



OLYMPIC WORKFORCE DEVELOPMENT COUNCIL Serving Clallam, Jefferson, and Kitsap Counties

COUNCIL MEETING

Tuesday, February 11, 2020
10:00 a.m. – 1:30 p.m.
The Point Hotel, 7989 NE Salish Ln, Kingston, WA

EXECUTIVE COMMITTEE

CHAIR
FELIX VICINO, Human Resources Mgr.
Port Townsend Paper Corporation

VICE CHAIR, MARILYN HOPPEN, SVP Human
Resources, Kitsap Bank

JESSICA BARR, Regional Director Washington
State Employment Security Dept.

MONICA BLACKWOOD, President
WestSound Workforce

ROBIN HAKE, HR Director
City of Port Townsend

DAVID MCMAHAN, Vice President
Olympic Labor Council

JOHN POWERS, Executive Director
Kitsap Economic Development Alliance

COUNCIL MEMBERS

NICOLE BRICKMAN, HR Manager
Skookum Contract Services

JEFF CARTWRIGHT, Director HR [Ex Officio]
Kitsap Transit

Dr. MARTY CAVALLUZZI, President
Olympic College

RANDY COLSON, Manager
General Dynamics

ASCHLEE DRESCHER, Human Resources [Ex Officio]
The Veterans Administration

GREG DRONKERT, President
Pacific Mobility Group, Inc.

KEVIN GALLACCI, General Systems Manager
Clallam Transit Systems

MICHELL GRAFF, Kitsap Community Resources
Employment & Training Division Director

JULIE HATCH, Branch Manager
Sound Community Bank

SARA HATFIELD, CTE Director
South Kitsap School District

NEAL HOLM, IBEW Local 46
Electrician and membership Development

BRIAN KUH, Deputy Director [Ex Officio]
Team Jefferson

HEIDI LAMPRECHT, Co-Founder
Paella House

GINA LINDAL, Administrator
CSO, DSHS

GREG LYNCH, Superintendent
Olympic Edu. Service Dist. #114

COLLEEN MCALEER, Director
Clallam Economic Development Corp.

CHUCK MOE, Field Representative
Laborers Local 252

MELISA PIPPEN, Jamestown S'Klallam Tribe
Higher Education and Professional Development
Coordinator

ANNA REYES POTTS, General Manager
TMF Inc.

LEANNE RAINES, Supervisor
Dept. of Vocational Rehabilitation

JEFF RANDAL, Board of Commissioners
Jefferson County Public Utility District

LUKE ROBINS, PhD, President
Peninsula College

DANNY STEIGER, CEO
Angles Mill Works and Lumber Traders

MATT WHEELUS, Chief Operating Officer
Harrison Hospital

Committee Meetings 9:00 a.m. to 9:50 a.m. - Lunch served at 11:30 a.m.

AGENDA

Action Items

1. Call to Order – 10:00 a.m. and Welcome
2. Approval of Agenda
3. Approval of Meeting Minutes from Nov 12, 2019 (Attachment 3.a) pg. 2
4. 5-year Plan Procedure

Discussion Items

5. Sector Spotlight: Wooden Boat School (Attachment 5.a) pg. 6
6. Sector Spotlight: Regional Aviation Baseline Study
7. ESD Monitoring, RFP Process
8. Federal Update
9. Career Connect Washington, Intermediary Grant, Regional Grant
10. Future of Work – Keyport, WSOS, and Electric Cars
11. Networking Activity
12. EO Updates / EO FOCUS

Luncheon

13. Executive Committee Report – 12:15 p.m. (Attachment 13.a) pg. 14
14. Economic Development and Business Committee Report – 12:30 p.m.
(Attachment 14.a-b) pg. 17
15. Youth Committee Report (Including YouthBuild) – 12:45 p.m. (Att. 15. a-b. pg. 21)
16. Operations Committee Report – 1:00 p.m. (Attachment 16. a, b, e, g, i) pg. 25
17. Calendar (Attachment 17.a) pg.39
18. Roster (Handout)
19. Good of the Order and Adjourn – 1:30 p.m.

Next Meeting: May 12, 2020, Sequim

**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)
MINUTES
November 12, 2019**

1. CALL TO ORDER

The Olympic Workforce Development Council (OWDC) meeting was held at The Kiana Lodge in Poulsbo, WA on November 12, 2019. Felix Vicino called the meeting to order at 10:00 a.m.

2. APPROVAL OF AGENDA

Motion: Julie Hatch moved to approve the agenda as presented. Marilyn Hoppen seconded the motion.
Motion carried unanimously.

3. MINUTES September 10, 2019

Motion: Chuck Moe moved to approve the agenda as presented. Julie Hatch seconded the motion.
Motion carried unanimously.

4. Welcome New OWDC Members

5. Voting, Vice Chair

- a. Ballots were handed out and collected
- b. Votes tallied, winner announced at the meeting's end

6. New Policy Overview

- a. Item was tabled from the last meeting, no additional changes
- b. Committee vote

Motion: Julie Hatch moved to recommend New Policy changes be forwarded to the Olympic Consortium Board for final approval. Marilyn Hoppen seconded the motion. Motion carried unanimously.

DISCUSSION ITEMS

- 7. The Future of Work** – Alissa Durkin presented on 2018 Washington Legislature approved funding for Future to Work. Results were; creation of 5 policies and 14 recommendations this draft will be presented to the state legislators on December 1st, 2019.
- 8. Washington Opportunity Scholarship** – New Technical Degree Scholarship
Kareen Borders gave a recap on the traditional 4-year degree designed for STEM degrees and Career Pathways. In the works is a new 2-year degree scholarship. More information to come.

9. EO Updates-Elizabeth Court gave a recap on the letter ESD on Monitoring
10. Northwest Center for Occupational Health and Safety – Kate Durand, Continuing Education Coordinator, presented on The University of Washington’s Environmental Health Sciences, three Education Training Centers. The purpose of each center is to conduct regional training in Oregon, Washington, Idaho and Alaska.
 - a. OSHA – 40 centers across the country
 - b. Focus on worker health and safety standards for construction, general industry, fall protection, electricians, hazardous materials and confined entry space
 - c. Offer 7 total safety and health certificates from entry level to leadership
 - d. To-date 780 certificates have been issued
 - e. 5-6 courses, taking 3 years to complete but certificates do not expire
 - f. Northwest Center for Occupational Health Safety, 2nd center offers health and safety for Health Care Professionals
 - g. University of Washington 3rd center focuses on Emergency Responders
 - h. Special Projects in addition include focus on Agriculture biosafety and Radiation safety to name a few
11. Retirement Marketplace – Tracy Gunter explained the program offered by the Department of Commerce for private retirement plans.
 - a. Low fees to individuals
 - b. Accounts are portable
 - c. Employer and individual based
 - d. Stop or resume at any time
 - e. <https://dfi.wa.gov/small-business-retirement-marketplace>
12. Service to Veterans – Aschlee Drescher, Carrie Cook and Linda Reese from WDVA presented on housing resources.
 - a. Transitional housing for vets 20-bed bridge program with short stays and rapid connections to permanent housing
 - b. 40-bed intensive service on grant per-diem for up to 24 month stay with intensive case management included
 - c. Community Service Centers assist with VA disabilities claims and connection to other resources
 - d. Retsil -Port Orchard location has 60 beds including 240 long-term skilled nursing beds where the veteran retains their benefits and they are not used towards the stay
 - e. Tacoma has 40-beds
- 12.b Yes Vets Award for AEROTEK – Jessica Barr presented the award on behalf of the Employment Security Department and their partners. The annual YES VETS award is presented to a company that hires, recruits and maintains veterans as a part of their workforce. This year AEROTEK employed 137 veterans.

- 13. Executive Committee Report – Elizabeth Court gave a recap on the October 8, 2019 meeting.**
 - a. Nominations for the Vice Chair were discussed
 - b. Planned the OWDC meeting
 - c. Military Spouses work continues with leadership from Luci Bench
 - d. Occupational Safety
 - e. EO Monitor's Visit
 - f. Sector Work
 - g. DBR – Staff changes including Jim McKenna's retirement
 - h. Office moves updates
 - i. Reviewed Quarterly Data

- 14. Economic Development Business Committee Report**
 - a. Mike Robinson gave the recap.
 - b. Last quarter updates; 532 events were held at multiple locations
 - c. Support continues; Patrice with McKinley Paper in Port Townsend, Hildo with the Navy, Military Spouses-Fleet and Family Services Center offers concentrated efforts
 - d. Contact Mike for the link if employers are interested in hiring military spouses and want access to resources
 - e. In closing, Mike encouraged businesses to reach out to CTE as they develop curriculum

- 15. Youth Committee – Jeff Allen discussed Career Connect Washington initiative and how the news about the program will continue to grow with the work to change the trajectory of career pathways for youth.**
 - a. Two goals
 1. By 2030 100% of students will have been exposed to career awareness
 2. By 2030 60% of students will be employed in work-based employment
 - b. Two grants will assist;
 1. Regional Network Grant through the West Sound STEM
 2. Program Intermediaries through Olympic Service district for construction and maritime
 - c. Pathways to Success – corrective action plan for underspending was a direct result of adjusting for another grant
 - d. August 6, 2019 Youth Build applied for a continuation grant from the Department of Labor and they are anxiously waiting results

- 16. Operations Committee Report – Ross G. shared the recap.**
 - a. Military Spouses, Listening Event held by the ESD and WA Department of Veteran Affairs for purposes to hear what the needs are. Consensus was on having portable certificates and child care
 - b. High School outreach continues
 - c. Outreach and support for Justice populations
 - d. Tribal Outreach Coordinator was hired
 - e. WIOA numbers were reviewed
 - f. DSHS' program Able Body Workers with Barriers

17. Calendar

18. Roster

19. Good of the Order

- a. Anna Reyes Potts – announced the intent for Keta to offer a scholarship in 2020 for high school student, veteran or dislocated worker for a STEM career. More to be announced.
- b. Jeff Randall – New member announced the efforts by the utility world to connect with students in order to bring awareness to these high paying jobs. The utility world is starving for employees.

NEXT MEETING

The next council meeting is scheduled for Tuesday, February 11, 2019

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 12:35 p.m.

HULL RAISER

2019

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No hands on deck: Shipwright Chris Conrardy packs it in at the end of another long day. Perpetual Boatworks, Port Townsend, Washington. GARRETT GROVE © 2019 Patagonia, Inc.

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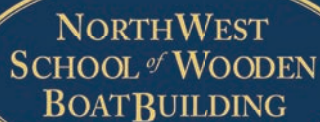
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CONTENTS



NORTHWEST
SCHOOL of WOODEN
BOATBUILDING



WELCOME TO HULL RAISER, a magazine that showcases the craftsmanship of students in our traditional and contemporary wooden boatbuilding and marine systems programs.

Congratulations to the graduates of our inaugural Marine Systems program! Their full throttle engagement helped us shape the program and add value for every class that will follow. Check out their story in this issue of Hull Raiser.

See the projects that students learned from by building, including Clean Bay, a 26-foot electric-solar work boat, and Bob's Boat, a lapstrake double-ender modeled on Havhesten, the beautiful Scandinavian sailing sjeke (skiff) owned by Sean and Inger Rankins, who operate Northwest Sails & Canvas from a shop on the Boat School campus.

Travel to Tasmania where our alum ambassadors showed amazing craftsmanship, teamwork, and project management while building a traditional Haven 12½ sailboat at the Australian Wooden Boat Festival.

Please stop by our Port Hadlock Heritage Campus for a firsthand look at what's new. In the meantime, stay connected!



*Betsy Davis, Executive Director
betsy@nswsb.edu*

The Northwest School of Wooden Boatbuilding is a private not-for-profit 501(c)3 educational institution. Our mission is to teach and preserve traditional and contemporary wooden boatbuilding skills while developing the individual as a craftsman.

www.nswsb.edu

This issue of Hull Raiser was produced by Executive Director Betsy Davis, Managing Editor Christa Ayer, Writer Molly Tyson, Communications & Development Manager Christina Ruben, and Reporter Sandy Gerber. Thank you also to our many volunteer photographers.

*Hull Raiser is published by Philips Publishing Group.
www.philipspublishing.com.*



When Can You Start?

Hear from students in the Boat School's first Marine Systems class on the benefits of competency-based, hands-on training.



Clean Bay

See how the Boat School is collaborating with local experts on design, construction, and operation of a zero-emissions work boat.



Beyond the Classroom

Travel to Tasmania, where Boat School alums stretched their skills on a challenging build and discovered a sister city of wooden boatbuilders.

6

Shop Talk

See what's taking shape in the shop, from a sleek wherry prototype to a rugged work skiff designed for the waters of Puget Sound.

Plus:

- 7 Commissions with Character
- 10 The Mavericks of Marine Systems
- 14 Prothero Interns
- 16 What's New on Water Street
- 18 Alumni Spotlight

On the cover: During the May 2019 Admissions Open House, prospective student Adam Shea works alongside current students to lay out and drill fastener holes on a Sid Skiff.

Stay Connected

Keep in touch to find out about news, upcoming events, and boats under construction at the Northwest School of Wooden Boatbuilding.

Website

nswsb.edu

E-Newsletters

nswsb.edu/contact/enews

Boats for sale

nswsb.edu/allboatsforsale

Facebook

facebook.com/NWBoatSchool or search for "nswsb"

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Youtube

www.youtube.com/NWBOATSCHOOL

42 N. Water Street, Port Hadlock, WA 98339 • info@nswsb.edu • (360) 385-4948



CLEAN BAY

Building a Zero-Emissions Work Boat

THE NORTHWEST SCHOOL OF WOODEN BOATBUILDING has embarked on a project to build *Clean Bay*, a 26-foot electric-solar work boat that will provide free pump-outs, initially to boats in Port Ludlow Bay.

Naval architect Tim Nolan met with project leads at the Boat School in October 2018 to discuss and sketch out design goals and priorities for the project. For example, it had to accommodate a 500-gallon holding tank, easily navigate between boats in a marina to reach their holding tanks, and operate well empty and full. “We also had a mandate that the boat look really good and be built with a variety of construction techniques,” says instructor Bruce Blatchley.

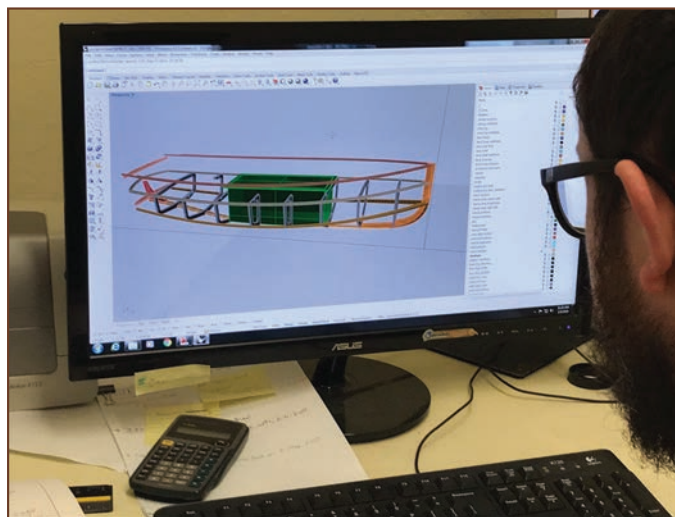
Clean Bay was an ideal teaching project for the students in the Contemporary Boatbuilding program because it gave them experience with cold-molded construction, vacuum infusion, and foam core construction, as well as some traditional joinery on the pilot house. Turnpoint

Design, based in Port Townsend, used CNC technology to cut permanent frames. The transom and hull are built from red cedar strip planking with two diagonal layers of vacuum-bagged khaya veneer. Plywood and foam core were used on the pilot house.

The project is also a good opportunity for the students in the 6-month Marine Systems program to install a variety of cutting-edge marine technologies. Students are performing load calculations for propulsion, energy storage, and sizing of

solar modules, which will all meet the goal of zero-emission systems.

“When I think of zero emissions, I can’t help but think of all the metals that are being dumped into our marinas and waterways as we try to prevent corrosion on boats,” says NWSWB Marine Systems Lead Instructor Kevin Ritz. “Sacrificial anodes, commonly referred to as ‘zincs’, release aluminum, cadmium, copper, lead, and other metals, to prevent corrosion of the



Tim Nolan's local marine architecture firm designed Clean Bay.

◀ Student Tyler Johnson coats frames with epoxy in preparation to install the okume marine plywood deck.

vessel's underwater metals. We need to consider this as part of the zero emissions in the form of Impressed Current Cathodic Protection which puts zero metals into our environment."

The idea of a boat carrying an environmental message that functions for its cause and that is constructed and operated using cutting edge sustainable technology inspired Jim Ward and Alice Anda of the Institute for Law and Systems Research to provide a leadership donation of \$100,000 to get the project underway. The Boat School also received a grant of \$7,500 from the Bonnell Cove Foundation because of the project's impact on environmental protection. Agencies lending their support to the project include Washington State's Maritime Blue initiative, Washington Sea Grant, and the Board of Commissioners of Jefferson County.

"Pump-out boats typically have names such as *Down-Winder*, *Headhunter*, and *Captain's Log*, which are funny, but the boat we imagine will exemplify not what it does, but the impact it will have on environmental quality," says Anda. "Our hope is that *Clean Bay* will serve as an exemplary prototype for zero-emission work boats and open up the conversation to a multitude of topics that underlie environmental stewardship."

"Our hope is that *Clean Bay* will serve as an exemplary prototype for zero-emission work boats and open up the conversation to a multitude of topics that underlie environmental stewardship."

— Alice Anda,
Institute for Law and Systems Research

"This project is exciting at so many levels," says NWSWB Executive Director Betsy Davis. "It aligns with Boat School goals of teaching craftsmanship and preparing students for work as boatbuilders and marine technicians. It aligns with the state-wide Maritime Blue initiative by modeling effective use of zero-emission systems for work boats. And it's an opportunity to

collaborate with local experts on design, material sourcing, engineering, and operation." ■



LEFT: *Clean Bay* ready for installation of the laminated inwhales. **TOP RIGHT:** Student Jesse Antes sands the keel in preparation for taping the keel and fiberglassing the hull. **BOTTOM RIGHT:** Students Joel Leavitt, Tyler Johnson, and Jesse Antes prepare to vacuum bag the first layer of 1/8" khaya veneer on the transom.

Shop Talk

NWSWB Students Take on New Challenges



Student Kendra (K) Woolfe works on fitting the white oak breast hook on the Port Hadlock Work Skiff.



MIDDLE: Contemporary student Tyler Johnson coats the wherry hull with epoxy prior to deck installation.

BOTTOM: Instructor Leland Gibson (left) and student Joel Arrington (right) undertook the challenge of the Seventy48 race (70 miles in 48 hours) in the prototype wherry. They had an impressive run coming in 13th out of 117 teams!

Port Hadlock Work Skiff

Students in the Traditional Boatbuilding class worked with instructor Jody Boyle to build version 3.0 of the Port Hadlock Work Skiff. Drawing inspiration from a familiar work skiff on Martha's Vineyard, Jody adapted the design for local waters. This rugged 18' skiff will hold up to a 45 hp outboard engine on its 2" thick oak transom and is rated for 4-5 passengers.

Students worked with native species of wood, including oak for the frames and transom, Alaskan yellow cedar for the cross-planked bottom and sole, and red cedar for the topside planking. This sturdy boat is perfect for crabbing and island hopping the waters of the Puget Sound.

Double Rowing Wherry

Students in the Contemporary Boatbuilding class built a wherry prototype designed by Brandon Davis, owner of Turnpoint Design, a Port Townsend-based business that specializes in 5-axis CNC cutting of molds, tooling, and parts for composite applications.

Davis, who serves on the Boat School's Program Advisory Committee, wants the kids of Port Townsend to enjoy on-the-water adventure as much as he does. With that in mind, he collaborated with NWSWB to design and build a wherry prototype, the first in a fleet of sliding-seat doubles planned for the local rowing club.

Students in the Contemporary Boatbuilding class at NWSWB built the prototype from plywood cut on Turnpoint CNC machines. "Future wherries in the fleet will be done totally in composite — out of fiberglass or carbon fiber — using the resin infusion process we are integrating into our program," explains Contemporary Boatbuilding Instructor Bruce Blatchley.

In the ultimate sea trial, Contemporary Boatbuilding student Joel Arrington and NWSWB Instructor Leland Gibson raced the wherry in the 2nd Annual Seventy48, a seventy mile race of human-powered watercraft from Tacoma to Port Townsend. Out of 117 teams registered, Team NWSWB finished 13th. "I have never been part of anything that was so mentally and physically challenging," says Joel. "Seventy miles of unpredictable winds and currents, many of which were navigated through darkness and thick fog, couldn't slow us down. It was a privilege representing NWSWB and I look forward to the next adventure!"

Sales of student-built boats help support the school's educational programs. If you're interested in commissioning a boat or buying one that has already been built, contact Chief Instructor Sean Koomen (sean@nwswb.edu).

Alumni Spotlight



Josh Tolkan

Class of 2017

Artisan in Development

North House Folk School, Grand Marais, Minnesota

www.northhouse.org

www.manywatersboats.com

Josh learned to paddle and sail at a summer camp on Lake Michigan. He went on to start a sailing club while attending Carleton College, sail the collegiate racing circuit, and spend a SEA Semester (study abroad program) on the tall ship/research vessel SSV Corwith Cramer. Following Boat School he launched Many Waters Boatworks and Carpentry to serve recreational boaters in the Midwest and recently became Artisan in Development at the North House Folk School, where he teaches boatbuilding and woodworking classes and “gets to spend two years on the beautiful north shore of Lake Superior designing and building boats.”



Zachary Howorth

Class of 2017

Shipwright Apprentice

Chesapeake Bay Maritime Museum, St. Michaels, Maryland

www.cbmm.org

Zachary credits his father with teaching him an early appreciation for surfing, boats, and building things — from tree forts to skateboards. After college, Zachary spent two years in the Montana Conservation Corps in some of the wildest places in the lower 48 and received an education award he used to attend NWSWB. “Boat School taught me patience, helped me build my technical woodworking skills, and brought my confidence to an all-time high,” says Zachary. It also alerted him to a job opening for a Shipwright Apprentice at the Chesapeake Bay Maritime Museum, where he has worked since December 2017.



Edwin Slack

Class of 2002

Owner

W.C. Handyman, Vancouver, Washington

www.lignifystudios.com

Edwin came to Boat School after seven years as a missionary in West Africa. Today he balances his time between residential construction for his own company, WC Handyman, (a name inspired by the John Lennon song *Working Class Hero*) and wood sculpting. “Boat School taught me a whole new level of carpentry and gave me a deep appreciation for good tools, boatbuilding, and the inherent beauty in boats. The deeper reward I gained was an appreciation for craftsmanship. The teachers and students inspired me to see the potential of what our human hands and minds can do with a sharp chisel and beautiful wood.”

Stay in Touch

We love hearing how Boat School graduates are using their skills. Please send tips for the next edition of Alumni Spotlight to Mark Paxton (mark.paxton@nwswb.edu).

See more updates about Boat School alums on our website: nwswb.edu



Melanya Nordstrom

Class of 2009

Finisher

PT Shipwrights Co-op, Port Townsend, Washington

www.ptshipwrights.com

It was the wood shop at Chimacum High School that introduced Melanya to the marine trades. Today she’s a finisher at Port Townsend Shipwrights Co-op — painting, varnishing, and metal polishing everything from sailboats and cruisers to fishing and work boats. “Without the marine trades and our working waterfront, I wouldn’t have been able to get the training, earn the wages, and contribute to the community I grew up in.” What she remembers best about Boat School is the positive atmosphere. “People really wanted to be there; they wanted to learn. There was a lot of laughter as we struggled to master new skills.”



Eric Schow

Class of 2018

Boatbuilder

Haven Boatworks, Port Townsend, Washington

www.havenboatworks.com

Photojournalist and former NWSWB board member Elizabeth Becker was shooting photos of the 105-year-old, 133-foot gaff-rigged schooner *Adventress* during the historic ship’s restoration, when she noticed a familiar face at the ship saw. It was Eric Schow, class of 2018, who had graduated from Boat School on a Friday in September and started work at Haven Boatworks the following Monday. “I feel very lucky to have this opportunity,” says Eric. “There aren’t a lot of boats in the country or the world going through this level of restoration. Port Townsend is a mecca for boatbuilding. Going to Boat School was a great decision.”



Justin Victoria

Class of 2017

Boatbuilder

Rogue Built, Queens, New York

www.roguebuilt.co

After graduation, Justin began working as a boatbuilder at First Light Boatworks, a yard established by the Pease Brothers in the 1930s to build, restore, and service wooden boats on the Mill Pond in Chatham’s Old Village, Cape Cod. “Being around super talented beings every day is the most rewarding feeling I’ve ever had,” says Justin. “I could never have experienced this without the support and knowledge the staff at NWSWB passed on to us.” From his first boatbuilding job, Justin spent a year working at Wooden Boatworks in Greenport, New York. Now he’s expanding his skills in interior house cabinetry and furniture making at Rogue Built.



David Erickson

Class of 2000

Retail Lumber Sales

Edensaw Woods, Port Townsend, Washington

www.edensaw.com

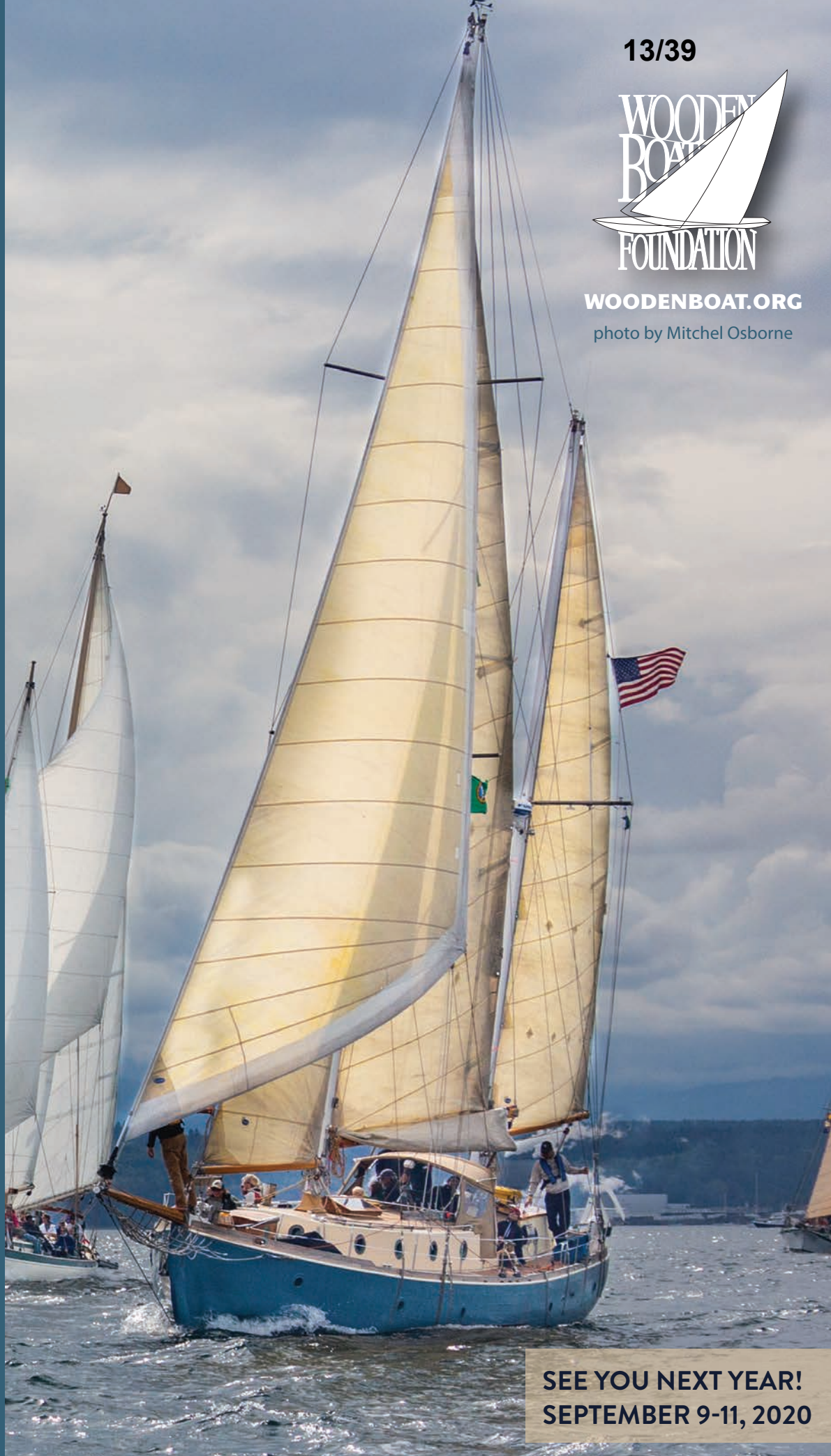
Prior to Boat School, David was task manager for ground-based remote-access robotic observatories at NASA’s jet propulsion lab. These days you can find him in retail lumber sales at Edensaw, where he “gets to connect with people and enjoy the beauty of wood.” He also has a 300-square-foot studio/shop where he has built a few skin-on-frame kayaks and crafts ranging from jewelry to furniture. The high point of his time at NWSWB: Jeff Hammond’s lectures on perfecting the craft.

BEAUTIFUL BOATS | DEMOS | LOCAL FOOD | GREAT MUSIC | ON-THE-WATER FUN | SPEAKERS | KIDS' ACTIVITIES

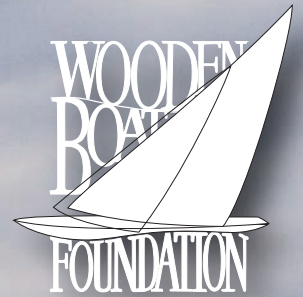
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6TH TO 8TH
2019

WOODEN BOAT FESTIVAL

PORT TOWNSEND, WASHINGTON



13/39



WOODENBOAT.ORG

photo by Mitchel Osborne

SEE YOU NEXT YEAR!
SEPTEMBER 9-11, 2020

**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)
EXECUTIVE COMMITTEE SUMMARY
October 8, 2019**

ATTENDANCE: Felix Vicino, Jessica Barr, Aschlee Drescher (call in), Robin Hake,
Dave McMahan
Staff: Doug Washburn, Elizabeth Court, Alissa Durkin

The Olympic Workforce Development Council's (OWDC) Executive Committee meeting was held on Tuesday, October 8, 2019 at the Jefferson County Commissioners Conference Room.

APPROVAL OF SUMMARY

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

ACTION: Jessica Barr moved to approve the Agenda as presented. Motion was seconded by Robin Hake. Motion carried unanimously.

The Executive Committee's Meeting Minutes were corrected to add Robin Hake to the July 9, 2019 attendance and then approved as follows:

ACTION: Jessica Barr moved to approve the July 9, 2019 Executive Committee Minutes. Motion was seconded by Robin Hake. Motion carried unanimously.

ACTION

Nomination Committee for New Vice Chair

Marilyn Hoppen was nominated (business with the most votes). The Nomination Committee made up of Felix Vicino, Jessica Barr, Aschlee Drescher and Dave McMahan nominated Marilyn Hoppen for Vice Chair. A formal vote will be held by ballot on November 12, 2019 at the OWDC Meeting. The ballot will have a space for write in candidates as well.

November 12th OWDC Meeting Agenda Items

The Executive Committee discussed the November 12th OWDC meeting and discussed the following items to include on the agenda.

- Elizabeth will bring flags
- Yes! Vets- Adrian (LVER) has identified Aerotek as recipient of Hire a Vet award for YESVETS. Looking into presenting Mike H an award and a plaque for Adrian.

- Military Spouses-Discussing the barriers for military spouses. Reaching out to Britt Feldman from Fleet and Family.
- Handouts regarding recent news of veterans suicide rate increasing. Male veterans coming forward with claims of sexual assault in 60's and 70's.
- Jamestown S'kallam Tribe Treatment Center and the controversy it's causing within the community.
- Jill Tepe, Continuing Education Program Manger for Department of Environmental and Occupational Health UW- Speaking to group about green chemistry (the design of chemical products and processes that reduce of hazardous substances.)
- Teresa Gunther-Department of Commerce

UPDATES

EO Monitoring Visit

Teresa Eckstein and Megan Eason came to ESD September 23-24th for EO Monitoring. The monitoring was successful with few suggestions of updating tag lines on posters, weight of doors, and height of paper towel dispensers.

EO Training

Staff are looking forward to attending the EO Pre-Conference on October 28,2019.

Sector Work Updates

Alissa Durkin, new Program Supervisor, discussed enrolling in the Construction of Excellence and Olympic Community of Health newsletters to stay connected with the construction and healthcare sector work.

The CFMA (Construction Financial Management Association) is hosting a Suicide Prevention Seminar for the Construction Industry on October 10, 2019. Alissa was unable to attend but looking to bring materials to the next Executive OWDC meeting to discuss why the construction industry has one of the highest incidence rates of suicide across the US.

Council Members, New and Resignations

Margaret Hess, ESD has announced her retirement for January 2020. David H-DVR has left due to new job opportunity. Jim McKenna-Retirement.

Performance Report

The report will be emailed to members COB October 09, 2019.

Quarterly Data

The report continues to show low unemployment rates. Need to start thinking about what OWDC should start doing to get ready for the next recession-Cross-train and adopt innovative technology.

Worksource Location and Moves

- Port Townsend will stay located at the hospital for another 6 months with hopes of finding something long-term in the near future.
- Bremerton will move to Silverdale by March 31, 2019. The lease has been signed.
- Port Angeles space is leased until December 2020

FOR THE GOOD OF THE ORDER

Thank you for the donuts, Doug Washburn.

