

PRIORITY HIRE ADVISORY COMMITTEE – 2020 MEETING NOTES

January

March

May

June

July

September

October

November

December



Seattle Finance & Administrative Services

Priority Hire Advisory Committee

PHAC Meeting Notes

Priority Hire Advisory Committee (PHAC)

January 23, 2020- 9 AM - 12 PM

South Seattle College Georgetown Campus

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

Welcome and Purpose

Tali Hairston welcomed the committee and reviewed the agenda.

PHAC Updates/Business

The committee confirmed the 2020 PHAC meeting schedule. December PHAC meeting minutes will be sent out via e-mail for virtual approval.

The committee discussed potential future agenda items. Members proposed coordinating with similar City programs, conducting a ZIP code analysis, revisiting City Council's 40% PHAC goal, and regional public owner demand and training capacity.

Tali reiterated the common good framework and asked the committee to provide best PHAC practices when having conversations. Members shared the following best practices:

- Active listening
- Regardless of stakeholder group, there is a shared committee goal
- Remain action oriented
- Be transparent and candor with one another
- Be as objective as possible
- Listen to the message, not the messenger
- Be mindful that if a message is seen as conflicting, it is because the individual is attempting to create a solution that gets the committee to the end goal
- If something isn't working, try and address it head on
- Remain mindful of the committee's purpose

The City suggested having cross stakeholder engagement. Committee members suggested visiting training programs and inviting community members to PHAC.

Priority Hire Recommendations Review

Over the last month, Tali met with each stakeholder group to discuss the proposed recommendations.

The committee broke into their stakeholder group to discuss the proposed 2019 PHAC Annual Report recommendations. The committee reconvened and each stakeholder group reported their feedback.

Labor

Approaches for Acceptable Work Sites training

- Review the Acceptable Work Site Video
 - Place in bid docs on all projects

Address Language Translation Needs of the City's Diversifying Workforce.

- The City provide ESL resources

Explore Ways to Address and Reduce Persistent Drug Use and Addiction.



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Priority Hire Advisory Committee

- Test for impairment versus usage

Recommend the City provide targeted outreach supports to formerly incarcerated populations.

- Ensure support isn't limited to individuals ages 18-24
- Fund transitional housing

Resource training and community-based organizations with technical language assistance tools that encourage full participation in the construction industry and improve recruitment and retention.

- Upon dispatch, mentor partnerships occur within the company/by contractors

Contractor

Good Faith Efforts

- Clarify good faith efforts for administrative work (non-manual positions)
- FMLA, paid sick and family leave to be considered within good faith efforts
- Eligibility for work based on union standing

Approaches for Acceptable Work Sites Training

- Requested confirmation that Acceptable Worksites in PHAC purview

Address language translation needs of the City's diversifying workforce.

- Change the language in the first bullet from ensure to reduce
- Replace the existing sentence in the second bullet to "Form a sub-committee to work with the City in creating translated resources specific to the priority hire pipeline."

Explore ways to address and reduce persistent drug use and addiction.

- Inform unions and community-based organizations on the options for drug use services and resources
- Delete the remaining bullet points
 - Second chance language can be conflicting because some contractors have a zero-tolerance policy

Recommend the City support national effort to reduce Driver's License suspensions as a workforce barrier for low-income populations.

- Reduces only union barrier
- Cost and legal liability can increase for contractors
 - Non-moving violations has less economic impact

Community

- Proposed a new PHAC recommendation: Place career connected learning, such as the Priority Hire program inside local high schools.
 - Narrate barriers and roadblocks such as drug and alcohol abuse, incarceration and driver's licenses

The committee voted to table this recommendation.

Good Faith Efforts

- In agreement with good faith efforts language

Approaches for Acceptable Work Sites Training

- Survey how AWS being received by employees and employers
- Embed training in pre-apprenticeship/trades curriculum



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Address language translation needs of the City's diversifying workforce.

- Confirm the allowable English proficiency

Explore ways to address and reduce persistent drug use and addiction.

- Update recommendation to say, "Explore ways to address and reduce persistent drug use and addiction industry wide."
- Confirm if the recommendation includes alcohol as well

Recommend the City provide targeted outreach supports to formerly incarcerated populations.

