Att. B**)

### DISCUSSION ITEMS:

1. OWDC Director Report Out
2. WorkSource updates
3. Equal Employment Opportunity Updates (**Att. C**)
4. Participant Success Stories (**Att. D**)
5. PY22 Performance Report (**Att. E**)
6. Good of the Order
7. 2023 Calendar (**Att. F**)
8. Adjourn

NEXT MEETING: January 24, 2023, via Zoom

**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)  
EXECUTIVE COMMITTEE SUMMARY  
April 26, 2022**

**ATTENDANCE:** Marilyn Hoppen, Cordi Fitzpatrick, Monica Blackwood, Chuck Moe, Jessica Barr, Leanne Raines, Chris Abplanalp,  
Staff: Bill Dowling, Alissa Durkin, Doug Washburn

The Olympic Workforce Development Council's (OWDC) Executive Committee meeting was held on Tuesday, April 26, 2022 via Zoom.

**APPROVAL OF SUMMARY**

The Executive Committee's Meeting Agenda was approved as follows:

**ACTION: Chuck Moe moved to approve the Agenda as presented. Motion was seconded by Jessica Barr.  
Motion carried unanimously.**

The Executive Committee's Meeting Minutes were approved as follows:

**ACTION: Jessica Barr moved to approve the January 25, 2022 Executive Committee Minutes as presented.  
Motion was seconded by Chuck Moe. Motion carried unanimously.**

**DISCUSSION**

**NAWB Forum 2022**

- Bill and Alissa discussed sessions they attended at the National Association Workforce Board Forum. Takeaways included:
  - Middle School students are only able to name 4 jobs.
  - Connect career advisors to occupational demands and pathways.
  - Reconstruct the college decision process with career exposure and mentors.
  - Use work-based learning continuum as a talent development tool.
  - We need to focus on job quality, equity and training.
  - A successful workforce system must be responsive to social issues, local community needs, emerging technological trends and the diverse workforce landscap.

- Move beyond legislation and policy and think differently about partnerships, training models, and wrap around support services.
- Recovering our workforce is not about the unemployed vs. employed; it's about the unengaged.

### **State Equal Opportunity Monitoring**

- State EO team monitored our region for WorkSource centers ADA compliance and ensure compliance with WA State Nondiscrimination Plan.
- OWDC staff working with subrecipients to ensure all confidential files comply with state policies .

### **Rapid Response Events**

- SAAR's
  - Grocery store located in PA closing it's doors.
  - 40 impacted workers
  - 20 impacted workers attend the RR sessions.
  - Several individuals being served through WIOA DW program.
- Trulife
  - Manufactures healthcare products in Poulsbo, relocating.
  - 22 impacted workers
  - All impacted workers attended RR sessions.
  - Looking into providing on-site WIOA orientation.

### **One-Stop Operator RFP**

- Current One-Stop Operator RFP expires September 30, 2022
- Drafting RFP to present to OWDC.
- Request a Proposal Committee of 4-6 council members to review proposal submissions,
- Tentative timeline for review is July.
- Chairperson Marilyn Hoppen volunteered to sit on the proposal committee.
- Request for floor nominations will occur at May 10<sup>th</sup> OWDC meeting.

### **WorkSource updates**

- Successful job fairs at WorkSource Kitsap
  - Puget Sound Naval Shipyard and Trident Refit facility met with 92 interviewees and 24 job offers made.
  - Resource rooms are busy with individuals

- Looking into offering in-person and hybrid workshops.
- WorkSource Kitsap hosting training and education fair on April 27<sup>th</sup> with many local education institutes on-site.

### **Participant Success Stories**

- Agenda packet includes many success stories, encouraged members to read those.

### **PY21 Quarter 3 Performance Reports**

- Enrollments are increasing however, expenditures continue to be below target.
- Staff shortage and delay in receiving billings are some of the factors for not meeting expenditure targets.

### **In-Person Meetings**

- Committee members have decided to continue having the Executive Committee meetings virtual.
- OWDC meeting will begin in-person gatherings with the May 10<sup>th</sup> gathering.

## **ADJOURN**

There being no further business to come before the committee, the meeting was adjourned at 11:00 a.m.

**Next Meeting:** Tuesday, July 26, 2022, via Zoom

**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)  
EXECUTIVE COMMITTEE SUMMARY  
July 26, 2022**

**ATTENDANCE:** Marilyn Hoppen, Cordi Fitzpatrick, Jessica Barr  
Staff: Bill Dowling, Alissa Durkin, Doug Washburn

The Olympic Workforce Development Council's (OWDC) Executive Committee meeting was held on Tuesday, July 26, 2022 via Zoom.

**Quorum not met. Approval of July 26<sup>th</sup> agenda and April 26<sup>th</sup> meeting minutes will be approved at the October 25, 2022 Executive Meeting.**

**Action Item-Approval of One-Stop Operator RFP selected awardee will be determined by electronic vote. A Cognito form will be sent to the voting members stating what is being voted on and a designated place for the members to mark a vote.**

## **DISCUSSION**

### **Aerospace Joint Apprenticeship Committee (AJAC) presentation**

- AJAC is a training nonprofit agency for advanced manufacturing around the state. AJAC has expanded apprenticeship opportunities to our region. AJAC offers apprenticeship and pre-apprenticeship online, which means it is now possible to train apprentices in isolated, rural communities.
- Manufacturing Technicians are in high demand statewide, and AJAC is running cohorts of classes for Integrated Manufacturing Technicians. Two new 18-month programs, Logistics Specialist and Operations Specialist, will launch in Fall 2022. AJAC is willing to partner with WDCs to offer selected programs and customized trainings for employers.
- 93% of apprenticeship is on-the-job-training provided by the employer with guidance from AJAC.
- In WA State, when you engage in apprenticeship, college tuition is reduced by 50%.
- On average, apprentices can expect to pay \$300 per quarter (5 college credits), earn a journey level certification, and earn 15-60 credits.

