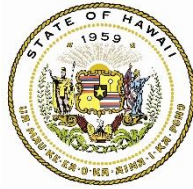


DAVID Y. IGE
GOVERNOR

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 Meeting
Thursday, August 13, 2020
9:30 a.m. — 12:30 p.m.

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

MINUTES

Member Attendees:

Leslie Wilkins, WDC Chairperson, and Chair, Maui County Workforce Development Board
Maureen Bates (Designee for Pankaj Bhanot, Department of Human Services)
Nalani Brun (Designee for Mayor Derek Kawakami, Kauai County Mayor)
Senator Stanley Chang, Hawaii State Senate
David DeLuz, Jr., Chair, Hawaii County Workforce Development Board
Yvette Gibson, HR Manager, Talent Acquisition, Hawaii Pacific Health
Alan Hayashi, WDC Vice Chair, and Owner, Consult 808
Bernadette Howard (Designee for David Lassner, President, UH)
JoAnn Inamasu (Designee for Mayor Michael Victorino, Maui County Mayor)
Jason Ito, Director of Administration & Planning, Kyo-Ya Management Company
Jackie Kaina, Acting Chair, Kauai County Workforce Development Board
Glen Kaneshige, President, Nordic PCL Construction, Inc.
Ian Kitajima, Director of Corporate Development, Oceanit
Sean Knox, President, Hawaii Employment Services
Erika Lacro (Designee for David Lassner, President, UH)
Brian Lee, Executive Director, Hawaii Laborers-Employers Cooperation & Education Trust Fund
Rodney Lee (Designee for Jason Chang, Chair, Oahu Workforce Development Board)
Wayne Liu (Designee for Mike McCartney, Director, DBEDT)
Alicia Moy, President & CEO, Hawaii Gas Co.
Representative Mark Nakashima, Hawaii State House of Representatives
Sheryl Nojima, President of Gray, Hong, Nojima, and Associates
Anne Perreira-Eustaquio, Acting Director, DLIR
Maricar Pilotin-Freitas (Designee for Anne Perreira-Eustaquio, Acting Director, DLIR)
General Edward Richardson, Owner, Edward V. Richardson, LLC
Helen Sanpei (Designee for Christina Kishimoto, Superintendent, Department of Education)
Kym Sparlin (Designee for Governor David Ige)
Brian Tatsumura, Owner, Briant 808 LLC

Sunshine Topping, Sr. VP Human Resources and Organizational Effectiveness, Hawaii Pacific Health
Winona Whitman, Employment & Training Director, Alu Like, Inc.
Karen Wong, Vice President of Administration, Lanakila Pacific

Members Absent:

Mayor Kirk Caldwell, City & County of Honolulu Mayor
Michael Kamiya, Sales Director, Kamiya Gold, Ltd.
Mayor Harry Kim, Hawaii County Mayor
Shannon Okinaka, Executive Vice President & CFO, Hawaiian Airlines
Gladys Quinto Marrone, CEO, Building Industry Association of Hawaii
Charles Shima, Training Coordinator, Plumbers Union Local 675

Guests:

April Acquavella, Hawaii Carpenters Apprenticeship and Training Fund
Pat Anbe, Waipahu Community School
Karen Arakawa, Maui County American Job Center
Jason Bradshaw, ILWU Local 142
Doris Dvonch, Department of the Attorney General
Dan Miyamoto, Department of Education
Cary Miyashiro, Hawaii USA Federal Credit Union
Erick Pascua, Oahu American Job Center
Keala Peters, Chamber of Commerce Hawaii
Lyn Uratani, Oahu Workforce Development Board
Dina Yoshimi, HI Language Roadmap UHM

Staff:

Allicyn Tasaka, Executive Director
Kathy Miyahira, Accountant IV
Michelle Miyashiro, Office Manager
David Morihara, Statewide Rapid Response Coordinator
Jayson Muraki, Workforce Information & Data Coordinator
Jeanne Ohta, Special Projects Specialist
Mark Olds, Employment Service Specialist
James Kaala Souza, Employment Analyst