- Update recommendation to say, "Recommend the City provide targeted outreach supports to currently and formerly incarcerated populations."
- Widen age range to more than 18-24-year old's

Recommend the City support national effort to reduce Driver's License suspensions as a workforce barrier for low-income populations.

- Proposed a new PHAC recommendation: Eliminate driver's license as a entry requirement and allow the worker six months, upon entry, to obtain one. The committee voted to table this recommendation.

Committee members suggested implemented driver's education in high schools and obtaining driver's license data from apprenticeships.

Training

- Mentor and coach are used interchangeably, change mentor to coach.
- Conduct an analysis on the preferred entry requirement to see what is and isn't working.

Explore ways to address and reduce persistent drug use and addiction.

- Additional funding for outreach and retention work

Good of the Order

The PHAC committee agreed that recommendation number two, regarding Acceptable Work Sites Training, is a satisfactory recommendation and voted to leave it as is in the PHAC annual report.

Office of Housing funded a loan project on second and Mercer. It is covered under the CWA and is the first residential project.



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Priority Hire Advisory Committee

PHAC Member Attendees

Dale Bright	Laborers 242
Joe Carter	United Black Christian Clergy
Karen Dove	ANEW
Sonja Forster	Associated General Contractors of Washington
Marilyn Kennedy	OPCMIA 528
Michelle Merriweather	Urban League of Metropolitan Seattle
Marge Newgent	IUOE 302
Melanie Parrett	Hot Mix Pavers
John Salinas Jr.	Salinas Construction
Halene Sigmund	CITC
Patrice Thomas	City of Seattle – Office of Planning and Community Development
Rodney Williams	Northwest Carpenter Institute
Michael Woo	Community Representative

Consultation

Tali Hairston	Consultant/Facilitator
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City Representatives

Anita Adams	City of Seattle – FAS
Liz Alzeer	City of Seattle – FAS
Jeanne Fulcher	City of Seattle – FAS
Jesse Gilliam	City of Seattle – FAS
Laine Middaugh	City of Seattle – Mayor's Office
Anna Pavlik	City of Seattle – FAS
Julianna Tesfu	City of Seattle – FAS



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Priority Hire Advisory Committee

PHAC Meeting Notes

Priority Hire Advisory Committee (PHAC)

March 11, 2020- 9 AM - 10:30 AM

Conference Call-In

Welcome and Purpose

Tali Hairston welcomed the committee and reviewed the agenda. The January meeting minutes were approved with no edits.

PHAC Updates/Business

Tali reiterated the common good approach and the committee modified the 2020 PHAC agenda items to focus on the following:

- Licensing services (primary)
- Formerly incarcerated populations (primary)
- Council 40% goal (primary)
 - Supply/Demand
 - Training capacity (increasing apprenticeship training spots)
 - Regional Public Owner (demand)
 - ZIP Analysis updates
 - Displacement/urban density
- AWS Updates (primary)
 - Reviewing what is happening as the pilot is implemented

The committee agreed to include drug testing as a secondary agenda item and to remove language barrier as an item, with the agreement that the conversation be shifted to the City's investments with community-based organizations around language access.

2019 Priority Hire Advisory Committee Report

The committee voted to approve the 2019 PHAC Report. The City is aiming to have the report on the City's website by the end of March, but this may change amidst COVID-19 updates. Once posted, the City will share the webpage link and provide paper copies for PHAC members.

Seattle Public Schools

The Seattle Public Schools task force have finalized their recommendations. The recommendations will go to the school board on March 18 and they will have 2 weeks to consider whether to adopt the recommendations for the district.

2019 Priority Hire Annual Report

The 2019 Priority Hire Annual Report is in progress. The City will share it with PHAC once it is complete.

Good of the Order

Next PHAC meeting will be held on May 13, 2020 at the Tabor 100 Center.