### **One-Stop Certification Update**

- Evaluation Committee made of staff, council members, and local partners reviewed submitted Application for WorkSource certifications based on the following criteria categories: Program Services, Service Delivery, Partner

Coordination, Customer Feedback, Staff Development, and Continuous Improvement evaluations. In the end the Evaluation Committee certifies WorkSource Clallam-Comprehensive Center, WorkSource Kitsap-Comprehensive Center, and Kitsap Community Resources-Affiliate site.

### **WA State General Fund Economic Security for All grant**

- There have been two previous rounds of EcSA contracts, funded with federal Workforce Innovation and Opportunity Act (WIOA) discretion Statewide Activities funding. This will be the third round of EcSA contracts, funded with Washington state general funds.
- The State funds tied to this contract are intended to increase local EcSA program enrollments and outcomes, building on targets established in existing local EcSA WIOA funded contracts.
- The contract term is July 1, 2022 – June 30, 2023 with an award amount of **\$436,241.00**.
- Subcontractor has 3 enrolled and 5 pledged participants.

### **OWDC Director Report Out**

- Met with Port Hadlock library concerning providing services, continued work to find right fit and availability of staff.
- Literacy Navigator will be placed in WorkSource and libraries.
- Scheduled to attend Coffee with Colleen in August.
- QUEST NDWG, new funding option, \$140k to the state, Washington intends to apply.
- Workforce Impact Fund (WIF) \$50 million focused on three broad, proven workforce strategies to transition Washingtonians into good jobs. Funds will be used to boost job-seeker supports, increase local service capacity, and connect wrap-around supports. Requested Olympic Consortium Board support. Further information will be sent out.

### **WorkSource updates**

- Successful hiring event WINCO.
  - 127 interviewed. 86 hired.
- In-Person job hunter workshops being offered at WorkSource Clallam.
- Moving forward with Suquamish Tribe to provide tribal elders, HS staff, and anyone else interested in 6 week session Strategies for Success.
- WorkSource Kitsap partnered with Kitsap Public Health Dept. to pass out free covid tests and masks.
- WorkSource Clallam working with Jamestown S'Klallam Tribe HR department on OJT's,

- WorkSource Clallam also partnering with Discovery Bay Marine to assist in filling vacant positions.

### **Participant Success Stories**

- Agenda packet includes many success stories, encouraged members to read those.

### **PY21 Quarter 4 Performance Reports**

- Close out of PY21.
- Enrollments and Expenditures increased.
- Encouraged members to visit the OWDC Performance Dashboard for past and current program outcomes.

### **ADJOURN**

There being no further business to come before the committee, the meeting was adjourned at 11:00 a.m.

**Next Meeting:** Tuesday, October 25, 2022, via Zoom



## OLYMPIC WORKFORCE DEVELOPMENT COUNCIL BY-LAWS

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The name of the organization shall be Olympic Workforce Development Council and shall serve as the workforce development board for Clallam, Jefferson, and Kitsap Counties, hence fore referred to as the Council.

The purpose of the Council will be to set workforce investment system policy and exercise oversight for the Olympic Workforce Development Area in accordance with Section 107 of the Workforce Innovation and Opportunity Act of 2014, P.L. 113-128 (WIOA) and the provisions contained in the interlocal agreement between local elected officials and the Olympic Consortium Board (refer to OCB By-laws), hence fore referred to as OCB.

### 1.0 FUNCTIONS

The Councils' functions shall be in a accordance with WIOA Sections 107(d) and 108 and summarized as follows:

- Develop and maintain the 4-year Local Plan
  - Conduct workforce research and regional labor market analysis to assist in the development and implementation of the local plan
  - Convene workforce development system stakeholders in the development of the local plan and identify resources to leverage support for workforce development
- Lead employer engagement efforts
- Collaborate with education representatives to develop and implement career pathways
- Identify and promote proven and promising practices
- Develop and implement strategies for using technology to maximize the accessibility and effectiveness of the local workforce development system for employers, workers, and job seekers
- Conduct program oversight
- Negotiate local performance accountability measures
- Negotiate methods for funding the infrastructure costs of one-stop centers in the local area
- Select and monitor one-stop operators and service providers
- Ensure adequate availability of career and training services, maximizing consumer choice
- Coordinate workforce activities with education and training providers
- Develop, implement, and monitor WIOA budget
- Assess and enact accessibility for individuals with disabilities
- Certify one-stop centers in accordance with 20 CFR 678.800

### 2.0 DESIGNATION

## MEMBERSHIP

The Council shall be comprised of no fewer than twenty-one (21) and not greater than 41 members. Taken as a whole, council membership shall reasonably reflect the respective populations of the (3) counties.

- 2.01            Appointment: Each member shall be appointed pursuant to the nomination and appointment process established under WIOA, and the OCB By-laws.
- 2.02            Alternates: Each member may have two alternates.
- 2.03            Resignation: Any member may resign by submitting written notice to the Council Chairperson or the OCB Chairperson. Members shall offer their resignations when they retire or otherwise leave a position of optimum policy-making authority in the sector they were appointed to represent.
- 2.04            Removal: The OCB may remove a council member on its own accord; or the Council Chairperson, on behalf of the entire Council may request the OCB remove a council member by a majority vote, provided that fifteen (15) calendar days' notice of the pending action has been provided to the member, the entire council, and to the OCB. An unexcused absence from three (3) consecutively scheduled council meetings may be deemed as being good cause for removing a member.

