



King County

Priority Hire Advisory Committee

Advisory Committee Meeting
South Seattle College - Georgetown Campus
1st Floor, Room 111

July 10, 2019
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 Helmholtz		Halene Sigmund	√

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

Facilitator: Jeff Turner

Welcome/Plan for the Day: Jeff Turner welcomes the committee and covers plan for the day.

Overview of King County Apprenticeship and Priority Hire Report and Contracting Opportunities

Program Report

- Samantha Kealoha and Ken Guy provided an overview of the two reports and provided key highlights of each report.
- General discussion
 - Still seeing a steady participation rate
 - Can set goals on a project-by-project basis
 - Committee can weigh in as part of its charge
 - County Council has not commented on Committee’s recommendations or the reports at this time. Should be in the next few months
 - Next steps include reviewing reports and aligning recommendations with data

Respectful/Acceptable Worksite Discussion review of Draft Contract Language

- Up to banning someone from a site – can/would language include banning?
- What are the reporting requirements?
- Hostile work environment – what does it mean with regard to respectful workplace?
- Will there be an opportunity to circulate the policy electronically?
- Do employers understand the requirements?
- Check on alignment with federal and state requirements
- Policy needs more meat to bones
- Discrimination – need to define
- Racism – need to define

- Make sure that contract has definitions
- What are King County's expectations?
- What do the non-discrimination clauses say in the contracts?
- Owners' responsibilities to clearly define what you expect
- Roles and responsibilities need to be clear and outlined/listed
- Create reference list to help contractors
- Outline suggested ways to comply with policy
- Do you have an acceptable working way to alert people?
- Does King County have a QA/QC system for compliance?
- King County hopes to develop one-pager about respectful worksite
- Support services for respectful worksite
- Describe a good environment
- Include information about who to contact
- Does King County have an ethics hotline?
- Anonymous reporting
- Best practices – think about best role for King County
- Encourage workers to report appropriately
- Want people to follow process
- Outline responsibilities and responsiveness requirements in policy
- Need to focus on looking at respectful worksite as a requirement of the bid
- Various companies tackle issue in different ways
- Keep in mind King County's expectations

Discussion about meetings, reports and information

- **Set meetings quarterly** – last Wednesday of month 9-11 a.m.
- Additional meetings as required
- Location – Georgetown Campus
- Is there other information the Committee can have access to?
- Provide interim statistics about how things are going
- If data is available, members of committee would like to see
- Monthly data to committee

Next Meeting and Steps: Send out doodle poll for additional meeting dates to discuss the Respectful/Acceptable Worksite contract language. Gather feedback on the language from Committee members and send draft changes to PAO's office for review and input. Send the Committee PAC meeting Workforce Utilization Reports on a monthly basis.

