

PRIORITY HIRE ADVISORY COMMITTEE – 2022 MEETING MINUTES

January

March

May

July

September

November



Seattle Finance & Administrative Services

Priority Hire Advisory Committee

PHAC Meeting Notes

Priority Hire Advisory Committee (PHAC)

January 12, 2022, 9 AM – 11:00 AM

Video Conference and Call-In

Welcome and Purpose

Tali Hairston welcomed the committee and stated the purpose stated on the agenda.

PHAC Updates/Business

PHAC voted to approve meeting minutes from November 10, 2021, with the edit that non-manual credit was voted on previously.

The 2022 meeting dates will be held virtually and re-evaluated at May 11, 2022. Dates and times will be voted on in an online poll. Additional meetings may be scheduled if needed.

Updates

The City has two staff members on board to support Seattle Public Schools Student and Community Workforce Agreement. The newest staff member is Nidia Henriquez.

The West Seattle Bridge is under construction, and the Priority Hire team is conducting site visits. The Overlook Walk on the waterfront will be starting soon. The Seattle Aquarium expansion is also starting back up. The concrete delivery delay may impact timing, but as of now everything is moving forward. Lastly, the Climate Pledge Arena is completed and the City will share a final report soon.

The Priority Hire team has about an additional \$1 million from several funding sources, and anticipates putting out RFPs in the first half of 2022.

The City walked through 2021 performance resulting from a joint RFP with Sound Transit and the Port of Seattle. Six partners were awarded through that process: ANEW, Carpenter's Pre-Apprenticeship, Ironworker's Pre-Apprenticeship, PACT, Rainier Beach Action Coalition and Urban League or Metropolitan Seattle. Contracts were executed in spring 2021.

Placements from the pre-apprenticeship scope result in individuals entering registered pre-apprenticeship or plumber and pipefitter helper positions. Placements from outreach go into WSATC-recognized pre-apprenticeship or apprenticeship programs.

Anna requested that if PHAC members know of community partners who may be interested in upcoming funding opportunities, to introduce them to Julianna.

Tali has met with the community and contractor stakeholder groups. Tali will meet with the training and labor stakeholder group this month, and community will meet again.



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Priority Hire Advisory Committee

PHAC Discussion

The committee discussed the 2021 PHAC recommendations. Members discussed outreaching to immigrant communities via linguistic videos, notes, developing a single page resource document that contractors receive during pre-jobs, and asking labor partners, along with their respective apprenticeship training programs, to identify current journey/apprentices of color/women who could be ambassadors/promoters for trade careers. PHAC stakeholders offered to support their efforts to recruit from communities of color. The committee also discussed having a larger presence at the Western WA Coordinators meeting.

The committee noted that there are resources and programs that connect people and increase worker access to resources, but it's often connecting people to these existing resources that is the hardship. The committee noted that coming up with ways to increase liaison and information sharing methods is important. As a result, the committee agreed that there is infrastructure/resources in place to increase, support, or strengthen worker access, but it needs to be more centralized and as a result, utilized. Existing fliers for ANEW and Urban League were sent to PHAC.

A committee member suggested including maintenance workers that work in the trades and providing them support as well. It was agreed to add the suggestion to the community stakeholder meeting agenda, finalize a recommendation, and bring it back to the committee.

PHAC Member Attendees

Joe Carter	United Black Christian Clergy	John Salinas II	Salinas Construction
Michael Woo	Community Rep.	Marilyn Kennedy	OPCMIA 528
Karen Dove	ANEW	Steve Petermann	DOC TRAC/CTAP
Melanie Parrett	Hot Mix Pavers	Jerry Jordan	PACT
James Faison	NAMC	Jamal Middlebrooks	PNWRCC
Abdi Hashi	Community Rep.	Michelle Merriweather	ULMS

Not in attendance:

Andrea Ornelas	Laborers 242	Patrice Thomas	Technical Advisor
Sonja Forster	AGC	Halene Sigmund	CITC
Chris McClain	Ironworkers 86		

Consultation

Tali Hairston	Consultant/Facilitator
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City Representatives

Anita Adams	FAS	Jesse Gilliam	FAS
Liz Alzeer	FAS	Anna Pavlik	FAS



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Jeanne Fulcher

FAS

Julianna Tesfu

FAS



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Priority Hire Advisory Committee

PHAC Meeting Notes

Priority Hire Advisory Committee (PHAC)

March 9, 2022, 9 AM – 11:00 AM

Video Conference and Call-In

Welcome and Purpose

Anita Adams welcomed the committee and stated the purpose stated on the agenda.