## **3.0 OFFICERS**

- 3.01            Chairperson: The Chairperson shall be elected by the Council and shall be a representative of the business community.
  - 3.01.1            The Chairperson shall serve as principal officer for the Council with authority to lead meetings, call special meetings and set agenda priorities.
- 3.02            Vice Chairperson: The Vice Chairperson shall be elected by the Council and shall assume the responsibility and authority of the Chairperson in his/her absence.
- 3.03            Chairperson Pro temporal: In the absence of the Chairperson and Vice Chairperson, a Chairperson Pro temporal shall be elected by most of the members present to preside for that meeting only.

## **4.0 ELECTIONS**

- 4.01            Elections: The Chairperson and Vice Chairperson shall be elected by a majority vote for a two (2) year term beginning on January 1 and ending

on December 31 of the second year. The Chairperson and Vice Chairperson can serve for two or more consecutive two-year terms.

4.02 Process: The Chairperson shall appoint a three-member Nominating Committee. Elections shall be held at the first regular meeting of the fourth (4th) calendar quarter, from a list of candidates presented by the Nominating Committee and nominations from the floor. Nominees must be active members who have consented to serve.

4.03 All elections shall be by secret ballot unless dispensed with by a majority vote of the members present.

4.03.1 Any Council member may audit the ballot.

4.04 Nominating Committee: Shall consist of three (3) WDC members appointed by the WDC Chairperson. The WDC Chairperson shall designate the committee Chairperson.

4.05 Removal: The Chairperson and/or Vice Chairperson may be removed from office by a two-thirds (2/3) majority vote of the Council provided that seven (7) days' notice of the pending action has been provided to the Council.

## 5.0 REPRESENTATION

A member may speak for the Council only when he/she represents positions officially adopted by the body.

## 6.0 COMPENSATION

Members of the Council shall serve without compensation. Reimbursement for expenses incurred while conducting official Council business shall be provided for in accordance with an agreement between the Council and the OCB.

## 7.0 MEETINGS

7.01 Regular Meetings: The Council shall meet bi-monthly, or at the call of the Chairperson with a minimum notice of one week provided to members and shall be open to the public.

7.02 Special Meetings: Special Meetings of the Council may be called by or at the written request of the Chairperson. Reasonable notice shall be given of such meetings, reflecting the urgency of the matter. The length of time of a special meeting shall vary dependent on the topic.

7.03 Minutes: Minutes of all meetings shall be promptly recorded and posted to the Olympic Workforce Development Council webpage at least five (5) days prior to the next scheduled meeting.

7.04 Attendance: Records of attendance, reports and the names of motion makers will be included in the minutes.

## 8.0 QUORUM

A quorum shall consist of a total of not less than one-third of the seated membership or alternates, in person, or via telephone.

## 9.0 VOTING

Voting shall be restricted to Council members or their alternates, and each Council member shall have one (1) vote. The Chairperson shall vote when a tie result. Exception: The Chairperson may vote in elections. All decisions of the Council shall be made by no less than a majority vote of a quorum at a meeting where a quorum is present.

9.01 Balloting: Voting shall be conducted by voice. The Chairperson may call for a hand count as needed.

9.02 Conflict of Interest: No member shall engage in any activity, including participation in the selection, award, or administration of a subgrant or contract supported by WIOA funds if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when: 1) the individual, 2) any member of the individual's immediate family, 3) the individual's partner, or 4) an organization which employs, or is about to employ, any of the above, has a financial or other interest in the firm or organization selected for award.

No member shall cast a vote on, nor participate in, any decision-making capacity on the provision of services by such member (or any organization which that member directly represents), nor on any matter which would provide any direct financial benefit to that member. If a matter arises which places a member in a conflict-of-interest situation or a potential conflict of interest situation, that member will notify the Chairperson and abstain from voting.

9.03 When a quorum is not present: If the meeting is a regular meeting, consistent with Section 7.01, and a quorum is not present, the attending council members may meet, and voting shall take place electronically. When issues are decided by electronic vote, a ballot is sent to the voting

members stating exactly what is to be voted on and a clearly designated place for the member to mark a vote.

## **10.0 WORKFORCE DEVELOPMENT COUNCIL COMMITTEES**

### **10.01 Committees**

10.01.1 Executive Committee: It shall consist of the current and immediate past Chairperson and current Vice Chairperson, and four (4) to six (6) members elected by the Council. The term shall be consistent with 4.01. If a member leaves the Committee, the Chair may appoint a replacement member to fulfill the term of the exiting member. Most of the Executive Committee members shall be from the business community.

10.01.2 Ad Hoc or Standing Committees, and/or Workgroups: The Council Chairperson, or Council by majority vote, may establish ad hoc or standing committees, and/or Workgroups, as deemed necessary. Committee members may include non-Council members who have special knowledge to be of assistance to the Council; however, the Chairperson of a committee shall be an appointed Council member.

## **11.0 WORKFORCE DEVELOPMENT COUNCIL EXECUTIVE DIRECTOR & STAFF**

Kitsap County shall be the designated entity for employment of administrative executive director and staff that serves the Council and the OCB. The administrative executive director and staff shall be responsible for carrying out the required functions described in this policy. There is no evident conflict of interest between these two roles.

11.01 The administrative executive director and staff shall perform its duties consistent with the goals and policies developed by the Council and the OCB.

11.02 Although the administrative executive director assigned to the OCB and Council shall remain an employee of Kitsap County; the Council in collaboration with the OCB shall have authority in the selection and performance review of the assigned administrative executive director.

