WorkSource Advisory Committee Notes

Date: Wednesday June 18th, 2025
Time: 1:00 pm- 2:00 pm
Location: Teams Meeting

Advisory Members in Attendance

☐Emily Kok	☐Ross Gearllach	☒Cassondra Yi
☒Anne Goranson	☐Ardriel Galvin	☐Bryan Pannell
☒Madeline Veria-Bogacz	☒ Sumit Gupta	☒Josh Stovall
☐Chris Barron	☐ Karandeep Kondal	☒Amy Gimlin
☒Sam Havens	☐Mari McGill	☒Aaron Parrott
☒Byron Mukai	☐Michael Luchini	☐Ariana Cordova
☒Anne Buchan	☒Luci Bench	☐Rod Van Alyne/Barney Brockwell
☒Rob Crow	☐ Aaron Pentland	☐Jesse Cardwell
☒Sue Keltner	☒Malinda Bjaaland	☒Tim Robison

Guests and Non-voting Members: Chris Barron, Eric Le, McKenzie Hogan, Kim Goutam

Core LDP Report | Aaron Parrott

Aaron provided and update on current work within the Core Product (WA Works) LDP. Exciting progress is happening in WA WORKS, with ongoing work on assessments and referrals. Yesterday's sprint review showcased key developments, and Aaron expressed enthusiasm about the different methods being used across various areas. This effort will help establish a unified system and improve data collection.

There is now full front-and-back visibility for referrals within WA WORKS, such as WIOA-to-WIOA referrals, though external referrals will have less visibility—while still capturing the types of referrals made. A major focus is on assessments and assessment objects, clarifying the differences between determining eligibility, creating employment plans, and assessing a client.

Next up is measurable skills gain. WA Works will translate policy into five data categories, ensuring that information is collected as instructed and transitions smoothly into PIRL reporting. This will reduce errors, minimize uncertainty, and improve overall reporting accuracy.

The backlog is nearing completion, and Product is no longer waiting to collect feedback before moving forward. Josh raised an important question about the capacity to receive referrals from non-WA Works partners. He acknowledged the significance of the issue and will bring it back for discussion in the next session.

Data Migration Report | Aaron Parrott

Aaron also provided an update on the Data Migration work. The only recent update is regarding Enrollment Service Object Fields related to Individualized, Training, and Support Services (ITSS). Some records remain open with inconclusive completion, requiring a logic flow for cleanup. This process identifies whether a service ended with no outcome, had no outcome with a non-durational status, or needs further resolution. There are fewer than 50 records across the system, primarily representing edge cases in less common scenarios.

WIT Replacement Project Update | Anne Goranson

Anne provided today's project update in Linda's absence. There has not been much change since last month's update. Current activities include a Structured Communications Plan relating to the "go-live" delay has been executed and will continue as new information becomes available. The vendor is conducting analysis to optimize the schedule, refine the approach, and assess resource needs. Weekly meetings have been established to track progress, with executives actively engaged, including the full WIT Project Sponsorship Coalition.

There have been no changes to risks since the last update.

Change Efforts Update | Luci Bench

Over the past six months, all WDAs have been engaged to update 2022 change plans and transition to operational readiness. A deep dive into resistors has been ongoing, focusing on capturing key overall and local metrics to inform the development of local plans, which has also benefited the product team.

Training challenges have emerged as a major theme among resistors, and strategies are now being developed to address them. Using metrics, the team is working to uncover underlying issues and determine effective solutions, with the goal of turning mitigation strategies into actionable activities. These will be incorporated into local checklists, which will be reviewed in the coming months.

July will focus on re-engagement efforts, alongside a community of practice initiative to further support progress.

Training Update- Job Search and Employer Training Plans | McKenzie Hogan

McKeznie presented an addendum to the Committee around the New WorkSourceWA Training and Support Plan. The target audience for the training is WorkSource staff who assist jobseekers and employers. Training content must be standardized to ensure equal access to materials while allowing for local variation.

