

DAVID Y. IGE  
GOVERNOR

JOSH GREEN  
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  
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**Workforce Development Council Meeting**

**Thursday, March 7, 2019**

**9:30 a.m. — 12:30 p.m.**

**Keelikolani Building (State Labor & Tax Building)  
830 Punchbowl Street, Room 310, Honolulu, HI 96813**

**MINUTES**

**Member Attendees:**

Leslie Wilkins, WDC Chairperson, and Chair, Maui County Workforce Development Board  
David DeLuz, Jr., Chair, Hawaii County Workforce Development Board  
Kay Fukumoto (Designee for Maui County Mayor Michael Victorino)  
Yvette Gibson, HR Manager, Talent Acquisition, Hawaii Pacific Health  
James Hardway (Designee for Jason Chang, Chair, Oahu Workforce Development Board)  
Alan Hayashi, WDC Vice Chair, and Owner, Consult 808  
Leonard Hoshijo (Designee for Scott Murakami, Director, DLIR)  
Bernadette Howard (Designee for David Lassner, President, UH)  
Michael Kamiya, Sales Director, Kamiya Gold, Ltd.  
Sean Knox, President, Hawaii Employment Services  
Alison Lee (Designee for Pankaj Bhanot, Director, DHS)  
Brian Lee, Executive Director, Hawaii Laborers-Employers Cooperation & Education Trust Fund  
Christen Lee (Alternate for Scott Murakami, Director, DLIR)  
Steve Lupkes, Chair, Kauai Workforce Development Board  
Gladys Quinto Marrone, CEO, Building Industry Association of Hawaii  
Robbie Melton (Designee for Kauai County Mayor Derek Kawakami)  
Scott Murakami, Director, DLIR  
Sheryl Nojima, President of Gray, Hong, Nojima, and Associates  
Peter Quigley (Designee for David Lassner, President, UH)  
Helen Sanpei (Designee for Christina Kishimoto, Superintendent, Department of Education)  
Charles Shima, Training Coordinator, Plumbers Union Local 675  
Winona Whitman, Employment & Training Director, Alu Like, Inc.  
Karen Wong, Vice President of Administration, Lanakila Pacific  
Elaine Young (Designee for Scott Murakami, Director, DLIR representing Wagner-Peyser)

**Members Absent:**

Glenn Alcalde, Training Coordinator, Hawaii Carpenters Apprenticeship and Training Fund  
Evelyn Barfield, Human Resources Business Partner, Hunt Companies  
Senator Stanley Chang, Hawaii State Senate

Governor David Ige  
Jason Ito, Director of Administration & Planning, Kyo-Ya Management Company  
Glen Kaneshige, President, Nordic PCL Construction, Inc.  
Mayor Harry Kim, Hawaii County  
Ian Kitajima, Director of Corporate Development, Oceanit  
Mike McCartney, Director, DBEDT  
Alicia Moy, President & CEO, Hawaii Gas Co.  
Representative Mark Nakashima, Hawaii State House of Representatives  
Shannon Okinaka, Executive Vice President & CFO, Hawaiian Airlines  
Barry Taniguchi, Chairman & CFO, KTA Super Stores  
Brian Tatsumura, Owner, Briant 808 LLC  
Sunshine Topping, Vice President of Human Resources, Hawaiian Telcom  
Beth Whitehead, Executive Vice President, CAO, American Savings Bank

**Guests:**

Kathleen Algire, HILAIR  
Pat Anbe, Waipahu Community School for Adults  
Phyllis Dayao, Research & Statistics Officer, DLIR  
Doris Dvonch, Office of the Attorney General  
Anne Perreira-Eustaquio, DLIR Unemployment Insurance  
Lance Jyo, Mckinley School for Adults  
Carol Kanayama, Workforce Development Division, DLIR  
Alison Lum, Oahu Workforce Development Board  
Gordon Lum, Waipahu Community School for Adults  
Dan Miyamoto, Hawaii DOE  
Michael Moser, UHCC OVPCC  
Leinaala Nakamura, C&C DCS  
Liane Okumura, Olomana Loomis ISC  
Christine Park, Waipahu Community School for Adults  
Maricar Pilotin-Freitas, Workforce Development Division, DLIR  
Mel Resonable, Hawaii Gas  
Alan Tang, Olomana Loomis ISC  
Matt Wong, Waipahu Community School for Adults  
Dina Yoshimi, UHM / Roadmap

**Staff:**

Allicyn Tasaka, Executive Director  
Maria-Elena Diaz, Employment Analyst  
Wayne Liou, Employment Analyst & Economist  
Kathy Miyahira, Accountant  
Michelle Miyashiro, Office Manager  
Jeanne Ohta, Special Projects Specialist  
Mark Olds, Employment Service Specialist  
Lina Rivera, Accountant III  
Kayla Rosenfeld, WIOA Specialist & Statewide Rapid Response Coordinator

## **I. Call to Order**

Chair Leslie Wilkins called the meeting to order at 9:35 a.m. and declared that quorum was achieved with 19 voting members present. Chair Wilkins congratulated Director Scott Murakami, who was appointed as Director of the Department of Labor and Industrial Relations (DLIR). Director Murakami announced that he will continue to serve on the Workforce Development Council (WDC) Board and the Data Management and Technology Committee.