PHAC Updates/Business

PHAC voted to approve meeting minutes from January 12, 2022, with no edits.

Job and Training Advisor, Jon Bersche shared Priority Hire success story of Giovanni.

The committee voted to meet virtually on a bi-monthly basis. The committee will check back in at the May 11 meeting regarding schedule and resuming in-person meetings.

Updates

The City noted that projects are experiencing impacts due to concrete delays. The West Seattle Bridge has been finding workarounds to keep employees working even though they don't have concrete. ANEW and Urban League have available resources for impacted apprentices.

The Arena project is safely completed. The [project report](#) was sent to the committee. The contractors exceeded their priority hire requirements, WMBE requirements, and other workforce expectations.

The Finance and Administrative Service department anticipates releasing an RFP in partnership with the Office of Sustainability & Environment. The RFP will highlight general construction training and clean energy jobs.

Jon Bersche discussed the mission and purpose of the [Regional Pre-Apprenticeship Collaborative](#).

PHAC Discussion

The committee reviewed the PHAC annual report draft, and the following feedback was provided:

- Revise the non-manual language to say *“Non-manual positions cover career opportunities not currently accessible to priority hire workers, such as administration, human resources, project management and engineering”*
- Revise the second recommendation to say, *“The City requested PHAC provide guidance and recommendations to procure approximately \$450,000 in equitable recovery funds to address outreach, training, and resource supports.”*



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The committee discussed the impacts of lowering the five-million-dollar threshold for projects and agreed to hold time for further conversation.

Members also discussed reaching more community-based organizations that are providing career navigation support and connecting them to jobs and workers. The City asked the committee to email remaining final edits by April 8.

The city will send the updated PHAC calendar.

PHAC Member Attendees

Joe Carter	United Black Christian Clergy	Abdi Hashi	Community Rep.
Karen Dove	ANEW	Steve Petermann	DOC TRAC/CTAP
Melanie Parrett	Hot Mix Pavers	Jerry Jordan	PACT
James Faison	NAMC	Jamal Middlebrooks	PNWRCC
Marilyn Kennedy	OPCMIA 528	Halene Sigmund	CITC
Andrea Ornelas	Laborers 242	Sonja Forster	AGC

Consultation

Tali Hairston	Consultant/Facilitator
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City Representatives

Anita Adams	FAS	Jesse Gilliam	FAS
Job Bersche	FAS	Allison Calvert	FAS
Anna Pavlik	FAS	Julianna Tesfu	FAS

Public Attendance

Kwanna Wise	Carpenters
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Priority Hire Advisory Committee

PHAC Meeting Notes

Priority Hire Advisory Committee (PHAC)

May 11, 2022, 9 AM – 11:00 AM

Video Conference and Call-In

Welcome and Purpose

Anita Adams welcomed the committee and introduced FAS' Department Director Calvin Goings.

PHAC Updates/Business

PHAC voted to approve meeting minutes from March 9, 2022, with no edits.

Job and Training Advisor, Jon Bersche shared the Priority Hire success story of Gerard.

The July 13 PHAC meeting will be held at the Tabor Building. The meeting will be hybrid and PHAC members can also join online.

The City is in the process of appointing new PHAC members. The City thanked those leaving the committee for their time and service.

Updates

The City presented on the 2nd and Mercer project. The City owns the land but a private developer is building on and leasing the property. Considerations are:

- Cost
- Priority Hire outcomes
- WMBE utilization
- Competitive bidding

The City asked PHAC for input on how to balance these priorities when the City determines whether to apply Priority Hire to future affordable housing projects.

