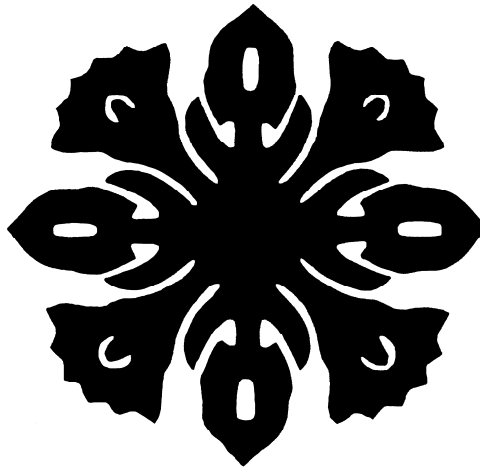


**JULY 1, 2009 – JUNE 30, 2010  
KAUA`I LOCAL AREA PLAN**

**For**

**Title I: Workforce Investment Act and the Wagner-Peyser Act**



**Submitted to:**

**State of Hawai`i Workforce Development Council  
830 Punchbowl St., Room 417  
Honolulu, HI 96813**

**By:**

**Kaua`i Workforce Investment Board**

**Randall Francisco, Chair**

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**The Honorable Bernard P. Carvalho, Jr.**

**Mayor, County of Kaua`i**

**KAUA`I LOCAL AREA PLAN**  
**Title I – Workforce Investment Act and the Wagner-Peyser Act**

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This Local Area Plan Modification is submitted for the period of July 1, 2009 through June 30, 2010 in accordance with the provisions of the American Recovery and Reinvestment Act and the Workforce Investment Act and the Wagner-Peyser Act. We further certify that we will operate our Workforce Investment Act and Wagner-Peyser programs in accordance with this plan and applicable federal and state laws and regulations.

\_\_\_\_\_  
Chair of Kaua'i  
Workforce Investment Board

\_\_\_\_\_  
Mayor of Kaua'i

Randall Francisco  
\_\_\_\_\_  
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Bernard P. Carvalho, Jr.  
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## **PURPOSE**

This Local Area Plan Modification identifies changes in practices and course of action of the Kaua‘i Workforce Investment Board and the WorkWise – Kaua‘i One Stop Job Center for Program Year 2009.

These changes are consistent with the Hawai‘i State Plan Modification for Implementing the Employment and Training Provisions of the American Recovery and Reinvestment Act (“ARRA”), July 1, 2009 – June 30, 2010.

## REFERENCES

1. Workforce Investment Act of 1998 (WIA), P.L. 105-220
2. Training and Employment Guidance Letter (“TEGL”) No. 14-08: *Guidance for Implementation of the Workforce Investment Act and the Wagner-Peyser Act Funding in the American Recovery and Reinvestment Act of 2009 and State Planning Requirements for PY 2009,*” USDOL-ETA, March 18, 2009.
3. Hawaii State Plan Modification for Title I-B of the Workforce Investment Act and the Wagner-Peyser Act, for July 1, 2009 to June 30, 2010. Located on the Department of Labor and Industrial Relations website at:  
[http://hawaii.gov/labor/wdc/pdf/State%20Plan%20Mod\\_061909\\_FINAL.pdf](http://hawaii.gov/labor/wdc/pdf/State%20Plan%20Mod_061909_FINAL.pdf)
4. DLIR Bulletin No. 07-09, dated Jun3 9, 2009, extends the existing Local Area Plans for the Workforce Investment Act and Wagner-Peyser Act.
5. <http://www.hiwi.org/> – web page of DLIR’s Research & Statistics Office

## I. LOCAL VISION AND GOALS

1. *Indicate how the Local Area Plan is implementing the State Vision as summarized (additional elements may be found in the Hawai‘i State Comprehensive Workforce Development Plan for 2009-2014). Indicate where, if any, the elements in your Local Area Plan differ from the State’s vision and goals.*

The Kaua‘i Workforce Investment Board (KWIB) plan modification is consistent with the Hawai‘i State Plan Modification for Title I-B, Workforce Investment Act, the American Recovery and Reinvestment Act, and Wagner-Peyser Act; and it aligns with Kaua‘i’s Economic Development Plan for 2005-2015, as articulated in the “Comprehensive Economic Development Strategy (CEDS) report.

***KWIB Vision:*** The skills and talents of Kauai’s workforce power a vigorous economic environment where business and workers are equipped to maintain a thriving economy for residents, and our future generations.

***KWIB Mission:*** To ensure Kauai’s workforce is prepared with needed skills and talents to develop a flourishing business community

The County of Kaua‘i contracted Kaua‘i Economic Development Board (KEDB) to update the County’s CEDS; meetings with key government, business, and community leaders have commenced in this process. Meanwhile, the 2005 Kaua‘i Comprehensive Economic Development Plan six emerging clusters through 2015 remain:

- Agriculture and Food
- Healthcare and Wellness
- Sports and Recreation
- Arts and Culture
- High Technology
- Renewable Energy

The Governor’s five-point plan to address the challenging times ahead by transforming Hawai‘i from a land development-based economy to one based on the limitless potential of human innovation includes:

- a. Increased tourism outreach and marketing

Kaua‘i’s leisure and hospitality industry comprises over 27 percent of the County’s private industry employment, which includes ten of Kaua‘i’s twenty largest occupations by number of employees. A significant amount of



Kaua`i's gross annual income is generated from this leisure and hospitality industry, as well. So Kaua`i's economic vitality and future well-being are heavily dependent upon re-establishing and expanding the leisure and hospitality industry.

The County of Kaua`i Office of Economic Development, The Kaua`i Visitors Bureau, and the Kaua`i Chamber of Commerce collaborated this year on a one million dollar multi-pronged marketing campaign to bolster this struggling industry.

In addition to targeted marketing to strategic gateway cities and volume wholesalers, this campaign included creating a promotional value-added coupon book that featured local businesses that opted to participate at no cost to the business.

b. Investing in improvements to infrastructure and facilities

Major State and County roadways are being improved and widened while our County bus system has been expanded to improve traffic flow and enhance the labor force's ability to commute to work using public transportation.

County facilities are being retrofitted to improve energy efficiency and new photovoltaic systems are being installed. New facilities that will benefit the community are being built including a fire station in population dense north Kapaa with an energy efficient photovoltaic system and a wastewater treatment facility on the growing Westside of the island in Waimea that incorporates green design.

c. Lowering business fees and providing tax relief; (State-level issues)

d. Attracting private investment, especially in energy

Strong interest in investing on Kaua`i continues to be expressed by businesses in the areas of:

- Energy – Due to Kaua`i's dependence on, and the rising costs of imported fossil fuels, the local utility, County government and residents are looking to clean, renewable energy sources. There is growing interest and research underway into validity large scale-photovoltaic and wind energy generation, concentrated solar, hydro-electric, wave energy generation, landfill by-product methane gas, and other renewable energy sources.

Emerging start-up companies are bringing technology for concentrated solar, photovoltaic systems, and bio-fuels to Kaua`i. New State law requiring solar water heating systems in new home construction will also expand investment on Kaua`i.

In addition to renewable energy, Kauai's citizens are looking for implementation of Energy Efficiency & Conservation Retrofits in Public & Commercial buildings and "green" building codes. It is likely that Kaua'i will experience more immediate demand

- Technology – Within the past year, Hawai'i based Akimeka, partnering with ITT Corporation as Manu Kai, secured the long term operations contract for the Navy's Pacific Missile Range Facility at Mānā. Since PMRF is a vital and strategic testing site for National defense, its continued presence, along with at least 10 government contractors, should continue to be secure. The Kaua'i Economic Development Board (KEDB) works closely with our State's congressional delegation to secure Federal funds for technology projects on Kaua'i.
- Agriculture and Food – Because of Kaua'i's ideal climate and 3 growing seasons, the seed industry continues to expand and prosper. Dow AgroScience recently entered the Kaua'i marketplace and will take over lands formerly cultivated by Gay and Robinson sugar.

Kaua'i's Papaya Disinfestation Facility, which had been closed for more than 10 years, will re-open within the next quarter, enabling local papaya farmers to market and export their crop within the state and to the U.S. Mainland. In conjunction with this project, more acreage has been devoted to papaya production including training for those who indicated a desire to farm the land.

The Kīlauea Ag Park, another long awaited top-priority project, will provide jobs and farming opportunities, as well as reduce Kaua'i's dependence on imported foods and promote sustainable food production.

- Sports and Recreation – The first annual Kaua'i Marathon was held during the Labor Day weekend and far exceeded expectations. Registration for the event had to be closed when numbers exceeded 3 times what was originally projected in the initial planning. South-shore accommodations were sold out and visitor daily spending was greater than usual. So this successful event provided a huge boost to the economy during a historically slow month. Plans are underway to continue this successful event annually and make this a signature event for Kaua'i.

The Kaua'i Challenge is another successful sporting event, having grown over the last 8 years. This high school girls volleyball tournament boasts a field of 12 teams from the U.S. mainland, 12 from neighbor islands and 4 Kaua'i high schools. The 5-day tournament utilizes all 4 high school gymnasiums, and provides a varied venue and landscape for visiting teams and their families to enjoy.

- e. Maximizing federal dollars and partnerships  
Whenever possible, collaboration among vested agencies and organizations is encouraged to ensure that Kaua‘i is able to maximize the benefits of federal funds received.

2. *Describe your vision and strategic goals for the following areas.*

- a. *Education and training – what is the LWIB vision for ensuring a continuum of education and training opportunities that support a skilled workforce?*

Investment in education and training supports Kaua‘i’s overall economic goals. Continuing our efforts to integrate our workforce employment, education systems and economic development is critical to sustaining and advancing Kaua‘i’s economy and quality of life. Our goal is to achieve a true continuum of education and training to support a workforce that can make the necessary transitions among occupations, industries and careers through life-long learning and skill advancement as Kaua‘i’s economy evolves.

Emphasis includes:

- Assist incumbent workers to train for “high wage” or at least “living wage” opportunities
- Promote established career pathways and career advising services that span secondary and postsecondary systems
- Improve integration of programs that provide work readiness, hands-on and classroom training and work experience, resulting in a work readiness certificate or equivalent.
- Enhance access to adult education and training with an expanded list of eligible training providers and alternate delivery methods, as well as employer sponsored “customized” and on-the-job training.

- b. *One-Stop Job Center services*

The *WorkWise* – Kaua‘i One-Stop Job Center will relocate to the County’s Lihue Civic Center by early January 2010. Its efficient floor plan will facilitate the delivery of optimal services to businesses and participants. This location is ideal for effective business development, job placement, and to provide the environment necessary to support participant efforts to raise their standard of living.

The One-Stop will be in close proximity to training rooms and business assistance services such as permitting and licensing, as well as affordable housing assistance – all of which are located within the County complex.

