



Seattle
Finance &
Administrative Services
Priority Hire Advisory Committee

PHAC Meeting Notes

Priority Hire Advisory Committee (PHAC)

June 12, 2019– 9 a.m. - Noon

South Seattle College Georgetown Campus

6737 Corson Ave. S., Seattle, 98108, Building C, Room 110/111

Welcome and Purpose

Wendy Watanabe welcomed the committee and reviewed the agenda. Meeting minutes from the May Priority Hire Advisory Committee (PHAC) meeting were reviewed and approved with edits to add Melanie Parrett as an attendee, change Marilyn Kennedy's title and add language shared by Tamar Zere regarding the importance of including qualitative data in working through a racial equity toolkit (RET), learning from the most harmed while working through RET steps helps users look at the findings as you move through steps of toolkit as data with soul that goes beyond quantitative numbers.

Anita Adams shared that updates regarding the Racial Equity Toolkit will be provided as the City makes progress through steps 4-6 of the RET.

Charter Language

Wendy reviewed the PHAC charter with the committee and discussed the attendance policy. There were no proposed changes or edits to the standing language and the committee voted to approve the charter as is.

Good Faith Effort

Wendy Watanabe restated the common good framework for developing a shared understanding.

FAS and PHAC reviewed the project performance on priority hire completed projects. FAS introduced good faith effort and reiterated the priority hire requirements for journey, apprentice hours and preferred entry. FAS explained the impact good faith effort can have on a contractor's ability to meet or exceed priority hire requirements and asked the committee to discuss what contractors can do to meet or exceed priority hire requirements that should be considered good faith effort. The committee separated into their stakeholder groups and held discussion. Upon discussion, each stakeholder group developed feedback that was reviewed by other stakeholder groups. Upon review, each stakeholder group developed questions and responses for other stakeholder groups' feedback. Below is the developed feedback, stakeholder questions and responses that were shared with the full committee.

Training Providers

- Add narrative to the social equity plan that includes first dispatch request, approximate time and additional requests
- Prime contractor provides the City a priority hire agreement, that is signed between the prime and sub-contractor and submitted prior to the sub-contractor beginning work, that details how the sub-contractors will meet priority hire requirements.
- Prime and sub-contract develop a memorandum of understanding (MOU)/articulation agreements with pre-apprenticeships and training providers
 - CITC apprentices they are unable to provide priority hire workers



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- Documented outreach log demonstration agreed upon good faith efforts; submitted on a monthly basis

Follow Up Training Providers Q&A

Q1: Would PHAC consider including CITC apprentices who meet priority hire criteria?

A1: Yes, if training standards are the same, then apprentices are considered as equals.

Community

- Early and regular communication with the job and training provider
- Contractors attend community mixers/info sessions
 - Labor and Contractors noted that this is a shared partnership with labor and contractors
- Regular contractor/City meetings to ensure priority hire requirements are being met
 - Site visits
 - Proactive conversations for how contractors can catch up, if behind
- Contractors assign staff for priority hire efforts
- Prime/sub-contractors build relationship with community-based organizations
- Develop standard that all contractors have core worker limit to ensure access for priority hire
- Enforce acceptable work site standards
- Develop a remedial plan prior to letting go of a priority hire/preferred entry worker, for just cause
- Connect priority hire/preferred entry workers to experienced workers for mentorship

Follow up Community Q&A

Q1: What does dispatch do if a contractor does not request priority hire worker on CWA project?

A1: Labor satisfies dispatch requests as written, but all trainees and options are not included.

Q2: Are there enough preferred entry candidates to meet demands?

A2: Yes, but providers noted that not all training options/programs are being utilized.

Q3: Are there relationships with priority hire outreach organizations to get community members into apprenticeship?

A3: Contractors noted relationships with community organizations and receiving referrals from their own employees of color.

Q4: How do you ensure preferred entry candidates get ongoing training/jobs to reach quality journey status?