I. Call to Order

A. Chair's Updates by Chair Leslie Wilkins

Chair Wilkins called the meeting to order at 9:30 a.m. and declared that quorum was achieved with 25 voting members present. Chair Wilkins congratulated Jason Ito for being elected the new Chair of the Honolulu Japanese Chamber of Commerce and Yvette Gibson for being elected Chair of the CTE Advisory Council where Karen Wong is a new board member. Yvette Gibson has also agreed to Chair the Sector Strategies and Career Pathways Committee. Chair Wilkins thanked Sunshine Topping for previously chairing that committee and for her eight years on the WDC Board. Sunshine Topping will remain on the board until the Governor appoints a replacement and will serve on the Performance Measures & Accountability Committee until then. Chair Wilkins welcomed Kym Sparlin as Governor David Ige's representative on the board. Chair Wilkins also welcomed JoAnn Inamasu as the new Director of the Maui Office of Economic

Development, representing Mayor Victorino, and Nalani Brun as the Director of the Kauai Office of Economic Development, representing Mayor Kawakami. Chair Wilkins thanked Jackie Kaina for stepping in as Acting Chair for the Kauai Workforce Development Board until the vacancy is filled. Chair Wilkins welcomed former WDC staff member Wayne Liou to the board as the new designee for Director Mike McCartney from DBEDT, while continuing to help lead the Hawaii On Demand Pilot Project with WDC. Chair Wilkins thanked Representative Mark Nakashima and Senator Stanley Chang for their continued support of the WDC, WDD, and Department of Labor & Industrial Relations. Chair Wilkins also welcomed Erika Lacro as UH President David Lassner's representative and Rodney Lee as Jason Chang's representative.

II. Approval of Minutes

A. Regular Meeting held February 20, 2020

Sean Knox motioned to adopt the minutes of the February 20, 2020 board meeting. Vice Chair Alan Hayashi seconded the motion. There was no further discussion or amendments. Kym Sparlin, Erika Lacro, and Wayne Liou abstained. The motion was adopted as circulated with 22 votes in favor and none voting no.

III. Remarks from the Governor's Office presented by Kym Sparlin, Director of Intergovernmental Relations and Policy, Office of the Governor

Kym Sparlin thanked the WDC Board for their work in helping the workforce transition through the pandemic and is looking forward to how WDC can help the community bounce back stronger.

IV. Summary and status of the "Workforce Resiliency Initiative" presented by Kaala Souza, Employment Analyst with the Workforce Development Council.

Kaala Souza presented the Workforce Resiliency Initiative, which can be found at this link: <https://labor.hawaii.gov/wdc/files/2020/08/200813-WDC-WRI-Board-Presentation-.pdf>

V. Update on unemployment insurance and Department of Labor and Industrial Relations by Anne Perreira-Eustaquio, Acting Director

Acting Director Anne Perreira-Eustaquio reported that she will be in the Acting Director position for 60 days until a Director is appointed by the Governor. All divisions within the Department of Labor and Industrial Relations have been affected by this pandemic in regards to benefits, workplace safety, employment, and training, emphasizing our role in the workforce. DLIR will continue to grow with the changing times and technology.

VI. Overview of “Hawaii is Hiring” collaboration presented by Keala Peters, Vice President, Education and Workforce Development and Executive Director, Sector Partnerships with the Chamber of Commerce Hawaii

Keala Peters presented the Hawaii is Hiring collaboration, which can be found at this link: https://labor.hawaii.gov/wdc/files/2020/08/HawaiiIsHiring_WDC-08.13.20.pdf

VII. Chair’s Prerogative to move agenda items out of order

Chair Wilkins moved a committee report out of order to accommodate the committee chair’s schedule.

A. Data Management & Technology Committee by Committee Chair Jason Ito

Committee Chair Jason Ito presented the Data Management & Technology Committee report, which can be found at this link: <https://labor.hawaii.gov/wdc/files/2020/08/Final-Data-Management-and-Technology-Committee-Update-8.13.2020.pdf>

VIII. Updates Relating to Board Governance for February – August 2020

A. Executive Committee Report and Recommendations by Chair Leslie Wilkins

The Executive Committee met twice since the last board meeting in February 2020. In July, the committee previewed the Workforce Resiliency Initiative and approved the concept. The committee also reviewed the unspent county funds that will be returned to the WDC and has approved the use of the funds for statewide activities. There were no objectives from the Board.