ADJOURN

There being no further business to come before the committee, the meeting was adjourned at 11:13am.

Next Meeting: January 14, 2020, Go-to-Meeting



OLYMPIC WORKFORCE DEVELOPMENT COUNCIL Serving Clallam, Jefferson, and Kitsap Counties

ECONOMIC DEVELOPMENT & BUSINESS COORDINATION COMMITTEE MEETING

Tuesday, February 11, 2020
10:00 a.m. – 1:30 p.m.
The Point Hotel, 7989 NE Salish Ln, Kingston, WA

Committee Meetings 9:00 a.m. to 9:50 a.m. - Lunch served at 11:30 a.m.

AGENDA

1. Call to order (9:00 a.m.)
2. Introductions
3. Approval of Agenda (Attachment 14. a)
4. Approval of November 12, 2019 Summary (Attachment 14. b)
5. Discussion Item(s)/Action Item(s)
 - a. WorkSource Employer Services, hiring events and emerging opportunities
 - b. Olympic WDC WorkSource Business Solutions Performance Dashboards (Attachments 16)
 - c. Marketing and Outreach Efforts, Business Solutions
 - d. WWA Branding and Media Updates
 - e. Office Relocations updates
 - f. Chat Agents
6. WDA trends from members – Discussion on resumes, recruiting, and business needs

Next Meeting: May 21, 2020 Sequim, WA

EXECUTIVE COMMITTEE

CHAIR
FELIX VICINO, Human Resources Mgr.
Port Townsend Paper Corporation

VICE CHAIR, MARILYN HOPPEN, SVP Human
Resources, Kitsap Bank

JESSICA BARR, Regional Director Washington
State Employment Security Dept.

MONICA BLACKWOOD, President
WestSound Workforce

ROBIN HAKE, HR Director
City of Port Townsend

DAVID MCMAHAN, Vice President
Olympic Labor Council

JOHN POWERS, Executive Director
Kitsap Economic Development Alliance

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Jefferson County Public Utility District

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Peninsula College

DANNY STEIGER, CEO
Angles Mill Works and Lumber Traders

MATT WHEELUS, Chief Operating Officer
Harrison Hospital

**OLYMPIC WORKFORCE DEVELOPMENT
ECONOMIC DEVELOPMENT & BUSINESS COORDINATION COMMITTEE MEETING MINUTES**

November 12, 2019

Kiana Lodge, 14976 Sandy Hook Rd NE, Poulsbo, WA 98370

In attendance:

Robin Hake, City of Port Townsend
Julie Hatch, Sound Community Bank
Ashley Jackson, Easter Seals
Marilyn Hoppen, Kitsap Bank

Michael Robinson, WorkSource Kitsap
Hildo Rodriguez, WorkSource Kitsap
Patrice Varela-Daylo, WorkSource Clallam
Kathy Walmsley, WorkSource Kitsap

Meeting called to order by Mike Robinson, followed by introductions. Welcome, Ashley! With no quorum present, we dispensed with formalities and reviewed the previous meeting's minutes. Mike provided an overview of the committee's function and process for our new member, Ashley.

WORKSOURCE EMPLOYER SERVICES, HIRING EVENTS & EMERGING OPPORTUNITIES

Hildo Rodriguez, WorkSource Kitsap, reports that the 3rd quarter started very strong and total activity outstripped the 2nd quarter in all but one area.

Employer of the Day – we support five area employers by providing a regularly scheduled opportunity for on-site recruitment and interviews:

- Aerotek, Inc. – recruiting for shipyard positions at the Puget Sound Naval Shipyards
- Bremerton Health & Rehab – recruiting for long term skilled nursing care and short term rehabilitation solutions
- The Personal Touch - recruiting for positions as in-home care providers, hospice care providers, transportation aides, etc. in partnership with The Veterans Administration and Kaiser Permanente
- Olympic Peninsula Personnel – recruiting for temporary, temp-to-hire and permanent job placement services
- Saalex Solutions – recruiting for Test Range Operations and Management, Engineering and Logistics Services, Data Analytics and Business Intelligence Services and Information Technology Services

We have the opportunity and the capacity to welcome new businesses to participate or for existing participants to expand services on Tuesday afternoons and Friday mornings.

Hiring Events – we continue to develop and support new and existing business relationships giving us the opportunity to support on-site recruitment and interviews for:

- Department of the Navy – security, fire, Port Operations, Fleet & Family, administrative assistants, and housing management assistants
- US 2020 Census – census takers, schedulers, phone workers, etc.
- Lutheran Community Services – caregivers, home care aides
- Quality Inn & Suites – front desk, housekeepers, grounds crew
- Bremerton Health & Rehab – nurse trainees, caregivers, servers, dining room attendants
- West Sound Workforce – staffing agency for various positions

- Home Care Referral Registry – caregivers for DSHS/Medicaid clients
- Doctor’s Clinic – medical assistants, LPN’s, lab assistants, RN’s, physical therapists, patient accounts representatives, coding specialists, surgery scheduler, surgical tech
- Pacific Seafoods – seafood processors
- Fleet & Family NAF – food production/sandwich makers, baristas, dishwashers
- L.E.A.P.S. & Beyond Developmental Center – registered behavioral technicians
- Navy Exchange (NEX) – vending operations, vending clerk, food service workers, loss prevention investigator, janitor, warehouse worker, store worker, supervisory sales clerk, cashier/checker
- KWA – Korean Women’s Association – in-home caregivers
- Department of the Navy – Code 105 – radiological control technicians
- Craft Technical Solutions (CTS) – all shipyard trades

Job seeker attendance for 2nd quarter Employer of the Day events: **142**

Job seeker attendance for 2nd quarter hiring events: **291**

Total job seeker attendance for 2nd quarter hiring activities: **433**

Job offers made from 2nd quarter activities (only 5 of 10 employers reporting): **72**

Mike shared that two new business relationships have been developed with Ranstad Professionals, a staffing company from Pierce County fulfilling positions at a food processing plant in Allyn, WA and with Orchard Foods expansion to a new Jersey Mikes in Poulsbo. Additionally, we can expect ongoing demand in the shipyard trades with heavy hitters like Vigor Shipyards joining the community to meet new DOD contracts.

Hildo shared some of the positive feedback we’ve received from employers around our Employer of the Day opportunities. They appreciate that it builds their local recognition and job seekers relate to the on-going presence and opportunities represented – it creates another connection in the community. Additionally, having a site where companies can recruit, meet, interview and hire all in one setting is an asset to local employers.

From WorkSource Clallam & Jefferson Counties, Patrice Varela-Daylo, reported 3rd hiring events attendance at 241 and 35 job seekers hired – noting that not all employers report the job offers made.

Hiring & Outreach Events – 3rd quarter activities included:

- Around the Sound Transportation – 14 job seekers, 4 positions filled
- Census Bureau – no attendance
- Goodwill Industries – 21 job seekers, 9 conditional offers of employment
- Avamere – no attendance
- H&R Block – 8 job seekers, 2 invited to pre-hire training
- Sherwood Assisted Living – hiring for CN’s RN’s

OLYMPIC WDC WORKSOURCE BUSINESS SOLUTIONS PERFORMANCE DASHBOARDS

Reports from ETO: This QTR comparative (previous)

Employers new to WorkSource WA

Clallam: 22 (26)

Jefferson: 05 (05)

Kitsap: 31 (37)

Number of Employers Posting

Clallam: 196 (82)
 Jefferson: 89 (35)
 Kitsap: 184 (184)

Number of Postings

Clallam: 1,165 in healthcare, local government, hospitality, and CDL (314)
 Jefferson: 475 in healthcare, office clerical, trades, and retail (105)
 Kitsap: 4,681 in healthcare, service, and trades (995)

MARKETING & OUTREACH EFFORTS, BUSINESS SOLUTIONS OUTREACH MATRIX

Mike reports a busy quarter, attending or participating in the following:

- Port Angeles Composite Recycling Center tour with OWDC staff and commissioners
- Central Kitsap tour of new and remodeled high schools – exciting innovations in learning for the future with classroom flight simulators and a flight tower and opportunities for internships as part of Career Connect learning
- First time invite to the Port Gamble S’Klallams Career Fair
- Equal Opportunity Officer Training
- WorkSource Kitsap hosted a listening session for Military Spouse with ESD Commissioner Suzi LeVine and Washington’s Department of Veteran’s Affairs Director, Alfie Alvarado-Ramos. This led to a more robust relationship and a collaboration with WorkSource staff and the Navy Fleet & Family Service Center. The desired outcome is to develop an intentional outreach to military spouses.
- Additionally, after a staff resignation, Mike kept all commitments at the high schools previously made – visiting 9 local Kitsap High School College and Career events.

WWA BRANDING AND MEDIA DESIGNEE UPDATES

- Recent meeting at WWA Conference to meet with executive sponsor and develop 2019-2020 work schedule.
- Spreading the message of branding and in discussion to create a Business Group similar to ours for the Southwest Workforce Development Area.

OFFICE RELOCATION UPDATES

- Clallam County – the RFP went out, however no bidders responded. Some interest has been expressed in the old PUD site
- Jefferson County will remain in current location through March 2020, but search continues for permanent location
- Kitsap County’s lease is signed, interior work is underway, and the occupation date remains April 1, 2020.

ADJOURN



OLYMPIC WORKFORCE DEVELOPMENT COUNCIL Serving Clallam, Jefferson, and Kitsap Counties

Olympic Workforce Development Council Youth Committee Meeting

Tuesday, February 11, 2019
9:00 a.m. – 10:00 a.m.
The Point Casino
Kingston WA 98346

EXECUTIVE COMMITTEE

CHAIR
FELIX VICINO, Human Resources Mgr.
Port Townsend Paper Corporation

VICE CHAIR, MARILYN HOPPEN, SVP Human
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Angles Mill Works and Lumber Traders

MATT WHEELUS, Chief Operating Officer
Harrison Hospital

AGENDA

1. Call to Order
2. Approval of Agenda
3. Approval of Previous Meeting Minutes November 12, 2019 (Attachment 15.b)

Discussion Items

4. Career Connect WA & Regional CTE Update
 - Kimberly Hetrick, OESD CCL Coordinator
 - Julie Knott, OESD CCL Program Manager
5. YouthBuild Kitsap Update
6. Youth Program Update
7. Discussion
 - Guest Speakers for next meeting
 - Other
8. Adjourn

Next Meeting – May 12, 2020, Sequim

**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)
YOUTH COMMITTEE SUMMARY
November 12, 2019**

ATTENDANCE: Leighann Winterowd, LeAnne Raines, Kimberley Hetrick, Aschlee Drescher, Jeff Allen
Staff: Alissa Durkin

The Olympic Workforce Development Council's (OWDC) Youth Committee meeting was held on Tuesday, November 12, 2019 Kiana Lodge, Poulsbo WA.

APPROVAL OF SUMMARY

The Youth Committee's Meeting Agenda was reviewed as follows:

ACTION: Those present reviewed the agenda as presented. No additions were suggested, and the agenda was agreed upon by those present.

DISCUSSION

Career-Connected Learning in Washington

GOAL-Every young adult in Washington will have multiple pathways toward economic self-sufficiency and fulfillment, strengthened by a comprehensive state-wide system for career connected learning.

- Career Connected Learning is the driver for the Youth Committee.
- There needs to be pathways for youth to engage in these new career opportunities and meet high-demand careers.
- We must shift our focus to building the infrastructure to grow the existing Career Connected Learning programs by
 1. Career Awareness-early exposure starting in elementary schools with STEM experience all the way through high school.
 2. Career Preparation-Job shadowing/internships while in school and not only the technical skills but life skills.
 3. Career Launch-Apprenticeships and everything in between.
- Include industry leader banners along with the college banners in schools.

Pathways Conference, Cambridge MA

The Pathways to Prosperity Institute brings together state and regional teams across the country to learn about emerging and effective practices for launching and sustaining intentional cross-sector partnerships that support developing, implementing and scaling pathways. Jeff Allen was fortunate to be invited to this conference. Below are some takeaways from the conference.

- Possible Futures- a grades 6-10 career exploration program that focuses on 3 components-STEMploration, Skills for Success and Lenses on the Future.
- The future of learning is about systems that equip learners to engage in sensemaking and wayfinding.

Program Intermediaries Grants

OESD received two grant sector intermediaries on September 7th. OESD is looking to endorse career pathway programs in the construction and maritime trades as well as hiring a project manager.

Youth Performance Report

OESD received notification requesting a Corrective Action Plan for PY19 Q1. OESD was adjusting their FTE rates which resulted in underspent expenditures. PY19 Q2 expenditures will be on track.

YouthBuild

Department of Labor sent out RFP's in July in which OESD applied in August. OESD has yet to hear if they have received the 2nd round of funding but is confident they will receive notification in the next week of the receipt.

Future of Meetings

Discussed new ways the Youth Committee can continue to gather information on identifying gaps in youth services.

- Gather youth Opportunities and communicate those out.
- CCWA Speaker
- Department of L&I-pre-apprenticeships, broader apprenticeships and navigators that service our area.

- Youth from each county to share their experience.
- Building Administrator-identifying barriers.
- Educators/Counselors
- Parents

ADJOURN

There being no further business to come before the committee, the meeting was adjourned at 10:00 am.

Next Meeting: Tuesday, February 11, 2020, The Point Hotel Kingston, WA.



OLYMPIC WORKFORCE DEVELOPMENT COUNCIL Serving Clallam, Jefferson, and Kitsap Counties

OPERATIONS COMMITTEE MEETING

Tuesday, February 11, 2020
10:00 a.m. – 1:30 p.m.
The Point Hotel, 7989 NE Salish Ln, Kingston, WA

Committee Meetings 9:00 a.m. to 9:50 a.m. - Lunch served at 11:30 a.m.

AGENDA

1. Call to Order
2. Approval of Meeting Minutes from November 12, 2020 (Attachment 16. 2.a) pg. 26
3. Discussion Item(s)/Action Item(s)
 - a. Washington State Paid Family Medical Leave Training (Att, 16. 3.a) pg. 28
 - b. Military Spouses Outreach (Attachment 16. 3.b) pg. 30
 - c. North Sound Region Strategic Plan
 - d. LEAN Improvements
 - e. Division of Vocational Rehabilitation State Plan Webinar (Att. 16. 3.e pg. 33)
 - f. Integrated Service Delivery (ISD)
 - g. Olympic Performance Report PY19 Q2 (Attachment 16. 3.g) pg. 34
 - h. WIOA Primary Indicators of Performance Report PY19 Q1 (Unavailable).
 - i. Olympic WDC WorkSource System Performance Dashboards PY19 Q2 (Attachment 16. 3. i) pg. 35
4. Good of the Order
5. Agenda Items

Adjourn

Nextng Meeting: May 12, 2020 Sequim, WA

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Port Townsend Paper Corporation

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**Operations Committee Minutes
Olympic WorkSource Development Council
November 12th, 2019**

ATTENDEES – Gina Lindal, Jessica Barr, Trish Tierney, Felix Vicino, Anna Winney, Michell Graff, Ross Gearllach

1. **CALL TO ORDER** – Gina Lindal, Chair, called the meeting to order at 9:00 a.m.
2. **AGENDA** – Jessica Barr moved to approve agenda. Anna Winney seconded. **Motion carried.**
3. **MINUTES** – Anna Winney moved to approve September 10, 2019. Jessica Barr seconded. **Motion carried.**
4. **DISCUSSION ITEMS**
 - a. Outreach Efforts
 - i. Jessica Barr shared information about Military Spouse Listening Event at WorkSource Kitsap on September 18th, 2019. This was an attempt by the Department of Veterans Affairs and Employment Security Department to gain a better understanding of the needs of military spouses and their families. The biggest issues reported were securing childcare and the transfer of licenses from state to state after moves.
 - ii. Clallam County has been working to further outreach to high schoolers, with a special focus on tribal members. Claire Weaver has been partnering with the WIOA Youth program to carry this out.
 - iii. WorkSource Kitsap and Clallam Counties are working to increase outreach to justice-involved populations in order to strengthen their outreach to this at-risk population. These actions include the development of new curricula to benefit newly released individuals, networking groups, and other outreach activities.
 - b. Integrated Service Delivery (ISD)
 - i. The committee discussed ISD, and Trish and Ross provided an explanation of the specifics surrounding the performance numbers. Discussion of primary performance dashboard and the reasoning behind the numbers provided.
 - c. Olympic Performance Reports
 - i. Ross and Trish explained that the budget shortfalls were the result of difficulties in providing up-to-date information surrounding spending in a quarter where most tuition expenses are back-loaded due to the start of the fall quarter.
 - ii. Additionally, use of funding was less than expected due to open positions at the service providers during the performance period.
 - d. Policy updates
 - i. Re-presented dispute resolution policy for approval after request for changes at previous meeting.
 - e. DSHS and DVR
 - i. DSHS and DVR provided information about the ABAWD program (Able Bodied Adults Without Dependents)

- ii. This will be put in place due to the end of the waiver to verify employment that is a part of the reception of Supplementary Nutrition Assistance Program benefits.
- iii. Discussed the new coordinator and her responsibilities, as well as the anticipated start date of the program, January of 2020.
- iv. This will be a case management program, and all SNAP customers will eventually be able to come in for case management assistance.

5. Agenda items for November –

- a. No discussion items or action items requested

6. Good of the Order

- a. Ross provided information about upcoming supplemental Dislocated Worker Contracts, and explained that they will be included in the reports while they are ongoing. Ross and Trish provided an explanation of supplementary Dislocated Worker contracts and how they are used to assist customers by the contractors.

7. ADJOURN – Felix Vicino moved to adjourn at 10:00 a.m. Jessica Barr seconded. **Motion carried.**

NEXT MEETING –

When life happens, you can be there for care.

At some point, everyone needs to take time off from work to recover from a serious illness or injury, take care of a family member with a major medical condition, or bond with a new child. Starting in January 2020, most people who work in the state of Washington will be able to use Paid Family and Medical Leave to help replace their paycheck during these important times.

What is Paid Family and Medical Leave?

Paid Family and Medical Leave is a new state program that allows you to take paid time off to care for yourself or a family member when life's big events happen, such as:



Bonding with a newborn, adopted, or foster child



Recovering from surgery, a serious illness or injury



Supporting a family member with a serious medical condition



Certain events connected to a family member's active duty military service

While you're out, you will receive payments from the state based on a percentage of your typical weekly earnings. Paid Family and Medical Leave is funded through small contributions that come from both workers and many employers.

How do you qualify?

Nearly everyone who works in Washington will be part of the program. You are eligible when you work at least 820 hours (about 16 hours a week) during the qualifying period, which is about year, and you experience a qualifying event. Part-time, seasonal and temporary workers qualify. You are also eligible if you work for multiple employers.

When does the program start?

Employee benefits begin in January 2020. Washington employees—and many employers—began contributing to the new program starting in January 2019.

How much does the coverage cost employees?

Employees and employers are already contributing to the program. The amount you pay varies by how much you earn. For example, an employee who makes \$50,000 a year pays about \$2.44 each week through payroll deductions. Businesses with fewer than 50 employees are not required to contribute to the program but workers at small businesses are still covered.

How do you apply?

If you or a member of your family experiences a serious medical condition or you welcome a new child into your family, you can apply for benefits through Washington's Employment Security Department starting January 2020.

You'll need to get certified—usually from a medical provider. If you have a planned qualifying event, such as the birth of a child or scheduled surgery, you'll need to give your employer 30 days' advanced notice.

How much time can you take?

12 weeks Eligible employees can take up to 12 weeks of paid leave a year.

16 weeks You may be eligible for up to 16 weeks if you have a personal medical event

and family caregiving event happen in the same year – like giving birth to a baby or caring for an ill or injured family member.

18 weeks In cases related to complications in pregnancy, you may be able to take up to 18 weeks.

You don't have to take your leave all at once.

For example, you may take one day off a week to support a family member undergoing chemotherapy treatment or to receive an intermittent medical treatment yourself.

BILL REQUEST - CODE REVISER'S OFFICE

BILL REQ. #: S-5200.1/20

ATTY/TYPIST: KT:akl

BRIEF DESCRIPTION: Honoring military spouses and caregivers.

1 WHEREAS, Military spouses and caregivers embody the courage,
2 sense of duty, and love of country that inspire every American; and

3 WHEREAS, Military spouses make tremendous sacrifices, including
4 enduring long separations, assuming household responsibilities, and
5 caring for children while their loved ones are away; and

6 WHEREAS, Military spouses and caregivers act with patience,
7 selflessness, and compassion while serving as the frontline of this
8 country's conscience to ensure the appropriate care of soldiers
9 returning from duty; and

10 WHEREAS, Many military spouses and primary caregivers of veterans
11 care for those with serious conditions, including traumatic brain
12 injuries and posttraumatic stress disorder; and

13 WHEREAS, Many military spouses and caregivers are also volunteers
14 in their communities who serve the needs of other military families;
15 and

16 WHEREAS, Our communities are stronger when military spouses and
17 families are afforded adequate employment, child care, and
18 educational opportunities; and

19 WHEREAS, The nation benefits from the sacrifices of military
20 families and is inspired by their courage, strength, and leadership;
21 and

1 WHEREAS, Throughout the year, we honor the commitment military
2 spouses and caregivers have made to their loved ones, our country,
3 and our freedom;

4 NOW, THEREFORE, BE IT RESOLVED, That the Washington state Senate
5 recognize military spouses and caregivers for their service,
6 sacrifice, and dedication to their families and their country.

--- END ---

State Plan Public Forum Webinar

Wednesday Feb. 5, 2020

Help individuals with disabilities
get good jobs that pay well!

The Division of Vocational Rehabilitation (DVR) and Washington State Rehabilitation Council (WSRC) invite you to comment on the 2020-2023 State Plan.

To view the current 2016-2020 DVR State Plan, go to the DVR website:

<https://www.dshs.wa.gov/dvr/dvr-state-plan>

Beginning Jan. 16, 2020, you can return to this site to view the new 2020-2023 State Plan.

You may comment on the State Plan by sending an email to DVRStatePlan@dshs.wa.gov or participate in one of two DVR State Plan webinars held on Feb. 5, 2020:

- 9:30-11:30 a.m. session (webinar and in-person options available)
- 2:00-4:00 p.m. session (webinar only)

To join the webinar, please visit:

Website: <https://watech.webex.com/>

Meeting Number: 280 838 257

Meeting Password: sNbSM8Yu

CART Captioning: <https://www.streamtext.net/player?event=DVR>

You do NOT need to pre-register for the webinar sessions. Join the session most convenient for you.

To hear webinar audio:

Dial: (855) 929-3239 • Meeting Number: 280 838 257

If you have questions or need more information, email: DVRStatePlan@dshs.wa.gov.



For individuals who do not have phone or internet access, webinar viewings will be held from 9:30-11:30 a.m. at the following DVR office locations:

DVR State Office

Large Conference Room, 4th Floor
4565 7th Ave. S.E. • Lacey, WA 98503

Spokane DVR

Conference Room
1313 N. Atlantic, Suite 1000 • Spokane, WA 99201

Central Seattle DVR

Conference Room
1200 12th Ave. S., Suite 730 • Seattle, WA 98109

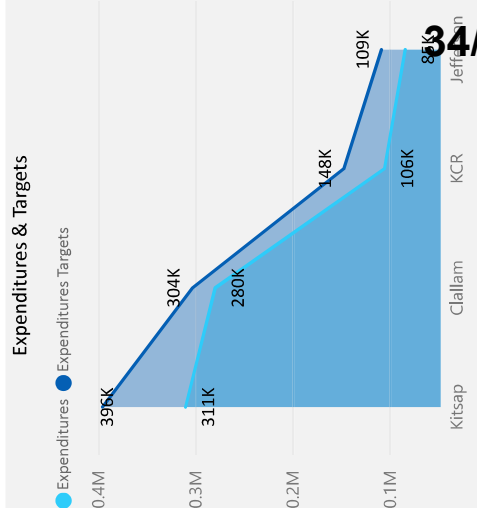
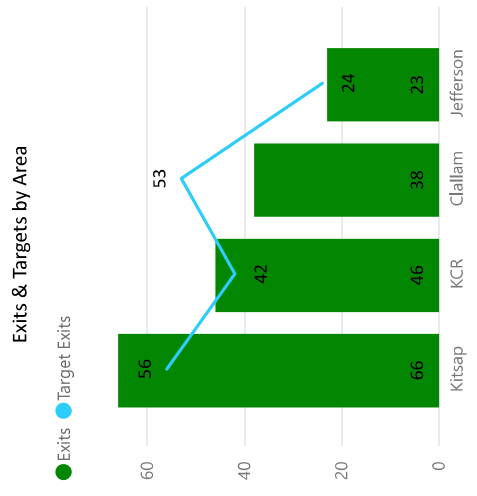
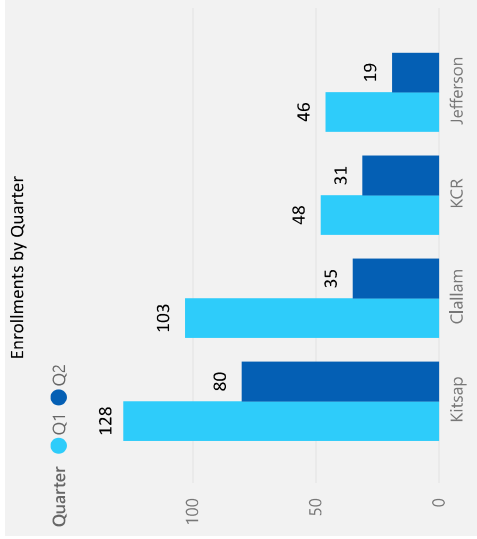
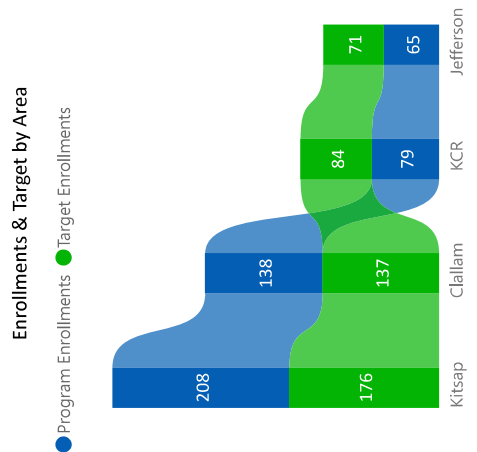
Tacoma DVR

1949 S. State St., 1st Floor, Room 187
Tacoma, WA 98405-2850

For reasonable accommodation requests, please email DVRStatePlan@dshs.wa.gov or call (800) 637-5627 by Jan. 21, 2020.

Final PY19 Performance Report (July 1, 2019 - June 31, 2020)

Office	Program	Program Enrollments	Current Enrollments	Target Enrollments	PE %age	Exits	Target Exits	Exit %age	Place ments	Target Place ments	Placement Rate	Placements %age	Actual Expenditures	Target Expenditures	Expenditures %age
Clallam	Adult	51	41	50	102.00%	10	23	43.48%	8	18	80.00%	44.44%	94,379	98,246	96.06%
Clallam	Dislocated Worker	45	23	46	97.83%	22	24	91.67%	19	20	86.36%	95.00%	82,396	100,189	82.24%
Clallam	Youth	42	36	41	102.44%	6	6	100.00%	6	3	100.00%	200.00%	103,478	105,307	98.26%
Jefferson	Adult	30	19	32	93.75%	11	12	91.67%	9	9	81.82%	100.00%	29,272	37,750	77.54%
Jefferson	Dislocated Worker	21	11	25	84.00%	10	10	100.00%	9	8	90.00%	112.50%	30,914	37,830	81.72%
Jefferson	Youth	14	12	14	100.00%	2	2	100.00%	2	1	100.00%	200.00%	24,532	33,647	72.91%
KCR	Adult	54	21	60	90.00%	33	29	113.79%	25	23	75.76%	108.70%	75,884	107,852	70.36%
KCR	Dislocated Worker	25	12	24	104.17%	13	13	100.00%	12	10	92.31%	120.00%	30,174	40,086	75.27%
Kitsap	Adult	56	35	44	127.27%	21	23	91.30%	19	20	90.48%	95.00%	74,493	105,678	70.49%
Kitsap	Dislocated Worker	76	52	60	126.67%	24	25	96.00%	23	21	95.83%	109.52%	80,959	93,436	86.65%
Kitsap	Youth	76	55	72	105.56%	21	8	262.50%	18	4	85.71%	450.00%	155,380	197,118	78.83%
Totals		490	317	468	104.70%	173	175	98.86%	150	137	86.71%	109.49%	781,861	957,139	81.69%



Seekers served	Employers served	Exits & Wages	Definitions
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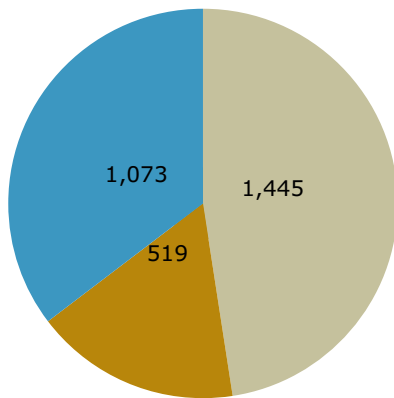
Service Location
WDA 01 - Olympic

Time Frame
Single-quarter
PY 2019 Q1 (Jul - Sep 2019)

Data prior to the beginning of PY16Q1 (July 1, 2016) is not reflected in this dashboard. Therefore, the first quarter with complete rolling 4-quarter data is PY2016 Q4 (the quarter ending on June 30, 2017).

Total seekers = 3,037

- Self served only
- Both types of service
- Staff assisted only



All seekers served

Self-service customers	1,964
Staff-assisted customers	1,592

Self served only	47.58%	1,445
Both types of service	17.09%	519
Staff assisted only	35.33%	1,073

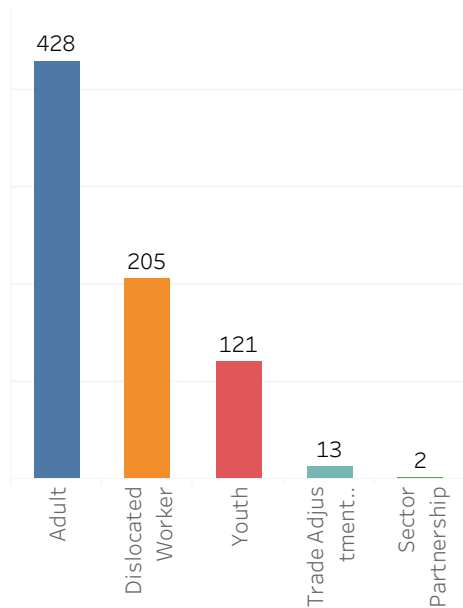
New to WorkSource?

New	36.58%	1,111
Returning	63.42%	1,926

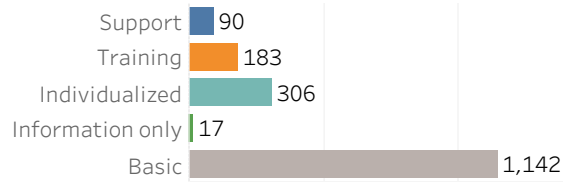
WorkSourceWA job applicants

Seekers with job applications	665
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Seekers served by program enrollment
Staff-assisted seeker counts by service location, regardless of enrollment location

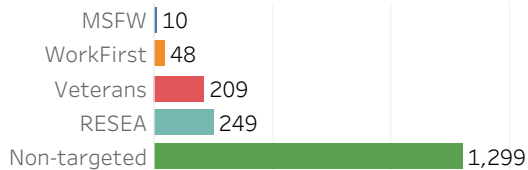


Staff assisted seekers served by service type*



*Information only and support services do not trigger or extend participation.

Staff assisted seekers by cohort



Data last refreshed: 12/17/2019 6:51:50 PM

Employment Security Department is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Language assistance services for limited English proficient individuals are available free of charge. Washington Relay Service: 711.

Washington State WorkSource

System Performance Dashboard

- Seekers served
- Employers served**
- Exits & Wages
- Definitions

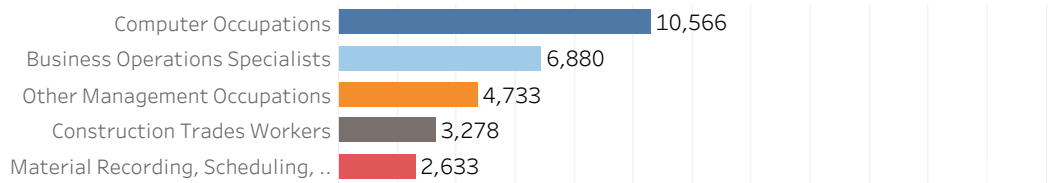
Location
WDA 01 - Olympic

Time Frame
Single-quarter
PY 2019 Q1 (Jul - Sep 2019)

Employers using WorkSource

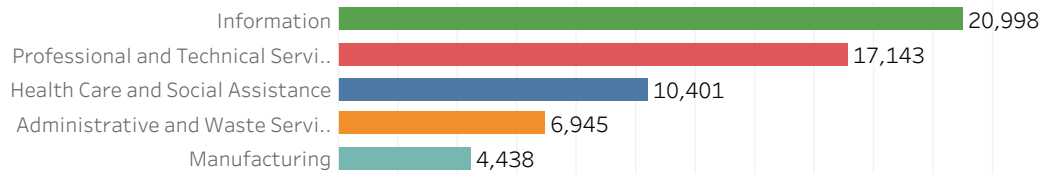
Employers	4,097
Job orders	79,648
Employers receiving staff-assisted services	1,767

Top 5 jobs in demand



Number of job postings by 3-digit ONET

Top 5 industry sectors posting jobs



Number of job postings by 2-digit NAICS

Employment Security Department is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Language assistance services for limited English proficient individuals are available free of charge. Washington Relay Service: 711.