## **12.0 AMENDMENT OF BY-LAWS**

These By-laws may be amended by a two-thirds (2/3) majority vote of the members present at any regular or special meeting insofar as such amendments do not conflict with pertinent laws, regulations, ordinances, or resolutions of the County, State, or federal governments. Proposed amendments to be in the hands of members at least fifteen (15) days prior to the meeting at which the amendment is to be voted on.

### **13.0 PARLIAMENTARY AUTHORITY**

When not inconsistent with the provisions in these By-laws, Robert's Rules of Order, Newly Revised, shall govern all meetings of the Workforce Development Council.

Adopted by the Olympic Workforce Development Council **xx**, 2022.

Marilyn Hoppen \_\_\_\_\_  
Olympic Workforce Development Council, Chairperson



# EEOC

## TRENDS & UPDATES

ELIZABETH CANNON

SEATTLE FIELD OFFICE  
DIRECTOR

ZACHARY FLORENT

OUTREACH AND EDUCATION  
COORDINATOR

## CHAIR'S PRIORITIES



### 01

#### RACIAL JUSTICE & SYSTEMIC DISCRIMINATION

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The nation is facing the very urgent issue of systemic discrimination. As the primary federal agency that enforces laws against employment discrimination, the EEOC will use the following tools to help promote racial justice and equity in the workplace.

- Outreach
- Technical assistance
- Enforcement

### 02

#### PAY EQUITY

---

The Commission will pursue ways to address pay discrimination and unjustified wage gaps through pay data collection, working with the National Academies of Science and stakeholders to help the agency better understand how we can more effectively address discriminatory practices.

### 03

#### CIVIL RIGHTS IMPACT OF THE PANDEMIC

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As the health emergency subsides, increased questions arise surrounding re-entry, vaccinations, and the future of work. The EEOC stands poised to address this dynamic and emerging area of the law with our colleagues throughout the administration.

# Hiring Initiative to Reimagine Equity

Identifying strategies to remove hiring barriers

*Focusing on race, color, ethnicity, religion, gender, LGBTQ+ status, disability, age and veteran status*



Virtual Roundtable  
April 28, 2022

**Untapped Potential:  
Reimagining Equity for Workers  
with Gaps in Employment History**

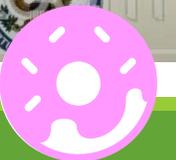


U.S. EEOC

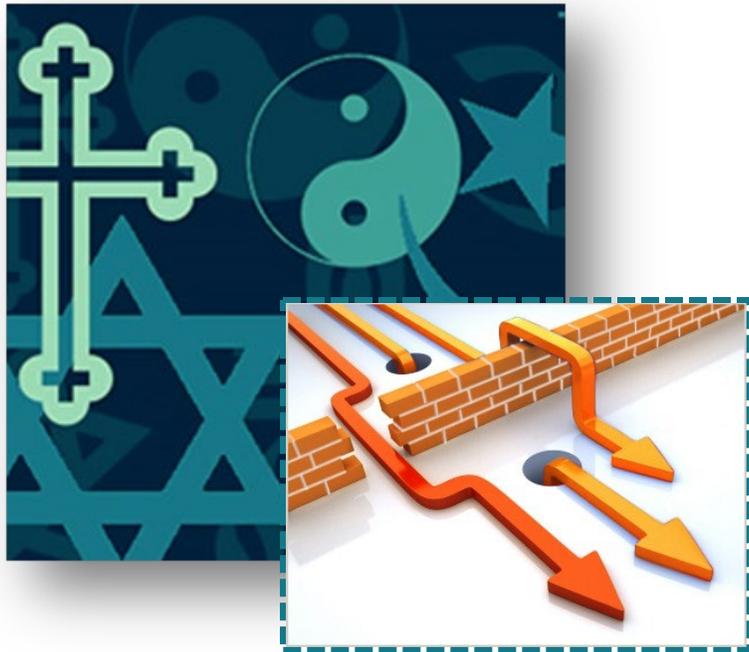


Virtual Roundtable  
June 28, 2022

**Skills Based Hiring: Removing  
Barriers and Paving Pathways to  
an Inclusive Workforce**



# Religious Accommodation Refresher



- “Religion” is broadly defined under Title VII
- How do I know if it’s *sincerely held*?
- What makes an accommodation *reasonable*?
  - *de minimis* burden
- Recent trends



- Issue technical assistance to provide guidance on algorithmic fairness and use of AI in employment decisions;
- Identify promising practices;
- Hold listening sessions with stakeholders about algorithmic tools and their employment ramifications;
- Gather information about the adoption, design, and impact of hiring and other employment-related technologies.



