



City of Seattle
Department of Finance and Administrative Services

PHAC Meeting Notes

**Priority Hire Advisory Committee (PHAC)
Kick-off Retreat
May 6, 2015 – 9:00 a.m. - 4:00 p.m.
South Seattle College Georgetown Campus
6737 Corson Avenue South, Seattle, 98108, Building C, Room 212**

Welcome, Introductions, Purpose

Wendy Watanabe introduced herself as meeting facilitator and Steve Lee welcomed the PHAC.

Check In

Wendy covered retreat goals, which included defining the group's approach to making a decision and the two percentage point increase for requirements and goals as stated in the Priority Hire Ordinance.

PHAC members shared what they each bring to the group, such as the perspective of family owned, open-shop businesses, training provider experience, and passion and commitment to economic justice. PHAC members then shared their hopes and concerns for the PHAC, commonalities and hot button items. Hope and concerns for priority hire implementation included practicality, stability and tangibility while managing expectations and impacts or creating unintended consequences. Commonalities included a core value of equity and creating opportunities for your people in construction, and keeping apprentices safe while they gain experience in the field.

Working as a Group – Roles & Decision

The PHAC discussed how they wanted to operate as a group. Comments made included: keep the commitment of finding people jobs in mind during discussions and that the PHAC is one team; keep an open mind to hear what other members are saying; consciously look for unintended consequences; and remain flexible through iterative discussions. While looking for group agreement during PHAC discussions, members suggested thinking of the whole, speaking respectfully, sharing interests, expectations and assumptions, being open to other views, developing trust, and allowing all voices to be heard.

Nancy Locke gave a presentation on the role of the Department of Finance and Administrative Services and the PHAC (Attachment 1).



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PHAC members then discussed ideas and concerns around their role. The PHAC talked about including updates on the pipeline status, and decided that would fall under systemic issues.

The PHAC agreed to aim for consensus during the decision-making process, while exploring all points of view to see if there is common interest. but are comfortable if there is a split decision.

Envisioning Success

The PHAC decided to pre-schedule in-person meetings once a month for at least six months at the South Seattle College Georgetown Campus. The agenda will be provided in advance of the meetings, and if a member is unable to attend they can notify and provide input in advance to the facilitator. If multiple members are unable to attend, meetings may be rescheduled.

The PHAC agreed to have a neutral facilitator during PHAC meetings.

The PHAC accepted the proposed Priority Hire Advisory Committee Charter with the modifications agreed to by the group.

The PHAC then discussed their goals. This included getting workers in long-term jobs; ensuring the City meeting its priority hire and workforce diversity goals; informing community about the Priority Hire Ordinance; and providing the City with input about where it should make investments to ensure pre-apprentice graduates, women and people of color are supported in the construction trades.

PHAC Recommendations

The City shared the Jobs Coordinator job description with the PHAC and will provide further details about potential PHAC involvement during the hiring process.

Initial Implementation Topics

Nancy Locke gave a presentation on priority hire apprentice and journey-level hour requirements (Attachment 1). The PHAC asked if prime contractors had been selected for the three projects that will be first under the Priority Hire Ordinance, and the City replied that only the Maple Leaf Reservoir has a prime contractor as of the PHAC meeting.

The PHAC asked if the priority hire hour requirements were by project or contractor. The City responded that the priority hire requirements are for the overall project.



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The PHAC asked how accurate the past performance data is when calculating requirements and goals. The City replied that priority hire data is pulled from online certified payroll submittal in LCPtracker, but the database has only been used for approximately one and one half years, so it reflects a sample of project data that will typically be used from the previous three calendar years. Since there was limited data, the City included projects over \$1 million.

The PHAC asked if goals for hours performed by women and people of color overlap with the priority hire requirements. The City stated that they are calculated separately.

The PHAC asked if more aggressive goals would lead to a more level playing field, and the City replied that that would be a discussion point for the PHAC.

The PHAC asked if a larger analysis of how workers flowed into construction jobs existed. The City noted that several studies on the construction pipeline and associated barriers were commissioned for the Construction Careers Advisory Committee and are available on the City's website. The City also noted that there will likely be other sources the PHAC can pull from in the future too.

The PHAC asked if the City knows how many jobs would be created on the Denny Network and Denny Substation projects with a 2 percentage point increase of priority hire hours. The City said that there is not a direct translation because there are too many assumptions, but the assumptions can be discussed at a future meeting and jobs could potentially be calculated after that discussion.

Howard Greenwich from Puget Sound Sage commented during the public session. He said that he wants to ensure the PHAC has input on priority hire requirements and goals on future projects, and that having project information, such as expected crafts on the jobsite, would be useful to have before the project starts. Howard also pointed out that there are pre-apprenticeship graduates currently available, and it would be great to find construction jobs for them. He recommended that the PHAC review data regularly, and if the PHAC is unable to do that as a whole, they should designate a sub-committee for regularly data review. Howard lastly noted that the non-manual priority hire labor hours needs to be figured out, particularly if the City and PHAC know in advance that particular crafts may not be able to meet priority hire workforce needs.

After the public session, the PHAC discussed the priority hire percentages for the Denny Network and Denny Substation projects, and whether they should use a two percentage point increase or more, and if non-manual labor hours should be counted towards the priority hire requirements. The PHAC made the recommendation to increase the priority



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hire apprentice requirement by three percentage points the first year on the Denny Network and Denny Substation projects, then stair-step both the priority hire apprentice and journey-level requirements up one percentage point at the beginning of the second year if the first year goals were met. All voted in favor except one.

The PHAC will discuss requirements and goals on other upcoming projects and the CWA-defined referral process at future meetings.

Reflections

PHAC members shared there takeaways from the first meeting. Responses included: superbly facilitated; enlightened conversation; concern; collaborative; and good working session.

Next PHAC Meeting

June 10, 2015 – 9:00 a.m. - 12:00 p.m.
South Seattle College Georgetown Campus
6737 Corson Avenue South, Seattle, WA 98108

PHAC Member Attendees

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|-------------------|--|
| Monty Anderson | Seattle Building Trades Council |
| Jon Bersche | YouthBuild |
| Greg Christiansen | Ironworker Management Progressive Action Cooperative Trust |
| Glenn Davis | Seattle Office of Immigrant and Refugee Affairs |
| Jay Demme | Emerald Paving |
| Nicole Ferrer | ANEW |
| Jon Green | Metro Painting |
| Leanne Guier | Plumbers & Pipefitters |
| Ray Hall | Electrician |
| Andra Kranzler | Skyway Solutions |
| Tom Peterson | Hoffman Construction |
| Sam Pierce | Seattle Housing Authority |
| Michael Woo | Community Representative |

City Representatives

- | | |
|------------------|---|
| Yemaya Hall-Ruiz | City of Seattle – Department of Finance and Administrative Services |
| Jeanne Fulcher | City of Seattle – Department of Finance and Administrative Services |
| Steve Lee | City of Seattle – Mayor’s Office |
| Nancy Locke | City of Seattle – Department of Finance and Administrative Services |
| Anna Pavlik | City of Seattle – Department of Finance and Administrative Services |
| Julianna Tesfu | City of Seattle – Department of Finance and Administrative Services |



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Wendy Watanabe Watanabe Consultation

Other Attendees (for public session)

Howard Greenwich Puget Sound Sage