Chair Wilkins welcomed Kay Fukumoto from the Maui Office of Economic Development, who will be representing Mayor Michael Victorino on the WDC Board, and Robbie Melton of the Kauai Office of Economic Development, who will be representing Mayor Derek Kawakami on the WDC Board. Chair Wilkins also welcomed Steve Lupkes, Chair of the Kauai Workforce Development Board; Peter Quigley, who replaced Scott Murakami as UH President's David Lassner's designee on the WDC Board; and James Hardway, former Executive Director of the Workforce Development Council, who is representing the Oahu Workforce Development Board. Chair Wilkins announced that Senator Stanley Chang has been appointed as liaison to the WDC Board by Senate President Ron Kouchi.

Chair Wilkins congratulated Karen Wong, Brian Lee and Winona Whitman for completing confirmation hearings before the Senate Labor, Culture and the Arts Committee. They are expected to be confirmed before the full Senate later this session.

Chair Wilkins represented the WDC at the National Governors Association Winter Meeting February 21 – 24, 2019. She shared glowing comments on Wayne Liou's leadership with the National On-Demand Economy pilot program that Hawaii is participating.

## **II. Approval of Minutes for the December 13, 2018 Board Meeting**

- A. Alan Hayashi made a motion to adopt the minutes of the December 13, 2018 Board meeting. Robbie Melton seconded the motion.
  - a. Steve Lupkes suggested a correction to the December 13, 2018 minutes.
    - i. *Page 5, Section III C:* The link to the presentation by Olomana Loomis is incorrect. Corrected link:  
[https://labor.hawaii.gov/wdc/files/2019/03/olomanaloomis\\_wdc\\_2018-12-13.pdf](https://labor.hawaii.gov/wdc/files/2019/03/olomanaloomis_wdc_2018-12-13.pdf)

The movers of the motion accepted the amendment made by Mr. Lupkes. There was no further discussion or amendments. The amended motion was adopted as circulated with 19 votes in favor, no abstentions, and none voting no. (19 voting members were present)

## **III. Presentations**

Chair Wilkins announced she will exercise her prerogative as the Chair to reorder the agenda to accommodate the guest speakers.

**A. Status Report on employer outreach and workforce branding strategy by Olomana Loomis ISC's Alan Tang, Chairman & CEO and Liane Hu Okumura, Senior Communications Project Manager.**

Alan Tang and Liane Hu Okumura presented the status report on employer outreach and workforce branding, which can be found at this link:

<https://labor.hawaii.gov/wdc/files/2019/03/Olomana-Loomis-Brand-Rollout-and-Employer-Outreach-Campaign-190307-1.pdf>

Yvette Gibson suggested services to employers be provided in stages to ensure success before going in depth to a more complicated stage. Dina Yoshimi recommends providing information and outreach in multiple languages for those who are not proficient in English. Alison Lum would like guidance in usage of this plan as a statewide effort.

**B. Report from Unemployment Insurance regarding State impact of federal government shutdown and new online employer application by Anne Perreira-Eustaquio, Administrator, Unemployment Insurance Division.**

Anne Perreira-Eustaquio presented on Unemployment Insurance (UI), which can be found at this link:

[https://labor.hawaii.gov/wdc/files/2019/03/WDC-Presentation-Hawaii-Unemployment-Insurance-Employer-Website\\_3.5.19-1.pdf](https://labor.hawaii.gov/wdc/files/2019/03/WDC-Presentation-Hawaii-Unemployment-Insurance-Employer-Website_3.5.19-1.pdf)

Deputy Director Leonard Hoshijo added that it has been estimated to cost \$50 million to move Unemployment Insurance from the mainframe to their own system. Although the unemployment benefits fund is healthy, the administration funds have been cut due to low unemployment rates, leaving the division with half the staff of previous years.