U.S. Equal Employment Opportunity Commission

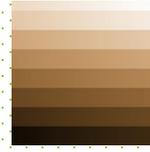
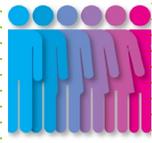
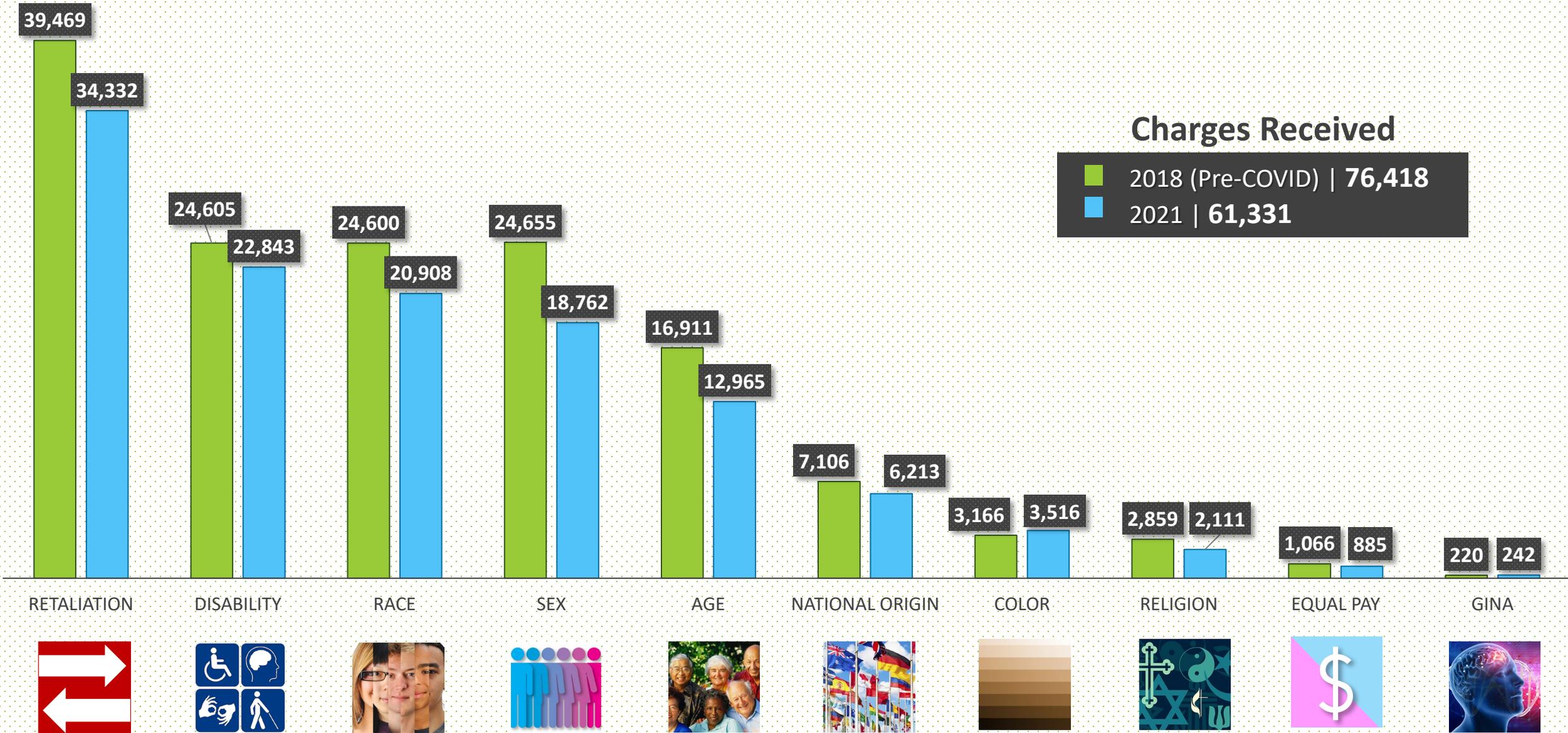
# ARTIFICIAL INTELLIGENCE AND ALGORITHMIC FAIRNESS INITIATIVE

