



City of Seattle
Department of Finance and Administrative Services

PHAC Meeting Notes

Priority Hire Advisory Committee (PHAC)
December 9, 2015 – 9:00 a.m. - 12:00 p.m.
South Seattle College Georgetown Campus
6737 Corson Avenue South, Seattle, 98108, Building C, Room 111

Welcome and Purpose

Wendy Watanabe covered the meeting goals, including an end of the year review.

To do

The City will provide an updated regional funding list that includes the Port of Seattle.

Agreements and Updates

Meeting minutes from the November 19 meeting were reviewed, no revisions were made and the minutes were approved.

Anna Pavlik announced that Ruth Blaw, Executive Director of the James W. Ray Orion Center, will be joining the advisory committee in January 2016. Ruth will fill Jon Bersche's seat.

ANew hired a new Executive Director, Karen Dove-Heiler. Karen is slated to begin January 18, 2016 and will fill Nicole Ferrer's seat on the committee.

Anna Pavlik stated that the City is continuing to look for a representative to fill the contractor seat.

Anna Pavlik announced that the Priority Hire Construction Training and Outreach Funds Request for Proposal has closed. The City received 11 proposals and is currently in the process of reviewing them. The City plans to have all contracts finalized by January 2016.

Anna Pavlik announced that the Finance and Administrative Services department (FAS) may receive an additional \$300,000. FAS will work with the Mayor's office to create a plan for allocation.

Anna Pavlik announced that the next regional partners planning meeting will be held January 11, 2016. The group plans to talk about how they can better align strategies and resources regionally, using the recommendations of the Priority Hire Advisory Committee as a resource.

Project Assessment

The committee reviewed the workforce diversity project goals and past performance reports of the Seawall and Buried Reservoir project.

Jeanne Fulcher reported that Mortenson Manson Joint Venture (MMJV) is exceeding goals for hours performed by priority workers, women and people of color and the apprentice utilization remains steady at 14.8%.



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Jeanne Fulcher reported that J.W. Fowler is now meeting priority hire requirements for apprentices. Fowler is exceeding goals for hours performed by women and people of color and apprenticeship utilization is continuing to improve as well.

The City has not seen an increase in the number of priority hire journey level workers. J.W. Fowler is at 9.7% which is below the 33% requirement.

The City has not seen subcontractor's utilize their priority hire workers. Anna Pavlik stated that the City has been meeting with J.W. Fowler and with City staff to discuss next steps.

PHAC Operations

The Committee voted and approved that, beginning January 2016, committee members are allowed to miss a maximum of two meetings a year and maintain membership. If a committee member misses more than two meetings, he or she may be asked to step down.

Year End PHAC Review

City staff, Wendy Watanabe and committee members had a dialogue on lessons learned during 2015. Below is an overview of the discussion:

1. How do you think you did?
 - Created a model for other agencies to use
 - King County
 - Port of Seattle
 - Gave input on RFP content and process– thinking through what to include for the City to be most effective.

2. So what can we learn from this year?

<u>From the PHAC view</u>	<u>From the staff view</u>
<ul style="list-style-type: none">• PHAC is a meaningful experience, the policy input and City support design of advisory committee works• City administration supportive of priority hire and PHAC, starting at the top and throughout• Community representation on PHAC valuable• Labor Equity Program dedicated to priority hire-resources are invested so becoming institutionalized• City foresight with construction boom- developing priority hire while lots of jobs are available• Failure to discuss non-manual positions- look at as additional opportunities for priority workers• Consider including pathways for English language learner workers at the front end of the pipeline	<ul style="list-style-type: none">• PHAC members open to other perspectives and discussions/education from other stakeholders – City learns as well



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Guidance

The Committee provided the following input to the City of Seattle and regional partners:

- Accountability methods moving forward – require a priority hire plan between prime and subcontractors (similar to the WMBE inclusion plan) to ensure all parties are held to same standards
- Require contractors to develop workforce projections so unions, apprenticeship programs and pre-apprenticeship programs can plan ahead for demand
- Hire an independent facilitator for advisory committee meetings
- Gather baseline data on current available union and apprenticeship participants
- Consider giving credit for priority hire workers not just on one particular City of Seattle project but anywhere in workforce
- Municipalities should include incentives in the zoning/permitting process for prioritization of workers by private construction companies
- Consider the NYC workforce plan – identify gaps in sectors/employers agreeing to PH principles and rewards for prioritizing certain groups having resources
- Develop a master PLA
- Be more aware of administrative burden to organizations that may be applying to RFPs.
 - Consider including registered apprenticeships and potential pre-apprenticeship programs linked to apprenticeship.
 - Include reporting templates so organizations have an understanding of the amount of work the administrative side will take
 - Incorporate more equity /Race and Social Justice Initiative (RSJI) language
 - Define what the reporting process looks like

Next PHAC Meeting

January 13, 2016 – 9:00 a.m. - 12:00 p.m.
South Seattle College Georgetown Campus
6737 Corson Avenue South, Seattle, WA 98108

PHAC Member Attendees

Monty Anderson	Seattle Building Trades Council
Greg Christiansen	Ironworker Management Progressive Action Cooperative Trust
Glenn Davis	Seattle Office of Immigrant and Refugee Affairs
Jon Green	Metro Painting
Andra Kranzler	Skyway Solutions
Marge Newgent	Equipment Operators
Tom Peterson	Hoffman Construction
Michael Woo	Community Representative

Watanabe Consultation

Wendy Watanabe Process consultant/facilitator

City Representatives

Anita Adams	City of Seattle - SPU
Jon Bersche	City of Seattle – FAS



City of Seattle

Department of Finance and Administrative Services

Allison Calvert	City of Seattle – FAS
Yemaya Hall-Ruiz	City of Seattle – FAS
Jeanne Fulcher	City of Seattle – FAS
Steve Lee	Mayor’s Office
Anna Pavlik	City of Seattle – FAS
Julianna Tesfu	City of Seattle – FAS