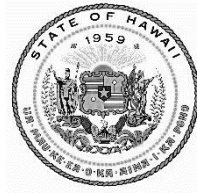


JOSH GREEN, M.D.
GOVERNOR

SYLVIA LUKE
LIEUTENANT GOVERNOR



JADE T. BUTAY
DIRECTOR

WILLIAM G. KUNSTMAN
DEPUTY DIRECTOR

MARICAR PILOTIN-FREITAS
ADMINISTRAT

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

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**SPECIAL PROJECTS COMMITTEE
MEETING**

Tuesday, February 21, 2023

1:30 P.M. – 2:30 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

ATTENDEES:

Sean Knox, Committee Chair, President, Hawaii Employment Services, Inc.
Jerry Schmitz, Committee Vice-Chair, Vice-President, Lendlease DOD Communities
Raymond Duong, Budget Analyst, Oahu Workforce Development Board
Chrystal Leung, FVP Director Recruiting, American Savings Bank
Leslie Wilkins, Chair, Maui County Workforce Development Board
Stacey Aldrich, State Librarian, Hawaii State Public Library System
Harrison Kuranishi, Executive Director, Oahu Workforce Development Board

STAFF:

Jarret Yip, DLIR Workforce Development Division, Program Officer
Jayson Muraki, DLIR Workforce Development Division, Job Training 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 1:32 p.m. by Committee Chair Sean Knox.

II. Approval of Minutes

A. November 2, 2022, Meeting Minutes

Committee Chair Knox requested a motion to approve the minutes for the November 2, 2022, meeting. Jerry Schmitz moved to approve the minutes of the November 2, 2022, meeting. Leslie Wilkins seconded the motion. There were no objections or abstentions. The motion to approve the minutes was approved unanimously.

III. Status of Request for Quotes for consultant to facilitate Board Strategic Planning

Committee Chair Knox has been working with Jayson Muraki to complete the Request for Quotes (RFQ) for a consultant to assist with the development of the council's strategic plan. Committee Chair Knox provided the committee with a tentative timeline for this project.

IV. Updates from October 13, 2022, to February 16, 2023

A. Workforce Development Division

Jayson Muraki provided the committee with updates on the Workforce Development Division (WDD). The Hele Imua Internship Program is administered and operated by the DLIR WDD. State agency worksites supervise and mentor interns, who are recent college graduates or current college students soon graduating. Intern positions lasts three-months (89-day hires) and are paid \$20 an hour. Currently, there are (60) interns placed within the various State departments. For more information, please visit: <https://labor.hawaii.gov/wdd/>.

The DLIR was recently awarded with the Federal QUEST Dislocated Worker Grant from the U.S. Department of Labor (USDOL). The QUEST grant provides individuals with internships and other services to assist them with entry into jobs with higher skills and wages. Eligibility criteria for this grant includes unemployed or underemployed individuals and dislocated workers. The QUEST grant award is for two years ending September 30, 2024 totaling \$10.5 million.

The WDD has been active in the community by participating in various job fairs. Some of the recent job fairs include:

- January 23 & 30, 2023: Kauai Service Companies Job Fair
- February 7, 2023: Hawaii National Guard Job Fair
- February 16, 2023: American Job Center Oahu Job Fair

The WDD hosts Helpful, Useful & Basic (H.U.B.) online workshops, which provides basic work skills training for individuals to enhance their workplace success. New workshops have been recently scheduled. For more information, please visit: <https://labor.hawaii.gov/wdd/job-fairs-and-training-opportunities>.

The USDOL recognizes employers who are committed to veteran hiring through the HIRE Vets Medallion program. Registration for this program runs through April 30, 2023. Interested employers can apply at <https://www.hirevets.gov>.

Leslie Wilkins asked the committee if the Hele Imua Internship Program will be expanding out to the Neighbor Islands. Jarret Yip responded that they are currently working on it at this time. The WDD works closely with the State departments to match interns with their respective needs.

Leslie Wilkins also asked the committee about the new QUEST grant and how it relates with Good Jobs Challenges and Hana Pathways. Jarret Yip responded that the WDD is meeting regularly with the University of Hawaii workforce team to properly align services to maximize benefits for individuals participating in this program.

Harrison Kuranishi asked the committee on how the Counties can participate in the QUEST grant. Jarret Yip responded that a meeting was held on the QUEST grant and the State will be contracting with the Counties on this grant.

Jarret Yip stated, in partnership with the State of Library system, that a formal proposal is being finalized for submission for the USDOL Digital Literacy grant. The grant proposal will include services to assist individuals statewide with digital literacy upskilling.

V. Announcements and Public Testimony (if any)

Stacey Aldrich announced that the Hawaii State Public Library System website has a new feature called Skill Finder. Individuals now have access to over 1,700 free advanced upskilling courses.

Leslie Wilkins announced that the 14th Annual Hawaii STEM Conference will be returning to full capacity this year. The Hawaii STEM Conference will be on May 3-4, 2023 at the Hawaii Convention Center. For more information, please visit: <https://www.hawaiiitemconference.org>.

Committee Chair Knox stated that the Unified State Plan falls under the committee's purview. Committee Chair Knox inquired about the current status of the Unified State Plan. Jarret Yip stated that there is no new updates at this time, however, a timeline for this project will be worked on shortly. Jarret Yip emphasized that the important issue is to ensure that the Counties have their respective plans approved by their local workforce development boards.

VI. Next Meeting

The next Special Projects Committee meeting is tentatively scheduled on April 11, 2023, from 1:30 p.m. to 2:30 p.m.

VII. Adjournment

Committee Chair Knox adjourned the meeting at 2:11 p.m.