*WorkWise* – Kaua‘i consortium partners will have access to a workstation in the new facility as well, providing opportunity to maximize resources, increase outreach, improve and expand training, and create additional services such as:

- Recruitment programs to meet specific human resource needs of small businesses
- Succession Planning workshops to help prepare the next generation to successfully assume business operations leadership
- Partnerships with local schools to enable students to work part-time in family-run businesses
- Incumbent worker training opportunities for “high wage” opportunities, potentially raising their standard of living while freeing up their existing jobs for less-prepared job seekers,
- Improved integration of existing programs resulting in a better-prepared workforce.

*c. Youth development*

Our youth are Kaua‘i’s future so their development is critical to our island’s economic well-being. The Kaua‘i Workforce Investment Board are the leaders that serve as catalysts to bring together education, employment and economic development. Our goals include providing our youth, particularly those most in need of assistance, such as out-of-school youth, homeless youth, youth aging out of foster care, youth offenders, children of incarcerated parents and migrant and seasonal farm workers, youth needing remedial education and/or help to stay in school, and other youth at risk with:

- An opportunity to develop and achieve career goals through education and workforce training;
- Access to high quality, standards-based education with full participation in decision-making and self-determination through informed choices;
- Access to information about career options and exposure to the world of work, including structured work experiences and internships;
- Opportunities to develop social, civic and leadership skills through strong connections to caring adults, support services and special accommodations to allow them to become independent adults;
- And equal opportunity for everyone, including non-discrimination, individualization, inclusion and integration, to find and succeed in self-satisfying careers that will provide a livable wage resulting in economic self-sufficiency.

- d. *Communication and coordination –What is the LWIB vision for bringing together the key workforce development players to continuously identify the workforce challenges facing the county, and to develop innovative strategies and solutions that effectively leverage resources to address those challenges?*

The Kaua‘i Workforce Investment Board has committed itself to be a convenor, bringing together key workforce stakeholders to identify our current and future workforce challenges, to work collaboratively to develop strategies and leverage resources to effectively implement its plan.

Representatives of Kaua‘i’s key industries and service organizations comprise KWIB’s membership. During Board meetings, members provide Industry Updates to apprise the Board of challenges and opportunities their industries are encountering that provides “real-time” information from which the Board is able to identify trends, assess the effectiveness of implemented strategies in producing desired results, as well as determining the need for modification. In addition, the Board will highlight various industries at its meetings through guest speakers.

In Program Year 2008, KWIB held forums that focused on the County’s 6 key industry clusters to gather current LMI from industry leaders and identify their major workforce challenges. In Program Year 2009, KWIB is following up with these leaders to identify their talent pipelines and the key skill sets in demand. By identifying these essential skill sets that lead to high wage in demand occupations, the Board will then determine which of these essential skill sets are currently in short supply on Kaua‘i and then work with our educational institutions to develop strategies for developing these skill sets on-island in order to expand our efforts to “Grow Our Own” workforce talent.

Many KWIB members also serve on other boards including: the Kaua‘i Chamber of Commerce, Kaua‘i Economic Development Board, Kaua‘i Planning Action Alliance and are able to promote collaboration and synergy.

- e. *Use of resources –what is the LWIB vision for maximizing and leveraging county resources to ensure a skilled workforce for business and industry?*

Resources need to be effectively and efficiently directed toward the changing needs of our community and businesses to ensure that social, regulatory, and physical infrastructure support an appropriate and desirable level of local economic growth. Continuing to expand existing public/private partnerships and develop new ones will enable the Board to better coordinate public and private sector investments and resources. Private sector businesses and foundations invest significant resources in recruiting and training new employees.

Building strategic partnerships among business, education, economic development and workforce agencies is essential. We will identify and continually improve services and strategies to better meet workforce expectations

and needs through employer forums, community/business surveys, making job developer contacts, and combining the expertise and resources of KWIB, Department of Education, Kaua`i Community College, Kaua`i Rural Development Project, Small Business Development Corporation, Kaua`i Chamber of Commerce, Kaua`i Economic Development Board, Kaua`i Visitors' Bureau, and other relevant entities.

The Board will also explore the viability of a non-profit 501(c)3 entity through which additional financial resources such as grants and a fee-for-service program can be pursued and developed, while maintaining its commitment to meet and exceed Workforce Investment Act performance objectives as we “Grow Our Own” talent.

*f. Performance accountability, and*

KWIB and the Executive Committee review and discuss monthly service provider reports and quarterly State-generated Performance Reports to celebrate participant successes, as well as identify performance challenges and potentially needed Board intervention.

The Board seeks detailed explanations when outcomes are significantly less than expected in order to identify trends or specific reasons for these poor results. This then enables the Board to make recommendations to the service provider to implement changes that should result in improved results

The goal is to work collaboratively to ensure that we provide as optimal conditions as possible to maximize the benefits to our participants as well as produce the desired outcomes reflected in Section IV Performance Goals and Levels..

*g. Other local priorities.*

Board members are committed to serving the community by providing individuals opportunities to dream of future possibilities and the tools needed to build self-confidence necessary to help bring those plans to reality.

Members regularly participate in career awareness and mock interview events, and serve as guest speakers in schools and in our youth program. Some also mentor youth and young adults, investing in developing a responsible, contributing citizen.

3. *Identify the LWIB's top two to four priorities for the next year.*

1. Engage local businesses to determine existing and evolving skill sets to align supply and demand
  - a. Identify talent pipelines for our key industries, generating a list of skill expectations across clusters.

- b. Identify, compile, and present labor market information in a format useful for determining WIB effectiveness and for developing community-based workforce action plans.
2. Facilitate collaboration between business, government, and educators to effectively utilize resources integrating education, employment and economic development to ensure the current and emerging workforce is equipped to adapt quickly to meet evolving community needs. This is vital in order to effectively utilize ARRA funds for targeted workforce projects.

The underlying strength of Kaua‘i’s businesses is a labor force well-equipped to supply the talent and leadership in the changing face of competition. To achieve our goals it is essential to strategically focus on skills needed in targeted industry clusters and occupations in high demand. By increasing the number of people who move successfully through the education system, we will improve the worker supply as well as the quality of skilled workers.

For employers to secure a competitive advantage provided by a highly skilled workforce, a steady supply of qualified workers is essential. Opportunities for incumbent workers to develop their skills and advance, for dislocated workers to develop skills in demand by emerging industries, and for expatriates and “locally born and raised” workers to return to Hawai‘i, are essential. In addition outreach to equip currently underrepresented workers to successfully enter the workforce including people with disabilities, immigrants, out-of-school youth, older workers and retirees, veterans, TANF recipients, rehabilitated substance abusers, ex-offenders, individuals with limited English proficiency, discouraged workers, new residents, spouses of military personnel, mothers re-entering the workforce, etc. must continue in anticipation of our retracting workforce.

## **II. ASSESSMENT OF LABOR AND ECONOMIC MARKET NEEDS**

4. *What are the economic development goals for attracting, retaining and growing business and industry in the county? What LWIB strategies support the creation, sustainability and growth of small businesses and support for the workforce needs of small businesses?*

The Kauai Workforce Investment Board (KWIB) continues to focus its efforts on its high growth industries identified in the County of Kauai 2005 -2015 comprehensive economic development strategy (CEDS). “Grow Our Own” is the Board strategy to produce qualified employable workers with the skill sets needed to support and expand these vital industries. The Board’s ultimate goal is to enable the local labor force to meet the needs of living wage occupations in demand, thereby reducing the business need to recruit from off-island and out-of-state.

The County of Kaua‘i also contracted with the Kaua‘i Economic Development Board (KEDB) to update the above-referenced CEDS. Meetings of key community leaders from all sectors, as well as industry forums are underway. Once completed, the findings will be reviewed and integrated into the KWIB plan, as appropriate.

• **Technology** is well-established on the Westside of Kaua‘i in support of the Pacific Missile Range Facility (PMRF), primarily in engineering and computer science solutions for our national defense.

It is essential that Kaua‘i provide a stable supply of skilled workers to these government contractors in order to retain them on-island. Business representatives, One Stop Job Center staff, KWIB members and staff regularly participate in career fairs, mock interviews, and other activities on school campuses to expose students to this field and the array of career opportunities available on island.

The County established its Team Tech program where major technology companies are partnered with the public schools on Kaua‘i. These companies bring the technology on campus, providing guest speakers and advisors for science projects, as well as sponsoring student technology projects. An annual event is held to showcase the partnerships and all the student achievements.

The County also developed a “Kama‘āina Come Home” brochure targeting Kaua‘i students in college on the mainland and expatriates who possess technology skills, to help link these high-skilled workers with local employers seeking their expertise.

• **Agriculture and Food** industry has transitioned to more advanced technologies in research and development. This includes careers in GIS applications and genetic testing. Kaua‘i’s climate provides three growing seasons, accelerating the research cycle, making it ideal for seed, including corn, soy and sunflower. Existing seed businesses continue to expand their acreage while other seed businesses such as Dow AgroScience enter the market, in this case taking over Gay and Robinson agricultural lands formerly in sugar production. See “Renewable Energy” for additional uses of the G & R acreage.

Through the UH CTAHR, new papaya farmers are being trained to grow papaya crop that will be processed through the soon-to-be-reopened Papaya Disinfestation Facility and exported to neighbor islands and U.S. mainland.

In addition, food production is a struggling but growing agricultural sector that is vital in addressing the island’s concern for food security. The concept of “Farm-to-table” strives to match food supply to local demand, and this “eat fresh” concept is growing in popularity. Numerous community organizations have been formed in the past two years that focus on food sustainability.

The first Garden Island Range & Food Festival was held in November 2009 and showcased locally raised beef and other livestock, prepared by well-known local



chefs assisted by KCC culinary program students. By increasing public awareness of the quality and availability of local products, demand should increase which will encourage ranchers to “finish” and slaughter their livestock on-island rather than shipping them to the mainland to do so. Discussions to build a slaughterhouse with capacity to meet the island’s growing need have been ongoing.

Kauai Community College’s Food Industry Career Pathways program offers training for persons seeking to enter careers, or to increase the success of an existing enterprise, in the food and agriculture industry. The major goal of the Food Industry program is to increase production of locally grown food by providing training in the skills of home gardening, community gardening and small commercial farming. In addition, the college will be offering an Agriculture curriculum towards an agronomy degree, helping to provide qualified candidates for employment to seed corn companies and other related sectors.

The Kaua‘i Community Market, a partnership between Kaua‘i CC and the Kaua‘i Farm Bureau is a Saturday on-campus venue that promotes locally produced food products and locally produced value-added products.

The Kaua‘i Workforce Investment Board hosted an Agriculture and Food Industry Tour for school educators and counselors and community employment counselors in Fall 2008 to educate them about the high wage employment opportunities available in this industry, dispelling the myths of low wages that persist from the pineapple and sugar industry era.