Washington State WorkSource System Performance Dashboard

Seekers served	Employers served	Exits & Wages	Definitions
----------------	------------------	--------------------------	-------------

Location

State

Program

- All Title I participants
- WIOA Adult
- WIOA Dislocated Worker
- WIOA Youth
- Wagner Peyser
- All WorkSource customers

These exit proxies are intended to help track potential WorkSource outcomes, are not intended to replace official federal outcomes, and may not accurately reproduce official federal outcomes.

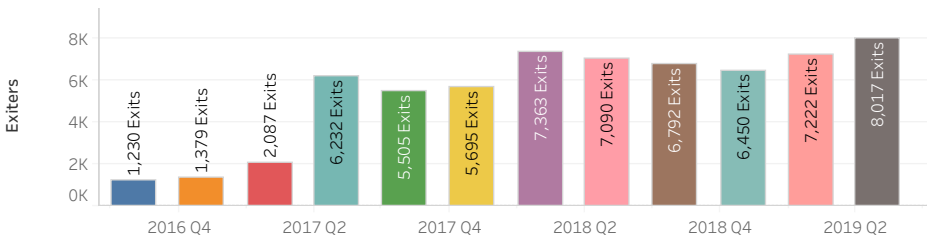
Employments data are delayed.

Employments are based on wages received the second quarter after a person exits (final service date with no more services planned). Wage data come in about 45 days after the quarter ends.

Example: If the final service is on January 3 (exit date), exit is the quarter of Jan-Mar, and the quarter to check for wages is Jul-Sept. Wages for this quarter would be reported by November 15 (approximately 11.5 months from Exit date).

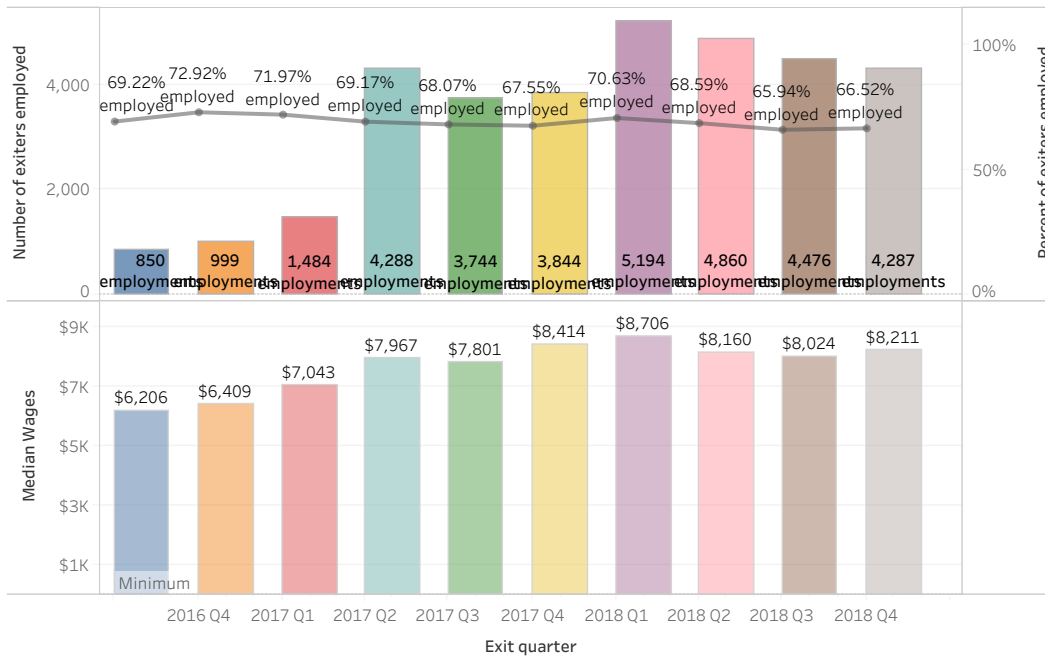
Exits (by Calendar Year)

WA state: All Title I participants



Employments (by Calendar Year): select an outcome measure*

All exit quarters, 2 Q after exit



* Low exiter and employment counts are suppressed to protect confidentiality. If the number of exiters or employments meets suppression conditions, the value will appear as "0".

Data last refreshed: 12/17/2019 6:51:50 PM

Employment Security Department is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Language assistance services for limited English proficient individuals are available free of charge. Washington Relay Service: 711.

Washington State WorkSource

System Performance Dashboard

- Seekers served
- Employers served
- Exits & Wages
- Definitions**

Dashboard Page




- Seekers Served
- Employer Indicators
- Exits & Wages

Dashboard Section

Total job seekers

WorkSource Services Catalog: <http://media.wpc.wa.gov/media/WPC/wswa/support/WorkSource%20Services%20Catalog%20v3.xlsx>

Total job seekers	The unduplicated total count for all self served and staff assisted job seekers for the selected area and time frame.
--------------------------	---

Olympic Consortium Board Meeting (3rd Fridays)		10 a.m. to 12:00 p.m.	
Olympic Consortium Board Meeting (3rd Fridays)		10 a.m. to 12:00 p.m.	Go-to-Meeting
Exec OWDC Meeting (2nd Tuesdays)		10 a.m. to 12:00 p.m.	Jan and July go to meeting
OWDC Full Meeting (2nd Tuesdays)		9:00 a.m. to 1:30 p.m.	

2020

January						
Su	Mo	Tu	We	Th	Fr	Sa
			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						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July						
Su	Mo	Tu	We	Th	Fr	Sa
			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	

October						
Su	Mo	Tu	We	Th	Fr	Sa
				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						
Su	Mo	Tu	We	Th	Fr	Sa
						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

May						
Su	Mo	Tu	We	Th	Fr	Sa
					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						
Su	Mo	Tu	We	Th	Fr	Sa
						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						
Su	Mo	Tu	We	Th	Fr	Sa
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					

March						
Su	Mo	Tu	We	Th	Fr	Sa
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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						
Su	Mo	Tu	We	Th	Fr	Sa
	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				

September						
Su	Mo	Tu	We	Th	Fr	Sa
		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						
Su	Mo	Tu	We	Th	Fr	Sa
		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		



OLYMPIC WORKFORCE DEVELOPMENT COUNCIL Serving Clallam, Jefferson, and Kitsap Counties

COUNCIL MEETING

Tuesday, May 12, 2020

10:00 a.m. – 11:30 a.m.

Via Zoom

Committee Meetings 9:00 a.m. to 9:30 a.m. Online

A G E N D A

Action Items

1. Call to Order – 10:00 a.m. and Welcome
2. Approval of Agenda
3. Approval of Meeting Minutes from Feb. 11, 2020 (Attachment 3.a) pg. 2

Discussion Items

4. Leadership Nominations – Cognito Forms Process
5. Libraries Support Communities During COVID-19
6. COVID-19 Impacts and WorkSource Services – Virtual and Current Planning
7. Executive Committee Report (Attachment 7.a) pg. 6
8. Economic Development and Business Committee Report (Attachments 8.a-b) pg. 11
9. Youth Committee Report (Including YouthBuild) (Attachments 9. a-b) pg. 16
10. Operations Committee Report (Attachment 10. a-f) pg. 19 and DVR Data are found on Pages 28-36 (Attachment 10.g)
11. Calendar (Attachment 11.a) pg. 37
12. Good of the Order and Adjourn – 11:30 a.m.

Next Meeting: September 8, 2020 – Kingston, WA

EXECUTIVE COMMITTEE

CHAIR- Acting
MARILYN HOPPEN, SVP Human Resources, Kitsap Bank

VICE CHAIR, Vacant

JESSICA BARR, Regional Director
Washington State Employment Security Dept.

MONICA BLACKWOOD, President
WestSound Workforce

ROBIN HAKE, HR Director
City of Port Townsend

DAVID MCMAHAN, Vice President
Olympic Labor Council

JOHN POWERS, Executive Director
Kitsap Economic Development Alliance

COUNCIL MEMBERS

NICOLE BRICKMAN, HR Manager
Skookum Contract Services

JEFF CARTWRIGHT, Director HR
Kitsap Transit

MARTY CAVALLUZZI, President
Olympic College

RANDY COLSON, Manager
General Dynamics

ASCHLEE DRESCHER, Human Resources
The Veterans Administration

LISA DONLON, General Manager
Windermere Commercial

GREG DRONKERT, President
Pacific Mobility Group, Inc.

CORDI FITZPATRICK, Human Resources Mgr.
Port Townsend Paper Corporation

KEVIN GALLACCI, General Systems Manager
Clallam Transit Systems

MICHELL GRAFF, Kitsap Community Resources
Employment & Training Division Director

JULIE HATCH, Vice President/Business
Development Officer, Kitsap Bank - Clallam

SARA HATFIELD, CTE Director
South Kitsap School District

NEAL HOLM, IBEW Local 46
Electrician and membership Development

BRIAN KUH, Deputy Director
Team Jefferson

HEIDI LAMPRECHT, Co-Founder
Paella House

GINA LUNDAL, Administrator
CSO, DSHS

GREG LYNCH, Superintendent
Olympic Edu. Service Dist. #114

COLLEEN MCALEER, Director
Clallam Economic Development Corp.

CHUCK MOE, Field Representative
Laborers Local 252

GILLIAN NIUMAN, Human Resources
Town and Country Markets

VACANT, Jamestown S'Klallam Tribe
Higher Education and Professional Development
Coordinator

ANNA REYES POTTS, General Manager
TMF Inc.

LEANNE RAINES, Supervisor
Dept. of Vocational Rehabilitation

JEFF RANDAL, Board of Commissioners Jefferson
County Public Utility District

LUKE ROBINS, PhD, President
Peninsula College

DANNY STEIGER, CEO
Angles Mill Works and Lumber Traders

MATT WHEELUS, Chief Operating Officer
Harrison Hospital

**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)
MINUTES
February 11, 2020**

1. CALL TO ORDER

The Olympic Workforce Development Council (OWDC) meeting was held at The Point Hotel in Kingston, WA on February 11, 2020. Marilyn Hoppen, Vice Chair called the meeting to order at 10:00 a.m.

2. APPROVAL OF AGENDA

Motion: Dave McMahan moved to approve the agenda as presented. Jeff Randal seconded the motion.
Motion carried unanimously.

3. MINUTES November 12, 2019

Motion: Dave McMahan moved to approve the agenda as presented. Jeff Randal seconded the motion.
Motion carried unanimously.

4. Procedure for the 5-year plan

Staff will update the 5-year plan.

- OWDC Council will review draft and provide feedback before recommending it to the Board of County Commissioners.
- Once approved, there will be an open public comment period
- Updates to the plan is required
- Final approval, by the Governor's office

DISCUSSION ITEMS

5. Sector Spotlight: Wooden Boat School

Betsy Davis, Director and Sean Koomen, Chief Instructor from the Northwest School of Wooden Boat Building, a private not-for-profit 501c3 educational institution. Whose mission is to teach and preserve traditional and contemporary wooden boat building skills while developing the individual as a craftsman.

Sean gave an overview on the mission, philosophy and process of the world distinguished instructional facility. The facility is working to develop a CTE curriculum and bring awareness to high school graduates.

Demographics;

- Average age 35
- Students who are enrolled as a career change 70%
- Veterans enrolled 30%
- Women, approximately 7 out of 36

- Average class size 44

Opportunities to learn more;

- The school hosts a tour each month on the first Friday
- Hosts an open house in the months of March, May and July
- Conducts a spring Gala
- Nwswb.edu – info@nwswb.edu (360) 385 - 4948

6. Sector Spotlight: Regional Aviation Baseline Study

Luci Bench presented on the critical role aviation plays in growing the central Puget Sound region. Growth projections are anticipated as follows into 2050;

- Enplanements -departure increases up to 132%
- Operations – take offs and landings up to 109%
- General – business, medical, law enforcement, recreation and tourism up to 34%
- Air Cargo- mail up to 136%

She further discussed the Regional Aviation Baseline Study and its unconstrained demand with market trends and impacts related to population and employment. This region as highlighted, has 29 airports spanning the tri-counties.

7. ESD Monitoring, RFP Process

The Employment Security Department had a clean bill of health in their recent monitoring review. No findings.

8. Federal Update

Katy Crabtree, from Derek Kilmer's office and Colleen Bryan from Senator Murray's office discussed house bills and legislative focus for the two Electeds.

9. Career Connect Washington, Intermediary Grant, Regional Grant

Jeff Allen discussed Request for Proposals (RFP) are now open from Career Connect Washington for Program Intermediaries, grant funding to help connect employers, educators, employers and others.

“Intermediaries bridge connections between industry and educators to help create and scale programs. They work with industry and educators to develop curricula and expand access to career connected learning programs, such as youth- and adult- registered apprenticeship programs. They also work to inform young adults and families of available programs, and to generally align the needs of both employers and young people.

Program intermediaries must form partnerships with employers and education institutions and apply jointly”.

Dr. Kareen Borders gave an overview and updates on recently approved apprenticeship programs for adults and youth.

10. Future of Work – Keyport, WSOS, and Electronic Cars

Johannes Schonberg, Director of Engagement for the Keyport Naval Industry discussed the future of work regarding;

- Undersea Acoustics
- Technology Bridges
- Acquisition Bridges
- Robotics Training
- Being 1 out of 16 research centers developing and applying advanced technical capabilities for testing, evaluating and maintaining undersea warfare systems and related defense assets

Kimber Conners, from Washington State Opportunity Scholarships-WSOS announced two scholarships for STEM and Health Care with goals of closing the talent gap, \$22,000 is available. WSOS gives approximately 20 million in funding annually to Washington State residents on their path to high-demanding careers. Applicants must meet eligibility guidelines including;

- Income
- Washington State Resident
- Graduate from a Washington State High School

11. Networking Activity

The council engaged in a networking activity, with an opportunity for members to learn more about one another.

12. EO Updates / EO Focus

Elizabeth Court explained ADA updates in relation to workforce.

Alissa Durkin discussed EO training

13. Executive Committee Report – tabled

14. Economic Development and Business Committee Report

Monica Blackwood, President and CEO of West Sound Workforce discussed her collaborative work to obtain the 2020 Forecast: Through the Eyes of Kitsap's Leading Women. A handout was given and perspectives on the communities most pressing issues and untapped opportunities were reviewed. Included in discussion was;

- Housing, suitable living space and the homeless population
- Growth and Sustainability, Transportation, Infrastructure and the Environment
- Business Wins, Opportunities for Entrepreneurs and Skilled Trades workers to Thrive
- Diversity Matters, Time for more Diverse voices and Perspectives
- Personal and Family Wellness

Hildo discussed; Navy events, global hiring, Clallam job fair and Rapid Response.

15. Youth Committee Report

Jeff discussed;

- Youth pathways
- State Auditor's visit
- Career Connect WA's pilot grant for youth to obtain paid work experience
- Bremerton's Open Doors program
- Equity issues for rural areas; transportation and economic development
- April 22nd, West Sound Tech, Trades Fair at the Skills Center
- Perkins Loan – state plan is out and local needs assessment

16. Operations Committee Report

Jessika Barr informed the committee of the status with Paid Family Leave and the unexpected number of applicants received as 22, 000 across the state.

Mike Robinson gave updates on the veteran's outreach roundtable which looked at;

- Services providers, what is holding back spouses
- Viable employment
- Certifications
- Working with Washington State to erase barriers
- Looking at federal funding available for this group
- At the local level meeting with spouses at the base and providing them resources

17. Calendar**18. Roster****19. Good of the Order****NEXT MEETING**

The next Council meeting is scheduled for Tuesday, May 12, 2020

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 1:30 p.m.

**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)
EXECUTIVE COMMITTEE SUMMARY
April 14, 2020**

ATTENDANCE: Felix Vicino, Aschlee Drescher, Dave McMahan, Marilyn Hoppen, Robin Hake, John Powers, Monica Blackwood

Staff: Doug Washburn, Elizabeth Court, Alissa Durkin, Luci Bench

The Olympic Workforce Development Council's (OWDC) Executive Committee meeting was held on Tuesday, April 14, 2020 via Go-To-Meeting.

APPROVAL OF SUMMARY

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

ACTION: Marilyn Hoppen moved to approve the Agenda as presented. Motion was seconded by Monica Blackwood. Motion carried unanimously.

The Executive Committee's Meeting Minutes approved as follows:

ACTION: Dave McMahan moved to approve the January 14, 2020 Executive Committee Minutes. Motion was seconded by Marilyn Hoppen. Motion carried unanimously.

ACTION ITEMS

Chair

Felix Vicino retired from Port Townsend Paper on April 1st and officially resigns from Chair on the OWDC Executive Committee. Marilyn Hoppen steps in as interim until the formal vote of nominee Courtney Fitzpatrick at the OWDC meeting in May.

RFP's

All but 2 members of the executive committee have rated the applicants for the PY20 formula funding of Adult, Dislocated Worker and Youth programs.

May 12th OWDC meeting topics

The OWDC Executive Committee voted unanimously to hold the May 12th OWDC meeting as a Go-to-Meeting instead of in-person given the current state of COVID-19.

Topics for the May 12th meeting included:

- Economic Impact of COVID-19 with emphasis on the Peninsula.
- The 3-counties increase in UI claims.
- Policy and Procedure updates from Employment Security Department regarding virtual enrollments and eligibility.
- Small Business Administration loans-COVID-19 relief options.
- The options that are available for employers and employees during this unprecedented time.

UPDATES

Rapid Response Additional Assistance

For the past several years, Rapid Response Additional Assistance (RRAA) was not needed therefore additional funds from DOL were released through Increase Employment contracts. Due to the unprecedented challenge we are facing, Employment Security Department is releasing some of the RRAA reserve-\$465,672 and distributing amongst the 12 regions. The Olympic Consortium will receive \$22,204.00 in RRAA funding.

5-Year Plan Review

The 5-Year Plan is currently being reviewed by the 3 County Commissioners for input.

YouthBuild Kitsap Partners

Jeff Allen, OESD#114, hosted the YouthBuild Kitsap Partner meeting to give the community insight to the Objective, the YouthBuild model, and Goals for the YouthBuild program.

- *OBJECTIVE*- To strengthen the capacity and cohesiveness of YouthBuild Kitsap and to provide a meaningful pathway for youth in the community.
- *YOUTHBUILD MODEL*
 - 50% Education
 - Partnership with open doors
 - GED/HSD preparation
 - College readiness
 - Career Exploration
 - 40% Construction

- On-Site Training
 - Industry Certification
 - Vocational Skills and Education
 - Pre-Apprenticeships
- 10% Leadership Development
 - Decision Making
 - Group Facilitation
 - Leadership roles
 - Public Speaking
 - Negotiations
- GOALS FOR YOUTHBUILD
 - Lengthen program from 6 month to 9-12 months
 - Increase age from 16-2 to 16-24
 - Make the program more Construction+ (include Healthcare, IT and Marketing.)
 - Have the program graduates return as mentors to the new applicants.
 - Engage youth's input and voice.
 - Meet industry needs and develop solid career pathways.
 - Have career development occurring in the classrooms.
 - Increase funding
 - Collaboration with local schools

Internal Monitoring

Luci Bench, OWDC Program Analyst, completed the State Monitors corrective action plan which stated the Local WDC complete a full monitoring of all Dislocated Worker and Rapid Response Increase Employment files that had WIOA training funds issued. All questionable costs were resolved with proper documentation.

EO Training

Teresa Eckstein, State EO Officer, and her team are offering weekly virtual EO Trainings to new employees. If there is room after new employees have been accommodated it is open to anyone who would like a refresher.

Language Line link is available to all partners not just Worksource. This will be vital in ensuring equal access to all.

Virtual Taskforce has been established with ESD leaders/WWA and Local WDB to develop guidance on providing service virtually while ensuring equal access.

New Council Members

Gillian Niuman- Town and Country Markets and Lisa Donlon - GM Windermere Commercial Kitsap will be joining the council.

The OWDC is looking for Council members from businesses in Clallam and Jefferson Counties. It was recommended staff contact McKinley paper mill in Port Angeles.

Quarterly Data

PY19 Q2-agencies are having a difficult time with expenditures but we are looking to a drastic change with Q4 and the impact of COVID-19.

The Department of Labor and State will not waive any of the performance requirements but will consider the impact COVID-19 has had on meeting the performance measures.

Rapid Response Increased Employment has had a rough start with delay of contract routing but with the new policies in place; we will see it has an impact on how we assist participants during this time and expenditures will significantly increase.

Overall, the Olympic Consortium is doing well and exceeding the goals set for the

Worksource Location and Moves

- Jefferson Location-Closed the Worksource location and staff are in the process of being relocated.
- Clallam Location-ESD is in discussions with the leaser to extend the Armory Square contract by two years. A location in Sequim has been determined and ESD is working with the owner regarding relocating the businesses currently occupying the spaces.
- Kitsap Location-The move in date will be May 18th. The WorkSource in Bremerton will not re-open. Crates for work items and boxes for personal items have been dropped off at the Worksource Bremerton office. Staff will go in one at a time to pack up their belongings. Mike Robinson has done a wonderful job taking lead on the relocation.

GOOD OF THE ORDER

- Mike Robinson has been named Administrator for Worksource Clallam, Jefferson and Kitsap counties.
- Stay Healthy and Safe. Wash your Hands!!
- Congratulations Felix on your retirement.

ADJOURN

There being no further business to come before the committee, the meeting was adjourned at 10:50am.

Next Meeting: July 14, 2020, Go-To-Meeting



OLYMPIC WORKFORCE DEVELOPMENT COUNCIL Serving Clallam, Jefferson, and Kitsap Counties

ECONOMIC DEVELOPMENT & BUSINESS COORDINATION COMMITTEE MEETING

Tuesday, May 12, 2020
9:00 a.m. – 9:30 a.m.
Via Webex

EXECUTIVE COMMITTEE

CHAIR- Acting
MARILYN HOPPEN, SVP Human Resources, Kitsap Bank

VICE CHAIR, Vacant

JESSICA BARR, Regional Director
Washington State Employment Security Dept.

MONICA BLACKWOOD, President
WestSound Workforce

ROBIN HAKE, HR Director
City of Port Townsend

DAVID MCMAHAN, Vice President
Olympic Labor Council

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Kitsap Economic Development Alliance

COUNCIL MEMBERS

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Skookum Contract Services

JEFF CARTWRIGHT, Director HR
Kitsap Transit

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LUKE ROBINS, PhD, President
Peninsula College

DANNY STEIGER, CEO
Angles Mill Works and Lumber Traders

MATT WHEELUS, Chief Operating Officer
Harrison Hospital

AGENDA

1. Call to order (9:00 a.m.)
2. Introductions
3. Approval of Agenda (Attachment 8.a) pg. 11
4. Approval of November 12, 2019 Summary (Attachment 8.b) 12
5. Discussion Item(s)/Action Item(s)
 - a. WorkSource Employer Services, hiring events and emerging opportunities
 - b. Rapid Response
 - c. Office Relocations updates
 - d. Marketing
 - e. Other
6. WDA trends from members – Discussion on resumes, recruiting, and business needs

Next Meeting: Sept. 8, 2020 Kingston, WA

**OLYMPIC WORKFORCE DEVELOPMENT
ECONOMIC DEVELOPMENT & BUSINESS COORDINATION COMMITTEE MEETING MINUTES**

9:00 a.m. – 10:00 a.m.

Tuesday, February 11, 2020

The Point Hotel, 7989 NE Salish Ln, Kingston, WA

In attendance:

Hildo Rodriguez, WorkSource Kitsap
Patrice Varela-Daylo, WorkSource Clallam
Colleen McAleer, Clallam Economic
Development Corp.

Monica Blackwood, WestSound Workforce
Kevin Gallaci, Clallam Transit Systems
Dave McMahan, Olympic Labor Council

1. Call to Order

Meeting called to order by Hildo Rodriguez.

2. Introductions

3. Approval of Agenda (Attachment 14. a)

No quorum present.

4. Approval of November 12, 2019 Summary (Attachment 14. b)

No quorum present.

5. Discussion Item(s)/Action Item(s)

a. WorkSource Employer Services, hiring events and emerging opportunities

Hildo reports highlights from WorkSource Kitsap activity in the 4th quarter and a portion of the 1st quarter (January only). Additional details seen in report handout:

Hiring Events – There are several upcoming February hiring events:

- 2-18-2020 – Global A 1st Flagship Company – Hiring for General Laborers
- 2-20-2020 – Department of the Navy – Hiring for Electrical Tech, High Voltage Techs, Utility System Repair/Operation, and various Trades
- 2-22-2020 – WestSound Workforce Staffing – Various Positions
- 2-25-2020 – Department of the Navy – Hiring for STEM Trades

Job seeker attendance for 4th quarter Employer of the Day events: **140**

Job seeker attendance for 4th quarter hiring events: **274**

Total job seeker attendance for 4th quarter hiring activities: **414**

Job offers made from 4th quarter hiring events (6 employers reporting): **73**

Job seeker attendance for 1st quarter (January only) Employer of the Day events: **51**

Job seeker attendance for 1st quarter (January only) hiring events: **470** (included Navy and Ferry events)

Total job seeker attendance for 1st quarter (January only) hiring activities: **521**

Job offers made from 1st quarter (January only) hiring events (4 employers reporting): **50**

The possibility of partnering with Kitsap Transit was discussed. Hildo will connect with them to discuss opportunities.

From WorkSource Clallam & Jefferson Counties, Patrice Varela-Daylo, reported 4th quarter activities:

Hiring & Outreach Events – 4th quarter activities included:

- Around the Sound Transportation – No job seeker attendance; now planning on being present in the resource room rather than having monthly events
- There has been low attendance at hiring events despite employers having openings, except for McKinley event, which had a large attendance
- Large complaint by employers: Just want employees to show up
- There has been a demand in the healthcare field, but low attendance for those jobs as well (i.e. CNAs)
- In Clallam County, hosted first ever fall job fair in October, which had a large attendance, but not many employers
- **3-25-2020** - Clallam County Job Fair – multiple employers hiring for various seasonal and permanent positions
 - Just beginning planning for this fair, in collaboration with the chamber; first meeting Feb. 11
- One new business to report, a consignment shop in downtown Port Angeles (TKC Consignments); not hiring for any positions

b. Olympic WDC WorkSource Business Solutions Performance Dashboards (Attachments 16)

Hildo gives brief highlights from ETO report; these numbers are down, as expected during the winter and holiday season.

Reports from ETO: 4th QTR comparative (amount down from previous quarter)

Employers new to WorkSource WA

Clallam: 06 (-20)

Jefferson: 03 (-4)

Kitsap: 22 (-15)

Numbers of Employers Posting

Clallam: 58 (-24)

Jefferson: 27 35 (-8)

Kitsap: 168 184 (-16)

Number of Postings

Clallam: 69

Jefferson: 217

Kitsap: 777

c. Marketing & Outreach Efforts, Business Solutions

Patrice reports utilization of various strategies in Clallam County to promote WorkSource Services, such as hiring events for larger employers, a weekly newsletter, radio spot on Fridays, calendar with events, and a weekly email to over 400 recipients.

Hildo shares information on rapid response for circumstances when an employer decides to lay off workers. WorkSource has a detailed handout that lays out the order of events to be taken, and how to take them, after losing job. WorkSource helps to implement the response. Overview of steps in handout include:

- Create a SecureAccess Washington (SAW) account on WorkSource website
 - Apply for unemployment and learn what assistance is available
 - Review job openings on WorkSource website
 - Attend Strategies for Success 6 week workshop series
 - Review resources on health insurance
- Also included:
- Handout for employers with layoff response resources
 - Survey for employers and job seekers

Typically WorkSource will go to the jobsite where a layoff is occurring, to go through the resources together with the employees and employer. Will respond to any amount of employees being laid off; however, the typical minimum amount is three to five employees. WorkSource finds out about layoffs through ESD WARN reporting.

Hildo shares the Washington Workforce Association and Washington State Employment Security Department Partnership Agreement, which became effective on September 16, 2019. The agreement is signed by all Board of Directors from Workforce and all Executive Leadership from WA ESD; it essentially makes it clear the main goal of partnership is workforce development and job availability.

d. WWA Branding and Media Updates

No discussion

e. Office Relocation Updates

- Clallam County – No new business
- Jefferson County – Still located at the hospital; agreement was extended through March. Still looking for a new location.
- Kitsap County – Expect to be in new location in Silverdale, across from the mall, by April 1st.

f. Chat Agents

No discussion

6. WDA Trends from members – Discussion on resumes, recruiting, and business needs

No discussion

Other discussion:

- Monica Blackwood shared she is trying to work with the Graduation Committee at Olympic College to organize a graduation-day job fair.

Next Meeting: May 12, 2020 Sequim, WA

Adjournment



OLYMPIC WORKFORCE DEVELOPMENT COUNCIL Serving Clallam, Jefferson, and Kitsap Counties

Olympic Workforce Development Council Youth Committee Meeting

Tuesday, May 12, 2020
9:00 a.m. – 10:00 a.m.
Via Zoom

EXECUTIVE COMMITTEE

CHAIR- Acting
MARILYN HOPPEN, SVP Human Resources, Kitsap
Bank

VICE CHAIR, Vacant

JESSICA BARR, Regional Director
Washington State Employment Security Dept.

MONICA BLACKWOOD, President
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Town and Country Markets

VACANT, Jamestown S'Klallam Tribe
Higher Education and Professional Development
Coordinator

MATT WHEELUS, Chief Operating Officer
Harrison Hospital

AGENDA

1. Call to Order
2. Approval of Agenda (Attachment 9.a) pg. 16
3. Approval of Previous Meeting Minutes February 11, 2020 (Attachment 9.b) pg. 17

Discussion Items

4. COVID-19 Impact
5. YouthBuild Kitsap Update
6. Youth Program Update
7. Discussion
8. Adjourn

Next Meeting – September 8, 2020

**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)
YOUTH COMMITTEE SUMMARY
February 11, 2020**

ATTENDANCE: Leighann Winterowd, Julie Knott, Kimberley Hetrick, Aschlee Drescher, Heidi Scheibner, Tiffany Skidmore, Emily Manson, Brian Kuh, Melisa Phippen, Jeff Allen
Staff: Alissa Durkin

The Olympic Workforce Development Council's (OWDC) Youth Committee meeting was held on Tuesday, February 11, 2020 at The Point Casino, Kingston WA.

APPROVAL OF SUMMARY

The Youth Committee's Meeting Agenda was reviewed as follows:

ACTION: Those present reviewed the agenda as presented. No additions were suggested, and the agenda was agreed upon by those present.

DISCUSSION

Career-Connected Learning in Washington

CHANGE THE NARRATIVE

- Currently no paths for high quality jobs that don't require a 2-year path or 4-year university.
- Inform students you can engage in a meaningful paid work experience while receiving education.
- Consider changing from K12 to K14 or 16 with programming career awareness and career exploration.

Regional CTE Update

Kimberley discussed how she and Julie Knotts have been going on a listening tour, engaging with the community to see "Who wants to Play in the Sand Box?" Kimberley and Julie have met with 71 educators, associates, and tribal industry leaders to identify programs that could be molded into Career Connected Learning. Key takeaways from their discussions:

- We need to concentrate on those “lost” in rural areas and begin building relationships.
- Create an Economic Workforce Development-Greater outreach than only the education programs.
- Start speaking with students about their dreams and finding a happy medium between students/parents in determining a high in-need industry with a family sustainable wage.
- Enhance the career technical pathways and building trade opportunities.
- Stack credentials for more opportunities in several sectors.
- How can we come together with businesses to provide a work experience while receiving an education to youth?

Youth Performance Report

OESD shared their 4th and final quarter report. A total of 55 youth participated in the CCWA learning project. Most of the youth were able to complete all 3 of the program’s components, including Career Bridge, mentorship and internship hours within a career field of interest.

YouthBuild

OESD received the 2nd round of funding. OESD will be partnering with West Sound Tech and Habitat for Humanity. Habitat for Humanity will provide materials for youth to begin building house starting in May.

ADJOURN

There being no further business to come before the committee, the meeting was adjourned at 10:00 am.

Next Meeting: Tuesday, May 12, 2020 Sequim, WA.



OLYMPIC WORKFORCE DEVELOPMENT COUNCIL Serving Clallam, Jefferson, and Kitsap Counties

OPERATIONS COMMITTEE MEETING

Tuesday, May 12, 2020
9:00 to 9:30 a.m.
Via Skype

EXECUTIVE COMMITTEE

CHAIR- Acting
MARILYN HOPPEN, SVP Human Resources, Kitsap Bank

VICE CHAIR, Vacant

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Washington State Employment Security Dept.