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Priority Hire Advisory Committee

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Consultation

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City Representatives

Jeanne Fulcher	City of Seattle – FAS
Anna Pavlik	City of Seattle – FAS
Julianna Tesfu	City of Seattle – FAS



Seattle Finance & Administrative Services

Priority Hire Advisory Committee

PHAC Meeting Notes

Priority Hire Advisory Committee (PHAC)

May 13, 2020- 9 AM - 11:00 AM

Conference Call-In

Welcome and Purpose

Tali Hairston welcomed the committee and reviewed the agenda.

PHAC Updates/Business

The March meeting minutes were approved with no edits. Tali confirmed the 2020 PHAC meeting schedule and asked members to notify the City if they are unable to attend the July 8 meeting. Anita Adams will call members individually to provide membership status updates.

Tali reiterated the common good approach and discussed COVID-19 and the disparate impact it has had on various communities. The City is working with its community-based providers to shift contract work in response to COVID-19.

The initial timeline for the 2019 PHAC report has changed amidst COVID-19 updates. The City will share once the report has been posted on the City's website.

The City is working closely with contractors and labor partners to provide safe and healthy plans. If PHAC members are interested in seeing the plans, they can notify City staff and staff will add them to the safety site. All projects covered by the CWA are continuing work. The City will provide a current emergency project list. Work on the West Seattle Bridge is not currently covered under the CWA, but it does not mean future work will not be.

The City is currently on step 5 of the RET process and will provide a comprehensive update at a later meeting.

Acceptable Work Sites (AWS)

The City and ANEW introduced AWS and provided an overview of the training being provided. Three projects are actively piloting AWS training. The Ship Canal Water Quality Storage Tunnel and Seismic Upgrade have both participated in management training. Delridge Rapid Ride H-Line, the third site, is actively working with the City to schedule management training for early June. There is a fourth pilot site that has been identified, Seattle Parks Smith Cove, and is pending. ANEW and the City has shifted to online trainings in response to COVID-19.

Management training is given at the beginning of the project to key personnel and on a monthly basis for new management. Contractors, management and key personnel are trained in advance of the notice to proceed. The pilot will be evaluated in 3 stages, wave 1 occurs within 3 months, wave 2 at mid-point eval and an end point eval. Some contracts have longer end dates, depending on the size of the project. There will be up to eight sites selected to pilot. Awareness poster, tip cards, hardhat stickers, banners, proactive tip sheets, etc. are distributed for project sites. A webinar on Rise Up will be held 3/14/20. The City will send a reminder e-mail and attendance will be optional.

PHAC Discussions and Recommendations

The committee discussed ways to enhance support for outreach, training, support services, retention and diverse worker pathway strategies. PHAC put forth a recommendation for The City use its leverage to move up workforce training from phase four to phase two. A separate recommendation consideration was put forth to open the Priority Hire ZIP code list to all of King County. The committee requested data to inform their discussion; data



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requested includes priority hire performance before and after COVID-19, priority Hire performance with existing ZIP list vs all of King County and women and people of color utilization for existing Priority Hire ZIP codes. The City agreed to compose data and share it with the committee prior to the next meeting.

Good of the Order

Next PHAC meeting will be held July 8, 2020.

PHAC Member Attendees

Dale Bright	Laborers 242
Joe Carter	United Black Christian Clergy
Karen Dove	ANew
James Faison	NAMC
Sonja Forster	Associated General Contractors of Washington
Marilyn Kennedy	OPCMIA 528
Michelle Merriweather	Urban League of Metropolitan Seattle
Marge Newgent	IUOE 302
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John Salinas Jr.	Salinas Construction
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Consultation

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Anna Pavlik	City of Seattle – FAS
Julianna Tesfu	City of Seattle – FAS



Seattle Finance & Administrative Services

Priority Hire Advisory Committee

PHAC Meeting Notes

Priority Hire Advisory Committee (PHAC)

June 10, 2020- 9 AM - 10:30 AM

Conference Call-In

Welcome and Purpose

Tali Hairston welcomed the committee and reviewed the agenda. Committee members shared thoughts on the current climate of the City.

PHAC Updates/Business

A virtual vote, via email, will occur to approve the May meeting minutes.

