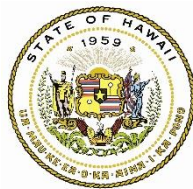


DAVID Y. IGE  
GOVERNOR

DOUGLAS S. CHIN  
LIEUTENANT GOVERNOR



LESLIE WILKINS  
CHAIRPERSON

ALLICYN C.H. TASAKA  
EXECUTIVE DIRECTOR

STATE OF HAWAII  
WORKFORCE DEVELOPMENT COUNCIL  
830 Punchbowl Street, Suite 417, Honolulu, Hawaii 96813  
Phone: (808) 586-8630 Web: <http://labor.hawaii.gov/wdc/>

## DATA MANAGEMENT & TECHNOLOGY COMMITTEE MEETING

Thursday, August 9, 2018

1:30 P.M. – 3:30 P.M.

Princess Ruth Keelikolani Building  
830 Punchbowl Street, Conference Room 310  
Honolulu, Hawaii 96813

### MINUTES

#### ATTENDEES:

Scott Murakami, Chair, Data Management & Technology Committee  
Sheryl Nojima, Vice-Chair, Data Management & Technology Committee  
Alan Hayashi, Vice-Chair, Workforce Development Council  
Yang-Seon Kim, Department of Business, Economic Development and Tourism  
Debbie Miyao, Department of Education, Adult Education  
Gordon Lum, Department of Education, Adult Education  
Pat Anbe, Department of Education, Adult Education  
Carol Kanayama, Department of Labor & Industrial Relations, WDD  
Maricar Pilotin-Freitas, Department of Labor & Industrial Relations, WDD  
Phyllis Dayao, Department of Labor & Industrial Relations, Research and Statistics  
Jeri Arucan, Department of Labor & Industrial Relations, Research and Statistics  
Brandon Kim, Department of Labor & Industrial Relations, EDPSO  
Hing Tai Lee, Department of Labor & Industrial Relations, EDPSO  
Ryan Buillard, Department of Labor & Industrial Relations, EDPSO

#### STAFF:

Allicyn Tasaka, Workforce Development Council  
Jayson Muraki, Workforce Development Council  
Wayne Liou, Workforce Development Council

#### **I. Call to Order.....Committee Chair Scott Murakami**

The meeting was called to order at 1:32 p.m. by Committee Chair Scott Murakami.

#### **II. Approval of Minutes**

A. January 29, 2018 Meeting

A motion to approve the January 29, 2018 minutes was made by Alan Hayashi. Sheryl Nojima seconded the motion. The motion to approve the minutes was approved unanimously.

**III. Presentation and update on the status of the Single Sign-On Registration System as part of the statewide participant management information system.**

- A. Update on project management
- B. Recruitment of web developer
- C. Timeline to complete the grant

Chair Scott Murakami provided an overview to the committee about the developmental process of the Single Sign-On Registration System. The Department of Labor & Industrial Relations (DLIR) Electronic Data Processing Systems Office (EDPSO) was sub-contracted to assist in the development of the system using the Salesforce platform. Brandon Kim presented the prototype of the system to the committee. The log-in webpage was presented first showing how an individual would need to register for an account. After registering for an account, the individual would need to answer a set of questions to determine whether they qualify for WIOA services. The set of questions listed in the system was based on the common elements from all the WIOA titles' applications. Based on the answers provided by the individual, a built-in algorithm determines whether they qualify for WIOA services, and if so, which WIOA titles they qualify for. Once completing this process, an e-mail referral will be sent to the respective WIOA titles' inbox for follow-up with the individual.

Chair Murakami mentioned the Single Sign-On Registration System is still in development and input from all the WIOA titles' is welcomed to help better refine the system. Carol Kanayama asked whether staff from all the WIOA titles will be able to see all the referrals the system has made. Chair Murakami responded that the committee will look into this further to see if this can be built into the system. Sheryl Nojima asked that once an individual completes the set of questions, what do they see? Brandon Kim responded that the individual will receive a confirmation e-mail from the system confirming the submission of their application. Nojima asked can individuals go back and change some their responses to the questions? Chair Murakami responded that individuals can always access their account and update their responses as necessary. Carol Kanayama asked about the maintenance cost for their system? Chair Murakami replied that the development cost, as well as the maintenance cost for the first year of the system is covered under the Reemployment & System Integration Dislocated Worker Grant.

Chair Murakami reported to the committee that the EDPSO is in recruitment for a web developer to design the Single Sign-On Registration System website. It was discussed that the Single Sign-On Registration System homepage would be designed to look similar with the State of Hawaii's eSign homepage. Chair Murakami and the WDC staff will be meeting with the EDPSO to develop a timeline for the completion of this project. In addition, once the system is in production, there will be training for all WIOA title staff on the use of the system.

Chair Murakami asked Jayson Muraki about the request for extension of the Reemployment & System Integration Dislocated Worker Grant. Muraki responded that the extension request will be completed shortly and be submitted to the USDOL by next week.

**IV. Update on the Job Spidering in HireNet Hawaii**

Chair Murakami updated the committee to notify them that Geographic Solutions has provided job spidering capabilities back into HireNet Hawaii. Job spidering enables HireNet Hawaii to scan the major job boards, as well as employer sites for job listings and captures them to incorporate into HireNet Hawaii’s job board. For example, at the University of Hawaii, the job listings at “Work at UH” are currently being spidered into HireNet Hawaii. The benefit for employers is now they do not need to input each job listing directly into HireNet Hawaii, thus the cost savings on time.

**V. New Business**

Wayne Liou updated the committee on the National Governors’ Association’s request for participation for a state collaborative consortium to understand and support the on-demand workforce. Liou mentioned the creation of this state collaborative consortium came about as a result of States’ requesting how they can support the workers in the gig economy like UBER and Airbnb. Hawaii was selected to participate in the consortium because the State employs a sizable number of workers in the gig economy. The project is divided into two phases. The first phase of the project is data collection and understanding what is happening in the on-demand workforce. The second phase of the project is developing policies to support the individuals in this economy relating economic security and independence. Currently, University of Hawaii Community Colleges, Department of Labor and Industrial Relations (WDC and Research & Statistics Office), Department of Business, Economic Development & Tourism and the Hawaii Data eXchange Partnership have agreed to participate in the project. Other partners may be included as the project progresses.

**VI. Schedule Next Meeting**

The committee agreed to schedule the next meeting at a later date.

**VII. Adjournment .....Committee Chair Scott Murakami**

Committee Chair Scott Murakami adjourned the meeting at 2:36 p.m.