## Exploring How Technologies Impact Employment Decisions



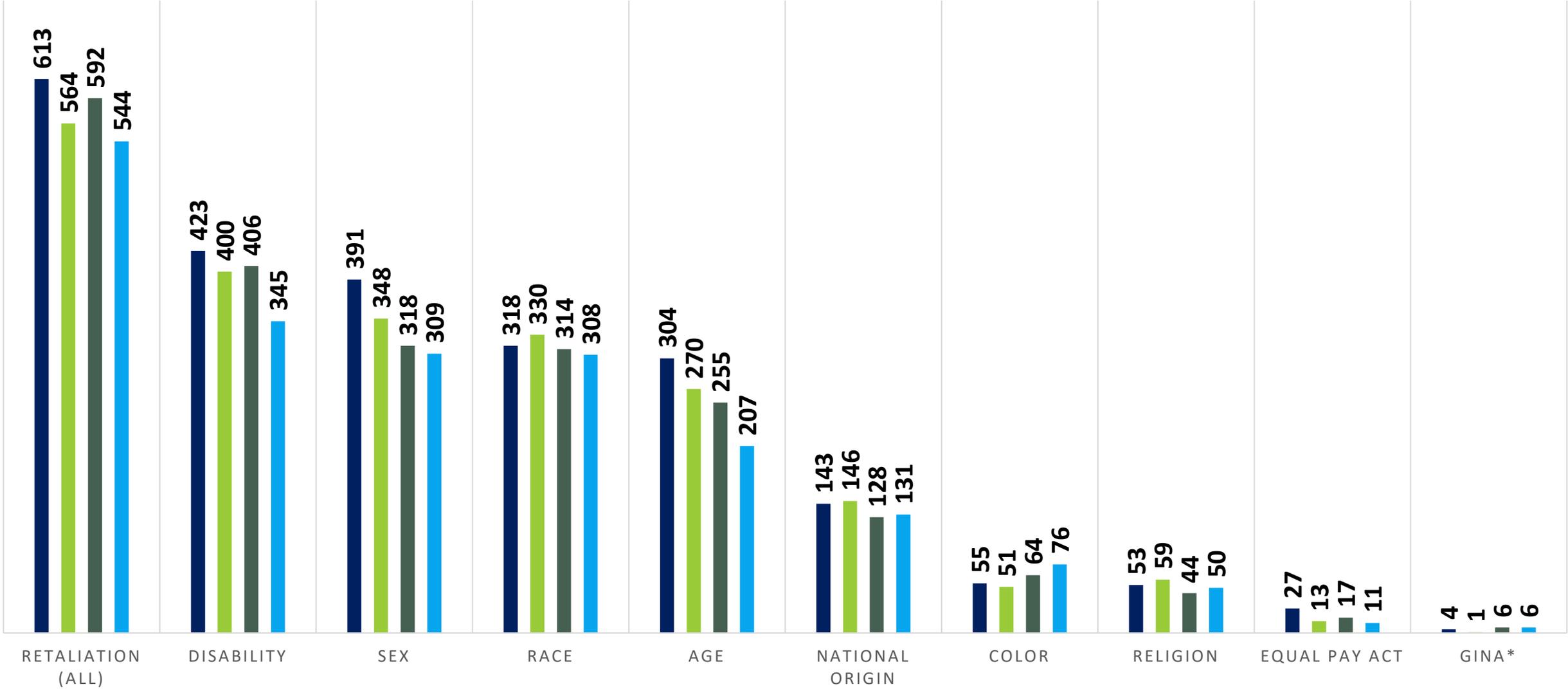
## Charges Received

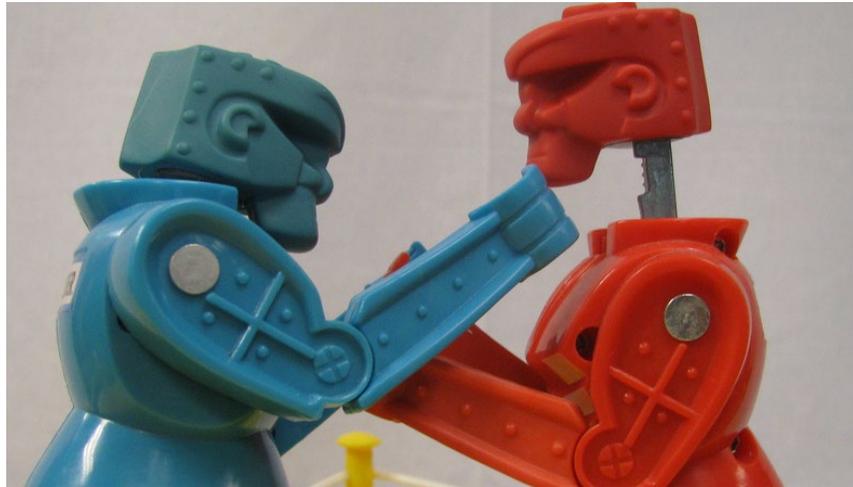
2018 (Pre-COVID) | 76,418  
2021 | 61,331



# WASHINGTON

■ 2018 ■ 2019 ■ 2020 ■ 2021





## Retaliation – human nature?

*Taking it personally*

*“family” business*

***Fighting human nature***

## “The Gift”

Avoid counterstriking –

Aim for consistent and fair treatment

- **Leading for Respect (for supervisors)**
  - **Respect in the Workplace (for all employees)**
- focus on respect, acceptable workplace conduct, and behaviors that contribute to a respectful and inclusive workplace.



Women still earn 83 cents for every dollar earned by men — and for women of color, the numbers are even worse.

Source: *EqualPayToday.org*

**AVERAGE  
MAN**



**AVERAGE  
WOMAN**  
**83¢**



**AANHPI  
WOMEN**  
**75¢**



**BLACK  
WOMEN**  
**58¢**



**NATIVE  
WOMEN**  
**50¢**



**LATINA  
WOMEN**  
**49¢**





## PARTICIPANT SUCCESS STORIES

- Kary Meier worked as a caregiver until 5/1/22 her client ended up going into an assisted living home and she ended up leaving the company when she was asked to commute multiple days a week to Silverdale which was not financially feasible. Mrs. Meier never received any training or credentials as she left before that was possible.

Mrs. Meier would like to obtain her HCA (Home Care Aide) credentials. She has found a program called Care Plus, which has a class starting July 1st. Mrs. Meier is unable to pay any portion of the tuition. Mrs. Meier has a Doctorate in Law but found it unsatisfying and coming from a family of nurses she has felt obtaining her HCA will be rewarding and help her community in a positive manner. Mrs. Meier's goal is to obtain her HCA and work in a retirement home/community.

Kary completed EcSA program goals including career services, job search assistance [ITSS], and training. Client attained 199% gain in income adequacy, and has obtained unsubsidized self-sufficient employment at The Lodge Mallard Landing on 8/22/2022 making \$18.00/hr.

- Brian Smith is a Navy veteran who WIOA DW covered \$3,000 for his tuition at Commercial Driver School in Port Orchard. Brian received his CDL-A certificate in September and this month started employment with Godfrey Trucking Inc, -making \$26/hr.
- Samantha, a 22-year-old, was experiencing housing and income insecurities in 2021. She had been able to successfully complete high school and some post-secondary education but had dropped out and was struggling to connect to her career pathway. The Pathways to Success WIOA Youth program in Jefferson County and Economic Security for All Youth program helped Samantha access transitional housing, basic needs, and developed a customized employment and educational plan. The plan included career exploration and self-sufficiency assessments, as well as supportive services to ensure her ability to succeed. Samantha participated in a maritime work experience in the local area and worked with her case manager to create a career plan which includes her passion for marine science. They worked to reapply to the university she had been attending and applied for financial aid to sustain her completion. She is now attending her last quarter of her post-secondary educational program, is safely housed and her basic needs and transportation expenses are covered. Samantha will be graduating with a degree in Biological Marine Sciences and her case manager will assist her to gain self-sustaining employment.

