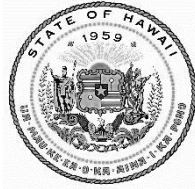


DAVID Y. IGE
GOVERNOR

JOSH GREEN
LIEUTENANT GOVERNOR



ANNE PERREIRA-EUSTAQUIO
DIRECTOR

JOANN A. VIDINHAR
DEPUTY DIRECTOR

MARICAR PILOTIN-FREITAS
ADMINISTRATOR

**STATE OF HAWAII
DEPARTMENT OF LABOR AND INDUSTRIAL RELATIONS
WORKFORCE DEVELOPMENT DIVISION**

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**SPECIAL PROJECTS COMMITTEE
MEETING**

Wednesday, November 2, 2022

1:00 P.M. – 2:00 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

ATTENDEES:

Sean Knox, Committee Chair, President, Hawaii Employment Services, Inc.
Jerry Schmitz, Committee Vice-Chair, Vice President, Lendlease DOD Communities
Cheryl Cross, Management Consultant, C.A. Cross & Associates
Leslie Wilkins, Chair, Maui County Workforce Development Board
Chase Nomura, Executive Director, Maui County Workforce Development Board
Linda Inamasu, Fiscal & Program Specialist, Maui County Workforce Development Board
April Acquavella, Training Coordinator, Hawaii Carpenters Apprenticeship and Training Fund
Jon Paul Akeo, Talent Management Integrator, Booz Allen Hamilton
Raymond Duong, Budget Analyst, Oahu Workforce Development Board
Adele Manera, Manager, Kauai County Workforce Development Division
Rona Yagi Fukumoto, President & CEO, Lanakila Pacific
Alan Hayashi, WDC Chair, Owner/Principal, Consult 808

STAFF:

Harrison Kuranishi, DLIR Workforce Development Division, WDC Interim Executive Director
Maricar Pilotin-Freitas, DLIR Workforce Development Division, Administrator

Jarret Yip, DLIR Workforce Development Division, Program Officer
Jayson Muraki, DLIR Workforce Development Division, Program Specialist
Katrina Ramos, DLIR Workforce Development Division
Daven Kawamura, DLIR Workforce Development Division

I. Call to Order.....Committee Chair Sean Knox

The Special Projects Committee meeting was called to order at 1:04 p.m. by Committee Chair Sean Knox.

II. Approval of Minutes

A. January 24, 2022, Meeting Minutes

Committee Chair Knox requested a motion to approve the minutes for the January 24, 2022, meeting. Leslie Wilkins moved to approve the minutes of the January 24, 2022, meeting. Chase Nomura seconded the motion. There were no objections or abstentions. The motion to approve the minutes was approved unanimously.

B. February 28, 2022, Meeting Minutes

Committee Chair Knox requested a motion to approve the minutes for the February 28, 2022, meeting. Leslie Wilkins moved to approve the minutes of the February 28, 2022, meeting. Chase Nomura seconded the motion. There were no objections or abstentions. The motion to approve the minutes was approved unanimously.

III. Hawaii Unified State Plan Discussion

Chair Knox began the conversation about the Hawaii Unified State Plan by letting the committee know that the plan is still conditionally approved. The Rehabilitation Services Administration (RSA) is reviewing the state plan, there were issues and responses that Chair Knox went over with the committee.

One issue was amount of appointed and confirmed chairs, 41 seats have been appointed and 40 seats have been confirmed. The WDC is currently waiting for one private sector member to sign and notarize the Oath of Office form.

The recommendation of a conditional approval until the AEFLA competition and timeline are addressed. OCTAE will follow-up with HIDOIE regarding the competition. For the state plan a consultant is going to be hired, the RFP will be similar to the last time.

The next steps for after the issues are resolved are the modification of the local area plans to match/be connected to the plan.

IV. Boards Strategic Planning Session

The boards current strategic plan is until 2024. A permanent executive director will be named in the first quarter of next year. Having the permanent executive director there for the strategic planning is important so will be started sometime then.

V. Workforce Development Division Updates

Maricar Pilotin-Freitas gave updates on Workforce Development Division. Negotiations were made with each local area for performance levels/measures. WDD being part of the long-term care taskforce which helps come up with solutions for enticing young adults and current workforce to pursue long-term care careers. The quest grant is still being developed for the eligibility and requirements but should be available to the local areas to promote to vulnerable communities.

There will be a job fair held on the 17th of November focused on State Agencies as well as an apprenticeship week from 11/15-11/17.

VI. Announcements and Public Testimony (if any)

There were no announcements or public testimony.

VII. Next Meeting

The next meeting is pending the dates of the WDC Full Board meeting which is on November 30th. Vice-Chair Gerald Schmitz and Chair Sean Knox will determine if a December meeting is feasible.

VIII. Adjournment

Committee Chair Knox adjourned the meeting at 1:50 p.m.