



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

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

## Olympic Workforce Development Board

Monica Blackwood, *Council Chair* | Danny Steiger, *Council Vice Chair*

### Meeting Agenda

**Date:** Thursday, May 14, 2026 | **Time:** 10:00 am – 12:00 pm

**Location:** Hybrid **Virtual:** [Microsoft Teams](#)

**In-person:** WorkSource Clallam

#### Action Items:

1. Call to Order – 10:00 a.m. and Welcome
2. Approval of March 27 Meeting Minutes (Att. 2, pgs. 2-5)
3. **\*AMENDMENT 5/14** - Approve the 2025 One-Stop Certification Evaluation Committee

#### Discussion Items:

4. FIFA - TBD
5. One-Stop Operator RFP – Alissa Durkin
6. OWDC Director Report Out – Bill Dowling
7. One-Stop Operator Report Out (Att. 6, pgs. 6-9)

#### Committee Debrief:

8. Youth Committee (Att. 7, pgs. 10-12)
9. SWD Coalition Report Out (Att. 8, pgs. 13-15)
10. [Public Comment](#)
  - a. **\*AMENDMENT 5/14 – public comment received 5/8/2026**
11. OCB – OWDC 2026 Calendar (Att. 10, pg. 16)
12. Adjournment

#### Next Meeting:

Thursday, July 9, 2026

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

ACTION ITEMS:

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

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

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

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

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

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

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

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

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

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

3. **OWDC**

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

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

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

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

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

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

#### DISCUSSION ITEMS:

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

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

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

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

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

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

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

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

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

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

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

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

### COMMITTEE DEBRIEF:

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

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

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

**9. SWD Coalition**

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

**10. Northwest Laborers Trust Presentation & Tour**

Provides workforce education and training for construction trades.

**11. Public Comment**

None

**12. Good of the Order**

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

**13. 2024 Calendar (Att.)**

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

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

## **2025 One-Stop Certification Evaluation Committee Approval Request**

In accordance with WIN 1016, Rev.2 One-Stop Assessment and Certification, OWDC staff recommend approval of the following individuals to serve as the 2025 One-Stop Certification Evaluation Committee for two one-stop comprehensive site certifications:

- Alissa Durkin-OWDC Staff
- Molly Propst-Jefferson Healthcare/OWDC Member
- Elizabeth Court-KEDA/OWDC Member
- Lori Veitenheimer-Career Path Services under One-Stop Operator contract

The Evaluation Committee will conduct application reviews, on-site evaluations, and certification recommendations consistent with OWDC policy, state WorkSource System Policy, and WIOA one-stop certification requirements.

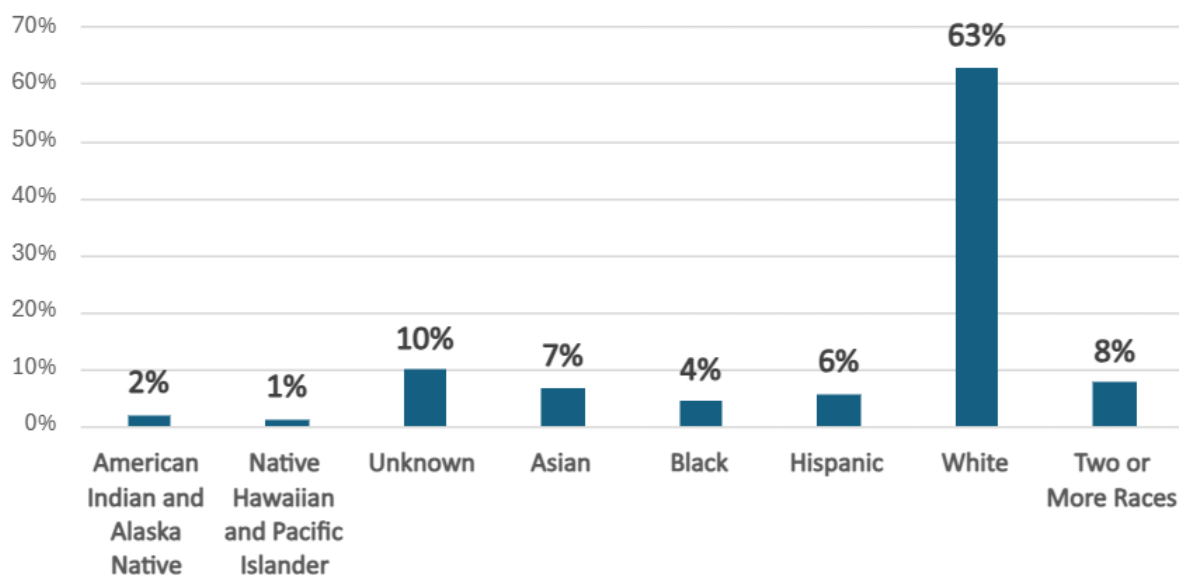
**Olympic Peninsula One Stop Operator Report October – March 2026**  
**Comprehensive Centers – Silverdale and Sequim**  
**WorkSource One Stop Operator: Career Path Services**