**IV. Updates Relating to Board Governance for December 2018 to March 2019**

**A. Finance Report by Karen Wong, Finance Committee Vice Chair**

The WDC spent \$771,899 between July 2018 – December 2018, leaving a balance of \$5,020,339. About \$300,000 of the \$957,375 remaining in the Rapid Response funds is going to lapse on June 30, 2019. Laptops and other emergency supplies will be purchased using those funds. The a majority of the \$936,841 in the federal reemployment and integration system technology grant will be used for Single Sign-On. From Year 2016, about \$284,000 was returned to WDC from local areas and need to be expended by June 30, 2019. These funds will be used to pay for the HireNet costs for each of the four counties for 2018. The committee is concerned the Maui Adult Program expended 26% of its funds but has zero participants. The low participant rate has been an ongoing issue and WDC staff has been working with Maui County WDB to understand the reasons for and finding solutions to resolve the issues. The adult program is administered by the Workforce Development Division of DLIR.

**B. Executive Director's Report on WDC Activities from December 2018 – March 2019 by Allicyn Tasaka**

**HireNet and Single Sign-on Trainings.** HireNet and Single Sign-on trainings are underway this week. Lorretta Hanson from Geographic Solutions, Jayson Muraki from WDC, and Ryan Buillard from EDPSO conducted/will conduct those trainings with each of the counties.

**Business Services Framework Plan.** Faustino Dagdag – Leeward Community College Instructor, member of the Employer Engagement Committee, and President of the Society of Human Resource Management – will facilitate sessions with each county to review the draft of the Business Services Framework Plan. The first session with Oahu went well and hope for similar participation with other counties.

**US Department of Labor (USDOL) Technical Assistance.** Maher & Maher consultants will be holding technical assistance sessions with Kauai, Maui and Hawaii counties in April 2019. At the end of the sessions, each county will receive an individualized plan and suggestions for a successful American Job Center.

**State Office on Career & Technical Education.** WDC is updating the Statewide Workforce Funding Summary Brochure for 2018. The final brochure will be both printed and available online by September 2019.

**PY17 WDC Annual Report.** The PY17 WDC Annual Report, covering the period of July 1, 2017 – June 30, 2018, is included in the packet. The report was submitted to the Governor and Legislature. The Annual Report covers an overview of WDC programs, projects, research, performance measures, and success stories from American Job Centers. The report is a way to share information about WDC to board members and their colleagues.

**Mahalo!** Thank you to the local boards and staff for the good work they're doing.

**V. Reports Related to the Workforce Innovation and Opportunity Act (WIOA)**

**A. Program Highlights from Each County's Workforce Development Board for December 2018 to March 2019**

**1. Hawaii County Workforce Development Board by David DeLuz, Jr.**

David DeLuz, Jr. thanked Neil Gytoku, Duane Hosaka, Sandra Goodale, and Lillian You for bringing the AJC to its current level. They are working on taking it to the next level, which will be to see how they can service West Hawaii.

**2. Kauai Workforce Development Board by Steve Lupkes**

The Kauai Workforce Development Board is working on securing a Youth Services provider. There is good progress in setting up the American Job Center (AJC). There

are a lot of vacant seats on the local board and they are working on filling the seats with industry and business professionals.

**3. Maui Workforce Development Board by Chair Leslie Wilkins**

Mike Victorino was elected as the Mayor of Maui and appointed Kay Fukumoto as the Director of the Office of Economic Development. The Maui Workforce Development Board has one opening on their Board and are looking to fill it with someone from the healthcare sector. They are concerned with having zero participants recorded on the last financial report in the adult program and will work on increasing those numbers.

**4. Oahu Workforce Development Board by James Hardway for Chair Jason Chang**

The Oahu AJC is coming together and almost all partners have signed on except for the Department of Vocational Rehabilitation (DVR). Most are co-located so now the focus is ensuring services are running efficiently and effectively. The blessing was a successful event with the Governor and Mayor attending. The job fair for TSA brought in about 415 people.

**B. WIOA Core Partner Updates for December 2018 to March 2019**

**1. Adult Education and Career Pathways (Dept. of Education and University of Hawaii) by Helen Sanpei & Bernadette Howard/Peter Quigley**

Helen Sanpei announced that Kristin Hirata replaced Debbie Miyao, who retired in December, as the Education Specialist for Adult Education. Senate Bill 371, which establishes a workforce readiness program, now includes the Community School for Adults.

Bernadette Howard reported her agency is helping with updating the statewide workforce funding brochure, which shows what funds are available and what they can be used for. This can assist departments in co-planning to make the most of available funds. Perkins V was signed into law so the Office of Career and Technical Education (CTE) is working on the new State plan, the first in 13 years. They are also working on an apprenticeship and pre-apprenticeship program, which was traditionally handled by the Department of Labor in the past. Kapiolani Community College is currently working on a health pre-apprenticeship

Peter Quigley reported there were about 6,000 credit hours taken by participants of the Returning Adults Initiative that launched in the summer of 2018. There are about 96,000 people in Hawaii that have some college education but didn't finish. This initiative narrowed it down to about 11,000 people and encouraged them to return to college. Yvette Gibson asked about any changes to class schedules to accommodate working adults. Quigley responded that the biggest push is in five-week online classes, versus the traditional 17-week courses. Another target population is veterans. Chair Wilkins asked to specifically consider female veterans.

