

WorkSource Integrated Technology (WIT) Information & Technology Steering Committee

Providing strategic direction, prioritization and governance for systems and services of the WIT

Date: February 4 2025

Time: 9:00 a.m. – 10:30 a.m.

Location: [Join Teams Meeting](#) 1 (564) 999-2000, 639 523 498#

agenda

[Link to the Workforce Processional Center](#)

[Link to the WPC's WIT Project page](#)

Participants LEGEND: I&T Steering Committee items (*voting member), (P) Project only	
Joy Adams, ESD Policy Director*	Ismaila Maidadi, ESD Workforce Services Division Director and WIT Project Business Sponsor*
Gustavo Avilés, ESD Labor Market Information and Research Director*	Amy Martinez, CEO South Central Workforce*
Cynthia Garcia, Executive Director Benton-Franklin WDC*	Eleni Papadakis, WTB Executive Director
Katie Condit, CEO Workforce Central	Lisa Romine, Director, SkillSource (North-Central)
Danielle Cruver, ESD CFO*	William Westmoreland, CEO Pac Mountain
Marissa Cahill, CEO Northwest Workforce Council	Rod Van Alyne, Director Eastern Partnership WDC
Bill Dowling, CEO Olympic LWDB*	Puneet Agrawal, WaTech Project Consultant (P)
Joy Emory, CEO Workforce Snohomish- <i>represented by Jack Chapman</i>	Anna Minor, OFM (P)
Cami Feek, ESD Commissioner (P), WIT Project Executive Sponsor	Steve Suskin & Gasper Gulotta- QA Vendor (P)
Miriam Halliday, CEO Workforce Southwest	Anne Goranson, Project Owner (P)
Lisa Kissler, ESD Project Technology Sponsor*	Linda Kleingartner, Project Manager (P)
Marie Kurose, CEO Seattle-King County WDC	Michael Luchini, Product Manager
Mark Mattke, CEO Spokane Workforce Council*	Anne Buchan, Management Analyst (scribe)
	Guests: Latasha Hudson, Chris Barron, Christopher Jenkins

Meeting Objectives: -Shared understanding on the WIT Replacement project deliverables
-Full engagement from participants on decisions and advice requested

Decisions (type) (Governance) Advisory Committee's recommended Launch Communications Plan
January decisions made via email in February notes (Governance) Resource request for business services Lead Development Partners
(Advice) Impacts and considerations for Data Integrity freeze time
(Advice) Impacts for Launch impacts on the WorkSource Offices

Pre-Work Review Launch Communications Plan
Review Launch weekend impacts- consideration document [for discussion](#)
Review draft monthly status report
Review draft Quality Assurance monthly report

Agenda

1. **Welcome!** | Cami Feek, Ismaila Maidadi & Mark Mattke
2. **Agenda Review** | Linda Kleingartner
3. **WIT Replacement Project – Status Update** | Linda Kleingartner
4. **Launch Communications Plan** | Latasha Hudson
5. **Launch impacts on the WorkSource Offices** | Linda, Ish, & Mark
6. **Data Integrity team resourcing / Freeze time** | Ismaila Maidadi
7. **New Lead Development Partner teams** | Michael Luchini, Anne Goranson
8. **Quality Assurance** | Gasper Gulotta, Steve Suskin- ISG-NW
9. **Next Steps, Project Steering Committee closing comments** | Cami Feek, Puneet Agrawal, Linda Kleingartner

Transition to I&T Steering Agenda Items

10. **ESD Voting Member – Danielle Cruver is back** | Ismaila Maidadi
11. **January Advisory Committee Items** | Ismaila Maidadi

12. **2025 Steering Committee Meeting date adjustments** | Anne Goranson if ready
13. **Portfolio Update** | Christopher Jenkins
14. **Roundtable & wrap up** | Ismaila Maidadi & Mark Mattke