### Service Provision and Outreach

The following data was gathered from the Workforce Professionals Center, Workforce Services performance Dashboard for the period of October 1, 2025, through March 31, 2026. **1,525** individuals were captured during this period.

<b>Gender</b>	Male	Female	Unknown
	54%	43%	3%
<b>Disability Status</b>	Disabled	Not Disabled	Unknown
	18%	74%	8%
<b>Justice Involved</b>	Justice Involved	Not Justice Involved	Unknown
	9%	89%	2%
<b>English Proficiency</b>	Not English Proficient	English Proficient	Unknown
	7%	92%	1%
<b>Veteran Status</b>	Veteran	Not A Veteran	Unknown
	16%	83%	1%

### Demographic Data



## Customer flow Tracker

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

The following data was gathered from the Customer Flow Tracker, reporting period of October 1, 2025, through March 31, 2026.

### Peak Service Delivery Day and Time:

	Silverdale, Kitsap County	Sequim, Clallam & Jefferson Counties
Peak Day	Monday	Wednesday
Peak Time	3:00 PM	1:00 PM

### Service Delivery Method:

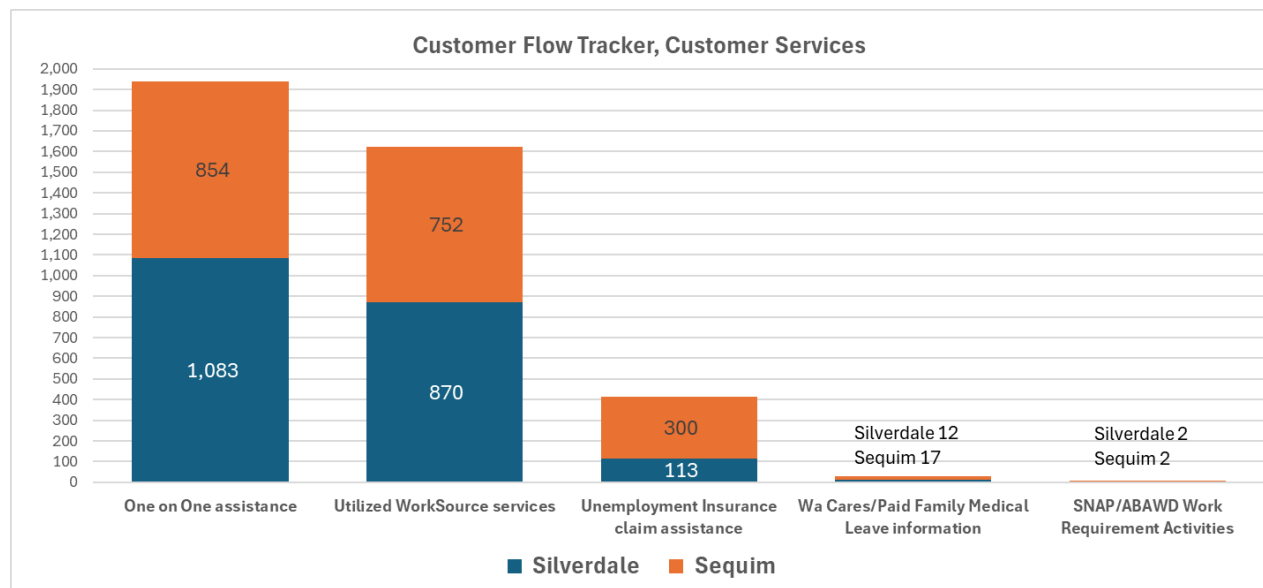
	Silverdale, Kitsap County	Sequim, Clallam & Jefferson Counties
In Person	52%	56%
Video	45%	25%
Telephone	3%	19%

