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LIEUTENANT GOVERNOR

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**STATE OF HAWAII
WORKFORCE DEVELOPMENT COUNCIL**

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FINANCE COMMITTEE MEETING

Friday, April 30, 2021

10:00 a.m. – 11:00 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, 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 10:05 a.m. by Committee Chair Shannon Okinaka
- II. **Approval of Minutes from the February 4, 2021 Meeting**
Committee Chair Shannon Okinaka requested a motion to approve the minutes. There was a type in section IV the date states November 30, 3030 and should be corrected to 2020. Committee Vice Chair Karen Wong moved to approve the minutes as amended for the February 4, 2021 meeting. Committee Chair Okinaka seconded the motion. The motion to approve the amended minutes was approved unanimously.
- III. **Overview of budget for period between July 1, 2020 to February 28, 2021**
The summary of WIOA formula grants for adults, dislocated worker and youth programs for July 1, 2020 to February 28, 2021 was reviewed. After expenditures there remains a balance of \$567, 256. For PY2019 funds the balance is \$2,598,045 that must be expended by June 30, 2022.

For the two COVID-19 emergency disaster grants, the COVID Disaster Recovery grant of the \$1.5M received there remains a balance of \$1,450,526 that must be expended by June 30, 2022. For the COVID Employment Recovery grant of the \$1.5M received, there is a balance of \$1,484,430 and must be expended by June 30, 2022. HI Employment is the staffing agency working with Oahu, Maui and Hawaii county American Job Centers to enroll eligible workers and employers for these grant programs. Vice Chair Wong requested that the three participating counties of Oahu, Maui and Hawaii Island's grant amount and expenses be listed.

A review of the comprehensive budget and expenses for the of July 1, 2020 to February 28, 2021, showed balance of \$284,120. The fiscal division has asked all agencies to review their budgets and determine what amount they will not use by June 30. In consultation with WDC accountants, it was calculated that after anticipated expenditures, we could return \$130,386 to the department.

Link: <https://labor.hawaii.gov/wdc/files/2021/04/02-WDC-Comprehensive-Report-as-of-022821.pdf>

IV. Review local area participation rate and expenditures

For the adult and dislocated worker programs, the number of participants and rate of expenditures for the remaining four months appears to be on course.

Link: <https://labor.hawaii.gov/wdc/files/2021/04/03-Local-area-and-Graph-Adult-DW-022821.pdf>

In the youth services program, Kauai remains with no participants. However, the Kauai Workforce Development Board Executive Director reported last week that their youth provider said they did enroll one with three to four students pending, but it is not reflected on this report for this period.

For the local administrative costs (LAC), Maui and Hawaii Island have used all of their PY2019 funds and have started drawing down from their PY20 funds. Honolulu has 15% or \$34,377 remaining balance and will be able to expend that timely. Kauai has 32% or \$8,669 left and will likely be able to spend it in time.

Link: <https://labor.hawaii.gov/wdc/files/2021/04/04-Local-area-and-Graph-Youth-LAC-022821.pdf>

Chair Okinaka said it was disheartening with the numbers of participants and overall expenditures and acknowledged that the extended unemployment benefits, waived job searches, eviction moratorium, and other such programs make it challenging to incentivize people to return to work. Vice Chair Wong concurred that at her work place, they are not getting many applicants looking for jobs.

Chair Okinaka further expressed a need for better public education and messaging to make people aware to use this time wisely and seek training and upskilling to be better prepared for job opportunities and work options.

The participant counts reported from HireNet Hawaii for the same period showed a total of 18,303 people accessing the State's free job board. The number is stark compared to pre-pandemic counts of over 40,000.

Vice Chair Wong requested that future reports show the counts from the previous year for the same period to be able to compare.

V. Status of Projects and Funding Proposals

Executive Director Allicyn Tasaka reported that there are 13 projects that are either currently in the process of or have completed RFPs, contracts, and/or MOAs since 2020. Of the \$1.6 million in returned funds, about \$1.1 million will be able to be expended before June 30, 2021.

VI. Next Meeting

The 2021 Board Meetings are scheduled for May 13, August 12, and November 18. The quarterly Finance Committee meetings will be held before the Board Meetings.

VII. Adjournment

Committee Chair Okinaka adjourned the meeting at 10:38 a.m.