**2. Vocational Rehabilitation (Dept. of Human Services) by Alison Lee for Maureen Bates**

The Department of Vocational Rehabilitation (DVR) remains in order of selection. They are taking applications for services and determining eligibility. Those who are eligible are added to the deferred list, which has about 654 people listed. DVR is being monitored by their Federal funders in June so partners may be called to speak with the monitors in the upcoming months. WDC is a partner.

**3. Wagner-Peyser Act (Dept. of Labor and Industrial Relations – Workforce Development Division) by Elaine Young and Carol Kanayama**

Wagner-Peyser staff are co-located in the American Job Centers. WDD is working with DVR on a summer youth program on Oahu, Maui and Hawaii island. They also conduct training for employers and staff who work with persons with disabilities. The apprenticeship programs have expanded beyond construction and now has 360 apprentices in fields such as healthcare and culinary arts.

**C. Board Committee Reports on Activities of Committees for December 2018 to March 2019**

**1. Data Management & Technology Committee by Committee Chair Scott Murakami**

Jayson Muraki has been conducting HireNet and the electronic on-line referral system training with each of the counties this week. As an update to last meeting's report, Workforce Development Division (WDD) has agreed to do the procurement for the new round of contracting for an online solution for the labor exchange.

**2. Employer Engagement Committee by Committee Chair Glen Kaneshige**

The presentation by Olomana Loomis is under the direction of the Employer Engagement Committee. The committee is also working on the draft business services framework plan.

**3. Military and Veterans Affairs Committee by Interim Committee Chair Alan Hayashi**

The committee has focused on the transferability of skills from the military to the private sector, such as teachers, truck drivers, and welding.

**4. Performance Measures & Accountability Committee by Committee Chair Sean Knox**

The committee meets quarterly. In January, they reviewed the U.S. Department of Labor definition of performance measures, WIOA performance report and the committee's role and responsibilities. The committee includes David DeLuz, Jr. from Hawaii County, and would like to add members from the other counties (Maui and Kauai).

**5. Sector Strategies & Career Pathways Committee by Committee Vice Chair Yvette Gibson for Sunshine Topping**

WDC sponsored the Hawaii ACTE conference in January 2019 at the Hawaii Convention Center and the event was well received. The committee voted to be a participating partner in the two-day Hawaii P-20 Pathways Summit in April 2019 for \$35,000. This summit will bring together industry partners, workforce, and educators to build career pathways for students. The committee is also working on defining their roles and responsibilities.

**6. Youth Services Committee by Committee Vice Chair Winona Whitman**

The committee welcomed some new members: Debbie Spencer Chun, Chief Executive Officer of Adult Friends for Youth; and Kelly Miyamura, Workforce Alignment and Learning Opportunities Specialist with P-20. The committee approved the official roles and responsibilities which will guide the committee's future efforts. The committee is now considering roles and activities for 2019.

**VI. Announcements**

- A. 2019 Meetings will be held quarterly on the second Thursday of the month at 9:30 a.m. – 12:30 p.m.
- B. 2019 Scheduled Meetings: June 13, September 12, December 12
- C. Goals for the Department of Labor and Industrial Relations:  
Director Murakami reported that one of the major goals for DLIR is modernization. NASWA estimates migrating data off the mainframe to a cloud-based solution could cost between \$80 - \$100 million for both the tax and benefit side of Unemployment Insurance. UI has been working with Idaho on a small state consortium initiative to reduce the cost to \$4 million. The annual cost of a cloud-based solution could save \$500,000 - \$800,000. The Disability Compensation Division (DCD) also has a modernization program for its claims management system. Both initiatives provide better service to the clients and allows personnel to spend less time on the administrative portion and focus on service. Another goal is collaboration, both inter-departmentally and intra-departmentally.
- D. Upcoming events:  
Hawaii Energy Conference – March 27 & 28 (Maui)  
Hawaii STEM Conference – May 1 & 2 (Oahu)  
Hawaii Small Biz Conference – May 8 & 9 (Maui)

**VII. Adjournment**

Chair Wilkins adjourned the meeting at 12:34 p.m.

Equal Opportunity Employer/Program

If you need an auxiliary aid/service or other accommodation due to a disability, please contact the WDC at (808) 586 – 8866 (for TTY/TTD Dial 711 then ask for (808) 586 – 8866) as soon as possible. Requests made as early as possible will allow adequate time to fulfill your request. Upon request, this notice is available in alternative formats such as large print, Braille, or electronic copy.