



King County

Priority Hire Advisory Committee

Advisory Committee Meeting
King County Chinook Building,
3rd Floor
Commons Area

November 28, 2018
9am to 11am

Meeting Minutes

Priority Hire Advisory Committee Attendance			
Monty Anderson	√	Dave Johnson	√
Karen Dove	√	Jason Nakamura	√
Sonja Forster	√	Larry Nettekoven	√
Michael J. Fox	√	Melinda Nichols	√
Leanne Guier	√	Krishna Richardson-Daniels	√
Michelle Helmholz	√	Halene Sigmund	√

Other Attendees: Ken Guy, Sandy Hanks, Samantha Kealoha, Joe Baca, Jeff Turner

Facilitator: Jeff Turner

Welcome/Plan for the Day: Sandy Hanks welcomed the newly established Committee and went briefly over the plan for the day

Committee Ground Rules: Facilitated by Jeff Turner, the Committee established its Ground Rules that are outlined below.

Ground Rules/Rules of Engagement

Agreed upon interaction guidelines

Used to guide behaviors of committee members

Used to assess how well committee members are interacting

- Hear voices from all
- Don't interrupt one another (fully hear what someone has to say)
- Assume positive intent (don't rush to judgment, see the issues from different perspectives)
- Be polite (keep professionalism)
- Focus on concrete results (don't lose your way)

Committee Member Introductions: Each Committee member introduced themselves by answering who they are, what they do and why this work is important to them. King County staff also participated in the introductions.

Path to the Advisory Committee: Ken Guy provided an overview and timeline for the Priority Hire ordinance and how we got to the creation of an advisory Committee. Laid out the charge for the Committee as defined in the Priority Hire Ordinance.

Priority Hire & Community Workforce Agreement: Joe Baca provided an overview about the Community Workforce Agreement as it pertains to King County. Talked about the Master CWA and what is directed in the Priority Hire ordinance.

Committee's Purpose, Role and Operation: The Committee discussed their ideas about their roles as a Committee and what are the opportunities. The Committee determined that their purpose as outlined in the Ordinance. The Committee also discussed Key Outcomes that they would like as participants on this Committee and Key Tasks/Activities. The Committee determined Resources/Support that they need to move forward.

Purpose

1. To advise Executive and Council on implementation and effectiveness of recruitment, retention and overall success of placement of priority hires, women owned businesses, minority owned businesses, small contractors, suppliers and open shop contractors.
2. Elements of CWA – advise on the implementation and effectiveness of the program.

Key Outcomes:

- Tracking data
- Show access to construction careers
- Positive influence on workforce on King County jobs shown by priority hire zip codes on jobs
- Identification of positive resources and support for those resources
- Increase in retention of apprentices on jobs and completion
- Make adjustments to maximize responsiveness from various communities (see Ordinance) (Task?) See Review?
- Identify potential challenges issues in implementation (Task?)

Key Tasks/Activities

1. Understand definition of priority works (definition, objectives, purpose). Understand pre-app and app programs (understand challenges on the ground). Identify problems we want to solve early. Set foundation, listen.
2. Linkages and partnerships needed. Identify areas where other people enter – look at wide variety of resources, other resources, articulate responsibilities. Determine the ask. How to engage others to partners? Know what they're willing to do. Accountabilities.
3. Identify what we want to measure and by whom.
4. Focus on recommendation that will be part of CWA (e.g. number of core workers, etc.,) provision regarding respectful workplace, etc.
5. Define roles of all stakeholders in priority hire/recommendation.
6. Acknowledge/appreciate successful contractors.

Resources and Support

- Data – (e.g., hours of different population on jobsites. Workforce data existing projects around focus of ordinance, impacts on women owners business, etc.) Pipeline information – make up of current trained workforce. Look at the “total universe.” Impacts on Small and Women and Minority Owned Business.
- Understand what's in LCP tracker/carts. Limitations of what data is available. What are the other data sources? How to get it?
- Impacts on Small and Women and Minority Owned Business Firms.

Next Meeting and Steps: Next meeting will be on Thursday, December 20, 2018 from 9am – 11am at the King County Chinook Building, 3rd Floor, Commons Area. Samantha Kealoha will send out the meeting minutes, agenda for the next meeting, as well as the latest signed CWA.

