

Meeting Minutes

Priority Hire Advisory Committee

May 14, 2026

Time: 2:00pm-3:00pm

Location: [Virtual Teams Meeting](#)

Attendees: Karen Dove, Dave Johnson, Young Sang Song, Joe Baca, Jessica Summerton-Moore

- I. Welcome** 2:00
- II. Overview of February Meeting Minutes and May Agenda**
- III. Dual Benefit Reimbursement** 2:10
 - Joe shared an update on conversations with Wastewater Treatment Division regarding a pilot dual benefit reimbursement program on 3-5 projects. The pilot process is to identify an expected cost for a potential wider implementation. BDCC's recommendation is to review contracts estimated between \$10m-\$25m with an Invitation to Bid process. The intent of the Invitation to Bid process is to reach a greater number of small firms who may be more significantly impacted by a dual benefit reimbursement program.
 - Dave Johnson mentioned that there was a similar small program on a project a few years ago.
- IV. Subcommittee updates** 2:20
 - **Prompt Pay**
 - The Subcommittee on Prompt Pay met for the inaugural meeting on April 9, 2026. The subcommittee developed a charter and identified key action items for the group. The intent is to develop a report of key recommendations to improve prompt pay practices across the County to better support small and certified

firms performing work on public works projects. The next meeting is scheduled for May 20th.

- **King County Code Review**

- **Respectful Worksite Program**

- There are a few programs in Portland that have a list of approved respectful worksite programs available for acceptable training at other agencies, like a passport program. King County could explore this model and would need to identify key components or best practices to be included in those programs.

- The Rise Up program requires yearly refresher training.

- **Next Steps:** Jessica will send emails to schedule meetings for a KC Code Review and a Respectful Worksite Program subcommittee.

V. Committee renominations and nominations

2:45

- BDCC is communicating regularly with the Boards & Commissions office regarding their review of the renomination and new nomination recommendations for the Priority Hire Advisory Committee. More updates will be shared as they are available.

VI. Good of the Order

2:50

- King County has partnered with other public agencies to develop Priority Hire, CWA, and PLA informational sessions to increase awareness and access to covered projects. The first session is scheduled for June 2nd hosted virtually at Tabor 100.

VII. Adjournment

Meeting adjourned at 2:45pm. The next meeting is scheduled for August 13.