



Unemployment Insurance Advisory Committee

Meeting details

Date: Monday, August 03, 2020

Time: 11:00 a.m. to 2:00 p.m.

Location: Zoom

Committee members present

- Robert Battles
- Julia Gorton
- Sybill Hyppolite
- Kevin Perkey
- Cindy Richardson
- Josh Swanson
- Jerry VanderWood
- Brenda Wiest

Committee members absent

- Tammie Hetrick

ESD staff

- Joy Adams
- Sara Crosby
- Nick Demerice
- Wendy Goldmark
- Matt LaPalm
- Scott Michael
- Suzan LeVine
- Larry Sheahan
- Dan Zeitlin

Summary

Meeting Recorded

This meeting was recorded and is available at <https://esd.wa.gov/newsroom/UIAC/recordings>.

Welcome and Opening Remarks

Employment Security Department (ESD) Policy Director, Dan Zeitlin, opened the meeting by welcoming everyone. He notified members that as part of this advisory committee it was required that they attend Open Public Meetings Act (OPMA) training. In addition, he advised them that this meeting and future meetings would be recorded – capturing their image and voice. He asked each member, individually, if they had received OPMA training and for their consent to have their image and voice recorded. Every member present gave their consent to be recorded during the meetings. Dan explained that OPMA training would

be organized and provided to those members who stated that they had not received OPMA training or expressed a desire to take a refresher course. All committee members were present except Tammie Hetrick.

Agenda

Dan Zeitlin reviewed the meeting agenda and asked if anyone had any questions. (See Addendum I.)

ESD Staff Introductions

Dan Zeitlin asked each ESD staff member at the meeting to introduce themselves. He then turned the meeting over to Commissioner Suzan LeVine who introduced herself, welcomed everyone, and laid out her vision for the advisory committee. The Commissioner then turned the meeting back to Dan Zeitlin.

Committee Member Introductions

Dan Zeitlin asked each committee member to introduce themselves and speak of the organization they represent, the impact of COVID-19 on their organization's members, their experience with unemployment insurance, and their vision and goals for the committee.

Committee Ground Rules, Values and Goals

Dan Zeitlin turned the meeting over to Sara Crosby to facilitate the discussion of establishing ground rules, capturing values, and defining goals/desired outcomes. (See Addendum II).

Committee Charter

Dan Zeitlin led the discussion on approving the Unemployment Insurance Advisory Committee Charter. (See Addendum III.) Suggested changes were:

- Consider longer term for members
- Consensus voting

Agenda Items for Future Meetings

Dan Zeitlin and Sara Crosby led the discussion on areas for future focus/education. (See Addendum IV.)

Committee Meeting Schedule

Wendy Goldmark led the discussion on approving the committee meeting schedule through December 2020. It was suggested and agreed to cut the time of the meeting down from 3 hours to 2 hours due to time demands on all members. The Committee agreed to meet every other Tuesday from 1:00 to 3:00 pm beginning on August 18. (NOTE: A committee member subsequently had a conflict with the agreed day and time, so it was agreed via an email discussion to meet every other Wednesday from 10:00 am to 12:00 pm beginning August 19.) Zoom is the preferred videoconferencing platform.

Public Comment

There were no public comments.

Closing comments

Suzan LeVine gave closing comments and thanked everyone for their participation and commitment. Dan Zeitlin thanked everyone for their input and participation and ended the meeting.

Next meeting

The next Unemployment Insurance Advisory Committee meeting is on Wednesday, August 19, 2020 from 10 am to 12 pm via Zoom.