MONICA BLACKWOOD, President
WestSound Workforce

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LUKE ROBINS, PhD, President
Peninsula College

DANNY STEIGER, CEO
Angles Mill Works and Lumber Traders

MATT WHEELUS, Chief Operating Officer
Harrison Hospital

AGENDA

1. Call to Order Approval of Agenda (Attachment 10.a) pg. 19
2. Approval of Meeting Minutes from February 11, 2020 (Attachment 10.b) pg. 20
3. Discussion Item(s)/Action Item(s)
 - a. Virtual WorkSource Trainings
 - b. COVI-19 Operational Impact
 - c. Policy and Procedure Updates
 - d. Integrated Service Delivery (ISD)
 - e. Olympic Performance Report PY19 Q3 (Attachment 10.c) pg. 22
 - f. RRIE (Attachment 10.d) pg. 23
 - g. WIOA Primary Indicators of Performance Report PY19 Q2 (Attachment 10.e) pg. 24
 - h. Olympic WDC WorkSource System Performance Dashboards PY19 Q2 (Attachment 10.f) pg. 25
4. Good of the Order
5. Agenda Items

Next Meeting: September 8, 2020 Sequim, WA

Adjourn

**Operations Committee Minutes
Olympic WorkSource Development Council
February 11, 2020**

ATTENDEES – Gina Lindal, Jessica Barr, Anna Winney, Michael Robinson, Amy Hatfield, Luci Bench

1. **CALL TO ORDER** – Gina Lindal, Chair, called the meeting to order at 9:08 a.m.
2. **MINUTES** – Anna Winney moved to approve September 10, 2019. Jessica Barr seconded.
Motion carried.
3. **DISCUSSION ITEMS**
 - a. Washington State Paid Family Medical Leave Training
 - i. Mike Robinson shared the training Employment Security Department, and OWDC staff attended in December. The training explained how the leave works, who is eligible, resources available, and information for business. Some business are referring employees to WorkSource to submit an application, but anyone can apply for the leave online. WorkSource employees now have the training, though, to answer questions and assist with the application process. Luci pointed out a little know fact, that this leave does not protect an employee’s job like Family Medical Leave Act (FMLA). Questions asked: Can employees double dip? No. Who defines the eligibility? The state, but the requirements are online. Jessica and Mike pointed out that ESD received thousands of applications, the amount they forecasted for three months they received in the first week. Over 20,000 in the first three weeks. There is a delay in application process, but ESD has placed more employees to help.
 - b. Military Spouse Outreach
 - i. Mike explained the two ESD employees have made the necessary connections with Fleet and Family Service Center. They are going onto base and providing services, have already meet with 12 spouses! House Bill 2543 passed on Jan. 29, 2020. The bill allows military spouses to work in their career path with credentials from another state, while they are working towards state credentials.
 - c. North South Regional Strategic Plan
 - i. Mike and Jessica presented the Universal 4’s a career path of employees to cross train in several programs. This allows for all programs to be service no matter sickness of employees or vacancies. Also allows employees to work in work in different areas that they are interested and grow their skill sets.
 - ii. This is a great opportunity to find out who’s doing what in the region and cross-train staff to backfill is necessary. Amy suggested bringing together a focus group with information from all areas. Will work offline and discuss.
 - d. LEAN improvements
 - i. An initiative with ESD to train all employees in LEAN.
 - e. Division of Vocational Rehabilitation State Plan Webinar
 - i. Reviewed, more information at the next meeting when Plan is adopted.
 - f. Integrated Service Delivery

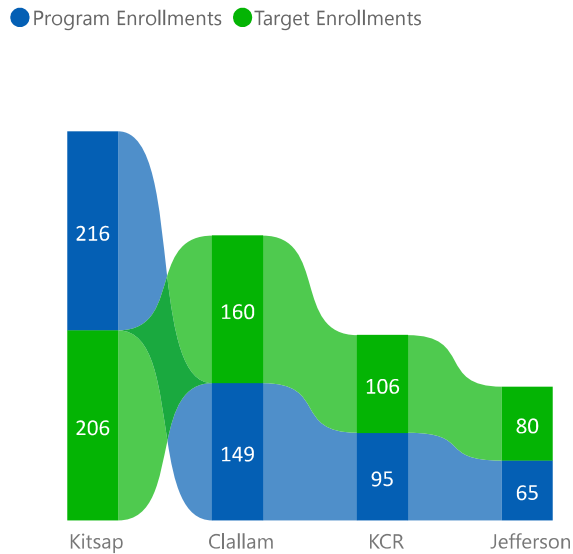
- i. Reviewed, no comment.
- g. Olympic Performance Reports
 - i. Discussion about Clallam Adult below the 85%, the end of the semester does not reflect at the end of the Program Year 2nd quarter, but numbers will be up in Quarter 3.
 - ii. Jefferson County has risen their performance numbers from the 50's% to 80's and 90%, huge gains.
- h. Primary Indicators
 - i. Not available this quarter.
- i. Dashboards
 - i. Reviewed, no comment.
- 4. Agenda items for May –**
 - a. No discussion items or action items requested
- 5. Good of the Order**
 - a. Able-Bodied Adults Without Dependents (ABAWD) will start on April 1st. Individuals who are ABAWD will be required to be enrolled in seeking for a job or have a job. Mike stated WorkSource Kitsap is adding a Full Time Employee. Amy explained there are navigators with Olympic College and Jacki Brickman is the contact.
- 6. ADJOURN –** Gina Lindal motioned to adjourn. Anna Winney seconded. **Motion carried.**

NEXT MEETING – May 12, 2020 in Sequim

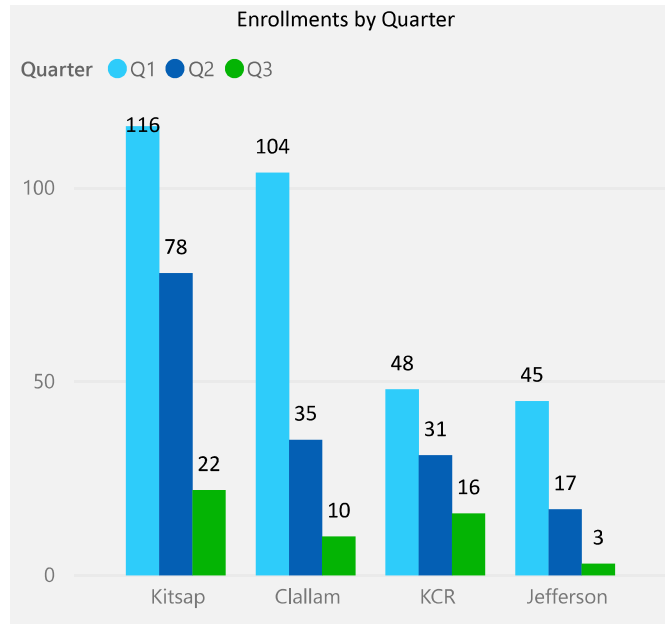
Final PY19 Performance Report (July 1, 2019 - March 31, 2020) Attachment 10.c

Office	Program	Program Enrollments	Current	Target Enrollments	PE %age	Exits	Target Exits	Exit %age	Place ments	Target Place ments	Placement Rate	Placements %age
Clallam	Adult	54	29	59	● 91.53%	25	36	◆ 69.44%	21	31	84.00%	◆ 67.74%
Clallam	Dislocated Worker	49	20	55	▲ 89.09%	29	38	◆ 76.32%	23	32	79.31%	◆ 71.88%
Clallam	Youth	46	36	46	● 100.00%	10	10	● 100.00%	8	5	80.00%	● 160.00%
Jefferson	Adult	30	10	36	◆ 83.33%	20	18	● 111.11%	16	15	80.00%	● 106.67%
Jefferson	Dislocated Worker	20	7	29	◆ 68.97%	13	14	● 92.86%	11	12	84.62%	● 91.67%
Jefferson	Youth	15	12	15	● 100.00%	3	3	● 100.00%	3	2	100.00%	● 150.00%
KCR	Adult	66	15	75	▲ 88.00%	51	41	● 124.39%	35	33	68.63%	● 106.06%
KCR	Dislocated Worker	29	9	31	● 93.55%	20	19	● 105.26%	16	15	80.00%	● 106.67%
Kitsap	Adult	60	27	58	● 103.45%	33	36	● 91.67%	29	31	87.88%	● 93.55%
Kitsap	Dislocated Worker	71	29	66	● 107.58%	42	39	● 107.69%	39	33	92.86%	● 118.18%
Kitsap	Youth	85	58	82	● 103.66%	27	12	● 225.00%	21	6	77.78%	● 350.00%
Totals		525	252	552	95.11%	273	266	102.63%	222	215	81.32%	103.26%

Enrollments & Target by Area



Enrollments by Quarter



Exits & Targets by Area



Rapid Response Increased Employment

Office	Program Enrollments	Current	Target Enrollments	PE %age	Exits	Target Exits	Exits %age	Place ments	Target Place ments	Placement %age
Clallam	2	2	5	◆ 40.00%		3			2	
Jefferson	1	1	3	◆ 33.33%		2			1	
KCR	15	7	12	● 125.00%	8	7	● 114.29%	7	6	● 116.67%
Kitsap	11	7	10	● 110.00%	4	7	◆ 57.14%	4	6	◆ 66.67%
Total	29	17	30	96.67%	12	19	63.16%	11	15	73.33%

Dislocated Worker + Increased Employment

Office	Program Enrollments	Current	Target Enrollments	PE %age	Exits	Target Exits	Exits %age	Place ments	Target Place ments	Placement %age
Clallam			2			1			1	
Jefferson			2			1			1	
KCR			4			1			1	
Kitsap	1	1	3	◆ 33.33%		2			2	
Total	1	1	11	9.09%		5			5	

Adult

WDA	Actual Emp After 2nd Qtr	Target Emp After 2nd Qtr	Achieved Emp After 2nd Qtr	Actual Emp After 4th Qtr	Target Emp After 4th Qtr	Achieved Emp 4th Qtr	Credential Attainment	Target Credential Attainment	Credential Achieved	Actual Median Earnings 2nd Qtr	Target Median Earnings 2nd Qtr	Median Earnings Achieved
Olympic	64.10%	66.10%	96.97%	63.50%	65.40%	97.09%	63.00%	61.40%	102.61%	\$7,687	\$5,490	102.61%
Statewide	66.60%	73.00%	91.23%	66.80%	72.20%	92.52%	67.60%	61.40%	110.10%	\$8,472	\$6,200	110.10%

Dislocated Worker

WDA	Actual Emp After 2nd Qtr	Target Emp After 2nd Qtr	Emp Achieved 2nd Qtr	Actual Emp After 4th Qtr	Target Emp After 4th Qtr	Emp Achieved 4th Qtr	Credential Attainment	Target Credential Attainment	Credentials Achieved	Median Earnings 2nd Qtr	Target Median Earn 2nd Qtr	Median Earnings Achieved
Olympic	64.00%	78.70%	81.32%	65.70%	75.40%	87.14%	60.20%	64.80%	92.90%	\$8,244	\$4,796	171.89%
Statewide	70.70%	78.40%	90.18%	72.80%	75.10%	96.94%	72.90%	64.80%	112.50%	\$10,235	\$8,150	125.58%

Youth

WDA	Actual Emp 2nd Qtr	Target Emp 2nd Qtr	Actual Emp 2nd Qtr	Achieved Emp 2nd Qtr	Actual Emp 4th Qtr	Target Emp 4th Qtr	Achieved Emp 4th Qtr	Actual Credential Earned	Target Credential Earned	Achieved Credential Earned
Olympic	55.00%	62.80%	62.80%	87.58%	54.10%	59.20%	91.39%	83.30%	51.70%	161.12%
Statewide	61.80%	63.00%	63.00%	98.10%	63.20%	59.40%	106.40%	67.20%	51.70%	129.98%

Wagner - Peyser

WDA	Actual Emp After 2nd Qtr	Target Emp After 2nd Qtr	Achieved Emp After 2nd Qtr	Actual Emp After 4th Qtr	Target Emp After 4th Qtr	Achieved Emp After 4th Qtr	Median Earnings 2nd Qtr After Exit	Target Median Earnings 2nd Qtr	Achieved Median Earnings 2nd Qtr
Olympic	63.70%	68.00%	68.00%	93.68%	62.00%	67.00%	\$6,460	\$6,900	93.62%
Statewide	66.80%	68.00%	68.00%	98.24%	65.30%	67.00%	\$7,327	\$6,900	106.19%

Numbers are Rolling Quarters PY19 Q2 Data retrieved from ESD Labor Market Info., WIOA Quarter Performance Reports (QPR's). 03/26/2020

Washington State WorkSource System Performance Dashboard

Seekers served
Employers served
Exits & Wages
Definitions

Service Location

WDA 01 - Olympic

Time Frame

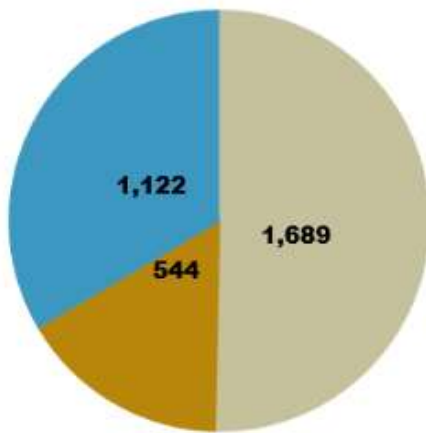
Single-quarter

PY 2019 Q3 (Jan - Mar 2020)

Data prior to the beginning of PY16Q1 (July 1, 2016) is not reflected in this dashboard. Therefore, the first quarter with complete rolling 4-quarter data is PY2016 Q4 (the quarter ending on June 30, 2017).

Total seekers 3,355

- Self served only
- Both types of service
- Staff assisted only



All seekers served

Self-service customers	2,233
Staff-assisted customers	1,666

Self served only	50.34%	1,689
Both types of service	16.21%	544
Staff assisted only	33.44%	1,122

New to WorkSource?

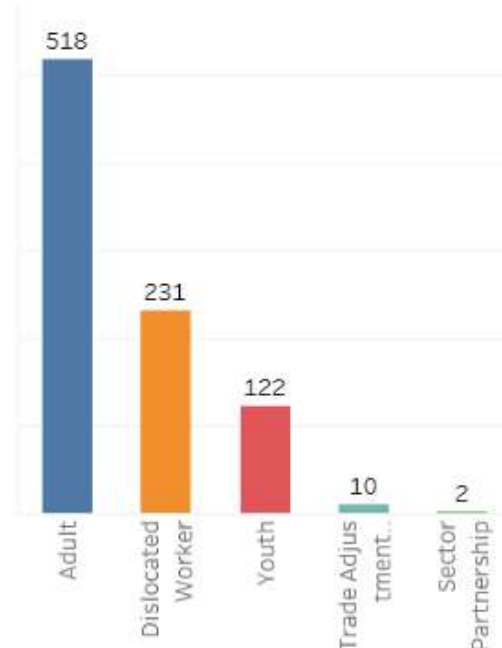
New	41.25%	1,384
Returning	58.75%	1,971

WorkSourceWA job applicants

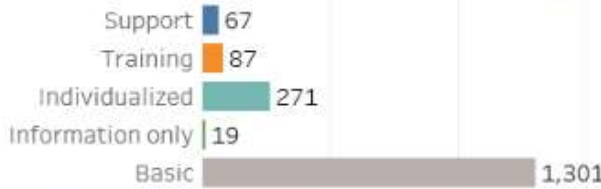
Seekers with job applications	668
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Seekers served by program enrollment

Staff-assisted seeker counts by service location, regardless of enrollment location

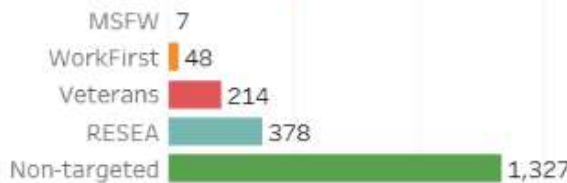


Staff assisted seekers served by service type*



*Information only and support services do not trigger or extend participation.

Staff assisted seekers by cohort



Data last refreshed: 4/15/2020 4:27:10 PM

Washington State WorkSource

System Performance Dashboard



Location

WDA 01 - Olympic

Time Frame

Single-quarter

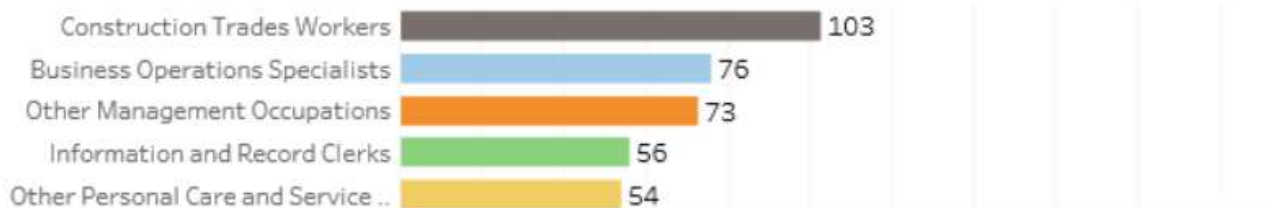
PY 2019 Q3 (Jan - Mar 2020)

Employers using WorkSource

Employers	238
Job orders	1,237

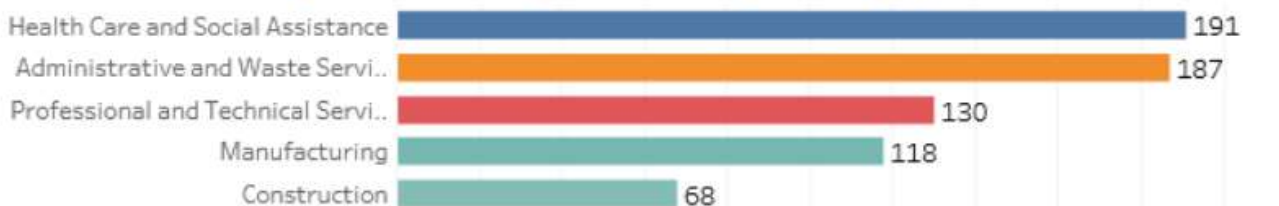
Employers receiving staff-assisted services	64
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Top 5 jobs in demand



Number of job postings by 3-digit ONET

Top 5 industry sectors posting jobs



Number of job postings by 2-digit NAICS

Washington State WorkSource System Performance Dashboard

- Seekers served
- Employers served
- Exits & Wages
- Definitions

Location

WDA 01 - Olympic

Program

- All Title I participants
- WIOA Adult
- WIOA Dislocated Worker
- WIOA Youth
- Wagner Peyser
- All WorkSource customers

These exit proxies are intended to help track potential WorkSource outcomes, are not intended to replace official federal outcomes, and may not accurately reproduce official federal outcomes.

Employments data are delayed.

Employments are based on wages received the second quarter after a person exits (final service date with no more services planned).

Wage data come in about 45 days after the quarter ends.

Example: If the final service is on January 3 (exit date), exit is the quarter of Jan-Mar, and the quarter to check for wages is Jul-Sept. Wages for this quarter would be reported by November 15 (approximately 11.5 months from Exit date).

Exits (by Calendar Year) WDA 01 - Olympic: All Title I participants



Employments (by Calendar Year): select an outcome measure*

All exit quarters, 2 Q after exit



* Low exiter and employment counts are suppressed to protect confidentiality. If the number of exitters or employments meets suppression conditions, the value will appear as "0".

DVR-WorkSource Match: Basic Career Services (BCS)

DVR Customers Receiving WorkSource Basic Career Services 01/01/2020 Through 03/31/2020

Office

DVR Rehabs That Received BCS 01/01/2020 - 03/31/2020	Current Open DVR Cases that Received BCS 01/01/2020 - 03/31/2020			All DVR Cases That Received BCS 01/01/2020 - 03/31/2020		
	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals

Category of Basic Career Service

Office: **Port Angeles**

Eligibility Determination for Adult, Dislocated Worker, or Youth Programs	0	0	1	0.00%	0	1	0.00%
Assessment of Skill Level	0	5	113	4.42%	5	113	4.42%
Job Search & Placement Assistance	0	3	74	4.05%	3	74	4.05%
Labor Market Information & Career Planning	0	6	89	6.74%	6	89	6.74%
Unemployment Insurance	0	1	76	1.32%	1	76	1.32%
Total	0	7	248	2.82%	7	248	2.82%

DVR Customers Receiving WorkSource Basic Career Services 01/01/2020 Through 03/31/2020

Office

DVR Rehabs That Received BCS 01/01/2020 - 03/31/2020	Current Open DVR Cases that Received BCS 01/01/2020 - 03/31/2020			All DVR Cases That Received BCS 01/01/2020 - 03/31/2020		
	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals

Category of Basic Career Service

Office: **Port Townsend**

Eligibility Determination for Adult, Dislocated Worker, or Youth Programs	0	0	0	0.00%	0	0	0.00%
Assessment of Skill Level	0	6	60	10.00%	6	60	10.00%
Job Search & Placement Assistance	0	1	7	14.29%	1	7	14.29%
Labor Market Information & Career Planning	0	6	24	25.00%	6	24	25.00%
Unemployment Insurance	0	1	50	2.00%	1	50	2.00%
Total	0	7	86	8.14%	7	86	8.14%

DVR Customers Receiving WorkSource Basic Career Services 01/01/2020 Through 03/31/2020

Office

DVR Rehabs That Received BCS 01/01/2020 - 03/31/2020	Current Open DVR Cases that Received BCS 01/01/2020 - 03/31/2020			All DVR Cases That Received BCS 01/01/2020 - 03/31/2020		
	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals

Category of Basic Career Service

Office: **Silverdale**

Eligibility Determination for Adult, Dislocated Worker, or Youth Programs	0	0	0	0.00%	0	0	0.00%
Assessment of Skill Level	1	9	307	2.93%	11	307	3.58%
Job Search & Placement Assistance	0	14	541	2.59%	14	541	2.59%
Labor Market Information & Career Planning	1	13	257	5.06%	13	257	5.06%
Unemployment Insurance	0	1	182	0.55%	1	182	0.55%
Total	1	23	875	2.63%	23	875	2.63%

DVR Customers Receiving WorkSource Individualized Career Services 01/01/2020 Through 03/31/2020

Office

DVR Rehabs that received ICS Services 01/01/2020 - 03/31/2020	Current Open DVR Cases that received ICS 01/01/2020 - 03/31/2020			All DVR Cases that received ICS 01/01/2020 - 03/31/2020		
	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals

Category of Individualized Career Service

Office: Port Angeles

Category of Individualized Career Service	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals	
Comprehensive Assessment	0	3	52	5.77%	3	52	5.77%
Individual Employment Plan	0	0	22	0.00%	0	22	0.00%
Career Counseling & Planning	0	0	0	0.00%	0	0	0.00%
Pre-Vocational Services	0	0	2	0.00%	0	2	0.00%
Internship & Work Experience	0	0	2	0.00%	0	2	0.00%
Workforce Preparation	0	1	38	2.63%	1	38	2.63%
Financial Literacy	0	0	0	0.00%	0	0	0.00%
Job Placement & Development	0	0	0	0.00%	0	0	0.00%
Total	0	4	113	3.54%	4	113	3.54%

DVR Customers Receiving WorkSource Individualized Career Services 01/01/2020 Through 03/31/2020

Office

DVR Rehabs that received ICS Services 01/01/2020 - 03/31/2020	Current Open DVR Cases that received ICS 01/01/2020 - 03/31/2020			All DVR Cases that received ICS 01/01/2020 - 03/31/2020		
	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals

Category of Individualized Career Service

Office: Port Townsend

Comprehensive Assessment	0	2	18	11.11%	2	18	11.11%
Individual Employment Plan	0	2	10	20.00%	2	10	20.00%
Career Counseling & Planning	0	0	0	0.00%	0	0	0.00%
Pre-Vocational Services	0	0	3	0.00%	0	3	0.00%
Internship & Work Experience	0	0	0	0.00%	0	0	0.00%
Workforce Preparation	0	0	6	0.00%	0	6	0.00%
Financial Literacy	0	0	0	0.00%	0	0	0.00%
Job Placement & Development	0	0	0	0.00%	0	0	0.00%
Total	0	3	34	8.82%	3	34	8.82%

DVR Customers Receiving WorkSource Individualized Career Services 01/01/2020 Through 03/31/2020

Office

DVR Rehabs that received ICS Services 01/01/2020 - 03/31/2020	Current Open DVR Cases that received ICS 01/01/2020 - 03/31/2020			All DVR Cases that received ICS 01/01/2020 - 03/31/2020		
	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals

Category of Individualized Career Service

Office: Silverdale

Comprehensive Assessment	0	3	93	3.23%	3	93	3.23%
Individual Employment Plan	1	4	38	10.53%	5	38	13.16%
Career Counseling & Planning	0	0	0	0.00%	0	0	0.00%
Pre-Vocational Services	0	0	7	0.00%	0	7	0.00%
Internship & Work Experience	0	0	0	0.00%	0	0	0.00%
Workforce Preparation	0	1	71	1.41%	1	71	1.41%
Financial Literacy	0	0	0	0.00%	0	0	0.00%
Job Placement & Development	0	0	1	0.00%	0	1	0.00%
Total	1	5	199	2.51%	7	199	3.52%

DVR Customers Receiving WorkSource Youth Services 01/01/2020 Through 03/31/2020

Office

DVR Rehabs That Received Youth Services 01/01/2020 - 03/31/2020	Current Open DVR Cases that Received Youth Services 01/01/2020 - 03/31/2020			All DVR Cases That Received Youth Services 01/01/2020 - 03/31/2020		
	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals

Category of Individualized Career Service

Office: Port Angeles

Comprehensive Assessment							
Educational Achievement - Post Secondary	0	0	4	0.00%	0	4	0.00%
Labor Market Info	0	1	9	11.11%	1	9	11.11%
Mentoring	0	0	0	0.00%	0	0	0.00%
Work Experience	0	0	2	0.00%	0	2	0.00%
Support Services	0	0	0	0.00%	0	0	0.00%
Guidance & Counseling	0	1	14	7.14%	1	14	7.14%
Total	0	2	28	7.14%	2	28	7.14%

DVR Customers Receiving WorkSource Youth Services 01/01/2020 Through 03/31/2020

Office

Category of Individualized Career Service

DVR Rehabs That Received Youth Services 01/01/2020 - 03/31/2020	Current Open DVR Cases that Received Youth Services 01/01/2020 - 03/31/2020			All DVR Cases That Received Youth Services 01/01/2020 - 03/31/2020		
	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals

Office: Port Townsend

Comprehensive Assessment							
Educational Achievement - Post Secondary	0	0	0	0.00%	0	0	0.00%
Labor Market Info	0	0	11	0.00%	0	11	0.00%
Mentoring	0	0	0	0.00%	0	0	0.00%
Work Experience	0	0	1	0.00%	0	1	0.00%
Support Services	0	0	0	0.00%	0	0	0.00%
Guidance & Counseling	0	0	1	0.00%	0	1	0.00%
Total	0	0	12	0.00%	0	12	0.00%

DVR Customers Receiving WorkSource Youth Services 01/01/2020 Through 03/31/2020




Office

Category of Individualized Career Service

DVR Rehabs That Received Youth Services 01/01/2020 - 03/31/2020	Current Open DVR Cases that Received Youth Services 01/01/2020 - 03/31/2020			All DVR Cases That Received Youth Services 01/01/2020 - 03/31/2020		
	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals

Office: Silverdale

Category of Individualized Career Service	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals	
Comprehensive Assessment							
Educational Achievement - Post Secondary	0	0	7	0.00%	0	7	0.00%
Labor Market Info	0	2	34	5.88%	2	34	5.88%
Mentoring	0	0	1	0.00%	0	1	0.00%
Work Experience	0	0	6	0.00%	0	6	0.00%
Support Services	0	0	0	0.00%	0	0	0.00%
Guidance & Counseling	0	0	7	0.00%	0	7	0.00%
Total	0	2	45	4.44%	2	45	4.44%

Olympic Consortium Board Meeting (3rd Fridays)		10 a.m. to 12:00 p.m.	
Olympic Consortium Board Meeting (3rd Fridays)		10 a.m. to 12:00 p.m.	Go-to-Meeting
Exec OWDC Meeting (2nd Tuesdays)		10 a.m. to 12:00 p.m.	Jan and July go to meeting
OWDC Full Meeting (2nd Tuesdays)		9:00 a.m. to 1:30 p.m.	

2020

January						
Su	Mo	Tu	We	Th	Fr	Sa
			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						
Su	Mo	Tu	We	Th	Fr	Sa
			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						
Su	Mo	Tu	We	Th	Fr	Sa
			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	

October						
Su	Mo	Tu	We	Th	Fr	Sa
				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						
Su	Mo	Tu	We	Th	Fr	Sa
						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

May						
Su	Mo	Tu	We	Th	Fr	Sa
					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						
Su	Mo	Tu	We	Th	Fr	Sa
						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						
Su	Mo	Tu	We	Th	Fr	Sa
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					

March						
Su	Mo	Tu	We	Th	Fr	Sa
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						
Su	Mo	Tu	We	Th	Fr	Sa
	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				

September						
Su	Mo	Tu	We	Th	Fr	Sa
		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						
Su	Mo	Tu	We	Th	Fr	Sa
		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		

OLYMPIC WORKFORCE DEVELOPMENT COUNCIL

Serving Clallam, Jefferson, and Kitsap Counties

EXECUTIVE COMMITTEE

CHAIR- MARILYN HOPPEN, SVP Human Resources,
Kitsap Bank

VICE CHAIR, JULIE HATCH, Manager
Kitsap Bank, Port Angeles

JESSICA BARR, Regional Director
Washington State Employment Security Dept.

MONICA BLACKWOOD, President
WestSound Workforce

ASCHLEE DRESCHER, Human Resources
The Veterans Administration

ROBIN HAKE, HR Director
City of Port Townsend

DAVID MCMAHAN, Vice President
Olympic Labor Council

COUNCIL MEMBERS

NICOLE BRICKMAN, HR Manager
Skookum Contract Services

MARTY CAVALLUZZI, President
Olympic College

RANDY COLSON, Manager
General Dynamics

LISA DONLON, General Manager
Windermere Commercial

GREG DRONKERT, President
Pacific Mobility Group, Inc.

CORDI FITZPATRICK, Human Resources Mgr.
Port Townsend Paper Corporation

KEVIN GALLACCI, General Systems Manager
Clallam Transit Systems (Ex Officio)

MICHELL GRAFF, Kitsap Community Resources
Employment & Training Division Director

SARA HATFIELD, CTE Director
South Kitsap School District (Ex Officio)

NEAL HOLM, IBEW Local 46
Electrician and membership Development

PETER JOHNSON, Human Resources Director
McKinley Paper Corporation

BRIAN KUH, Deputy Director
Team Jefferson (Ex Officio)

HEIDI LAMPRECHT, Co-Founder
Paella House

GINA LINDAL, Administrator
CSO, DSHS

GREG LYNCH, Superintendent
Olympic Edu. Service Dist. #114

COLLEEN MCALEER, Director
Clallam Economic Development Corp.

CHUCK MOE, Field Representative
Laborers Local 252

GILLIAN NIUMAN, Human Resources
Town and Country Markets

ANNA REYES POTTS, General Manager
TMF Inc.

LEANNE RAINES, Supervisor
Dept. of Vocational Rehabilitation

JEFF RANDAL, Board of Commissioners
Jefferson County Public Utility District

LUKE ROBINS, PhD, President
Peninsula College

MORGAN SNELL, Jamestown S'Klallam Tribe
Higher Education and Professional Development
Coordinator

DANNY STEIGER, CEO
Angles Mill Works and Lumber Traders

MATT WHEELUS, Chief Operating Officer
Harrison Hospital

COUNCIL MEETING

Tuesday, September 8, 2020

10:00 a.m. – 11:30 a.m.

Via Zoom <https://zoom.us/j/92444130484>

Committee Meetings 9:00 a.m. to 9:50 a.m. Online

AGENDA

Action Items

1. Call to Order – 10:00 a.m. and Welcome All and New Member / Positions
2. Approval of Agenda
3. Approval of Meeting Minutes from May. 12, 2020 (Attachment 3.a) pg. 2

Discussion Items

4. Monitoring Letter Final (Attachment 4.a) pg. 5
5. Peninsula College Services During COVID-19
6. Supported Employment (Attachment 6.a) pg.13
7. Goodwill of the Olympics Outreach Efforts
8. Employment Pipeline
9. Pacific Mobility
10. Executive Committee Report (Attachment 10.a) pg.14
11. Economic Development and Business Committee Report (Attachments 11.a.b.) pg.18
12. Youth Committee Report (Including YouthBuild) (Attachments 12. a.b.) pg. 21
13. Operations Committee Report (Attachment 13. a.-h.) starting on pg. 25
14. Calendar (Attachment 14.a) pg. 50
15. Good of the Order and Adjourn – 11:30 a.m.

Next Meeting: November 10, 2020 – Zoom or Kingston, WA

OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)
MINUTES
May 12, 2020

1. CALL TO ORDER

The Olympic Workforce Development Council (OWDC) meeting was held via Zoom on May 12, 2020. Marilyn Hoppen, Acting Chair called the meeting to order at 10:03 a.m.

2. APPROVAL OF AGENDA

Motion: Dave McMahan moved to approve the agenda as presented. Danny Steiger seconded the motion. Motion carried unanimously.

3. MINUTES February 11, 2020

Motion: Dave McMahan moved to approve the minutes with revisions. Danny Steiger seconded the motion. Motion carried unanimously.

DISCUSSION ITEMS

4. Leadership Nominations

- a. Felix Vicino, Chair retired. A Cognito form to be sent for committee vote of new chair and vice chair.
- b. Executive Committee recommendations; Marilyn Hoppen moved from vice chair to chair and Julie Hatch as vice chair.
- c. Nominations and vote needed by close of business on Friday, May 15th.

