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CHAIRPERSON

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**STATE OF HAWAII  
WORKFORCE DEVELOPMENT COUNCIL**

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**FINANCE COMMITTEE MEETING**

**Friday, October 9, 2020**

**2:00 P.M. – 3:00 P.M.**

**Online via Zoom**

*Due to the COVID-19 pandemic, protecting the health and welfare of the community is a priority. Therefore, 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

**GUEST:**

Keala Peters, Chamber of Commerce Hawaii

**STAFF:**

Allicyn Tasaka, Workforce Development Council  
Kathy Miyahira, Accountant, Workforce Development Council  
Michelle Miyashiro, Workforce Development Council  
Jeanne Ohta, Workforce Development Council  
Lina Rivera, Accountant, Workforce Development Council

**I. Call to Order.....Committee Chair Shannon Okinaka**

The meeting was called to order at 2:00 p.m. by Committee Chair Shannon Okinaka

**II. Oral Comments from Public**

No comments from the public were received.

**III. Approval of Minutes from the July 20, 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 July 20, 2020 meeting. Committee Chair Okinaka seconded the motion. The motion to approve the minutes was approved unanimously.

**IV. Overview of budget for period up to August 31, 2020**

The Hawaii Volcano and Kauai Flooding Dislocated Worker Grants will be ending on September 30, 2020 and WDC is in the closeout process. About \$200,000 will be returned from the Kauai Flooding grant. The COVID-19 grant is new for this fiscal year. The budget allocation and contracts are currently being worked on. There is about \$700,000 in PY18 returned funds from the counties in addition to the PY17 returned funds for a total of about \$1.5 million. General funds will be allocated to WDC quarterly.

**V. Review local area participation rate and expenditures**

The number of enrollees in the Adult, Dislocated Worker, and Youth Programs have increased even during this difficult time when the American Job Centers are closed and open by appointment only or serving participants remotely. Kauai's Youth Program number is still at 0. Their new provider, Hale Opio, is learning the program as this is their first time participating in such a contract. Staff were trained to start the program, but they lost two of their staff in August. New staff came on board on October 1 and WDC will be conducting HireNet Hawaii training for them on October 13.

**VI. Review Projects and Funding Proposals**

**A. Nursing Residency Program by Hawaii State Center for Nursing**

The Sector Strategies & Career Pathways Committee met on September 8, 2020 and voted to approve and recommend a proposal from the Hawaii State Center for Nursing to the Finance Committee, which can be found at the following link:  
[https://labor.hawaii.gov/wdc/files/2020/09/WDC-NRP-proposal\\_09-03-2020.pdf](https://labor.hawaii.gov/wdc/files/2020/09/WDC-NRP-proposal_09-03-2020.pdf)

**B. Hawaii is Hiring 2.0 by Chamber of Commerce Hawaii**

The Employer Engagement Committee voted to approve and recommend a proposal from the Chamber of Commerce Hawaii for the Hawaii is Hiring 2.0 website, which can be found at the following link:  
[https://labor.hawaii.gov/wdc/files/2020/10/HawaiiIsHiring\\_WDC-Employer-Engagement-10.05.20.pdf](https://labor.hawaii.gov/wdc/files/2020/10/HawaiiIsHiring_WDC-Employer-Engagement-10.05.20.pdf)

**C. Employer Partnerships**

The Employer Engagement Committee also voted to approve and recommend a proposal from the University of Hawaii and Chamber of Commerce Hawaii on Employer Sector Partnerships, which can be found at the following link:  
[https://labor.hawaii.gov/wdc/files/2020/10/WDC-Sector-Partnership\\_Oct-5-2020.pdf](https://labor.hawaii.gov/wdc/files/2020/10/WDC-Sector-Partnership_Oct-5-2020.pdf)

The total for all three proposals is \$144,969. Funds would come from returned funds from the counties. A motion to approve all three proposals was made by Karen Wong. Shannon Okinaka seconded the motion. There were no amendments, questions or objections. The motion was passed unanimously.

**VII. Next Meeting**

The next meeting will be scheduled for 2021. A date will be set at a later time.

**VIII. Adjournment**

Committee Chair Okinaka adjourned the meeting at 2:36 p.m.