Presentations by Pioneer HI-Bred, Kaua‘i Coffee, and Kaua‘i Community College’s Culinary Program and site visits to the coffee factory and KCC’s teaching kitchen and organic community garden helped establish the “new look” of the industry in everyone’s mind.

The goal of these types of events is to equip those who counsel and advise students and job seekers with current information about the industry so they can more accurately convey to their constituents the opportunities available in the particular industry and the associated educational requirements. This sharing of current labor market information is critical to our effort to match our workforce supply with existing and future market demand

In addition, the Ag in the Classroom program provides high school students the opportunity to learn about the Agriculture Industry, and consider becoming tomorrow’s farmers.

•**Healthcare and Wellness** is one of only two Kaua‘i industries that grew in the past year, and it was nominal at 2%. The County of Kaua‘i is fortunate to have two acute care State medical facilities and one private facility, as well as numerous long term care facilities on-island that provide the community to convenient access to quality health care.

Kaua‘i Community College provides excellent RN education at the associate degree level, as well as Certified Nurse Aide, Home Health Aide, and Medical Office Receptionist training. It also offers a pre-nursing curriculum to help prepare students for the field and the rigors of the nursing program curriculum. And through the University of Hawai‘i Center on KCC’s campus, BSN and MSN programs are periodically available.

The current challenge faced by new RN graduates is facilities preferring to hire nurses with experience. So the transition from nursing student to nursing career has been a difficult one for many of the graduates in recent years. Part of the ARRA-healthcare grant the State is pursuing is designed to help experienced nurses acquire training and skills needed to move into specialty areas of acute facilities: ER, ICU/CCU, OR, L & D, etc., as well as help recent nurse graduates with additional clinical time to successfully transition them into their nursing careers to fill Med-Surg positions that become available as the incumbent nurses are then able to move into the specialty areas.

New allied health educational programs are being developed in conjunction with identified needs of the island’s health care providers including: medical technicians and health information technicians.

•**Sports and Recreation** is a potentially eco-friendly industry where there are still new facets to promote. The recent success of the Kaua‘i Marathon and the Kaua‘i Challenge Volleyball Tournament that attracted national and international participants demonstrates there is potential to generate significant economic stimulus in this strategic niche. Although jobs such as event coordinators, security, promotion, food and beverage, vendors, etc. exist only for the duration of the planning and execution of the particular event, there is potential to expand the industry by scheduling numerous sports events throughout the year that will provide at least part-time employment within the industry. In addition, these events support the leisure and hospitality industry by filling rooms and increasing visitor spending.

• **Renewable Energy** is growing in interest on Kaua‘i. With the rapidly rising cost of fossil fuels in 2008, businesses and the public are now actively seeking renewable energy solutions to their own utility costs by reducing reliance on energy generated with fossil fuels. One solution for local residents has been the purchase and installation of Small Wind Energy units on their homes.

In conjunction with this growing interest, the Kaua‘i Community College held a technology expo on campus in Spring 2009 that showcased new technologies and energy solutions. Many of the vendors are fledgling start ups that hope to capitalize on this growing demand and anticipate expanding their workforce.

Large photovoltaic systems have recently been installed at the Kaua‘i Grand Hyatt, Wilcox Memorial Hospital, and other locations and are being planned for the Kaua‘i County Civic Center and Kaua‘i Community College. In addition, concentrated

solar technology will soon become reality on Kaua'i with the recent purchase of land in West Kaua'i and agreement with KIUC for its development.

A bio-diesel plant was recently opened on Kaua'i that converts used cooking oil from restaurants into diesel fuel to operate field equipment. Also former Gay and Robinson field and factory operations will be used by Pac West to produce sugar molasses that will be converted in the ethanol bio-fuel. Pac West will also burn the by-product bagasse to generate energy for Kaua'i Island Utility Cooperative. To the extent possible, laid off G & R workers will be re-trained with skills sets transferrable to multiple industries, including these operations.

The County is also negotiating with the Navy at PMRF in their plans to generate energy from landfill methane gas.

•**Arts and Culture** remains a stable niche industry that is vital to the County of Kaua'i's identity and economy, as well as essential in supporting our visitor industry.

Kaua'i Community College offers programs in Hawaiian Botany, Hawaiian Studies, Hawaiian Language, Polynesian Voyaging, Marine options, etc. that are critical foundational programs to other related degree programs. A Tour Guide Training Program developed on Kaua'i focusing on the host culture is still being used throughout the State's community college system.

•**Small Business is an additional area of KWIB focus** - Kaua'i's Small Business Development Center (SBDC) is situated on the Kaua'i Community College campus and provides a variety of workshops and services for those considering starting a business and others who need assistance in strengthening their already established businesses. *WorkWise* – Kaua'i One Stop Job Center staff refer individuals contemplating entrepreneurship to the SBDC and also assist in promoting the SBDC's courses and services.

The Center will be relocating to a more accessible area of campus in the near future which should further enhance its ability to provide services to entrepreneurs.

5. *What jobs/occupations are most critical to the county's economy? What are the skills requirements for these jobs and occupations?*

## Kaua‘i’s 20 Largest Occupations by Number of Employees

Occupation	Estimated Employment (2007)
Food Preparation and Serving Related Occupations	4,870
Office and Administrative Support Occupations	4,170
Sales and Related Occupations	3,440
Building and Grounds Cleaning and Maintenance Occupatio	3,000
Transportation and Material Moving Occupations	2,500
Food and Beverage Serving Workers	2,410
Retail Sales Workers	2,320
Building Cleaning and Pest Control Workers	1,800
Construction and Extraction Occupations	1,630
Installation, Maintenance, and Repair Occupations	1,580
Management Occupations	1,560
Construction Trades Workers	1,390
Retail Salespersons	1,380
Education, Training, and Library Occupations	1,320
Waiters and Waitresses	1,300
Personal Care and Service Occupations	1,210
Information and Record Clerks	1,180
Maids and Housekeeping Cleaners	1,160
Material Moving Workers	1,130
Healthcare Practitioners and Technical Occupations	1,100

Source: Hawai‘i Workforce Informer, 2008

The chart above demonstrates that Kaua‘i is dominated by service industries. Low-skilled occupations typically require less than a month of training and usually on-the-job, comprise 60% of the 20 largest occupations on Kaua‘i. Medium-skilled occupations generally require one to twelve months of training or education and comprise 25% of the top 20 occupations. High-skilled occupations require at least an associate degree or more long term formal education and comprise only 15% of the 20 largest occupations.

However, during challenging economic times as Kaua‘i is now facing, these low-skilled service jobs are also among the first to experience diminished demand. The leisure and hospitality industry alone lost 1,100 jobs between August 2008 and August 2009, equivalent to 12.6% of industry jobs.

Most of the largest occupations listed above are NOT among the fastest growing occupations, which are shown below.

**Kaua‘i’s Fast Growing Occupations 2004 – 2014**  
**By Number of Openings (40 + per yr) & Preparation Needed**

<b>Occupation</b> <i>Little Preparation</i> <i>Less than 1 month of training, usually on the job</i>	<b>2004-2014 Annual Job Openings</b>	<b>Annual Growth Rate</b>
Material Moving Workers	236	2.1%
Other Personal Care and Service Workers	108	2.1%

<b>Occupation</b> <i>Short Term Preparation</i> <i>1 – 12 months of training or education</i>	<b>2004-2014 Annual Job Openings</b>	<b>Annual Growth Rate</b>
Nursing, Psychiatric, and Home Health Aides	90	2.9%
Nursing Aides, Orderlies, and Attendants (in demand)	76	2.8%
Truck Drivers, Light or Delivery Services (in demand)	63	2.3%
Sales Reps, Wholesale & Manufacturing	47	2.9%
Sales Reps, Wholesale & Manufacturing, Except Technical & Scientific Products	44	3.1%
Electrical & Electronic Equip Mech, Install, Rep	42	2.5%

<b>Occupation</b> <i>Middle Level Preparation</i> <i>More than 1 year to &lt; 4 years of training or education</i>	<b>2004-2014 Annual Job Openings</b>	<b>Annual Growth Rate</b>
<i>Healthcare Support Occupations</i>	144	2.1%
Maintenance & Repair Workers, General	110	2.0%
<i>Business Operations Specialists</i>	90	2.2%
<i>Registered Nurses (in demand)</i>	80	2.1%
<i>Community and Social Services Occupations</i>	70	2.2%
<i>Teachers Assistants (in demand)</i>	55	2.5%
<i>Business Operations Specialits, All Other (in demand)</i>	40	2.9%

<b>Occupation</b> <i>Long Term Preparation</i> <i>Bachelor's degree or higher;</i> <i>may need work experience</i>	<b>2004-2014 Annual Job Openings</b>	<b>Annual Growth Rate</b>
Counselors, Social Workers, Other Comm & Soc Svc Spec	60	2.5%
Other Education, training, and Library Occupations	59	2.5%
Computer and Mathematical Occupations	57	3.6%
General & Operations Managers (in demand)	50	2.0%
Postsecondary Teachers	44	3.1%
Accountants & Auditors	42	2.1%

Research and Statistics Office  
Department of Labor and Industrial Relations, State of Hawai'i 2009

The fastest growing occupations by percentage growth, as shown below, are all mid to high skill jobs.

## Fast Growing Occupations by Rate of Growth

<b>Occupation</b>	<b>Estimated Year - Projected Year</b>	<b>Employment Projections</b>			<b>Percent Change</b>	<b>Growth Rate</b>
		<b>Estimated</b>	<b>Projected</b>	<b>Change</b>		
<u>Computer and Mathematical Occupations</u>	2004 - 2014	160	220	57	35.6	3.6
<u>Computer Specialists</u>	2004 - 2014	160	210	57	35.6	3.6
<u>Social and Community Service Managers</u>	2004 - 2014	30	40	10	33.3	3.3
<u>Mobile Heavy Equipment Mechanics, Except Engines</u>	2004 - 2014	30	40	10	33.3	3.3
<u>Sales Rep, Wholesale &amp; Mfg, Exc Tech &amp; Sci Product</u> <b>In Demand</b>	2004 - 2014	140	190	44	31.4	3.1

Research and Statistics Office  
Department of Labor and Industrial Relations, State of Hawai'i 2009

6. *What workforce development issues has the LWIB prioritized as being most critical to its economic health and growth?*

The current recession demonstrates Kaua‘i’s dependence on the Leisure and Hospitality industry and our need to accelerate efforts to diversify into emerging industries that provide essential products and services that are less impacted by fluctuations in the economy.

This diversification will provide the County a more stable economic base that can more effectively weather domestic and global economic market fluctuations. It will also provide our workforce more opportunities to pursue non-traditional fields of interest enabling Kaua‘i to “grow our own,” retaining local talent to fill these diverse occupations.

