

CITY OF SEATTLE PRIORITY HIRE ADVISORY COMMITTEE (PHAC)

August 12, 2015, 9 am – Noon

South Seattle College Georgetown Campus - Building C, Room 208

AGENDA

Desired Results:

- Guidance for training provider RFP and community outreach, feedback on communication tool
- Agree on PHAC’s discussion topic priorities for 2015
- Confirm meeting minutes, review project data and understand relevant developments

9:00 am	WELCOME & PURPOSE
	UPDATES
	• Jobs Coordinator and Field Advisor Status
	PRIOR MEETING MINUTES APPROVAL
9:15 min	PROJECT ASSESSMENT
	• Priority Hire project update
9:40 am	KEY ISSUE DISCUSSION /GUIDANCE DEVELOPMENT
	• RFP for Training Providers and Outreach – Guidance recommendations Subcommittee Proposal - 2 Small Groups Large Group Discussion
11:00 am	BREAK
11:10 am	PHAC WORKPLAN
11:25 am	COMMUNICATION TOOL FOR JOB PROVIDERS
11:40 am	PUBLIC COMMENT
11:50 am	REFLECTIONS
Noon	CLOSE

	Agenda topics	Relation to 4 Goals of PHAC	
Aug	• Training goals/RFP guidance	#1 Program/System Guidance	Draft education handout
Sept	• Director’s rule referral process guidance • Contractor educational material review • Education event	#3 Implementation #2 Ordinance Awareness #2 Ordinance Awareness	Contractor education materials
Oct	• Regional vision, barriers info • Outreach provider material review	#3 & 1 Implementation, Guidance #2 Ordinance Awareness	Port Jobs Rprt, Inventory map Outreach Provider materials
Nov	• Non manual positions • Target % point increase - new projects • PH implementation	#1 Program/System Guidance #1 Program/System Guidance #3 Implementation	City reports, JTC report, hearing from the field
Dec	• Review of PHAC and progress to date	#4 Recommendations/Findings	

PHAC GOALS

1. **PRIORITY HIRE PROGRAM/SYSTEM GUIDANCE:** **Program & System process/policy recommendations** to FAS (issues/gaps/ needed improvements)
2. **FURTHER ORDINANCE AWARENESS :** **Inform constituency** about ordinance, implementation status, and basis for PHAC recommendations; **Seek constituency’s view** on how PH is working; issues discussed by PHAC
3. **FOSTER/SUPPORT IMPLEMENTATION:** **Identify implementation innovations** (regularly assess what’s working/not, identify evidence-based best practice; guard against unintended consequences)
4. **FORMULATE RECOMMENDATIONS /FINDINGS:** Submit to FAS Director for **annual report** to Mayor/City Council