PHAC Discussion

Committee members suggested the city look at other quantitative outcomes and policy objectives for low-income residents moving into the city supported low-income projects. An example could be to require the developer to set goals for priority workers to be residents and to be employed in the affordable housing project (e.g. building operations jobs). Committee members asked questions of Office of Housing staff (OH) about whether construction workers could be prioritized or qualify for affordable housing and OH staff shared that tenants in a family of 4 would need to make \$70,000 annually or less to qualify.



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Several committee members suggested the added cost of paying workers commercial wages on residential housing creates a long-term benefit to communities and should be taken into consideration with city subsidization of affordable housing.

Committee members suggested a number of ways to meet Priority Hire objectives on affordable housing projects like incentivizing good contractor performance, rewarding contractors whose workers move out of priority ZIP codes and studying how high performing contractors succeed. A committee member suggested the city interview housing contractors who historically bid on affordable housing to ask how they retain their local BIPOC workforce. Several committee members suggested the city find additional housing dollars to off-set any costs related to Priority Hire.

FAS and Office of Housing staff thanked the committee for their feedback.

PHAC Member Attendees

Michelle Merriweather	ULMS	Abdirahman Omar	Community Rep.
Karen Dove	ANew	Steve Petermann	DOC TRAC/CTAP
Michael Woo	Community	Jerry Jordan	PACT
James Faison	Faison Construction and NMBA	Jamal Middlebrooks	PNWRCC
Marilyn Kennedy	OPCMIA 528	Chris McClain	Ironworkers 86
Andrea Ornelas	Laborers 242	Sonja Forster	AGC

Consultation

Tali Hairston Consultant/Facilitator

City Representatives

Anita Adams	FAS	Liz Alzeer	FAS
Job Bersche	FAS	Jeanne Fulcher	FAS
Anna Pavlik	FAS	Julianna Tesfu	FAS
Daniel Murillo	OH	Martin Norman	FAS
Jesse Gilliam	FAS	Elisa Young	FAS
Calvin Goings	FAS	Jessica Gomez	OH



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Priority Hire Advisory Committee

PHAC Meeting Notes

Priority Hire Advisory Committee (PHAC)

July 13, 2022, 9 AM – 11:00 AM

Hybrid Meeting

Welcome and Purpose

Anna Pavlik welcomed the committee and new committee members. The new members are:

Gregory Davis, Community	Antonio Butler, Labor
Claude Burfect, Community	Thom Butler, Contractor
J.C. Maxie, Community	Jamie Stuart, Contractor

PHAC Updates/Business

PHAC voted to approve meeting minutes from May 2022, with one requested edit.

Updates

The awardees of the City’s Construction Training and Clean Energy RFP are:

PACT	Sphere Solar Energy
ANew	Emerald Cities
Carpenters	YouthBuild

The City will release a Construction Mentorship and Leadership RFP in the coming month.

The City provided an Office Of Housing update and shared the performance of the affordable housing project.

PHAC Discussion

Community Attributes Inc. presented on the construction workforce analysis commissioned by Sound Transit, King County, City of Seattle, WSDOT and the Port of Seattle. The committee held discussion on what they want to apply from what they learned about workforce needs and provided the following recommendations:

- Create a user-friendly infographic that displays regional workforce needs.
- Distribute the workforce analysis to all stakeholders including apprenticeship and pre-apprenticeship programs.
- Publicize apprenticeship opportunities through commercials and provide a website on the commercials for people to contact to learn more.
- More people from the trades visit and present on construction opportunities in schools and hand out the guidebook to students.
- Incorporate CDL and heavy equipment opportunities. There is high interest in African immigrant communities for CDL training.
- Host more trade days at heavily diverse high schools and colleges.



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- Utilize the QR code on the guidebook to increase awareness.
- Learn from apprenticeship programs how they determine the number of new apprentices to enroll.
- Implement job visits for apprentice retention and to improve jobsite culture (e.g. more retention specialists like those currently funded by the City of Seattle and others).
- Develop legislation to address jobsite violence and harassment like noose hangings. (L&I has a new anti-harassment training policy in place for all apprenticeship programs.)

The City will send the workforce analysis PowerPoint to the committee.

