



<b>Date</b>	June 6, 2013
<b>Title</b>	WDC Report –Highlights

### **Agriculture Workforce Skills Panel Report**

With a wealth of data collected during the Agriculture Skill Panel Sessions held on Oahu, Hawaii County, Maui and Kauai, the initial “Agriculture Skills Panel Report” is being given a final edit before it is sent off to the printers. The report, which will cover both the initial findings from each of the panels as well as action steps from those findings, will be printed and transmitted to legislative leaders, members of the agriculture industry in Hawaii as well as for the members of the WDC. It is anticipated that the report will be ready for distribution by the middle to end of June timeframe.

### **GRANT NEWS:**

#### **State Energy Sector Partnership (“SESP”)**

The SESP grant will be formally closed out at the end of June. Over the past three years and five months, the grant program has positively helped thousands of residents of Hawaii to obtain cutting-edge training in the areas of green energy, as well as re-training in “green” techniques for more traditional crafts, such as construction and manufacturing. Over the past five months, state lead for the SESP Grant, Jillian Yasutake, has worked hard to determine outcomes of those who went through SESP-funded trainings. Along with her efforts, both Bill Pierpont and Jillian have been effectuating the financial and program closeout of the 13 sub-grantees who agreed to provide training and job placement assistance for participants. As a final task before she went on maternity leave in late May, state lead Jillian Yasutake also completed and transmitted for review and approval the SESP sustainability plan that is one of the final requirements for the grant before closeout.

#### **USDOL Disability Employment Initiative (“DEI”)**

The DEI program has been working on a number of transitions since the beginning of the year. With the departure of state lead Ruth Ramsay Caldwell on April 5 (she returned home with her husband to Texas after his graduation from BYU-Laie) WDC Employment Analyst Stan Fichtman, and SCSEP program manager Yvonne Chong were named co-State Lead’s for the DEI program, effective April 8. Meanwhile, due to the departure of Serrylee Kanaokaole-Wong, who was the Disability Resource Coordinator assigned to the Hilo One-Stop office, Raymond Kauwa Elia was assigned as the new DRC for the Hilo office. Both Kauwa and Stan have completed obtaining security clearance to help process Ticket-To-Work participants.

With change, the program continues to proceed forward. New equipment to provide access to the disabled is being ordered and pre-loaded with software before being shipped to the four One-Stops that is covered by the grant: Molokai, Wailuku, Kona and Hilo. It is anticipated that the equipment will be on-site within the next quarter.

State Lead’s Yvonne Chong and Stan Fichtman, along with WIA Financial Grant Specialist William Pierpont visited the University of Hawaii’s Center for Disability Studies (“CDS”) offices in mid-May for an annual program and financial review of the sub-recipient to the DEI grant. CDS, which is tasked with providing disabled participants information on benefits management, as well as employment preparation assistance, have been travelling throughout the two counties (Hawaii and Maui) that are the focus of the DEI grant, providing them necessary information for benefits management as they transition from benefits to employment.

## **Workforce Data Quality Initiative Grant**

Over the past quarter, the WDQI team has been engaged in both gaining partners for data sharing as well as examining different options when it comes to the system build. As part of the acquisition of necessary Memorandums of Understanding (MOU), the WDQI team has been able to acquire the following MOU's this quarter: :

- MOU between R&S and WDC has been approved
- MOU between R&S and UI has been approved
- MOU between R&S and WDD in the process of being approved.

Furthermore, continued discussions with other partners about data sharing have progressed during the quarter. This included having discussions with the following divisions and departments:

- Met with WDD programs including, Wagner Peyser, WIA, Apprenticeship to obtain data dictionaries.
- Meetings with OIMT (Office of Information Management Technology), the Department of Human Services (DHS) data representatives to obtain DHS data. We are currently working with them to establish an MOU between R&S and DHS.

In the area of the system build, the WDQI team has been working closely with its consultant, the Hawaii information Consortium to develop the proposed system. Continued communication and feedback is occurring until the end of the consultation period, which is the end of May, 2013. This consultant is also assisting with the exact specifications for the software and database system that the WDQI SLDS will use.

For outreach, the WDQI Hawaii team members were asked to attend the MIS conference in Washington D.C. on February 12 – 15, 2013 by invitation of the University of Hawaii's P-20 SLDS team. At the conference, WDQI Hawaii officials were able to meet both with Hawaii P-20 staff and national P-20 officials in regard to sharing of data between P-20 and WDQI systems to create a P-20W system. At the meeting, Hawaii P-20 SLDS staff initiated discussion with WDQI staff regarding the sharing of data and a possible merging of systems. This discussion continues.

