



WORKFORCEDEVELOPMENT
COUNCIL

Workforce Development Council's Employer Engagement Sub-Committee
Wednesday, June 28, 2018
10:00 a.m. – 12:00 p.m.
Princess Ruth Keelikolani Building
830 Punchbowl Street, Room 416
Honolulu, HI 96813

MINUTES

ATTENDEES

Paul Marx, Sub-Committee Chair, Affordable Housing and Economic Development
Faustino Dagdag, Leeward Community College/Workforce Consultant
Judy Bishop, Bishop & Co.
Lois Hamaguchi, UH-Career & Technical Education
Brian Tatsumura, Committee Vice Chair, Briant 808

STAFF

Kayla Rosenfeld, WIOA Specialist & Statewide Rapid Response Coordinator
Allicyn Tasaka, Executive Director
Jeanne Ohta, Special Projects Specialist

- I. The meeting was called to order at 10:07 a.m. by Sub-Committee Chair Paul Marx.
- II. Reports and Recommendations from Statewide Outreach to Businesses and Employers Sub-Committee

A. Recommendation for Consultant:

WDC received eight (8) proposals by the June 11, 2018 deadline. Members received packages on June 12, 2018 to prepare for the first round of evaluation held on June 13, 2018. At that meeting, members reviewed the proposals and evaluated each proposal based on the set criteria by designating points to each category totaling 100 points. Members signed attestation forms confirming no conflict of interest.

Member Michael Kamiya was not present but sent his signed attestation form and evaluation forms for each proposal to the WDC prior to the meeting. Vice Chair Brian Tatsumura did not participate in the vote. He wished to remain a neutral observer.

Based on the highest score of the evaluation form, Olomana Loomis received the highest score of 452 out of 500 possible points.

A motion for a final recommendation to accept Olomana Loomis as the Consultant to outreach to employers and develop a plan to brand the workforce system in Hawaii was made by Sub-Committee Chair Paul Marx. The motion was seconded by Faustino Dagdag. The motion was unanimous approved.

The procedure is for the consultant to work with WDC staff and then report back to the sub-committee. Marx suggested this is a good way to build a relationship with WDC.

Dagdag reminded members that the American Job Centers are moving in a specific direction. He doesn't want the Consultant to move WDC in a conflicting direction, or to duplicate business service efforts.

III. Next steps for the Sub-Committee

- A. Allicyn Tasaka will notify Olomana Loomis of their selection and draft an award letter. Tasaka will also draft thank you letters to the other applicants for their proposals. Brian Tatsumura will sign the thank you letters on behalf of the Employer Engagement committee.
- B. The selected Facilitator and Consultant will receive an orientation providing an overview of WDC, WIOA, Workforce Development Boards, American Job Centers and HireNet. They will also tour the Oahu American Job Center.
- C. Judy Bishop suggested that Olomana Loomis and Dr. Kim Payton (Facilitator) meet after the orientation and AJC tours, and before the next committee meeting on August 22, 2018. The purpose would be for the Consultant and Facilitator to hear the other's scope of work, and to explore how/if they can collaborate.
- D. Tatsumura suggested that after Olomana Loomis and Dr. Payton meet each other, they then meet their sub-committee members. That way both sub-committees and their contractors will be on the same page for the August 22 meeting.

IV. 2018 Meeting Schedule

- A. August 22, 2018 at 10:00 a.m.

V. The meeting was adjourned at 10:35 a.m. by Sub-Committee Chair Marx.