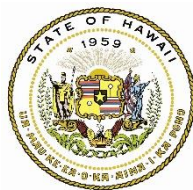


DAVID Y. IGE  
GOVERNOR

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/>

**FINANCE COMMITTEE MEETING  
Tuesday, October 29, 2019  
9:30 A.M. – 11:00 A.M.  
Princess Ruth Keelikolani Building  
830 Punchbowl Street, Room 417  
Honolulu, Hawaii 96813**

**MINUTES**

**ATTENDEES:**

Shannon Okinaka, Finance Committee Chair, Hawaiian Airlines  
Karen Wong, Finance Committee Vice Chair, Lanakila Pacific  
Sean Knox, Performance Measures & Accountability Committee Chair, HiEmployment  
Brian Lee, Performance Measures & Accountability Committee Vice Chair, Hawaii LECET

**STAFF:**

Allicyn Tasaka, Executive Director, Workforce Development Council  
Kathy Miyahira, Accountant, Workforce Development Council  
Lina Rivera, Accountant, Workforce Development Council

- I. **Call to Order**.....*Committee Chair Shannon Okinaka*  
The meeting was called to order at 9:34 a.m. by Committee Chair Shannon Okinaka.
- II. **Approval of Minutes from the August 14, 2019 Meeting**  
Committee Chair Shannon Okinaka requested a motion to approve the minutes. There were no comments or corrections. Committee Vice Chair Karen Wong moved to approve the minutes of the August 14, 2019 meeting. Committee Chair Okinaka seconded the motion. The motion to approve the minutes was approved unanimously.
- III. **Review proposed projects and budget from Board Committees**  
In reviewing all budget requests, the Finance Committee divided projects by Federal funds (around \$700,000 in returned funds) and State General funds (\$329,000).

Committee Chair Okinaka will summarize the breakdown of the funding of the committee requests and distribute for review.

**IV. Discussion with representatives of Performance Measures and Accountability Committee leadership**

The Performance Measures and Accountability Committee requested funding for five projects: sending the Performance Measure and Accountability Committee to each county to tour the American Job Center and interact with staff, partners, and WDB leadership; obtain training and technical assistance for local boards and staff; provide training to help build the Eligible Training Provider list for each county; send the Committee Chair and Vice Chair or representative to the annual National Association of Workforce Development Boards meeting in Washington, D.C.; and contract a consultant to assist local areas with obtaining service providers. The original request for funds for the project to contract a consultant to assist local areas with service providers was \$75,000. The committee decided to increase the request to \$100,000. The total request for five projects is \$178,700.

**V. Next Meeting**

The next Board meeting, scheduled for December 12, may be rescheduled. The next Finance Committee meeting will be scheduled once the Board meeting is confirmed.

**VI. Announcements**

There were no announcements.

**VII. Adjournment.....Committee Chair Shannon Okinaka**  
Chair Okinaka adjourned the meeting at 10:45 a.m.