A4: Labor noted teaching self-advocacy for pre-apprentice graduates and connecting with the apprenticeship coordinator and/or union rep

Labor

- Letter from contractor explaining scope of project and size of crew (if small) and nature of work
- Copies of good faith effort letters from all available crafts showing there was no availability of required priority hire workers
- Consider performance for women and people of colors if requirements are not met
- Contractor meets quarterly benchmarks for performance
- Documentation showing communication between the prime contractors and union halls prior to bid



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- Labor explained this is meant for small projects and for contractors to reach out to unions and see if there are workers that can fulfill the job. If there aren't then contractors can use that in their planning process as good faith effort.
- Honor the ZIP code at date of dispatch throughout the project, even if a worker moves
- Standing dispatch request for priority hire workers from the union hall

Follow up Labor Q&A

Q1: Does community understand the rules regulating the union dispatch process?

A1: Community noted having familiarity and labor gave further information on the process.

Q2: Do training providers understand union involvement when hiring preferred entry?

A2: Providers said yes, but pre-apprentices may forget the process and come contractors are not familiar

Q3: Do you know that different trades have different hiring processes?

A3: Some members noted that they do and labor further explained that different trades have different hiring processes, including the committee members representing the laborers, operators and cement masons.

Q4: Do contractors review their employee list to see which ZIP codes workers live in before bringing them on to the project?

A4: Contractors noted that they do.

Contractors

- Submit dispatch request for priority workers - heavily weighted if contractor makes request but there is no response -- count request as good faith effort
- Use multiplier effect for overtime when calculating priority hire performance (recognizing monetary benefits not just hours)
- Contractor retains priority workers on other projects
- Non-manual workers in priority Zip codes increase percentage towards requirements

Follow up Contractors Q&A

Q1: How do we find out what priority workers are available to be dispatched?

A1: Labor noted to call dispatch and ask.

Q2: If I call for a dispatch, how can I ensure I get a written response?

A2: Labor noted to call in and concurrently send requests via e-mail.

Q3: What is the progress on enrolling more priority workers in apprenticeship and journey level?

A3: Labor shared their application processes.

Project Overview

FAS and PHAC reviewed the project overview document for priority hire projects underway. FAS noted that there are conversations being held regarding project performance.



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Good of the Order

Wendy went over the remaining PHAC meeting dates with the committee.

Edson Zavala, from Mayor Durkan’s office, shared that the PHAC annual report is under review.

The Operator’s Top Hand event will be held June 22.

Labor & Industries met with pre-apprenticeships to discuss the implementation of a new pre-apprentice tracking system called ARTS 2.0.

FAS, along with other public agencies, are compiling diversity data to take to different unions and discuss opportunities to partner. FAS noted that the meetings thus far have been great and positive.

The City held its first JAC meeting for the Arena at Seattle Center.

PHAC Member Attendees

Dale Bright	Laborers 242
Joe Carter	United Black Christian Clergy
Marilyn Kennedy	OPCMIA 528
Sonja Forster	Associated General Contractors of Washington
Michelle Merriweather	ULMS
Marge Newgent	IUOE 302
Melanie Parrett	Hot Mix Pavers
Krishna Richardson- Daniels	PACT
John Salinas Jr.	Salinas Construction
Halene Sigmund	CITC
Patrice Thomas	City of Seattle - Office of Planning and Community Development
Michael Woo	Community Representative

Consultation

Wendy Watanabe	Consultant/Facilitator
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City Representatives

Anita Adams	City of Seattle – FAS
Allison Calvert	City of Seattle – FAS
Rick Dimmer	City of Seattle – FAS
Jeanne Fulcher	City of Seattle – FAS
Jesse Gilliam	City of Seattle – FAS
Anna Pavlik	City of Seattle – FAS
Julianna Tesfu	City of Seattle – FAS
Edson Zavala	City of Seattle – Mayor’s Office