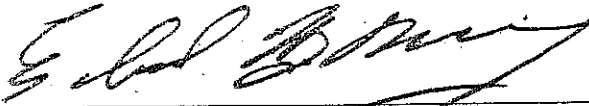




City of Seattle Boards & Commissions Notice of Appointment

Appointee Name: Michael S. Vincent		
Board/Commission Name: Joint Apprenticeship Training Committee		Position Title: Management Member
<input type="checkbox"/> Appointment <i>OR</i> <input checked="" type="checkbox"/> Reappointment	Council Confirmation required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Appointing Authority: <input type="checkbox"/> Council <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Other: <i>Specify appointing authority</i>		Term of Office: 01/02/2016 to 01/01/2019
Residential Neighborhood: Haller Lake	Zip Code: 98133	Contact Phone No.: [REDACTED]
Legislated Authority: Resolution 16820, 29680 and Ordinance 107790		
Background: Work History: April 1975 Apprenticed Auto Mechanic in an independent shop in Seattle July 1986 Hired by the City of Seattle as and Auto Mechanic April 1990 Promoted to Senior Auto Mechanic at Haller Lake nights July 1992 Served as acting Haller Lake Crew Chief nights for one consecutive year October 2000 Promoted to SOS April 2007 Promoted to Vehicle Maintenance Manager July 2015 Reassigned as Workforce Development Manager		
Date of Appointment: 11/3/15	Authorizing Signature (original signature): 	Appointing Signatory: Mayor Edward B. Murray

FILED
 CITY OF SEATTLE
 2015 DEC -2 AM 10:48
 CITY CLERK

Name: Michael S. Vincent
Current job title: Workforce Development Manager
Position applied for: JATC Management Representative for FAS
Date: September 16, 2015

Work History:

April 1975 Apprenticed Auto Mechanic in an independent shop in Seattle
July 1986 Hired by the City of Seattle as and Auto Mechanic
April 1990 Promoted to Senior Auto Mechanic at Haller Lake nights
July 1992 Served as acting Haller Lake Crew Chief nights for one consecutive year
October 2000 Promoted to SOS
April 2007 Promoted to Vehicle Maintenance Manager
July 2015 Reassigned as Workforce Development Manager

Current primary responsibilities:

Manage and plan the day-to-day and strategic hiring and training processes for the Fleet Management Division and report directly to the FAS Fleets Director.

Oversee the development, scheduling and assignment of and payment for technical, safety and career advancement courses for a workforce of approximately 120 employees. Provide administrative oversight of the Auto Mechanic Apprenticeship Program (Automotive and Metal Trades Craft Advisory Committee) and our Fleet Safety Program. Assist with the development of candidate tests and interviews for several varied job classifications covered by several union agreements.

Respond to emergent individual and work group training needs. Participate in shop and division safety meetings. Collaborate with the Sr. Safety and Health Specialist and Training coordinators on comprehensive employee safety and training programs.

Facilitate inter/intra-shop communication and workload coordination. Conduct regular, periodic shop staff and leadership meetings. Approve statutory equipment safety inspections. Attend shop and committee safety meetings. Minimize injuries and time loss. Ensure user equipment safety and quality Control. Serve as a department Emergency Operations Center responder.

Education:

1971 to 1973 Roosevelt High School Graduate
1973 to 1974 Attended U of W (chemistry, math, psychology)
1975 Attended Seattle Central Community College (body shop classes)
1975 to 1979 South Seattle Community College – AA degree in Vehicle Maintenance Technology
1992 Evergreen Community College "The Leading Edge Program" - graduate

Pertinent Certifications, Memberships an Appointments:

WATC Journeyman Mechanic Certificate 1979
Fleets employee for over 34 years
Labor and Management representative on the A&MTCAC for 15 years
Member of JATC since 2011
Past Chair of JATC
Member of NAFA

Pertinent Training:

The Leading Edge; Managing Cultural Diversity; Avoiding Sexual Harassment; Conducting Employee Evaluations; Progressive discipline (corrective action);

Pertinent Achievements:

Helped design an improved Apprentice evaluation form
Served as the shop steward and participated in labor negotiations
Managed the revival and upgrading of an Apprenticeship program dormant for three years
Trained, mentored, coached, supervised, evaluated apprentices
Conducted disciplinary actions, fact findings and employee counseling
Panelist for ASE Trainer Certification board reviewing Lake Washington Technical College

Other Qualifications:

Over 20 years experience in Seattle Fleets in virtually every shop, shift and position
Knowledge, understanding and support of department mission, facilities, equipment, customers, administrative and line staff
Understanding of the importance of management unity, consistency and support regarding policy and procedures
Understanding, support and participate in workplace safety
Excellent verbal and written communication skills
Ability to compile, analyze and apply data to support decisions
Team player who takes a collaborative approach to decision making
A relentless and contagious positive attitude
Support workplace diversity and environmental stewardship
Ability to maintain confidentiality
Career-long support of apprenticeship programs

Joint Apprenticeship Training Committee (JATC)

6 members: Per *Resolution 16820, 29680 and Ordinance 107790*, all subject to City Council confirmation, 3-year terms:

- 0 City Council-appointed
- 6 Mayor-appointed
 - 3 Organized Labor Appointments
 - 3 City Service
- 0 Other Appointing Authority-appointed (specify):

Roster:

*D	**G	Position No.	Position Title	Name	Term Start Date	Term End Date	Term #	Appointed By
3	M	1.	Management	Sam Alvarez III	June 17, 2015	Jan 1, 2018	1 st	Mayor
6	M	2.	Labor	Kurt Swanson	April 23, 2015	Jan 1, 2018	1 st	Mayor
6	M	3.	Management	Tony Blackwell	Jan 1, 2016	Jan 1, 2019	2 nd	Mayor
6	M	4.	Management	Michael S. Vincent	Jan 1, 2016	Jan 1, 2019	2 nd	Mayor
6	F	5.	Labor	Melody Coffman	Jan 1, 2013	Jan 1, 2016	1 st	Mayor
6	M	6.	Labor	Erik L. Nyhus	Nov 3, 2015	Nov 2, 2018	1 st	Mayor

Diversity Chart:

		(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)			
	Men	Women	Vacant	Minority	Asian-American	Black/African American	Hispanic/Latino	American Indian/Alaska Native	***Other	Caucasian/Non-Hispanic	Pacific Islander	Middle Eastern	Multiracial
Mayor	5	1	0	1			1			5			
Council													
Other													
Total	5	1	0	1			1			5			

Key:

- *D List the corresponding *Diversity Chart* number (1 through 9)
- **G List *gender*, M or F
- ***Other Includes diversity in any of the following: *race, gender and/or ability*