



January 12th, 2024

WIOA Local Plan & Regional Strategic Refresh Steering Committee

Board Members Virtual: Katie Garrow, Bookda Gheisar, Jiquanda Nelson (Co-Chair)

CLEO Representative Virtual: Ashton Allison (Co-Chair), Markham McIntyre

Staff Members Virtual: John Bowers, Michael Davie, Marie Kurose, Marisol Tapia-Hopper, Leigha Paul

Materials Distributed:



Draft Agenda Local
Plan.Regional Strate

- https://wtb.wa.gov/wp-content/uploads/2023/11/TAP_2023.pdf
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I. INTRODUCTIONS

Ashton Allison, CLEO member, and Co-Chair of the Steering Committee welcomed the newly formed Committee Steering Committee responsible for overseeing the WIOA Local Plan & Regional Strategic Plan update. He announced that he and Jiquanda Nelson, Board Chair, have accepted the role of Co-Chairs. They shared how the committee will play a crucial role in guiding the planning process for updating the Regional Strategic Plan and formulating the required WIOA Local Plan (due to the Workforce Board by April 10, 2024). Lastly, they shared that the Local Workforce Development Boards, in partnership with their CLEOs, are required to develop and submit a comprehensive four-year plan aligned with Washington State’s Talent and Prosperity for All (TAP) State Plan.

II. DRAFT CHARTER APPROVAL

- A. Purpose
- B. Membership
- C. Roles and Responsibilities
- D. Procedures and Staffing

The committee reviewed the draft charter document and requested the following revisions to expand the “purpose” section to “purpose & background”; include the member names in the membership; update the roles and responsibilities to include individual member responsibilities and proposed

timelines, greater definition of the approval process, including timeline, and that the charter will be used for internal use only and not publicly published. The revised document will be sent to the committee via email for final approval.

III. PHASE I.

A. WIOA Local Plan

Ashton Allison provided information about the committee's role in identifying stakeholders and inviting them to conversations on economic development and program strategies to inform the approach to:

- Industry Strategies including: Small BIPOC Businesses, Industry Sector Tables, and business services.
- Population-based strategies (youth, reentry, dislocated workers, etc.)

The committee clarified its goal to ensure that the priorities of the Port of Seattle and its partners are integrated into the upcoming refresh of the Regional Strategic Plan. Additionally, the group discussed the many components required in mapping the workforce system in the region.

B. Timeline

Co-Chair Jiquanda Nelson presented a comprehensive timeline, outlining a continuous phase of stakeholder engagement and writing for the initial version. The committee foresees the review and approval of the first draft by 2/16. Subsequently, the WDC plans to release the local plan for public comments by 2/23. The initial draft is slated for submission to the State Workforce Board by April 10 for their review and feedback, with the final, signed local plan deadline set for May 15.

During the discussion, the group recognized an opportunity for a renewed regional and collective communication strategy to clarify the messaging around the shared regional backbone approach and the Regional Strategic Plan. It was emphasized that these plans are developed in partnership and not solely the responsibility of the WDC.

The Committee reached a consensus on seeking assistance from a consultant specializing in communication and engagement strategies. The WDC informed the group of current engagement with a writing team and expressed an intention to expand the search to include a communication and engagement strategist. The committee acknowledged the WDC's current and ongoing authentic engagement opportunities with stakeholders. An oversight in the stakeholder engagement on the displayed timeline for labor and tribes, will be updated.

Key upcoming dates for workforce stakeholder engagement were discussed, with Bookda Gheisar sharing the Port's engagement opportunities, including a career fair in February and an upcoming strategic planning session. The committee recognized the need to engage consultants or firms to facilitate data collection and synthesis, ensuring all efforts are accurately reflected, communicated and addressed. Co-investment in the cost to engage consultants and support WDC staff was discussed and agreed upon by Markham McIntyre.

Marie Kurose emphasized the significance of regional and collective communication, highlighting its integration into the existing Regional Strategic Plan. The upcoming refresh will

function as an update to the current transformation charge, further advancing the shared regional backbone approach. Finally, instances like the involvement of the Greater Seattle Partnership will serve as a demonstration that efforts are not replicated.

IV. PHASE II. Regional Strategic Plan Refresh

The group discussed the second phase of the two-phase approach involving finalizing the 2024-2028 update of the existing Regional Strategic Plan. This phase extends the WIOA Local Plan, aiming to refresh the commitments and priorities of the collaborative regional approach. The kick-off for this initiative is scheduled for mid-March.

Gratitude was extended for the valuable contributions of each committee member in advancing initiatives related to job quality and racial equity across the region. The committee collectively expressed that it strives to work in partnership, breaking down silos, and realizing a shared vision.