B. Finance Report by Committee Vice Chair Karen Wong for Committee Chair Shannon Okinaka

Vice Chair Karen Wong presented the Finance Committee report on behalf of Chair Shannon Okinaka who was not able to attend the meeting. The report can be found at this link: <https://labor.hawaii.gov/wdc/files/2020/07/WDC-Finance-Comm-Report-2020-07-20.pdf>

C. Executive Director’s Report on WDC Activities for February – August 2020 by Executive Director Allicyn Tasaka

Executive Director Tasaka presented the Executive Director’s report highlighting WDC activities and accomplishments since August. The report can be found at this link: <https://labor.hawaii.gov/wdc/files/2020/08/Executive-Director-Report-for-Board-Meeting-8.13.2020.pdf>

IX. Executive Session – Discussion of a personnel matter regarding annual performance review of the Executive Director under Hawaii Revised Statutes Chapter 92-5(a)(2)

Vice Chair Alan Hayashi motioned to move into Executive Session to discuss personnel matters regarding the annual evaluation of the Executive Director under Hawaii Revised Statutes Chapter 92-5(a)(2). Glen Kaneshige seconded the motion. There were no

questions or objections. The motion was adopted. The meeting entered Executive Session at 11:33 a.m.

Sean Knox motioned to move out of Executive Session. Alan Hayashi seconded the motion. There were no questions or objections. The meeting exited Executive Session at 12:01 p.m.

Vice Chair Alan Hayashi motioned to adopt the 2021 goals for the Executive Director as circulated with the addition of facilitating communication among the partners on the Unified State Plan and reporting the implementation of the Unified State Plan to the Governor. General Edward Richardson seconded the motion. There was no further discussion or amendments. The motion was adopted.

X. Reports Related to the Workforce Innovation and Opportunity Act (WIOA)

A. Program Highlights from Each County's Workforce Development Board from February – August 2020

1. Hawaii County Workforce Development Board by David DeLuz, Jr.

David DeLuz, Jr. presented the Hawaii County Workforce Development Board report, which can be found at this link:

<https://labor.hawaii.gov/wdc/files/2020/08/HAWAII-COUNTY-WORKFORCE-DEVELOPMENT-BOARD-UPDATE-REPORT-for-WDC-8.13.2020.pdf>

2. Kauai Workforce Development Board by Jackie Kaina

Jackie Kaina presented the Kauai County Workforce Development Board report, which can be found at this link: <https://labor.hawaii.gov/wdc/files/2020/08/KAUAI-COUNTY-WORKFORCE-DEVELOPMENT-BOARD-UPDATE-REPORT-for-WDC-8.13.2020.pdf>

3. Maui Workforce Development Board by Chair Leslie Wilkins

Chair Leslie Wilkins presented the Maui County Workforce Development Board report, which can be found at this link:

<https://labor.hawaii.gov/wdc/files/2020/08/MAUI-COUNTY-WORKFORCE-DEVELOPMENT-BOARD-UPDATE-REPORT-for-WDC-8.13.2020.pdf>

4. Oahu Workforce Development Board by Rodney Lee for Jason Chang

Rodney Lee presented the Oahu Workforce Development Board report on behalf of Jason Chang who was unable to attend the meeting. The report can be found at this link:

<https://labor.hawaii.gov/wdc/files/2020/08/OAHU-WORKFORCE-DEVELOPMENT-BOARD-UPDATE-REPORT-August-2020-combined.pdf>

B. WIOA Core Partner Updates for February – August 2020

1. Adult Education and Career Pathways (Dept. of Education and University of Hawaii) by Helen Sanpei, Erika Lacro, and Bernadette Howard

Helen Sanpei presented the Adult Education report by McKinley Community School for Adults and Waipahu Community School for Adults, which can be found at the following links: <https://labor.hawaii.gov/wdc/files/2020/08/ADULT-EDUCATION-UPDATE-REPORT-WaipahuCSA-Final-8.6.20.pdf> and <https://labor.hawaii.gov/wdc/files/2020/08/McKinley-CSA-Update-Report-for-WDC.pdf>

Bernadette Howard presented the Career and Technical Education Report, which can be found at this link: <https://labor.hawaii.gov/wdc/files/2020/08/UH-CTE-Report-to-WDC-8-13-20.pdf>

Erika Lacro reported the Community Colleges are actively reviewing and aligning their CTE programs and continuing education. They are also developing short-term job training around apprenticeships, in addition to their request to the City & County for \$13 million in CARES Act funding to provide retraining for Oahu residents. A Kulia Scholarship was created for free community college classes for those who lost employment due to COVID-19.

