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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
Thursday, November 7, 2019
1:30 p.m. -3:30 p.m.
Princess Ruth Keelikolani Building
830 Punchbowl Street, Conference Room 310, Honolulu, HI 96813

MINUTES

CORE PARTNERS' ATTENDEES:

Pat Anbe, Department of Education, Waipahu Community School for Adults
Maureen Bates, Department of Human Services, Vocational Rehabilitation
Lois Hamaguchi, University of Hawaii Career and Technical Education
Joni Heatherly, Department of Labor and Industrial Relations, Wagner-Peyser
Tracy Hongo, Hawaii P-20 Partnerships for Education
Tina Matsuo, Department of Education, Waipahu Community School for Adults
Jean Osumi, Hawaii P-20 Partnerships for Education
Christine Park, Department of Education, Adult Education
Maricar Pilotin-Freitas, Department of Labor and Industrial Relations, Wagner-Peyser
Helen Sanpei, Department of Education, McKinley Community School for Adults
Elaine Young, Department of Labor and Industrial Relations, Wagner-Peyser

MANDATORY PARTNERS' ATTENDEES:

Desiree Espinda, Department of Labor and Industrial Relations, Workforce Development Division, Vets (JVSG program)
Tanya Lee, Department of Labor and Industrial Relations, Unemployment Insurance
Winona Whitman, Alu Like

GUESTS

Jeri Arucan, Department of Labor and Industrial Relations, Research and Statistics
Nicole Brodie, WDC Consultant / Recorder
Phyllis Dayao, Department of Labor and Industrial Relations, Research and Statistics
Melonie Ogata, Department of Labor and Industrial Relations, Research and Statistics
Martha Ross, WDC Consultant / Facilitator

STAFF

Allicyn Tasaka, Executive Director, Workforce Development Council
Keana Kaupiko, Workforce Development Council
Jeanne Ohta, Workforce Development Council
Michelle Miyashiro, Workforce Development Council
Kayla Rosenfeld, Workforce Development Council

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

The meeting was called to order at 1:30 p.m. by Executive Director Allicyn Tasaka.

II. Approval of Minutes

A motion to approve the October 30, 2019 minutes was made by Maricar Pilotin-Freitas. Tanya Lee seconded the motion. The motion to approve the minutes was approved unanimously.

III. Economic, Workforce, and Workforce Development Activities Analysis for 2020-2023 (period ending June 30, 2024)

Martha Ross facilitated discussion for input on the WIOA Hawaii Unified State Plan for 2020-2023.

Economic data was provided as reference to the group and can be found at the links below:

Portion of DBEDT's Population and Economic Projections for the State of Hawaii to 2045: <https://labor.hawaii.gov/wdc/files/2019/11/Handout-2-DBEDT-2045-long-range-forecast-p1-16.pdf>

State of Hawaii Industry projections, 2016-2026:
https://labor.hawaii.gov/wdc/files/2019/11/Handout-3A-LIT_2016-26_Highlights_State.pdf

Best Job Opportunities Projections:
<https://labor.hawaii.gov/wdc/files/2019/11/Handout-3B-BJO-2016-2026-State-Rev.pdf>

Long-Term Industry Projections: <https://labor.hawaii.gov/wdc/files/2019/11/Handout-3C-LTIP-2016-26-State-Revised.pdf>

Long-Term Occupation Projections:
<https://labor.hawaii.gov/wdc/files/2019/11/Handout-3D-LTOP-2016-26-State-Revised.pdf>

IV. State Strategy to Achieve Hawaii's Vision and Goals in 2020-2023 (period ending June 30, 2024)

A. Hawaii's Strategies to Implement Related to In-Demand Industry Sectors and Occupations and Career Pathways including Registered Apprenticeships

- Top 10 In-Demand Industry Sectors and Occupations: Healthcare & Social Assistance, Government, Transportation & Warehousing, Food Services & Drinking Places, Educational Services, Construction, Waste Management & Remediation Services, Accommodations including hotels & motels, Retail, and Other Services (except Government).
- 1. Specific Related Industry or Sector Partnerships
 - All of the Top 10 In-Demand Industry Sectors and Occupations above have career pathways except for Transportation & Warehousing, Waste Management & Remediation Services, Retail, and Other Services (except Government).
 - All of the Top 10 In-Demand Industry Sectors and Occupations above have key current or potential industry or sector partnerships except for Government, Transportation & Warehousing, and Waste Management & Remediation Services.
- 2. Specific Strategies to Address Needs of Veterans and Individuals with Barriers to Employment
 - Veterans, homeless adults and youth, justice involved, and English language learners can receive referral services at the local American Job Centers.

B. Hawaii's Strategies to Align Core Programs and Mandatory Partners, One-stop Partner Programs and Other Resources to Fully Integrated Customer Service

- 1. Job Seeker Strategies
 - Co-enrollment: shared data, universal release form. This will help to reduce duplication of efforts and will help to leverage resources.
 - Employability skills (power skills): mentorship & induction for retention, integrate skills within training curriculum. We need to understand employer needs and integrate those needs into training programs.
 - Alignment of training programs. Implementation is key.
 - Report card for job seeker: satisfaction survey. The report card is the hours, wages, retention – reasons to utilize our services versus going online and finding a job on their own.
 - Re-training – advertise to job seekers.
- 2. Business/Employer Strategies
 - Customer satisfaction survey.
 - Seek employer input on their needs for training: update curriculum.
 - Develop partnership with placement companies after we train.
 - Research with employers on types of questions asked that makes one get hired.
- 3. Additional strategies: peer mentorship

C. Hawaii's Strategies to Strengthen the Weaknesses in our Workforce Development Activities

1. List 5 additional activity areas of Hawaii's Workforce Development System that needs strengthening.
 - Staffing of agencies in the workforce system.
 - Uniform training of staff – consistent statewide among all partners.
 - Economic development involvement.
 - Lack of co-enrollment in WIOA programs.
2. For each of the 11 items, list two strategies to strengthen the activity area and by when the strengthening is to be achieved.
 - Weakness: Partners looking out for their best interest and not for the interest of the whole system. Strengthen: cross-training (to eliminate silos) among core partners and all staff, communicating a unified message to all levels.
 - Weakness: Limited diversity in workforce opportunities. Strengthen: Recruit economic development partners, leverage local talent for local and remote work.
 - Weakness: Effective and efficient data sharing among agencies. Strengthen: clarify data sharing policies.
 - Weakness: Need to connect and understand the needs of the neighbor islands and how to best assess them. Strengthen: Upgrade and utilize technology.
 - Weakness: Funding limitations narrow the options for better training. Strengthen: Train each other, coordinate resources.
 - Weakness: Technology not used to its full potential. Strengthen: Train on technology, upgrade infrastructure such as AI.
 - Weakness: To address staffing agencies in the workforce. Strengthen: Utilize apprenticeships and internships, pay, better incentives.
 - Weakness: Uniform training of staff. Strengthen: Establish a core training team so the message is consistent.
 - Weakness: Economic development. Strengthen: Make economic Development a partner.
 - Weakness: Lack of co-enrollment. Strengthen: Establish a core training team, develop operational procedures.

V. **Removing Barriers to Plan Draft Completion by December 15, 2019**

Attendees received a "Chart of State of Hawaii WIOA Unified State Plan 2020-2023 Writing Responsibilities" as of November 6, 2019, which details deadlines and division of writing responsibilities.

VI. Next Meeting

Thursday, December 5, 2019, 1:30 pm – 3:30 pm in Conference Room 310, Keelikolani Building, 830 Punchbowl Street

VII. Adjournment

The meeting was adjourned at 3:30 p.m.