Addendum I**Agenda****Unemployment Insurance Advisory Committee (UIAC)**

Monday, August 3, 2020 | 11:00 am - 2:00 pm | Via Zoom

Agenda Items

| Time | Topic |
|-------------|---|
| 11:00 am | Commissioner Welcome <ul style="list-style-type: none">• UIAC Vision from Suzi LeVine, Commissioner, Employment Security Department |
| 11:15 am | Committee Member Introductions <ul style="list-style-type: none">• Background• Unemployment Insurance Interest• Views on UIAC Goals |
| 12:15 pm | Break |
| 12:30 pm | Committee Ground Rules, Values and Goals <ul style="list-style-type: none">• Discussion with Sara Crosby, Employment Security Department |
| 1:00 pm | Review Draft Charter/Agenda for Future Meetings <ul style="list-style-type: none">• Discussion with Dan Zeitlin, Employment Security Department |
| 1:30 pm | Scheduling Future Meetings <ul style="list-style-type: none">• Discussion with Wendy Goldmark, Employment Security Department |
| 2:00 pm | Adjourn |

For more information, please visit the UIAC website at <https://esd.wa.gov/newsroom/UIAC>

RECORDING DISCLAIMER:

This meeting may be recorded. Please be advised that if the meeting is recorded, your image and voice will be captured and recorded during the videoconference. Your participation in this videoconference equals consent to be recorded as required by law.

Addendum II

UIAC Ground Rules, Values, and Outcomes Discussion

Ground Rules

- Video on is invited, but not required – may turn camera on/off throughout meeting (be judicious about use of your own camera)
- Respectful dialogue – share ideas and thoughts and receive feedback – don't make assumptions, and assume good intent
- Give people the benefit of the doubt
- Assume people will make mistakes, and be forgiving
- Really listen to what others are saying – listen to actually hear them and what they are trying to accomplish
- Identify objectives before jumping to solutions
- Elevating and providing space for multitude of perspectives in dialogue
- Clear understanding of committee's role in policy and budget conversations/decisions
- We are all representing a variety of constituents
 - Not a one size fits all approach that will work for all – look for highest value and knowing mission to help people across the board
- Use best data that we have to base decisions on (will need data from ESD) – make data and evidence-based decisions
- Discussions in the meeting are public during the meeting: what is said during the meeting is part of a process and not an end result, listen first – respectful dialogue in and outside of the meeting
- Members may need to run ideas through constituents – patience to allow that internal process
- Stay on mute when you're not speaking
- Make this a safe space to ask any questions

Values (similar values grouped together)

- Collaboration
- Innovation
- Future generations
- Grace
- Service
- Accountability

Desired Outcomes

- better access for workers and better access for employers
- better transparency
- timeliness of receiving benefits
- making system more user friendly/accessible (especially for those who need computer access or who have English as a second/third language)
- opportunity to influence policy decisions that matter
- mechanism going forward to deal with unexpected circumstances
- getting Washington back to work
- success of fund/program
- benefits entitled/not entitled to be paid/not paid
- make sure employees receiving benefits entitled to benefits
- equitable approach to trust fund
- make sure UI remains effective and efficient for workers and employers
- looking ahead longer term – take a long-term systemic approach
- small/fair increases in rates
- expand integration of UI in workforce
- Discover and remove policy barriers
- Maximize federal support/funding/resources/flexibility – understand what their support has been
- Understanding and maximize flexibility regarding requirements (work search, waiting week, etc)
- Identify what went well and what needs improvement (reflect on what has happened so far)
- Communication in plain language that people can understand
- Solvent trust fund
- Define what is the mechanism to manage greater bumps in the road
 - Funding
 - Staffing

Addendum III

Agenda Items for Future Meetings

Areas for Future Focus/Education

- UI 101
 - Linguistic and racial access
 - Overview of system / process customer goes through, application process, adjudication (including roadblocks and stops)
 - Who does what / ESD roles (ex: tier 1 adjudicator, tier 2...etc)
 - Wage calculations for people with multiple employers
- Federal conformity
 -
- Tax 101
 - Rate classes!
- UI Administrative Funding 101 (including Trust fund 101)
- Public Meetings / Public Disclosure
- ESD to provide “hot spots” (particularly challenging situations/points of discovery) to focus attention on
- What other states do – what are other models used?
 - Alternative methods of experience rating
- Brief history of unemployment and how it’s expanded/contracted over the years (and how COVID fits in)
- Fraud – safeguards put into place and future safeguards (impact of fraud on the customer)
- Update on where we are now with status of trust funds, etc

Addendum IV

Unemployment Insurance Committee Charter

UNEMPLOYMENT INSURANCE ADVISORY COMMITTEE CHARTER

PURPOSE

The Unemployment Insurance Advisory Committee (UIAC) shall provide comment on Unemployment Insurance (UI) policy and operations, as well as other issues the Committee determines require its consideration. The Committee will provide a forum for listening to concerns of stakeholders and seeking input to improve the UI program to best serve workers and business.