The City confirmed the new 2020 PHAC schedule. Abdirahman Hashi, Steven Petermann, and Jamal Middlebrooks were introduced to the PHAC as new committee members. They will represent the community, training, and labor stakeholder groups, respectively.

PHAC's initial recommendation for the City to use its leverage to move up workforce training from phase four to phase two does not require further action items, as the colleges and workforce training have begun to open again.

The Laborers and Carpenters have not opened yet. SSCC and RTC are not open for business as of yet. The Plasterers, Cement Masons, Painters, and Brick Layers are also slow to reopen.

PHAC Discussions and Recommendations

PHAC requested consideration to open the priority hire ZIP code list to all of King County for the remainder of 2020, in response to COVID-19, the City prepared data to share with PHAC. The data included priority hire performance before and after COVID-19, priority hire performance with the existing ZIP list versus all of King County, and women and people of color utilization for existing priority hire ZIP codes. Jeanne Fulcher reviewed the ZIP Code analysis with PHAC. Discussion was held around impact and good faith efforts. The City clarified that when a worker request is not filled, the contractor can send the dispatch to the City and document it for good faith efforts. If a priority hire worker is not available, the hall will send a non-priority hire worker. A committee member also shared that daycare is a continual challenge for women workers amidst COVID-19.

Upon discussion, the committee voted by majority rule to not move forward with a recommendation to open the priority hire ZIP code list to all of King County, for the remainder of 2020.

Good of the Order

The next PHAC meeting will be held July 8, 2020.



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Priority Hire Advisory Committee

PHAC Member Attendees

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Joe Carter	United Black Christian Clergy
Karen Dove	ANEW
Sonja Forster	Associated General Contractors of Washington
Abdirahman Hashi	Community Representative
Marilyn Kennedy	OPCMIA 528
Michelle Merriweather	Urban League of Metropolitan Seattle
Jamal Middlebrooks	PNWRCC
Marge Newgent	IUOE 302
Melanie Parrett	Hot Mix Pavers
Steven Petermann	DOC/CI Construction
John Salinas II	Salinas Construction
Halene Sigmund	CITC
Patrice Thomas	City of Seattle – OPCD
Michael Woo	Community Representative

Consultation

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Priority Hire Advisory Committee

PHAC Meeting Notes

Priority Hire Advisory Committee (PHAC)

July 8, 2020- 9 AM - 10:30 AM

Conference Call-In

Welcome and Purpose

Tali Hairston welcomed the committee and reviewed the agenda. Committee members shared thoughts on the current climate of the City.

PHAC Updates/Business

The committee voted to approve the May and June meeting minutes, with an edit to add an N to member Petermann's name.

PHAC Discussions and Recommendations

The City reviewed the 2019 Priority Hire Annual Report with the committee. The discussion yielded questions and comments. The City will follow up at the next PHAC meeting:

- Request: City share to share data for the total number of people who worked in 2019 and ethnicity.
- Questions and follow up:
 - Is there data available on job portability, to learn how successful Priority Hire workers are moving from employer to employer or dispatch to dispatch after reduction in force or job completions?
The City is able to track pre-apprenticeships but we don't always know where they are after they leave City of Seattle projects. The City continues to work with labor and regional public owners to discuss strategies.
 - Is the City going to prioritize the award of projects that include a contract with PH requirements and goals?
Capital departments manage their own budgets but so far the vast majority of covered projects are moving forward, the City will take this question back to have further discussion and report back.
 - How is COVID-19 effecting the Priority Hire labor force?
The City continues to work through this question with many partners including PHAC and welcomes any supply and demand projections you can share to incorporate into analysis and report back.
- Relicensing Q&A
 - Q: In addition to LELO and ULMS do pre-apprenticeship training programs provide relicensing services?
A: Yes, ULMS & LELO primarily serve pre-apprenticeships and pre-apprenticeships also work with clients in house.
 - Q: Are other jurisdictions in sync with diversion as a strategy?
A: City Attorneys Office is limited to Seattle Municipal Court and Code. King County doesn't file DWLS 3. The City has reduced it's filing and increased its prosecutorial discretion but still files cases.



