



**WORKFORCE DEVELOPMENT**  
COUNCIL

Thursday, February 14, 2013  
9:30 a.m. – 12:00 noon  
Keelikolani Conference Rooms 310-314  
830 Punchbowl Street, Honolulu, Hawaii

Member Attendees: Wayne Higaki, Carl Hinson, Harold McDermott, Roland Prieto (for Mayor Alan Arakawa), Peter Quigley (for MRC Greenwood), Arun Savara, Kim Arista (for Catherine Scardino), Dwight Takamine, Wayne Thom (for Richard Lim), James Tollefson, Sunshine Topping, Marian Tsuji, Leslie Wilkins, Kaeo Bradford (for Mayor Bernard Carvalho).

Guest Attendees: Phyllis Dayao, DLIR Research; Bernadette Howard, CTE; Scott Murakami, UHCC; Marilyn Matsunaga, OWIB; Kathleen Nielsen, OHCD, Hawaii; Winona Whitman, Alu Like.

WDD/WDC Staff: Elaine Young, Carol Kanayama, Cynthia Nakamura, Linda Sakamoto, Maricar Pilotin-Freitas, Eric Butler, Joyce Suganuma.

**CALL TO ORDER:**

Meeting was called to order by Chair, Marian Tsuji, at 9:40 a.m.

Introductions: Chair Tsuji requested self-introduction by everyone.

Approval of Agenda: Not having quorum by Council members present, approval of agenda was deferred.

**OLD BUSINESS:**

**AD-HOC COMMITTEE ON WDC-WDD “MERGER”**

By Chair Tsuji

With a decrease in WIA funds to carry out administrative responsibilities and maintain current staffing, as well as addressing the departure of James Hardway, previous WDC Executive Director, discussion to merge WDC and WDD was proposed and an ad-hoc committee was formed to further discuss options on ways to sustain WDC activities. In the meantime, the Council had approved Elaine Young, WDD Administrator, as interim WDC Executive Director.

A meeting was held with the USDOL Regional Administrator and follow up items are still being worked on. A telephone conference with the Regional Administrator and Director Takamine is scheduled for next week to further authorize the finalization of combining both entities.

Sequestration will also impact federal funding and our allocation will not be known for another two months. Partnership, integration and collaboration of resources and ideas appear to be the key for viable discussions on restructuring. Cut in funds and grants are inevitable and we need to be prepared and prudent with on-going discussions on sustainability.

## NEW BUSINESS:

### APPROVAL OF MINUTES

Not having quorum by Council members present, approval of previous meeting minutes of September 10, 2012 was deferred.

### REVIEW OF REPORTS:

#### Local WIB Reports:

##### Oahu – by Marilyn Matsunaga

- Three new board members: Nani Daniels of Apple Inc., Brent Kakesako of Hawaii Alliance for Community Based Economic Development and Matt Lorin with The Learning Coalition.
- A recent meeting was hosted by Jim Tollefson, Chamber of Commerce, on the impact by the military on Hawaii's economy, workforce needs and government contract with the private sector. Next meeting will be hosted by Matt Lorin, The Learning Center and later by Xerox Corporation.
- Job Fair held last month was very successful with over 130 employers.
- YouthBuild was ranked No. 1 out of over 200 in the Nation for GED completion.

##### Hawaii County – by Kathleen Nielsen

- Veteran Initiative – Veterans to Farmers program is on-going and successful.
- Disabilities Employment Initiative is proceeding with great success at the one-stop centers.
- Business Leadership Network honored nominees who exemplified leadership in providing workplaces for disabled employees.
- Going Home is a transition from incarceration to community workforce reentry initiative that numerous employers have supported.
- Youth Council and Oversight Committee members continuously monitor and perform site visits of providers.
- Last board meeting was held at the Natural Energy Labs which has expanded over the years with various projects. The agricultural projects have grown extensively over the years.

##### Maui County – by Roland Prieto

- A water management workshop was held in October 2012 and a second in-field demonstration will follow at a later date. A similar water sustainability workshop sponsored by the County and presented by the University of Hawaii Maui College was held in December 2012. Both workshops were well attended. Maui County continues to collaborate with UH Maui College to maintain industry growth and sustainability.

- A new reformed Youth Council had a meeting recently and they will fulfill a diligent position to oversee the youth programs and its functions.

Kauai County – by Kaeo Bradford

- Unemployment rate is down at 6.0% compared to 7.8% last December.
- Youth Council initiated a consortium committee and is busy planning 3 job fairs for this year, one with the local community college and another for Veterans for Hire Campaign.
- Just completed the SESP Program and ended with 95% for total number of participants.
- Youth Council members attended the graduation ceremony of Paxen, a youth service provider, which gave meaning to a successful conclusion. With mentoring by the council and provider, it also gave inspiration to the graduates to further their education.
- Senator Hirono will be visiting next week to visit Veterans.
- Working on the Veteran’s for Hire model program with Kauai Community College and Kauai Economic Opportunity Inc.

