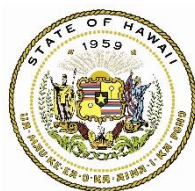


DAVID Y. IGE
GOVERNOR

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/>

Workforce Development Council's Executive Committee
Wednesday, February 19, 2020
1:00 p.m. – 3:30 p.m.
Princess Ruth Keelikolani Building
830 Punchbowl Street, Conference Room 416 & 417
Honolulu, Hawaii 96813

MINUTES

Members Present:

Leslie Wilkins, Chair Board
Alan Hayashi, Vice Chair
Ian Kitajima, Chair Youth Services Committee
Sean Knox, Chair, Performance Measures & Accountability Committee
Brian Tatsumura, Vice Chair, Employer Engagement Committee
Sunshine Topping, Chair, Sector Strategies & Career Pathways Committee

Members Absent:

Jason Ito, Chair, Data Management & Technology Committee
Glen Kaneshige, Chair, Employer Engagement Committee
Shannon Okinaka, Chair, Finance Committee
Edward Richardson, Chair, Military & Veterans Affairs Committee

Staff Present:

Allicyn Tasaka, Executive Director
Jeanne Ohta, Special Projects Specialist

Guests Present:

Doris Dvorch, Deputy Attorney General
Liane Hu-Okumura, Olomana Loomis
Martha Ross, Unified State Plan Consultant
Kaala Souza, Olomana Loomis
Alan Tang, Olomana Loomis

I. Call to Order

Chair Leslie Wilkins called the meeting to order at 1:02 p.m.

Chair Wilkins reported the following updates:

- A. Congratulations to Sunshine Topping on her new position as the Senior Vice President of Human Resources and Organizational Effectiveness at Hawaii Pacific Health.
- B. Chair Wilkins attended the National Skills Alliance with the Hawaii P-20 team and the National Governors Association (NGA) with Executive Director Allicyn Tasaka in Washington, DC.
- C. Governor David Ige approved making a bid to hold the Summer 2021 NGA meeting in Hawaii. The Governor also appointed Kym Sparlin as his designee to sit on the WDC Board.
- D. President David Lassner has appointed Erika Lacro, Vice President of Community Colleges, as his designee on the WDC Board to replace Mike Moser.
- E. Robbie Melton is no longer the Director of the Office of Economic Development on Kauai.

II. Approval of Minutes

A. September 4, 2019

A motion was made by Sean Knox to approve the minutes of the Executive Committee meeting on September 4, 2019. The motion was seconded by Sunshine Topping. There was no further discussion or amendments. The motion was approved.

B. December 4, 2019

A motion was made by Sunshine Topping to approve the minutes of the Executive Committee meeting on December 4, 2019. The motion was seconded by Ian Kitajima. There was no further discussion or amendments. The motion was approved.

III. Status Report

- A. Brief overview of the draft Hawaii Unified State Plan by Martha Ross, Consultant
Stakeholder meetings were held in each of the counties to receive input from core and mandatory partners. There was a public comment period and the Hawaii Unified State Plan is now 339 pages. The submission deadline is March 2, 2020.
- B. Draft of board strategic plan as presented by Alan Tang, Liane Hu-Okumura, and Kaala Souza of Olomana Loomis, Consultants
The strategic plan is for board members to know what WDC is, what the goals are, and what their role is. The Olomana Loomis team read through the current Hawaii State Unified Plan, Governor's plans, DLIR Director's priorities, previous strategic

plans, and plans by other states. They interviewed WDC board members, high school students, and held a board retreat.

The theme is Building Workforce Resilience: Ready for Anything. This will be accomplished by supporting workers with barriers to employment as defined under WIOA and preparing the workforce of the future.

IV. Executive Director’s Report

Allicyn Tasaka’s power point update to the committee can be found at this link:

<https://labor.hawaii.gov/wdc/files/2020/03/Final-EXECUTIVE-DIRECTORS-REPORT-for-Exec-Mtg-2.19.2020.pdf>

V. Reports and Possible Recommendations from Board Committees

- A. Data Management & Technology.....Jason Ito
Committee Chair Ito submitted a written report, which can be found at this link:
<https://labor.hawaii.gov/wdc/files/2020/03/Data-Management-Technology-Committee-02.19.2020.pdf>
- B. Employer Engagement.....Brian Tatsumura for Glen Kaneshige
Committee Vice Chair Tatsumura reviewed the committee’s written report, which can be found at this link:
<https://labor.hawaii.gov/wdc/files/2020/03/EMPLOYER-ENGAGEMENT-COMMITTEE-UPDATE-2.19.2020.pdf>
- C. Finance.....Shannon Okinaka
Committee Chair Okinaka submitted a written report, which can be found at this link:
<https://labor.hawaii.gov/wdc/files/2020/03/WDC-Finance-Comm-Report-combined-2020-02-19.pdf>
- D. Military & Veterans Affairs.....Edward Richardson
Committee Chair General Richardson submitted a written report, which can be found at this link:
<https://labor.hawaii.gov/wdc/files/2020/03/MVAC-Update-2.19.2020.pdf>
- E. Performance Measures & Accountability.....Sean Knox
Committee Chair Knox reviewed the committee’s written report, which can be found at this link:
<https://labor.hawaii.gov/wdc/files/2020/03/PERFORMANCE-MEASURES-AND-ACCOUNTABILITY-COMMITTEE-UPDATE-for-2.19.2020.pdf>
- F. Sector Strategies & Career Pathways.....Sunshine Topping
Committee Chair Topping reviewed the committee’s written report, which can be found at this link:
<https://labor.hawaii.gov/wdc/files/2020/03/Sector-Strategies-and-Career-Pathways-Committee-Update-02.19.2020.pdf>

- G. Youth Services.....Ian Kitajima
Committee Chair Kitajima reviewed the committee’s written report, which can be found at the following links:
<https://labor.hawaii.gov/wdc/files/2020/03/Youth-Committee-Update-2.19.2020.pdf>
<https://labor.hawaii.gov/wdc/files/2020/03/YSC-Proposed-PY-19-Budget-Plan-2.28.2020.pdf>

VI. 2020 Meeting Schedule

The quarterly WDC board meetings are set for May 14, August 13 and November 12, 2020.

The next Executive Committee meeting will be on Tuesday, May 12, 2020, from 1:00 p.m. – 3:30 p.m.

VII. Adjournment

The meeting was adjourned at 3:55 p.m.