Workforce Development Council Board Orientation Session  
Thursday, June 9, 2016  
12:00 p.m. — 1:30 p.m.  
Keelikolani Building (State Labor & Tax Building)  
830 Punchbowl Street, Room 310, Honolulu, HI 96813

MINUTES

Member Attendees:
Leslie Wilkins, WDC Chairperson, and Chair, Maui County Workforce Development Board  
John Vannatta (Designee for Kathryn Matayoshi, Superintendent, DOE)  
Kaea Bradford (Designee for Leialoha Sanchez, Chair, Kauai Workforce Development Board)  
Alan Hayashi, WDC Vice Chair, and Owner, Consult 808  
Charles Shima, Training Coordinator, Plumbers Union Local 675  
Carl Hinson, Director of Workforce Development, Hawaii Pacific Health  
Richard Vieira, Director of Training, District Council 50 – Intl. Union of Painters & Allied Trades  
Winona Whitman, Employment & Training Director, Alu Like, Inc.  
Bernadette Howard (Designee for David Lassner, President, UH)  
Albert Perez & Catherine Scardino (Designees for Rachael Wong, Director, DHS)  
David De Luz Jr., Chair, Hawaii County Workforce Development Board  
Leonard Hoshijo and Elaine Young (Designees for Linda Chu Takayama, Director, DLIR)  
Sunshine Topping, Vice President of Human Resources, Hawaiian Telcom  
Connie Mitchell, Executive Director, Institute for Human Services  
James Tollefson, Chair, Oahu Workforce Development Board  
Barry Taniguchi, Chairman & CFO, KTA Super Stores  
Marian Tsuji, President & CEO, Lanakila Pacific  
Sheryl Nojima, President of Gray, Hong, Nojima, and Associates  
Sean Knox, President, Hawaii Employment Services  
George K. Costa & Nalani Brun (Designees for Kauai Mayor Bernard Carvalho)  
Representative Mark Nakashima, State House of Representatives  
Yang-Seon Kim (Designee for Luis Salaveria, Director, DBEDT)  
Scott Murakami (Designee for UH President David Lasner)

Members Absent:
Senator Gil Keith-Agaran  
Senator Jill Tokuda  
Representative Ryan Yamane  
Betsy Kim (Designee for Governor David Ige)  
Brian Tatsumura, Store Manager, Nordstrom
Call to Order
Chair Leslie Wilkins called the meeting to order at 12:00 p.m.

II. Board Orientation Overview of the Workforce Innovation and Opportunity Act (WIOA) by the U.S. Department of Labor Region 6, Employment and Training Administration

Presenters:
John Bailey, Regional Director, Office of State Systems
Denise Dombek, Division Chief, Division of Workforce Investment
Ingrid Schonfield, Federal Project Officer for Hawaii
John Bailey explained that his presentation will focus on the Board’s responsibilities under the Workforce Innovation and Opportunity Act (WIOA). Copies of his PowerPoint presentation “State Board Roles and Responsibilities” were distributed.

He clarified that the letters to the Governors on the conditional approvals of the state plans will be released within the 90-day period from the time the plans were submitted. There were no state plans that were rejected.

WIOA requires collaboration and is business and data driven. What are our sectors, our economic engines? Engaging business by asking businesses, but not being part of the conversation, listen and direct our system design to what is needed by businesses and create efficiencies.

Strategic vision of the State Board must be articulated in the Hawaii Unified State Plan. One of the responsibilities of the State Board is to look at all the opportunities with the various partners; for instance, to identify skill gaps and to go to the community colleges to work with the State Board to develop programs for stackable requirements and to provide training and to access funding for training. Focus on what you should be training from industry guidance; how to serve the population; and then how to get the money to do it. There are discretionary and other funds available other than formula funds that states can access.

Federal project officers are available to answer questions on the plan. Local boards are encouraged to collaborate with other agencies within the State to obtain necessary information for their local plans.

Are there measurable standards to show whether there are improvements in the system? This should be reflected in local plans and are central to continuous improvement.

Topics covered:

- Broad WIOA Goals
- WIOA Governance
- Strategic Boards
- Strategies
- Strategic Board Roles
- State Board Functions
- Continuous Improvement of the Workforce System
- Strategic Board Membership

Best Practices from around the country will be shared by Region 6.

The One-Stop system should be part of the responsibility of one of the standing committees.

Standing Committees of the Board:
Core partner representatives/stakeholders can and should be members of the committees.
III. Adjournment

Chair Wilkins adjourned the meeting at 12:53 p.m.
WIOA Governance

Purpose

Planed to serve a particular
carefully designed or
Strategic

Broad WIOA Goals

- Increased access to education, training & employment
- Carefully designed or
- High-quality workforce development system planned to serve a particular
- Increased prosperity of workers and employers
- High-quality workforce development system
- Increased access to education, training & employment

State Board

- Designation of Areas and Local WIBs
- Expanded Local Board Functions - Strategic
- State Board Functions - Strategic
- One-Stop Certification - Ind. Criteria
- Policies - Procurement
- State Board Alignment - Sector/Other
- Structure of Boards - Process, Funding

WIOA Governance
Responsibilities
Roles and

State Board
Strategies

Includes Sector Strategies; Career Pathways; Apprenticeship (required partner); and Engagement of Employers.

Strategic Board Roles

- FAcilitate public/private partnerships
- Engage employers, especially in industry and sector partnerships
- Develop career pathways
- Strengthen core partner connections
- Promote promising practices
- Effectively use technology
- Use data to identify workforce needs, set goals, and measure performance

State Board Functions

- Develop/modify the WIOA State Plan
- Develop and update State workforce plans
- Review and recommend policies for workforce agencies
- Review and recommend performance measures for workforce agencies
- Best practices for effective One-Stop Centers, Local Boards, and Local Workforce Investment Areas
- Facilitate connections among one-stop partners, to access services provided through the one-stop system
- Review and recommend performance measures for workforce agencies and use of labor market information for decisions

Strategic Boards

WIOA expands the strategic roles of state Workforce development boards and responsibilities of state Workforce Development Boards.
State Board Functions

- Develop and Continuous System Improvement
- Identification of Regions
- Assist in increased influence over how the one-stop delivery system functions
- Review and approve in order to be considered for infrastructure funds
- Develop strategies to support skill training
- Assist in increased influence over how the one-stop delivery system meets the needs of employers
- Assist in increased influence over how the one-stop delivery system meets the needs of employers
- Assist in increased influence over how the one-stop delivery system meets the needs of employers
- Requires in order to be considered for infrastructure funds
- Must establish objective criteria for one-stop center certification every three years, including:
  - How well does the one-stop delivery system for one-stop center certification every three years, including:
  - How well does the one-stop delivery system meet the needs of employers
  - Assists in increased influence over how the one-stop delivery system meets the needs of employers
  - Assist in increased influence over how the one-stop delivery system meets the needs of employers

Questions

- Continuous Improvement of Workforce System
- Continuous Improvement Requirement
- Community based Organizations
- Apprenticeship Program
- Labor Organizations
- Such as:
  - Local and State Business Majors and Leadership roles
  - Represents the Workforce Program
  - Includes representation of the Core Programs
  - Assists in increased influence over how the one-stop delivery system meets the needs of employers
  - Assist in increased influence over how the one-stop delivery system meets the needs of employers

Membership

Strategic Board

(Cont.)