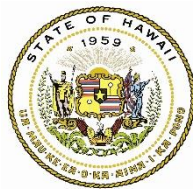


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GOVERNOR

DOUGLAS S. CHIN  
LIEUTENANT GOVERNOR



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**Hawaii Workforce Development Council  
Workforce Innovation and Opportunity Act Core and Mandatory Partners Meeting  
Wednesday, May 30, 2018  
1:30 P.M. – 3:30 P.M.  
Princess Ruth Keelikolani Building  
830 Punchbowl Street, Room 310, Honolulu, Hawaii 96813**

**MINUTES**

**CORE PARTNERS' ATTENDEES:**

Maureen Bates, Department of Human Services, Division of Vocational Rehabilitation  
Susan Foard, Department of Human Services, Division of Vocational Rehabilitation  
Debbie Miyao, Department of Education, Adult Education  
Gordon Lum, Department of Education, Waipahu Community School for Adults  
Michele Fukumoto, Department of Education, McKinley Community School for Adults  
Carol Kanayama, Department of Labor & Industrial Relations, Wagner-Peyser

**MANDATORY PARTNERS' ATTENDEES:**

Ann Perreira-Eustaquio, Department of Labor & Industrial Relations, Unemployment Insurance  
Artie Barba, Department of Labor & Industrial Relations, Unemployment Insurance  
Lois Hamaguchi, University of Hawaii, Career and Technical Education

**GUESTS**

William Mihalke, University of Hawaii, Center on Disability Studies, Disability Employment Initiative  
Lisa Eng, University of Hawaii, Center on Disability Studies, Disability Employment Initiative

**STAFF:**

Allicyn Tasaka, Executive Director, Workforce Development Council  
Maria-Elena Diaz, Workforce Development Council  
Kayla Rosenfeld, Workforce Development Council  
Wayne Liou, Workforce Development Council  
Duke Olds, Workforce Development Council

**I. Call to Order..... *Allicyn Tasaka, Executive Director***

The meeting was called to order at 1:33 p.m. by Executive Director Allicyn Tasaka.

## II. Approval of Minutes

Winona Whitman submitted amendments to her presentation outlined in the minutes for the meeting held on March 28, 2018. A motion to approve the March 28, 2018 minutes as amended by Winona Whitman was made by Carol Kanayama. Susan Foard seconded the motion. The motion to approve the minutes was approved unanimously.

## III. As an on-going process to learn more of the programs offered by core and mandatory partners, there will be a presentation on the Disability Employment Initiative (DEI) Grant by the University of Hawaii Center on Disability Studies (CDS) staff, William Mihalke and Lisa Eng.

The Center for Disability Studies (CDS) is an organized research unit located in the College of Education, University of Hawaii at Manoa. It provides interdisciplinary personnel preparation, conducts community training and outreach, initiates research, disseminates information on evidence-based practices and serves the university and community to improve the quality of services provided to persons with disabilities.

The Disability Employment Initiative (DEI) is a U.S. DOL funded program to improve education, training, and employment outcomes of youth and adults with disabilities. It is jointly funded with the DOL's Office of Disability Employment Policy and administered by the Employment and Training Administration. There have been eight rounds of grant funding available to states since 2010. Hawaii has received funds in rounds two, six, and eight. The Workforce Development Division (WDD) has contracted CDS to provide DEI training to partner agency staff.

CDS staff provided attendees with a copy of the presentation and products of their training material: training manuals (Workforce Readiness Training and Workforce Readiness Workbook, revised May 2018). Also, they provided a brochure on the Hawaii Business Leadership Network (HIBLN). HIBLN is the state's first business-to-business organization created by business leaders to share best practices in hiring, retaining and marketing of people with disabilities.

Bill and Lisa Eng concluded their presentation on the organization and implementation of DEI in Hawaii and responded to questions. A key message conveyed by Bill: partners need to break out of their silos and readily conjoin with fellow partners to leverage resources to efficiently serve DEI clients (WIOA Title IV customer base). Effectively working through collaborative partnerships, despite different funding sources, is essential to the success of WIOA implementation.

Bill asked Carol, Wagner-Peyser program, to briefly explain the Volunteer Internship Program (VIP). The program is one of several partner programs that can be helpful to DEI clients, depending on the client's individual service plan. Carol responded that VIP allows job seekers, especially those receiving unemployment insurance (UI) benefits, to gain unpaid work experience. Volunteers work at Hawaii businesses, profit or non-profit. Upon successful completion of training, interns receive certification of job skills acquired

and consideration for employment. The opportunity to train through VIP is limited to 16-32 hours per week for anywhere between 4-8 weeks. The WDD is the sponsoring agency.

Bill asked Allicyn if the Department of Veteran Affairs (VA) has representation on the Council, remarking that the VA's work with disabled veterans is a possible resource for DEI clients. Allicyn responded no but remarked that the WDC has a Military and Veterans Affairs committee. Susan Foard, DVR representative, responded they work with VA representative, Kim Graves, is a good contact. Bill mentioned that CDS has a VA contact through the Hawaii Business Leadership Network.

