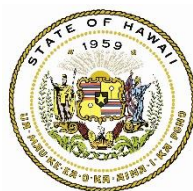


DAVID Y. IGE
GOVERNOR

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
Phone: (808) 586-8630 Web: <http://labor.hawaii.gov/wdc/>

Workforce Development Council's Executive Committee
Wednesday, March 6, 2019
1:00 p.m. – 3:30 p.m.
Princess Ruth Keelikolani Building
830 Punchbowl Street, Conference Room 416
Honolulu, Hawaii 96813

MINUTES

Members Present:

Leslie Wilkins, Chair, Workforce Development Council (WDC) Board
Alan Hayashi, Vice Chair, WDC Board; Interim Chair, Military & Veterans Affairs Committee
Yvette Gibson, Vice Chair, Sector Strategies & Career Pathways Committee
Sean Knox, Chair, Performance Measures and Accountability Committee
Scott Murakami, Chair, Data Management and Technology Committee
Karen Wong, Vice Chair, Finance Committee

Members Absent:

Glen Kaneshige, Chair, Employer Engagement Committee
Shannon Okinaka, Chair, Finance Committee
Sunshine Topping, Chair, Sector Strategies & Career Pathways Committee
Ian Kitajima, Youth Services Committee

Guests:

Doris Dvornch, Deputy Attorney General
Liane Hu Okumura, Senior Communications Project Manager, Olomana Loomis
Alan Tang, Chairman & CEO, Olomana Loomis

I. Call to Order

Chair Leslie Wilkins called the meeting to order at 1:08 p.m.

Chair Wilkins reported the following updates:

- A. Congratulations to Scott Murakami for being appointed Director of the Department of Labor and Industrial Relations. Director Murakami's confirmation hearing in the Senate is scheduled for Thursday, March 7 at 3:30 pm. Director Murakami will continue to serve

on the WDC Board and as the Chair of the Data Management and Technology Committee.

- B. Three WDC Board members went through confirmation hearings before the Senate Labor, Culture and the Arts Committee on February 21, 2019. Karen Wong, Brian Lee and Winona Whitman received a recommendation for confirmation and will go before the full Senate for a vote.
- C. Kauai County and Maui County have new Mayors so their designees, Robbie Melton and Kay Fukumoto, respectively, will be attending the board meeting on March 7, 2019.

II. Approval of Minutes for November 29, 2018

A motion was made by Sean Knox to approve the minutes of the regular meeting held on November 29, 2018. The motion was seconded by Scott Murakami and was approved with five (5) ayes, no abstentions, and none voting no. (5 voting members were present.)

III. Presentations

- A. 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 an update on Unemployment Insurance, which can be found at this link:

https://labor.hawaii.gov/wdc/files/2019/04/WDC-Presentation-Hawaii-Unemployment-Insurance-Employer-Website_3.5.19.pdf

- B. Update on statewide rapid response activities including Worker Adjustment & Retraining Notifications (WARN), and emergency disaster grants for Kauai and Hawaii counties

Kayla Rosenfeld presented an update on statewide rapid response activities, which can be found at this link:

<https://labor.hawaii.gov/wdc/files/2019/04/Kayla-3.6-7.19-RR-activity.pdf>

Director Murakami explained that WDC does not have an enforcement oversight for WARN violations. The WDC is an attached agency to DLIR so there is no managerial jurisdiction. If responsibilities are moved to either Workforce Development Division (WDD) or the Director's Office (DO), subpoenas and/or fines could be made to violating companies. The WDC is looking into entering in to a MOU with WDD to enforce WARN laws.

- C. Status report on employer outreach and 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 an update on Branding & Outreach Recommendations, which can be found at this link:

<https://labor.hawaii.gov/wdc/files/2019/04/Olomana-Loomis-Brand-Rollout-and-Employer-Outreach-Campaign-190306.pdf>

In the presentation, Olomana Loomis suggested food service, retail and agriculture as possible focused growth target industries. The committee suggested adding a technical or trade sector such as health care or engineering for a fuller look at the employer engagement program. The final report and plan will be submitted to WDC by March 31, 2019.