In addition, KWIB projects currently underway include: talent pipeline mapping by industry and workforce skills assessment to be able to define the quality and quantity of skills Kaua‘i’s current workforce possesses and determine skills gaps that need to be closed.

7. *Based on the regional economic and labor market analysis, what strategies has the LWIB implemented or plan to implement to identify and target industries and occupations with the area that are high growth, high demand and vital to the local economy?*

KWIB is still targeting industries already identified in the 2005 CEDS as the high growth industries. Its strategies are cited in other sections of this plan.

It will reassess and adjust its focus when the CEDS update is completed next year. The following table reflects what are now being identified as Kaua‘i’s fast growing industries. Of significance is the large staff need for Nursing and Residential Care facilities which is already being addressed through expansion of programs focusing on skills needed in long term care facilities.

**Fast Growing Industries by Rate of Growth**

[\[Top\]](#)

Industry	Estimated Year - Projected Year	Employment Projections			Percent Change	Growth Rate
		Estimated	Projected	Change		
<u>Wood Product Manufacturing</u>	<u>2004 - 2014</u>	20	40	20	100.0	10.0
<u>Motion Picture &amp; Sound Recording Ind</u>	<u>2004 - 2014</u>	50	90	40	80.0	8.0
<u>Water Transportation</u>	<u>2004 - 2014</u>	20	30	10	50.0	5.0
<u>Nursing and Residential Care Facilities</u>	<u>2004 - 2014</u>	300	450	150	50.0	5.0
<u>Merchant Wholesalers, Durable Goods</u>	<u>2004 - 2014</u>	90	130	40	44.4	4.4

8. *How has the county begun to prepare for “green jobs” training and job placement? What processes will the LWIB implement in One-Stop Centers to adequately prepare staff to assist customers in identifying green job opportunities, including education and training?*

Green jobs have been a KWIB topic of discussion for several years now. As more information becomes available, Board members and staff and one stop staff are learning more and developing an evolving understanding of what “green jobs” actually are. Whenever possible, staff participate in “green” seminars or webinars and then share information with other staff who did not attend.

Kaua‘i Community College faculty and staff have been working with union representatives to develop appropriate curriculum to address various aspects of green jobs, initially in construction and the trades. In addition to these credit programs, KCC is planning a non-credit Solar Energy Installation & Maintenance certificate.

<b>Kaua‘i Community College Energy-Related Curriculum - 2009</b>				
<b>INDUSTRY</b>	<b>OCCUPATIONS</b>	<b>EDUCATION AND TRAINING PROGRAMS</b>	<b>DURATION &amp; CERTIFICATE OR DEGREE</b>	<b>NATIONAL STANDARDS</b>
Building Design and Construction Weatherization	<ul style="list-style-type: none"> <li>•Certified Energy Auditor/Home Energy Rater</li> <li>•Energy Commissioners</li> </ul>	Energy Management Training Program - Residential & Small Business Track - Commercial Track	Certificate of Completion (88-hour + 10 hour applied)	BPI, RESNET HERS, LEEDS
Lighting HVAC Solar Water Heating Solar Thermal Cooling	<ul style="list-style-type: none"> <li>•Energy Efficiency Retrofitters and Installers</li> <li>•Laborer, Construction Worker</li> <li>•Project/Construction Manager</li> <li>•Blueprint and CADD Technicians</li> <li>•Carpenters</li> <li>•Drywallers</li> <li>•Plumbers</li> <li>•Welders</li> <li>•Electricians</li> <li>•Facility Engineers</li> </ul>	Facility Engineering Program	Certificate of Completion (23 credits)	BPI, RESNET HERS, LEEDS, NAHB CGP
Photovoltaics	<ul style="list-style-type: none"> <li>•Installer</li> <li>•Maintenance</li> <li>•Welder</li> <li>•Sales and Distribution</li> <li>•PV Performance Consultant</li> </ul>	Photovoltaic Energy Training Program -Small Business and Residential Track -Commercial Track	Certificate of Completion (88-hour + 10 hour applied)	



Process Technology	<ul style="list-style-type: none"> <li>•Maintenance and Repair Systems Technician</li> <li>•Equipment Operators</li> <li>•Stationary Engineers</li> </ul>	Process Technician Program	Certificate of Completion (500 hours)	NIST, ISA Certified Automation Professional
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9. *Is the county experiencing an in-migration or out-migration of workers that impacts or will impact the labor pool?*

During the one year period from August 2008 to August 2009, Kaua‘i had an out-migration of 850 workers that equates to 2.5% of the labor force. In comparison to the July 2008 and the County’s Labor Force high of 34,300, we lost 1,500 workers or 4.4%.

Period	Job Count (non Ag)*	Total Labor Force*	# Unemployed*	Kauai UI Rate
7/08	30,750	<b>34,300</b>	1,500	4.3
8/08	30,650	33,650	1,500	4.3
9/08	30,150	33,350	1,600	4.9
10/08	29,900	33,300	1,850	5.5
11/08	29,850	33,350	2,200	6.5
12/08	29,250	33,450	2,550	7.6
01/09	28,900	33,650	3,000	8.9
02/09	28,750	33,350	3,050	9.2
03/09	28,450	33,150	3,400	10.3
04/09	28,300	33,200	3,300	9.9
05/09	28,050	32,900	3,400	10.4
06/09	29,500	33,200	3,700	11.0
07/09	28,000	33,450	3,250	9.8
08/09	27,650	32,800	3,150	9.6

Presumably these losses were from the unemployed. When the economy starts to recover, it will be challenging to replace these out-migrated workers if they were skilled workers who were displaced from skilled positions that are restored during the recovery.

The Board will need to assess the skills mix that has been lost to determine proactive measures needed to recover the lost talent.

NON-AGRICULTURAL WAGE AND SALARY JOBS  
KAUAI COUNTY

	August 2009	July 2009	August 2008
TOTAL NONFARM JOBS	27,650	27,950	29,850
Total Private	23,200	23,500	25,400
<b>Goods-Producing</b>	2,150	2,150	2,450
Mining, Logging & Construction	1,750	1,750	2,050
Special Trade Contractors	850	850	1,000
Manufacturing	400	400	400
Durable Goods	100	100	100
Non-Durable Goods	300	300	300
<b>Service-Providing</b>	25,450	25,800	27,400
Private Service-Providing	21,050	21,350	22,950
Trade, Transportation & Utilities	5,600	5,650	6,050
Wholesale Trade	500	500	500
Retail Trade	3,800	3,850	4,100
Food & Beverage Stores	800	800	850
Grocery Stores	700	700	750
Clothing & Clothing Accessories Stores	550	550	550
General Merchandise	950	950	1,000
Department Stores	700	700	750
Transportation, Warehousing & Utilities	1,300	1,300	1,400
Air Transportation	200	200	200
Information	250	250	300
Telecommunications	100	100	100
Financial Activities	1,200	1,200	1,200
Finance & Insurance	550	550	500
Professional & Business Services	2,700	2,850	3,150
Professional, Scientific & Tech. Svcs.	800	750	750
Administrative & Support & Waste Management & Remediation Services	1,800	1,950	2,250
Educational & Health Services	2,550	2,550	2,500
Educational Services	250	250	200
Health Care & Social Assistance	2,300	2,300	2,250
Leisure & Hospitality Arts, Entertainment, & Recreation	7,600	7,700	8,700
Accommodation & Food Services	1,000	1,000	1,100
Accommodation	6,650	6,700	7,600
Accommodation	3,500	3,500	4,200
Food Services & Drinking Places	3,150	3,200	3,400
Full-Service Restaurants	2,000	2,100	2,300
Other Services	1,100	1,100	1,100

Government	4,450	4,450	4,450
Federal Government	500	500	550
Department of Defense	150	150	150
State Government	2,600	2,600	2,600
State Education (DOE & UH)	1,400	1,450	1,450
Local Government	1,350	1,350	1,300

### III. SERVICE DELIVERY STRATEGIES AND SUPPORT FOR TRAINING

#### A. Priority of Service to Low-Income Individuals

10. Describe the method(s) that will be used to identify and individual as a priority customer:

- *A description of how documentation is collected and maintained when an individual self-identifies as a public assistance recipient or other low-income individual;*

Staff have the customer bring in either income tax data or provide at least one monthly check if entire income is consistent from month to month (e.g. SS, SSDI, etc.).

The following are other acceptable means of verifying income:

- UI document/printouts,
- pay stubs,
- employer statements,
- alimony agreements,
- bank statements,
- VA awards letters,
- pension or SS statements,
- housing authority verification, etc.

Most of these require periodic re-certification and participants are also required to inform One-Stop staff of any change in income status.

Other documentation to verify family size is also collected. Whenever possible, staff collect specific data for the preceding 6 or 12 months.

- *The parameters to be used that qualifies someone as a low-income individual (income earned while on military active duty status is disregarded ineligibility determination);*

For both ARRA and Formula WIA Adult programs, 225% of the current Lower Living Standard Income Level (LLSIL) is used to define “low income” in conjunction with family size. The LLSIL is issued annually by the State Department of Labor and Industrial Relations,

- *The estimated percentage or number of WIA adult customers that will qualify for priority of service during the program year;*

Kaua‘i’s unemployment rate began rising dramatically by the fall of 2008; so if Kaua‘i’s unemployed talent does not begin to secure gainful employment at a

brisk rate soon, more and more people will begin to exhaust their unemployment benefits, resulting in the number qualifying for the Adult Program to rise dramatically. Since Priority of Service criteria are applied first, it is likely that all adult customers served will fall under this category.

- 11. If your local area will not be applying priority of service to all adults, describe the procedures that will be used to differentiate between ARRA WIA Adult and non-ARRA WIA Adult customers for purposes of priority of service.*

In most cases qualifying Adults will first be considered for non ARRA WIA Adult, then ARRA WIA Adult. One staff person is serving Adult customers for both programs to ensure funds are utilized concurrently.

- 12. Describe the internal monitoring process that will be initiated to ensure federal priority of service requirements under ARRA are successfully implemented.*

Staff utilize a checklist that lists the program priority of service requirements and the corresponding documents needed for verification. Systematically adhering to the checklist and recording when all verification documents are received and reviewed ensures that these requirements are followed and objectives met. The checklist is retained in the participant file, together with copies of the applicable verification documents.

- 13. Describe the methods of communication that will be used at the local level to ensure all impacted staff members are aware of and using priority of service in daily operations.*

Staff are kept apprised of priority of service requirements by the Branch Manager through emails as change announcements are received with follow up provided during staff meetings when details are further discussed.

## **B. Priority of Service to Veterans**

- 14. Describe or attach the policies that ensure covered persons are identified at the point of entry, allowing them to take full advantage of priority of service. This includes both in-person and virtual access service delivery points.*

Signage in the Resource Center asks Veterans to self identify. In addition, Resource Center staff will ask customers if they are Veterans. Whenever possible, qualifying Veterans are automatically referred to the DVOP counselor.