### Employment Status:

	Silverdale, Kitsap County	Sequim, Clallam & Jefferson Counties
Employed	220 / 12%	154 / 13%

### Education Status:

	Silverdale, Kitsap County	Sequim, Clallam & Jefferson Counties
High School Graduate	317 / 16.7%	211 / 17.6%
Non-High School Graduate	53 / 2.8%	58 / 4.8%



## Customer Referrals

**432** customer referrals occurred between October 1, 2025, and March 31, 2026. The following is a breakdown by comprehensive center.

	<b>Silverdale</b>	<b>Sequim</b>
WIOA Orientation	97	10
Another Partners Workshop	53	11
Labor Exchange Team	80	6
WIOA Youth Pathways	11	3
Veteran Services	4	2
DSHS	8	1
DVR	55	11
DSB	2	3
LNI	11	2
Kitsap Community Center	4	0
TANF	3	0
Olympic College	55	0

## Customer Satisfaction

<b>PY 25, October 1, 2025, through March 31, 2026</b>	<b>Silverdale, Kitsap County</b>	<b>Sequim, Clallam and Jefferson Counties</b>
Responses Received	107	27
Job Seeker Responses	98%	89%
Employer Responses	2%	11%
First Time Customer	78%	74%
Returning Customer	22%	26%
Satisfied/Very Satisfied with Staff Friendliness	99%	96%
Satisfied/Very Satisfied with Needs Being Met	96%	96%
Would Recommend WorkSource	99%	96%
Overall Rating (10 being best)	9.3	9.6

## Customer Success Stories

A youth participant at WorkSource Silverdale, supported by DVR, is making strong progress toward a career goal of becoming a Welder despite facing multiple barriers, including transportation challenges, limited education, and low digital literacy skills. Through a coordinated partnership between DVR and Pathways, the customer received comprehensive support, including career guidance, post-secondary planning, education and training services, and intensive tutoring. Financial aid further supported their ability to stay engaged in school. While the customer has not yet entered employment, they are successfully advancing in their education and remain on track toward their occupational goal. This success is largely attributed

to the highly collaborative, “ping-pong” approach between partner organizations, ensuring the participant receives holistic, responsive support. This story highlights the power of strong interagency collaboration in connecting youth to resources, addressing barriers, and setting them on a sustainable path toward career success.

A youth participant served through Pathways to Success in Kitsap and Sequim overcame significant barriers—including transportation, education, and housing instability—to achieve key milestones toward self-sufficiency. With clear goals to complete high school and secure employment to meet basic needs, the participant received a wide range of supports, including career guidance, education and training, resume development, mock interviews, financial assistance, and essential supportive services such as transportation, clothing, and housing support. Additional resources from partners, including DSHS and local food banks, helped stabilize the participant’s living situation. Through this comprehensive and collaborative approach, the participant successfully completed their high school education and secured part-time employment in the Hospitality industry at \$20.00 per hour. Beyond employment, they gained confidence, stability, and a renewed sense of direction. The participant continues to build on this success, working toward long-term career and educational goals, with plans to enroll in post-secondary education in the fall. This story highlights the impact of strong partnerships and holistic support in helping youth overcome barriers and achieve lasting success.

# OWDC Youth Committee

Jeff Allen, *Committee Chair*

## Meeting Agenda

**Date:** Thursday, May 14, 2026 | Time: 9:00 – 9:45 a.m.

**Location:** [ZOOM](#)

### Action Items:


1. Call to Order – 9:00 a.m. and Welcome
2. Approval of Agenda and March 27, 2026, Meeting Minutes (Attachment A)

### Discussion Items:

3. Career Connected Learning Updates
4. WIOA Youth Pathways to Success Updates
5. Pathways to Success Open Doors Program Updates
6. Summer Programming
7. Good of the Order
8. Adjourn

### Next Meeting:

Thursday, July 9, 2026



## OWDC YOUTH COMMITTEE SUMMARY

March 27, 2026

Attendees: Brent Bellamy, Jake Carter, Emily Gerber, Julie Cook, Jamila Larson, Kareen Borders, Jeff Allen, Emily Manson

### Meeting Approval

The agenda and previous meeting minutes were reviewed and approved.

