



**COMMISSION  
AGENDA MEMORANDUM**

**Item No.** 8c

**ACTION ITEM**

**Date of Meeting** September 23, 2025

**DATE:** September 16, 2025

**TO:** Stephen P. Metruck, Executive Director

**FROM:** Leslie Horton, Program Manager & Data Analyst for Aviation, Workforce Development  
Anna Pavlik, Director, Workforce Development  
Bookda Gheisar, Senior Director, Office of Equity, Diversity, and Inclusion

**SUBJECT: Multi-Year Funding Request for Aviation Security Training**

**Amount of this request:** \$208,500

**Total Requested Project Cost:** \$417,000

**ACTION REQUESTED**

Request Commission authorization to extend its approval of the Aviation Security Training program, which was approved May 27, 2025, for an additional three years and \$208,500, authorizing the Executive Director to approve OEDI to invest a total of \$417,000 in aviation security training for six years (2026 – 2031). This authorization will direct the Port of Seattle to contract up to a total of \$417,000 over six years to an organization capable of providing aviation security training to Seattle-Tacoma International Airport (SEA) employees and near-port community members.

This item was originally brought to the Commission and approved on May 27, 2025, at a lower amount and fewer years (\$208,500 for three years). It has not yet been solicited.

It has since been determined that investing a higher amount for a longer period would be advantageous to the Port, as it would allow the training provider more time to execute and subsequently refine an AV Security training program before returning for approval. By extending the project period, we will attract more bidders and build a more robust training program with stronger outcomes.

**EXECUTIVE SUMMARY**

The Commission has approved two training pathways at SEA, which are both being delivered in partnership with South Seattle College and Port Jobs – Aviation Maintenance Technician and

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Ground Support Equipment Mechanic. To invest more Port resources into preparing people for quality, family-wage careers, this third training program will target the many growing career options in aviation security and offer near-port community members access to wage progression. The aviation security training will provide SEA employees and near-port community members with training in aviation security regulations, common airport and in-flight security measures for responding to threats, artificial intelligence as a mechanism to aid security measures, SIDA badging, and more. The training will prepare participants for an entry-level career in aviation security. The successful bidder of the solicitation will enter into a contract through 2031 with OEDI in partnership with Port Jobs. OEDI will report outcomes annually in the annual workforce development report and continue to monitor impact with internal and external stakeholders.

**JUSTIFICATION**

OEDI recommends the aviation security training for a number of reasons:

- 1) People with limited work experience and/or limited English skills will benefit from introductory aviation security training and SIDA badge training, making them more competitive for open positions.
- 2) Demand for trained security employees is forecasted to remain high.
- 3) There is strong potential for wage/career progression in the field of security and other aviation careers.
- 4) Local training programs exist, including many online trainings.
- 5) SEA has in-house experts to advise on training development to meet the Port's hiring needs.
- 6) Aligns with the Port's Century Agenda to increase equitable access to quality wage jobs.
- 7) The training is short, making it more accessible for working adults. Participants may be eligible for security jobs within one quarter.

**DETAILS**

OEDI committed to developing a third training pathway at SEA after successfully launching the Aviation Maintenance Technician and Ground Support Equipment Mechanic bridge training programs. Upon approval, OEDI will execute a solicitation to hire an organization to develop a new or modify an existing one to two quarter program in AV Security, which would prepare SEA employees and near-port community members for the Port's Level 1 security role as well as other entry-level security roles.

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***Schedule***

OEDI's goal is to release this solicitation as soon as possible and enter into a contract in Q1 2026 with services provided 2026 – 2031.

**ALTERNATIVES AND IMPLICATIONS CONSIDERED**

**Alternative 1** – The Port does not proceed with extending the timeline and increasing contract value for the Aviation Security Training.

Cost Implications: No cost implications.

Pros:

- (1) Reduces staff time for project delivery support, potentially freeing time for other efforts.
- (2) Allows resources to fund other priorities or programs.

Cons:

- (1) We anticipate the Port having on-going security workforce needs, and a three year contract would not be sufficient to fill these needs.

**This is the recommended alternative.**

**FINANCIAL IMPLICATIONS*****Cost Estimate/Authorization Summary***

	Capital	Expense	Total
<b>COST ESTIMATE</b>			
Original estimate	\$	\$208,500	\$208,500
<b>AUTHORIZATION</b>			
Previous authorizations	0	\$208,500	\$208,500
Current request for authorization	0	\$208,500	\$208,500
Total authorizations, including this request	0	\$417,000	\$417,000
Remaining amount to be authorized	\$0	\$0	

***Annual Budget Status and Source of Funds***

The Office of Equity, Diversity, and Inclusion will allocate \$69,500 annually in tax levy funds for the next six years.

**ATTACHMENTS TO THIS REQUEST**

None.

**PREVIOUS COMMISSION ACTIONS OR BRIEFINGS**

May 27, 2025