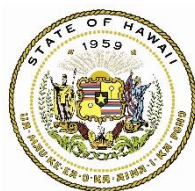


DAVID Y. IGE
GOVERNOR

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
Friday, February 5, 2021
1:30 p.m. – 3:30 p.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 online meeting venue.

MINUTES

Members Present:

Leslie Wilkins, Chair Board
Alan Hayashi, Vice Chair
Bernadette Howard, Vice Chair, Sector Strategies & Career Pathways Committee
Jason Ito, Chair, Data Management & Technology Committee
Glen Kaneshige, Chair, Employer Engagement Committee
Brian Lee, Chair, Performance Measures & Accountability Committee
Shannon Okinaka, Chair, Finance Committee

Staff Present:

Allicyn Tasaka, Executive Director
Jeanne Ohta, Special Projects Specialist
Michelle Miyashiro, Office Manager
Jayson Muraki, Workforce Information & Data Coordinator

Guests Present:

Doris Dvonch, Deputy Attorney General

I. Call to Order

Chair Leslie Wilkins called the meeting to order at 1:34 p.m.

Chair Wilkins thanked General Edward Richardson for his leadership and commitment to supporting veterans. General Richardson submitted his resignation from the WDC Board due to health reasons. Chair Wilkins also thanked WDC Vice Chair Alan Hayashi for serving as the Interim Chair of the Military Veterans and Affairs Committee. Chair Wilkins thanked Bernadette Howard for stepping in as Vice Chair of the Sector Strategies and Career Pathways and reporting at today's meeting.

II. Approval of Minutes

A. Regular meeting minutes for October 19, 2020

A motion was made by Alan Hayashi to approve the regular meeting minutes of the Executive Committee meeting on October 19, 2020. The motion was seconded by Jason Ito. There was no further discussion or amendments. The motion was unanimously approved.

B. Executive Session meeting minutes for October 19, 2020

A motion was made by Alan Hayashi to approve the Executive Session meeting minutes of the Executive Committee meeting on October 19, 2020. The motion was seconded by Jason Ito. There was no further discussion or amendments. The motion was unanimously approved.

III. Reports and Possible Recommendations from Board Committees

A. Data Management & Technology.....Jason Ito Committee Chair Ito reviewed the committee report, which can be found at this link: <https://labor.hawaii.gov/wdc/files/2021/02/Final-Data-Management-and-Technology-Committee-Update-for-2.5.2021.pdf>

B. Finance.....Shannon Okinaka Committee Chair Okinaka reviewed the committee report, which can be found at this link: <https://labor.hawaii.gov/wdc/files/2021/02/Final-WDC-Finance-Comm-Report-2021-02-04.pdf>

The Finance Committee recommended the Executive Committee approve a \$50,000 grant for work-based learning opportunities through the UH Political Science Department. Jason Ito seconded the motion. Alan Hayashi asked if metrics on the program would be provided. Chair Wilkins stated that we will request evaluations and metrics be reported to WDC. There were no further questions or discussion. The motion was unanimously approved.

C. Military & Veterans Affairs.....Alan Hayashi Interim Committee Chair Hayashi reviewed the committee report, which can be found at this link: <https://labor.hawaii.gov/wdc/files/2021/02/Final-Chair-Report-Military-and-Veterans-Affairs-Committee-for-2.5.2021.pdf>

- D. Performance Measures & Accountability.....Brian Lee
Committee Chair Lee reviewed the committee report, which can be found at this link:
<https://labor.hawaii.gov/wdc/files/2021/02/Final-Report-Performance-Measures-Accountability-Exec-Comm-for-02.05.21.pdf>
 - E. Sector Strategies & Career Pathways.....Bernadette Howard for Yvette Gibson
Committee Vice Chair Howard reviewed the committee report, which can be found at
this link: <https://labor.hawaii.gov/wdc/files/2021/02/Final-Report-Sector-Strategies-and-Career-Pathways-Committee-for-2.5.2021.pdf>
- The Sector Strategies & Career Pathways Committee recommended the Executive Committee approve and accept the concept of SB517, a public-private partnership with healthcare workforce development. Shannon Okinaka seconded the motion. Vice Chair Hayashi asked if engineering is included and Vice Chair Howard responded that it is separate. There was discussion regarding the definition of engineering and the consensus was that the committee will use engineering in the broad sense to cover both design and construction engineers. The motion was unanimously approved.
- F. Employer Engagement.....Glen Kaneshige
Committee Chair Kaneshige reviewed the committee report, which can be found at
this link: <https://labor.hawaii.gov/wdc/files/2021/02/Final-Employer-Engagement-Report-to-Exec-Committee-02.05.21.pdf>
 - G. Youth Services.....Ian Kitajima
Committee Chair Kitajima submitted a committee report, which can be found at this
link: <https://labor.hawaii.gov/wdc/files/2021/02/Final-Youth-Services-Report-to-Exec-Committee-02.05.21.pdf>

IV. Executive Director’s Report

Allicyn Tasaka has deferred her report.

V. Executive Session – Discussion to consult with the Board’s attorney on questions and issues pertaining to the board’s powers, duties, privileges, immunities, and liabilities under Hawaii Revised Statutes Chapter 92-5(a)(4)

Shannon Okinaka motioned to move into Executive Session to consult with the Board’s attorney on questions and issues pertaining to the board’s powers, duties, privileges, immunities, and liabilities under Hawaii Revised Statutes Chapter 92-5(a)(4). Glen Kaneshige seconded the motion. There were no questions. The motion was adopted. The meeting entered Executive Session at 2:51 p.m.

Vice Chair Alan Hayashi motioned to move out of Executive Session. Bernadette Howard seconded the motion. There were no questions. The motion was adopted. The meeting exited Executive Session at 3:51 p.m.

After consultation with Deputy Attorney General Doris Dvonch on legal advice and options, Shannon Okinaka motioned to have a letter written on behalf of WDC leadership to Nalani Brun, designee of Mayor Derek Kawakami to the WDC Board, to formally request a meeting between WDC leadership with the mayor to review ongoing concerns of WIOA non-compliance and financial matters. Brian Lee seconded the motion. There were no comments, questions or abstentions. The motion was adopted unanimously. A letter will be sent before the next board meeting on February 11.

VI. 2021 Meeting Schedule

The committee will continue to meet quarterly before board meetings: May 13, August 12 and November 18, 2021.

A poll will be sent to committee members to determine a meeting date before the next board meeting in May 2021.

VII. Announcements

Chair Wilkins announced that Engineers Week is the last week of February.

MEDB's STEMworks is recruiting employer hosts for their 17th annual statewide summer internship program for high school and college undergraduate students. It will be conducted virtually this year.

VIII. Adjournment

Bernadette Howard motioned to adjourn the meeting. The motion was seconded by Shannon Okinaka. There were no comments, questions or abstentions. The motion was adopted unanimously. The meeting was adjourned at 3:58 p.m.