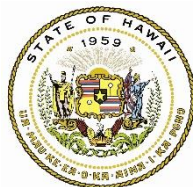


DAVID Y. IGE  
GOVERNOR

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/>

**Hawaii Workforce Development Council  
Workforce Innovation and Opportunity Act Core and Mandatory Partners Meeting  
Wednesday, November 28, 2018  
1:30 p.m. - 3:30 p.m.  
Princess Ruth Keelikolani Building, Room 310  
830 Punchbowl Street, Room 310, Honolulu, Hawaii 96814**

**MINUTES**

**CORE PARTNERS' ATTENDEES:**

Gordon Lum, Department of Education, Waipahu Community School for Adults  
Debbie Miyao, Department of Education, Adult Education  
Christine Park, Department of Education, Adult Education  
Elaine Young, Department of Labor & Industrial Relations Wagner-Peyser  
Carol Kanayama, Department of Labor & Industrial Relations, Wagner-Peyser

**MANDATORY PARTNERS' ATTENDEES:**

Bernadette Howard, University of Hawaii Career and Technical Education  
Winona Whitman, Alu Like

**STATE WORKFORCE DEVELOPMENT COUNCIL ATTENDEES:**

Scott Murakami, Board Member, Workforce Development Council

**GUESTS**

Jeri Arucan, Department of Labor & Industrial Relations, Research and Statistics  
Phyllis Dayao, Department of Labor & Industrial Relations, Research and Statistics  
Lisa Eng, University of Hawaii Center on Disability Studies  
William Mihalke, University of Hawaii Center on Disability Studies  
Jean Osumi, P-20 Partnerships for Education  
Dr. Kim Payton, Turning Point  
Jean Isip Schneider, University of Hawaii  
Alan Tang, Olomana Loomis  
Liane Hu-Okumura, Olomana Loomis

## **STAFF**

Allicyn Tasaka, Executive Director, Workforce Development Council

Maria-Elena Diaz, Workforce Development Council

Wayne Liou, Workforce Development Council

Michelle Miyashiro, Workforce Development Council

Jayson Muraki, Workforce Development Council

### **I. Call to Order ..... *Allicyn Tasaka, Executive Director***

The meeting was called to order at 1:38 p.m. by Executive Director Allicyn Tasaka.

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

A motion to approve the May 30, 2018 minutes was made by Bernadette Howard. Gordon Lum seconded the motion. The motion to approve the minutes was approved unanimously.

### **III. Consultants' Update**

- A. Status report on draft of the Statewide Business Services Framework Plan by Dr. Kim Payton, whose presentation can be found at the following link:  
<https://labor.hawaii.gov/wdc/files/2018/12/WDC-Engagement-Committee-November-2018-Presentation.pdf>

Carol Kanayama asked for more information on the focus groups Dr. Payton mentioned in his presentation. Dr. Payton answered that he held focus groups with local board members in each of the counties and that's the majority of what made up this plan. At these focus groups, Dr. Payton found a lot more participation from business representatives at the Oahu American Job Center (AJC) than the neighbor islands. Bernadette Howard asked Dr. Payton how confident he is that he received a good cross-section of input and he responded that he is not confident in the amount of business responses he received, though he did speak with a lot of agencies. By phone or in person, Dr. Payton spoke with about 10 – 15 businesses on the neighbor islands. Dr. Payton said he doesn't have enough information to create a business services framework plan that'll detail the system into the future, but he has what is critical to getting it to the next stage.

Scott Murakami asked if Dr. Payton looked into the culture clashes within inter-governmental agencies. Murakami believes those clashes are the foundation of the challenges the system faces. One example is having all of the agencies agree to and sign the Memorandum of Understandings (MOUs) and Infrastructure Agreements

(IFAs). Dr. Payton agrees that it is critical in moving forward. If there is no functional AJC, there is no need for a business services framework plan.