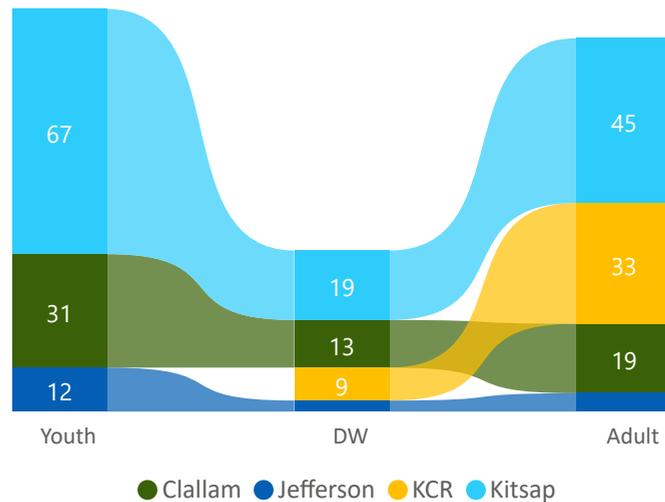
10/11/2022

Last Refresh Date

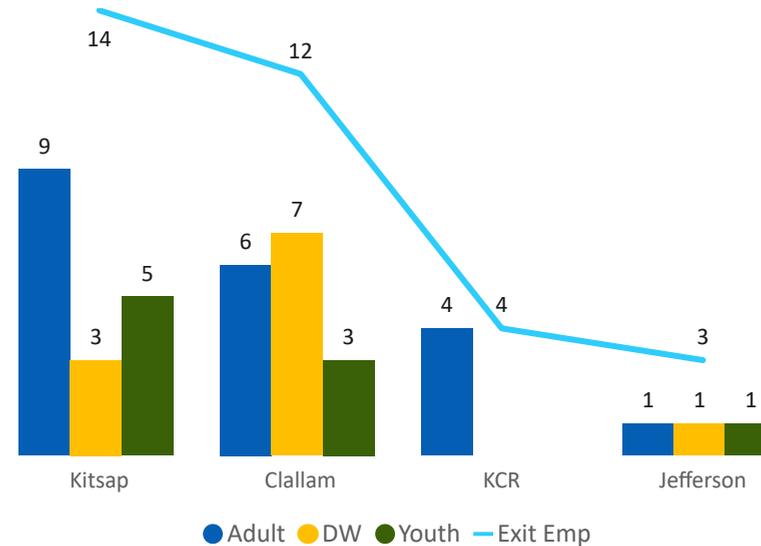
# WIOA Formula Performance Report

| Office       | Program | Current    | Enrollments | Enroll Targets | Enroll %age   | Exits     | Exit to Employ | Exit Employ Targets | Exit Employ %age | Self Emp | Self Emp Targets |
|--------------|---------|------------|-------------|----------------|---------------|-----------|----------------|---------------------|------------------|----------|------------------|
| Clallam      | Adult   | 10         | 16          | 13             | 123.08%       | 6         | 6              | 2                   | 300.00%          |          | 0                |
| Jefferson    | Adult   | 4          | 5           | 8              | 62.50%        | 1         | 1              | 2                   | 50.00%           |          | 0                |
| KCR          | Adult   | 29         | 33          | 33             | 100.00%       | 4         | 4              | 8                   | 50.00%           |          | 1                |
| Kitsap       | Adult   | 36         | 45          | 37             | 121.62%       | 9         | 7              | 4                   | 175.00%          |          | 0                |
| Clallam      | DW      | 6          | 13          | 16             | 81.25%        | 7         | 3              | 2                   | 150.00%          | 2        | 0                |
| Jefferson    | DW      | 2          | 3           | 7              | 42.86%        | 1         | 1              | 2                   | 50.00%           |          | 0                |
| KCR          | DW      | 9          | 9           | 7              | 128.57%       |           |                | 2                   |                  |          | 1                |
| Kitsap       | DW      | 15         | 18          | 24             | 75.00%        | 3         | 2              | 7                   | 28.57%           |          | 0                |
| Clallam      | Youth   | 27         | 30          | 30             | 100.00%       | 3         | 3              | 2                   | 150.00%          |          |                  |
| Jefferson    | Youth   | 11         | 12          | 12             | 100.00%       | 1         | 1              | 0                   | Infinity         |          |                  |
| Kitsap       | Youth   | 62         | 67          | 67             | 100.00%       | 5         | 5              | 1                   | 500.00%          |          |                  |
| <b>Total</b> |         | <b>211</b> | <b>251</b>  | <b>254</b>     | <b>98.82%</b> | <b>40</b> | <b>33</b>      | <b>32</b>           | <b>103.13%</b>   | <b>2</b> | <b>2</b>         |

Enrollments



Exits



\*Update with program expenditures will be made available for review in May 2022..

OCB Meeting (3rd Fridays)

OWDC Meeting (2nd Tuesday or Thursday)

OCB - OWDC Combined Meeting (TBD)