5. Libraries Support Communities During COVID-19

- a. Tamara Meredith, Jefferson Co. Director
 - o Serving the community virtually
 - o Responding to emails and phone calls
 - o 24/7 wi-fi is available in the parking lot
 - o Working to purchase and install more hot spots throughout the community
 - o Libraries scheduled to reopen in phase three of the Governor's plan
 - o Trying to get approval for curbside service during phase two but no response yet
 - o Computers are available for applying for unemployment
- b. Leigh Ann Winterowd, Branch Manager Kitsap County
 - o Large focus on supporting families who are homeschooling online
- c. Noah Glaude, Assistant Director North American Library Systems
 - o Staff working from home
 - o Virtual programing

- Open book chats
- Promoting Lynda for professional development
- Mailing starter kit seed packets from the Seed Library for those who request it
- City Libraries funded by local sales tax may be impacted more than county Libraries

6. COVID-19 Impacts and WorkSource Services-Virtual and Current Planning

Mike Robinson, Director WorkSource Kitsap

- a. Converting in-person to online workforce
- b. Centers for Disease Control and Prevention recommendations turned to requirements and addressing the challenges
- c. Call volume has switched from getting back to work to unemployment support with claims

Luci Bench, Data Analyst Kitsap County

- a. WIOA Title One enrollment requires many signatures, now able to do virtual enrollment
- b. National unemployment is at 14.6, tri-county area 4-5%

Elizabeth Court, Director Olympic Workforce Development

- a. Discussed two main grants;
 - Emergency Grant worth 12 million
 1. Local Employment Security received \$350,000
 2. For logistics and health care service jobs
 - Long Term Recovery Grant
 1. \$30,000- \$40,000 for focusing on jobs that will emerge as the new normal and career centered programs K-12th and colleges

Kody Russell, Executive Director of Kitsap Strong discussed the, Draft Impact Report

- Advocating for compensation at a living wage
- Analysis on future most needed skills and working with schools to support
- Mentorships to develop those skill sets

7. Executive Committee Report – Mike Robinson

- a. There has been a decrease in services to businesses from 120 down to 48 served
- b. Holding virtual hiring events for the jobs that are available
- c. Before the Care Act, there was little guidance. Have developed resource tools and expanded sharing resources
- d. Rapid Response material is available on workforce standards, no employers have asked for them
- e. Relocation efforts to Silverdale, anticipated move in June 2020

8. Youth Committee Report – Jeff Allen
 - a. Overcoming barriers organizationally, a shift from the norm of helping clients overcome challenges. A great deal has been learned on continuing to provide services during COVID-19
 - b. Title One Youth contract, was awarded for the next four years
 - c. Staff have continued continuity of services
 - d. Received the second round of funding in January for Youth Build which was scheduled to start up again this month. Working with Department of Labor and Youth Build U.S.A. to strategize on serving remotely
 - e. Career Connect Washington, state-wide initiative to change the trajectory to access careers
 - o Regional Network with STEM and Kareen Borders
 - o Employment Security Department has two projects
 - o Careerconneccct@home.com
 - o Career Connect Washington has reached out to industries and are holding live panels M-F 3:00 p.m. – 4:15 p.m. where students can ask industry specific questions
9. Operations Report – Gina Lindal
 - a. Virtual training and hiring events
 - b. Spoke about; Operation 100%
 - o The goal to pay 100% of claims
 - c. One-year cash program
 - d. Skeletal crews to issue EBT cards
10. Calendar
11. Good of the Order and Adjourn

NEXT MEETING

The next council meeting is scheduled for Tuesday, September 8, 2020

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 11:30 a.m.



**Employment
Security
Department**
WASHINGTON STATE

Issue Date:
July 23

| 2020

Attachment 4.a

Olympic Workforce Development Council

Serving Clallam, Jefferson and Kitsap Counties

PY 2019 Monitoring Report

Greg Ferland, Director of Workforce Monitoring
Gferland@esd.wa.gov | 360-902-9564

Onsite review conducted
February 3 – 7, 2020

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Monitoring Observations 5

Noted Practices 7

Results 8

EXECUTIVE SUMMARY

Background and Monitoring Objective

Employment Security Department's Monitoring Unit (ESD Monitoring Unit) conducted an annual onsite compliance review of the Olympic Workforce Development Council (Olympic WDC) on February 3 – 7, 2020. The review was conducted in accordance with the Uniform Administrative Requirements 2 CFR Part 200; the Workforce Innovation and Opportunity Act (WIOA), Sec. 184(a)(4); and additional requirements established by Department of Labor Employment and Training Administration (DOLETA) and ESD policies, rules, and regulations.

Scope

In keeping with general monitoring practices, not all transactions and activities were examined. ESD's Monitoring Unit randomly selected individual participant files and administrative/fiscal documents for review. The following areas were examined and tested during this review period:

WIOA Youth Program:

- Applicable program policies and procedures,
- Eligibility,
- Supportive services, and
- Elements from the PY18 monitoring cycle that your LWDB was required to include in your next round of monitoring as documented in your PY18 Program Daily Observation Report.

WIOA Adult and Dislocated Worker Programs:

- Eligibility,
- Priority of Service (Adult Program Only),
- Program Enrollment,
- Basic and Individualized Services,
- Supportive Services,
- Training Services,
- Outcomes,
- Program Completion,
- Follow-up Services,
- Self-attestation,
- MIS/ETO, and
- Elements from the PY18 monitoring cycle that your LWDB was required to include in your next round of monitoring as documented in your PY18 Program Daily Observation Report.

Administrative and Fiscal Review:

- Design and Governance of the LWDB,
- Policies/Procedures,

- Administrative Controls/Monitoring,
- Internal Controls,
- Cash and Financial Management,
- Incumbent Worker,
- Cost Allocation Plan or Rate,
- MOUs/IFA,
- Property/Inventory,
- Procurement and Contracting,
- Support Services & Needs-Related Payment,
- Single Audit,
- Grievance and Complaint, and
- Personnel.

Statewide Discretionary Contracts Compliance Review:
Increased Employment-Rapid Response (IE-RR):

Program Review:

- Applicable program policies and procedures,
- Tasks specified in the contract,
- Quarterly reporting requirements,
- Participant eligibility,
- Services provided,
- Outcomes, when applicable,
- Program Completion, when applicable,
- Self-attestation, when applicable,
- MIS/ETO, and
- Case Notes.

Administrative and Fiscal Review:

- Cash and financial management/A19 reimbursements,
- Administrative controls (Sub-recipient monitoring),
- Procurements & Contracts, and
- Personnel Activity Reports and Cost Allocation

ONSITE COMMUNICATIONS

To ensure transparent communication occurred during the onsite compliance review, ESD's Monitoring Unit conducted an entrance meeting with Olympic WDC's staff on the first day of the visit. The entrance meeting provided an opportunity for the monitoring agenda to be finalized, points of contact identified and confirmation of other monitoring related activities. The entrance meeting also provided an opportunity for Olympic WDC staff to share changes that occurred in their area since the last ESD monitoring review, challenges and successes they have experienced, as well as future endeavors.

Ongoing interaction between ESD's Monitoring Unit and Olympic WDC staff occurred throughout each day of the visit.

An exit meeting occurred on the last day of the visit and provided Olympic WDC with a summary of the compliance review, outstanding items to address, noted practices observed during the visit and next steps in the ESD monitoring process. These observations and action items were all captured in a Daily Observation Report (DOR).

DOCUMENTATION OF REVIEW

ESD's Monitoring Unit met with Olympic WDC staff each day to summarize ESD Monitoring Unit's activities and observations up to that point. In addition, DOR's were shared periodically during the review. The DOR's included any items to address or questioned or disallowed costs (if applicable), as well as documentation of items to address that may have been resolved during the visit. The final DOR from the onsite review was provided to Olympic WDC on February 7, 2020.

MONITORING OBSERVATIONS

Program - WIOA Youth:

ESD's Monitoring Unit reviewed six (6) WIOA Youth files. There were no findings nor questioned costs.

Program – WIOA Adult:

ESD's Monitoring Unit reviewed five (5) WIOA Adult files. There were no findings and one (1) questioned cost. The questioned cost resulted from lack of justification and documentation.

Supportive Services

Questioned Costs

Unable to validate justification for supportive service

Action Required

- Olympic WDC was required to review the file to determine if the support services were necessary to enable the individual to participate in career and training services.
- If Olympic WDC determined that supportive services were not necessary to enable the individual to participate in career and training services, the expense was required to be disallowed. If Olympic WDC determined that supportive services were necessary to enable the individual to participate in career and training services, the expenses were allowed and the information supporting the expense were required to be entered into ETO in case notes.
- Olympic WDC was required to report back the results of the review to the ESD Monitoring Unit.

Olympic WDC Response

Olympic WDC informed the ESD Monitoring unit on February 20, 2020 that the file has been reviewed, corrections were made and determined the expenses were allowable.

Status – Resolved

No additional actions required. This item has been resolved as noted above.

Program – WIOA Dislocated Worker/IE-RR:

ESD's Monitoring Unit reviewed four (4) WIOA Dislocated Worker files co-enrolled with Increase Employment – Rapid Response. There were no findings and several questioned costs under training services that resulted from lack of documentation.

Occupational Skills Training**Questioned Costs 1**

Unable to locate any evidence in case notes, electronic or paper records documenting other resources were explored for the cost of WIOA funded training.

Action Required

- Olympic WDC was required to review files to determine if other resources were explored prior to funding with WIOA Adult Program.
- If Olympic WDC determined that other resources were not explored prior to funding with WIOA funds, then Olympic WDC was required to determine if WIOA funds were necessary to cover the costs of training. If it was determined the WIOA funds were necessary to cover the costs of training, case notes were required to be added to the file documenting that fact. If it was determined that WIOA funds were not necessary to cover the costs of training, these expenses were to be disallowed.
- Olympic WDC was required to report the results of the review to the ESD Monitoring Unit.

Olympic WDC Response

Olympic WDC reported back to the ESD Monitoring unit on February 20, 2020 that the files have been reviewed, corrections were made, and they determined the expenses were allowable.

Status - Resolved

No additional actions required. This item has been resolved as noted above.

Questioned Costs 2

Unable to locate any evidence in case notes, electronic or paper records documenting consumer choice by making available to the participant the state list of eligible training providers. No documentation located in file or case notes indicating if the selected training provider is on the state eligible training provider list.

Action Required

- Olympic WDC was required to review 100% of all active DW-IE participants who have received training to ensure proper documentation of Occupational Skills Training. Olympic WDC was required to provide a plan to the ESD Monitoring Unit of when the review would be completed.
- Olympic WDC was required to conduct on a quarterly basis a 10% review of new participants to ensure proper documentation of Occupational Skills Trainings.
- Olympic WDC is required to report on a quarterly basis the results of their review.

Olympic WDC Response

Olympic WDC submitted a plan to the ESD Monitoring Unit outlining that their 100% review would be completed by March 31, 2020. Olympic WDC reported back to the ESD Monitoring Unit on February 20, 2020 with the results of their 100% review of active DW-IE participants who had received a training; corrections were made to the files due to case manager errors and the proper documentation was secured, all

expenses were determined allowable. Olympic WDC has conducted two quarterly reviews and submitted the results of their reviews to the ESD Monitoring Unit on February 20, 2020 and May 11, 2020. Olympic WDC is identifying any issues, requiring corrective actions and providing technical assistance to their sub-recipients.

Status – Ongoing Action Required

Olympic WDC is required to perform ongoing quarterly monitoring reviews, and report results of their review to the ESD Monitoring Unit each quarter.

Administrative & Fiscal Review:

ESD's Monitoring Unit did not observe any questioned costs or findings related to Olympic WDC's:

- Design & Governance of LWDB
- Policies/Procedures,
- Administrative Controls/Monitoring,
- Internal Controls,
- Cash and Financial Management,
- Incumbent Worker, when applicable,
- Cost Allocation Plan or Rate,
- MOU/IFA
- Property/Inventory,
- Procurement and Contracting,
- Support Services & Needs-Related Payment,
- Single Audit,
- Grievance and Complaint, and
- Personnel.

NOTED PRACTICES

Noted practices observed during the program review included:

Youth Program Forms

The ESD Monitoring Unit observed that the youth program provider, ESD #114 utilizes a paper Individual Service Strategy which not only notifies the participant of the applicable 14 program elements available, but also demonstrates which will be included in their service strategy to assist the youth in reaching their goals. The form also includes Employment, Training and Basic Skills goals along with applicable referrals to other community agencies that can help assist the youth. This document does a great job of identifying the youth's Career Path Plan, the first step and their final goal, and which provider will assist with each of those goals along with tracking when they start and end those services.

Another noteworthy form they utilize is called My Career Path, the case manager and the youth work towards creating steps the youth will take to reach their path which include training options, providers, location, length of training or work experience, job entry points and future career options and goals that lead up to a 5 year goal assisting the youth with building a long term vision for goal setting.

Dislocated Worker/Increase Employment – Rapid Response (KCR)

The ESD Monitoring Unit observed excellent eligibility and exit case notes observed for ETO ID 937688. They were comprehensive and detailed, including information such as the dislocation category, and that the individual had opted out of follow-up services.

KCR utilizes a form to track and manage follow up activities after exit, along with communicate if the participant opted out. This is a good practice / process to track, manage and deliver follow up services.

Dislocated Worker/Increase Employment – Rapid Response (ESD)

The ESD Monitoring Unit observed excellent case management case notes for ETO ID 651100 (WS Kitsap). The case notes for this file were very comprehensive, detailed and did a great job of highlighting the case management services that were being provided to the client. For example, the case manager included specific suggestions she offered the client to improve his resume. Her case notes did a great job of showing that she was keeping in contact with the participant to collect progress in training, discuss successes and challenges and collect necessary MSG documentation.

Timely and accurate services were observed to be recorded on ETO ID 699166 (WS Clallam). All services as described in case notes were entered in ETO within the same day or within 2-3 days of the service occurring.

RESULTS

ESD's Monitoring Unit determined that there are no findings. The questioned costs that were identified were determined allowable and resolved. ESD's Monitoring Unit appreciates the timeliness in which Olympic WDC moved to resolve and address the questioned costs and develop procedures to ensure they do not reoccur.

ESD Monitoring Team:

Greg Ferland, Director of Workforce Monitoring

Phouang Hamilton, Workforce Monitor

Brooke Zielinski, Workforce Monitor

Diana Cook, Workforce Monitor

Diana Crettol, UI Quality Assurance



**KITSAP
MENTAL HEALTH
SERVICES**

SUPPORTED EMPLOYMENT PROGRAM

Great for Employers. Excellent for Employees.

Attachment 6a

- ❖ Being an inclusive employer means providing a work environment that embraces all employees. Studies show when an employer is inclusive, staff morale is higher, turnover is less, and productivity increases.
- ❖ The **Supported Employment** program at Kitsap Mental Health Services can help you create this inclusive work environment. Our program not only identifies and brings qualified and motivated applicants to you, we continue to support them after hiring occurs to assure that you are getting the best employee possible.

❖ What is the Supported Employment Program?

One in five U.S. adults experience symptoms of mental illnesses each year. Chances are you have been personally or professionally impacted by someone who has a mental health concern. You or your company may not have even known that an individual was struggling with depression, anxiety, post-traumatic stress disorder, bipolar disorder or other mental illnesses. In fact, anxiety and depression are the most common of all of these illnesses and affect many of us at some point in our lives.

Our Supported Employment program helps those who want to have a healthy and productive lifestyle while managing their symptoms. We do this by helping people find meaningful employment and establish their career path. Our Supported Employment program is carefully designed to attain the best outcomes, with components based on years of national research, and approved by the Washington State Healthcare Authority. Kitsap Mental Health Services is pleased to deliver this program through contract with Washington State assigned program administrator, Amerigroup.

The sense of purpose and accomplishment that results from the right employment is invaluable and has a "ripple effect" improving the quality of life for employees, co-workers, company, and community. We know a quality Supported Employment Program achieves this rewarding goal and we look forward to working with our local employers and their employees to achieve it.

PROGRAM BENEFITS TO EMPLOYERS

- Creates a larger hiring pool of pre-screened applicants
- Gain a motivated employee who has support of employment professionals committed to the employee's success on the job
- Potential for tax benefits and other financial incentives from partnership with a Supported Employment program
- Positions employer for future preference in government contracting
- Knowledgeable support and resources for assisting existing employees who may be experiencing mental health challenges
- Be identified as part of a broad network of employers and community resources committed to improving quality of life for local citizens
- Enhanced community reputation for building leadership and an equitable workplace
- Improved business creativity, problem-solving and customer satisfaction, a research-based outcome of an inclusive and diverse workplace employing people of all skill levels, backgrounds and perspectives



**KITSAP
MENTAL HEALTH
SERVICES**

Aja Cheslik

Supportive Employment Supervisor
5455 Almira Drive NE, Bremerton, WA 98311
Office: (360) 415-5820 | Cell: (360) 516-7991

**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)
EXECUTIVE COMMITTEE SUMMARY
July 14, 2020**

ATTENDANCE: Marilyn Hoppen, Aschlee Drescher, Robin Hake, Michael Robinson, Jessica Barr, Julie Hatch
Staff: Elizabeth Court, Hannah Shockley, Doug Washburn

The Olympic Workforce Development Council's (OWDC) Executive Committee meeting was held on Tuesday, July 14, 2020 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 with addition of virtual job fair. Motion was seconded by Jessica Barr. Motion carried unanimously.

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

ACTION: Robin Hake moved to approve the April 14, 2020 Executive Committee Minutes as presented. Motion was seconded by Aschlee Drescher. Motion carried unanimously.

UPDATES

5-Year Plan Acknowledgment Letter

Approval has been moved to late summer COVID-19. Alissa worked on the plan.

Internal Monitoring

Five clerical items were updated.

EO Monitoring

EO monitoring has been moved online and pushed out until September.

Council Member

New council member Peter Johnson, McKinley Paper

PY19 Q3 Primary Indicators 8.a

Luci Bench follows and tracks the data displayed on attachment 8.a

- Overall, consistent with the state
- Wages are little lower

PY19 Q3 Primary Formula Performance Report 9.a

Elizabeth gave an overview.

- Red, indicates late expenditures and billing cycle issues
- Items not met will require an improvement plan, staff believe once job search is reenacted in August, targets are more likely to be met

PY19 Q4 RRIE Performance Report 10.a

Elizabeth discussed, Rapid Response Increased Employment.

- Issues in Jefferson with closure of the office but staff are still available and serving the area

WIOA System Performance Dashboard PY19 Q3 11.a

Elizabeth explained.

- Shows who is being served, offices are closed but services have continued
- Jobs in demand, fluctuation are vast and vary quarterly

Worksource Location and Moves

Mike provided updates on the relocation of the WIOA offices and gave insight on services being provided.

Kitsap's new office space is progressing.

- Waiting on the Certificate of Occupancy which requires an inspection
- The COVID environment has created delays but the primary work has been completed
- Unable to move office items until the inspection is complete
- Some outside work needs to be completed, working with the owners, a company out of Chicago
- Bremerton site is closed with all staff working remotely

Sequim location has reviewed two potential sites.

- Wanting a site with availability to design and build, currently in negotiations

Services, all things virtual.

- Employment Security Department's technology, supports the service of customers
- Wagner-Peyser front end staff are processing claims. This is a transition for these employees who were hired for reemployment, now processing unemployment claims. The transition has allowed these employees the opportunity to developed new skill sets

- Front end services are slower, due to being inundated with Unemployment Insurance claims
- All other services; WIOA-training and supportive services including Youth rely on Employment Security technology
- Reentry coordinator was hired
- Veteran staff are working part-time processing unemployment insurance claims and part-time providing veteran services

Virtual job fair is being developed.

- Brazen technology, an online event platform allows job seekers and employers to connect virtually. Job seekers choose which room they want to enter to learn more about a potential employer. Following an upload of job seeker's documents; resume etc., employers can review the job seekers who are present
- Five of these virtual job fairs have been conducted across the state and have received great reviews
- It is unsure how long the technology will be available without cost
- Executive Committee requested the opportunity to join and view the virtual job fair. Mike will work on arrangements

Elizabeth included that Brazen technology is the way of the future.

- Attendance at a physical job fair vs a virtual one shows numbers ranging from 20 to 200 participants
- Price for the software ranges within a couple hundred dollars plus participation fee per person
- Each license covers a set amount of job fairs that may be conducted, more job fairs would require additional licenses
- Vendor is Monster

DISCUSSION AND INPUT

Question from Robin: Can Wagner-Peyser Title 3 be explained?

Jessica gave an overview.

- This is the universal way Employment Security Department supports customers. Anyone can be served by Wagner-Peyser staff
- Compared to Adult and Dislocated Worker Title 1, which limits the populations that can be served
- Elizabeth will send out details on the Title funding 1-5

Council members shared innovations by their companies in response to the COVID environment.

ADJOURN

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

Next Meeting: Tuesday, October 13, 2020, meeting platform TBA

ECONOMIC DEVELOPMENT & BUSINESS COORDINATION COMMITTEE MEETING

Tuesday, SEPT 8, 2020

9:00 a.m. – 9:50 a.m.

Via Webex

<https://esd.webex.com/esd/j.php?MTID=m98856ce669ef17bc7e6a5f14c44c4f3e>

Committee Meetings 9:00 a.m. to 9:50 a.m.

A G E N D A

1. Call to order (9:00 a.m.)
2. Introductions
3. Approval of Agenda (Attachment 11.a) pg. 18
4. Approval of May Summary (Attachment 11.b) pg. 19
5. Discussion Item(s)/Action Item(s)
 - a. WorkSource Employer Services, hiring events and emerging opportunities: WorkSource Clallam and Clallam County Job Fair
 - b. Rapid Response: Area updates
 - c. Office Relocations updates: Kitsap and Clallam
 - d. Marketing: New WorkSource office information WorkSourceWA.com
6. WDA trends from members – Discussion on recruiting, and business needs during COVID

Next Meeting: November 10, 2020

EXECUTIVE COMMITTEE

CHAIR- MARILYN HOPPEN, SVP Human Resources,
Kitsap Bank

VICE CHAIR, JULIE HATCH, Manager
Kitsap Bank, Port Angeles

JESSICA BARR, Regional Director
Washington State Employment Security Dept.

MONICA BLACKWOOD, President
WestSound Workforce

ASCHLEE DRESCHER, Human Resources
The Veterans Administration

ROBIN HAKE, HR Director
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DAVID MCMAHAN, Vice President
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RANDY COLSON, Manager
General Dynamics

LISA DONLON, General Manager
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GREG DRONKERT, President
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CORDI FITZPATRICK, Human Resources Mgr.
Port Townsend Paper Corporation

KEVIN GALLACCI, General Systems Manager
Clallam Transit Systems (Ex Officio)

MICHELL GRAFF, Kitsap Community Resources
Employment & Training Division Director

SARA HATFIELD, CTE Director
South Kitsap School District (Ex Officio)

NEAL HOLM, IBEW Local 46
Electrician and membership Development

PETER JOHNSON, Human Resources Director
McKinley Paper Corporation

BRIAN KUH, Deputy Director
Team Jefferson (Ex Officio)

HEIDI LAMPRECHT, Co-Founder
Paella House

GINA LINDAL, Administrator
CSO, DSHS

GREG LYNCH, Superintendent
Olympic Edu. Service Dist. #114

COLLEEN MCALEER, Director
Clallam Economic Development Corp.

CHUCK MOE, Field Representative
Laborers Local 252

GILLIAN NIUMAN, Human Resources
Town and Country Markets

ANNA REYES POTTS, General Manager
TMF Inc.

LEANNE RAINES, Supervisor
Dept. of Vocational Rehabilitation

JEFF RANDAL, Board of Commissioners
Jefferson County Public Utility District

LUKE ROBINS, PhD, President
Peninsula College

MORGAN SNELL, Jamestown S'Klallam Tribe
Higher Education and Professional Development
Coordinator

DANNY STEIGER, CEO
Angles Mill Works and Lumber Traders

MATT WHEELUS, Chief Operating Officer
Harrison Hospital

**OLYMPIC WORKFORCE DEVELOPMENT
ECONOMIC DEVELOPMENT & BUSINESS COORDINATION COMMITTEE MEETING MINUTES**

9:00 a.m. – 9:30 a.m.

Tuesday, May 12, 2020

Via Webex

In attendance:

Mike Robinson, WorkSource	Jon Powers, Kitsap Economic Development Alliance
Hildo Rodriguez, WorkSource Kitsap	Monica Blackwood, WestSound Workforce
Patrice Varela-Daylo, WorkSource Clallam	Matt Wheelus, Harrison Medical Center
Cordi Fitzpatrick, Port Townsend Paper Corporation	

Call to Order

Meeting called to order by Mike Robinson.

1. Introductions

2. Approval of Agenda (Attachment 8. a) pg. 11

No quorum present.

3. Approval of February 11, 2020 Summary (Attachment 8. b)12

No quorum present.

4. Discussion Item(s)/Action Item(s)

a. WorkSource Employer Services, hiring events and emerging opportunities

Mike Robinson, WorkSource, reports changes at WorkSource due to COVID-19; additional details in handout:

- March 6 - First guidance appeared and resulted in changes such as reduced customer traffic, increased cleaning, and cancelation of non-essential travel
- March 18 - All WorkSource offices closed to in-person customer services
- March 27 – Resources were widely shared with businesses; staff coordinated with EDC’s chambers, SBA’s, and ESD staff to compile an overview of employer services and assistance for COVID-19 response
- April 6 - 100% of staff teleworking

Due to COVID-19, there has been a 50% reduction in business services provided since March.

Hiring Events –

Two virtual hiring events were held:

- 4-7-20 – Clallam Bay and Olympic Corrections Centers
- 4-9-20 – West Sound Workforce

Virtual hiring events were abbreviated versions of traditional hiring events; staff continues to be flexible and identify ways to adapt and improve virtual services to continue serving employers and employees.

Patrice Varela-Daylo, WorkSource Clallam, reports on the virtual hiring event. Patrice also reports on recent contact with employers concerned about their workforce – primarily with

unemployment claims being filed and processed at a delay. Employers are not sure how to assist their workforce as they wait for unemployment.

Hildo Rodriguez, WorkSource Kitsap, reports on virtual hiring event. Challenges needed to overcome to make future virtual hiring events more comparable with in-person hiring events were discussed.

Discussion continued regarding the concern of unemployment fraud and the issue of ensuring individuals who are utilizing unemployment and CARES funds return to the workforce as employment opens again.

b. Rapid Response

Mike reports there have been a few WARN notifications for the area; however, no employers have asked for a rapid response yet.

The Brand and Media Committee for WWA (Washing Workforce Association) identified a need for consistency in how WorkSource is branded and provides rapid response services. This need resulted in the release of a packet with resources compiled for a rapid response (provided in handout). The packet includes flyers with details on: WorkSource, Strategies for Success Virtual Workshop Series, Layoff Response Employee Survey, health insurance options, directions for creating a WorkSource WA online account, how to apply for unemployment benefits, Claim Center call hours, layoff response resources for employers, details about what a WorkSource Center is, and a Layoff Response Employer Survey.

c. Office Relocations updates

- Clallam County – Currently looking in Sequim for a new location.
- Jefferson County – Now closed permanently; unable to find property. Staff are reassigned.
- Kitsap County – Working on remodeling at the new Silverdale location; a few weeks behind but likely moving in at the beginning of June. The Bremerton office is closed.

d. Marketing

Patrice brought attention to the issue of getting word out when employers are hiring. Normally, Clallam and Jefferson hiring opportunities are posted to the WorkSource website, social media, weekly newsletter, weekly radio spots, and job boards in the office. With current challenges related to COVID, the only place jobs are posted right now is on the website.

e. Other

No discussion

6. WDA Trends from members – Discussion on resumes, recruiting, and business needs

No discussion

Next Meeting: September 8, 2020, Kingston, WA

Adjournment

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Harrison Hospital

Olympic Workforce Development Council Youth Committee Meeting

Tuesday, September 8,
2020 9:00 a.m. – 9:50 a.m.
ZOOM meeting

AGENDA

1. Call to Order
2. Approval of Agenda
3. Approval of Previous Meeting Minutes May 12, 2020 (Attachment 12.b) p.22

Discussion Items

4. COVID-19 Impact Update
5. Career Connected Learning
 - State and Regional Updates
 - CCL Rural Network Collaboration
 - OESD 114 Career Connected Learning Newsletter
6. WIOA-Youth, Pathways to Success Update
7. YouthBuild Kitsap
8. Open Discussion
9. Adjourn

Next Meeting – November 10, 2020

**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)
YOUTH COMMITTEE SUMMARY
May 12, 2020**

ATTENDANCE: Leighann Winterowd, Julie Knott, Aschlee Drescher, Heidi Scheibner, Tiffany Skidmore, Emily Manson, Brian Kuh, Jeff Allen
Staff: Alissa Durkin

The Olympic Workforce Development Council's (OWDC) Youth Committee meeting was held on Tuesday, May 12, 2020 via ZOOM

APPROVAL OF SUMMARY

The Youth Committee's Meeting Agenda was reviewed as follows:

ACTION: Those present reviewed the agenda as presented. No additions were suggested, and the agenda was agreed upon by those present.

DISCUSSION

Covid-19 Impact Roundtable

Leighann Winterowd, Kitsap Regional Library

- The Kitsap Regional Library closed their doors on March 18th.
- Currently working on social distancing planning.
- Increasing WI-FI range at some locations.
- Hope to reopen during Phase 3-July.

Aschlee Drescher, HR Veterans Administration

- Spokane Veteran Home reported the 1st case of COVID.
- Began isolation of facilities for COVID patients and infection prevention.
- All 4 locations have not needed to lay-off staff.
- Social Distancing is taking its toll on residents.
- Received pathways clearance at all 4 locations.

Brian Kuh, EDCTeam Jefferson

- Interacting closely with businesses.
- Completing the County Variance Application to hopefully advance to Phase 2.
- Quickly moving to get critical resources for stimulus programs to those who need them.

Heidi Scheibner, Trillium

- Pivoting to support DD individuals in school system transition to workforce.
- Individuals are providing services virtually and hope to see the virtual services continue long term.

Jeff Allen, OESD #114

- Juvenile Detention Centers providing remote learning.
- Working with Juvenile Court to provide learning opportunities.
- Uncertainty regarding the start of Fall Quarter.
- OSPI is still in planning stages of reopening plan.
- Gaps are getting wider and wider and more youth are falling between them.
- Will most likely see more and more remote learning.

Youth Program

- A lot of anxiety with having the office close so quickly.
- Received donations from food banks which assisted in creating supplies available to youth.
- Refocusing on youth job searching remotely.
- Connecting with youth to assist in applications and resumes.
- Handing off phones and gas cards.
- Remote options to connect youth with work readiness and support.

YouthBuild

OESD received the 2nd round of funding. OESD will be partnering with West Sound Tech and Habitat for Humanity. Program was about to begin enrolling new group of students when it became impacted by COVID-19. Working on new plan to have the program operate remotely and possibly be able to have smaller groups on job sites.

Youth Program Update

Received 5 CCW endorsements for Career Launch WEX program. Determining what the needs are and how to incorporate incentives as part of the recovery plan.

Career Connect @ Home-New program offered on YouTube every school day at 3:30pm-[CC@home.org](https://www.ccc@home.org). Career Exploration opportunity for students to learn about real

jobs and industries in Washington state. Youth can submit questions for employer panels through Instagram: [@career.connect.at.home](https://www.instagram.com/career.connect.at.home).

ADJOURN

There being no further business to come before the committee, the meeting was adjourned at 9:50 am.

Next Meeting: Tuesday, September, 2020 The Point, Kingston, WA

OPERATIONS COMMITTEE MEETING

Tuesday, September 8, 2020
9:00 a.m. – 9:50 p.m.

Committee Meetings 9:00 a.m. to 9:50 a.m. - Lunch served at 11:30 a.m.

AGENDA

1. Call to Order
2. Approval of Meeting Minutes from May 12, 2020 (Attachment 13.b) pg. 26
3. Discussion Item(s)/Action Item(s)
 - a. Virtual WorkSource Trainings (Attachment 13.c) pg. 28
 - b. Clallam-Jefferson Virtual Job Fair (Attachment 13.d) pg.29
 - c. COVID-19 Operational Impact
 - d. Integrated Service Delivery (ISD)
 - e. OWDC Performance Report PY19 Q4 (Attachment(s) 13.e) pg.38
 - f. WIOA Primary Indicators of Performance Report PY19 Q2 (Attachment 13.f) pg.39
 - g. DVR/DSHS Performance Reports (Attachment 13.g) pg.40
 - h. WorkSource System Performance Dashboards PY19 Q3 (Attachment 13.h) pg. 47
4. Good of the Order
5. Agenda Items

Adjourn

Next Meeting Nov.10, 2020 TBA

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Kitsap Bank

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MARTY CAVALLUZZI, President
Olympic College

RANDY COLSON, Manager
General Dynamics

LISA DONLON, General Manager
Windermere Commercial

GREG DRONKERT, President
Pacific Mobility Group, Inc.

CORDI FITZPATRICK, Human Resources Mgr.
Port Townsend Paper Corporation

KEVIN GALLACCI, General Systems Manager
Clallam Transit Systems (Ex Officio)

MICHELL GRAFF, Kitsap Community Resources
Employment & Training Division Director

SARA HATFIELD, CTE Director
South Kitsap School District (Ex Officio)

NEAL HOLM, IBEW Local 46
Electrician and membership Development

PETER JOHNSON, Human Resourced Director
McKinley Paper Corporation

BRIAN KUH, Deputy Director
Team Jefferson (Ex Officio)

HEIDI LAMPRECHT, Co-Founder
Paella House

GINA LINDAL, Administrator
CSO, DSHS

GREG LYNCH, Superintendent
Olympic Edu. Service Dist. #114

COLLEEN MCALEER, Director
Clallam Economic Development Corp.

CHUCK MOE, Field Representative
Laborers Local 252

GILLIAN NIUMAN, Human Resources
Town and Country Markets

ANNA REYES POTTS, General Manager
TMF Inc.