2. Vocational Rehabilitation (Dept. of Human Services) by Maureen Bates

Maureen Bates presented the Division of Vocational Rehabilitation report, which can be found at this link: <https://labor.hawaii.gov/wdc/files/2020/08/Final-DVR-UPDATE-REPORT-for-WDC-8.13.2020.pdf>

3. Wagner-Peyser Act (Dept. of Labor and Industrial Relations – Workforce Development Division) by Maricar Pilotin-Freitas

Maricar Pilotin-Freitas presented the Workforce Development Division report which included updates on the Wagner-Peyser program, and can be found at this link: <https://labor.hawaii.gov/wdc/files/2020/08/WDD-Wagner-Peyser-Report-for-WDC-Board-8.13.2020.pdf>

C. Board Committee Reports on Activities of Committees for February – August 2020

1. Employer Engagement Committee by Committee Chair Glen Kaneshige

Glen Kaneshige presented the Employer Engagement Committee report, which can be found at this link: <https://labor.hawaii.gov/wdc/files/2020/08/Rev-Final-Employer-Engagement-Committee-Report-8.13.2020.pdf>

2. Military and Veterans Affairs Committee by Committee Chair General Edward Richardson

General Edward Richardson presented the Military and Veterans Affairs Committee report, which can be found at this link: <https://labor.hawaii.gov/wdc/files/2020/08/Final-Military-Veterans-Affair-Committee-Report-for-8.13.2020.pdf>

3. Performance Measures & Accountability Committee by Committee Chair Sean Knox

Sean Knox presented the Performance Measures & Accountability Committee report, which can be found at this link: <https://labor.hawaii.gov/wdc/files/2020/08/Final-WDC-PERFORMANCE-MEASURES-REPORT-for-8.13.2020.pdf>

4. Youth Services Committee by Committee Vice Chair Winona Whitman for Committee Chair Ian Kitajima

Winona Whitman presented the Youth Services Committee report, which can be found at this link: <https://labor.hawaii.gov/wdc/files/2020/08/Final-Youth-Services-Committee-Report-for-8.13.2020.pdf>

5. Sector Strategies & Career Pathways Committee by Committee Chair Yvette Gibson

Yvette Gibson presented the Sector Strategies & Career Pathways Committee report, which can be found at this link: <https://labor.hawaii.gov/wdc/files/2020/08/Final-Sector-Strategies-Career-Pathways-Committee-Report-for-8.13.2020.pdf>

XI. Roundtable sharing of impact of COVID-19 pandemic and how your organization is rising to the challenges of the national health emergency

Chair Leslie Wilkins shared that the Economic Development Alliance of Hawaii has partnered on CARES Act funding to create short-term work-based learning experiences for those that have been dislocated by COVID-19.

Glen Kaneshige shared that the construction industry was deemed essential during the statewide shutdown. There were a few jobs that stopped during this time, but new jobs arose to supplant that loss. The number of people in the construction rose by about 1,500 between June 2019 and 2020. There is a possibility of a slowdown in jobs if the pandemic continues long-term and the 14-day quarantine is still in place. Lawmakers are encouraging more federal and state construction jobs to be completed in anticipation of other jobs dropping off.

Brian Lee shared that there are some spillover effects due to the loss of tourism. Some hotel projects such as the King's Village project and the Princess Kaiulani \$800 million project has been halted. Certain sectors, such as the Elevators Union, are affected by retail as there is a construction side and a service/maintenance side. With retail and hotels closed, the service/maintenance side has slowed. The construction industry may suffer if the current situation continues for a year.

Sunshine Topping shared that Hawaii Pacific Health has opened a statewide hotline (808-763-2720) for employers to call regarding COVID-19 exposure for their employees.

XII. 2020 Meeting Schedule

The next Board meeting is scheduled for Thursday, November 12 from 9:30 a.m. – 12:30 p.m. via Zoom.

XIII. Announcements

There were no announcements.

XIV. Adjournment

Chair Wilkins adjourned the meeting at 1:00 p.m.