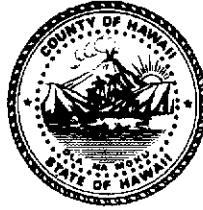


Harry Kim  
Mayor

Wil Okabe  
Managing Director

Barbara J. Kossow  
Deputy Managing Director



Neil S. Gyotoku  
Housing Administrator

Duane Hosaka  
Assistant Housing Administrator

**County of Hawai'i**  
**Office of Housing and Community Development**

50 Wailuku Drive • Hilo, Hawai'i 96720 • (808) 961-8379 • Fax (808) 961-8685  
Existing Housing: (808) 959-4642 • Fax (808) 959-9308  
Kona: (808) 323-4300 • Fax (808) 323-4301

December 4, 2017

Via Electronic and U.S. Mail

Allicyn Tasaka  
Executive Director  
Workforce Development Council  
830 Punchbowl Street, Room 417  
Honolulu, Hawaii 96813  
e-mail: [Allicyn.H.Tasaka@hawaii.gov](mailto:Allicyn.H.Tasaka@hawaii.gov)

Subject: American Job Center Update

The following is in response to your December 1<sup>st</sup> email.

**What is the status of the comprehensive Hawaii County American Job Center?**

- The First Request for Proposal (RFP) was advertised on March 31, 2017. One response was received and deemed **ineligible**;
- A Second Request for Proposal (RFP) was advertised on July 13, 2017. One response was received and also deemed **ineligible**;
- Due to the lack of qualified proposals, the American Job Center/ One-Stop position will be sole-sourced to the County of Hawaii Office of Housing and Community Development (OHCD);
- After weeks of searching, an office/center location has been secured at 427 Kilauea Avenue, Hilo, HI;
- The center opened on December 1<sup>st</sup>, and is currently manned by Ms. Sandra Goodale of the OHCD;
- Only one file cabinet and the Hilo Adult and Dislocated Workers files have been relocated to the center; still waiting on the Kona files to be turned over;
- Temporary furniture and computers for the resource center have been installed for client use;
- Telephones and Wi-Fi internet were installed on December 4<sup>th</sup>;

**Is it a WIOA compliant comprehensive AJC?**

No, not at this time.



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"HAWAII COUNTY IS AN EQUAL  
OPPORTUNITY PROVIDER AND  
EMPLOYER"

**If not, what partners are not in the AJC?**

- All, except the WIOA Adult and Dislocated Worker Program.

**What are the reasons that the partners are not in the AJC?**

- Most of the partners already have offices in Hilo and are unwilling to commit resources to the AJC;
- The State of Hawaii Departments have been uncooperative and refuse to address requests to move to the AJC, most notably the Department of Labor's Workforce Development Division (WDD);
- On November 13, 2017, WDD was informed via email, of the opening of the AJC on December 1<sup>st</sup> and requested to plan the relocation of their Wagner-Peyser and Veterans workers to the center;
- On November 27, 2017, WDD was informed by written communication, of the opening of the AJC on December 1<sup>st</sup> and requested to submit a date of the relocation of their Wagner-Peyser and Veterans workers to the center;
- **No response has been received;**
- Numerous requests have been made to WDD regarding the equipment inventory and transfer of inventory to the AJC. **No response has been received.**

**What efforts have been and are being taken to have a comprehensive AJC?**

- A new AJC location was obtained and is currently being set up;
- The **local** AJC Partners have a strong working relationship and have been attending monthly meetings and working sessions to collaboratively develop the MOU and the Board.
- However, many of these **local** AJC Partners do not have the decision-making authority in regards to the MOU or infrastructure costs at the local level.

**What is the status of the MOUs and infrastructure costs agreement with partners?**

- The approved MOU went out for signature to the all the required partners on **August 10, 2017**. This MOU will be modified once a negotiated infrastructure funding agreement has been completed.
- MOU's signed and received:
  - Office of Housing and Community Development (OHCD);
  - County Senior Employment Program (STEP);
  - Hawai'i County Economic Opportunity Council (HCEOC);
  - Division of Vocational Rehabilitation (DVR);
  - Hawai'i Community College (HCC);
  - Alu Like;
  - Maui Economic Opportunity (MEO).

• **Programs that have NOT signed MOU:**

AEFLA program - Adult Education and Family Literacy Act	Waipahu Community School for Adults- State of Hawai'i
Jobs for Veterans State Grants Chapter 41 of title 38	Department of Labor and Industrial Relations - State of Hawai'i Workforce Development Division
Programs authorized under the Social Security Act title IV, part A (TANF)	Department of Human Services- State of Hawai'i
Unemployment Compensation Programs	Unemployment Insurance Division- State of Hawai'i
Wagner-Peyser Act ES, as authorized under the Wagner-Peyser Act, as amended by WIOA title II	Department of Labor and Industrial Relations - State of Hawai'i Workforce Development Division

**What challenges and barriers are you facing with MOUs and infrastructure costs?**

- The State of Hawai'i Departments are most difficult to work with;
- Many of the local area AJC partners want to move forward with both the MOU and have the allocated infrastructure cost negotiations in place, but they do not have the authority to do so;
- Recommendations have been made to the local partners to bring whomever who has the power to move the AJC MOU forward to the meetings, but often they are in Oahu which makes it difficult.

**What is the projected ETA for signed MOUs and IFAs?**

- The initial MOU's were provided to the partners on August 10, 2017 and we still have not received all partner signatures;
- The State of Hawai'i Departments are most difficult to work with and have not received any indication of progress from these partners.

**What is the status/plans of the site in Kona where employment services are being offered?**

- The Hawaii County Workforce Development Board is focusing on the WIOA law by having a compliant comprehensive AJC in the Hilo area;
- If this is achieved, other affiliate sites may be considered;
- **Note: There is an OHCD Mobile Command Post that is available for deployment at any time of need.**

**What is the status of selecting a service provider for the adult and dislocated worker programs?**

- A contract is being developed to hire a temporary Program Coordinator to run the Adult and Dislocated Worker Program in the interim;

- **Hawai'i Community College has agreed to run the Adult and Dislocated Worker Program. A Memorandum of Agreement is being developed and will be circulated for execution.**

**Are you planning to issue another RFP? If yes, when and for how long?**

- **No**

**Projected ETA for contracting with adult and dislocated worker service provider?**

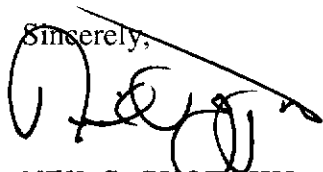
- **January 16, 2018**

**What challenges and barriers are you facing with selecting a service provider?**

- **None, MOA being developed and processed.**

You can call me at 961-8379 if there are any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Neil S. Gyotoku', written over the word 'Sincerely,'.

NEIL S. GYOTOKU  
Housing Administrator