LEANNE RAINES, Supervisor
Dept. of Vocational Rehabilitation

JEFF RANDAL, Board of Commissioners
Jefferson County Public Utility District

LUKE ROBINS, PhD, President
Peninsula College

MORGAN SNELL, Jamestown S'Klallam Tribe
Higher Education and Professional Development
Coordinator

DANNY STEIGER, CEO
Angles Mill Works and Lumber Traders

MATT WHEELUS, Chief Operating Officer
Harrison Hospital

**Operations Committee Minutes
Olympic WorkSource Development Council
May 12, 2020**

ATTENDEES – Gina Lindal, Jessica Barr, Anna Winney, Michell Graff, Amy Hatfield, and Staff Luci Bench

1. **CALL TO ORDER** – Jessica Barr, called the meeting to order at 9:07 a.m.
2. **AGENDA** – Anna Winney moved to approve May 12, 2020 agenda. Michell Graff seconded.
Motion carried.
3. **MINUTES** –Anna Winney moved to approve February 11, 2020. Michell Graff seconded. **Motion carried.**
4. **DISCUSSION ITEMS**
 - a. Virtual WorkSource Trainings
 - i. Luci Bench started the discussion with information about virtual training WorkSource around the state have implemented and are providing to customers, there is even a Spanish version of WIOA Orientation available online with WorkSource. Gina explained the “virtual hiring events” with WA DOC Clallam Bay and West Sound Workforce. 100% of Worksource staff are working remotely and new workshops and training are coming available.
 - b. COVID-19 Operational Impact
 - i. Jessica informed the group of all staff assisting with unemployment insurance claims and questions. ESD staff have the option to work overtime on Saturdays. ESD has hired 100 to work UI and have partnered with state agencies to support the volume of claims. ESD will continue to hire 200 people every week and complete an eight-day training. All hiring is being done virtually, until the new employee needs to pickup equipment. Gina asked how long the average claim takes to process, Jessica answered that if the client completes the forms correctly they can be paid in one to two days. The reason for the amount of hires is due to having to verify documents or contact the client to correct information imputed into the claim.
 - c. Policy and Procedure Updates
 - i. Luci explained the statewide effort to create virtual enrollments. Together with ESD Monitors, Greg Ferland and Brook Zielinski, ESD Policy Elisa Roe, and North-Central Managing Director Lisa Romine and Luci consulting, the team to researched the Department of Labor resources and new COVID FAQs to create WIN 0109 WIOA Title I-B self-attestation and remote eligibility documentation and registration requirements during the COVID-19 emergency.
 - d. Integrated Service Delivery
 - i. Reviewed, no comment.
 - e. Olympic Performance Reports
 - i. Reviewed, no comment.
 - f. Primary Indicators
 - i. Not available this quarter.

- g. Dashboards
 - i. Reviewed, no comment.
- h. DVR/DSHS Performance Reports
 - i. Reviewed. Amy suggested a year over year performance picture to see the impact of COVID-19 on performance numbers. Luci agreed and will work on a comparison for the September OWDC operations meeting.
- 5. **Agenda items** for September –
 - a. No discussion items or action items requested
- 6. **Good of the Order**
 - a. Michell shared that Trish Tierney left in January, and recently Josh Sutton, who had moved into her position took another position working with justice involved. Annika Large has stepped into the coordinator roll. South Kitsap site is busy with clients using the computer lab. Amy asked what steps KCR is taking to compile with social distancing requirements. Michell explained they've had a portal hand washing station temporarily installed right at the front door, the only client entrance. They've shut down computers in the lab to allow for the six feet of distance and employees sanitize the work stations between each client use.
 - b. Gina shared the impact of COVID-19 on CSD employees and client access to services. She explained the Disaster Cash Assistance Program (DCAP) and general eligibility requirements.
- 7. **ADJOURN** – Michell motioned to adjourn. Anna seconded. **Motion carried.**

NEXT MEETING – September 8, 2020 in Sequim.

Starting Over: Employment After Incarceration

A VIRTUAL WORKSHOP

Dates

Every Wednesday

10am - 12pm and 2pm – 4pm

What to Expect

- Designed for job seekers who have justice involved barriers to employment.
- Topics include setting goals, identifying barriers and solutions, resume development, communication skills, Fair Chance Act, and other programs that will enhance your ability to get noticed by an employer and get hired.
- Please register and sign-up on WorkSourceWA.com.



WORKSource

A proud partner of the AmericanJobCenter network

WorkSource is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Relay information Washington Relay Service: 711

VIRTUAL JOB FAIR REPORT

REPORT TO CLALLAM COUNTY

Occurred Thursday, August 13, 2020
10:00 – 2:00 pm

Virtual Job Fair Administrator
Bretta Beveridge, ESD Communications Mgr



Attachment 13.d



North Hood Canal Chamber of Commerce
Emerald Towns of Quilcene and Brinnon, WA



ESD INVITED MORE THAN 12,000 PEOPLE

Clallam County Regular Unemployment Statistics				
# Regular U/I Claims	Population 2019 OFM*	Claims as % of County Population	Mar 2020 Labor Force	Claims as % of Labor Force
8006	76,010	10.5%	28,217	28%

Claims by Address	Population 2019 OFM*	Address is % of County Population*	# Regular U/I Claims	% of total County Claims
Clallam	76,010	100%	8006	100%
West End	9448	12.4%	842	11%
Port Angeles	35489	46.7%	4336	54%
Sequim Area	31075	40.9%	2828	35%

*Population Source:

https://www.ofm.wa.gov/sites/default/files/public/datarsearch/pop/april1/ofm_april1_poptrends.pdf

INVITEES: REGULAR U/I CLAIMS BREAK DOWN BY ADDRESS AREA

West End	842	11%
Forks	533	7%
Beaver	25	0%
Neah Bay	165	2%
Clallam Bay	50	1%
La Push	31	0%
Joyce	14	0%
Sekiu	24	0%
Port Angeles Address	4336	54%
Sequim Area Address	2828	35%
Sequim	2741	34%
Carlsborg	87	1%

VIRTUAL JOB FAIR EMPLOYER LIST — 40

7 Cedars Resort Properties

All Safe Mini Storage

Aramark

Armstrong Marine

Biz Boys Lawn & Yard Care

Catholic Community Services

City of Sequim

Clallam County Juvenile Corrections

Composite Recycling Technology Center (CRTC)

Concerned Citizens

Diehls Do it All

First Federal

Forks Hospital

Home Instead Senior Care

In Situ Ecosystems

Interfor

Jamestown S'Klallam Tribe

McKinley Paper Company

Olympic Community Action Programs

Olympic Medical Center – 3 Booths: Management/Exempt staff, Providers and OMP Staff, RN's and Service positions

Olympic Peninsula YMCA

Orchard Foods

PhoFilling Fresh Asian Kitchen

Platypus Marine

Price Ford Lincoln Mercury

Ridgeline Homecare Cooperative

Safeway - 4 stores

Sequim Health & Rehabilitation

Shore Aquatic Center

Skookum Contract Services

The Oasis Restaurant

U.S. Navy Peninsula Recruiting Office

Vigor

Vintage Hardware

Wilder Auto Center

Resource Booths for Job Seekers



Clallam & Jefferson County
Childcare
Resources



**CENTER FOR
INCLUSIVE
ENTREPRENEURSHIP**

EMPOWERING COMMUNITIES THROUGH BUSINESS

GENERAL VIRTUAL JOB FAIR STATS

- ❖ Job seekers signed up = 617
- ❖ Job seekers registered = 473
- ❖ Job seekers attended = 286 (60%)
- ❖ Total number of chats = **381**

Ratings by employers of all individual Chats

- ❖ 77% of chats resulted in positive next step actions:
 - 80 chats resulted in scheduling of next step interviews (21%)
 - 70 chats resulted in wanting to do more screening of the job seeker (18%)
 - 145 chats resulted in keeping job seeker in the pipeline for future (38%)
 - 64 chats rated not a fit (17%)

VIRTUAL JOB FAIR ATTENDEES

Clallam County	
Area	#of Attendees
Port Angeles	137
Sequim	67
Forks	8
Neah Bay	3
Total	215

Jefferson County	
Area	# of Attendees
Port Townsend	35
Chimacum	5
Port Hadlock	4
Port Ludlow	7
Brinnon	2
Quilcene	6
Total	59

LASTLY..

Upcoming Job Fairs:

- ❖ Statewide Manufacturing Job Fair – August 19 10am-2pm
- ❖ Statewide Remote Worker Job Fair – time TBD

Other resources for finding local jobs:

- ❖ WorkSource
 - <https://www.worksourcewa.com/jobsearch/PowerSearch.aspx?tm=-1>
- ❖ North Coast Hot Jobs – Jim Allen, MBA, Vet, LEKT
 - <http://northcoasthotjobs.blogspot.com/>

Survey data will be sent to Bretta on Friday August 21.

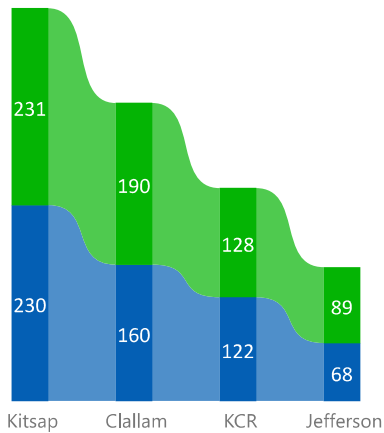
Questions

PY19 Final Performance Report (July 1, 2019 - June 30, 2020)

Office	Program	Current	Program Enrollments	Target Enrollments	PE %age	Exits	Target Exits	Exit %age	Placements	Target Placements	Placement Rate	Placements %age	Actual Expenditures	Target Expenditures	Expenditures %age
Clallam	Adult	30	56	66	84.85%	26	43	60.47%	22	36	84.62%	61.11%	158,077	192,701	82.03%
Clallam	Dislocated ...	19	51	66	77.27%	32	50	64.00%	26	43	81.25%	60.47%	173,448	199,449	86.96%
Clallam	Youth	38	53	58	91.38%	15	16	93.75%	10	9	66.67%	111.11%	210,508	210,613	99.95%
Jefferson	Adult	12	32	39	82.05%	20	25	80.00%	16	22	80.00%	72.73%	75,932	78,270	97.01%
Jefferson	Dislocated ...	7	20	33	60.61%	13	21	61.90%	11	18	84.62%	61.11%	58,810	78,274	75.13%
Jefferson	Youth	11	16	17	94.12%	5	5	100.00%	4	3	80.00%	133.33%	59,422	67,293	88.30%
KCR	Adult	34	86	90	95.56%	52	50	104.00%	38	40	73.08%	95.00%	225,337	206,600	109.07%
KCR	Dislocated ...	11	36	38	94.74%	25	24	104.17%	17	20	68.00%	85.00%	71,017	79,320	89.53%
Kitsap	Adult	26	65	64	101.56%	39	42	92.86%	34	35	87.18%	97.14%	188,683	222,777	84.70%
Kitsap	Dislocated ...	29	78	75	104.00%	49	49	100.00%	44	41	89.80%	107.32%	163,720	178,341	91.80%
Kitsap	Youth	57	87	92	94.57%	30	27	111.11%	21	14	70.00%	150.00%	377,647	393,935	95.87%
Totals		274	580	638	90.91%	306	352	86.93%	243	281	79.41%	86.48%	1,762,601	1,907,5...	92.40%

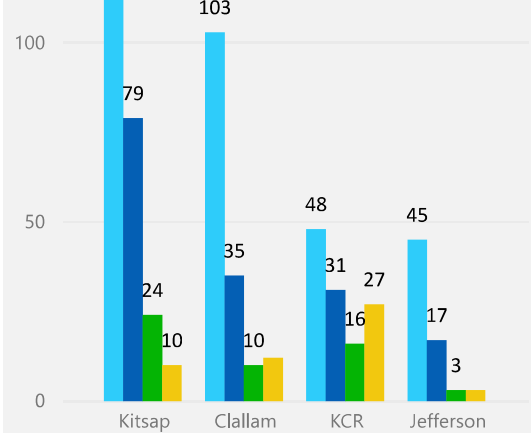
Enrollments & Target by Area

Program Enrollments Target Enrollments



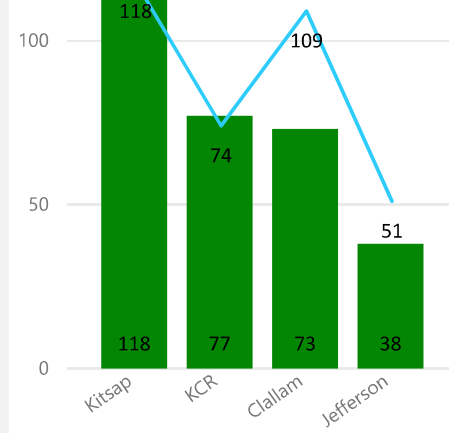
Enrollments by Quarter

Quarter Q1 Q2 Q3 Q4



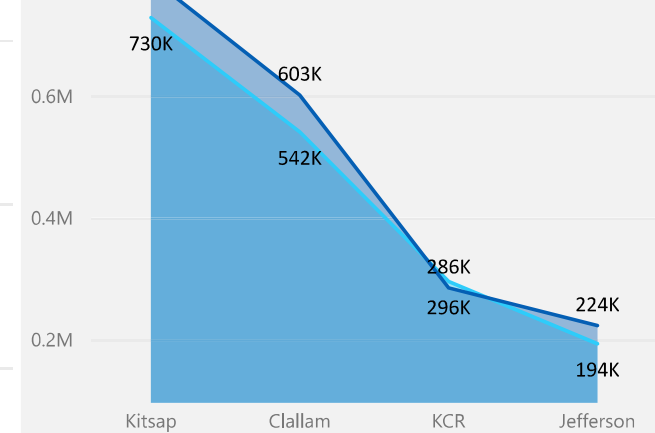
Exits & Targets by Area

Exits Target Exits



Expenditures & Targets

Expenditures Expenditures Targets



Adult

WDA	Actual Emp After 2nd Qtr	Target Emp After 2nd Qtr	Achieved Emp After 2nd Qtr	Actual Emp After 4th Qtr	Target After 4th Qtr	Achieved Emp 4th Qtr	Credential Attainment	Target Credential Attainment	Credential Achieved	Actual Median Earnings 2nd Qtr	Target Median Earnings 2nd Qtr	Median Earnings 2nd Qtr Achieved
Olympic	66.30%	66.10%	100.30%	65.20%	65.40%	99.69%	67.20%	61.40%	109.45%	\$8,018	\$5,490	109.45%
Statewide	69.10%	73.00%	94.66%	69.60%	72.20%	96.40%	66.90%	61.40%	108.96%	\$8,457	\$6,200	108.96%

Dislocated Worker

WDA	Actual Emp After 2nd Qtr	Target Emp After 2nd Qtr	Emp Achieved 2nd Qtr	Actual Emp After 4th Qtr	Target Emp After 4th Qtr	Emp Achieved 4th Qtr	Credential Attainment	Target Credential Attainment	Credentials Achieved	Median Earnings 2nd Qtr	Target Median Earn 2nd Qtr	Median Earnings Achieved
Olympic	64.50%	78.70%	81.96%	66.30%	75.40%	87.93%	62.90%	64.80%	97.07%	\$8,603	\$4,796	179.38%
Statewide	74.30%	78.40%	94.77%	75.30%	75.10%	100.27%	74.20%	64.80%	114.51%	\$9,855	\$8,150	120.92%

Youth

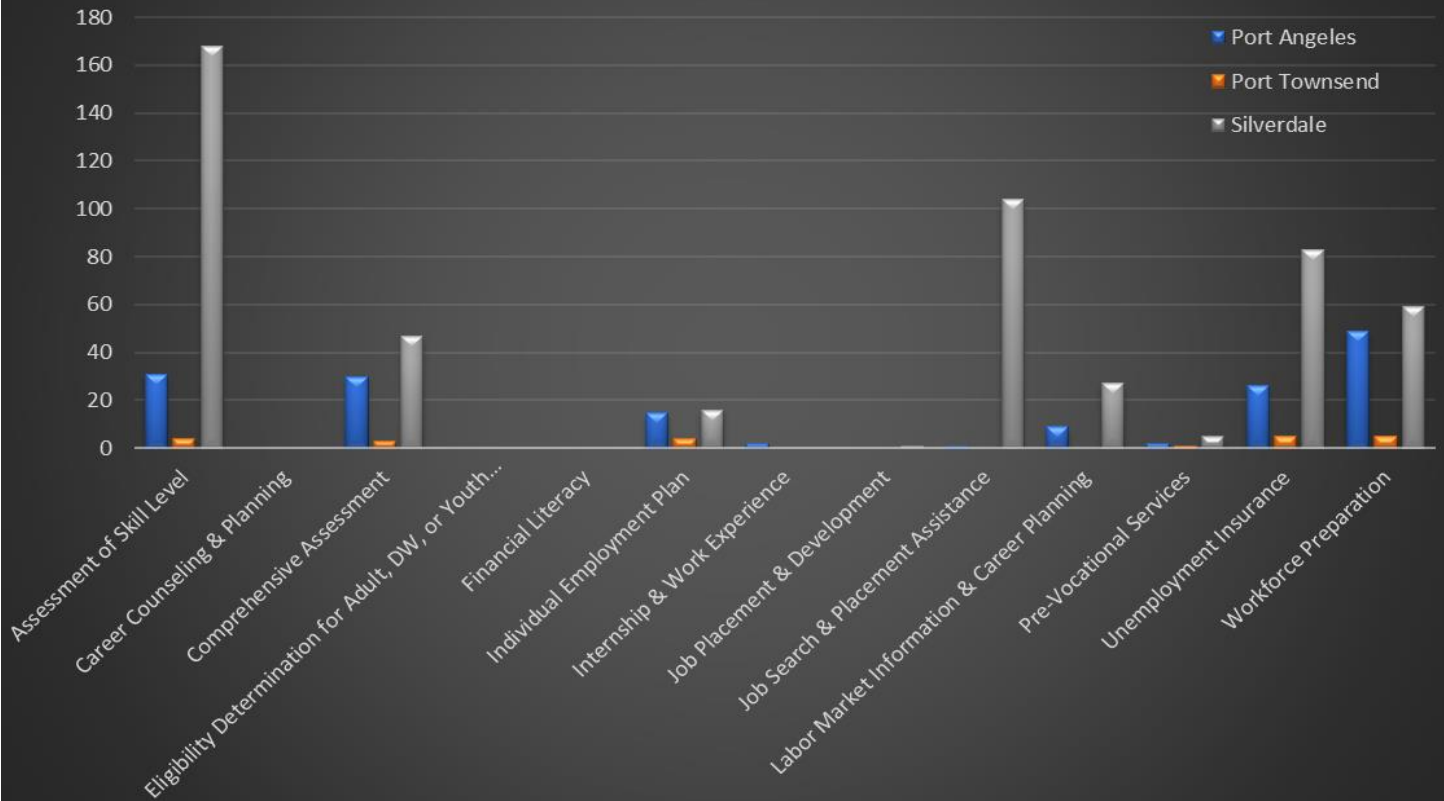
WDA	Actual Emp 2nd Qtr	Target Emp 2nd Qtr	Achieved Emp 2nd Qtr	Actual Emp 4th Qtr	Target Emp 4th Qtr	Achieved Emp 4th Qtr	Actual Credential Earned	Target Credential Earned	Achieved Credential Earned
Olympic	62.50%	62.80%	99.52%	64.10%	59.20%	108.28%	83.30%	51.70%	161.12%
Statewide	65.10%	63.00%	103.33%	67.00%	59.40%	112.79%	66.50%	51.70%	128.63%

Wagner - Peyser

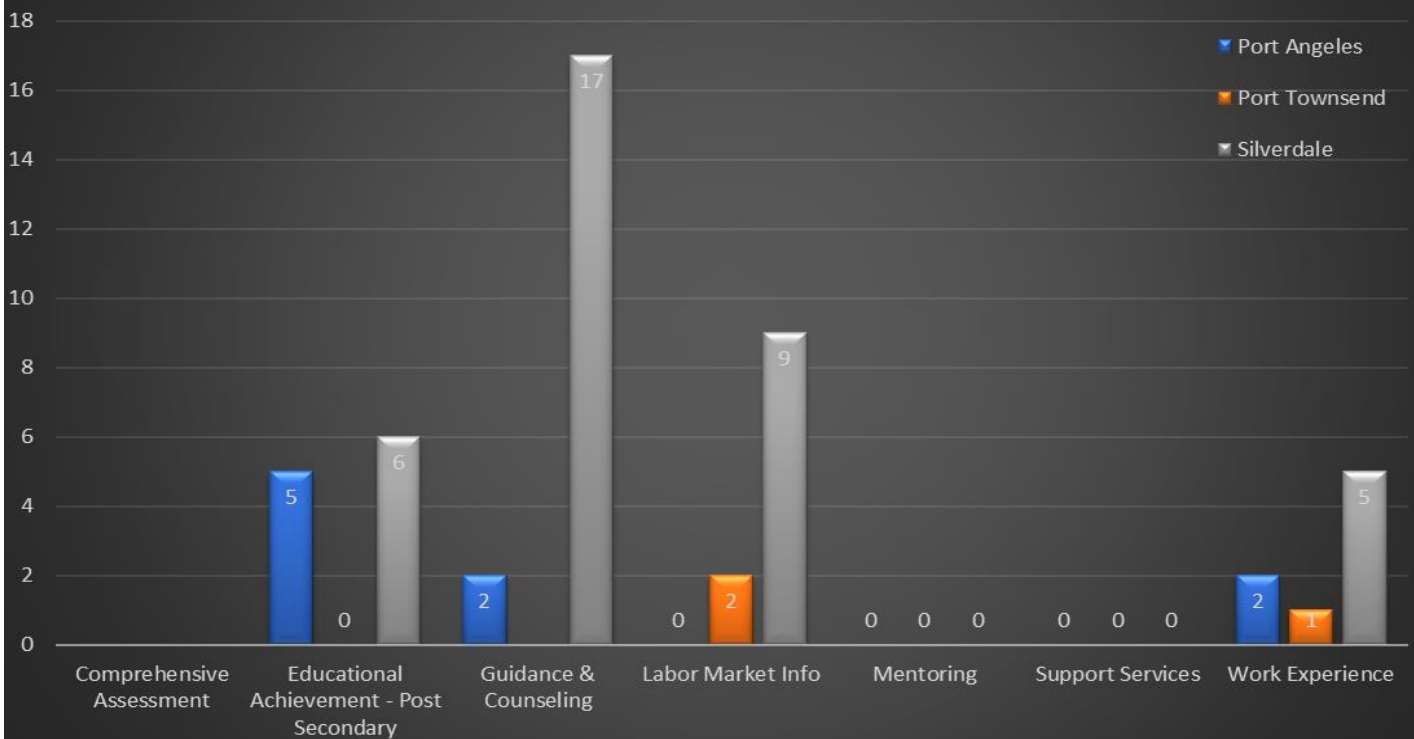
WDA	Actual Emp After 2nd Qtr	Target Emp After 2nd Qtr	Achieved Emp After 2nd Qtr	Actual Emp After 4th Qtr	Target Emp After 4th Qtr	Achieved Emp After 4th Qtr	Median Earnings 2nd Qtr After Exit	Target Median Earnings 2nd Qtr	Achieved Median Earnings 2nd Qtr
Olympic	65.60%	68.00%	96.47%	64.70%	67.00%	96.57%	\$6,589	\$6,900	95.49%
Statewide	69.70%	68.00%	102.50%	68.90%	67.00%	102.84%	\$7,556	\$6,900	109.51%

Numbers are Rolling Quarters PY19 Q3 Data retrieved from ESD Labor Market Info., WIOA Quarter Performance Reports (QPR's). 07/06/2020

DVR ICS April - June 2020 Service Report



DVR Youth April - June 2020 Service Report



DVR Customers Receiving WorkSource Individualized Career Services 04/01/2020 Through 06/30/2020

Office

DVR Rehabs that received ICS Services 04/01/2020 - 06/30/2020	Current Open DVR Cases that received ICS 04/01/2020 - 06/30/2020			All DVR Cases that received ICS 04/01/2020 - 06/30/2020		
	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals

Category of Individualized Career Service

Office: Port Angeles

Category of Individualized Career Service	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals	
Comprehensive Assessment	0	0	30	0.00%	0	30	0.00%
Individual Employment Plan	0	1	15	6.67%	1	15	6.67%
Career Counseling & Planning	0	0	0	0.00%	0	0	0.00%
Pre-Vocational Services	0	0	2	0.00%	0	2	0.00%
Internship & Work Experience	0	0	2	0.00%	0	2	0.00%
Workforce Preparation	0	2	49	4.08%	3	49	6.12%
Financial Literacy	0	0	0	0.00%	0	0	0.00%
Job Placement & Development	0	0	0	0.00%	0	0	0.00%
Total	0	3	89	3.37%	4	89	4.49%

DVR Customers Receiving WorkSource Individualized Career Services 04/01/2020 Through 06/30/2020

Office

DVR Rehabs that received ICS Services 04/01/2020 - 06/30/2020	Current Open DVR Cases that received ICS 04/01/2020 - 06/30/2020			All DVR Cases that received ICS 04/01/2020 - 06/30/2020		
	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals

Category of Individualized Career Service

Office: Port Townsend

Comprehensive Assessment	0	0	3	0.00%	0	3	0.00%
Individual Employment Plan	0	1	4	25.00%	1	4	25.00%
Career Counseling & Planning	0	0	0	0.00%	0	0	0.00%
Pre-Vocational Services	0	0	1	0.00%	0	1	0.00%
Internship & Work Experience	0	0	0	0.00%	0	0	0.00%
Workforce Preparation	0	0	5	0.00%	0	5	0.00%
Financial Literacy	0	0	0	0.00%	0	0	0.00%
Job Placement & Development	0	0	0	0.00%	0	0	0.00%
Total	0	1	12	8.33%	1	12	8.33%

DVR Customers Receiving WorkSource Individualized Career Services 04/01/2020 Through 06/30/2020

Office

DVR Rehabs that received ICS Services 04/01/2020 - 06/30/2020	Current Open DVR Cases that received ICS 04/01/2020 - 06/30/2020			All DVR Cases that received ICS 04/01/2020 - 06/30/2020		
	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals

Category of Individualized Career Service

Office: Silverdale

Comprehensive Assessment	0	1	47	2.13%	1	47	2.13%
Individual Employment Plan	0	0	16	0.00%	0	16	0.00%
Career Counseling & Planning	0	0	0	0.00%	0	0	0.00%
Pre-Vocational Services	0	0	5	0.00%	0	5	0.00%
Internship & Work Experience	0	0	0	0.00%	0	0	0.00%
Workforce Preparation	0	0	59	0.00%	0	59	0.00%
Financial Literacy	0	0	0	0.00%	0	0	0.00%
Job Placement & Development	0	0	1	0.00%	0	1	0.00%
Total	0	1	134	0.75%	1	134	0.75%

DVR-WorkSource Match: Basic Career Services (BCS)

DVR Customers Receiving WorkSource Basic Career Services 04/01/2020 Through 06/30/2020

Office

DVR Rehabs That Received BCS 04/01/2020 - 06/30/2020	Current Open DVR Cases that Received BCS 04/01/2020 - 06/30/2020			All DVR Cases That Received BCS 04/01/2020 - 06/30/2020		
	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals

Category of Basic Career Service

Office: **Port Angeles**

Eligibility Determination for Adult, Dislocated Worker, or Youth Programs	0	0	0	0.00%	0	0	0.00%
Assessment of Skill Level	0	3	31	9.68%	3	31	9.68%
Job Search & Placement Assistance	0	1	1	100.00%	1	1	100.00%
Labor Market Information & Career Planning	0	0	9	0.00%	0	9	0.00%
Unemployment Insurance	0	0	26	0.00%	0	26	0.00%
Total	0	3	61	4.92%	3	61	4.92%

DVR Customers Receiving WorkSource Basic Career Services 04/01/2020 Through 06/30/2020

Office

DVR Rehabs That Received BCS 04/01/2020 - 06/30/2020	Current Open DVR Cases that Received BCS 04/01/2020 - 06/30/2020			All DVR Cases That Received BCS 04/01/2020 - 06/30/2020		
	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals

Category of Basic Career Service

Office: **Port Townsend**

Eligibility Determination for Adult, Dislocated Worker, or Youth Programs	0	0	0	0.00%	0	0	0.00%
Assessment of Skill Level	0	2	4	50.00%	2	4	50.00%
Job Search & Placement Assistance	0	0	0	0.00%	0	0	0.00%
Labor Market Information & Career Planning	0	0	0	0.00%	0	0	0.00%
Unemployment Insurance	0	0	5	0.00%	0	5	0.00%
Total	0	2	9	22.22%	2	9	22.22%

DVR Customers Receiving WorkSource Basic Career Services 04/01/2020 Through 06/30/2020

Office

DVR Rehabs That Received BCS 04/01/2020 - 06/30/2020	Current Open DVR Cases that Received BCS 04/01/2020 - 06/30/2020			All DVR Cases That Received BCS 04/01/2020 - 06/30/2020		
	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals	Total DVR Reportable Individuals	Total WS Reportable Individuals	DVR % of WS Reportable Individuals

Category of Basic Career Service

Office: **Silverdale**

Eligibility Determination for Adult, Dislocated Worker, or Youth Programs	0	0	0	0.00%	0	0	0.00%
Assessment of Skill Level	0	2	168	1.19%	3	168	1.79%
Job Search & Placement Assistance	0	0	104	0.00%	0	104	0.00%
Labor Market Information & Career Planning	0	1	27	3.70%	1	27	3.70%
Unemployment Insurance	0	1	83	1.20%	1	83	1.20%
Total	0	4	332	1.20%	4	332	1.20%

Washington State WorkSource System Performance Dashboard

Attachment 13.h

Seekers served	Employers served	Exits & Wages	Definitions
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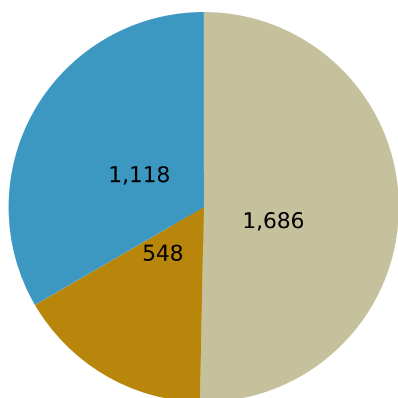
Service Location
WDA 01 - Olympic

Time Frame
Single-quarter
PY 2019 Q3 (Jan - Mar 2020)

Data prior to the beginning of PY16Q1 (July 1, 2016) is not reflected in this dashboard. Therefore, the first quarter with complete rolling 4-quarter data is PY2016 Q4 (the quarter ending on June 30, 2017).

Total seekers = 3,352

- Self served only
- Both types of service
- Staff assisted only



All seekers served

Self-service customers	2,234
Staff-assisted customers	1,666

Self served only	50.30%	1,686
Both types of service	16.35%	548
Staff assisted only	33.35%	1,118

New to WorkSource?

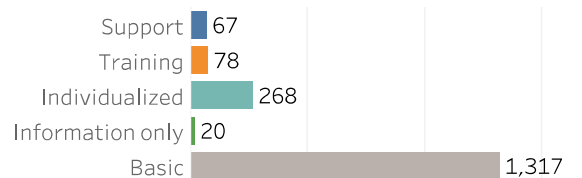
New	41.38%	1,387
Returning	58.62%	1,965

WorkSourceWA job applicants

Seekers with job applications	668
-------------------------------	-----

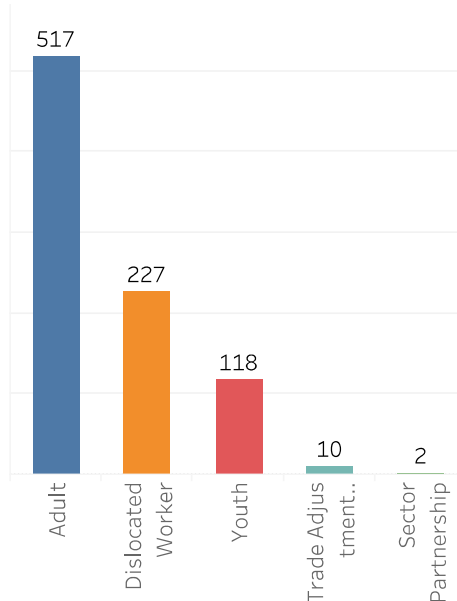
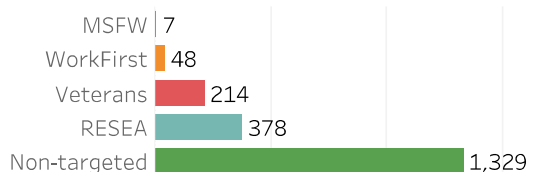
Seekers served by program enrollment *Staff-assisted seeker counts by service location, regardless of enrollment location*

Staff assisted seekers served by service type*



*Information only and support services do not trigger or extend participation.

Staff assisted seekers by cohort



Data last refreshed: 6/11/2020 4:21:37 PM

Employment Security Department is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Language assistance services for limited English proficient individuals are available free of charge. Washington Relay Service: 711.

Washington State WorkSource

System Performance Dashboard

- Seekers served
- Employers served**
- Exits & Wages
- Definitions

Location
WDA 01 - Olympic

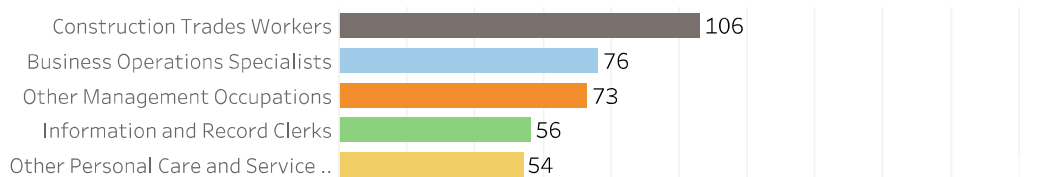
Time Frame
Single-quarter
PY 2019 Q3 (Jan - Mar 2020)

Employers using WorkSource

Employers	238
Job orders	1,239

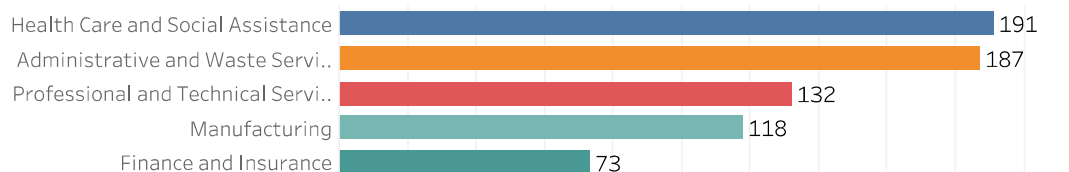
Employers receiving staff-assisted services	64
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Top 5 jobs in demand



Number of job postings by 3-digit ONET

Top 5 industry sectors posting jobs



Number of job postings by 2-digit NAICS

Employment Security Department is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Language assistance services for limited English proficient individuals are available free of charge. Washington Relay Service: 711.

