

MARCH 6, 2020
Systems Alignment Committee
Draft Minutes

Committee Members Present (phone): John Bowers, Gina Breukelman, Kristen Fox, Katie Garrow, Tom Peterson
Chief Local Elected Officials' Representatives Present (phone): Shannon Harris, Nancy Yamamoto
Board Members Present (phone): Berit Eriksson
Staff Present (in person): Beth Blanchard, Mike Davie, Marta Kidane, Marie Kurose, Sean Morrin, Bryan Pannell, Tracey Patrick, Marcelle Wellington
Guests Present (phone): Debbie Aoki, Jack Chapman, Albert Garza, Henry Gillon, Yong Lim,

Materials Distributed:

- February 7, 2020 Draft Meeting Minutes
- March 6, 2020 Draft SAC Agenda
- March 19, 2020 Draft Board Meeting Agenda
- SAC Charter
- Workforce Innovation & Opportunity Act (WIOA) Business Services Request for Proposal (RFP) Timeline
- Proxy Pro/Con List
- Youth RFP Information Item
- WorkSource Certification/MOU/IFA Information item
- Rapid Response Information Item
- WIOA Required Partners List

I. Introductions

Chair Kristen Fox welcomed the committee and guests and asked for introductions.

II. Action Items

A. 1 & 2. Consent Agenda and Minutes

Mr. John Bowers reviewed the February 7, 2020 draft minutes. Mr. Tom Paterson made a motion to approved; Ms. Gina Breukelman gave second. The motion was unanimously approved.

III. Discussion

1. Youth RFP

CEO Marie Kurose reviewed the Youth RFP. In consideration of input received at the community session led by Sean Morrin and Mike Davie, and because the procurement would be out of sync with the youth regional strategy, staff recommends postponing release of the RFP until 2021. This revised timeline would also allow time for the Workforce Development Council of Seattle-King County (WDC) to continue discussions with county and city partners to secure funding to blend with WIOA dollars.

Ms. Kurose asked for a show of support to extend release of the WIOA Youth RFP by one year. Mr. Bowers, Ms. Fox, Ms. Katie Garrow and Mr. Peterson gave support; there were no objections. Ms. Kurose confirmed that the revision will be shared with the Full Board.

2. WorkSource Certification, Memorandum of Understanding, and Infrastructure Funding Agreement

Ms. Marcelle Wellington provided information about extending the timeline for all three activities to October 2021. The additional time will allow for more robust input from partners and stakeholders as well as the collection and analysis of data; this information is needed to determine system needs now and in the near future. Staff created an Operational Plan outlining the timeline, activities, decisions and accountability; Ms. Wellington confirmed this will be forwarded to Full Board.

3. Full Board Planning

Mr. Bryan Pannell reviewed the Information Item to be presented at the March 19 Board meeting regarding layoffs in Seattle-King County due to COVID-19. Ms. Berit Eriksson requested future discussion regarding Labor Management Transition Center through labor unions. Ms. Katie Garrow asked for data on retail workers transitional employment, she also recommended a test case.

Ms. Kurose suggested a retail workgroup invitation be extended to Board members at March 19 meeting which Committee members supported.

Ms. Kurose recommended Board meetings be extended to three hours from 9:00am-12:00pm beginning with the May 21 Board meeting. Mr. Bowers, Ms. Garrow, Ms. Eriksson, Mr. Peterson and Chair Fox were supportive; however, Ms. Breukelman requested meeting efficiencies rather than extending the time. Ms. Garrow also requested that the extended meetings be temporary only. Ms. Shannon Harris supports extended meetings with the caveat that more time is devoted to discussion rather than presentations. Ms. Harris also stated that meeting decisions once made should not be revisited.

Ms. Garrow requested an integrated presentation between Dr. Sherman (ESD) and the WDC of layoffs and the labor market.

4. Systems Alignment Charter

Ms. Kurose reviewed the revised SAC Charter. It was agreed that the SAC should reflect the Board structure. A crosswalk of the bylaws and charter will be presented to the Board for discussion and approval on April 24 and applied to all proposed committee charters.

5. Proxy Votes: Pro and Con

Ms. Kurose allowed committee members time to review handout. Chair Fox shared concern for a steep learning curve for proxies and lowered accountability for Board members, his would also require amendment of bylaws. No support for proxy.

6. Go-To-Meeting Board Meeting

Chair Fox introduced the additional March 19 Board meeting agenda item stating public health is paramount; the meeting will be virtual only.

IV. Information and Other Business

1. SAC Community Membership

Ms. Kurose stated that new membership will be postponed until the charter is approved. However, membership of representatives of communities with racial equity focus should be prioritized. United Way proposed Theresa Fujiwara as a representative. The WDC has also reached out to the Deputy Director of Chief Seattle, Rachel Lauter at Fair Work Center, Bill Ellis Chief Economic Development Officer of the City of Kent, who is also interested in future Board membership. Chair Fox recommended that once the matrix is complete potential members should meet with current members.

V. Adjourned 11:00am