



City of Seattle
Department of Finance and Administrative Services

PHAC Meeting Notes

Priority Hire Advisory Committee (PHAC)
February 3, 2016 – 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, which included guidance development and recommendations.

Agreements and Updates

Meeting minutes from the December 9 meeting were reviewed, no revisions were made and the minutes were approved.

Anna Pavlik announced that Pre-Apprenticeship Construction Education (PACE) and Apprenticeship and Nontraditional Employment for Women (ANEW) were awarded the Construction Training portion of the Priority Hire Request for Proposal (RFP). Each organizations received \$120,000 for 2016, and will receive an additional \$120,000 for 2017, pending performance in 2016. ANEW plans to increase shop time and math resources and PACE will include 15 new seats in their program.

Anna Pavlik announced that Yemaya-Hall Ruiz has left City employment for new endeavors; the Field Enforcement position will be posted soon.

Anna Pavlik announced that City Council approved an additional \$300,000 for pre-apprenticeship support for 2016.

Jon Bersche announced that the City held its first Regional Pre-Apprentice Collaborative meeting on January 27. All pre-apprenticeships were present, as well as apprenticeship coordinators, public owners and pre-apprentices. Jon Bersche explained the intent of the collaborative, which is to create a sustainable system to share best practices and work together to raise the bar on training standards. The group has agreed to meet on a monthly basis and plan to prioritize funding, outreach and relicensing.

Michael Woo asked the City how Seattle Conservation Corps will be involved given they are not recognized by L&I. Jon Bersche informed Michael that they have been invited to the table so they are a part of the feeder conversation.

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. Apprentice utilization remains steady. They are meeting and exceeding all goals with the exception of preferred entry.



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J.W. Fowler is exceeding goals for hours performed by women and people of color and apprenticeship utilization is continuing to improve as well. Although it increased incrementally, Fowler did not meet the priority hire journey level requirement at the end of the project.

Jeanne Fulcher reviewed the Out of State Hours document with the committee which showed what JW Fowler's performance would have been if out-of-state workers hours were counted toward the priority hire requirement. A review showed that including out-of-state hours would not have impacted the overall outcome since the requirement would have been modified as well.

Guidance Development

Nancy Locke went over seven City compliance and enforcement mechanisms with the committee. Nancy explained that if a bidder cannot show that they will comply and perform responsibly their bid can be rejected. She explained that the City uses an 80% rule for determining substantial compliance for WMBE utilization which is under consideration for priority hire compliance criteria. A committee member recommended including in writing whatever criteria is chosen because the word "substantial" is subjective. Another committee member recommended including the weight each performance category is given because everything isn't weighed the same. The City agreed to look into the recommendations given.

Nancy Locke guided the committee through several other compliance policy documents, including the Subcontractor Approval form, Performance review form, payment withholding options, deficient contractor performance evaluation policy and Debarment Ordinance. Nancy explained that the payment withholding contract language, subcontractor approval form and supplemental bidder responsibility form are under review for CWA additions. Nancy asked for additional feedback from the committee which would be timely during the month of February.

Core Workers

Jeanne Fulcher reviewed the Core Worker handout with the committee. Jeanne explained that open-shop contractors have smaller workforces on projects than union contractors and that open-shop and union workforces have similar ratios of priority workers. Jeanne also acknowledged that the data is limited making it difficult to draw conclusions.

A committee member requested the City to look at the diversity of open shop contractors' work force on non CWA projects since there is not enough CWA project data. The City obliged to do so.

The committee discussed possible core worker numbers and ultimately decided to postpone their decision until after they have had a chance to review the additional information they requested.

Non-Manual Positions

The committee revisited non-manual positions. The committee discussed proper outreach and recruitment needed to recruit priority workers into non-manual positions and careers. A committee member suggested the ordinance incorporate accountability language around wages for contractors.

When asked for additional items to discuss, a committee member requested that the committee identify mechanisms to support experienced non-union workers to test-in to a union.



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Good of the Order

Wendy Watanabe asked the committee if they would like to form sub-committees to cover the array of topics. A committee member responded and suggested the committee generate a list of important issues that they share in advance, allowing members time to think and come prepared to each meeting. The committee approved and the City agreed to create a template for the committee to populate.

Next PHAC Meeting

March 9, 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
Karen Dove	ANEW
Jon Green	Metro Painting
Leanne Guier	Plumbers & Pipefitters
Marge Newgent	Equipment Operators
Rory Olson	MacDonald-Miller Facility Solutions
Tom Peterson	Hoffman Construction
Gary Schmitt	Sound Transit
Tyson Trudel	YouthBuild
Michael Woo	Community Representative

Watanabe Consultation

Wendy Watanabe	Consultant/facilitator
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City Representatives

Anita Adams	City of Seattle - FAS
Jon Bersche	City of Seattle – FAS
Allison Calvert	City of Seattle – FAS
Jeanne Fulcher	City of Seattle – FAS
Nancy Locke	City of Seattle – FAS
Anna Pavlik	City of Seattle – FAS
Julianna Tesfu	City of Seattle – FAS