William Mihalke asked if there is another state similar to Hawaii – one large urban area with smaller rural areas – and if they create a utility model. Executive Director Allicyn Tasaka answered that Alaska is a single state and Idaho has a quasi-model of that.

- B. 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, whose presentation can be found at the following link:  
[https://labor.hawaii.gov/wdc/files/2018/12/olomanaloomis\\_wdc\\_wioapartners\\_2018-11-28.pdf](https://labor.hawaii.gov/wdc/files/2018/12/olomanaloomis_wdc_wioapartners_2018-11-28.pdf)

Scott Murakami asked for clarification on the 55% of people who said they were very likely to somewhat likely to use the HireNet Hawaii website. The use of online job boards tends to be low and more people are often hired by referral. Liane Hu-Okumura explained that the question asked was about general usage of all services of HireNet Hawaii, not just recruitment.

Elaine Young brought up the stigma of AJC being a government agency and jobseekers being on welfare or unemployment. The hope is that the business services team will be trained to dispel that stigma when they meet with businesses.

Christine Park asked how the questions for the phone survey were chosen and worded. Okumura said the questions were developed by first working with the WDC to identify the purpose of the survey – awareness, perception and usage of the American Job Centers. SMS Research gave a draft of the questions and worked collaboratively to refine the questions to address all areas and still fit into the 10-15 minute phone survey. With their expertise, SMS Research suggested how questions should be worded, which questions should have a ranking scale, and what mix of open-ended questions to include.

Lisa Eng asked how many qualitative questions are included relating to disability. Okumura responded that it's a subject touched on when mentioning people with barriers to employment, but there is no dedicated set of questions specific to disabilities. Eng believes it's a key service that needs to be integrated into the AJCs as set by WIOA so it should be highlighted in the questions.

Jean Isip Schneider suggested changing “barriers to employment” to “a diverse workforce.” Scott Murakami also suggested highlighting the benefits of hiring an AJC participant, such as tax credits.

**IV. Update on HireNet shared costs, HireNet contract, and Single Sign-On Registration System as presented by Scott Murakami, Chair, Data Management and Technology Committee**

Scott Murakami reported the Committee completed about three fourths of the Single Sign-On Registration System. This system represents all the partners in attendance so Murakami is asking for suggestions on what to call the system.

There are currently a number of populations who use HireNet – WIOA population, Wagner-Peyser population, WDC population, etc. The Data Management and Technology Committee will establish a Super User group for HireNet that crosses administrative divisions to address technical issues. The group may meet quarterly as part of the management initiative and raise specific issues with Geographic Solutions.

**V. Update on plans for facilitator to work with core and mandatory partners and local county Workforce Development Boards to assist with Memorandum of Understandings (MOUs), shared costs of co-locating in the American Job Centers (AJCs), and building comprehensive AJCs in Hawaii.**

Executive Director Tasaka reported that the Workforce Development Council (WDC) received approval from the U.S. Department of Labor Employment & Training Administration (USDOL ETA) to receive technical assistance. They will be contracting Maher & Maher to provide facilitation services from January 2019 – March 2019. They will meet with local board members, staff, partners in the AJCs, and WDC board and staff to facilitate discussion regarding MOUs and IFAs. They may also go into how to set up and operate a fully operational job center and the benefits of partnering and the shared costs. They will most likely hold discussions in each county with emphasis on Kauai and Maui. The facilitators will develop a plan for each local area and give direction for success in the AJCs. The Federal government will cover the cost.

**VI. Updates from partners relating to AJCs, programs, success stories**

William Mihalke of UH Disability Employment Initiative reported on his Windmills event in mid-January. Richard Pimentel, who helped to roll out ADA, works with businesses to change their perspective on employing those with a disability and will be holding a workshop in Hawaii.

**VII. Next Meetings for 2018**

A. To be determined.

**VIII. Adjournment**

The meeting was adjourned at 3:38 p.m.