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**STATE OF HAWAII
KA MOKU'ĀINA O HAWAII
DEPARTMENT OF LABOR AND INDUSTRIAL RELATIONS
KA 'OIHANA PONO LIMAHANA
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**WORKFORCE DEVELOPMENT COUNCIL'S
EXECUTIVE COMMITTEE MEETING
Tuesday September 27, 2022
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 an online meeting venue.

MINUTES

MEMBER ATTENDEES:

Alan Hayashi, WDC Chair
Brian Lee, WDC Vice Chair
Sean Knox, WDC Assistant Vice Chair & Chair of Special Projects
Brian Tatsumura, Employer Engagement Committee
Ian Kitajima, Youth Services Committee
Ken Loui, Military & Veterans Affairs Committee
Cary Miyashiro, Sector Strategies & Career Pathways Committee

GUESTS:

Doris Dvonch, Deputy Attorney General
Laura Reichhardt, Director, Hawaii State Center for Nursing
Brianna Kuwabara, Hawaii State Center for Nursing

STAFF:

Jarret Yip, DLIR WDD, Program Officer
Maricar Pilotin-Freitas, DLIR WDD, Administrator
Frederick Pascua, DLIR WDD, Workforce Development Manager
Jayson Muraki, DLIR WDD, Employment and Training
Jaimee Tabangay, DLIR WDD, Employment Service Specialist IV
Jacqueline Ducay, DLIR WDD, Job Training Specialist
Katrina Ramos, DLIR WDD

1. Call to Order

Chair Hayashi called the meeting to order at 1:31p.m.

2. Chair's Updates:

- The WDC was awarded 60 Internships. Employer Engagement Committee will oversee this program.
- The Secretary of Defense from Washington DC & Industrial Base Analysis & Sustainment Team (IBAS) is doing a study of the mission of the Navy at Pearl Harbor.

3. Approval of Minutes
Regular Meeting Minutes & Executive Session Minutes for the previous June 23, 2022, meeting has not been finalized, to be deferred to the next committee meeting.
4. Discussion Items
 - Update on recruitment of WDC Executive Director Candidates has been deferred. Chair Hayashi would like to wait until the new Governor and Director of Labor are appointed. WDC has the final authority to appoint a new Executive Director with the approval of the Director of Labor. Any candidates that applied will need to reapply when the position is posted again.
 - Reports from Standing Committee Chairs regarding any proposed projects:
 - Brian Tatsumura, Employer Engagement Committee:** Waiting on final approval from Hawaii Trades Alliance to be a provider for the CDL Program Certification. Jarret Yip to hire a Program Coordinator to assist with placing the 60 interns.
 - Cary Miyashiro, Sector Strategies & Career Pathways Committee:** Is meeting every month to discuss different programs, ideas & initiatives to create a baseline.
 - Ian Kitajima, Youth Services Committee:** The Digital Media Program, Phase 1 was approved by the Full Board
 - Ken Loui, Military & Veterans Affairs Committee:** Does not have any funding request at this time. Spoke of The DOD Skillsbridge program where military members transitioning out of the military can work for a certified Skillsbridge partner to get on the job training, paid by the government. The IBAS team is in town speaking with various government agencies to discuss their programs. They are in full support of the Navy programs by training workers & helping with the Columbia and Virginia Submarine upgrades.
 - Sean Knox, Chair of Special Projects:** Working on the Strategic Plan has been deferred until the new Executive Director is selected. Will follow up on the Digital Literacy Initiative.
 - Shannon Okinaka, Performance and Financial Accountability:** not in attendance, no report.
5. Next Meeting:
Oct 4, 2022 WDC Board Meeting
November 17, 2022 Executive Board Meeting
6. Announcements & Public Testimony
Through the Sector Strategies & Career Pathways Committee, Laura Reichhardt, Director of Hawaii State Center for Nursing presented a Powerpoint on a proposed project. The committee approved Phase 1 to move the proposal from Committee to Executive Session for further discussion.

The projects' goal is to increase healthcare education capacity and to expand support of nursing clinical placements across the state and allied health. Currently, they are asking for full funding for Phase 1 which includes expanding to Maui and establish allied health HCPC Workgroup on Maui and Oahu starting January 1, 2023, through June 30, 2023. Also, in the proposed budget is 2 full time employees for 6 months and 10 CCPS/Software Licenses Fees.

Jarret is recruiting for a Program Coordinator who can assist with The Internship & Apprenticeship Initiatives. Jarret will email the link for the posting.

There were no public testimonies
7. Adjournment
There being no further business, the meeting was adjourned at 2:24 p.m.