

DAVID Y. IGE
GOVERNOR

JOSH GREEN
LIEUTENANT GOVERNOR



ALAN HAYASHI
VICE CHAIR

ALLICYN C.H. TASAKA
EXECUTIVE DIRECTOR

STATE OF HAWAII
WORKFORCE DEVELOPMENT COUNCIL
830 Punchbowl Street, Suite 417, Honolulu, Hawaii 96813
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Workforce Development Council Meeting
Wednesday, June 23, 2021
9:30 a.m. — 12:30 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 an online meeting venue.

MINUTES

Member Attendees:

Alan Hayashi, WDC Vice Chair, and Owner, Consult 808
Leslie Wilkins, Chair, Maui County Workforce Development Board
Maureen Bates (Designee for Cathy Betts, Department of Human Services)
Jackie Kaina, Chair, Kauai County Workforce Development Board
April Chun Acquavella, Training Coordinator, Hawaii Carpenters Apprenticeship & Trust Fund
Jason Brand, President, Brand Industrial Group
Linda Puppolo (Designee for Mayor Michael Victorino, Maui County Mayor)
Rossella Guardascione, Chair, Hawaii County Workforce Development Board
Bernadette Howard (Designee for David Lassner, President, UH)
Kira Higa, HR Director, Hawaiian Telcom
Sean Knox, President, Hawaii Employment Services
Ian Kitajima, Director of Corporate Development, Oceanit
Helen Sanpei (Designee for Christina Kishimoto, Superintendent, Department of Education)
Yvette Gibson, HR Manager, Talent Acquisition, Hawaii Pacific Health
Sheryl Nojima, President, Gray, Hong, Nojima, and Associates
Wayne Liou (Designee for Mike McCartney, Director, DBEDT)
Chuck Shima, Training Coordinator, Plumbers Union Local 675
Karen Wong, Vice President of Administration, Lanakila Pacific
Brian Lee, Executive Director, Hawaii Laborers-Employers Cooperation & Education Trust Fund
Ken Loui, Vice President, Pacific Marine
Cary Miyashiro, Community Outreach Representative, HawaiiUSA Federal Credit Union
Jason Bradshaw, Legislative Representative, ILWU Local 142
Jason Ito, Director of Administration & Planning, Kyo-Ya Management Company
Winona Whitman, Employment & Training Director, Alu Like, Inc.
Jason Chang, Chair, Oahu Workforce Development Board
William White (Designee for David Ige, Governor)

Susan Kunz (Designee for Mitchell Roth, Hawaii County Mayor)
JoAnn Vidinhar (Designee for Anne Perreira-Eustaquio, Director, Department of Labor and Industrial Relations)
Nalani Brun, (Designee for Mayor Derek Kawakami, Kauai County Mayor)
Andrew Kawano (Designee for Mayor Rick Blangiardi, Oahu County Mayor)
Senator Stanley Chang, Hawaii State Senate
Glen Kaneshige President, Nordic PCL Construction, Inc.
Representative Jackson Sayama, Hawaii State House of Representatives
Tammi Chun (Designee for David Lassner, President, UH)

Members Absent:

Alicia Moy, President & CEO, Hawaii Gas Co.
Shannon Okinaka, Executive Vice President & CFO, Hawaiian Airlines
Brian Tatsumura, Owner, Briant 808 LLC

Guests:

Doris Dvonch, Office of the Attorney General
Alison Lum, Oahu Workforce Development Board
Pat Anbe, Waipahu Community School for Adults
Mike Dahilig, Managing Director, Kauai County
Jarret Yip, Program Officer, Workforce Development Division
Kaala Souza, Workforce Resiliency Initiative
Sandra Goodale, County of Hawaii, Office of Housing and Community Development
Sylvia Carter, Department of Education
Jennifer Sakurai, Curriculum Coordinator, Waipahu Community School for Adults
Dina Yoshimi, HI Language Roadmap UHM
Tina Matsuo, Department of Education
Warren Kawano, Hawaii ACTE, President
Dan Fort, Executive Director, Kauai County Workforce Development Board
Maricar Pilotin-Freitas Administrator, Workforce Development Division