Maureen Bates, DVR, asked if the nine performance measures displayed on presentation slide number six is tracked? Carol, Wagner-Peyser, responded yes, and it's tracked on a national DEI database, accessible online by designated individuals. She offered to print out data and share it with partners.

Allicyn asked what is the active period for the DEI round 8 services? Bill responded round 8 goes to October 2020 and it is the last round of DEI funding.

Allicyn asked how many Disability Resource Coordinators (DRCs) are there statewide? Carol responded some DRCs are half or one-third of a position.

Allicyn asked are the DRCs located in the American Job Center (AJC) or in the WDD office? Carol responded that on Kauai and Oahu they are in the AJC. The DRC in Maui is located in the WDD office and will relocate to the AJC when the AJC is ready to be occupied at its new location. In Hawaii County, the DRC spends half her time at the AJC and the other half in the WDD office.

Allicyn asked how can DEI work better with core and mandatory partners to achieve its goals before the program ends in October 2020? Bill responded he communicates frequently with DVR and WDD. With regards to education partners he has reached out to the U.H. CTE, Bernadette Howard; CDS is working to connect more with the Department of Education, engaging schools on different projects.

Susan asked if DEI can help employers with benefits planning and training, that this is what the employers need. Susan asked Allicyn if Bill or Lisa can attend the next Employer Engagement meeting on June 6, 2018. Allicyn responded that DEI is welcomed to attend and Lisa responded she can attend.

Lisa remarked that they are engaging employers who are members of the Oahu Business Leadership Network and is collaborating with the Network to sponsor a reverse job fair where job ready clients will be showcased and employers will engage the applicant by going up to them. For partner staff training DEI brought in a National Disability Institute trainer, Michael Rausch to provide Asset Development Strategies and Financial Literacy training to WDD and partner staff this past April.

**IV. Update on Rapid Response initiatives and core and mandatory partner responses to the natural disaster impact on businesses and workers in Kauai and Hawaii Counties and East Honolulu, Honolulu County.**

Partners provided updates on their agency's response to the flooding disasters in Kauai and East Honolulu, and the volcanic eruption in Hawaii County.

Wagner-Peyser (Carol Kanayama)

Standing by to hear from Hawaii County on how WDD can assist them with Rapid Response for the hotel workers affected by the Mauna Lani Hotel renovation and workers affected by the volcanic eruption.

Statewide Rapid Response Coordinator (Kayla Rosenfeld)

- Has started coordination with Tom Au, Workforce Development Division (WDD), Kona office, Hawaii County; and Neil Gytaku, Administrator, Housing and Community Development, Hawaii County; to develop a Rapid Response action plan that targets Mauna Lani Bay Hotel, Kmart, Puna Geothermal Venture (PVG) and the dislocated workers and businesses affected by the eruption.
- Has started coordination with George Costa, Director, Office of Economic Development, Kauai County, to develop next steps to target residents affected by the rain and flooding disasters.

Carol asked for clarification on the federal funding that will support the disaster related Rapid Response. Kayla responded the State is pursuing two federal disaster relief grants. In the first application the State is requesting \$500,000 to respond to the flood related disasters in Kauai and Oahu. In the second application the State is requesting \$3.5 million for the volcanic eruption disaster in Hawaii County. After gaining DOL approval the State will offer eligible employers the funds to hire dislocated workers to perform cleanup and restoration work.

Susan asked when will we hear if the requests were approved? Kayla submitted the flood disaster application on May 12 and it takes about two weeks to receive notification. She expects to hear from DOL soon. She is finishing revisions to the second grant application to submit to DOL no later than the end of May.

Carol asked who is eligible to get hired? Kayla responded that workers laid off due to the disaster; to include farmers and self-employed individuals are eligible. Funding will support a maximum of 2,080 hours of work per hired individual or up to a maximum of 12 months of work. The estimated amount an individual will earn over the 12 months is \$21,000. The amount requested for the flood disaster will support up to 200 workers. The life of the grant is two years.

Susan asked if family members of dislocated workers are eligible? Kayla will confirm but she thinks it's only the affected worker.

Unemployment Insurance Division (Anne Perreira-Eustaquio and Arthur Barba)

Unemployment Assistance (DUA) program provides unemployment benefits to individuals who have become unemployed as a direct result of a Presidentially declared major disaster.

To qualify, one's employment or self-employment must have been lost or interrupted as a direct result of a major disaster declared by the President. One must have been determined not otherwise eligible for regular unemployment insurance benefits.

For example, laid off workers in Hanalei, Kauai, assuming DUA is approved, can qualify for DUA because road corridors leading into and out of Hanalei to get to place of employment, are non-navigable due to the disaster. Once the roads become navigable, the individual is no longer eligible for DUA. If DUA benefits end, individuals can apply for and if eligible, receive regular unemployment benefits.

Division of Vocational Rehabilitation (Maureen Bates)

DVR identified 895 clients in the disaster areas (Kauai, Honolulu, and Hawaii counties) who were potentially impacted. All were notified and informed that DVR was available to help connect them to resources such as SNAP benefits, shelter, childcare, etc.