The HireNet Hawaii data base also requests self identification. On a daily basis, the DVOP counselor scans new database remote registrants to identify qualifying Veterans and follows up with them accordingly.

15. *Describe the internal monitoring process that will be initiated to ensure federal priority of service requirements under ARRA are successfully implemented.*

The DVOP counselor will monitor all qualifying veterans on a daily basis to ensure Priority of Service. Priority of Service will also be applied to all new jobs entered into the HireNet Hawaii database.

Priority is given to green jobs, jobs that pay a livable wage, and jobs for which there is, or is anticipated to be, high near-term demand.

16. *Describe the methods of communication that will be used at the local level to ensure all impacted staff members are aware of and using priority of service in the daily operations.*

Staff are kept apprised of priority of service requirements by the Branch Manager through emails as change announcements are received with follow up provided during staff meetings when details are further discussed.

### **C. Service Delivery to Youth**

#### *Summer Employment Opportunities:*

17. *Describe your PY 2009 summer youth employment program design and include the following:*
- a. *Activities broken out by age groups*

All ARRA Summer youth employment program participants, ages 16 through 24, were provided a one week long Classroom-based learning focusing on the following work readiness curriculum:

#### ***Exploring Careers***

Choosing a career involves many factors and decisions, and *Exploring Careers* helps students sort through and make sense of it all. Each chapter asks a key question—*What do I want to do? What am I willing to work toward achieving? What's available in this area?*—that helps job-seekers to consider their options. The text enables learners to assess their aspirations, interests, strengths, and weaknesses, while also predicting the demands, wages, skills, and training requirements for various jobs.

Finally, *Exploring Careers* encourages students to learn more about the local labor market by surveying area businesses and even meeting with employers. At the conclusion of the workbook, students synthesize what they have learned and then use that knowledge as a basis to prepare a customized career plan.

### ***Job Search***

*Job Search* deconstructs the rather complex process of seeking—and finding—appropriate employment through a process that emphasizes the use of proper skills, attitude, and knowledge to land a high-interest job. The consumable workbook provides a thorough overview of the job-search process, while checklists and other activities help students set goals, build support systems, and make appropriate contacts.

Later chapters provide learners with practice in completing applications, preparing résumés, writing cover letters, and assembling references. The closing chapter covers common interview questions and suggested responses, while a role-play exercise provides students with an opportunity to sharpen their interviewing skills. The text also discusses various post-interview strategies.

### ***Effective Employee***

Businesses are essentially large melting pots, with employees—and their skills—the integral ingredients in the recipe for success. *Effective Employee* helps students and emerging professionals alike understand the skills, experiences, and intangibles needed to secure, and succeed in, a given position. Issues such as individual motivation and behaviors, manager-employee relations, and ethics are spotlighted, while diverse exercises help students examine the ways in which they accomplish tasks and interact with others.

*Effective Employee* equips students with the knowledge and skills to pursue and perform jobs by fostering an understanding of human dynamics and the demands of the workplace.

### ***Working Basics: Life Skills*** (Financial Literacy is covered in this curriculum).

*Working Basics Life Skills* is a compendium of essential issues facing young people today, who encounter so many choices but with so little guidance. Comprehensive content covers more than a dozen skills—ranging from paying bills and taxes to understanding contracts and warranties—that learners may master in their move toward independence.

Detailed explanations and sample scenarios and activities provide learners with exposure to, and practice in, making practical decisions and completing necessary paperwork. Exercises assess student understanding of key concepts and processes related to personal management of financial and legal affairs.

b. Work readiness component, including definition:

The Work Readiness Skills Goal, as defined in TEGL 17-05, Attachment B, includes a measurable increase in work readiness skills, including world-of-work awareness, labor market knowledge, occupational information, values clarification and personal understanding, career planning and decision making, and job search techniques. It also encompasses survival/daily living skills, positive work habits, attitudes and behaviors, showing initiative and reliability, and assuming the responsibilities involved in maintaining employment. [Curriculum listed below, c.]

c. *How measurable increases of work readiness were determined:*

Successful completion of the one week work readiness class which includes: labor market knowledge, occupational assessments and knowledge, personal values, critical thinking, decision making and job search techniques, including internet search, newspaper want ads, potential employer visit. Work maturity on the job was monitored at least weekly to support participant in being an effective employee, evaluating attitudes and values with the supervisor and participant. Job site supervisors provided weekly reviews assessing participant progress on the job.

**Work Experience Field Kit** was used with employers to assist in the weekly evaluations. A worksite supervisor's manual details the program, reviews rules and regulations, and explains the supervisor's duties and procedures.

Our Work Experience Field Kit is a full-service vocational solution that helps students to plan, organize, maximize, and evaluate their work experience. The kit contains worksite agreements, visitation notes, task descriptions, review and recommendation forms, and work plans that describe skills learned and demonstrated by the participant.

A job club was also created to assist participants by sharing experiences and getting support as needed.

d. *How "green" work experiences or training were incorporated into the program*

One site, where 3 participants were placed, uses organic vegetable gardening as part of a therapeutic program for the disabled. Another uses organic methods to create bonsai from native plants. Finally, one organic farm raises vegetables and tropical flowers where the participant also utilized her creative talents to create beautiful floral arrangements.

e. *If apprenticeship opportunities were included*



There were no apprenticeship opportunities available for the summer employment due to limited planning time, nor were project-based or service learning opportunities run. [See page 36]

*f. Outreach and services to the neediest youth populations. Describe the various strategies employed to recruit the target population.*

Due to the constraints on time once the service contract was executed for the summer employment program, the main source for older youth was contacts established at an informational booth at the annual Kaua'i job fair sponsored by the Kaua'i Workforce Investment Board, the WorkWise – Kaua'i Job Service Employer Council, and Kaua'i Community College held in April on the college campus. These older youth were either unemployed or under employed, many without steady income and without a home, staying between family & friends and relying on these people for financial support. Other older youth referrals came from the WorkWise-Kaua'i One Stop Job Center staff and from the State's Vocational Rehabilitation Division staff.

Eligible younger youth were referred by school registrars and counselors who continually refer to Kaua'i's youth program students who are having difficulties & for various reasons did not complete high school or are too far behind to catch up with credits required for graduation.

*18. What percentage of ARRA funds for youth were spent on summer 2009 activities from 5/1/09 to 9/30/09, and how many participants were served?*

Since the program commenced on August 13, 2009, 43% of the program's budgeted funds for 'Direct Participant,' 100% of 'Materials Costs,' 30% of Consumables including Postage, and 37% of Staff Labor costs have been expended.

In total, 21 out-of-school participants from ages 16 to 24 were served with the County's ARRA youth funds during this period.

*19. What percentage of ARRA funds for youth do you plan to spend on servicing older youth participating in work experience-only activities from 10/1/09 through 3/31/2010 and how many participants will be served?*

The 57% balance of Direct Participant funds will be utilized to continue Work Experience opportunities for our older youth. The remaining 63% for Staff labor costs will be used for case management and follow up by the part-time case manager up to March 31, 2010 to further assist our participants in their work experience and in finding unsubsidized employment, as well as for the Site Manager's administrative duties including all HireNet Hawai'i activity directly attributable to

ARRA. The balance of other direct costs (70% consumables) will be used as needed to maintain daily activities that support our ARRA Youth and programs goals.

20. *If the fiscal agent or grant recipient did not operate the summer employment program, describe the local board's procedures for procuring summer employment opportunities.*

The Kaua'i Workforce Investment Board (KWIB) initially awarded the contract to deliver the ARRA youth program services as a government to government contract with the State Department of Defense (DOD), Hawai'i National Guard. However, because of external circumstances, the DOD withdrew from the contract in mid-July necessitating KWIB to re-evaluate the situation. It had to consider its two options – not offer the program or seek to contract directly with the service provider to deliver the services in the short time remaining of the designated summer period.

After posting a 7-day Request for Exemption to contract directly with the existing service provider of our WIA formula youth program, a recommendation to award the contract was issued after no objections were filed.

Solicitation for employer participation included one-on-one contact by the WIA Administrator with employers participating at the annual Kaua'i job fair and those at the Kaua'i Community College's Technology Expo. In addition, the WIA Administrator solicited participation of fellow Society for Human Resource Management (SHRM) members, both by presentation at one of its meetings and by two separate written requests. In addition, the KWIB Chair, and president of the Kaua'i Chamber of Commerce, circulated a request with the Chamber's membership. A County press release was also issued to solicit business participation.

21. *Describe the summer program worksites that were identified:*

- *How were worksites selected?*

Employers were contacted and given information about the ARRA stimulus programs:

- during the April island-wide job fair,
- at a May Kaua'i Community College-sponsored Technology Fair,
- by written appeal to Kaua'i Chamber of Commerce members, and Kaua'i Society for Human Resource Management members,
- by County press release.

Several employers have supported the youth service provider's About Face Program in the past and have provided work experience opportunities for our past participants.

The final worksite selections were made according to the employers’:

- willingness to participate,
- sites meeting all health and safety and ARRA employer requirements,
- ability to offer Work Experience opportunities in conjunction with our participants’ interests was given priority.

- *Identify the types of sites (public, private non-profit, etc.)*

In addition to 2 placements at Kaua’i Community College (culinary and grounds) and 1 placement with the County of Kaua’i (parks maintenance), work experience opportunities were provided by private small businesses that included:

- 1 non-profit – Salvation Army
- 3 organic farms (5 placements)
- 1 therapeutic horse program
- 1 tropical gardens
- 4 restaurants/catering
- 1 Child day care
- 1 auto body repair
- 2 program provider (secretarial and facility maintenance)

- *How did the local area ensure adherence to workplace safety guidance and applicable federal/state minimum wage requirements were observed?*

Health & Safety requirements were discussed before offering any WE. Site Manager and Case Managers made weekly visits to the site to ensure Safety guidelines were being followed.

- *How did the local area ensure that youth work experience did not unfavorably impact current employees or replace laid-off employees?*

The ARRA guidelines were made very clear and staff continually followed up with employer to ensure that no current employee was affected by the participants’ work experiences.

- *How were youth matched to work sites?*

Youth took a career assessment during the classroom time. Understanding the time constraints and availability of local employers, program staff worked with participants to identify 3 types of employment for which they had interest. Staff also identified participant abilities and then realistically

matched participants with employers to help ensure the placements resulted in the participants having positive work experiences.

- *Identify a project-based or service learning that was used.*

The County earlier identified a potential project-based opportunity which was to assist the web master in developing the County’s youth website. However, due to the delay in the summer youth employment program’s start up, the project had to proceed without linking it to the ARRA program.

22. *Did you local area offer classroom-based learning along with the work experience during the summer youth employment program? If so, detail who participated in the learning and how it provided a direct link to the summer employment experience.*

All participants attended the classroom-based learning. For a complete description, please see answer to question #1. The classroom portion of the ARRA program focused on the basic soft skills identified as needed by the workforce. These skills included attitude, attendance and responsibility to the employer and focused on developing a maturity in our participants.

