



**WORKFORCE DEVELOPMENT**  
COUNCIL

**Thursday, October 22, 2015**

**9:30 a.m. – 12:00 p.m.**

**Department of Labor and Industrial Relations (DLIR)**

**Keelikolani Conference Rooms 310 to 314**

**830 Punchbowl Street, Honolulu, Hawaii**

**MINUTES**

**Member Attendees:**

Leslie Wilkins, Chairperson, Chair, Maui Workforce Development Board  
Betsy Kim (Designee for Governor David Ige)  
Roland Prieto (Designee for Mayor Alan Arakawa)  
Kaeo Bradford (Designee for Mayor Bernard Carvalho)  
Scott Murakami (Designee for David Lassner, President, University of Hawaii)  
John Vannatta (Designee for Kathryn Matayoshi, Superintendent, Department of Education)  
Connie Mitchell, Executive Director, Institute for Human Services  
Representative Mark Nakashima, State House of Representatives  
Catherine Scardino (Designee for Rachael Wong, Director, Department of Human Services)  
Bobby Ayonon (for Leialoha Sanchez, Chair, Kauai Workforce Development Board)  
Dr. Arun Savara, CEO, The Maids  
Charles Shima, Assistant Training Coordinator, Plumbers Union Local 675  
Brian Tatsumura, Manager, Nordstrom  
Marilyn Matsunaga (for James Tollefson, Chair, Oahu Workforce Development Board)  
David DeLuz, Jr., Chair, Hawaii County Workforce Development Board  
Sunshine Topping, Human Resources, Hawaiian Telcom  
Winona Whitman, Employment & Training Director, Alu Like, Inc.

**Members Absent:**

Carl Hinson, Hawaii Pacific Health  
Alan Hayashi, BAE Systems Hawaii  
Mary Alice Evans (Designee for Luis Salavera, DBEDT Director)  
William Kunstman (Designee for Linda Chu Takayama, DLIR Director)  
Senator Gil Keith-Agaran  
Senator Jill Tokuda  
Representative Ryan Yamane  
Richard Vieira, District Council 50 – International Union of Painters & Allied Trades

**Guests:**

Michelle Arima, Office of Housing and Community Development, Hawaii County  
Tammi Chun, Assistant Superintendent for Strategy, Innovation and Performance, DOE  
Dan Miyamoto, DOE  
Phyllis Dayao, Research & Statistics Officer, DLIR Research & Statistics Office  
Alison Lum, Oahu Workforce Development Board

Elaine Young, Administrator, Workforce Development Division, DLIR  
Doris Dvnoch, Deputy Attorney General for WDC

**Staff:**

Allicyn Tasaka, Interim Executive Director  
Linda Sakamoto, Employment Services Specialist  
Martha Ross, Employment Analyst  
Dastin Hernandez, Employment Analyst

**I. Call to Order**

Chair Leslie Wilkins called the meeting to order at 9:37 a.m. After doing a formal roll-call of members, she noted that the council was short of quorum (with 13 members) but hoped that it would be achieved as the meeting progressed.

The decision to approve the minutes for July 16, 2015 was held off until more members arrived and quorum achieved for decision-making on minutes.

**II. Approval of Minutes July 16, 2015**

Minutes deferred until council achieved quorum, and moved to next item on agenda at 10:04 a.m. Chair Leslie Wilkins declared the achievement of quorum with 16 members present.

- A. Chair Leslie Wilkins entertained a motion to approve the executive session minutes of the Thursday July 16, 2015 Council meeting. Sunshine Topping so moved. The motion was seconded by Kaeo Bradford. The executive minutes were approved by 15 members, none opposed, and one abstention (Marilyn Matsunaga).
- B. A motion to adopt the minutes of the July 16, 2015 open session of the Council meeting as distributed was made by Betsy Kim and seconded by David DeLuz, Jr. The approval of the open meeting minutes was approved unanimously, with none opposed, and none abstaining.