Location

WDA 01 - Olympic

Program

- All Title I participants
- WIOA Adult
- WIOA Dislocated Worker
- WIOA Youth
- Wagner Peyser
- All WorkSource customers

These exit proxies are intended to help track potential WorkSource outcomes, are not intended to replace official federal outcomes, and may not accurately reproduce official federal outcomes.

Employments data are delayed.

Employments are based on wages received the second quarter after a person exits (final service date with no more services planned). Wage data come in about 45 days after the quarter ends.

Example: If the final service is on January 3 (exit date), exit is the quarter of Jan- Mar, and the quarter to check for wages is Jul-Sept. Wages for this quarter would be reported by November 15 (approximately 11.5 months from Exit date).

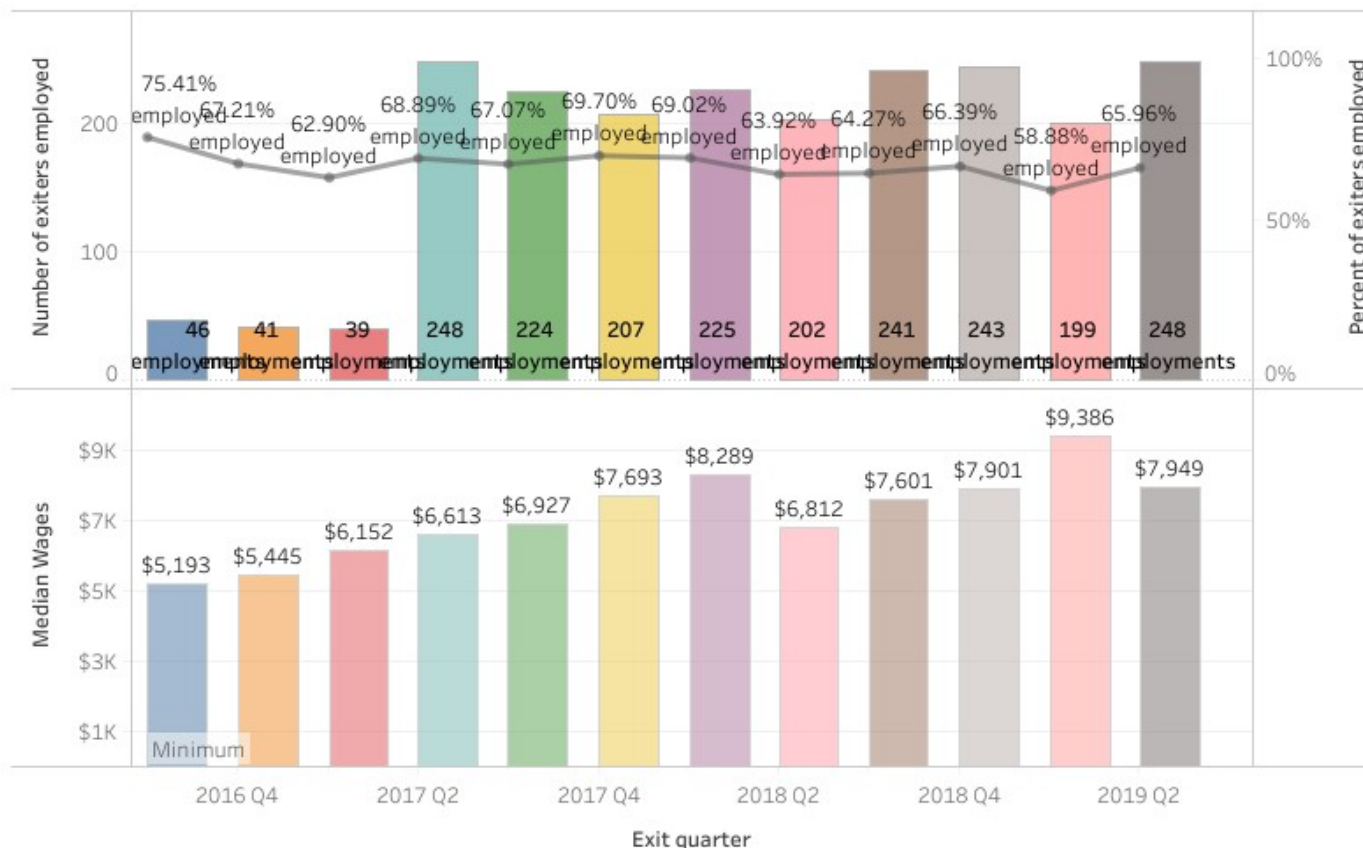
Exits (by Calendar Year)

WDA 01 - Olympic: All Title I participants





Employments (by Calendar Year): select an outcome measure*

All exit quarters, 2 Q after exit



* Low exiter and employment counts are suppressed to protect confidentiality. If the number of exiters or employments meets suppressi..

Data last refreshed: 6/11/2020 4:21:37 PM

Olympic Consortium Board Meeting (3rd Fridays)		10 a.m. to 12:00 p.m.	
Olympic Consortium Board Meeting (3rd Fridays)		10 a.m. to 12:00 p.m.	Go-to-Meeting
Exec OWDC Meeting (4th Tuesdays)		10 a.m. to 12:00 p.m.	Jan and July go to meeting
OWDC Full Meeting (2nd Tuesdays)		9:00 a.m. to 1:30 p.m.	

Attachment 14.a

2020

January						
Su	Mo	Tu	We	Th	Fr	Sa
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July						
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October						
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May						
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December						
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27	28	29	30	31		



Olympic Workforce Development Area

COUNCIL MEETING

Tuesday, November 10, 2020

10:00 a.m. – 11:30 a.m.

Via Zoom <https://zoom.us/j/98068219301>

Committee Meetings 9:00 a.m. to 9:45 a.m. Online

AGENDA

Action Items

1. Call to Order – 10:00 a.m. and Welcome
2. Approval of Agenda
3. Approval of Meeting Minutes from Sept 8, 2020 (Attachment 3.a) pg. 2

Discussion Items

4. New Members Introduction – Ashley Jackson, OWDC and Venus Km-Wr, At-Large
5. Fleet and Family Services, Northwest Region
6. Olympic College Services During COVID-19
7. AARP Foundation Updates on Activities
8. Dept. of Services for the Blind
9. Employment Pipeline (Attachment 9.a) pg. 5
10. Robin Hake Appreciation
11. Veterans' Day YESVets Program
12. Executive Committee Report and Minutes (Attachment 12.a) pg. 7
13. Economic Development and Business Committee Report ,Agenda and Minutes (Attachments 13.a) pg. 10
14. Youth Committee Report, Agenda and Minutes (Including YouthBuild) (Attachments 14. a) pg.16
15. Operations Committee Report, Agenda and Minutes (Attachment 15. a-e starting on pg. 19
16. Calendar (Attachment 16.a) pg. 29
17. Good of the Order and Adjourn – 11:30 a.m.

Next Meeting: February 9, 2021 – Via Zoom

EXECUTIVE COMMITTEE

CHAIR- MARILYN HOPPEN, SVP Human Resources, Kitsap Bank

VICE CHAIR, JULIE HATCH, Manager Kitsap Bank, Port Angeles

JESSICA BARR, Regional Director Washington State Employment Security Dept.

MONICA BLACKWOOD, President WestSound Workforce

ASCHLEE DRESCHER, Human Resources The Veterans Administration

ROBIN HAKE, HR Director City of Port Townsend

DAVID MCMAHAN, Vice President Olympic Labor Council

COUNCIL MEMBERS

NICOLE BRICKMAN, HR Manager Skookum Contract Services

MARTY CAVALLUZZI, President Olympic College

RANDY COLSON, Manager General Dynamics

LISA DONLON, General Manager Windermere Commercial

GREG DRONKERT, President Pacific Mobility Group, Inc.

CORDI FITZPATRICK, Human Resources Mgr. Port Townsend Paper Corporation

KEVIN GALLACCI, General Systems Manager Clallam Transit Systems (Ex Officio)

MICHELL GRAFF, Kitsap Community Resources Employment & Training Division Director

SARA HATFIELD, CTE Director South Kitsap School District (Ex Officio)

NEAL HOLM, IBEW Local 46 Electrician and membership Development

ASHELEY JACKSON Easter Seals Workforce Development Dir.

PETER JOHNSON, Human Resourced Director McKinley Paper Corporation

BRIAN KUH, Deputy Director Team Jefferson (Ex Officio)

HEIDI LAMPRECHT, Co-Founder Paella House

GINA LINDAL, Administrator CSO, DSHS

GREG LYNCH, Superintendent Olympic Edu. Service Dist. #114

COLLEEN MCALEER, Director Clallam Economic Development Corp.

CHUCK MOE, Field Representative Laborers Local 252

GILLIAN NIUMAN, Human Resources Town and Country Markets

ANNA REYES POTTS, General Manager TMF Inc.

LEANNE RAINES, Supervisor Dept. of Vocational Rehabilitation

JEFF RANDAL, Board of Commissioners Jefferson County Public Utility District

LUKE ROBINS, PhD, President Peninsula College

MORGAN SNELL, Jamestown S'Klallam Tribe Higher Education and Professional Development Coordinator

DANNY STEIGER, CEO Angles Mill Works and Lumber Traders

MATT WHEELUS, Chief Operating Officer Harrison Hospital

**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)
MINUTES
September 8, 2020**

1. CALL TO ORDER

The Olympic Workforce Development Council (OWDC) meeting was held via Zoom on September 8th, 2020. Marilyn Hoppen, Acting Chair, called the meeting to order at 10:02 a.m.

2. APPROVAL OF AGENDA

Motion: Danny Steiger moved to approve the agenda as presented. Chuck Moe seconded the motion. Motion carried unanimously.

3. MINUTES May 12, 2020

Motion: Chuck Moe moved to approve the minutes as presented. Michell Graff seconded the motion. Motion carried unanimously.

DISCUSSION ITEMS

4. Monitoring Letter Final

No findings were issued.

5. Peninsula College Services During COVID-19

- a. Amie Batton, Basic Education for Adults Program Manager, Peninsula College
 - o Loaning laptops and internet hot spots to students
 - o Extended Wi-Fi access to parking lots on all campuses for student use
 - o Created COVID-19 resource page on website
 - o Adjusted Basic Education virtual class schedule to ensure students have multiple opportunities per day to connect with instructors

6. Supported Employment

- a. Aja Cheslik, Supported Employment Supervisor, Kitsap Mental Health Services
 - o Supported Employment Program launched in March
 - o Focus on individuals with mental illness and/or substance abuse disorder
 - o Assist with re-entering the workforce, pursuing education, developing skills such as resume writing, job searching, and interviewing
 - o Continue to assist clients after they obtain employment to learn how to self-advocate and build trust with employer
 - o Work with employers to be more supportive and inclusive
 - o Clients have the option on whether they disclose their disability to an employer
 - o Work with clients as young as 16
 - o Biggest challenge is the stigma associated with re-entering the workforce after being involved in the criminal justice system

7. Goodwill of the Olympics Outreach Efforts

- a. Eu-wanda Eagans, Sr. Vice President of Workforce Development, Goodwill of Olympics & Rainier Region

- Cover 15 counties; Kitsap is part of Seattle Goodwill
- Is a licensed Private Vocational School
- A total of 35 retail locations, online store, and three Work Opportunity Centers
- Launched Goodwill Connect – Online content around job readiness skills, connections to available jobs, resources for COVID, online courses, online job club with an employment counselor, and employer events
- Provide specialize Workforce Development Services: Disability Services, Military and Veteran Service Program, Youth Services, Senior Services, and Financial Education
- Available for partnerships around education and training – Have partnered with Clover Park Technical College for Environmental Protection Job Training and Vocational English as a Second Language
- Actively working on becoming an anti-racist organization
 - Will advance and administer anti-racist, equity-based policies and champion diversity and inclusion
 - Have reached out to Workforce Development organizations to partner with communities and advance anti-racist work
 - Created an Advisory Committee to continue to move along the continuum to become an anti-racist organization

8. Employment Pipeline

Topic rescheduled for November meeting.

9. Pacific Mobility

- a. Greg Dronkert, President, Pacific Mobility Group
 - Experiential Travel, Vehicle Technology, Infrastructure, and Mobility Solutions
 - Prior to COVID, primarily offered vehicles to rent for travel; after COVID, pivoted services and launched a grocery delivery service, partnering with local Town & Country grocery stores
 - Successfully utilized existing team and resources and entered a new line of business with all electric vehicles; have since made five new hires
 - Actively working on salvaging and building electric vehicles, including an all-electric refrigerated cargo van
 - Continue to operate rental operation; business has picked up with local travelers

10. Executive Committee Report – Elizabeth Court

- a. 93% of school districts in Washington beginning school year fully remote
- b. Five Year Plan was submitted and received an acknowledgment letter; changes and requirements for COVID are being reviewed
- c. Internal monitoring was conducted by Luci Bench
- d. Alissa Durkin will conduct EO monitoring this month
- e. New council member, Peter Johnson
- f. Discussed indicators
- g. Office move and remodel updates

- h. Next meeting is in October
11. Economic Development and Business Committee Report – Mike Robinson
 - a. Most business service functions have been utilized to help with unemployment insurance claimants
 - b. Virtual Job Fair last month
 - o 617 job seekers registered, 40 employers participated
 - o 77% of ‘chats’ ended in a positive next step
 - c. No Rapid Response requests have been made; prepared to provide virtually
 - d. One WARN in the beginning of March and one WARN last month
 - e. Silverdale office - interior nearly complete
 - f. Clallam County office – working with developer locating a new site
 - g. Improving details available on WorkSourceWA.com for office location statuses due to COVID (online only, in-person, appointments, etc.)
 - h. Discussion on connecting small businesses with financial incentives available
 12. Youth Committee Report (Including YouthBuild) – Jeff Allen
 - a. Overcoming challenges related to online learning
 - b. Economic recovery and equity issues: childcare access and learning pod access
 - c. Districts’ budgets due to reduced enrollment- anticipated 10-12% reduction
 - d. Expecting additional furloughs in districts
 - e. WorkSource transitioning to more virtual services
 - o Youth Pathways to Success Team had first orientation online, were able to coordinate between all three counties
 - o Career Connected Learning –developing opportunities in maritime and construction trades and pathway between K-12 and employers
 - f. Easter Seals facing challenges providing services for clients with disabilities
 13. Operations Committee Report - Gina Lindal
 - a. Employment after incarceration - Virtual WorkSource Workshop every Wednesday: “Starting Over, Employment after Incarceration”
 - b. Program Year 19 Final Performance Report
 - o Program enrollments at end of third quarter – WIOA Program greatly impacted by COVID, especially in Clallam and Jefferson Counties
 - o KCR had a complete turnover in WIOA staff; despite that, met all performance targets
 14. Calendar
 15. Good of the Order and Adjourn

NEXT MEETING

The next council meeting is scheduled for November 10, 2020.

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 11:27.

Employment Pipeline



“Transforming Lives through Employment”

The Employment Pipeline is a voluntary program that helps eligible DSHS clients secure employment with the **right employer** at the **right time** with the **right skills**.

The first step is to contact an Employment Pipeline Navigator in your area.

Contact us

Clark County

(360) 628-3355
R3EPNavigators@dshs.wa.gov

King Island, Skagit, Snohomish, and Whatcom Counties

(206) 375-2135 or
(360) 701-4786
R2EPNavigators@dshs.wa.gov

Pierce, Kitsap and Mason Counties

(360) 515-8903
R3EPNavigators@dshs.wa.gov

Lewis and Thurston Counties

(360) 725-4809
R3EPNavigators@dshs.wa.gov

Spokane County

(509) 227-2300
R1EPNavigators@dshs.wa.gov

Child Support Resources

Alternative Solutions

(360) 664-5028
AlternativeSolutions@dshs.wa.gov

Jobs, Business, Community. Keep it local.

As a Job Seeker how can we help you?

- Provide support services to qualifying DSHS recipients in search of employment.
- Connect DSHS recipients in search of employment to community resources.
- Match your skills to employer needs.
- Provide pre- and post-employment support.
- Help you overcome challenges to employment, including connection to other DSHS programs.
- Refer you to training opportunities.

As an Employer how can we help you?

- Provide you with a pool of pre-screened candidates who are ready to work.
- Work with job seekers to overcome barriers.
- Provide one year of post-employment support.

If you have a current DSHS case, we help by:

- Answering questions about your case;
- Updating your case;
- Providing additional resources you qualify for; and
- Completing reviews for continued benefits.

We help determine eligibility for:

- Basic Food benefits
- Cash assistance

We offer referrals to:

- The Basic Food Employment and Training (BFET) program
- Child care
- Child support
- Domestic violence help

If you are a participant in the Basic Food Employment and Training (BFET) program or in the WorkFirst program, you may be eligible for assistance with:

- Transportation
- Interview or work clothes
- Connection to low-cost housing
- Help paying your utility bills



**OLYMPIC WORKFORCE DEVELOPMENT COUNCIL (OWDC)
EXECUTIVE COMMITTEE SUMMARY
October 27, 2020**

ATTENDANCE: Marilyn Hoppen, Aschlee Drescher, Robin Hake, Dave McMahan, Jessica Barr, Julie Hatch, Monica Blackwood, Ashley Jackson
Staff: Elizabeth Court, Alissa Durkin, Luci Bench, Doug Washburn

The Olympic Workforce Development Council's (OWDC) Executive Committee meeting was held on Tuesday, October 27, 2020 via Zoom.

APPROVAL OF SUMMARY

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

ACTION: Dave McMahan 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: Dave McMahan moved to approve the July 14, 2020 Executive Committee Minutes as presented. Motion was seconded by Aschlee Drescher. Motion carried unanimously.

UPDATES

Internal Monitoring

- PY19 annual monitoring completed. Pathways to Success program continues to do amazing work.
- Kitsap Community Resources (KCR) continues to struggle to meet participant outcome targets. This is due to the staff turnover challenges. KCR is expected to be back on track with meeting participant outcome targets by end of PY20 Qtr2.

Equal Opportunity

- The State EO team will continue to provide online EO trainings in 2021.
- Subcommittee met on October 9th and reviewed draft of monitoring guide. The subcommittee will work on drafting a new monitoring guide that reflects state guidance for COVID-19 safety and accessibility.
- State EO team is working on policy updates and reviewing the Non-Discrimination Plan due December 31, 2020.

- OWD staff attended the Racial Equity in Education. Recap of remarks by Dr. Ben Danielson and Brooke Brown can be found at <https://educationvoters.org/2020/10/09/the-time-for-action-on-racial-equity-is-now/>

COVID-19 Impact Roundtable

Monica-Social media campaigns going well. Tons of jobs are available however job seekers applying is slow.

Ashlee-Long-Term Care challenging. Staff turnover is high due to staff leaning towards going back to school or staying home during these times.

Ashley-Unable to provide one-on-one support until Phase 4. Challenging competing with applicants without disabilities.

Luci-Collaboration amongst the 12 WDAs has been refreshing. Food being an allowable cost has been rewarding for case managers to assist homeless/runaway youth.

Doug-Kitsap County busy with coordinating federal/state funding into community. OWDC coordinating with Kitsap County Department of Emergency Management to fund Quarantine and Isolation positions.

Jessica-Balancing job demands. Reaching more individuals with virtual workshops.

Robin-Retirement is being accelerated and recruitment is challenging.

OECD Report (attachment 6.a)

Labor Market Relevance and Outcomes of Higher Education in Four US States

- Ohio, Texas, Virginia and Washington State
- The four states experience labor market shortages in specific sectors and occupations, including information and communications technology jobs, health professions and education.
- Students appear to respond to labor market signals, with growing shares enrolling in programs leading to well-paying jobs in science, technology, engineering and mathematics (STEM) and health fields.
- Recruitment challenges persist in the education sector, which is low paying across the four states.

PY19 Q4 Primary Formula Performance (Attachment Report 8.a)

- Enrollment numbers are down.
- Exits going into employment are good.
- Turnover is attributing to Kitsap Community Resources low enrollment numbers. Corrective Action Plan has been issued and expect improvement next quarter.

WIOA System Performance Dashboard (attachment 9.a)

- Shows who is being served, offices are closed but services have continued
- Dip in Integrated Service Delivery (ISD) enrollments due to Labor Exchange (LEX) team placed onto UI.
- LEX team has completed UI role in October, and we foresee an increase in ISD enrollments.

Worksource Location and Moves

Jessica provided updates on the relocation of the WIOA offices and gave insight on services being provided.

Kitsap's new office space is occupied.

- Staff have been set-up on a schedule to come to office and unload belongings from grates.
- Technology refresh for all public resource technology.

Sequim location has reviewed two potential sites.

- Port Angeles WorkSource facility is moving to W. Sequim.
- More to come on what the facility will look like.

DISCUSSION AND INPUT

Roster

- Robin's last OWDC meeting will be November

Calendar

- The 2021 calendar has been revised and sent out to members.

ADJOURN

There being no further business to come before the committee, the meeting was adjourned at 10:47 a.m.

Next Meeting: Tuesday, January 26, 2021, Zoom



ECONOMIC DEVELOPMENT & BUSINESS COORDINATION COMMITTEE MEETING

Tuesday, November 10, 2020
9:00 a.m. – 9:45 a.m.
Via Zoom <https://zoom.us/j/98068219301>

AGENDA

1. Call to order (9:00 a.m.)
2. Introductions
3. Approval of Agenda (Attachment 13.a) pg. 10
4. Approval of September Summary (Attachment 13.b) pg. 11
5. Action and Discussion Items
 - a. WorkSource Employer Services, hiring events and emerging opportunities
 - b. Rapid Response: Area updates
 - c. Office Relocations updates: Kitsap and Clallam (Attachment 13.c) pg. 13
6. WDA trends from members – Discussion on recruiting and business needs during COVID

Next Meeting: February 9, 2021
Via Zoom

EXECUTIVE COMMITTEE

CHAIR- MARILYN HOPPEN, SVP Human Resources,
Kitsap Bank

VICE CHAIR, JULIE HATCH, Manager
Kitsap Bank, Port Angeles

JESSICA BARR, Regional Director
Washington State Employment Security Dept.

MONICA BLACKWOOD, President
WestSound Workforce

ASCHLEE DRESCHER, Human Resources
The Veterans Administration

ROBIN HAKE, HR Director
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Olympic Labor Council

COUNCIL MEMBERS

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Skookum Contract Services

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Olympic College

RANDY COLSON, Manager
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Windermere Commercial

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Pacific Mobility Group, Inc.

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Port Townsend Paper Corporation

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Clallam Transit Systems (Ex Officio)

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Employment & Training Division Director

SARA HATFIELD, CTE Director
South Kitsap School District (Ex Officio)

NEAL HOLM, IBEW Local 46
Electrician and membership Development

ASHELEY JACKSON
Easter Seals Workforce Development Dir.

PETER JOHNSON, Human Resourced Director
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BRIAN KUH, Deputy Director
Team Jefferson (Ex Officio)

HEIDI LAMPRECHT, Co-Founder
Paella House

GINA LINDAL, Administrator
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Clallam Economic Development Corp.

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Laborers Local 252

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Town and Country Markets

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TMF Inc.

LEANNE RAINES, Supervisor
Dept. of Vocational Rehabilitation

JEFF RANDAL, Board of Commissioners
Jefferson County Public Utility District

LUKE ROBINS, PhD, President
Peninsula College

MORGAN SNELL, Jamestown S'Klallam Tribe
Higher Education and Professional Development
Coordinator

DANNY STEIGER, CEO
Angles Mill Works and Lumber Traders

MATT WHEELUS, Chief Operating Officer
Harrison Hospital

**OLYMPIC WORKFORCE DEVELOPMENT
ECONOMIC DEVELOPMENT & BUSINESS COORDINATION COMMITTEE MEETING MINUTES**

9:00 a.m. – 9:50 a.m.

Tuesday, September 8, 2020

Via Webex

In attendance:

Mike Robinson, WorkSource

Kathy Cocus, Kitsap Economic Development Alliance

Brandino Gibson, WorkSource

1. Call to Order

Meeting called to order by Mike Robinson, at 9:00 a.m.

2. Introductions

3. Approval of Agenda (Attachment)

No quorum present.

4. Approval of May 12, 2020 Summary (Attachment)

No quorum present.

5. Discussion Item(s)/Action Item(s)

a. WorkSource Employer Services, hiring events and emerging opportunities

Mike Robinson, WorkSource, reported on the current impact of COVID on services:

- Employers are increasingly contacting centers to assist with recruiting and employment efforts.
- Most business service functions are being utilized to help with Unemployment Insurance claimants.
- ESD, OESD, and DVR staff are all working 100% remotely.

Brandino Gibson, WorkSource, shared the process and outcomes of the virtual hiring event:

- Job Fair held on August 13 – Clallam and Jefferson County.
- A total of 617 job seekers registered and 40 employers participated.
- A total of 381 “chats” between employers and job seekers were completed at the fair, with 77% resulting in a positive next step.
- Only 17% of participating employers did not find a job seeker that was fit for any of their open positions.
- More virtual Hiring Events and Job Fairs to come in the future.

b. Rapid Response

Mike Robinson reported no Rapid Response requests have been made, but WorkSource is prepared to complete a virtual Rapid Response if needed. New Rapid Response packets available to send out.

There have been two WARN notifications since March; in early March and in August. There have been roughly 25 individuals impacted by the Trade Act, mostly in Kitsap and Jefferson Counties.

c. Office Relocations updates

- Clallam County –Working with developer for a new site.
- Kitsap County – Silverdale location is nearly complete – 75% interior and 10% exterior is completed. Will be able to move in before exterior is finished.

d. Marketing

New WorkSource office information is available on WorkSourceWA.com. Worked with Washington Workforce Association (WWA) and Monster to make changes to WorkSource Locator pages. Currently, the website does not include details on current open status and services available at each WorkSource office due to COVID impacts. Beginning September 11, customers will be able to view additional details online for each WorkSource location and what services are available due to COVID. Additional details include, whether appointments can be made, if the physical location is closed, services available, and other COVID-related information.

e. Other

No discussion

6. WDA Trends from members – Discussion on, recruiting, and business needs during COVID

Kathy Cocus, Kitsap Economic Development Alliance, reported small businesses are hurting financially. There have been barriers with grants available to small businesses, due to what funds can be spent on, such as rent.

There have been discussions with the Silverdale Chamber of Commerce on partnering to ensure small businesses are aware of federal and state incentives available to them, such as those associated with hiring veterans, as well as the Work Opportunity Tax Credit.

Next Meeting: November 10th, 2020

Adjournment

WORKSOURCE KITSAP IS OPEN FOR VIRTUAL SERVICES ONLY

Connect by phone (360) 516 -1001 "option 7"
A WorkSource representative will answer your call
or email employkitsap@esd.wa.gov



WE CAN HELP!



CAREER SERVICES

- Serving youth and adults
- Register on WorkSourceWA.com
- Learn how to connect with employers
- Occupational skill building
- Understanding transferable skills
- Resume assistance, create, update
- Interviewing skills with practicing virtual mock interviews
- Training and certification to reach career goals
- Workshops on career and job search skills
- 1:1 appointments to discuss your job search

EMPLOYER SERVICES

- List company job opportunities on WorkSourceWA.com
- Help create employer WorkSource accounts
- Fill job openings with qualified applicants
- Host virtual job fairs and hiring events
- Create "Hot Jobs" listing



A proud partner of the [AmericanJobCenter](#) network

WORKSOURCE CLALLAM IS OPEN FOR VIRTUAL SERVICES ONLY

Connect by phone at (360) 457-2103 and leave a message. A WorkSource representative will answer your call or email wscclallam@esd.wa.gov



WE CAN HELP!



CAREER SERVICES

- Serving youth and adults
- Register on WorkSourceWA.com
- Learn how to connect with employers
- Occupational skill building
- Understanding transferable skills
- Resume assistance, create, update
- Interviewing skills with practicing virtual mock interviews
- Training and certification to reach career goals
- Workshops on career and job search skills
- 1:1 appointments to discuss your job search

EMPLOYER SERVICES

- List company job opportunities on WorkSourceWA.com
- Help create employer WorkSource accounts
- Fill job openings with qualified applicants
- Host virtual job fairs and hiring events
- Create "Hot Jobs" listing



A proud partner of the [AmericanJobCenter](#) network

WORKSOURCE VIRTUAL SERVICES SERVING JEFFERSON COUNTY

Connect by phone WorkSource Clallam (360) 457-2103
and leave a message
WorkSource Kitsap (360) 516-1001 Option "7"



WE CAN HELP!



CAREER SERVICES

- Serving youth and adults
- Register on WorkSourceWA.com
- Learn how to connect with employers
- Occupational skill building
- Understanding transferable skills
- Resume assistance, create, update
- Interviewing skills with practicing virtual mock interviews
- Training and certification to reach career goals
- Workshops on career and job search skills
- 1:1 appointments to discuss your job search

EMPLOYER SERVICES

- List company job opportunities on WorkSourceWA.com
- Help create employer WorkSource accounts
- Fill job openings with qualified applicants
- Host virtual job fairs and hiring events
- Create "Hot Jobs" listing



A proud partner of the AmericanJobCenter network



Olympic Workforce Development Council Youth Committee Meeting

Tuesday, November 10, 2020
9:00 a.m. – 9:45 a.m. ZOOM meeting

EXECUTIVE COMMITTEE

CHAIR- MARILYN HOPPEN, SVP Human Resources,
Kitsap Bank

VICE CHAIR, JULIE HATCH, Manager
Kitsap Bank, Port Angeles

JESSICA BARR, Regional Director
Washington State Employment Security Dept.

MONICA BLACKWOOD, President
WestSound Workforce

ASCHLEE DRESCHER, Human Resources
The Veterans Administration

ROBIN HAKE, HR Director
City of Port Townsend

DAVID MCMAHAN, Vice President
Olympic Labor Council

COUNCIL MEMBERS

NICOLE BRICKMAN, HR Manager
Skookum Contract Services

MARTY CAVALLUZZI, President
Olympic College

RANDY COLSON, Manager
General Dynamics

LISA DONLON, General Manager
Windermere Commercial

GREG DRONKERT, President
Pacific Mobility Group, Inc.

CORDI FITZPATRICK, Human Resources Mgr.
Port Townsend Paper Corporation

KEVIN GALLACCI, General Systems Manager
Clallam Transit Systems (Ex Officio)

MICHELL GRAFF, Kitsap Community Resources
Employment & Training Division Director

SARA HATFIELD, CTE Director
South Kitsap School District (Ex Officio)

NEAL HOLM, IBEW Local 46
Electrician and membership Development

ASHELEY JACKSON
Easter Seals Workforce Development Dir.

PETER JOHNSON, Human Resources Director
McKinley Paper Corporation

BRIAN KUH, Deputy Director
Team Jefferson (Ex Officio)

HEIDI LAMPRECHT, Co-Founder
Paella House

GINA LINDAL, Administrator
CSO, DSHS

GREG LYNCH, Superintendent
Olympic Edu. Service Dist. #114

COLLEEN MCALEER, Director
Clallam Economic Development Corp.

CHUCK MOE, Field Representative
Laborers Local 252

GILLIAN NIUMAN, Human Resources
Town and Country Markets

ANNA REYES POTTS, General Manager
TMF Inc.

LEANNE RAINES, Supervisor
Dept. of Vocational Rehabilitation

JEFF RANDAL, Board of Commissioners
Jefferson County Public Utility District

LUKE ROBINS, PhD, President
Peninsula College

MORGAN SNELL, Jamestown S'Klallam Tribe
Higher Education and Professional Development
Coordinator

DANNY STEIGER, CEO
Angles Mill Works and Lumber Traders

MATT WHEELUS, Chief Operating Officer
Harrison Hospital

AGENDA

1. Approval of Agenda (Attachment 14.a) pg. 16
2. Approval of Previous Meeting Minutes September 8, 2020 (Attachment 14.b) pg. 17

Discussion Items

3. COVID-19 Impact Update
4. Career Connected Learning
 - State and Regional Updates
 - CCL Rural Network Collaboration
 - OESD 114 Career Connected Learning Newsletter
5. WIOA-Youth, Pathways to Success Update
6. YouthBuild Kitsap
7. Open Discussion
8. Adjourn

Next Meeting – February 9, 2021

Youth Committee Meeting

Tuesday, September 9, 2020

Call to Order

Approval of Previous Meeting

Dispensed with approval due to time.

COVID-19

Public schools are struggling, laying off bus drivers, lunchroom folks, counts are due today. 10 to 12% decline in enrollment this fall.

EASTER SEALS (Ashley Jackson) – provide services for folks with disabilities, workforce is challenging right now, not able to get as many employment opportunities for clients, trying to work on development while waiting for more employment opportunities, beyond competitive right now. Home visit, volunteer sites, work on interviewing, visual interviews, learn with natural supports, job shadow to help with transition. Work with high school to 21, (18-21), trying to get students in schools as early as possible. Funded through waivers from Kitsap County and Vouch Rehab.

WorkSource moving towards virtual trainings.

Schools opening virtually, childcare is a huge barrier, equity, learning pods being created by families with the means to do that.

Career Connected Learning Governor Inslee's (9 CCL Coordinators) Grow K-College, equity for all students, grow skill development and dual credit opportunities, value added to industry recognized credentials.

