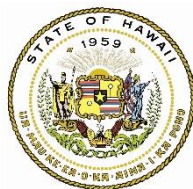


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GOVERNOR

JOSH GREEN
LIEUTENANT GOVERNOR



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WORKFORCE DEVELOPMENT COUNCIL
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MILITARY & VETERANS AFFAIRS COMMITTEE MEETING
Wednesday, November 21, 2018
9:30 A.M. – 11:00 A.M.
Princess Ruth Keelikolani Building
830 Punchbowl Street, Conference Room 314
Honolulu, Hawaii 96813

MINUTES

ATTENDEES:

Alan Hayashi, Interim Chair, Military & Veterans Affairs Committee and
Vice Chair, Workforce Development Council
Ann Greenlee, Vice Chair, Military & Veterans Affairs Committee and Hawaii Director of
Veterans' and Employment Training Service, U.S. Department of Labor
Major General Edward V. Richardson, USAF, Ret., Owner, Edward V. Richardson, LLC
Tamara Brethouwer, SFL-TAP, Transition Services Specialist, USARPAC, Ft. Shafter
Robert Bullen, University of Hawaii
Jeffrey Esposito, Transition Manager, Marine Forces Pacific, Marine Corps Base Hawaii
Roman Galiki, Military Admissions Representative, Universal Technical Institute, Inc.
Jim Gardner, Branch Manager, Personnel & Professional Development, MCB Hawaii
Ian Greene, Human Resource Officer, Department of Labor & Industrial Relations
Robert Helsham, Local Veterans Employment Representative, Hawaii Department of Labor
David Lee, Hawaii Medical Institute
Mildred Lonergan, Transition Service Specialist, SFL-TAP, Schofield Barracks
Rebekah Medlin, USO Pathfinder Program
Scott Murakami, Director of Workforce Development, UH Community Colleges
Debbie Nakashima, Program Manager, Pathways Program
Mike Quitania, Hawaii Program Manager, Onward to Opportunity, JBPHH

STAFF:

Duke Olds, Workforce Development Council
Michelle Miyashiro, Workforce Development Council

I. Call to Order.....*Interim Committee Chair Alan Hayashi*

The Military & Veterans Affairs Committee (MVAC) meeting was called to order at

9:30 a.m. by Interim Committee Chair Alan Hayashi.

II. Approval of Minutes for the September 19, 2018 MVAC Meeting

- Interim Chair Hayashi requested a motion to approve the minutes. Ann Greenlee moved to approve the minutes of the September 19, 2018 meeting. Scott Murakami seconded the motion.
- General Richardson asked the committee for comments regarding the presentation by Cynthia Covell, Assistant Superintendent, Office of Human Resources, Department of Education, at the last meeting. Should there be a subcommittee formed to follow up to ensure military spouses are hired as school teachers to ease the teacher shortage in Hawaii? There is a shortage of 1,000 teachers here and military spouses who are qualified as teachers are choosing other professions due to the low pay and/or undesirable assignments. Debbie Nakashima suggested speaking with Lynn Hammonds from the Hawaii State Teachers Standards Board. Duke Olds will work with General Richardson and Vice Chair Ann Greenlee to discuss a possible subcommittee or a workgroup to focus on the teacher issue. The discussion was closed. The minutes were approved.
- General Richardson attended the Army Transition Summit and was impressed with the quality of speakers, attendance, and the level of support the soldiers received from more than 200 participating employers. All events were successful. Organizers commented that attendance at the events was one of the largest compared to other Transition Summits. General Richardson would like to see a Hawaii team put together and pitch a presentation about living and working in Hawaii, encouraging transitioning service members to remain in Hawaii after leaving the service. Interim Chair Hayashi would also like to see Hawaii participate.
- Scott Murakami asked what tools the Transition managers are using to help service members find local jobs. Roman Galiki utilizes the DoD SkillBridge initiative where local partners such as JN Automotive, Anheuser Busch, and CVS offer transitioning service members an internship in the last six months of military service to learn skill sets targeted to the individuals' post-service career interest. Mildred Lonergan mentioned using social media such as Facebook to post all job openings while also posting hard copies near classrooms. Vice Chair Greenlee brought up HireNet Hawaii as everyone enrolled in the transition program are told to register with the State to access online postings. Mr. Murakami will look further into the data table to possibly restructure the logic in HireNet so it can filter specifically for military personnel. Any adjustments made to HireNet for transitioning personnel will only be successful if utilized.

III. Presentation on the Recruitment of Veterans for Employment Opportunities with the Hawaii State Government by Ian Greene, Human Resources Officer, Department of Labor & Industrial Relations

- Ian Greene is retired from the U.S. Army with 28 years of service and has been employed with the State of Hawaii for five years. He is the current Human Resources Officer for the Department of Labor and Industrial Relations (DLIR). He also serves as the military subject matter expert for the Department of Human Resources Development (DHRD). His expertise is leveraged by DHRD to interpret military acronyms and jargon appearing on State of Hawaii job application forms and online resumes. DHRD is the State government office responsible for recruiting and filling job vacancies in the Executive Branch.
- Mr. Greene provided an overview on the variety of jobs and skill sets required in State government. He explained how to access and navigate the multi-layered menus of information

on the DHRD website. For all job vacancies in the Executive Branch online resumes are required. He articulated that jobs in State government exist in different branches of government and when applying for these jobs, the applicant must adhere to the instructions of that branch. The major branches are the University of Hawaii system, the Department of Education, the Judiciary and the Executive Branch. Most state jobs are in the Executive Branch. He explained the difference between civil service career status positions versus exempt positions. Exempt positions allow departments to hire directly, have more flexibility in the interview stage, and post vacancies directly on the department's website. Mr. Greene briefly explained the class specification concept. When an applicant applies for a specific type of job he or she is applying for a class of jobs requiring the same skills and qualification. The application is matched and considered for multiple vacancies within the same job class in the Executive Branch.