## **C3T Grant**

### **Development of Web Portal Report**

The following illustrates the Web Portal Projects and Deliverables for the period ending March 31, 2013:

<b>Category</b>	<b>Project</b>
Front-end web development:	Built template webpage and styles for portal.
	Researched, tested, and integrated different jQuery modules to add to the web portal.
Back-end database building:	Mapped out the sitemap for the portal.
	Developed the database tables and an overall database design for the portal.
	Began populating database tables with known data (schools, industries, certificates, C3T administrator staff).
Coordination & Communication:	Met with Steve Lee, Billie Leuder, Osamu Makiguchi, and Rosemary Sumajit to discuss the portal development, features, and hosting.
	Developed overall project milestones for C3T web portal development and rollout.
	Met with Steve Lee, Lynn Inoshita, the C3T UHCC Industry Leads, and Hae Okimoto (by phone) to discuss C3T program track and course data, and how program and course data will be populated and

	updated.
	Emailed back and forth with Osamu Makiguchi and Carol Kanayama to draft the scope of services to secure web hosting from UH-ITS.

**Policy Planning Work Group (PPWG) Reports**

**Energy Industry Report**

*Summary*

From October 19, 2012 through January 31, 2013, Jillian Yasutake, the WDC C3T Energy Lead, attended several meetings with UHCC C3T staff to discuss coordination of the Policy Planning Work Groups (PPWG) and to better understand the grant purpose and outcomes.

Beginning on February 5, 2013, Jillian began planning, preparation, and execution of the Energy PPWG meetings. The initial meeting held on March 20, 2013 included all subgroups in order to provide an overview of the C3T grant and the expectations and outcomes for the PPWG. In addition, the following activities were achieved:

*Issues*

When meeting with R&S on the predictive model, it became apparent that developing the model may not be possible for the Energy industry due to a lack of data and time constraints. It was agreed that information will still be gathered by the Energy subgroups and provided to R&S to use if possible.

**Healthcare Industry Report**

*Summary*

From October 25, 2012 through December 31, 2012, Ruth Caldwell, the WDC C3T Healthcare Lead, attended several meetings with UHCC C3T staff to discuss coordination of the Policy Planning Work Groups and to better understand the grant purpose and outcomes.

Beginning on January 14, 2013, Ruth began planning and preparation of the Healthcare PPWG meetings. In addition, the following activities were achieved:

*Issues*

There were some issues putting together the invitee list for the Healthcare PPWG. Due to this issue and other coordination issues, the Healthcare PPWG meetings were not executed in March according to the time schedule determined by the WDC Healthcare Lead.

**Agriculture Industry Report**

*Summary*

The Ag PPWG held its first meeting on Wednesday March 20, 2013 at LCC. This was the first meeting of the panel, which consisted of administratively organizing the committee and to present goals for the committee to achieve during the timeframe of the C3T Grant, including curriculum review and development.

*Issues*

Due to Mr. Fulton’s retirement, a meeting date for second quarter 2013 has not been set.

**Report for Intake Recruitment and Referral**

The following illustrates activities for Intake Recruitment and Referral for the period ending March 31, 2013:

Date	Activity	Issues (if any)
Oct 2013	Distributed UHCC draft intake documents to WDD and City for comments and recommendations.	
10/5/12	Conducted telephone conference with WDD Branch Managers to orient them with the C3T Program and solicit their comments and/or recommendations on the UHCC proposed draft forms.	

Date	Activity	Issues (if any)
Oct 2012	Coordinated and provided input for Nov. 1, 2012 Meeting Agenda to present the C3T Program.	Intake referral process
October 19, 23, 29, 2012	Attended several meetings with representatives from UHCC to discuss the C3T process.	
Nov 15, 20, 2013	Presented the C3T referral and intake process to the DOCET.	
11/1/13	Facilitated meeting between WDD Branch Managers, WDD staff, WDC staff, Research and Statistics staff, and UHCC staff	
Jan – Feb 2013	Continued to meet with Steven Lee and Scott Murakami to address the logistics of WDD's Service Agreement.	
	Continued to collaborate with Steven Lee to design the forms and required documents needed for C3T participants.	
	Requested documents from WDD Branches to determine current referral, testing and payment processes with the UHCC and how to incorporate it with services and activities of C3T participants.	
	Drafted tracking and reporting process for reports by WDD, City and DHS.	
Feb 2013	Helped research federal requirements for documentation of eligibility and target groups;	
	Redistributed UHCC's draft intake documents to WDD managers on neighbor islands for comment and recommendation.	