Intermediary Grant – fill economic need, construction and maritime grant

State & Regional Updates

CCL Rural Network Collaboration

Some rural issues: Learning is teacher driven not always connected to industry needs, dual credit challenging, qualified CTE teacher are not always available, articulation agreements with post-secondary. Every issue that is present is magnified in rural areas. Currently Broad band availability is a huge challenge. Need more help in the rural areas.

Career Launch – pre-apprenticeship model, training with work, grading of the employment is included in the process.

OESD 114 Career Connected Learning Newsletter – please email Kimberly Hetrick if you would like to be added to the newsletter! khetrick@oesd114.org

Virtual Career Connect at home – free resource to explore careers.

WIOA Youth, Pathways to Success Update

Access to technology is a huge barrier, connecting with young people, combined tri-county Orientation, meeting in parks, providing food, WSU Glen program providing produce. Enrollment is lower due to inability to connect with youth, Jefferson county is very low since COVID shut down and WS closure.

YouthBuild Kitsap

New cohort has started, engagement is going great! Planning to expand and start a new cohort in January.

Open Discussion

What is the next normal?? Services, programs and how we provide services.

What have we learned.

Adjourn

Next meeting November 10, 2020



OPERATIONS COMMITTEE MEETING

Tuesday, November 10, 2020
9:00 a.m. – 9:45 p.m.

Committee Meetings 9:00 a.m. to 9:50 a.m.

AGENDA

1. Call to Order
2. Approval of Meeting Minutes from Sept. 8, 2020 (Attachment 15.b) pg. 20
3. Discussion Item(s)/Action Item(s)
 - a. WorkSource Service Delivery & Trainings
 - b. Kitsap Community Resources Operations Update
 - c. Integrated Service Delivery (ISD)
 - d. OWDC Performance Report PY20 Q1 (Attachment(s) 15.c) pg. 22
 - e. WIOA Primary Indicators of Performance Report (Attachment 15.d) pg. 23
 - f. Worksource System Performance Dashboards PY19 Q4 (Attachment 15.e) pg. 26
4. Good of the Order
5. Agenda Items

Adjourn
Next Meeting: February 9, 2020 via Zoom

EXECUTIVE COMMITTEE

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FELIX VICINO, Human Resources Mgr.
Port Townsend Paper Corporation

VICE CHAIR, MARILYN HOPPEN, SVP Human Resources, Kitsap Bank

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Kitsap Economic Development Alliance

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Skookum Contract Services

JEFF CARTWRIGHT, Director HR
Kitsap Transit

Dr. MARTY CAVALLUZZI, President
Olympic College

RANDY COLSON, Manager
General Dynamics

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Peninsula College

DANNY STEIGER, CEO
Angles Mill Works and Lumber Traders

MATT WHEELUS, Chief Operating Officer
Harrison Hospital

**Operations Committee Minutes
Olympic WorkSource Development Council
September 8, 2020**

ATTENDEES – Gina Lindal, Jessica Barr, Anna Winney, Michell Graff, Amy Hatfield, Greg Dronkert, and Staff Luci Bench

1. **CALL TO ORDER** – Gina Lindal, called the meeting to order at 9:02 a.m.
2. **MINUTES** – Jessica Barr moved to approve May 12, 2020. Michell Graff seconded. **Motion carried.**
3. **DISCUSSION ITEMS**
 - a. Virtual WorkSource Trainings
 - i. Gina explained Re-Entry Surviving Job Loss flyer and Strategy for Success virtual WorkSource Training and All Partner Friday meetings. Luci further elaborated noting the impact of the all partner Friday meetings has made and how valuable the meetings are hearing from WS staff from Clallam and Jefferson, re-entry, DVR, L&I, KCR, which didn't ever take place prior to COVID.
 - b. Clallam-Jefferson Virtual Job Fair
 - i. PowerPoint reviewed, interest in business who attended. Gina asked about the difference between Job seekers registered (473) and Job seekers attended (286). Jessica will ask Bretta for more clarification. There was a positive response from participants.
 - c. COVID-19 Operational Impact
 - i. Gina pointed out the unintended consequences that have impacted WorkSource staff working Unemployment Insurance. Partners impacted by furloughs. ESD added numerous mandatory employee trainings. Jessica explained all 300 staff will be moved back from UI support to regular Workforce tasks. Gina asked if UI was prepared to lose those employees, Jessica answered Yes, UI has been hiring from the beginning and working to support when regular staff returned to their regular position duties. They have initiated a Technology Access Equity and Inclusion workgroup to address client issues with broadband or WiFi and still supply services.
 - d. Integrated Service Delivery (ISD)
 - i. Luci explained the format, showing the breakout from quarter to quarter to provide a review of ISD enrollments in the fourth quarter.
 - ii. Reviewed, no further comment.
 - e. OWDC Performance Report PY19 Q4
 - i. WorkSource reviewed, no comment.
 - ii. Kitsap Community Resources: Michell introduced new Interim Program Manager Annika Large. Luci thanked KCR for work in the past quarter by staying open and service customers and leading the way with PPE and social distancing implementation. Plus, able to keep participant numbers up and service customers.
 - iii. OESD 114 reviewed, no comment. Gina

- f. WIOA Primary Indicators Performance Report PY19 Q2
 - i. Reviewed, no comment.
- g. DVR/DSHS Performance Reports
 - i. Reviewed, no comment.
- h. WorkSource System Performance Dashboards PY19 Q3
 - i. Jessica pointed out Q3 is available online where you'll see a huge increase in self-service.

4. Good of the Order

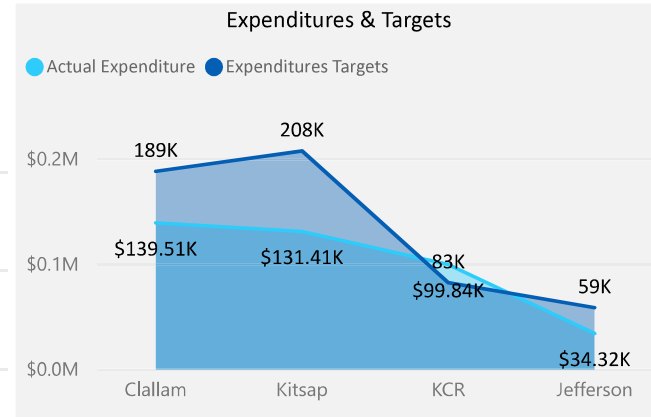
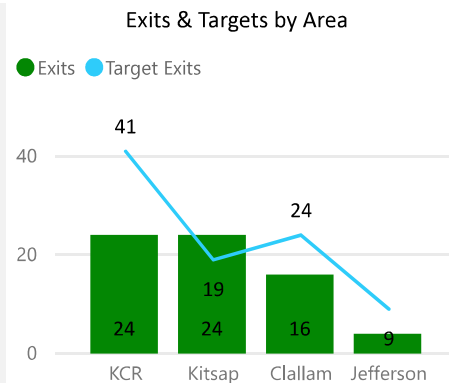
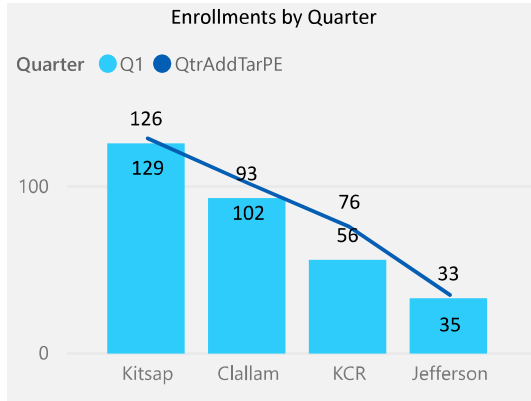
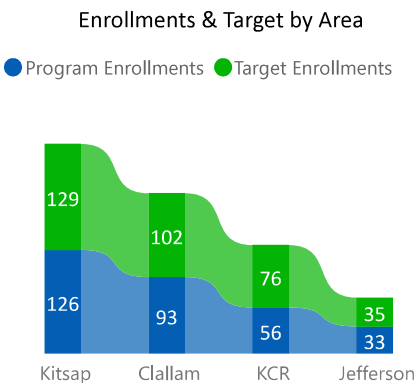
- a. KCR is providing cross training to employees to be able to serve clients in South Kitsap, Central Kitsap and Poulsbo in WorkFirst or WIOA.
- b. Amy provided an Olympic College update, Fall Quarter our all virtual except Nursing, Medical Assistant and Welding. A lot of effort has been put forth by instructors to move online orientation and students' services, and there is now a virtual lobby and agents helping individuals to get to the right rooms. One major improvement to come from COVID is the collaboration.
- c. Greg explained his business position and has been working with Impact Washington. Challenging for new business but he's been able to piece together resources and hire 5 new people.
- d. Gina's CSO community has all but a few staff teleworking and only appointments for clients to pick up EVT cards. Reduced School Lunch program if offering those who were eligible to apply for benefits, which provides \$2-3 a day for everyday in school, applications for this year can be submitted. There is a Disaster Cash Assistance Program no SSN, DOB, TANF participants but income cap verification to be eligible.

5. ADJOURN – Gina adjourned meeting 9:50.

NEXT MEETING – November 10, 2020 TBD.

PY20 Q1 Preliminary Performance Report

Office	Program	Current	Program Enrollments	Target Enrollments	PE %age	Exits	Target Exits	Exit %age	Place ments	Target Place ments	Placement Rate	Placements %age	Actual Expenditure	Target Expenditures	Expenditure s %age
Clallam	Adult	24	29	32	90.63%	5	10	50.00%	5	7	100.00%	71.43%	\$43,460	59,196	73.42%
Clallam	DW	13	21	23	91.30%	8	8	100.00%	6	5	75.00%	120.00%	\$36,392	49,147	74.05%
Clallam	DWIE			4			3			3			\$3,348	17,815	18.79%
Clallam	Youth	40	43	43	100.00%	3	3	100.00%	2	1	66.67%	200.00%	\$56,310	62,464	90.15%
Jefferson	Adult	10	12	11	109.09%	2	4	50.00%	2	3	100.00%	66.67%	\$10,124	13,546	74.74%
Jefferson	DW	8	9	10	90.00%	1	3	33.33%	1	1	100.00%	100.00%	\$8,862	16,221	54.63%
Jefferson	DWIE			1			1			1				12,012	
Jefferson	Youth	11	12	13	92.31%	1	1	100.00%	1	0	100.00%	Infinity	\$15,338	17,114	89.62%
KCR	Adult	24	39	50	78.00%	15	28	53.57%	12	20	80.00%	60.00%	\$64,019	51,340	124.70%
KCR	DW	7	12	20	60.00%	5	10	50.00%	4	8	80.00%	50.00%	\$26,292	20,342	129.25%
KCR	DWIE	1	5	6	83.33%	4	3	133.33%	3	2	75.00%	150.00%	\$9,531	10,869	87.69%
Kitsap	Adult	17	26	33	78.79%	9	8	112.50%	9	6	100.00%	150.00%	\$3,324	38,718	8.59%
Kitsap	DW	22	30	30	100.00%	8	5	160.00%	8	3	100.00%	266.67%	\$21,340	37,778	56.49%
Kitsap	DWIE	4	6	4	150.00%	2	3	66.67%	2	3	100.00%	66.67%	\$18,628	34,860	53.44%
Kitsap	Youth	59	64	62	103.23%	5	3	166.67%	3	1	60.00%	300.00%	\$88,121	96,623	91.20%
Totals		240	308	342	90.06%	68	93	73.12%	58	64	85.29%	90.63%	\$405,089	538,045	75.29%



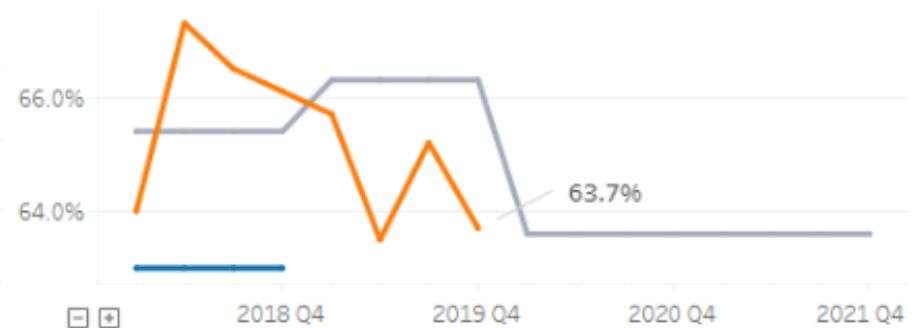
WIOA Title I Performance Indicators

Olympic Workforce Development Council
Adult

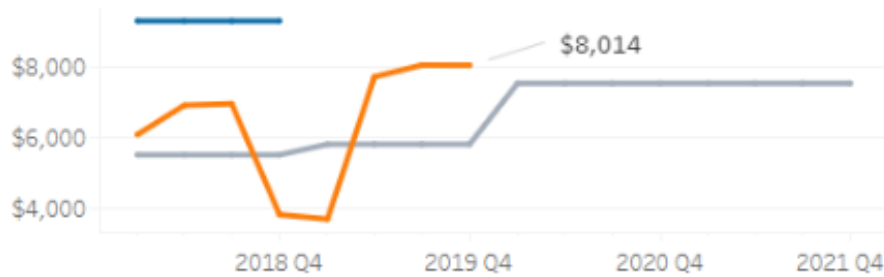
1. Employment Rate (Q2)



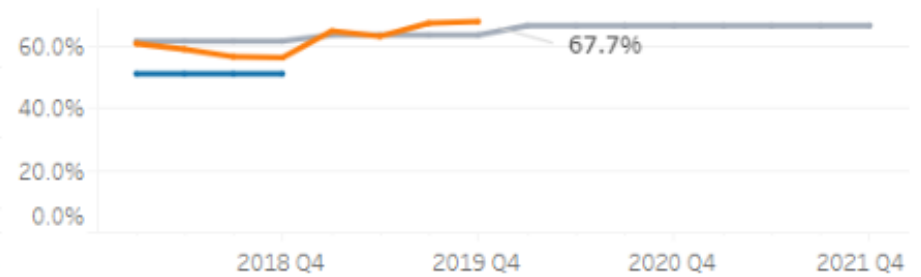
2. Employment Rate (Q4)



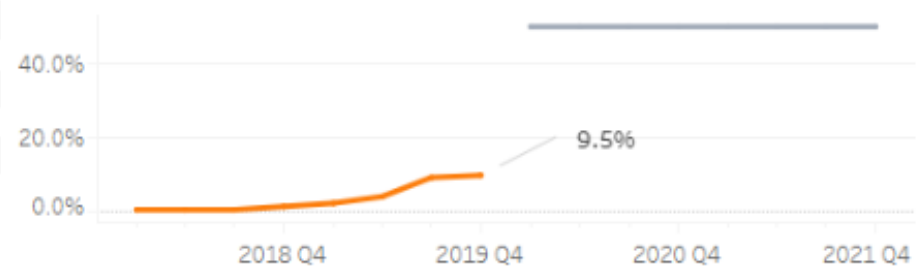
3. Median Earnings



4. Credential Rate



5. Measurable Skill Gains



■ Initial Targets
 ■ DOL's QPR
 ■ Adjusted Targets

Series:

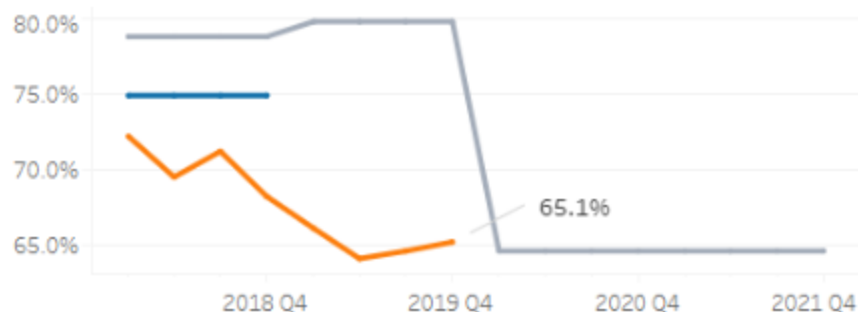
Area:

Program:

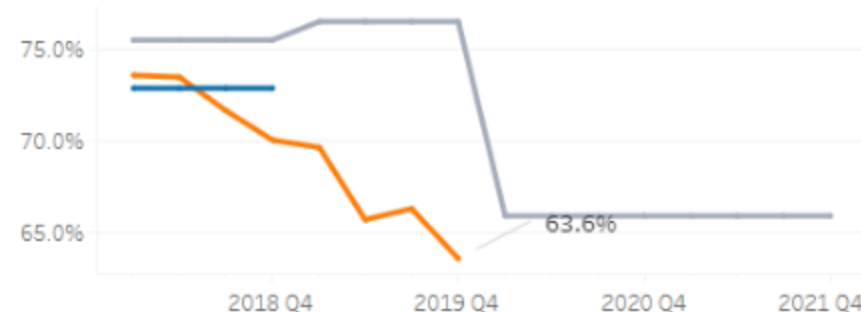
WIOA Title I Performance Indicators

Olympic Workforce Development Council
Dislocated Worker

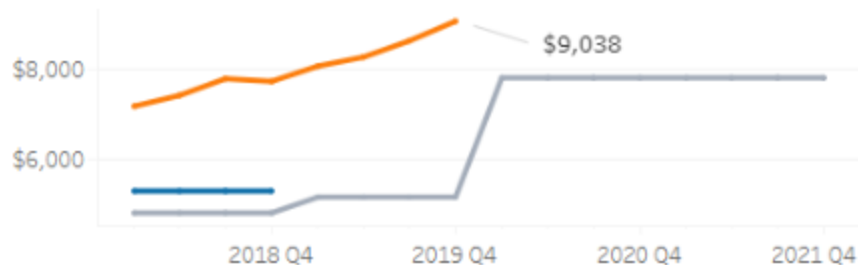
1. Employment Rate (Q2)



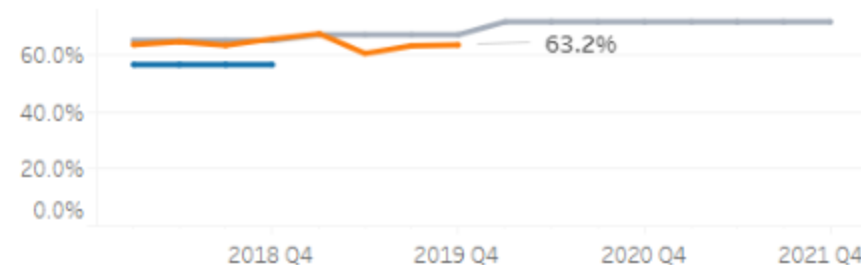
2. Employment Rate (Q4)



3. Median Earnings



4. Credential Rate



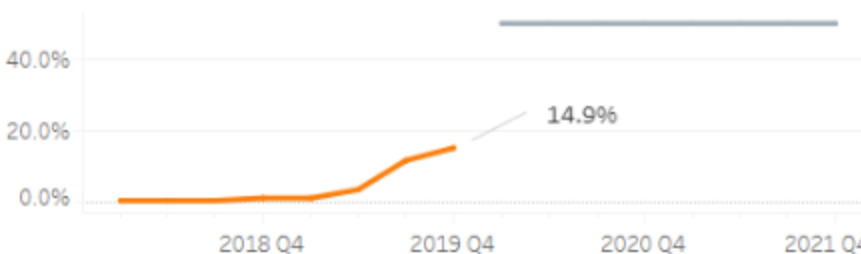
■ Initial Targets
 ■ DOL's QPR
 ■ Adjusted Targets

Series:

Area:

Program:

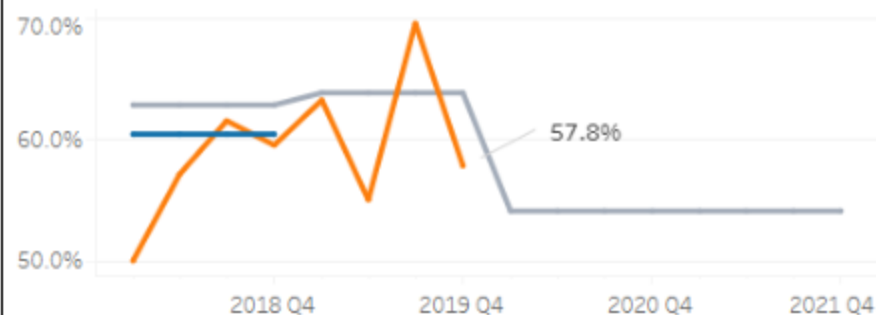
5. Measurable Skill Gains



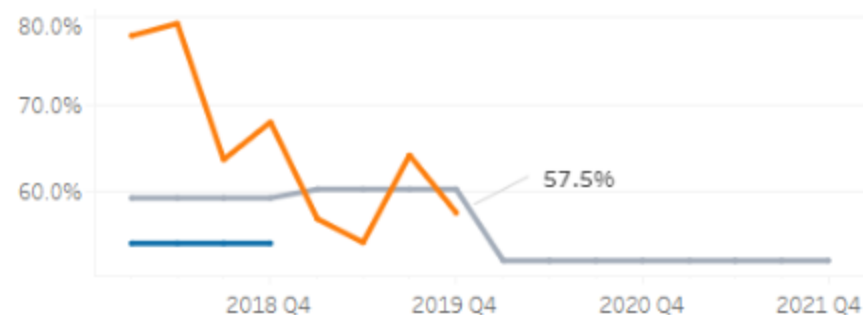
WIOA Title I Performance Indicators

Olympic Workforce Development Council
Youth

1. Employment Rate (Q2)



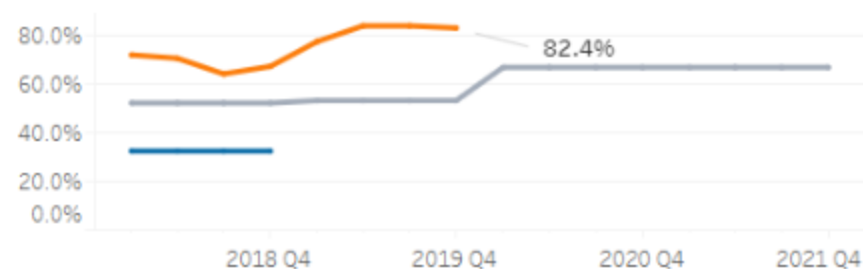
2. Employment Rate (Q4)



3. Median Earnings



4. Credential Rate



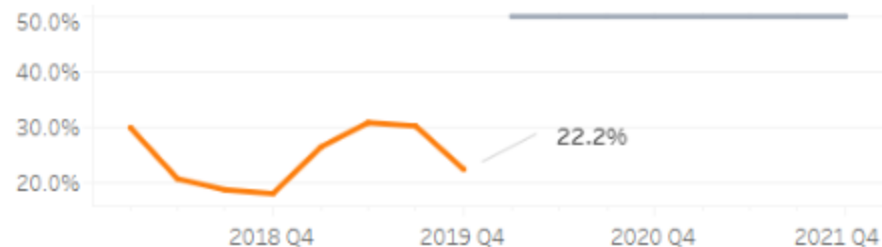
Initial Targets DOL's QPR Adjusted Targets

Series (Multiple values)

Area Olympic Workforce Development Council

Program Youth

5. Measurable Skill Gains



Washington State WorkSource System Performance Dashboard

- Seekers served
- Employers served
- Exits & Wages
- Definitions

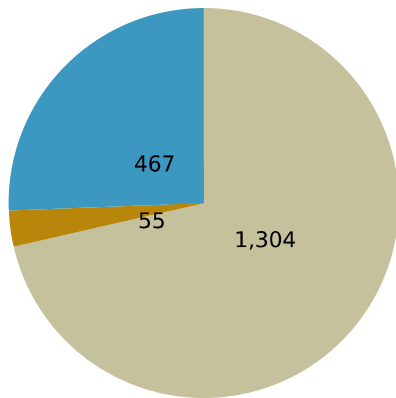
Service Location
WDA 01 - Olympic

Time Frame
Single-quarter
PY 2020 Q1 (Jul - Sep 2020)

Data prior to the beginning of PY16Q1 (July 1, 2016) is not reflected in this dashboard. Therefore, the first quarter with complete rolling 4-quarter data is PY2016 Q4 (the quarter ending on June 30, 2017).

Total seekers = 1,826

- Self served only
- Both types of service
- Staff assisted only



All seekers served

Self-service customers	1,359
Staff-assisted customers	522

Self served only	71.41%	1,304
Both types of service	3.01%	55
Staff assisted only	25.58%	467

New to WorkSource?

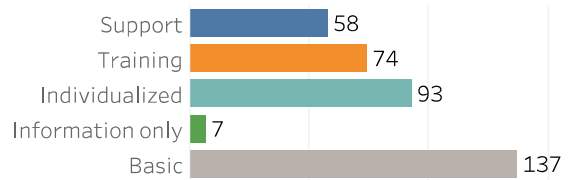
New	33.46%	611
Returning	66.54%	1,215

WorkSourceWA job applicants

Seekers with job applications	453
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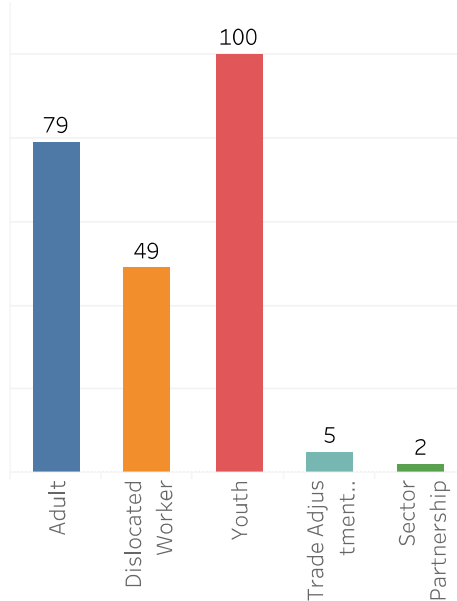
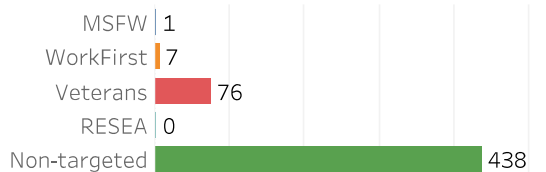
Seekers served by program enrollment *Staff-assisted seeker counts by service location, regardless of enrollment location*

Staff assisted seekers served by service type*



*Information only and support services do not trigger or extend participation.

Staff assisted seekers by cohort



Data last refreshed: 10/8/2020 5:57:25 PM

Employment Security Department is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Language assistance services for limited English proficient individuals are available free of charge. Washington Relay Service: 711.

Washington State WorkSource

System Performance Dashboard

Seekers served

Employers served

Exits & Wages

Definitions

Location

WDA 01 - Olympic

Time Frame

Single-quarter

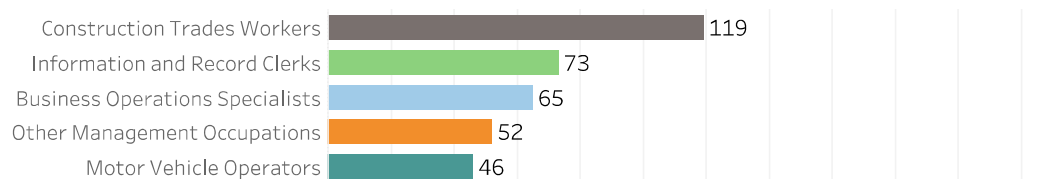
PY 2020 Q1 (Jul - Sep 2020)

Employers using WorkSource

Employers	266
Job orders	1,202

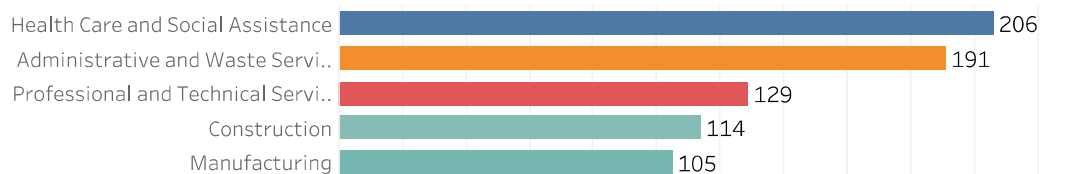
Employers receiving staff-assisted services	34
---	----

Top 5 jobs in demand



Number of job postings by 3-digit ONET

Top 5 industry sectors posting jobs



Number of job postings by 2-digit NAICS

Washington State WorkSource System Performance Dashboard

- Seekers served
- Employers served
- Exits & Wages**
- Definitions

Location

WDA 01 - Olympic

Program

- All Title I participants
- WIOA Adult
- WIOA Dislocated Worker
- WIOA Youth
- Wagner Peyser
- All WorkSource customers

These exit proxies are intended to help track potential WorkSource outcomes, are not intended to replace official federal outcomes, and may not accurately reproduce official federal outcomes.

Employments data are delayed.

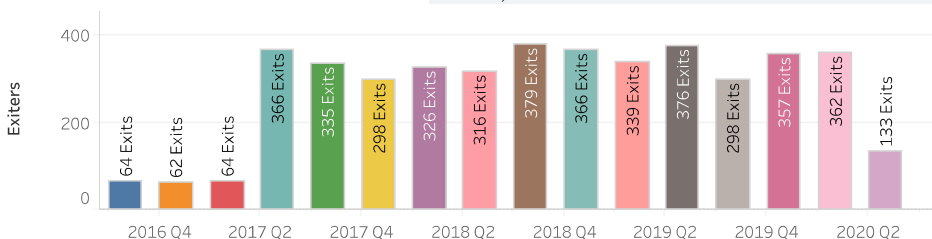
Employments are based on wages received the second quarter after a person exits (final service date with no more services planned).

Wage data come in about 45 days after the quarter ends.

Example: If the final service is on January 3 (exit date), exit is the quarter of Jan-Mar, and the quarter to check for wages is Jul-Sept. Wages for this quarter would be reported by November 15 (approximately 11.5 months from exit date).

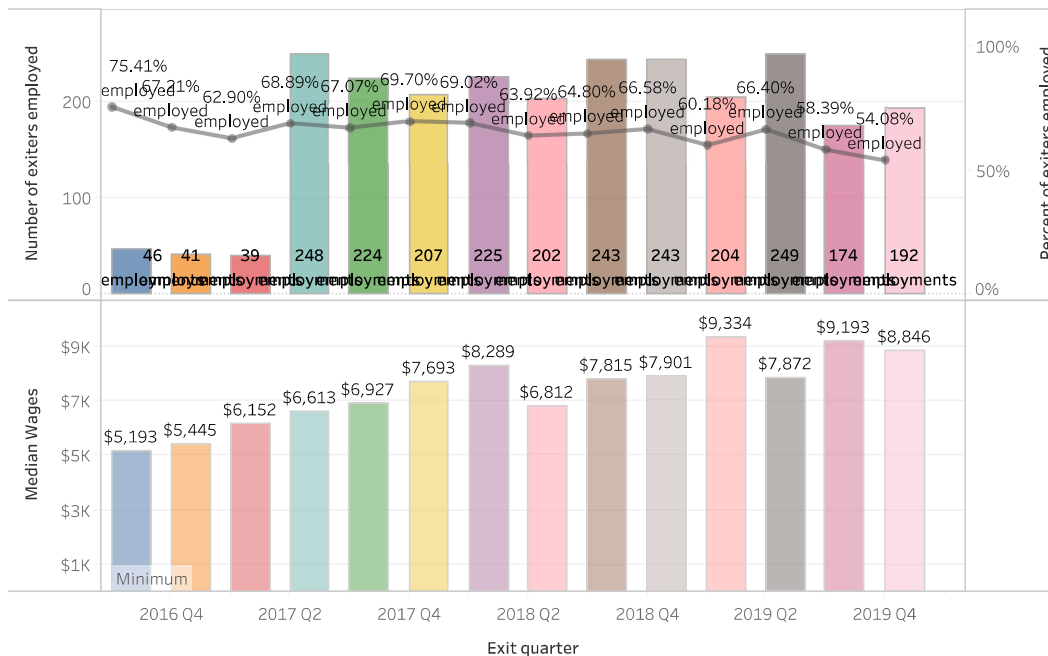
Exits (by Calendar Year)

WDA 01 - Olympic: All Title I participants



Employments (by Calendar Year): select an outcome measure*





All exit quarters, 2 Q after exit



* Low exiter and employment counts are suppressed to protect confidentiality. If the number of exiters or employments meets suppressi..

Data last refreshed: 10/8/2020 5:57:25 PM

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Olympic Consortium Board Meeting (3rd Fridays)		10 a.m. to 12:00 p.m.	Zoom until further notice
Olympic Consortium Board Meeting (3rd Fridays)		10 a.m. to 12:00 p.m.	Zoom
Exec OWDC Meeting (4th Tuesdays)		10 a.m. to 12:00 p.m.	Zoom until further notice
OWDC Full Meeting (2nd Tuesdays)		9:00 a.m. to 1:30 p.m.	Zoom from 9 to 11:30 until further notice

2021

January						
Su	Mo	Tu	We	Th	Fr	Sa
					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						
Su	Mo	Tu	We	Th	Fr	Sa
				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						
Su	Mo	Tu	We	Th	Fr	Sa
				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

October						
Su	Mo	Tu	We	Th	Fr	Sa
					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						
Su	Mo	Tu	We	Th	Fr	Sa
	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						

May						
Su	Mo	Tu	We	Th	Fr	Sa
						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						
Su	Mo	Tu	We	Th	Fr	Sa
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						
Su	Mo	Tu	We	Th	Fr	Sa
	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				

March						
Su	Mo	Tu	We	Th	Fr	Sa
	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						
Su	Mo	Tu	We	Th	Fr	Sa
		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			

September						
Su	Mo	Tu	We	Th	Fr	Sa
			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						
Su	Mo	Tu	We	Th	Fr	Sa
			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	