PHAC Member Attendees

Gregory Davis	RBAC	Abdirahman Omar	Community Rep.
Karen Dove	ANEW	Thom Butler	OMA Construction
Antonio Butler	IBEW 46	Jerry Jordan	PACT
James Faison	Faison Construction and NMBA	Jamal Middlebrooks	PNWRCC
Marilyn Kennedy	OPCMIA 528	J.C. Maxie	Urban League
Andrea Ornelas	Laborers 242	Sonja Forster	AGC
Halene Sigmund	CITC	Claude Burfect	CBTU

Consultation

Tali Hairston Consultant/Facilitator

City Representatives

Jesse Gilliam	FAS	Liz Alzeer	FAS
Jon Bersche	FAS	Jeanne Fulcher	FAS
Anna Pavlik	FAS	Julianna Tesfu	FAS

Public Attendance

Patrice Thomas	PCD
Michaela Jellico	CAI
Madalina Calen	CAI



Meeting Notes

Priority Hire Advisory Committee (PHAC)

September 14, 2022, 9 AM – 11:00 AM

Hybrid Meeting

Welcome and Purpose

Tali Hairston welcomed the committee.

PHAC Updates/Business

The City will follow up on the hybrid PHAC meeting model. PHAC voted to approve meeting minutes from July 2022.

PHAC Discussion

The City partners with ANEW to implement the RISE UP program, in response to inappropriate behaviors on jobsites. RISE UP aims to shift construction jobsite culture and ANEW gave a presentation on the RISE UP program as implemented under Acceptable Work Sites at the City of Seattle:

- ANEW is developing a contractor implementation guidebook that will detail how to implement RISE UP on a project.
- ANEW is developing an ambassador program for past students, or graduates, to come back and mentor current students.
- Sonja shared that AGC is developing a matrix of the various respectful worksite trainings available (e.g., RISE Up, Culture of Care). The goal is to share training goals/language among different training programs.
- A committee member suggested making RISE UP training a requirement like OSHA training and utilizing the Washington State Labor and Industries (L&I) training contractor portal to reach union and non-union contractors.
- A recommendation was provided to request L&I include RISE UP training in the core curriculum for apprentices to systematize the use of the training.
- A recommendation was provided to track the positive impacts of RISE UP.
- In addition, a recommendation was made for development of a list of preferred contractor status for companies that have completed training and have evidence of a positive jobsite culture in their company.

Updates

PACT and ANEW will host graduations for their current cohort students.

The City closed its construction mentorship and leadership development training RFP on September 12.

PHAC Member Attendees

Abdirahman Omar	Community Rep.
Karen Dove	ANEW



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Antonio Butler	IBEW 46
James Faison	Faison Construction and NMBA
Marilyn Kennedy	OPCMIA 528
Andrea Ornelas	Laborers 242
Halene Sigmund	CITC
Jerry Jordan	PACT
J.C. Maxie	Urban League
Steven Petermann	DOC TRAC/CTAP
Sonja Forster	AGC

Consultation

Tali Hairston	Consultant/Facilitator
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City Representatives

Martin Norman	FAS
Jon Bersche	FAS
Anna Pavlik	FAS
Allison Calvert	FAS
Julianna Tesfu	FAS

Public Attendance

Denise Franklin	ANEW
Kristina Szczyrbak	ANEW



Meeting Notes

Priority Hire Advisory Committee (PHAC)

November 9, 2022, 9 AM – 11:00 AM

Hybrid Meeting

Welcome and Purpose

Tali Hairston welcomed the committee and new staff member Hong Nguyen and new committee member Jamie Stuart introduced themselves.

PHAC Updates/Business

The City will follow up on the hybrid PHAC meeting model.

PHAC voted to approve meeting minutes from September 2022.

PHAC Schedule for 2023-

*Meeting every other month starting Jan. 11, 2023. No change in time of meeting (9 am-11 am).

*Meeting is on the 2nd Wednesday of the month.

*PHAC members are welcome to meet in their stakeholder group whenever they like (contractors, training providers, labor, and community advocates) outside of PHAC is an option.