23. *Describe how the local area is coordinating the expenditure of WIA formula and Recovery funds to optimize program flexibility and ensure adequate expenditure rates for both funding sources.*

To optimize use of staff resources at the start of the program year, the program initially focused on the ARRA summer youth employment program. Upon completion of the initial work experience phase through September 30, staff will assess each participant’s performance during this period and review feedback from the supervisors to determine the appropriate next course of action for each participant’s development.

Based on the State’s approved waiver that permits work experience beyond September 30 to be subject to work readiness performance only, applicable participants 18 years old and above may be offered additional weeks of work experience. Following this, those 18 to 21 years old may be co-enrolled in the WIA formula youth program while those over 21 years old may be co-enrolled in the WIA formula Adult program through the WorkWise – Kaua‘i One Stop Job Center.

Participants 17 years old and below that fulfilled the terms of their work experience assignments may be co-enrolled in the WIA formula youth program after the assessment.

Additional out-of-school participants referred by the high schools, the State division of vocational rehabilitation and the One Stop Center will continue to be assessed and enrolled in the formula program during the course of the regular program year.

24. *Describe your strategy for continued services supporting older, out-of-school youth during non-summer months including any supportive services incentives and needs-based payments; co-enrolling youth in adult services; and support past the ARRA funding period.*

Older out of school youth will be co-enrolled with WDD adult programs and have the opportunity to be a part of our Forward March Program. Participants who have Special needs have been referred to Vocational Rehab and / or Mental Health services. Our case managers will be focusing on attaining unsubsidized employment and assisting in educational goals (for participant without a HS diploma) in the next 6 months.

#### **D. One-Stop Centers and Re-employment Services**

25. *Describe the actions the local area has taken to ensure an integrated One-Stop Center service delivery system including the additional services provided by ARRA funding. How does the LWIB ensure the quality of service delivery?*

All staff are cross trained and aware of ARRA and priority of service requirements and opportunities.

26. *Describe how the local area will ensure that a full array of reemployment services is provided to UI customers, including skills assessment, career planning and training.*

Skills assessment are staff and self administered. Career planning is provided during individual and group counseling, as well as through workshops, Job Clubs, and staff assisted activities.

Due to limited training funds, training is offered strategically in situations where maximum benefits will be realized.

27. *Explain how the local area is dealing with increased numbers of UI customers. Describe the strategy for providing reemployment services to UI claimants most likely to exhaust benefits. With the emphasis on training in the ARRA legislation, explain how you are promoting training to UI customers.*

To deal with the increased numbers of UI customers with limited staff, staff developed new workshops and activities, including PowerPoint presentations. These are delivered in a group setting to meet increased demand and also to ensure consistent delivery of services. Counselors discuss training opportunities with applicable customers in group settings, and individually as necessary.

28. *Is the local area entering into or contracts with institutions of higher education or other eligible training providers to facilitate the training of individuals for high-demand occupations? If so, describe the occupations and identify the training providers from which you will be purchasing training. If your local area is not entering into such contracts, please explain why not.*

Through collaborative efforts, there is on-going discussion about, and development of, relevant curriculum with our eligible training providers: the local community college, Kaua‘i Community College, and with the DOE’s Kaua‘i Community School for Adults. Focus is on “green” occupations, and occupations in which near term growth is expected.

29. *Please describe LWIB activities and plans for supplementing WIA funding and/or adjusting operations to the availability of funding. For instance, explain how the local area intends to utilize Pell Grants and coordinate them with other financial aid resources for training and education purposes.*

One Stop Center staff advise all qualifying customers about Pell grants. Customers may apply on line using direct links available on Resource Center computers. In some cases, job search waivers for UI recipients can be granted to qualifying claimants. All qualifying UI recipients received an announcement advising them about Pell grant opportunities together with their mailed unemployment checks.

30. *Describe policies, if any, to restrict training funds for uses the local has identified as a priority; e.g., a) direct a certain percentage of training funds to high demand, economically vital, and /or targeted skills and occupations, or b) give priority to training for jobs that pay at least a self-sufficiency wage.*

Priority is given to green jobs, jobs that pay a livable wage, and jobs for which there is, or is anticipated to be, high near-term demand.

**IV. PERFORMANCE GOALS AND LEVELS**

*31. The performance levels for the State apply to all the Local Areas.*

**WORKFORCE INVESTMENT ACT (“WIA”) AND WAGNER-PEYSER  
STATE PERFORMANCE MEASURES  
PROGRAM YEAR 2009 (July 1, 2009 to June 30, 2010)**

<b>WIA</b>	<b>PY 2008</b>	<b>PY 2009</b>
<b>Adult Program</b>		
Entered Employment Rate	79.0%	65.0%
Employment Retention Rate	85.0%	74.0%
Average Six Months Earnings	\$10,800	\$10,800
Employment and Credential Rate	62.0%	62.0%
<b>Dislocated Worker Program</b>		
Entered Employment Rate	79.0%	57.0%
Employment Retention Rate	86.0%	86.0%
Average Six Months Earnings	\$14,000	\$5,996
Employment and Credential Rate	66.0%	57.0%
<b>Older Youth (19 – 21)</b>		
Entered Employment Rate	73.0%	33.0%
Employment Retention Rate	80.5%	60.0%
Earnings Change	\$3,900	-\$ 244
Credential Rate	69.0%	38.0%
<b>Younger Youth (14 – 18)</b>		
Skill Attainment Rate	70.5%	71.0%
Diploma or Equivalent Rate	44.0%	44.0%
Retention Rate	51.0%	44.0%
<b>Customer Satisfaction</b>		
Participants	72.0%	72.0%
Employers	82.0%	82.0%
<b>Wagner-Peyser</b>		
Entered Employment Rate	60.0%	50.7%
Employment Retention Rate	82.0%	78.4%
Average Six Months Earnings	\$12,276	\$10,971

**V. WIA COMPLIANCE**

32. *The Local Plan Modification will extend the existing Local Plan to June 30, 2010 and will become the basis for local area policy and monitoring. This section asks for any changes to policies –indicate if an policy has changed, and if so, attach a copy of the new policy.*

<i>Policy</i>	<i>Changed?</i>
<i>a. Selecting and certifying one-stop operators</i>	<i>No</i>
<i>b. Contracting for service providers</i>	<i>No</i>
<i>c. Priority of service (new policy required)</i>	<i>No</i>
<i>d. Self-sufficiency</i>	<i>No</i>
<i>e. Supportive services</i>	<i>No</i>
<i>f. Grievances and complaints</i>	<i>No</i>
<i>g. Youth services</i>	
<i>a. Eligibility definitions</i>	<i>No</i>
<i>b. Performance</i>	<i>No</i>
<i>c. Design framework</i>	<i>No</i>
<i>d. Recovery act provisions*</i>	<i>No</i>
	<i>*Other than ARRA providing youth summer employment up to age 24 years and only requiring Work Readiness for performance for work experience only.</i>
<i>h. Adult, Dislocated and Wagner-Peyser</i>	
<i>a. Eligibility definition</i>	<i>No</i>
<i>b. Performance</i>	<i>No</i>
<i>c. Rapid response</i>	<i>No</i>
<i>d. Business services</i>	<i>No</i>



**VI. BUDGET**

33. *Attach you currently approved WIA budget that includes ARRA funding. Please include amounts for personnel, and the budget for WIA education and training providers.*

See attachment #1

34. *Identify other amounts and sources of funds that support your activities.*

<b>County Funds*</b>	<b>\$ 30,000.00</b>
<b>In-kind by the DOD (classrooms and offices)</b>	<b>\$ 13, 200.00</b>

\*Since PY 05, the County of Kaua`i has contributed annually toward the WIA administrative costs due to WIA funding reductions

- Kaua‘i Rural Development Project may fund training costs for WIA eligible participants, subject to programs approved by the RDP State Administrator.

## VII. LOCAL PLAN DEVELOPMENT PROCESS

35. *Describe the process used to ensure public comment on and input into the development of the local plan. Include a description of specific steps taken to include input from members of businesses and labor organizations.*

The LWIB provided opportunity for public comment and input into the development of the local workforce investment plan prior to its submission to the State Workforce Development Council (WDC). [Ref: WIA Reg. 661.345(b)] The opportunity for public comment encompassed the following:

- Copies of the proposed local plan made available to the public (through posting on the County website as announced in legal notice, at public facilities including specified libraries and in the County Office of Economic Development, and mailed copies upon request);
- Provide an opportunity for comment by members of the LWIB and members of the public, including representatives of business and labor organizations;
- Provide at least a thirty (30) day period for comment prior to submitting the plan to the Workforce Development Council;
- Be consistent with the requirement in WIA Section 117(e) that the LWIB make information about the plan available to the public on a regular basis through open meetings; and
- The LWIB must submit to the Workforce Development Council all comments received that express disagreement with the plan. [Ref: WIA Reg. 661.345(c)]

The local plan development process and content were discussed at KWIB Executive, KWIB full board, and Consortium meetings on the following dates:

October 15, 2009	KWIB Full Board
October 20, 2009	WorkWise – Kaua‘i Consortium
November 9, 2009	KWIB Executive Committee
December 17, 2009	KWIB Full Board

KWIB Executive Committee recommendations and conditional approval of the revised plan received on November 9, 2009 prior to the plan being sent to the Workforce Development Council.

The KWIB Full Board will ratify the Executive Committee’s action on December 17, 2009.

The following public notice was announced in the Garden Island newspaper on October 6, 2009:

**PUBLIC NOTICE**  
**WORKFORCE INVESTMENT ACT OF 1998**  
**LOCAL AREA PLAN MODIFICATION FOR PROGRAM YEAR 2009**

The County of Kaua`i is in the extension period of its Workforce Investment Act of 1998, Local Area Plan for Program Years 2007- 2009. Pursuant to Hawaii State plan and instructions, the Kaua`i County Workforce Investment Board has developed and published its draft Local Area Plan Modification for Program Year 2009 (through June 30, 2010) and is providing citizens an opportunity to examine its contents and to submit comments on the draft Local Area Plan Modification.

**PUBLIC COMMENT PERIOD**

The proposed Local Area Plan Modification for Program Year 2009 will be available for public review and comment from October 6, 2009 to November 05, 2009 on the County of Kauai Website [www.kauai.gov](http://www.kauai.gov), under the “What’s New” section. It will also be available for review at the Hawai`i State Public Libraries in Lihue, Kapaa, Princeville and Waimea during their normal hours of operation, and at the following location:

County of Kaua`i  
Mo`ikeha Building  
Office of Economic Development  
4444 Rice Street, Suite 200  
Lihue, HI 96766  
Monday through Friday, 7:45 a.m. to 4:30 p.m., except on holidays.

