

**Workforce Development Council's Employer Engagement Committee**  
**Report to the Executive Committee**  
**August 13, 2020**

The Committee's last scheduled meeting was March 25, 2020. The meeting was cancelled due to the COVID-19 restrictions. The following is based on the last meeting on January 23, 2020 and updated.

Addressing People with Barriers to Employment Subgroup

The subgroup met at the American Job Center to get feedback from service providers and staff. They will connect with AJCs on neighbor islands and the Business Engagement teams. The subgroup plans to use the Business Services Framework Plan and will look into policies and procedures to see how the group can improve the system as well as reach out to employers to hire those with barriers.

Pilot Project Sub-Committee (FCH Enterprises)

Zippy's has not approved on-the-job training for the pilot project positions; and has not chosen a location for the project. Zippy's had planned on touring the AJC in February. The latest suggestion was to continue the pilot project with Zippy's while concurrently running the same project with Big City Diner. Alan Hayashi offered to contact them to see if they are interested.

Update#1: Zippy's toured the Oahu American Job Center in February. On July 15, Zippy's reached out to the Oahu staff requesting collaboration with their virtual job fair in August, which Oahu AJC will support. Note: There have been personnel changes so the people we had originally worked with are no longer there. Oahu AJC is working well with the new representative.

Update #2: The Oahu American Job Center is coordinating a customized virtual job fair for Zippy's to be held by the end of August. The AJC staff will prescreen applicants for the positions of Sanitizer Specialist and Assistant Manager.

For Big City Diner, after the initial meeting with representatives from WDC, Oahu WDB and the AJC, where BCD exhibited a commitment to their workforce and a desire to partner with the AJCH to fill vacant positions through a hiring event, COVID hit and this was put on hold.

Outreach Task Force

The Committee initially approved funding to create a video and a website for the AJCs. Since the website can be created by WDC staff, more of the funds are available for the website. They envision the video to be no longer than 3-5 minutes and include a few interviews of key people, basics of WIOA, vision, goals, and a variety of businesses.

Update#1: The WDC staff prepared a Request for Proposals (RFP) to award a contract to a vendor to produce a 3-minute main video and 5-6 shorter video vignettes. The contract was initially planned to start on July 7, 2020. But the COVID-19 state of emergency had temporarily suspended activities and has pushed the contract start date to August 3, 2020. The process of awarding a contract is currently underway with 10 vendors being considered. The RFP evaluation committee has decided to move to a second round of evaluations where vendors will have an opportunity to revise their proposal and submit their Best and Final Offer (BAFO). A vendor will be selected by July 31. Participating in the evaluation committee are Lois Hamaguchi, Jason Ito, and Erin Yagi.

Update #2: The evaluation committee comprised of Jason Ito, Erin Yagi, Lois Hamaguchi and staffed by Edward Uechi and Allicyn Tasaka, selected Kinetic Productions. All vendors were notified on August 3, 2020. The contract with Kinetic Productions is being drafted. Videos must be completed by December 4, 2020.