**III. Old Business**

- A. Permitted Interaction Group (Group) Report.....Chair Leslie Wilkins
  - 1. Areas of discussion that will be continually looked at are evolving and emerging regulations to have policies and protocols in place to perform preliminary research, as it relates to forming committees under the Group; no specific recommendations for establishing new committees were made during this meeting.
  - 2. The Group expressed the importance of allowing members of the Council to move forward with research and substantive work in committees, consistent with the permitted interactions section of the Sunshine Law, and bring the work back to the Council in this transitional time period of aligning with the Workforce Innovation and Opportunity Act (WIOA).

3. The decision to change the current name of “Permitted Interaction Group” to a different designation other than “P.I.G” was discussed. Marilyn Matsunaga said that the Oahu Workforce Development Board refers to their Permitted Interaction Group as the “Group” and members informally agreed that was acceptable.

**IV. New Business**

**A. Interim Executive Director’s Report.....Allicyn Tasaka**

1. The Interim Executive Director submitted her written Director’s Report for the record, and reviewed highlights, including the hiring of two staff as temporary hires and one employee as a transferee from the Workforce Development Division, setting up the office infrastructure and handling of contracts, legislation, 2014 Annual Performance Report to the U.S. Secretary of Labor, and 2014 Annual Report to the Governor and Legislature. The concentration of time is being spent on the Unified State Plan for WIOA.
2. David DeLuz, Jr. recommended that new legislation include a request for state funds because federal funds are insufficient.
3. The Council received the official letter signed by Governor David Ige sent to the U.S. Department of Labor affirming, in summary, that the Hawaii Workforce Development Council is designated as the official administrative entity to assist the governor to carry out the implementation of WIOA for Hawaii, including but not limited to unified state plan development and modification with core partners and others, managing governance structure, grant signatory, grant oversight and grant reporting.

**B. Reduction in Force (RIF) Update.....Elaine Young for DLIR**

1. Elaine Young (Workforce Development Division) provided a detailed report on the impact that the Reduction in Force played on the state and entities affected by this diminution. Nine positions were affected with the breakdown of three positions in Hilo, two positions in Kona, three positions in Maui and one position in Molokai. The RIF was in effect September 16, 2015 and ended October 13, 2015. The freeze on recruitments and hiring has been lifted.

**C. Report on Labor Market Information for Comment.....Phyllis Dayao**

1. Phyllis Dayao (Research and Statistics DLIR) presented a summary of the 2014 Hawaii Labor Market Dynamics report with significant labor market statistics and trends which was released on September 30, 2015.
2. Highlights included: (1) Hawaii’s labor force expanded to 668,200; (2) Labor force participation rate rose for the first time in seven years to 61.6%; (3) Unemployment rate decreased to 4.4%, well below the U.S. rate of 6.2%, ranking the state 10<sup>th</sup> in the nation; (4) Hawaii’s non-farm job count improved by 1.1% to 625,300, the fourth year of increases following the recession and all four counties reported job gains; (5) Four industries that grew faster than average rates in post-recession period from 2010 to 2014 were professional and business services; leisure and hospitality; natural resources, mining and construction; and trade, transportation, and utilities; (6) Average monthly earnings rose by 26.4% from 2004 to 2014; and (7) Workers in some key industries fared well as wages outpaced the state average

in terms of percentage growth with construction wages rising by 29% to \$5,354; Healthcare and social assistance pay jumped 31.9% to \$4,298; and Educational services salaries increased 26.5% to \$3,372.

3. She noted a need for funding in order to continue surveys and obtain the data necessary to provide accurate feedback on labor market dynamics.