*Any committee member can call a full PHAC meeting outside the normal schedule.

*Reminder that the attendance policy requires PHAC members to attend 4 out of the 6 meetings in a year.

PHAC Discussion

Annual report process:

- A committee member shared they would like a different approach in the report to capture minority viewpoints that do not align with the majority recommendations.
- Tali reminded members that the report can detail different PHAC perspectives and not just the final recommendation.
- A recommendation was made to include a statement like: The recommendations in this report were agreed to by the majority and may not represent the opinions of every committee member on every topic." Another option could be "This recommendation is made by the majority and not accepted by all." This disclaimer could be entered at the end of the list of names in the report.
- Tali shared the report steps and requested feedback on recommendation report process and report content. Stakeholder groups are welcome to meet and discuss recommendations prior to Jan. 11 PHAC meeting. The full committee will finalize and vote on recommendations at Jan. 11 meeting and Tali will send the draft report to the committee for review and finalization.



2022 Recommendations:

The Committee discussed whether to add two new recommendations to the 2022 recommendation list to 1) improve subcontractor awareness about the Priority Hire ZIP code list and 2) recommend that all agencies who set goals for Priority ZIP codes use the same ZIP codes (e.g. City of Seattle, Seattle Public Schools, King County, Port of Seattle, etc). The committee decided to include an additional recommendation E to “Add the Priority Hire ZIP code list and a question to confirm the contractor has received the list to the contractor pre-job paperwork.”

A committee member asked why the City had not brought back the non-manual worker discussion item for further recommendations to be developed. The City responded that contractors had not shown any new interest in the option so they did not bring it back to the committee. Several committee members expressed interest in revisiting the non-manual recommendation from the [2021 annual report](#) and related meeting notes to develop further recommendations in the 2022 or 2023 report. A committee member suggested they work among stakeholder groups to refine and revisit the recommendation and prepare additional recommendations for discussion in the larger group in January.

A committee member provided an edit for Recommendation B3, bullet 2: “Develop a questionnaire or survey for housing contractors who historically bid on affordable housing to ask how they retain their local BIPOC workforce.”

Another committee member recommended RISE UP training be added to journey-level training. Recommendation C1 could read: “A recommendation was provided to request L&I include RISE UP training in the core curriculum for apprentices and in continuing education for journey-level workers to systematize the use of the training.

A committee member suggested Seattle Housing Authority (SHA) residents and Seattle Public School students be given priority on public agency projects. Another committee member commented that anyone living in a priority ZIP code (like SHA residents) would already be given priority based on where they live.

FAS next steps:

- Send PHAC the non-manual notes and 2021 recommendations
- Reach out to PHAC members to schedule stakeholder group meetings to edit recommendations



FAS UPDATE-

- The federal highway administration (FHWA) has approved the second federally funded SDOT project - E Marginal Way Corridor Improvements
- City staff will reach out to offer PHAC members a tour of waterfront projects to see many Priority Hire projects under construction and learn about staff involvement on the projects The Priority Hire ZIP code analysis is underway and will likely be presented to PHAC in March

PHAC Member Attendees

Antonio "Tony" Butler – IBEW – Labor

Marilyn Kennedy - OPCMIA Local 528 – Labor

Andrea Ornelas - Laborers Local 242 – Labor

Abdirahman Hashi - King County DCHS – Community

Claude Burfect - Seattle King County NAACP; RPAC; Coalition of Black Trade Unionist – Community

Gregory Davis - Rainier Beach Action Coalition – Community

Sonja Forster - Association of General Contractors (AGC) of Washington – Contractor

James Faison - Faison Construction, President NAMC – Contractor

Thom Butler - Johansen Construction Company – Contractor

Jamie Stuart - Valley Electric – Contractor

Jerry Jordan - Seattle Colleges Pre-Apprenticeship Training – Training Provider

Karen Dove - Apprenticeship and Non-Traditional Employment for Women – Training Provider

Consultation

Tali Hairston – Equitable Development

City Representatives

Jeanne Fulcher FAS

Hong Nguyen FAS

Anna Pavlik FAS

Allison Calvert FAS

Elisa Young FAS