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Relicensing, Fees and Fines Task Force Guest Presentation and Member Comments:

Guest Martha Ramos shared work around driver relicensing and fees and fines taskforce – Martha and task force are working for a halt on driver license suspensions in response to COVID-19 (State level) at least through December and shared national reform efforts regarding relicensing fees and fines.

Member comments:

- Drivers’ license issues impact significant percentage (a purported 90+%) of the incarcerated population. Many have staggering amounts of legal financial obligations for a variety of fines/charges and most are in collection agencies accruing more interest than the original fines.
- PHAC curious about how inequities in policing may have disparate impacts on ticketing, charges and suspensions. These issues may also impact insurability and promotion if worker driver abstracts have numerous infractions/tickets.

PHAC recommended to keep driver/worker relicensing in 2020 focus.

City of Seattle will share Martha’s presentation.

Good of the Order

The next PHAC meeting will be held September 9, 2020.

PHAC Member Attendees

Dale Bright	Laborers 242
Joe Carter	United Black Christian Clergy
Karen Dove	ANEW
Sonja Forster	Associated General Contractors of Washington
Abdirahman Hashi	Community Representative
Marilyn Kennedy	OPCMIA 528
Michelle Merriweather	Urban League of Metropolitan Seattle
Jamal Middlebrooks	PNWRCC
Marge Newgent	IUOE 302
Melanie Parrett	Hot Mix Pavers
Steven Petermann	DOC/CI Construction
John Salinas II	Salinas Construction
Halene Sigmund	CITC
Patrice Thomas	City of Seattle – OPCD
Michael Woo	Community Representative

Consultation

Tali Hairston	Consultant/Facilitator
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City Representatives

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Jeanne Fulcher	FAS
Jesse Gilliam	FAS
Anna Pavlik	FAS
Julianna Tesfu	FAS



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Guests
Martha Ramos



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Priority Hire Advisory Committee

PHAC Meeting Notes

Priority Hire Advisory Committee (PHAC)

September 9, 2020, 9 AM - 10:30 AM

Conference Call-In

Welcome and Purpose

Tali Hairston welcomed the committee and reviewed the agenda. Committee members shared “who we are” stories. This was used as an example to look at how stories can be used as data showing outcomes in equity work.

PHAC Updates/Business

The committee voted to approve the July meeting minutes, with the addition of Marilyn Kennedy to the attendees.

Report Back and Updates

In July, a PHAC member requested information on how the City will choose projects to move forward during budget constraints. The City uses Priority Hire and other social/economic benefits as part of evaluation for which projects move forward. Also, larger projects can get leverage from other funding sources, so may be more likely to move forward. Currently, only two Priority Hire projects are on hold.

The City provided an update on community engagement sessions held in August. Many PHAC members attended one of the three sessions. Engagement session feedback included interest in:

- Increasing support for the pathway to construction from prison,
- pre-apprenticeship and other training,
- childcare, mentorship,
- driver’s relicensing and other support services.

The City noted that during the sessions, training providers, including apprenticeship coordinators, contractors and labor reps all anticipated a construction slowdown in the next year or two, though they were not sure to what extent nor were the majority of these stakeholders experiencing slowdowns at this time.

The City noted that PHAC is the main group providing input on Priority Hire and is representative of all stakeholder groups, though the City is open if there is interest in additional community listening sessions and/or stakeholder subcommittee meetings. Tali reported that the Black leaders’ affinity group is planning to continue meeting and collaborating as a community interested exploring worker pathway challenges.

PHAC Discussions and Recommendations

Mentorship

PHAC discussed challenges related to mentorship. Feedback included challenges such as implementation during the pandemic.

PHAC also discussed how mentorship could be defined, such as:

- Being ongoing, regular and long-term.
- For those transitioning from incarceration or justice system involvement, mentorship should start while they are still incarcerated. Laborers and Carpenters are actively working with prisons.
- Bringing large contractors on board, as they would be valuable partners, particularly for younger and newer workers.



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Priority Hire Advisory Committee

- Being interpersonal, and available to mentees for as long as they need it. Tali noted that feedback sounded like a “life coach” approach – very interpersonal, with navigation to other support services; there was less interest in using mentorship to build technical skills.