D. Career Readiness Initiative.....Tammi Chun, DOE

1. Guests from the Department of Education (Tammi Chun and Dan Miyamoto) presented Developing the “Career” in College and Career Readiness which shared data corresponding to the number of high school graduates, amount of high school graduates that attend college, and ideas related to student success and the career readiness initiative.
2. Highlights included: (1) Goal #1 is student success – all students are engaged and ready to learn; all students are gaining the academic skills they need to succeed on the K-12 pathway and throughout their lives; students are connected to their school and community to develop a love of learning and contribute to a vibrant civic life; (2) 12<sup>th</sup> graders who have completed a career technical education program of study rose from 2,778 in 2011 to 4,365 in 2013; (3) on-time graduation rate increased from 80% in the class of 2011 to 82% in the class of 2014 while college enrollment remained static at 62-63% in 2011 to 2013, and college enrollment immediately following graduation increased 6 point since 2011 at 56%; (4) chronic absenteeism in elementary schools decreased from 17.8% in 2012 to 10.9% in 2014.
3. The career readiness initiative focuses on employer engagement, quality K-12 career pathways; and accountability. The initiative’s working ideas include: (1) career readiness is combination of general employability skills plus academics and is inclusive of college readiness; (2) K-12 career pathways should be organized around regional labor market demands and economic development plans; (3) coordination between students, educators, employers, labor market forecasts and various state plans; (4) need for measures of career readiness; and (5) more robust college and career planning for students. And outcomes of career readiness skills include: (1) self-directed learner; (2) community contributor; (3) complex thinker; (3) quality producer; (4) effective communicator; and (5) effective and ethical user of technology.

E. Program Highlights from the Counties

1. Representatives from the Oahu, Hawaii, Maui, and Kauai workforce development boards provided a brief summary of activities and issues of their respective areas.
2. Oahu: Board met to review accomplishments under the Workforce Investment Act of 1998 before it transitions to WIOA. Their Permitted Action Group meeting to discuss ongoing transition activities. Thomas Perez, U.S. Secretary of Labor, held a roundtable discussion at the American Job Center (Oahu Work Links) at the Dillingham site. Held conference call with Virginia Hamilton, U.S. Department of Labor’s Administrator for Region 6 and executive group. Held seminar on “Oahu and the Workforce Innovation and Opportunity Act” with guest speaker Mitch Rosin, a thought leader in the workforce industry.

3. Hawaii: Staff attended “Meeting of the Minds” conference in Monterey sponsored by the California Workforce Association to learn more about the WIOA transition. Sandra Goodale has joined the WIOA administrative team. A Request for Proposal for the WIOA Adult and Dislocated Worker programs is underway. Hawaii County’s unemployment rate in September 2015 was 4.3% while the State was at 3.4% and the Nation was at 5.1%
4. Maui: Transitioning to WIOA activities include RFP for youth services that closed on September 28 with one proposal received; RFP for One Stop Operator is in progress with no definite date on release with an anticipated publication sometime in Spring 2016; recruiting for new board members to comply with the WIOA criteria and anticipate meeting with new members in early December. Revisions to PY15 Annual Budget plans are in process. Working with Unemployment Insurance Division to provide services to former Ruby’s Diner employees from restaurant shut down in October.
5. Kauai: Learning and working on transition to WIOA through many meetings and conference calls between county representatives and Kauai Workforce Development Board. PAXEN Huli Ke Alo LLC is now the new service provider under WIOA for youth services. An RFP for Adult and Dislocated Worker programs is in the review process. Board is working on revising by-laws and Constitution and consortium of service providers’ agreements. New officers were elected on July 9, 2015: Leialoha Sanchez of YWCA is chairperson; vice-chair is Bobby Ayonon of Kauai ACR Inc.; and Secretary is Bricen Moritsugu of the HUD office. Participated in successful small business fair and Kauai Community College’s job fair.
6. Winona Whitman brought forward written concerns as requested by Carla Kurokawa, a member of the Hawaii Workforce Development Board and asked the Chair to include the document as an addendum to the Hawaii County report.
7. Chair Wilkins stated that since Hawaii County provided a verbal summary and written report which was listed on the agenda, the additional information by Ms. Whitman brought to the Council’s attention would be filed for information and discussed by the Permitted Interaction Group and/or interim executive director.

**V. Announcements**

- A. Chair Wilkins urged participation with the community economic development strategies currently ongoing in all communities with each island’s economic development boards and workforce development boards. Outcome of the plan on cluster strategies will be very important information.
- B. The next meeting will be determined through Doodle poll of all members and to ensure quorum. The interim executive director will be sending out the information.

**VI. Adjournment**

- A. The Workforce Development Council meeting was adjourned at 11:52 a.m.