Introductions: Brent Bellamy, Community Works (Port Hadlock), Jake Carter, Kitsap Habitat, Julie Cook, OESD114 Open Doors reengagement program and Emily Gerber, Gerber Business Solutions.

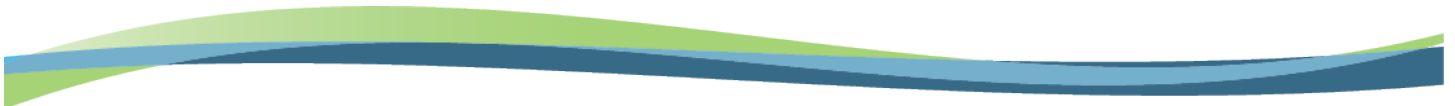
### Pathways Update:

1. Co-Enrollments & Work Experiences
  - a. Co-enrollments continue to go well across both WorkSource offices.
  - b. Several youths are participating in Adult WIOA programs.
  - c. Two youth are currently active in work experience with Business Services (Frank), with two additional placements in process.
2. Employment & Skill Development
  - a. Young adult employment opportunities remain limited.
  - b. The program is increasing access to industry-recognized certifications and work experiences to strengthen employment pathways.
  - c. This quarter included support with financial literacy and tax filing.
3. Open Doors Partnership
  - a. The Open Doors site continues to serve as a connection point to WorkSource services.
  - b. A team member is onsite providing career readiness support and referrals.
  - c. All students are oriented to the WorkSource system and assisted with SAW account registration.
  - d. The team developed a career readiness series for the Open Doors students, recognized at the state level, and is now creating a college readiness series to support students' transition from GED completion to career pathways.

### General Updates

Open Doors: Julie Cook introduction and celebration of over 100 youth engaging with the GED programing. Preparing for the first graduating class.

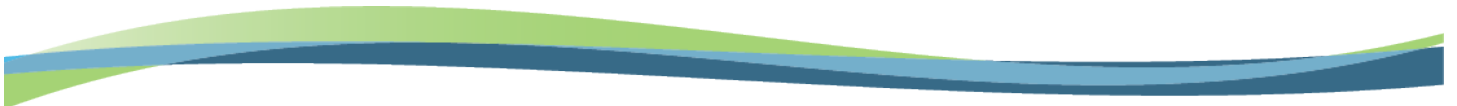
Community Works: Brent Bellamy, the Community Boat project is expanding its scope and has re-branded as Community Works. They would like to partner with other agencies to incorporate a Youth Build program in the area.



Habitat for Humanity: Jake Carter, their project, is interested in partnering with Community Works and OESD as well as Tessera to bring Youth Build to the area. They are also interested in hosting a summer project and engaging young adults in the trades.

STEM: Kareen Borders, through career-connected learning programs the project has been able to provide several events, expanding STEM pathways, increasing postsecondary readiness and connections.