A copy of the proposed Local Area Plan Modification will be mailed to any interested person who requests a copy by calling (808) 241-4950.

Citizens who wish to comment on the proposed plan must submit their comments in writing to the above address or fax to (808) 241-6399, to be received by November 5, 2009, in order for the Kaua`i County Workforce Investment Board to finalize the Local Area Plan Modification prior to submittal to the State.

The Kaua`i County Workforce Investment Board will consider any comments and views expressed by citizens on the proposed Local Area Plan Modification for Program Years 2009, and may revise the Plan Modification, if it deems appropriate.

By Authority of the Kaua`i County Workforce Investment Board

Randall Francisco  
Chairman

Jan Miyamoto  
County of Kaua`i  
Workforce Investment Act Administrator

(Garden Island Newspaper – October 6, 2009)

*The following two items will be completed following the comment period.*

36. *Describe how comments were considered in the plan development process.*

Additional KWIB member comments and recommendations to the draft were discussed at the October 15 KWIB and the November 9 Executive Committee meetings.

37. *Summarize and include as an attachment public comments on the draft Local Area Plan, particularly those that express disagreement with the plan. Please include information on LWIB response to the comments.*

## **VIII. REQUIRED ATTACHMENTS**

- Current LWIB roster  
See Attachment #2
- Current LWIB Youth Council roster  
See Attachment #3
- Any new policies indicated in Section V  
Not Applicable
- Any public comments regarding the draft Local Area Plans, including those that express disagreement with this Local Area Plan and information regarding the LWIB's actions towards addressing them.

See Attachment #4 which will be included in the final submission to the WDC.

NONE

**ATTACHMENT 1**

**BUDGETS**

I. IDENTIFYING INFORMATION				
A. NAME County of Kauai		C. AGREEMENT NO. WIA-09-LAC-K	E. AGREEMENT PERIOD: From: 07/01/09 To: 06/30/11	F. PAGE NO. Page 1 of 1 Pages
B. PROGRAM OR ACTIVITY Local Administration		D. MOD NO.		
II. BREAKOUT OF PROJECTED COSTS				
A. OBJECT OF EXPENDITURES	B. WIA FUND PROJECTED EXPENDITURES	C. NON-FEDERAL FUND EXPENDITURES	D. PROGRAM INCOME FUND EXPENDITURES	E. TOTAL PROJECTED EXPENDITURES
<b>1. Personal Cost (Attach A-1)</b>	26,592	30,000	0	56,592
a. Staff Salaries & Wages	17,947	20,247	0	38,194
b. Fringe Benefits ( 48.17% )	8,645	9,753	0	18,398
<b>2. Equipment Purchases (Attach A-2)</b>	0	0	0	0
<b>3. Program Services</b>	0	0	0	0
a.				0
b.				0
c.				0
d.				0
e.				0
<b>4. Contractual Services (Attach A-5)</b>	0	0	0	0
<b>5. Other Current Expense</b>	7,137	0	0	7,137
a. Travel-Intra-State (Attach A-3)	500	0	0	500
b. Travel-Inter-State (Attach A-4)				0
c. Supplies				0
d. Indirect cost at 12.66% of Admin Salaries	2,272	0	0	2,272
e. Indirect cost at 12.66% of Program Sal.	4,052	0	0	4,052
f. KWIB Activities				0
g. Other	313	0	0	313
h.				
<b>6. TOTAL PROJECTED EXPENDITURES</b>	33,729	30,000	0	63,729
a. New Allocation	33,729	30,000	0	63,729
b. Carry-over Funds PY ( )	0	0	0	0

I. IDENTIFYING INFORMATION				
A. NAME <b>County of Kauai</b>		C. ANNUAL PLAN NO./AGREEMENT <b>WIA-09-AP-K</b>	E. ANNUAL PLAN/AGREEMENT PERIOD <b>From: 07/01/09 To: 06/30/11</b>	F. PAGE NO. Page 1 of 1 Pages
B. PROGRAM OR ACTIVITY <b>Adult Program</b>		D. MOD NO.		
II. BREAKOUT OF PROJECTED COSTS				
A. OBJECT OF EXPENDITURES	B. WIA FUND PROJECTED EXPENDITURES	C. NON-FEDERAL FUND EXPENDITURES	D. PROGRAM INCOME FUND EXPENDITURES	E. TOTAL PROJECTED EXPENDITURES
<b>1. Personal Cost (Attach A-1)</b>	<b>15,810</b>	<b>0</b>	<b>0</b>	<b>15,810</b>
a. Staff Salaries & Wages	10,670	0	0	10,670
b. Fringe Benefits ( 48.17% )	5,140	0	0	5,140
<b>2. Equipment Purchases (Attach A-2)</b>				
<b>3. Program Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
a.				0
b.				0
c.				0
d.				0
e.				0
f.				0
g.				0
<b>4. Contractual Services (Attach A-5)</b>	<b>82,246</b>	<b>0</b>	<b>0</b>	<b>82,246</b>
<b>5. Other Current Exp.</b>	<b>2,000</b>	<b>0</b>	<b>0</b>	<b>2,000</b>
a. Travel-Intra-State (Attach A-3)	500	0	0	500
b. Travel-Inter-State (Attach A-4)				
c. Job Fair				
d. Outreach Satellite Service Centers				
e. KWIB Initiatives				
f. Office Supplies				
g. Other	1,500	0	0	1,500
h.				
<b>6. TOTAL PROJECTED EXPENDITURES</b>	<b>100,056</b>	<b>0</b>	<b>0</b>	<b>100,056</b>
a. New Allocation	100,056	0	0	100,056

I. IDENTIFYING INFORMATION				
A. NAME County of Kauai		C. AGREEMENT NO. WIA-09-DWP-K	E. AGREEMENT PERIOD: From: 07/01/09 To: 06/30/11	F. PAGE NO. Page 1 of 1 Pages
B. PROGRAM OR ACTIVITY Dislocated Workers Program		D. MOD NO.		
II. BREAKOUT OF PROJECTED COSTS				
A. OBJECT OF EXPENDITURES	B. WIA FUND PROJECTED EXPENDITURES	C. NON-FEDERAL FUND EXPENDITURES	D. PROGRAM INCOME FUND EXPENDITURES	E. TOTAL PROJECTED EXPENDITURES
<b>1. Personal Cost (Attach A-1)</b>	15,810	0	0	15,810
a. Staff Salaries & Wages	10,670	0	0	10,670
b. Fringe Benefits ( 48.17% )	5,140	0	0	5,140
<b>2. Equipment Purchases (Attach A-2)</b>				
<b>3. Program Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
a.				0
b.				0
c.				0
d.				0
e.				0
<b>4. Contractual Services (Attach A-5)</b>	<b>91,550</b>	<b>0</b>	<b>0</b>	<b>91,550</b>
<b>5. Other Current Expense</b>	<b>2,000</b>	<b>0</b>	<b>0</b>	<b>2,000</b>
a. Travel-Intra-State (Attach A-3)	500	0	0	500
b. Travel-Inter-State (Attach A-4)				0
c. Job Fair				0
d. Outreach Satellite Service Centers				0
e. KWIB Initiatives				0
f. HireNet				0
g. Office Supplies				0
h. Other	1,500	0	0	1,500
<b>6. TOTAL PROJECTED EXPENDITURES</b>	<b>109,360</b>	<b>0</b>	<b>0</b>	<b>109,360</b>
a. New Allocation	109,360	0	0	109,360
b. Carry-over Funds PY ( )	0	0	0	0



I. IDENTIFYING INFORMATION						
A. NAME <b>County of Kauai</b>		C. ANNUAL PLAN NO./AGREEMENT NO. <b>WIA-09-YP-K</b>		E. ANNUAL PLAN/AGREEMENT PERIOD: From: 07/01/09 To: 06/30/11		F. PAGE NO. Page 1 of 1 Pages
B. PROGRAM <b>Youth Program</b>		D. MOD NO.				
II. BREAKOUT OF PROJECTED COSTS						
A. OBJECT OF EXPENDITURES	B. WIA EXPENDITURES			C. NON-FEDERAL FUND EXPENDITURES	D. PROGRAM INCOME FUNDS EXPENDITURES	E. TOTAL PROJECTED EXPENDITURES
	1. OUT-OF-SCHOOL YOUTH	2. IN-SCHOOL YOUTH	3. TOTAL YOUTH(B1+B2)			
<b>1. Personal Cost (Attach A-1)</b>	<b>15,810</b>	<b>0</b>	<b>15,810</b>	<b>0</b>	<b>0</b>	<b>15,810</b>
a. Staff Salaries & Wages	10,670	0	10,670	0	0	10,670
b. Fringe Benefits ( 48.17% )	5,140	0	5,140	0	0	5,140
<b>2. Equipment Purchases (Attach A-2)</b>						
<b>3. Program Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
a.			0			0
b.			0			0
c.			0			0
d.			0			0
<b>4. Contractual Services (Attach A-5)</b>	<b>77,344</b>	<b>0</b>	<b>77,344</b>	<b>0</b>	<b>0</b>	<b>77,344</b>
<b>5. Other Current Exp.</b>	<b>1,000</b>	<b>0</b>	<b>1,000</b>	<b>0</b>	<b>0</b>	<b>1,000</b>
a. Travel-Intra-State (Attach A-3)	500	0	500	0	0	500
b. Travel-Inter-State (Attach A-4)						
c. Other	500	0	500	0	0	500
d.						
e.						
f.						
g.						
h.						
<b>6. TOTAL PROJECTED EXPENDITURES</b>	<b>94,154</b>	<b>0</b>	<b>94,154</b>	<b>0</b>	<b>0</b>	<b>94,154</b>
a. New Allocation	94,154	0	94,154	0	0	94,154
b. Carry-over Funds PY( )			0			0

I. IDENTIFYING INFORMATION				
A. NAME County of Kauai		C. AGREEMENT NO. WIA-ARRA-LAC-K	E. AGREEMENT PERIOD: From: 04/15/09 To: 06/30/10	F. PAGE NO. Page 1 of 1 Pages
B. PROGRAM OR ACTIVITY Local Administration		D. MOD NO.		
II. BREAKOUT OF PROJECTED COSTS				
A. OBJECT OF EXPENDITURES	B. WIA FUND PROJECTED EXPENDITURES	C. NON-FEDERAL FUND EXPENDITURES	D. PROGRAM INCOME FUND EXPENDITURES	E. TOTAL PROJECTED EXPENDITURES
<b>1. Personal Cost (Attach A-1)</b>	<b>24,082</b>	<b>0</b>	<b>0</b>	<b>24,082</b>
a. Staff Salaries & Wages	16,253		0	16,253
b. Fringe Benefits ( 48.17% )	7,829		0	7,829
<b>2. Equipment Purchases (Attach A-2)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>3. Program Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
a.				0
b.				0
c.				0
d.				0
e.				0
<b>4. Contractual Services (Attach A-5)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>5. Other Current Expense</b>	<b>7,883</b>	<b>0</b>	<b>0</b>	<b>7,883</b>
a. Travel-Intra-State (Attach A-3)	250	0	0	250
b. Travel-Inter-State (Attach A-4)		0	0	0
c. Supplies		0	0	0
d. Indirect cost at 22.00% of Admin Salaries	3,576	0	0	3,576
e. Indirect cost at 22.00% of Program Sal.	3,900			3,900
f. KWIB Activities				0
g. Other	157			157
h.				0
<b>6. TOTAL PROJECTED EXPENDITURES</b>	<b>31,965</b>	<b>0</b>	<b>0</b>	<b>31,965</b>
a. New Allocation	31,965	0	0	31,965
b. Carry-over Funds PY ( )	0	0	0	0

