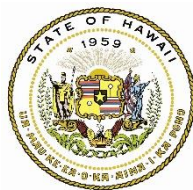


DAVID Y. IGE
GOVERNOR

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
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FINANCE COMMITTEE MEETING

Wednesday, July 20, 2020

9:30 A.M. – 10:30 A.M.

Online via Zoom

Due to the COVID-19 pandemic, protecting the health and welfare of the community is a priority. The meeting was held remotely, with Board members and staff participating via an online meeting venue.

MINUTES

ATTENDEES:

Shannon Okinaka, Finance Committee Chair, Hawaiian Airlines
Karen Wong, Finance Committee Vice Chair, Lanakila Pacific

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 9:33 a.m. by Committee Chair Shannon Okinaka.
- II. **Approval of Minutes from the February 12, 2020 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 February 12, 2020 meeting. Committee Chair Okinaka seconded the motion. The motion to approve the minutes was approved unanimously.
- III. **Overview of budget for period up to May 31, 2020**
There was some discrepancy in the total balance of rapid response funds as of May 31, 2020. Kathy Miyahira will adjust the WDC Comprehensive Budget and Expenses to reflect the total amounts that is being returned from the counties. The two disaster dislocated worker grants will be ending on September 30, 2020. Pending incoming invoices, we are expected to have a balance of \$100,000 for the Hawaii Volcano grant

and a balance of \$300,000 for the Kauai Flooding grant. Some of the challenges found in expending those funds include finding qualified participants due to the nature of a cash/barter economy in rural areas and finding worksites (employers) on either government or non-profit property to conduct clean-up work.

The committee reviewed possible projects to expend returning unused county federal funds by July 30, 2021. Projects include Hawaii Is Hiring, customer satisfaction survey, video production, trauma assessment for youth, youth work based experience transition training, youth entrepreneurial skills training, contract workforce resiliency initiative coordinator, contract COVID grants manager, contract USDOE grants manager, contract public education and awareness program, HireNet ETP module, HireNet maintenance, printed WDC/WDB/AJC materials, statewide training, entrepreneurial programs for adults and dislocated workers, on-demand/gig programs, and workforce resiliency initiative. The statewide rapid response/business services funds could also be expended on a professional services consultant & trainer, statewide training, printed rapid response/business services materials, and equipment.

Committee Chair Shannon Okinaka requested a motion to recommend the list of possible funding projects to the Executive Committee. There were no comments or corrections. Committee Vice Chair Karen Wong moved to approve the list. Committee Chair Okinaka seconded the motion. The motion to recommend the list of funding projects to the Executive Committee was approved unanimously.

IV. Review local area participation rate and expenditures

Kauai's Youth program has no participants as of May 31, 2020 as they recently brought on their service provider in April and received HireNet Hawaii training in June.

The Oahu and Maui American Job Centers have reopened after closing due to the COVID-19 pandemic. Kauai and Hawaii County American Job Centers are open by appointment only. In anticipation of an increase of participants, Oahu and Maui have added additional computers. Oahu will be setting up a HireNet call center within the American Job Center to help those requiring assistance with the HireNet Hawaii system.

V. Next Meeting

The next meeting will be in October 2020.

VI. Announcements

There were no announcements.

VII. Adjournment.....Committee Chair Shannon Okinaka
Chair Okinaka adjourned the meeting at 10:30 a.m.