Adjourn





## Strategic Workforce Development Coalition

Chair – *Megan Mason-Todd, Tessera*

Co-Chair – *Bill Martin, Tessera*

### COUNCIL MEMBERS

Alex Lewis, *North Olympic Healthcare Network*

Chuck Moe, *NW Laborers*

Cordi Fitzpatrick, *Security Services NW*

Danny Steiger, *Lumber Trades, Inc.*

David Balid – *Team Jefferson EDC*

Elizabeth Court, *Kitsap Economic Development Alliance*

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

Jessica Bar, *Employment Security Department*

Marilyn Hoppen, *Kitsap Bank*

Megan Mason-Todd, *Tessera*

Monica Blackwood, *West Sound Workforce*

Nicole Brickman, *YMCA*

Michael Refuerzo, *Booz Allen*

### CONTRIBUTING MEMBERS

Danessa Gray, *Olympic College*

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

Jeff Allen, *Olympic Educational Service District #114*

Kristal Thomas, *Express Employment Professionals*

Marty Reep, *Navy Lab Keyport*

Mike Robinson, *Employment Security Dept.*

Wendy Fox, *Olympic College*

### STAFF

Bill Dowling

Alissa Durkin

Luci Bench

David Herrick

## Meeting Agenda

**DATE:** Friday, April 17<sup>th</sup>, 2026

**TIME:** 9:00 a.m. – 10:30 a.m.

**LOCATION:** Virtual via Teams

### ACTION ITEMS:

1. Welcome and Call to Order – 9:00 a.m.
2. Approval of February 20, 2026, minutes (Att. 2, pgs. 2)

### DISCUSSION ITEM:

3. Non-Apparent May Employer Event (Att. 3, pg. 3)
4. Economic Overview
  - a. [Clallam County](#)
  - b. [Jefferson County](#)
  - c. [Kitsap County](#)
5. Good of the Order
6. OWDC 2026 Calendar (Att. 6, pg. 4)
7. [Public Comment](#) – Submit by 12pm the day prior to the meeting via online form: <https://www.cognitofrms.com/kitsapcounty1/owdcpubliccomment>
8. Adjourn

**Next Meeting:** Friday, June 19<sup>th</sup>, 2026



## Strategic Workforce Development Coalition

Meeting Minutes  
February 20, 2026

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

### ACTION ITEMS

1. Call to Order 9:02am
2. Approval of February 20 meeting agenda. **MOTION:** Gina Lindal moved to approve meeting notes as presented. Danny Steigler seconded the motion. **Motion carried unanimously.**
3. Approval of December 19<sup>th</sup> meeting minutes. **MOTION:** Danny Steigler moved to approve meeting notes as presented. Elizabeth Court seconded the motion. **Motion carried unanimously.**

### DISCUSSION ITEMS:

4. Non-Apparent Disabilities – Amanda Bird and Sarah Beth Collins: presentation with links to resources attached.
5. Coalition member 2026 Strategic Plans
  - Members shared work with Easter Seal on Work-Experiences at the Boys and Girls Club, reasonable accommodations, culture committees, digital access. Small businesses with ad hoc HR departments struggle with resources.
6. Good of the Order
  - Kudos to David Herrick
7. Calendar:
  - Joint OWDC and OCB meeting March 27<sup>th</sup> in person only at Northwest Laborers - Employers Training Trust (27055 Ohio Ave NE, Kingston, WA 98346)
8. Public Comment: none.

**Adjourn:** 10:07 am

**Next meeting:** April 17<sup>th</sup> – Hybrid, join us virtually via Teams or in-person at WorkSource Clallam.

# INVISIBLE DISABILITIES *Panel Event*

Attachment 8

**FREE!**

Hear from employers and employees about their journey with non-apparent disabilities.

## Featured Panelists:

- ✓ Easter Seals
- ✓ Holly Ridge
- ✓ And more!



Tuesday, May 12, 2026



Time: 9:00 AM - 12:00 PM



WorkSource Kitsap  
3120 NW Randall Way  
Silverdale, WA 98383



Register Here

[https://www.cognitofrms.com/  
KitsapCounty1/SWDCoalitionEv  
entRegistration](https://www.cognitofrms.com/KitsapCounty1/SWDCoalitionEventRegistration)



The Olympic Consortium and WorkSource are equal opportunity employers/programs. Auxiliary aids and services are available upon request to individuals with disabilities. Washington Relay Service 711. This project is made possible by the support and funding from the OWDC's Commerce Reinvestment Plan grant. For more detailed information: <https://www.kitsap.gov/hs/pages/OWDC-Contracts.aspx>.



Bill Dowling, *Director* | Alissa Durkin, *Program Supervisor*Luci Bench, *Program Analyst* | David Herrick, *Workforce Grant Analyst*

## Olympic Workforce Development Council

Monica Blackwood, *Council Chair* | Danny Steiger, *Council Vice Chair*

### Public Comment Summary

**Date Received:** Friday, May 8, 2026**Submitted By:** Sarah Huling, Triple S Consultants, LLC**Method of Submission:** Email via Cognito Form

#### **Summary of Comment**

A public comment was submitted requesting greater transparency and more detailed geographic reporting related to workforce development services in Clallam County's West End communities. The commenter asked for information on participant service levels, employer engagement, youth pathway access, rural and Tribal outreach strategies, and whether zip-code level reporting is feasible.