I. IDENTIFYING INFORMATION				
A. NAME <b>County of Kauai</b>		C. ANNUAL PLAN NO./AGREEMENT NO. <b>WIA-ARRA-AP-K</b>	E. ANNUAL PLAN/AGREEMENT PERIOD: <b>From: 04/15/09 To: 06/30/10</b>	F. PAGE NO.  Page 1 of 1 Pages
B. PROGRAM OR ACTIVITY <b>Adult Program</b>		D. MOD NO.		
II. BREAKOUT OF PROJECTED COSTS				
A. OBJECT OF EXPENDITURES	B. WIA FUND PROJECTED EXPENDITURES	C. NON-FEDERAL FUND EXPENDITURES	D. PROGRAM INCOME FUND EXPENDITURES	E. TOTAL PROJECTED EXPENDITURES
<b>1. Personal Cost (Attach A-1)</b>	<b>5,253</b>	<b>0</b>	<b>0</b>	<b>5,253</b>
a. Staff Salaries & Wages	3,545			3,545
b. Fringe Benefits ( 48.17% )	1,708			1,708
<b>2. Equipment Purchases (Attach A-2)</b>				
<b>3. Program Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
a.				0
b.				0
c.				0
d.				0
e.				0
f.				0
g.				0
<b>4. Contractual Services (Attach A-5)</b>	<b>51,734</b>	<b>0</b>	<b>0</b>	<b>51,734</b>
<b>5. Other Current Exp.</b>	<b>500</b>	<b>0</b>	<b>0</b>	<b>500</b>
a. Travel-Intra-State (Attach A-3)	250			250
b. Travel-Inter-State (Attach A-4)				0
c. Job Fair				0
d. Outreach Satellite Service Centers				0
e. KWIB Initiatives				0
f. Office Supplies				0
g. Other	250			250
h.				0
<b>6. TOTAL PROJECTED EXPENDITURES</b>	<b>57,487</b>	<b>0</b>	<b>0</b>	<b>57,487</b>
a. New Allocation	57,487	0	0	57,487
b. Carry-over Funds PY( )	0	0	0	0

I. IDENTIFYING INFORMATION				
A. NAME County of Kauai		C. AGREEMENT NO. WIA-ARRA-DWP-K	E. AGREEMENT PERIOD: From: 04/15/09 To: 06/30/10	F. PAGE NO. Page 1 of 1 Pages
B. PROGRAM OR ACTIVITY Dislocated Workers Program		D. MOD NO.		
II. BREAKOUT OF PROJECTED COSTS				
A. OBJECT OF EXPENDITURES	B. WIA FUND PROJECTED EXPENDITURES	C. NON-FEDERAL FUND EXPENDITURES	D. PROGRAM INCOME FUND EXPENDITURES	E. TOTAL PROJECTED EXPENDITURES
<b>1. Personal Cost (Attach A-1)</b>	<b>10,507</b>	<b>0</b>	<b>0</b>	<b>10,507</b>
a. Staff Salaries & Wages	7,091	0	0	7,091
b. Fringe Benefits ( 48.17% )	3,416	0	0	3,416
<b>2. Equipment Purchases (Attach A-2)</b>				
<b>3. Program Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
a.				0
b.				0
c.				0
d.				0
e.				0
<b>4. Contractual Services (Attach A-5)</b>	<b>103,440</b>	<b>0</b>	<b>0</b>	<b>103,440</b>
<b>5. Other Current Expense</b>	<b>500</b>	<b>0</b>	<b>0</b>	<b>500</b>
a. Travel-Intra-State (Attach A-3)	250	0	0	250
b. Travel-Inter-State (Attach A-4)		0	0	0
c. Job Fair		0	0	0
d. Outreach Satellite Service Centers		0	0	0
e. KWIB Initiatives				0
f. HireNet				0
g. Office Supplies				0
h. Other	250			250
<b>6. TOTAL PROJECTED EXPENDITURES</b>	<b>114,447</b>	<b>0</b>	<b>0</b>	<b>114,447</b>
a. New Allocation	114,447	0	0	114,447
b. Carry-over Funds PY ( )	0	0	0	0

I. IDENTIFYING INFORMATION						
A. NAME <b>County of Kauai</b>		C. ANNUAL PLAN NO./AGREEMENT NO. <b>WIA-ARRA-YP-K</b>		E. ANNUAL PLAN/AGREEMENT PERIOD: From: 04/15/09 To: 06/30/10		F. PAGE NO. Page 1 of 1 Pages
B. PROGRAM <b>Youth Program</b>		D. MOD NO.				
II. BREAKOUT OF PROJECTED COSTS						
A. OBJECT OF EXPENDITURES	B. WIA EXPENDITURES			C. NON-FEDERAL FUND	D. PROGRAM INCOME FUNDS	E. TOTAL PROJECTED
	1. OUT-OF-SCHOOL YOUTH	2. IN-SCHOOL YOUTH	3. TOTAL YOUTH(B1+B2)	EXPENDITURES	EXPENDITURES	EXPENDITURES
<b>1. Personal Cost (Attach A-1)</b>	<b>10,507</b>	<b>0</b>	<b>10,507</b>	<b>0</b>	<b>0</b>	<b>10,507</b>
a. Staff Salaries & Wages	7,091		7,091			7,091
b. Fringe Benefits ( 48.17% )	3,416		3,416			3,416
<b>2. Equipment Purchases (Attach A-2)</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>3. Program Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
a.			0			0
b.			0			0
c.			0			0
d.			0			0
<b>4. Contractual Services (Attach A-5)</b>	<b>104,761</b>		<b>104,761</b>			<b>104,761</b>
<b>5. Other Current Exp.</b>	<b>500</b>	<b>0</b>	<b>500</b>	<b>0</b>	<b>0</b>	<b>500</b>
a. Travel-Intra-State (Attach A-3)	250		250			250
b. Travel-Inter-State (Attach A-4)			0			0
c. Other	250		250			250
d.			0			0
e.			0			0
f.			0			0
g.			0			0
h.			0			0
<b>6. TOTAL PROJECTED EXPENDITURES</b>	<b>115,768</b>	<b>0</b>	<b>115,768</b>	<b>0</b>	<b>0</b>	<b>115,768</b>
a. New Allocation	115,768	0	115,768			115,768
b. Carry-over Funds PY ( )			0			0

## ATTACHMENT 2

### Kaua‘i Workforce Investment Board Members

LAST NAME	FIRST	TITLE	ORGANIZATION
Francisco, Chair	Randall	President	Kaua`i Chamber of Commerce
Soto, <b>Ex-Officio</b>	Irving	VP, Business Development & CUSO	Kauai Community Federal Credit Union
Akamine	Kurt	Director of Operations	Ohana Pacific Management Company
Calipjo	Lesther	Owner	Garden Isle Collision Repair, LLC
Chuckas	Debbie	V P. Store Manager	Macy’s West
Chun	Jonathan	Attorney at Law	Belles Graham Proudfoot Wilson & <b>Chun LLC</b>
Cox	Helen	Chancellor	Kaua`i Community College
Fujiuchi	MaBel	Chief Executive Officer	Kaua`i Economic Opportunity, Inc.
Grady	Sheryl	OD & Training Specialist	Kaua`i Island Utility Cooperative
Grier	Bill	Branch Manager	Workforce Development Division/ DLIR
Lane	Dora	Program Specialist	Alu Like, Inc.
Latkiewicz	John	Director, Kaua`i Center	Small Business Development Center
Lupkes	Steve	Research Station Manager	BASF Plant Science
Machado	Michael	Business Agent	ILWU
Mahoney	Sean	Service Representative	Carpenter’s Union Local 745
McDonald	Lisa	Vice-Principal	Dept of Education – Kauai Community School for Adults
Mince	Kevin	Island Director	Kaua`i Rural Development Project
Nakamura	Lisa	Branch Manager	Unemployment Insurance Division, DLIR
Navarro	Mary	Executive Director	Hale `Opio Kaua`i, Inc.
Nishida	Naomi	District Educational Specialist	Department of Education
Perry	Solette	Regional Human Resources Director	West Kaua`i Medical Center

<b>LAST NAME</b>	<b>FIRST</b>	<b>TITLE</b>	<b>ORGANIZATION</b>
Shitanaka	Janice	Kaua`i Section Administrator	Benefit, Empl. & Support Services Div. Dept. of Human Services
Smith	Kamika	General Manager	Smith's Motor Boat Service, Inc.
Ubay-Carvalho	Lisa	Director, Human Resources	Princeville Operating Company, Inc.
Viado	Brenda	Kaua`i Branch Administrator	Vocational Rehabilitation Division
Wood	Nathan	Director of Operations	Trex Hawaii, LLC
Yoshioka	Mattie	President & CEO	Kaua`i Economic Development Board
Zachary	Diane	President/CEO	Kaua`i Planning & Action Alliance
Yamashita	Tricia	Dir. Mission to Mkt, Kaua`i County Mgr	Girl Scout Council of Hawai`i

# ATTACHMENT 3

## Youth Council

<u>NAME</u>	<u>TITLE</u>	<u>ORGANIZATION</u>
Michael Chandler	Program Specialist	Kamehameha Schools- Extension Educational Services
Mason Chock	Executive Director	Leadership Kaua`i
Jonathan Chun	Attorney at Law	Belles, Graham Proudfoot & Wilson
Keith Cruickshank	Regional Director	Boys & Girls Club of Hawaii- Kauai Branch
Ted Daligdig	Youth Coordinator (Retired Colonel)	Dept. of Defense
Dora Lane	Program Specialist	Alu Like, Inc.
Naomi Nishida	District Educational Specialist	Dept. of Education
William Trugillo	Community Response Specialist	County of Kaua`i
Nathan Wood	Director of Operations	Trex Enterprises, LLC
Tricia Yamashita	Dir. Mission to Market,	Girl Scout Council of Hawaii
<b>CHAIR</b>	Kauai County Manager	



## **ATTACHMENT 4**

**NONE**