- DHRD staff has participated in major military and non-military job fairs at Marine Corps Base Hawaii, Schofield Barracks, and Joint Base Pearl Harbor-Hickam as well as the Blaisdell Workforce Career Fairs. Mr. Greene recently presented information on State employment opportunities at the American Job Center. The audience members were primarily veterans or transitioning service members registered in the Disabled Veterans Outreach Program (DVOP) and the Local Veterans Employment Representative (LVER) Program. The Center previously held workshops on how to apply for federal jobs, but this was the first it hosted a workshop on State opportunities.
- Mr. Greene is partnering with the Warrior Transition Program at Schofield Barracks to develop intern positions for wounded warriors in State government offices. The program was previously limited to worksites at Federal agencies, but recently expanded acceptable sites to the private sector and State government. The State of Hawaii through the DLIR is working with the Warrior Transition Command and the State Attorney General's office on a Memorandum of Understanding to establish expectations and scope of work. The State of Hawaii will accept wounded warriors into intern positions aimed at preparing soldiers for their transition to the civilian workforce. Soldiers are still on active duty assigned to the Warrior Transition Battalion at Schofield Barracks throughout the internship.
- In February 2019, DHRD will assist transitioning service members and military spouses at Marine Corps Base Hawaii to promote career opportunities with the State.
- Some of the benefits received as a State employee: 21 vacation leave days and 21 sick leave days accrued each year; affordable health, life, dental, and vision insurance plans; pre-tax benefits, promotion opportunities; deferred compensation retirement planning; and retirement eligibility after 10 years of service.
- Vice Chair Greenlee asked about veteran's preference as it relates to State jobs. Mr. Greene explained that the State of Hawaii has a 5 and 10-point preference in the examination/ranking process. There are few positions that still use the ranking process. In these situations, veterans preference will help a veteran get to the top of the list. In the majority of cases, minimum qualifications still need to be met. Most applications are now resume-based which speeds up the application process.
- Roman Galiki asked if there were any programs available to service members going through vocational rehabilitation. Vocational rehabilitation assistance within the State government falls under the Department of Human Services. The department employs job placement specialists trained to provide transition assistance.
- Mildred Lonergan asked if there were any internship programs. There is no program in place right now, but Mr. Greene is partnering with the transition staff of the Warrior Transition Program at Schofield Barracks to develop intern positions within DLIR. Mr. Greene is open to

other possibilities; including transition programs like the Army Career Skills Program or the DOD SkillBridge initiative.

IV. Presentation on the United Service Organization Pathfinder Program by Rebekah Medlin, Schofield Barracks Pathfinder Site Manager

- The USO Pathfinder Program opened at Schofield Barracks on September 17, 2018. The transition program (previously known as RP6) has been around for three years. It's a national organization with locations across the U.S. and serves all service members.
- Service members receive one-on-one support to create a backwards transition plan. They receive tailored action plans around eight focus areas (employment, financial readiness, volunteerism, education, veterans benefits, family strength & wellness, housing, and legal). Military spouses are encouraged to participate in the process.
- There is a mobile app that allows the service members to view their customized plans, checklists, links to important sites, etc.
- The Pathfinder Program works with service members in the 12-month period prior to transition (pre-transition) and in the 12-month period after leaving the service (post-transition). Spouses are welcome to join the program at any time, not only when service members transition out of the military, but throughout the service members' career when the member is routinely ordered to move every three years to another military base. The move to a new community often exposes the spouse to labor market conditions that are unfamiliar. The USO Pathfinder Program has a unique role in easing the job transitions throughout multiple moves.

V. Reporting out on follow-ups from sub-committees

- A. CDL Work Group
 - No update.
- B. Training Centers/Space to Train
 - No update.
- C. Transition Affordable Housing
 - As there have been no recent issues for transitioning members, there is no need for further discussion.
- D. Are there any issues that need to be brought up as a topic?
 - The committee has touched upon some of the most pressing topics and are currently exploring additional topics for 2019. Hiring of teachers will continue to be a focus/follow up point for the committee.

VI. Announcements

- A. Possible future presentations for 2019.
 - The committee would like to schedule presenters or subject matter experts on career transition topics and issues of major interest and relevance to Transition Assistance Program (TAP) Managers and their client base: transitioning service members, military spouses, National Guard and Reserves, and veterans. The feedback that transition managers receive are the issues this committee would like to explore.

B. Purpose statement

- Duke Olds will survey committee members to obtain feedback on the committee's purpose and objectives. Debbie Nakashima would like the committee to keep the National Guard and Reserves in mind when thinking about purpose. Roman Galiki also wanted the committee to remember the Veterans Service Organizations: Veterans of Foreign Wars (VFW), Disabled American Veterans (DAV), Wounded Warriors, and American Legion.

C. Mildred Lonergan made a few announcements to the committee.

- Mike Bormann is out for a few weeks, Ms. Lonergan will be covering until he returns.
- There are two vacancies for the Aces Career Skills Program Installation Administrator. Ms. Lonergan can send more information to those who may know someone who might be interested.
- The Transition Summit after action review is scheduled for Tuesday, November 27 at 1:00 pm at Schofield Barracks. All are welcome to attend or send comments to Mildred. The 2019 Transition Summit is scheduled for October 29 & 30 at Schofield Barracks; October 31, Joint Base Pearl Harbor-Hickam; and November 1 at Marine Corps Base Hawaii.

VII. Adjournment

Interim Chair Hayashi adjourned the meeting at 11:05 a.m.