Training materials provided will include documents, walk-throughs, and guidance on how to support users, covering training focus, delivery methods, and post-training implementation. Once training is complete, SMEs and supervisors will take the lead, with ongoing support available from our team.
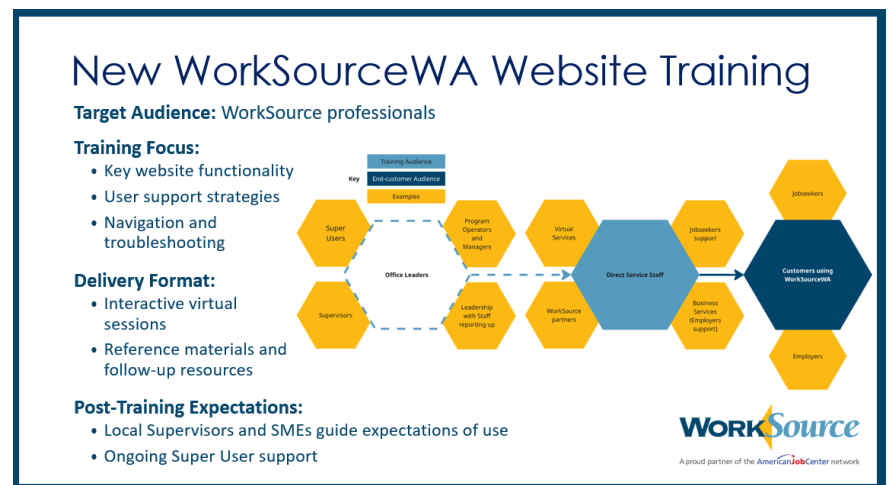

A request was made of the Committee to review the addendum, which will be sent out via email after today's meeting, and provide a response around recommendation of the addendum to Steering Committee officers.

SAW Experience Demo | Eric Le

Eric provided mock-up demonstration of the new WSWA, demonstrating how job seekers and employers will log in or create an account. The login model follows the approach used by Google, Facebook, and Microsoft, with a pop-up to SAW instead of a separate page. Once submitted, users are directed to WSWA. If they need to create a SAW account, they can do so within the same interface.

Ardriel asked whether MFA or separate authentication would be required. Eric clarified that job seekers will not require MFA, but employers will. Since a WSWA-style portal isn't feasible, this serves as a workaround solution.
Ardriel liked the approach and suggested adding a clear help option for users. Eric noted that this is still a work in progress and the team is continuing to explore capabilities with WA Tech.
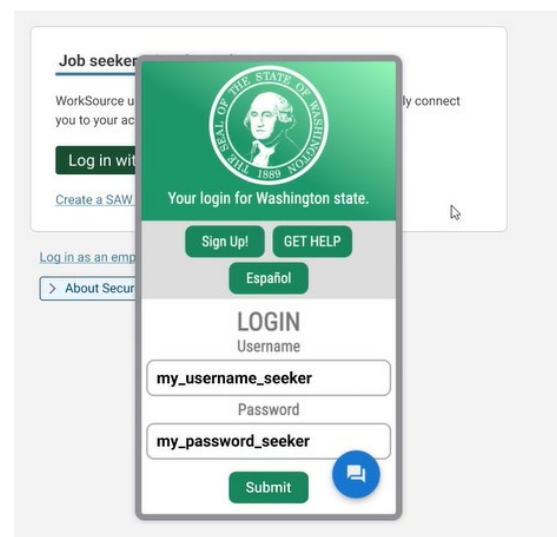
<u>WorkSourceWA Report Out</u> | Eric Le

Eric reports that LDPs are meeting less frequently as they focus on increased workloads.

Discovery is currently examining employer experiences, identifying key challenges, and determining what works best for both staff and employers. The team is actively assessing candidate searches and job postings to refine processes.

<u>Steering Committee Decisions</u> | Anne Goranson

The Steering Committee approved the Business Validation Plan presented to this Committee in May

<u>Roundtable</u> | Anne Goranson

Anne approached the Committee for feedback on how to garner more attendance and response on recommendation requests. Anne asked if the charter should be reviewed to identify if back-ups should be assigned when a voting member can't attend. The Committee did not have input. It was communicated that a link to the current charter will be sent out for review and further discussion in July.