

**KAUAI COUNTY WORKFORCE DEVELOPMENT BOARD STATUS REPORT TO THE
WORKFORCE DEVELOPMENT COUNCIL (WDC)
KAUAI**

1. In order to receive PY 19 funds, the local board must have an approved modified local plan for February 1, 2019 to June 30, 2020 (see WIOA Bulletin No. 22-18). What is your timeline for updating and submitting the modified local plan to WDC?

Proposed revisions to the local plan have been completed. At the next local board meeting on September 19, if quorum is established and the board approves the recommended revisions the executive director will post the proposed modified local plan for the public review period. If there are no public comments warranting a modification to the proposed revisions the proposed local plan can be submitted to WDC by November 1, 2019.

2. For the State Performance Measures and Accountability Committee, what is the progress to date on Kauai's performance measures and participant counts?

Anticipate completing the performance data review and submitting an analysis by October 1, 2019.

3. The State Performance Measures and Accountability Committee would like KCWDB to provide your targeted strategy and timeline for outreach to the youth community to increase participants being served.

A Request for Proposal in draft form to contract a WIOA Youth Provider for PY 19 has been completed and is under review by the Purchasing Specialist. Awaiting the specialist's comments before a timeline will be created to issue the RFP. As of July 1, 2019, WIOA Title I Youth Services are not being provided.

4. The KCWDB PY19 annual budget plan was due August 15, 2019. If you have not submitted the budget plan, what actions will the local board take to submit the annual budget plan? What date can the WDC expect to receive the plan?

As of July 1, 2019, there were five vacant board vacancies including the chair and vice-chair positions. Filling the vacancies is a top priority. The expected timeframe to have the vacancies filled and increase the chance of having a board meeting quorum is at the next board meeting on September 19, 2019. If the board approves the proposed budget plan at the meeting the plan can be submitted to WDC by October 1.

5. WIOA calls for local boards to be recertified every two (2) years. Is the KCWDB board compliant? If not, what is the plan and timeline to submit the request for certification to the WDC?

Per WIOA Bulletin No. 04-15, Change 1, biennial certification of the KCWDB is overdue. The executive director has requested technical assistance from the WDC staff this task.

6. What is the timeline for KCWDB to submit a request for certification of the Kauai County American Job Center?

It was the board's intent to submit the request for certification following the implementation of a revised Memorandum of Understanding (MOU) and Infrastructure Funding Agreement (IFA). The original timeline to implement the MOU and IFA was set no later than August 31, 2019. Currently, MOU and IFA negotiations with WIOA partners are underway. Instead of setting a revised target date for the next certification of the AJC the board recommends that a monthly update on the progress of the MOU and IFA be submitted to WDC beginning with a monthly update submitted by September 30. In the ensuing months as progress is noted in monthly updates the board can determine a realistic timeframe to request a certification of the Kauai AJC.

7. What are the challenges KCWDB has encountered in achieving certification?

We have not achieved implementation of the following requirements: modified local plan, MOU and IFA, youth services, biennial certification of the Kauai Workforce Development Board, filling vacant board positions to include chair and vice-chair, hiring an AJC operator, PY 19 budget plan, correction of PY 17 and PY 18 monitoring findings, and the need for various policies and procedures. The biggest challenge is the KWDB executive director continues to learn on-the-job his role and responsibilities. He started in his position on April 1, 2019.

8. Please provide the KCWDB board meeting schedule (include time and location).

Board meets quarterly. Next meeting is Sep 19, 2019

The next meetings are as follows.

DATE	LOCATION	TIME
Dec 19, 2019	Kauai Community College OCET	1:00 pm
Mar 19, 2020	Kauai Community College OCET	1:00 pm
June 18, 2020	Kauai Community College OCET	1:00 pm
Sep 17, 2020	Kauai Community College OCET	1:00 pm
Dec 17, 2020	Kauai Community College OCET	1:00 pm

9. Please share accomplishments and success stories with the WDB and AJC that you'd like the Executive Committee and WDC members to be aware of.

A steadfast optimistic drive and motivation of the Kauai WIOA team is the number one takeaway accomplishment. Given the inexperience of the executive director and the challenge of learning the myriad of regulations and guidance and requirements the executive director and the Kauai WIOA team are making steady progress to improve job seeker and business engagement services on Kauai. The learning curve is steep but the drive and motivation to get where the system on Kauai needs to be is unrelenting.