GOALS

The national and state response to the Coronavirus pandemic is having far-reaching economic ramifications for Washington workers and businesses to include historic use of the UI program, which provides critical financial support for workers while bolstering the broader economy. Effectively identifying lessons learned from the crisis and avenues to improve the UI program so that it better supports workers and businesses, including in times of economic crisis, is a vital endeavor.

The committee will intensively focus on challenges related to the UI program surfacing or made more evident by the Coronavirus pandemic, as well as the appropriate responses. This includes considering and providing recommendations to the Governor, legislature and department regarding:

- Changes to state law that would lead to improvements in the unemployment benefits and tax system, as well as enhance the solvency and stability of the unemployment trust fund.
- Employment Security Department (ESD) UI rulemaking to include review of Coronavirus emergency rules and the Department's broader UI rulemaking agenda in order to facilitate the agency's decision-making and prioritization of UI rules.
- ESD and its system partners' ability to prepare for, respond to and recover from major economic shifts.

This further includes goals to:

- Foster community and stakeholder engagement in considering improvements.
- Commit to timely, robust, and open communication to the public, and to engaged stakeholder communities.

MEMBERSHIP

This committee is made up of ten people. Four members appointed to represent employee interests. Four members appointed to represent employer interests. One representative appointed to represent Workforce Development Councils. One Chair appointed by the Commissioner. At the time of this Charter's creation, the following members have been appointed by the Commissioner:

Department Representative (Chair): Dan Zeitlin, Employment System Policy Director
Employee Representative: Sybill Hyppolite, Washington State Labor Council
Employee Representative: Cindy Richardson, UNITE HERE Local 8
Employee Representative: Josh Swanson, Operating Engineers 302
Employee Representative: Brenda Wiest, Teamsters 117
Employer Representative: Bob Battles, Association of Washington Business
Employer Representative: Julia Gorton, Washington Hospitality Association
Employer Representative: Tammie Hetrick, Washington Food Industry Association
Employer Representative: Jerry Vanderwood, Association of General Contractors
Workforce Development Council Representative: Kevin Perkey, Washington Workforce Association

MEMBER APPOINTMENT

TERMS

Members are appointed by the Commissioner to serve an initial term through the end of calendar year 2020. Following the initial term, the Commissioner will determine future terms for the committee.

MEMBER REPLACEMENT

Should a member resign from the committee during their term, the Commissioner will appoint a replacement member.

MEMBER EXPECTATIONS

MEMBER COMMUNICATIONS WITH ONE ANOTHER OUTSIDE OF MEETINGS

Members may communicate outside of the committee meetings. Member communications outside of the committee are not on *behalf* of the advisory committee and individual members are not authorized by the committee to make decisions for the Committee.

MEMBERS COMPENSATION

The members shall serve without compensation but are entitled to reimbursement for travel expenses as provided in RCW 43.03.050 and 43.03.060. The committee may utilize such personnel and facilities of the department as it needs, without charge. Given the health and safety measures in place, however, it is anticipated that all committee meetings will be virtual.

COUNCIL MEETINGS

MEMBER MEETINGS- CADENCE

Members agree to meet every two weeks unless otherwise needed.

MEMBER MEETINGS- PROXY

Members may, after giving notice via email or telephone of at least 24 hours to the Chair, send a proxy member to the meeting. The proxy member will have full authority to act on behalf of the appointed member. If a proxy member attends and participates in the meeting as a member, the appointed member for whom a proxy was sent may not attend the meeting in his or her capacity as an appointed member.

MEMBER MEETINGS- QUORUM

The members agree that a quorum constitutes a simple majority of the total number of members excluding the Chair.

MEMBER MEETINGS- PROCESS

The members agree to use the *Robert's Rules of Order Newly Revised*.