

DAVID Y. IGE
GOVERNOR

DOUGLAS S. CHIN
LIEUTENANT GOVERNOR



LESLIE WILKINS
CHAIRPERSON

ALLICYN C.H. TASAKA
EXECUTIVE DIRECTOR

STATE OF HAWAII
WORKFORCE DEVELOPMENT COUNCIL
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Workforce Development Council's Executive Committee
Thursday, June 7, 2018
1:00 p.m. – 3:00 p.m.
Princess Ruth Keelikolani Building
830 Punchbowl Street, Conference Room 416
Honolulu, Hawaii 96813

MINUTES

Members Present:

Leslie Wilkins, Chari, Workforce Development Council (WDC) Board
Alan Hayashi, Vice Chair, WDC Board
Scott Murakami, Chair, Data Management and Technology Committee
Glen Kaneshige, Chair, Employer Engagement Committee
Shannon Okinaka, Chair, Finance Committee
Marian Tsuji, Vice Chair, Performance Measures and Accountability Committee
Sunshine Topping, Chair, Sector Strategies & Career Pathways Committee

Members Absent:

Edward Richardson, Chair, Military & Veterans Affairs Committee
Ian Kitajima, Youth Services Committee

Guest:

Doris Dvonch, Deputy Attorney General

Staff:

Kayla Rosenfeld, WIOA Specialist & Statewide Rapid Response Coordinator
Allicyn Tasaka, Executive Director

I. Call to Order

Chair Leslie Wilkins called the meeting to order at 1:18 p.m. with quorum of six (6) members

present.

II. Chair's Report and Updates

- A. Chair Wilkins welcomed back Doris Dvonch, Deputy Attorney General, who returned from maternity leave.
- B. Chair Wilkins announced the passing of Albert Perez, retired administrator of the Division of Vocational Rehabilitation and Linda Sakamoto from WDC staff. She circulated sympathy cards for members to sign. The Executive Director will make sure that the families receive the cards.
- C. Chair Wilkins announced new WDC staff members who started in April and May:
 - 1) Kayla Rosenfeld, WIOA Specialist & Statewide Rapid Response Coordinator
 - 2) Mark (Duke) Olds, Employment Services Specialist V
 - 3) Maria-Elena Diaz, Ph.D., Employment Analyst IV
 - 4) Wayne Liou, Ph.D., Employment Analyst IV

III. Approval of Minutes

- A. A motion was made by Shannon Okinaka to approve the minutes of the meeting held on March 2, 2018. The motion was seconded by Alan Hayashi. The motion was approved with 6 ayes, no abstentions, and none voting no. (6 voting members were present.)

IV. Update on WDC assistance with disaster recovery efforts on Kauai, Oahu and Hawaii County as presented by Kayla Rosenfeld, Statewide Rapid Response Coordinator:

- A. Oahu: City & County of Honolulu established four (4) Disaster Recovery Centers (DRC) for East Oahu. WDC attended one for observation and education purposes. A total of 173 people who were impacted by the April 13-16, 2018 flooding visited the four centers.
- B. Oahu and Kauai are the focus of a federal Dislocated Worker Grant (DWG) request for \$500,000 to employ those island residents to assist with recovery efforts.
- C. Kauai: the Kauai Workforce Development Board (WDB) held three (3) Rapid Response sessions for displaced residents. Rosenfeld attended the Hanalei session, which attracted about 300 individuals. In total, 425 individuals impacted by the April 13-16, 2018 flooding attended the three (3) sessions
- D. Hawaii Island: Rosenfeld presented USGS and FEMA data that highlighted federal, state and county efforts to manage the impact of Kilauea eruption. She also presented materials which included eruption and earthquake maps, sulfur dioxide readouts, heat signatures and samples of daily situation reports.
- E. The WDC has been designated Emergency Support Function 6 Mass Care (ESF-6) by Hawaii Emergency Management Agency (HI-EMA). WDC monitors daily ESF-6 conference calls for updates.
- F. WDC is planning two (2) Rapid Response sessions on Hilo side of Hawaii Island (June 19 & 20, 2018).

- G. WDC applied for a \$3.5M DWG to employ Hawaii Island residents to assist with infrastructure recovery efforts. Funds also can be used to assist business owners who experience loss, members of the agriculture community, and self-employed individuals.
- H. Rosenfeld explained that the State received federal public assistance which triggers ability to employ eligible dislocated workers to help with clean up and recovery of public lands; however, the State is appealing FEMA's denial of Individual Assistance (IA). The IA is needed to respond to individual losses of property, and to trigger Disaster Unemployment Assistance (DUA) benefits.
- I. Rosenfeld explained how DWG funding will be distributed: DLIR to WDC to local WDBs to approved partners.
- J. Presentation concluded with a summary of how the WDC supports federal, state, county, and community workforce development in times of natural disasters.
 - a. Chair Wilkins and Scott Murakami asked for Kmart closing dates. Murakami said that the UH can provide financial support to employees.