Staff:

Allicyn Tasaka, Executive Director
Kathy Miyahira, Accountant
Jayson Muraki, Workforce Information & Data Coordinator
Lina Rivera, Accountant
Edward Uechi, Employment Analyst
Bonhee Chung, Employment Analyst
Harrison Kuranishi Employment Specialist

I. Call to Order

A. Chair's Updates by Vice Chair Alan Hayashi

Vice Chair Hayashi called the meeting to order at 9:30 a.m. and thanked Leslie Wilkins for her service to the Board. Ms. Wilkins will be departing the Chairperson position but will continue to be an active member through the Maui County Workforce Development Board. Deputy Director, JoAnn Vidinhar also thanked Ms. Wilkins for her service. Vice Chair Hayashi welcomed Representative Jackson Sayama, Vice Chair of the House Labor and Tourism Committee. House Speaker Scott Saiki has appointed Representative

Sayama to serve on the Board replacing Representative Mark Nakashima. William White, Senior Special Assistant in the Governor's Office was also welcomed. Mr. White will be replacing Kim Sparlin as Governor Ige's designee.

II. Approval of Minutes

A. Regular Meeting held February 11, 2021

Jason Chang moved to adopt the minutes of the February 11, 2021 board meeting. Bernadette Howard seconded the motion. There was no further discussion, questions, or amendments. The motion was adopted unanimously.

B. Executive Session Meeting Minutes held February 11, 2021

Brian Lee moved to approve the minutes of the February 11, 2021 Executive Session minutes Ken Loui seconded the motion. There were no further discussion, questions, or amendments. The motion was adopted unanimously.

III. Chair's Prerogative to Move Agenda Items Out of Order

Vice Chair Hayashi announced he will be exercising Vice Chair's prerogative to move the published agenda to item IV-B relating to the Federal and State compliance of the Kauai Workforce Development Board to be presented early. Executive Session will also be moved. Brian Lee, the board's designated point person provided an update on his efforts to meet with Kauai County. Mike Dahilig, Managing Director for the Kauai County Mayor provided insight on Kauai County's situation and stance. Kauai will continue to keep the American Job Center open by using American Rescue Plan Act funds. This will allow for basic employment services to continue with staff from the Workforce Development Division.

Ken Loui moved to enter Executive Session. Ian Kitajima seconded the motion. The Board entered Executive Session at 9:50 a.m.

Motion was made by Jason Change to exit Executive Session. Jason Ito seconded the motion. The committee exited Executive Session at 10:15 a.m.

With the public meeting reconvened, Vice Chair Hayashi informed board members that during WDC's recent administrative transition due to the state budget bill, there was some uncertainty whether the WDC Executive Director position was extended through June 30, 2021.

Sean Knox moved to clarify that Allicyn Tasaka in the position of Executive Director was extended through June 30, 2021. The motion was seconded by Cary Miyashiro. There were no further discussion, questions, or amendments. The motion was adopted unanimously.

The Executive Committee discussed and voted to recommend to the Council that in an abundance of caution, there should be clarification that Allicyn Tasaka's actions in her role as Executive Director were authorized by the Council through the present.

Yvette Gibson moved to clarify that Allicyn Tasaka's actions in her role as Executive Director were authorized by the Council through the present. Jason Ito seconded the motion. There was no further discussion, questions, or amendments. The motion was adopted unanimously.

Since the Executive Director's extension ends on June 30, 2021, the Executive Committee discussed and voted to recommend to the Council to extend Allicyn Tasaka as the Executive Director through June 30, 2022. This extension would be based on her last evaluation in August 2020 and her current satisfactory performance.

Bernadette Howard moved to extend Allicyn Tasaka as Executive Director through June 30, 2022. The motion was seconded by Maureen Bates. There was no further discussion, questions, or amendments. The motion was adopted unanimously.