The members of the Executive Committee informally accepted the recommendations by Olomana Loomis. The Executive Committee will review the final report and plan and then will make a recommendation to the WDC board.

IV. Executive Director's Report

Allicyn Tasaka's update to the committee included:

1. Duke Olds, staff liaison to Kauai, has been in regular contact with Robbie Melton, Director of Kauai Office of Economic Development, and Steve Lupkes, Chair of Kauai Workforce Development Board. Kauai is making efforts to commit to having a successful American Job Center (AJC). They are working on an infrastructure plan and timeline, are interviewing for an Executive Director for the AJC, and looking into procurement of a One-Stop Operator.

Maria Diaz, staff liaison to Maui, has been giving technical assistance to Lee AhYen, Executive Director of Maui Workforce Development Board. She is meeting with the Adult Dislocated Worker provider and the Youth provider to clarify their responsibilities.

Hawaii County is the most improved American Job Center. Congratulations to Neil Gyotoku, David DeLuz, and Sandra Goodale on creating a welcoming and thriving AJC.

DHS-DVR pulled out from the Oahu American Job Center as they are under the order of selection. Oahu AJC was going to submit for certification but will have to work out an agreement with DHS first.

2. WDC's PY 17 Annual Report is complete and will be distributed at the next Board meeting. Wayne Liou and Diaz are working on updating the statewide workforce funding brochure for 2018 with a target of September for completion with printed brochures and on-line access.

V. Update Reports and Possible Recommendations from Board Committees

A. Data Management & Technology Committee report by Chair Scott Murakami
Work continues on the Single Sign-On registration site. The HireNet Hawaii contract is being procured by Workforce Development Division (WDD) and is no longer the responsibility of WDC. WDD will work with WDC on cost allocation.

B. Employer Engagement Committee report by Allicyn Tasaka for Chair Glen Kaneshige
Employer Engagement Committee member Faustino Dagdag will be taking Dr. Kim Payton's draft Business Services Framework Plan to each of the counties for feedback. That feedback will be incorporated into the final plan. Dagdag held a discussion with the Oahu Workforce Development Board and will be holding sessions with Kauai County, Hawaii County and Maui County. The next committee meeting is scheduled for March 15.

C. Finance Committee report by Vice Chair Karen Wong

From July 2018 to December 2018, WDC has spent \$771,899. There is a large available balance remaining with some of it set to lapse as of June 30, 2019, including around \$300,000 in rapid response funds. WDC will purchase laptops and necessary items to conduct rapid response sessions in each county. Adult dislocated worker and Youth funds returned from the counties total about \$283,000, and will be used to fund HireNet costs for the counties.

D. Military & Veterans Affairs Committee report by Interim Chair Alan Hayashi

Major General Edward Richardson submitted his application to be reappointed by the Governor to serve another term on the WDC board. The committee meetings have been well attended with about twelve members who attend regularly.

E. Performance Measures & Accountability Committee report by Chair Sean Knox

The committee is continuing to learn their role and their mission in the WDC. The performance review for the Executive Director is coming up in June to coincide with the close/beginning of the fiscal year rather than date of hire. The review process will be limited to select members of the Executive Committee, staff and peers, to incorporate the 360 review method. The review criteria will also be amended to reflect a grade scale versus a pass/fail score.

F. Sector Strategies & Career Pathways Committee report by Vice Chair Yvette Gibson

WDC was a key partner of a successful CTE conference in January. The next conference will likely be extended to be a two-day event. The Sector Strategies & Career Pathways committee voted unanimously to provide a \$35,000 support for a two-day Hawaii P-20 conference in April 2019. It will bring together educators grades 6 – 16, industry partners, and workforce to promote a pathways program. The committee is also working on defining their roles and responsibilities.

G. Youth Services Committee report by Allicyn Tasaka for Chair Ian Kitajima

The committee has been meeting monthly and the number of members is steadily increasing. They are working on defining their roles and responsibilities and will then decide what project to focus on.

VI. 2019 Meeting Schedule

The proposed dates for the Executive Committee meetings in 2019 is as follows: June 5; September 4; and December 4. The meetings will be from 1:00 p.m. – 3:30 p.m.

VII. The meeting was adjourned at 3:55 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.