

DAVID Y. IGE
GOVERNOR

SHAN S. TSUTSUI
LIEUTENANT GOVERNOR



LESLIE WILKINS
CHAIRPERSON

ALLICYN H. TAsAKA
INTERIM EXECUTIVE DIRECTOR

STATE OF HAWAII
WORKFORCE DEVELOPMENT COUNCIL
830 Punchbowl Street, Suite 417, Honolulu, Hawaii 96813
Phone: (808) 586-8630 / Fax: (808) 586-8674
Web: <http://labor.hawaii.gov/wdc/>

April 21, 2016

(SN 05)

WIOA BULLETIN NO. 05-16

TO: WIOA Partners

SUBJECT: Distribution of WIOA Bulletins and Memoranda

PURPOSE

The purpose of this bulletin is to change the distribution system for Workforce Innovation and Opportunity Act (WIOA) bulletins and memoranda.

BACKGROUND

Historically, WIOA memoranda that convey general information and bulletins that transmit policy guidance have been issued as hard copies to entities involved in the administration and operation of these programs.

POLICY

From this point forward, notification of memoranda and bulletins will be done electronically through email with links to the documents that will be posted on the Workforce Development Council website <http://labor.hawaii.gov/wdc/wia-docs/>. Workforce Investment Act (WIA) bulletins and memoranda will remain posted until all aspects of the program are closed-out. Bulletins and memoranda for WIOA programs are now located on the same site.

PROCEDURES

The WIOA memoranda and bulletins will be sent to those agencies that are responsible for the administration and operation of WIOA programs. These entities are responsible for making this information accessible to all staff involved in the administration and operation of WIOA programs. A copy of the email distribution list is attached for your information (Attachment). These agencies are then required to distribute this information to the Chief Local Elected Official, Local Workforce Development Boards and Service Providers, as appropriate.

INQUIRIES

Inquiries regarding this bulletin may be directed to Linda Sakamoto at (808) 586-9167.



ALLICYN H. TAsAKA
Interim Executive Director

Attachment

c: ASO-WIOA Unit

Local WIOA Administrative or Operational Entity

Barbara Yamashita, Deputy Director
Department of Community Services
City and County of Honolulu
715 South King Street
Honolulu, Hawaii 96813
b.yamashita@honolulu.gov

Attention: Marilyn Matsunaga, Executive Director
Oahu Workforce Development Board
mmatsunaga@honolulu.gov

Susan Akiyama, Administrator
Office of Housing & Community Development
County of Hawaii
50 Wailuku Drive
Hilo, Hawaii 96720
Susan.Akiyama@hawaiiicounty.gov

Attention: Michelle Arima, WIOA Specialist
ohcdwia@hawaiiicounty.gov

Teena Rasmussen, Coordinator
Office of Economic Development
County of Maui
One Main Plaza
2200 Main Street, Suite 305
Wailuku, Hawaii 96793
teena.rasmussen@mauicounty.gov

Attention: Executive Director

George Costa, Jr., Director
Office of Economic Development
County of Kauai
4444 Rice Street, Suite 200
Lihue, Hawaii 96766
gcosta@kauai.gov

Attention: Ka'eo Bradford, WIOA Administrator
kbradford@kauai.gov