



**COMMISSION
AGENDA MEMORANDUM**

Item No. 9a

BRIEFING ITEM

Date of Meeting March 24, 2020

DATE: March 12, 2020
TO: Stephen P. Metruck, Executive Director
FROM: LeeAnne Schirato, Commission Specialist
Aaron Pritchard, Commission Policy Manager
SUBJECT: Workforce Development Policy Directive Briefing

EXECUTIVE SUMMARY

In March, 2019, the Commission chartered the Port’s first Workforce Development, WFD, committee. The committee was tasked with drafting a formal workforce development policy directive in order to update the direction provided in the July 1, 2014, WFD motion. On February 25, 2020, the Equity and Workforce Development Committee was chartered to provide information, advice, and recommendations about the port’s equity, workforce development, and career connected learning programs and policies, and diversity in contracting goals. The new Equity and Workforce Development Committee continues to drive much of the work the was initiated by the 2019 WFD Special Committee., including many months of program evaluation, strategy review and policy development

This briefing memo will provide an update on the continued development of the policy directive which is scheduled for introduction on April 14 and adoption on April 28.

POLICY

The purpose of this Policy Directive is to guide the workforce development efforts of the Port of Seattle and to support targeted efforts for near-port communities, underrepresented communities, and port related industries in King County and in Washington State and is intended to:

1. Center diversity, equity and inclusion
2. Create equitable access to economic prosperity
3. Leverage partnerships
4. Increase the availability of a skilled workforce for the port and port related industries
5. Demonstrate measurable outcomes

To accomplish this, the policy focuses on two primary goals:

1. Increasing Equitable workforce access for the trades in port-related industries, with an emphasis on expanding access to near-port communities which are furthest from economic and social justice.

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- a. Focus on workforce training and education in Port and port-related industries where the greatest gaps and disparities in equity and diversity exist.
 - b. Promote access to wrap around services with an emphasis on those who face barriers to employment and job retention.
 - c. Building out career pathways and adopting best practices for career connected learning.
2. Leveraging Port Impact by identifying and prioritizing opportunities for leadership and influence to promote a sector-based approach to workforce development centered on equity, diversity and inclusion.
 - a. Making strategic investments in the maritime, aviation and construction sectors where the Port is uniquely positioned to leverage the greatest community impact and developing metrics to demonstrate the opportunities for leadership, influence and investment.
 - b. Fostering partnerships with community-based organizations, educational institutions, and government agencies to maximize the workforce development impact of the Port of Seattle

The policy draft recommends an evaluation process including an annual report that will document:

1. How the Port is applying Career Connected Learning best practices
2. How the Port's workforce development resources are utilized to leverage industry involvement and to address evolving workforce training, education and retention demand projections as necessary
3. How many students are placed in internships
4. How many people have been trained, recruited, placed in jobs, and retained
5. What types of jobs program participants are being placed in and the range of compensation for those job
6. How many and what kind of business our programs are serving

ATTACHMENTS TO THIS BRIEFING

- (1) Draft Policy Directive
- (2) Draft Resolution
- (3) PowerPoint Presentation
- (4) 2014 Motion of the Port of Seattle Increasing Workforce Development and Career Opportunities Activities

PREVIOUS COMMISSION ACTIONS OR BRIEFINGS

- (1) July 1, 2014 – The Commission approved a Motion of the Port of Seattle Increasing Workforce Development and Career Opportunities Activities