Several labor reps mentioned how they do mentorship for their apprentices. Laborers 242 provides guidance and resources for anyone who needs it. Mentors need to be present, listen and know where resources are. They also need to check in with mentees regularly. Marilyn works with OPCMIA 528 apprentices, particularly women transitioning from prison. They are encouraged by seeing other women in construction, which helps them see futures for themselves. Marilyn ensures she’s available to them for at least a year, which helps with their confidence. She meets them in work release, helps them navigate entry into the union, helps find their first job, and provides ongoing support for their success.

ANEW’s AOP program provides this mentorship and support to apprentices for two years. Mentorship is also built into their pre-apprenticeship programs. Between 30% and 40% of their clients self-disclose that they are transitioning from the justice system and/or in work release.

Childcare

PHAC also discussed challenges in the childcare system. Members noted specific challenges, which have gotten worse with the pandemic:

- The lack of available services.
- Childcare reimbursement cliff (the more you earn, the more expensive childcare becomes – often becoming cost-prohibitive).

Possible childcare solutions included:

- Addressing childcare reimbursements to ensure apprentices have access regardless of income.
- Finding a group of childcare providers that open when construction projects do, say 5 am or 5:30 am. The list of providers could then be shared with contractors, particularly those hiring from the prison system, and their employees.
- Looking at project hours to see if they could be adjusted to be more childcare friendly. For example, many CWA roadway projects can only work 9 am to 3 pm, due to limitations with road closures.
- Looking at existing childcare subsidies for apprentices living in the city.

Several PHAC members provided updates on an existing Childcare Task Force. The Task Force is looking at provider hours, availability, the work support cliff and the length of time a child can be in childcare a day. Another challenge is low pay for childcare providers, so there’s limited interest in becoming licensed. The Task Force recently applied for a \$100,000 grant to continue the discussion, though the solutions discussed will take time to implement. Tali noted that a King County report showed that as property costs go up, childcare availability decreases, particularly in low-income communities.

The RPAC Retention Subcommittee is also looking at childcare, including supporting the Childcare Task Force.

Good of the Order

The next PHAC meeting will be held October 14, 2020.



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The City noted that Seattle Public Schools (SPS) is making strides in executing a community workforce agreement (CWA). SPS is also looking at having the City administer their CWA. Their CWA will cover a number of large projects, including those in Priority Hire ZIP codes. SPS will present more on their efforts at the September 25 RPAC meeting. The City will also work with them to give a more comprehensive report at an upcoming PHAC meeting.

PHAC Member Attendees

Dale Bright	Laborers 242
Joe Carter	United Black Christian Clergy
Karen Dove	ANew
James Faison	NAMC
Sonja Forster	Associated General Contractors of Washington
Abdirahman Hashi	Community Representative
Marilyn Kennedy	OPCMIA 528
Michelle Merriweather	Urban League of Metropolitan Seattle
Jamal Middlebrooks	PNWRCC
Marge Newgent	Power Equipment Operator
Melanie Parrett	Hot Mix Pavers
John Salinas II	Salinas Construction
Halene Sigmund	CITC
Patrice Thomas	City of Seattle – OPCD

Consultation

Tali Hairston	Consultant/Facilitator
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City Representatives

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Jon Bersche	FAS
Jeanne Fulcher	FAS
Jesse Gilliam	FAS
Anna Pavlik	FAS



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Priority Hire Advisory Committee

PHAC Meeting Notes
Priority Hire Advisory Committee (PHAC)
October 14, 2020, 9 AM – 10:30 AM
Conference Call-In

Welcome and Purpose

Tali Hairston welcomed the committee and led an icebreaker.

PHAC Updates/Business

The committee voted to approve the September meeting minutes and introduced newly appointed PHAC member, Jerry Jordan. Jerry is the program director of PACT and will represent for training providers on PHAC.