Adult Education (Debbie Miyao)

No significant issues reported.

**V. Update on Memorandum of Understanding (MOU) and Infrastructure Shared Costs (ISC) among Partners in the American Job Centers (AJC).**

Partners shared the status with the local boards on the MOUs.

DVR (Maureen Bates)

DVR is required to have their MOUs and shared cost agreements reviewed by their Federal partners. Kauai is the only county to submit a MOU and IFA. Both have been reviewed by the Attorney General and are being reviewed by the Federal partners. Oahu and Hawaii have submitted their MOUs. Maui has not submitted the MOU.

Adult Education (Debbie Miyao)

MOUs from Hawaii and Oahu boards were submitted and signed by the DOE Superintendent. Maui and Kauai boards have not submitted MOUs.

Debbie asked who shall she follow up with? Allicyn responded for Kauai, contact George Costa or Kaeo Bradford and for Maui, contact Brain Nagami. Work will start on the shared cost agreement after the MOUs are completed.

U.H. CTE (Lois Hamaguchi)

Has not seen any MOUs; however, has followed with and is waiting to see if Bernadette Howard has received anything.

UI (Anne Perreira-Eustaquio)

Has completed the MOUs with Kauai, Oahu, and Hawaii; has not started the shared costs negotiations.

Susan asked if a partner signs the MOU without determining the infrastructure shared costs and subsequently learns the infrastructure costs are too much, what happens next? Anne responded that their AG added a statement to the MOUs that concurrence to the conditions detailed in the MOU is contingent upon UI agreeing to the shared costs.

Wagner-Peyser (Carol Kanayama)

Has completed MOUs with Kauai, Oahu, and Hawaii; has not started the shared costs negotiations. Similar to UI, WDD's Attorney General to the MOU that concurrence to the MOU is contingent upon WDD agreeing to the shared costs.

Allicyn informed the partners that the Maui AJC will be located at the Maui Mall and will be co-located with the business resource center.

Carol asked if it has conference rooms? Allicyn responded there is one small room that is being used as a conference room.

Carol provided update on the progress being made to move Wagner-Peyser staff into the AJCs. On Oahu modification work is being done to the work areas to accommodate Wagner-Peyser, VETS, and other WDD staff. The target date for all requisite staff to be in the Oahu AJC is July 1. WDD will retain the Waipahu and Honolulu offices staffing both offices with the ETF and VIP programs, and in Honolulu, the Summer Youth Program. In Hawaii County the infrastructure of the AJC facility is partially complete and cannot accommodate Wagner-Peyser staff full-time. Staff utilizes laptops with 4G internet access to perform work on HireNet Hawaii. WDD staff not relocating to the AJC will vacate present location (the former One-Stop Center) and move into the Hilo UI office temporarily. The Kona WDD staff will relocate to a smaller space, location to be determined. Maui staff is waiting for authorization to begin relocating Wagner-Peyser staff and programs to the AJC at the Maui Mall. The present location of Wagner-Peyser staff in Kauai is the same location as the AJC.

Allicyn asked if UI is going to be in the Oahu AJC? Anne responded there will be one individual. The present plan is to have one staff in the AJC and it's only on Oahu. Anne remarked that the present UI operations at Waipahu will shut down and Oahu UI services will be at Honolulu and Dillingham. The public can also access UI services online. Carol asked if the Hawaii County AJC will relocate after June 30? Allicyn responded that it's the intent of the Hawaii WDB to relocate the AJC to a larger office space but is pending since the county is focused on managing the disaster response caused by the lava flow.

Allicyn asked if there were any additional updates. There were none.

Allicyn reminded the group that in the last meeting the idea of hiring a facilitator was briefly discussed. She queried the partners if they still would like to have a facilitator between the partners and the local board. At the last meeting it was clear that there was insignificant progress made on the MOUs and the idea was brought up if having a neutral facilitator would be helpful. All partners agreed except for one. Progress had been made on the MOUs since the last meeting, the challenge will be in finalizing the cost sharing, and having the facilitator could help move the process.

Susan asked if we are going to wait until all the MOUs are in before starting on the shared cost analysis. Allicyn responded no and that it can be done simultaneously. There was no group consensus on a decision in having a facilitator and Allicyn will give the group more time to think about it and will bring it to group again, at the next meeting.

Michele Fukumoto (Adult Ed McKinley School) shared with the partners an example of how Adult Education is leveraging partner resources to implement classes for the Summer Youth Employment Program. Adult Ed is collaborating with DEI partners, CDS and WDD, to provide the classroom space and instructors to conduct classes for the students enrolled in this year's Summer Youth Employment Program. There will be two classes. One will start in the first week of June and the other class starting in the second week. The first class has 12 students registered and the second class has 10 students. WDD DEI Program Specialist Traci Page is working on getting an additional 15 students signed-up. The class is a total of 12 hours, three hours a day.

## **VI. Next Meetings for 2018**

A. The next meeting is scheduled for July 25 at 1:30 p.m.

B. September 26, November 28

## **VII. Adjournment**

Allicyn Tasaka adjourned the meeting at 3:13 p.m.