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**STATE OF HAWAII
WORKFORCE DEVELOPMENT COUNCIL**

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SECTOR STRATEGIES AND CAREER PATHWAYS COMMITTEE MEETING

Wednesday, August 28, 2019

9:30 a.m. – 10:30 a.m.

Princess Ruth Keelikolani Building

830 Punchbowl Street, Director's Conference Room 321

Honolulu, Hawaii 96813

MINUTES

ATTENDEES:

- Sunshine Topping, Committee Chair
- Bernadette Howard, Career and Technical Education (CTE), UH
- Helen Sanpei, McKinley Community School for Adults
- Jean Isip Schneider, Sector Partnerships, UH
- Dina Yoshimi, Hawaii Language Roadmap Initiative, UH
- Kristin Hirata, Adult Education, DOE
- Warren Kawano, Hawaii Association of Career and Technical Education (HACTE)

STAFF:

Maria-Elena Diaz, Workforce Development Council

I. Call to Order.....Committee Chair Sunshine Topping
The meeting was called to order at 9:40 a.m. by Committee Chair Sunshine Topping.

II. Approval of Minutes
A. May 22, 2019 Minutes

A motion to approve the minutes of the meeting held on May 22, 2019 as amended was made by Bernadette Howard. The motion was seconded by Jean Isip Schneider. The motion to approve the minutes as passed unanimously.

III. Funding proposal presented by Warren Kawano, President, HACTE

Warren Kawano presented “Hawaii Association for Career & Technical Education,” a funding proposal for the 2020 HACTE conference to be held January 30 and 31. A motion to approve funding at Partnership Level 1 for \$20,000 for the two-day conference was made by Chair Topping. The motion was seconded by Dina Yoshimi.

Helen Sanpei suggested increasing the funding amount by \$10,000 to help attendees from the neighbor islands attend the conference. The committee agreed to amend the motion and the motion to approve funding for \$30,000 was passed unanimously.

Chair Topping will present the HACTE proposal to the Executive Committee for recommended approval.

IV. Update on State Career and Technical Education (CTE) Activities

Bernadette Howard discussed upcoming proposed changes in the Perkins CTE State Plan. The plan calls for the expansion of career development in grades 6-12 and will support a full-time position to oversee this goal. It also calls for increasing the availability of work-based learning opportunities for secondary students and will support a full-time coordinator. The plan requires the integration of professional skills development in the curriculum. Finally, the plan will support improvements in data collection and visualization and presentation, and require the use of data for system and program evaluation.

V. Update on Statewide Sector Partnerships

Based on a question from Bernadette’s update on CTE activities, Jean Isip Schneider mentioned that some sector partnerships on the mainland serve as Advisory Councils. This week the Healthcare Association of Hawaii will be releasing results of their survey on the healthcare workforce demand. The Engineering Sector Partnership is currently analyzing the results from their professional skills survey and anticipate reporting their findings in the next month or so. The Hawaii Tourism Authority is developing a contract to conduct a workforce needs assessment. The Agriculture Sector Partnership in Hawaii island has recently relaunched. Finally, the Chamber of Commerce recently hired an Executive Director for Sector Partnerships, Keala Jones-Peters. Chair Topping suggested inviting her to our next meeting.

VI. Next Meetings

- A. Meetings will be held monthly, quarterly, or as necessary
- B. Dates to be determined by Chair

VII. Adjournment

Chair Topping adjourned the meeting at 10:40 a.m.