A member asked how often (real time) will WDC get updates on the number of dislocated workers? The Executive Director explained that WDC has been relying on George Costa (Kauai WDB) and Neil Gyotaku (Hawaii Island WDB) for data updates and names/lists of people and businesses who were displaced and affected by the disaster. Murakami said this is a good opportunity for a GAP grant. Usually, we find out that information through unemployment insurance. Rosenfeld said the concerns and challenges are that workforce data is only now coming in. People are coming out of shock, and now trying to get their lives together.

FEMA has officially launched the recovery phase of its Hawaii Island operation.

Murakami said he was on Kauai last week for a WDB meeting. One of the outcomes was an ability to run analytics on the impacted isolated communities to help determine where the funding is needed.

V. Discussion regarding recommendations to the WDC board to approve employee collective bargaining salary increase of 2.25% for staff effective July 1, 2018.

A motion was made by Marian Tsuji to extend approval of the non-performance based 2.25% collective bargaining salary increase for all staff, including the Executive Director effective July 1, 2018, to be reported at the board meeting of the Workforce Development Council. The motion was seconded by Alan Hayashi. The motion was unanimously approved.

VI. Updates from Board Committee meeting between March 2, 2018 and June 7, 2018.

A. Data Management & Technology Committee

Committee Chair Scott Murakami made a motion to recommend approval of entering into a Memorandum of Agreement with the Department of Labor & Industrial Relation's Electronic Data Processing Services Office to be the project management team for statewide the single sign-

on registration system and work with a web developer for the site. The motion was seconded by Sunshine Topping. The motion was unanimously approved.

Chair Murakami reported that he is working with the staff to request an extension to the current US Department of Labor's (USDOL) Reemployment and System Integration Dislocated Worker grant to September 30, 2019. The extension will be submitted to WDC's Federal Project Officer for review and comment before formally submitting to USDOL.

B. Employer Engagement Committee

Committee Chair Glen Kaneshige reported that two sub-committee were formed: Issued Request for Quote (RFQ) for a facilitator to outreach to employers and WIOA stakeholders to develop a statewide business services framework plan to guide the business teams at the American Job Centers. The RFQ is not to exceed \$25,000. Four proposals were submitted by deadline and the sub-committee will meet on June 13 to review the proposals and make a recommendation.

Issued a Request for Proposal (RFP) for a consultant to develop an outreach plan to employers and create strategies and plans to brand WDC and the State workforce system. The RFP is not to exceed \$100,000. The sub-committee will meet to review the proposals and make a recommendation.

C. Finance Committee

Committee Chair Shannon Okinaka reported that the state funding will continue for Fiscal Year 2018 – 2019. Committee should start to develop their budget needs in a timely manner to avoid rush to encumber at the last minute.

Fiscal and program on-site monitoring of Oahu and Maui workforce development boards will be conducted in June.

Concerns of the program and participant report as of March 31, 2018:

1. For Kauai, there is still no youth provider contracted and the PY17 contracts have not been executed.
2. For Maui, concerns for the adult program and cost per participant is high compared to the number of participants served.

D. Military & Veterans Affairs Committee

Chair Wilkins appointed Alan Hayashi as interim committee chair. Rick Richardson's term will expire on June 30, 2018. He is considering to submitting his application for re-appointment.

E. Performance Measures & Accountability Committee

Chair Wilkins announced that Committee Vice Chair Marian Tsuji's term will expire June 30, 2018. She and Vice Chair Hayashi will work on recruiting a Committee Chair and Vice Chair.

F. Sector Strategies & Career Pathways Committee

Committee Chair Sunshine Topping made a motion to recommend that WDC partner with the Hawaii Association of Career Technical Education's annual conference in the amount of \$15,000. The support would cover a national speaker, and registration fee for WDC board members and staff and possibly for local workforce development board members and staff. The motion was seconded by Marian Tsuji. The motion was approved by five members. Scott Murakami abstained.

Committee Chair Sunshine Topping made a motion to recommend providing a total of \$16,500 for continued sector partnership meetings on each island. Each county workforce development boards will receive \$4,125. The motion was seconded by Marian Tsuji. The motion was unanimously approved.

G. Youth Services Committee

No report.

VII. Next Meeting

The next meeting will be scheduled at the call of the Chair.

VIII. Adjournment

Chair Wilkins adjourned the meeting at 3:16 p.m.