Report Back and Updates

Seattle Public Schools (SPS) recently signed a Student Community Workforce Agreement (SCWA). The SPS SCWA will cover a number of large projects, including those in Priority Hire ZIP codes. Nancy Locke, SPS Consultant, presented on their efforts to PHAC. An SPS taskforce met every two weeks over the span of five months, formulating the SCWA. Harvey Wright is coordinating a pre-apprenticeship advisory board and offered to introduce interested PHAC members to the board. PHAC discussed the incorporation of core craft training and addressing drivers licensing barriers. Nancy noted that driver's license has been discussed and can be continued in the work of the advisory board.

PHAC Discussions and Recommendations

The 2020 PHAC Report is unique due to COVID-19 impact. Tali asked the committee if there are any primary or secondary recommendations from the 2019 report for PHAC to keep in focus for 2020 recommendations. PHAC provided the following suggestions:

- Connect with impacted populations and incorporate their impacts and stories.
 - Frame the report as a pictorial, with an opening summary and stories that engage community and include PHAC contact information for interested readers.
 - Marilyn offered to conduct member interviews of individuals placed in their union.
- Long term tracking of pre-apprentice graduates and priority hire workers.
- Challenges related to mentorship, such as mentorship implementation during the pandemic.
- Hiring incentives through winter months, in response to less apprenticeship slots in winter months.
- Anecdotal stories as data to convey impact and ensure alignment with the ordinance.

Anita Adams reiterated there are two reports produced annually, a City issued Priority Hire Annual Program Report with annual data on performance. There is a separate independent report to the City by the Priority Hire Advisory Committee. The PHAC report is subject to the committee's perspective, with the goal for the committee to provide the City with recommendations towards the successful implementation of Priority Hire.



Seattle Finance & Administrative Services

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PHAC Member Attendees

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Sonja Forster	Associated General Contractors of Washington
Jerry Jordan	PACT
Marilyn Kennedy	OPCMIA 528
Michelle Merriweather	Urban League of Metropolitan Seattle
Melanie Parrett	Hot Mix Pavers
Steven Petermann	DOC/CI Construction
John Salinas II	Salinas Construction
Halene Sigmund	CITC
Patrice Thomas	City of Seattle – OPCD
Michael Woo	Community Representative

Consultation

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City Representatives

Anita Adams	FAS
Liz Alzeer	FAS
Jeanne Fulcher	FAS
Anna Pavlik	FAS
Kylie Rolf	Mayor's Office
Dominique Stephens	Mayor's Office

Guests

Ron Dahl	IUOE 302
Nancy Locke	Consultant



Seattle Finance & Administrative Services

Priority Hire Advisory Committee

PHAC Meeting Notes

Priority Hire Advisory Committee (PHAC)

November 4, 2020, 9 AM – 10:30 AM

Conference Call-In

Welcome and Purpose

Tali Hairston welcomed the committee and led an icebreaker.

PHAC Updates/Business

The committee voted to approve the October meeting minutes. The committee discussed the 2021 PHAC virtual meeting schedule. Options included meeting monthly for one hour, meeting every other month for two hours, meeting quarterly for two and a half hours or meeting quarterly with the creation of topical sub-groups. The committee voted and majority voted to meet virtually, on the second Wednesday of every other month, from 9am – 11am. The confirmed 2021 dates will be 1/13, 3/10, 5/12, 7/14, 9/8 and 11/9.

PHAC Discussions and Recommendations

The committee broke out into stakeholder groups and held discussion regarding COVID-19 impact, challenges, opportunities, best practices. The committee reconvened and shared the following.

Training

Training programs are adjusting in response to COVID-19. PACE, PACT, and CITC shared they have incorporated a hybrid in person/online training model. Challenges include costs to train under COVID-19 guidelines as there are smaller training classes and more instructor time. The committee proposed further discussion regarding pre-apprentice graduates that start a job in a priority hire ZIP code and continuing to recognize the ZIP code regardless of if the worker moves out of the ZIP code. There has been a lot of interest in pre-apprenticeship as a result of other industry's being impacted by COVID-19.

Labor

The construction industry is recognized as essential. Cement Masons are working on their back log and have begun implementing 6, two-week pre-apprenticeship classes with 6 students in each class. Carpenters are supporting apprentices as they hustle their own work; there are also new apprentices coming in.

