



Workforce Train & Educ Coord Board
 2025-27 Regular Budget Session
 Maintenance Level - RA - Reasonable Accommodation

Agency Recommendation Summary

The Workforce Board is requesting a fund for Reasonable Accommodation (RA) requests from staff going through the RA process. Under current agency funding limitations, RA requests must be put through the legislative budget process, creating a much longer lag time between approved requests for staff members seeking accommodation for essential work functions.

Fiscal Summary

Fiscal Summary <i>Dollars in Thousands</i>	Fiscal Years		Biennial	Fiscal Years		Biennial
	2026	2027	2025-27	2028	2029	2027-29
Operating Expenditures						
Fund 001 - 1	\$25	\$25	\$50	\$25	\$25	\$50
Total Expenditures	\$25	\$25	\$50	\$25	\$25	\$50

Decision Package Description

The Workforce Board requests ongoing funding for Reasonable Accommodation (RA) requests of staff as per WAC 357-26-010 and WAC 357-26-015. The Workforce Board is a small agency and does not have funding to act on more expensive RA requests of staff. The Workforce Board would like to establish an ongoing funding amount of up to \$25,000/year to provide a timelier response to approved reasonable accommodation requests.

This year we have received a request to upgrade our two restrooms with handicap push plates for automatic door opening for staff with disabilities. This is an injury and a fall risk, and this request has been approved as a reasonable accommodation. Current estimates for this work are approximately \$20,000; we are unable to fulfill this request without additional funding. We would like to accommodate our current staff needs and have the budget to accommodate these requests in the future to avoid unnecessary delays moving forward. The Workforce Board is requesting a biennial fund that would allow us to promptly respond to our staff needs to supply reasonable accommodations that would allow our staff to perform their duties. This will allow our agency to supply the needed accommodation and reduce the risk of injuries, grievances, or lawsuits.

The Workforce Board has no dedicated fund to handle accommodation requests. When we receive a request in which we do not have the funds to comply, we are forced to wait until we can request funding from the budget process. Waiting for legislative budget approval for each individual request outside of our budget to support our staff adds a risk of a possible injury or staff not being able to perform their duties.

Assumptions and Calculations

Expansion, Reduction, Elimination or Alteration of a current program or service:

There is no current funding for these expenses. If funding is not available, the Workforce Board has to request funds from the state budget process.

Detailed Assumptions and Calculations:

To develop this request, WTB reached out to DES to receive a quote for the cost to install the ADA push buttons through RAAD Properties. This amount is \$17,865.25 plus tax, for a total of \$19,616. While this is a critical need now, this is just one example; we have no way of knowing how much we will receive in accommodation requests in the future, which is why we are requesting a biennial fund that allows flexibility across a longer period of time to avoid unnecessary delays for approved requests.

Workforce Assumptions:

Not applicable for this decision package.

Historical Funding:

Not applicable for this decision package.

Strategic and Performance Outcomes

Strategic Framework:

This request supports Goal 5 – Efficient, Effective, and Accountable Government, by allowing Workforce Board staff to work in a supported and safe environment. The request supports the agency strategic plan by allowing staff with an approved reasonable accommodation to fulfill their essential work functions.

Performance Outcomes:

Approving this request will lower the risk of falls and other injuries, work delays, and other legal issues, ensuring our staff receive the benefits they are entitled to, and keeping the Workforce Board in compliance with state and federal disability accommodation requirements.

Equity Impacts

Community Outreach and Engagement:

Not applicable for this decision package.

Disproportional Impact Considerations:

Not applicable for this decision package.

Target Communities and Populations:

This funding request would allow the Workforce Board to more swiftly react to provide higher cost accommodations to our staff with disabilities, rather than waiting for the legislative budget process and causing unnecessary stress on staff and risk of injury or inability to fulfill their job functions.

Community Inputs and Incorporation:

Not applicable for this decision package.

Other Collateral Connections

HEAL Act Agencies Supplemental Questions

Not applicable for this decision package.

Puget Sound Recovery:

Not applicable for this decision package.

State Workforce Impacts:

Not applicable for this decision package.

Intergovernmental:

Not applicable for this decision package.

Stakeholder Impacts:

Not applicable for this decision package.

State Facilities Impacts:

This will allow the Workforce Board to add push plates to the restrooms, increasing accessibility for people with disabilities or other mobility issues. A biennial fund will also allow for approved upgrades for accessibility on a case-by-case basis for other requests rather than having to wait for an appropriation.

Changes from Current Law:

Not applicable for this decision package.

Legal or Administrative Mandates:

Not applicable for this decision package.

Governor's Salmon Strategy:

Not applicable for this decision package.

IT Addendum

Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?

No

Objects of Expenditure

Objects of Expenditure <i>Dollars in Thousands</i>	Fiscal Years		Biennial	Fiscal Years		Biennial
	2026	2027	2025-27	2028	2029	2027-29
Obj. E	\$25	\$25	\$50	\$25	\$25	\$50

Agency Contact Information

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