IV. Administration Updates

A. Comments and updates from Governor's Administration by William White, Senior Special Assistant to the Governor

The Governor's office has been working with the National Governor's Association in the Workforce Investment Network. Hawaii, through the DLIR received an \$84,000 grant and is working on developing a virtual one stop for upscaling skills through an online portal. The Governor's office is excited to collaborate with various departments such as DLIR, Department of Human Services, and the Office of Enterprise Technology Services.

B. Update on reorganization of workforce agencies within DLIR by Maricar Pilotin-Freitas, Administrator, Workforce Development Division

WDD administers 18 state and federally funded programs. The programs provide services to specific target populations. Ms. Pilotin-Freitas has been in preliminary discussions with USDOL, Title I programs allow for a retention at a state level for statewide initiatives. Ms. Pilotin-Freitas will continue to assess and support the initiatives.

V. Board Committee Reports

1. Data Management & Technology Committee Report by Committee Chair Jason Ito

Jason Ito presented the Data Management and Technology Committee report, which can be found at this link: <https://labor.hawaii.gov/wdc/files/2021/06/Final-Data-Committee-Report-for-6.23.21.pdf>

2. **Finance Committee Report by Committee Vice-Chair Karen Wong**
Karen Wong presented the Finance Committee report which can be found at these links:
<https://labor.hawaii.gov/wdc/files/2021/06/Final-Finance-Committee-Report-to-WDC-for-6.23.21-1.pdf>
<https://labor.hawaii.gov/wdc/files/2021/06/02-WDC-Comprehensive-Report-as-of-022821.pdf>
https://labor.hawaii.gov/wdc/files/2021/06/REV-01-Grants-Balance-Summary-as-of-022821_R.pdf

3. **Military and Veterans Affairs Committee Report by Committee Chair Ken Loui**
Ken Loui presented the Military and Veterans Affairs Committee report, which can be found at this link: <https://labor.hawaii.gov/wdc/files/2021/06/Final-Military-Committee-Report-to-WDC-for-6.23.21.pdf>

4. **Performance Measures and Accountability Committee Report by Committee Chair Brian Lee**
Brian Lee presented the Performance Measures and Accountability Committee report, which can be found at this link: <https://labor.hawaii.gov/wdc/files/2021/06/Final-Performance-Committee-Report-to-WDC-for-6.23.21.pdf>

5. **Sector Strategies and Career Pathways Committee Report by Committee Chair Yvette Gibson**
Yvette Gibson presented the Sector Strategies and Career Pathways Committee report, which can be found at this link: <https://labor.hawaii.gov/wdc/files/2021/06/Final-Sector-Strategies-Committee-Report-to-WDC-6.23.2021.pdf>

6. **Youth Services Committee Report by Committee Chair Ian Kitajima**
Ian Kitajima presented the Youth Services Committee report, which can be found at this link: <https://labor.hawaii.gov/wdc/files/2021/06/Final-Youth-Services-Committee-Report-to-WDC-for-06.23.21.pdf>

7. **Employer Engagement Committee Report 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/2021/06/Final-EMPLOYER-ENGAGEMENT-COMMITTEE-UPDATE-TO-WDC-BOARD-for-6.23.21.pdf>

- A. **Executive Director's Report by Executive Director Allicyn Tasaka**
Allicyn Tasaka presented the Executive Director report, which can be found at this link: <https://labor.hawaii.gov/wdc/files/2021/06/Executive-Director-Report-June-23-2021.pptx>

B. Update Report on the Workforce Resiliency Initiative by Kaala Souza, Project Manager

Project Manager Kaala Souza presented the Workforce Resiliency Initiative update which can be found at this link: <https://labor.hawaii.gov/wdc/files/2021/06/WRI-PPT-for-WDC-Board-Meeting-6.23.2021.pdf>

In the absence of the Chair, Vice-Chair Alan Hayashi has been carrying out the role and responsibilities of the Chair until the Governor appoints a board member to that position.