Community

Community is thinking of economic strategies to support COVID-19 impacted communities, including the disparate impact on people of color. Programs have made changes to technology, communication, and supporting those without access. Community suggested inviting, priority hire workers and communities most impacted to PHAC and be a part of the succession planning so they are at the table alongside or instead of members. Community also recommended connecting with the regional work being done to ensure priority hire is a part.

Contractors

Contractors noted that it is more difficult to meet and interview workers in a COVID-19 environment. They are trying new systems for "speed dating" interviews with workers and contractors, but the earliest rollout would be in Jan/Feb 2021. Finding and retaining experienced workers is challenging, particularly going into winter and having work with COVID delays. It is also a hard environment for smaller contractors. Project planning and knowing what's coming in



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advance, for ex. public project funding next year, etc. and providing additional support for small contractors as well as WMBE contractors is important.

AWS

In response to COVID-19 some workers were not able to complete orientation. Next year will result in better processes and survey results. A site visit has been done and more have been planned for next week. Contractors have been good partners. They held a manager training last week and will hold another in a couple weeks with AGC International. They have done training with Sound Transit as well and are partnering with the AGC.

PHAC Member Attendees

Joe Carter	United Black Christian Clergy
Karen Dove	ANEW
James Faison	NAMC
Sonja Forster	Associated General Contractors of Washington
Jerry Jordan	PACT
Abdi Rahman-Hashi	Community Representative
Marilyn Kennedy	OPCMIA 528
Michelle Merriweather	Urban League of Metropolitan Seattle
Jamal Middlebrooks	PNWRCC
Melanie Parrett	Hot Mix Pavers
Steven Petermann	DOC/CI Construction
John Salinas II	Salinas Construction
Halene Sigmund	CITC
Patrice Thomas	City of Seattle – OPCD
Michael Woo	Community Representative

Consultation

Tali Hairston	Consultant/Facilitator
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City Representatives

Anita Adams	FAS
Liz Alzeer	FAS
Jeanne Fulcher	FAS
Jesse Gilliam	FAS
Dominique Stephens	Mayor’s Office
Julianna Tesfu	FAS



Seattle Finance & Administrative Services

Priority Hire Advisory Committee

PHAC Meeting Notes

Priority Hire Advisory Committee (PHAC)

December 9, 2020, 9 AM – 10:30 AM

Conference Call-In

Welcome and Purpose

Tali Hairston welcomed the committee and discussed the common good framework.

PHAC Updates/Business

The committee voted to approve the November meeting minutes. The committee confirmed the 2021 PHAC schedule, which is to meet virtually, on the second Wednesday of every other month, from 9am – 11am.

PHAC Discussions and Recommendations

The committee reviewed the PHAC annual report and discussed the report process. Upon discussion, the committee requested each stakeholder group meet with Tali to further discuss and finalize the 2020 report draft. The City will coordinate the group meetings.

The committee discussed 2020 business items which included adjusting the PHAC meeting schedule in response to COVID-19, the reprioritization of the 2019 recommendations, continuing to focus on driver licensing in 2020 recommendations and continual updates.

The committee broke out into stakeholder groups and discussed licensing efforts, the impact of COVID-19, PHAC report stories, assessment of long-term tracking of pre-apprentice graduates and priority hire workers, mentorship, etc. Upon reconvening, the groups shared the following in full committee:

Driver's Relicensing: Individuals coming from certain pathways can be successful in apprenticeship without a license up front. Recommendation is to identify and further support those pathways in 2021.

COVID-19: Training programs have a larger pool of applicants from other sectors that have been heavily impacted, such as service sectors.

Assessment Recommendations: 1) Visit data in 2021 to see what we're missing or what could be refined to further identify impact and return on investment for PH, pre-apps and apps. 2) Report on subcontractor performance in addition to project performance so labor partners can proactively reach out to and help them to meet or exceed workforce goals.

Community Support: The community stakeholder group proposed a recommendation to establish a legacy fund that will dedicate annual funding for community-based organizations that served as ground zero for priority hire. The committee agreed to vote on the recommendation at the next PHAC meeting.



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