WDD-WDC Report

By Elaine Young, Administrator, WDD  
Acting Executive Director, WDC

With the WDD/WDC transition, we are working closely and collaborating with the community college. Scott Murakami will later do a presentation on the C3T Project which will be the result of many agencies working together.

State Energy Sector Partnership (SESP) – grant expired on 12/31/12 with a no-cost extension until 06/30/13. To properly close the grant, follow up on job development and placements for participants are required to reflect positive outcomes and effective use of funds spent. Completion of its closing is due mid-June 2013.

As a follow up to Virginia Hamilton’s meeting with DLIR, we are gathering information for all past USDOL grants and asking assistance from everyone to help fill in the blanks of amounts, terms, participants serviced, end date etc., which will be shared with everyone. There are several new national grants for economic development and several grants related to reentry or transition of ex-offenders to community workforce.

Elaine Young thanked the council for having confidence in WDD to work with WDC to assist with its activities. Cynthia Nakamura and Linda Sakamoto of WDD are providing major assistance to WDC.

Research and Statistics Office Report

By Phyllis Dayao, Supervisor, Career Information Delivery System

Upgraded the Hawaii Workforce Infonet (HIWI) to a newer version and have uploaded the quarterly census of employment and wages for 2011 and also continue to post monthly articles.

Continue to maintain the workforce information data base with state and local data; updated information on program completer, and updated the license occupation information.

Staff began the process of generating long-term industry projections for 2010-2020 for Honolulu MSA, Hawaii, Maui and Kauai Counties.

Open Data Initiative, staff uploaded the top 50 employers by county derived from the 2013 1<sup>st</sup> Edition of InfoGroup Employer Database.

Workforce Data Quality Initiative (WDQI): Development of the Workforce Longitudinal Data System (WorLDS). Reviewed data elements on the colored chart. Two new hires, a program manager and database specialist are assigned to this initiative and have attended the required conference in Washington, D.C. for grantees. There are many intricate and detailed components between and among various agencies involved to align contributing information to make it successful. Focus will be on tracking workforce training program participants to find where they are in the workforce.

Chair Tsuji called for a short recess at 10:55 a.m.  
Chair Tsuji reconvened the meeting at 11:05 a.m.

#### OVERVIEW OF C3T GRANT

By Scott Murakami, Workforce Development Director, UHCC

The C3T Grant in the amount of \$24.6 million is a joint initiative between the University of Hawaii Community Colleges and the State of Hawaii Department of Labor and Industrial Relations, Research and Statistics Division funded by the US Dept of Labor Employment and Training Division, Trade Adjustment Assistance Community College and Career Training to develop new training programs while supporting existing programs that lead to employment in agriculture, renewable energy and healthcare.

The UH Community College Consortium of seven campuses has proposed a program built around three basic strategies to form the foundation of its approach: basic adult education, remedial and developmental education, and a student coaching component. There are various key components that are essential as listed in the handout; however, as work progresses, some information may change as it will constantly be on-going. Primarily programs must be geared towards creating jobs and we need to have a proactive outlook to foresee outcomes. It will be a collective effort to meet the challenges to make this task a success and once it is completed, it should remain as a staple for years to come.

Community College Career and Technical Training Grant (3T) Predictive Models  
By Phyllis Dayao, DLIR Research and Statistics Office

Research and Statistics has been contracted to build a predictive model for the three industries, agriculture, energy and healthcare. An economist has been hired to build a test model and he is looking at existing model layers and previously conducted surveys. He is also looking for ten years of monthly data, as well as leading economic data. He is using various variables and best combinations of variables and found that different equations have produced similar results. After

creating several models and testing each, the best model will then indicate staffing pattern and data by occupation and industry.

REVISED 2012-2017 WORKFORCE INVESTMENT ACT/WAGNER PEYSER STATE PLAN

By Carol Kanayama, Program Officer, WDD

Timeline was revised for further additions to the plan. Upon submittal, it will be posted on the WDC website. Approval of the plan is deferred until finalized.

Performance goals for PY12 were approved by the USDOL Regional Administrator and will be included in the re-submittal of the State Plan. This will be discussed at a later meeting today with the local area representatives on how it will apply to their area.

LOCAL AREA PLAN INSTRUCTIONS

By Carol Kanayama, Program officer, WDD

WIA Annual Plans are prepared yearly and are related to budget as a means to execute contracts to distribute funds. Annual Plans for 2013-2015 are anticipated to be executed by June 30, 2013 and effective July 1, 2013.

Local Area Five-Year Plans are long term plans on implementation of goals. Tentative timeline for Council review and approval is June 6, 2013 and effective July 1, 2013. A draft copy will be posted on the WDC website.

APPOINTMENT OF CAREER AND TECHNICAL EDUCATION COORDINATING  
ADVISORY COUNCIL REPRESENTATIVE FROM WDC

By Chair Tsuji

Mr. Carl Hinson was proposed as a representative from WDC to be on the Career and Technical Education Coordinating Advisory Council.

Not having quorum by Council members present, approval to appoint Carl Hinson was deferred.

**ADJOURNMENT:**

Meeting was adjourned by Chair Marian Tsuji at 12:00 p.m.