



# NEW SERVICES FOR SEA-TAC EMPLOYERS AND EMPLOYEES

The Career Support and Advancement Center (CSAC) is a proposed two-year pilot program that would be funded by the Port of Seattle to educate and assist employers and workers with questions regarding labor and employment laws. If approved, the CSAC will be located at or near the Seattle-Tacoma International Airport (Airport).

The program would complement employment services already offered at the Airport, while increasing the awareness of the City of SeaTac Ordinance 13-1020 (Prop 1) and other employment law issues.

## SERVICES

The CSAC would provide the following services to support employees and employers:

- Execute outreach and training to promote awareness of employment laws for employees and employers
- Provide timely and convenient assistance to workers with questions regarding relevant labor and employment law
- Facilitate referrals to other Port workforce and career development programs

## TIMELINE

The Port Commission will consider approval of this program in late February. If approved, the Port intends to issue a Request for Proposal (RFP) for a third party to provide the services at or near the Airport, beginning sometime in the second half of 2019.



## SHARE YOUR THOUGHTS

- Employers and others with questions or comments about the proposed CSAC can contact Joseph Meyer at [meyer.j@portseattle.org](mailto:meyer.j@portseattle.org) or (206) 787-3347.

# FREQUENTLY ASKED QUESTIONS

## What is the Career Support and Advancement Center?

The Port is considering funding a CSAC as a two-year pilot program to educate and assist employers and employees at Seattle-Tacoma International Airport regarding labor and employment laws. It would also provide referrals to other Port workforce and career development programs like Port Jobs and Airport University. The CSAC will not provide legal advice, but is intended as a general resource for employers and employees.

## What services would be provided?

If approved, the CSAC would provide services for employers and employees at the Airport. Services provided by a third party may include:

- Developing and delivering a training curriculum for employers and employees that covers SeaTac Municipal Code 7.45 (Minimum Employment Standards for Hospitality and Transportation Industry Employers) and other labor and employment laws affecting firms operating at the Airport;
- Timely, convenient assistance to workers with questions regarding relevant labor and employment laws; and
- Referrals to other Port workforce and career development programs like Port Jobs and Airport University.

## When would the Center begin operations and who will provide services?

Pending Commission approval, the Port intends to issue a Request for Proposal (RFP) for a third party to provide services, beginning sometime in Q4 2019. However, the schedule is subject to change based on based on feedback heard, evolving project needs, and the Port's public procurement process.

## How long would the pilot program operate?

Pending Commission approval, the Port would provide funding for a two-year pilot.

## Where would the Center be located?

At or near the Airport facilities.

## Why is the Port funding a CSAC?

The passage of City of SeaTac Ordinance 13-1020 (Prop 1) in 2013 created a network of benefits and rights unique to the City of SeaTac and different from other employment laws. The CSAC pilot program would help airport workers understand their benefits, and help answer employer and employee questions that arise when City of SeaTac benefits and rights differ from other employment laws.