Exec OWDC Meeting (4th 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 |     |     |     |     |     |     |
|---------|-----|-----|-----|-----|-----|-----|
| Sun     | Mon | Tue | Wed | Thu | Fri | Sat |
| 1       | 2   | 3   | 4   | 5   | 6   | 7   |
| 8       | 9   | 10  | 11  | 12  | 13  | 14  |
| 15      | 16  | 17  | 18  | 19  | 20  | 21  |
| 22      | 23  | 24  | 25  | 26  | 27  | 28  |
| 29      | 30  | 31  |     |     |     |     |

| February |     |     |     |     |     |     |
|----------|-----|-----|-----|-----|-----|-----|
| Sun      | Mon | Tue | Wed | Thu | Fri | Sat |
|          |     |     | 1   | 2   | 3   | 4   |
| 5        | 6   | 7   | 8   | 9   | 10  | 11  |
| 12       | 13  | 14  | 15  | 16  | 17  | 18  |
| 19       | 20  | 21  | 22  | 23  | 24  | 25  |
| 26       | 27  | 28  |     |     |     |     |

| March |     |     |     |     |     |     |
|-------|-----|-----|-----|-----|-----|-----|
| Sun   | Mon | Tue | Wed | Thu | Fri | Sat |
|       |     |     | 1   | 2   | 3   | 4   |
| 5     | 6   | 7   | 8   | 9   | 10  | 11  |
| 12    | 13  | 14  | 15  | 16  | 17  | 18  |
| 19    | 20  | 21  | 22  | 23  | 24  | 25  |
| 26    | 27  | 28  | 29  | 30  | 31  |     |

| April 2022 |     |     |     |     |     |     |
|------------|-----|-----|-----|-----|-----|-----|
| Sun        | Mon | Tue | Wed | Thu | Fri | Sat |
|            |     |     |     |     |     | 1   |
| 2          | 3   | 4   | 5   | 6   | 7   | 8   |
| 9          | 10  | 11  | 12  | 13  | 14  | 15  |
| 16         | 17  | 18  | 19  | 20  | 21  | 22  |
| 23         | 24  | 25  | 26  | 27  | 28  | 29  |
| 30         |     |     |     |     |     |     |

| May |     |     |     |     |     |     |
|-----|-----|-----|-----|-----|-----|-----|
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|     | 1   | 2   | 3   | 4   | 5   | 6   |
| 7   | 8   | 9   | 10  | 11  | 12  | 13  |
| 14  | 15  | 16  | 17  | 18  | 19  | 20  |
| 21  | 22  | 23  | 24  | 25  | 26  | 27  |
| 28  | 29  | 30  | 31  |     |     |     |

| June |     |     |     |     |     |     |
|------|-----|-----|-----|-----|-----|-----|
| Sun  | Mon | Tue | Wed | Thu | Fri | Sat |
|      |     |     |     | 1   | 2   | 3   |
| 4    | 5   | 6   | 7   | 8   | 9   | 10  |
| 11   | 12  | 13  | 14  | 15  | 16  | 17  |
| 18   | 19  | 20  | 21  | 22  | 23  | 24  |
| 25   | 26  | 27  | 28  | 29  | 30  |     |

| July |     |     |     |     |     |     |
|------|-----|-----|-----|-----|-----|-----|
| Sun  | Mon | Tue | Wed | Thu | Fri | Sat |
|      |     |     |     |     |     | 1   |
| 2    | 3   | 4   | 5   | 6   | 7   | 8   |
| 9    | 10  | 11  | 12  | 13  | 14  | 15  |
| 16   | 17  | 18  | 19  | 20  | 21  | 22  |
| 23   | 24  | 25  | 26  | 27  | 28  | 29  |
| 30   | 31  |     |     |     |     |     |

| August |     |     |     |     |     |     |
|--------|-----|-----|-----|-----|-----|-----|
| Sun    | Mon | Tue | Wed | Thu | Fri | Sat |
|        |     | 1   | 2   | 3   | 4   | 5   |
| 6      | 7   | 8   | 9   | 10  | 11  | 12  |
| 13     | 14  | 15  | 16  | 17  | 18  | 19  |
| 20     | 21  | 22  | 23  | 24  | 25  | 26  |
| 27     | 28  | 29  | 30  | 31  |     |     |

| September |     |     |     |     |     |     |
|-----------|-----|-----|-----|-----|-----|-----|
| Sun       | Mon | Tue | Wed | Thu | Fri | Sat |
|           |     |     |     |     | 1   | 2   |
| 3         | 4   | 5   | 6   | 7   | 8   | 9   |
| 10        | 11  | 12  | 13  | 14  | 15  | 16  |
| 17        | 18  | 19  | 20  | 21  | 22  | 23  |
| 24        | 25  | 26  | 27  | 28  | 29  | 30  |

| October |     |     |     |     |     |     |
|---------|-----|-----|-----|-----|-----|-----|
| Sun     | Mon | Tue | Wed | Thu | Fri | Sat |
| 1       | 2   | 3   | 4   | 5   | 6   | 7   |
| 8       | 9   | 10  | 11  | 12  | 13  | 14  |
| 15      | 16  | 17  | 18  | 19  | 20  | 21  |
| 22      | 23  | 24  | 25  | 26  | 27  | 28  |
| 29      | 30  | 31  |     |     |     |     |

| November |     |     |     |     |     |     |
|----------|-----|-----|-----|-----|-----|-----|
| Sun      | Mon | Tue | Wed | Thu | Fri | Sat |
|          |     |     | 1   | 2   | 3   | 4   |
| 5        | 6   | 7   | 8   | 9   | 10  | 11  |
| 12       | 13  | 14  | 15  | 16  | 17  | 18  |
| 19       | 20  | 21  | 22  | 23  | 24  | 25  |
| 26       | 27  | 28  |     |     |     |     |

| December |     |     |     |     |     |     |
|----------|-----|-----|-----|-----|-----|-----|
| Sun      | Mon | Tue | Wed | Thu | Fri | Sat |
|          |     |     |     |     | 1   | 2   |
| 3        | 4   | 5   | 6   | 7   | 8   | 9   |
| 10       | 11  | 12  | 13  | 14  | 15  | 16  |
| 17       | 18  | 19  | 20  | 21  | 22  | 23  |
| 24       | 25  | 26  | 27  | 28  | 29  | 30  |
| 31       |     |     |     |     |     |     |