Vice-Chair Hayashi entertained a motion for nominations for a temporary Assistant Vice-Chair in the event he is unavailable. Jason Ito nominated Sean Knox to serve as temporary Assistant Vice Chair. Glen Kaneshige seconded the nomination. There were no further discussion, questions, or amendments. The motion was adopted unanimously. Sean Knox is the temporary Assistant Vice-Chair.

VI. Reports Related to the Workforce Innovation and Opportunity Act (WIOA) Program Highlights from Each County’s Workforce Development Board

1. Hawaii County Workforce Development Board by Chair Rossella Guardascione

Rossella Guardascione and Susan Kunz presented the Hawaii County Workforce Development Board report, which can be found at this link:

<https://labor.hawaii.gov/wdc/files/2021/06/Final-Hawaii-County-WDB-Report-to-WDC-for-6.23.21.pdf>

2. Kauai Workforce Development Board by Nalani Brun for Chair Jackie Kaina

Nalani Brun presented the Kauai County Workforce Development Board report, which can be found at this link: <https://labor.hawaii.gov/wdc/files/2021/06/Final-Kauai-WDB-Report-to-WDC-for-6.23.2021.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/2021/06/Final-Maui-WDB-Report-to-WDC-for-6.23.2021.pdf>

4. Oahu Workforce Development Board by Chair Jason Chang

Jason Chang presented the Oahu Workforce Development Board report, which can be found at this link: <https://labor.hawaii.gov/wdc/files/2021/06/Final-Oahu-WDB-Report-to-WDC-for-6.23.2021.pdf>

VII. Reports from WIOA Core Partners Updates

A. Adult Education and Career Pathways (Dept. Of Education and University of Hawaii)

Bernadette Howard did a wrap up of CTE. WIOA required an alignment between workforce and CTE/Perkins to ensure employers got skilled workers, jobseekers got jobs with living wages and students had options to try different pathways. Stephen Schatz, Executive Director of Hawaii P-20 will be taking Ms. Howard's place as the State Director effective July 1, 2021. Warren Kawano has been hired as Strategy Director of Career Pathways P-20, effective on August 2, 2021.

Sylvia Carter presented the Department of Education report, which can be found at this link: <https://labor.hawaii.gov/wdc/files/2021/06/Final-DOE-Adult-Ed-Report-to-WDC-for-6.23.21.pdf>

Tammi Chun presented the University of Hawaii Community Colleges report for Erik Lacro, which can be found at this link: <https://labor.hawaii.gov/wdc/files/2021/06/UH-Report-for-WDC-Board-6.23.2021.pdf>

B. Division of Vocational Rehabilitation (Dept. Of Human Services)

Maureen Bates presented the Division of Vocational Rehabilitation report, which can be found at this link: <https://labor.hawaii.gov/wdc/files/2021/06/Final-DVR-Report-to-WDC-for-6.23.21.pdf>

C. Wagner-Peyser Act (Dept. of Labor and Industrial Relations – Workforce Development)

Maricar Pilotin-Freitas presented the Wagner-Peyser report, which can be found at this link: <https://labor.hawaii.gov/wdc/files/2021/06/WDD-success-stories.pptx>

VIII. Roundtable sharing by members relating to industry impact of COVID-19 pandemic and any sector concerns

Vice Chair Hayashi called on members of the board to share their experiences relating to the industry impact of COVID-19.

Sean Knox, Ken Loui, April Acquavella, Glen Kaneshige, Jason Chang, Leslie Wilkins, Ian Kitajima, Jason Brand and Karen Wong briefly shared how the pandemic affected their companies.

IX. 2021 Meeting Schedule

Board meetings are scheduled for the second Thursdays quarterly from 9:30 a.m. – 12:30 p.m. The next meetings are scheduled for August 12, and November 18, 2021.

X. Announcements

No announcements were made.

XI. Adjournment

With no other business to conduct Vice Chair Hayashi asked for a motion to adjourn the meeting. Cary Miyashiro moved to adjourn the meeting and Glen Kaneshige seconded the motion. There were no questions or objections. Vice Chair Alan Hayashi adjourned the meeting at 12:28 p.m.