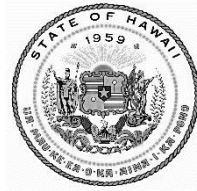


JOSH GREEN, M.D.
GOVERNOR

SYLVIA LUKE
LIEUTENANT GOVERNOR



JADE T. BUTAY
DIRECTOR

WILLIAM G. KUNSTMAN
DEPUTY DIRECTOR

MARICAR PILOTIN-FREITAS
ADMINISTRATOR

**STATE OF HAWAII
KA MOKU'ĀINA O HAWAI'I
DEPARTMENT OF LABOR AND INDUSTRIAL RELATIONS
WORKFORCE DEVELOPMENT DIVISION
KA 'OIHANA PONO LIMAHANA**

830 PUNCHBOWL STREET, ROOM 329
HONOLULU, HAWAII 96813

<http://labor.hawaii.gov/wdd/>

Phone: (808) 586-8877 / Fax: (808) 586 8822

Email: dijr.workforce.develop@hawaii.gov

**WORKFORCE DEVELOPMENT
COUNCIL'S EXECUTIVE COMMITTEE
MEETING**

Wednesday, January 18, 2023

2:30 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, Chairperson, WDC

Brian Lee, Vice Chair, WDC, Hawaii LECET

Brian Tatsumura, Employer Engagement Committee Chair

Ken Loui, Military and Veterans Affairs Committee Chair

Cary Miyashiro, Sector Strategies & Career Pathways Committee Chair

Kelly Ueoka, Performance Measures & Financial Accountability Committee Chair

Ian Kitajima, Youth Committee Chair

GUESTS:

Doris Dvonch, Deputy Attorney General

Maureen Bates, Administrator, Division of Vocational Rehabilitation, Dept. of Human Services

Josh, Public, Hawaii Citizen

STAFF:

Maricar Pilotin-Freitas, DLIR Workforce Development Division, Administrator
Carol Kanayama, DLIR Workforce Development Division, Job Training Specialist
Katrina Ramos, DLIR Workforce Development Division
Daven Kawamura, DLIR Workforce Development Division

I. Call to Order..... Chair Alan Hayashi
The Executive Committee meeting was called to order at 2:34 p.m. by Committee Chair Alan Hayashi.

II. Approval of Minutes
A. November 28, 2022, Meeting Minutes

Chair Hayashi requested a motion to approve the minutes for the November 28, 2022, meeting. Cary Miyashiro moved to approve the minutes of the November 28, 2022, meeting. Ken Loui seconded the motion. There were no objections or abstentions. The motion to approve the minutes was approved unanimously.

B. June 23, 2022, Meeting Minutes

Chair Hayashi requested a motion to approve the minutes for the June 23, 2022, meeting. Cary Miyashiro moved to approve the minutes of the June 23, 2022, meeting. Brian Tatsumura seconded the motion. There were no objections or abstentions. The motion to approve the minutes was approved unanimously.

III. Executive Session

There was no executive session needed at the meeting.

IV. Discussion Items

A. Future Structure of the WDC Executive Committee

Brian Lee let the committee know the planned structure of the WDC as a whole, most changes are from last year that didn't pass. Including that the WDC funding and Program ID were eliminated and will all be through WDD now. The Workforce Development Council will be renamed to Workforce Development Board whereas the County WDB's will be renamed Local Workforce Boards.

B. Status of WDC Executive Director Search

Brian Lee let the committee know that a couple candidates have come out of the search but the since there is no direct funding for the WDC, the council needs to work with DLIR Director Jade Butay. Names have not yet been finalized but should be confirmed in the next couple of weeks. After the names are formally announced to the WDC the process to select the new ED should be quick.

Since the funding is not controlled by the WDC they select the ED candidate, but it is a possibility to be held by the DLIR Director and/or Governor. During the interview process the candidates will be informed of the conditions that are happening with WDC currently to see if they find it acceptable.

C. Status of Workforce Development Council

Many topics for the status of the Workforce Development Council were discussed during the first talking point, Future Status of the WDC Executive Committee. As such Chair Hayashi skipped this talking point to move onto the next one.

D. WDC Strategic Planning

Sean Knox the Chair of the Special Projects committee, which has been working on the WDC strategic plan was unable to attend the meeting. Sean has been directed to start the strategic planning process.

Brian Lee brought up it's important that the council members are all on the same page as to what the challenges are and how the operation will be going forward, after realized what the situation is.

E. WDC board member orientation/training

Maricar let the committee know that a training on how the funding flows from USDOL to local areas and what funds can be used for statewide activities. Ethics training needs to be completed by the board; outstanding member names will be provided to Chair Hayashi. Orientation for board members will be scheduled via poll to the whole 41-member board.

Brian Tatsumura mentioned that some board members are terming out as of June making note that it may not be necessary to have those members go to orientation at this late date.

V. Next Meeting Schedule

The next Executive committee meeting will be held sometime in early February, to discuss the Executive Director candidate(s) before going to the full board.

VI. Announcements and Oral Testimony (if any)

There were no announcements or oral testimony.

VII. Adjournment

Chair Alan Hayashi adjourned the meeting at 3:32 p.m.