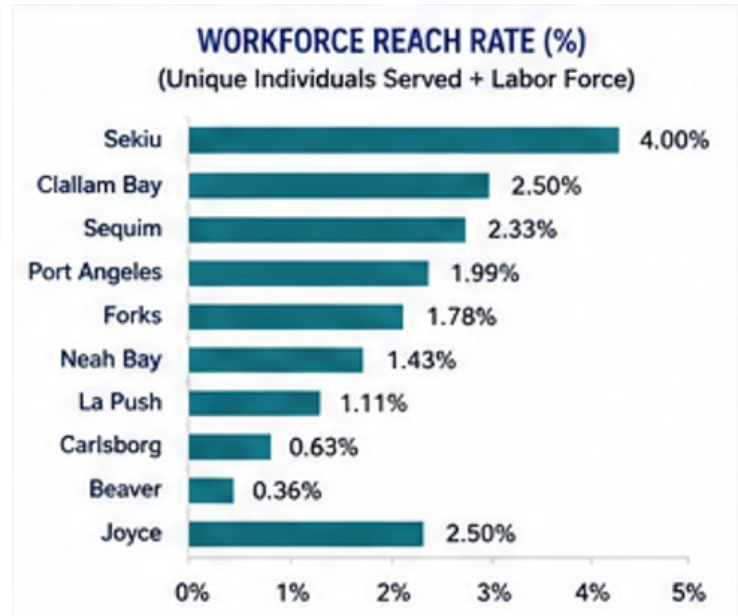
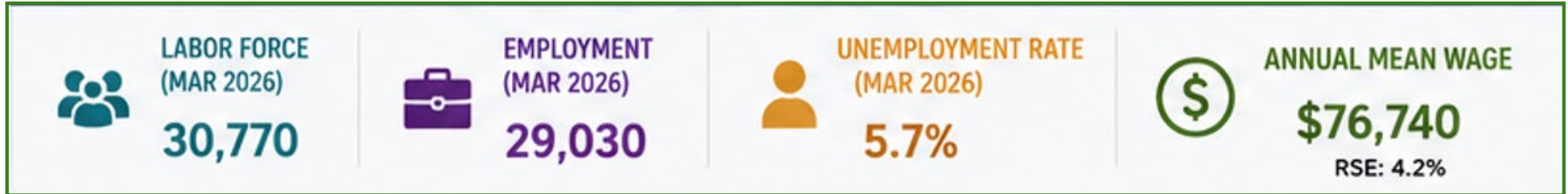
#### **OWDC Staff Response**

Staff have compiled available data related to Clallam County's West End participant residency and service utilization and reviewed the feasibility of zip-code level reporting within current data systems, including any limitations related to subcounty-level data disaggregation.

#### **OWDC Considerations**

Council members may wish to discuss rural outreach strategies, geographic equity in service delivery, and broader regional workforce engagement practices.

# Clallam County





# Clallam County

## Business Services and Engagement

### 2026 HIGHLIGHTS



#### 19 OUTREACH ACTIVITIES

Includes meetings, presentations, job fairs, participant support, and employer engagement.



#### 6 EMPLOYER / PARTNER ENGAGEMENTS

- Field Hall Event Center
- Peninsula College
- OMI Roofing & Gutter
- Homelinstead
- HUMAN
- Sequim Chamber



#### 6+ WIOA PARTICIPANT ENGAGEMENTS

Including internship discussions, placement assistance, CVC updates, and WEX participation.



#### 4 WEX INTERNSHIP STARTS

- City of Sequim (2 interns)
- C'est Si Bon Event Center (2 interns)



#### 3 CRP GRANT RECIPIENT SUPPORT ACTIVITIES

- Liggins Landscaping
- OMI Roofing & Gutter Cleaning
- HUMAN



# 2026

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

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