

**JOSH GREEN, M.D.**

**GOVERNOR**

**SYLVIA LUKE**

**LIEUTENANT GOVERNOR**

# STATE OF HAWAII

# KA MOKU‘ĀINA O HAWAI‘I

# DEPARTMENT OF LABOR AND INDUSTRIAL RELATIONS

# WORKFORCE DEVELOPMENT DIVISION

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

**Tuesday, June 20, 2023**

**1:00 P.M. – 2:00 P.M.**

**Online via Zoom**

**JADE T. BUTAY**

**DIRECTOR**

**WILLIAM G. KUNSTMAN**

**DEPUTY DIRECTOR**

**MARICAR PILOTIN-FREITAS**

**ADMINISTRATOR**

*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, Workforce Development Council Chair, Consult 808

Brian Tatsumura, Employer Engagement Committee Chair, Briant808LLC

Cary Miyashiro, Sector Strategies & Career Pathways Committee Chair, Quad D Solutions

Ken Loui, Military and Veterans Affairs Committee Chair, Pacific Marine

Kelly Ueoka, Performance Measures and Financial Accountability Committee Chair, Paxca

Sean Knox, Special Projects Committee Chair, Hawaii Employment

Winona Whitman, Youth Services Committee Vice-Chair, Alu Like Inc.

Trang Malone, Military and Veterans Affairs Committee Vice-Chair, CVS Health

Cheryl Cross, Employer Engagement Committee Vice-Chair, C.A. Cross & Associates, LLC.

**GUEST:**

Dale Fujimoto, Deputy Attorney General

**STAFF:**

Bennette Misalucha, Workforce Development Council, Executive Director

Katrina Ramos, DLIR Workforce Development Division

Daven Kawamura, DLIR Workforce Development Division

# Call to Order………………………………………………………….. Chair Alan Hayashi

The Executive Committee meeting was called to order at 1:00 p.m. by Committee Chair Alan Hayashi.

# Approval of Minutes

1. **February 28, 2023 Meeting Minutes**

Chair Hayashi requested a motion to approve the minutes for the February 28, 2023 meeting. Sean Knox moved to approve the minutes of the February 28, 2023 meeting. Ken Loui seconded the motion. There were no objections or abstentions. The motion to approve the minutes was approved unanimously.

# Remarks from incoming Workforce Development Council Chair Ken Loui

Current chair Alan Hayashi gave Ken Loui the incoming Workforce Development Council (WDC) chair a chance to share any remarks he had.

Ken Loui started by thanking Alan for his years of dedication and services. He recognized that service above self is one of the highest achievements that you can strive for and thanked all current and previous WDC members.

Ken also stated that he looks forward to working with Bennette Misalucha, the new WDC Executive Director, and the current WDC members.

# Report from Executive Director Bennette Misalucha on DOL Federal Monitoring

Bennette Misalucha let the committee know that Anthony Crouch from the Department of Labor visited the islands to do federal monitoring the weeks of June 5 and 12. The monitoring was not focused on WDC but the local workforce development boards, during the weeks he visited Oahu, Kauai, and Maui.

Bennette used this opportunity to get together with Alan and Ken to talk with Anthony about the WDC and what’s been happening. A point of interest for Anthony was the ratios of which the board consists of, per federal regulations. Bennette let the committee know that there may be changes in the WDC to ensure compliance with federal regulations.

# Updates of Workforce Development Council Strategic Plan

Bennette also talked about the WDC strategic plan as well as the State Unified Plan.

* A huddle between Sean Knox, Ken Loui, Alan Hayashi, and Bennette herself is planned to discern what exactly will be part of the strategic plan, they were tasked to come up with five to ten questions of what the strategic plan should address.
* A board retreat is planned for Saturday, September 23 @ 9:00am – 3:00pm. The plan for the day is to come up with an action plan, prior to the retreat research materials will be sent out to the council members and tours/visits of the American Job Centers are also planned.

The timelines of the WDC strategic plan and the State Unified plan can be found at the link below:

<https://labor.hawaii.gov/wdc/files/2023/07/WDC-and-State-unified-strategic-plan-timelines.pdf>

# Reports from Standing Committee Chairs

* Kelly Ueoka gave a report on the performance measures and financial accountability committee.
  + Kelly was able to meet with Shannon Okinaka, outgoing chair of the committee, and get all the materials that she had from the time she was on the council. He will be reading through the materials he received.
  + Continuing concerns and topics from the last committee meeting is the cost per participant for Oahu and the topic of creating sub-committees.
* Sean Knox gave a short report from the Special Projects committee, June 8th was the last scheduled meeting.
  + Points of discussion during the special projects meeting included, the unified state plan, timeline for the WDC strategic plan, and the board makeup for compliance with federal guidelines.
  + Next Special Projects meeting not set yet but, will be most likely be monthly or every other month until the strategic plan is complete.
* Brian Tatsumura let the Executive Committee know that the Employer Engagement committee hasn’t met between the scheduled full board meetings and that the next committee meeting is scheduled for July 13, 2023.
* Winona Whitman gave a report on the Youth Services committee. The latest reports for the Youth Services are the same as the last meeting.
  + There is currently no meeting set as both Ian and Winona are terming out as of June 30, 2023.
* Trang Malone let the committee know that the last Military and Veterans Affairs committee report was from the April 20th meeting.
  + Another meeting was trying to be scheduled before the next full board meeting but with the transitions that are happening a date couldn’t be pinned down.
* Cary Miyashiro gave a report from the Sector Strategies and Career Pathways committee. Some topics they are looking at are as follows:
  + A video for the Compacts of Free Association (COFA) is a talking point and would be used by the Department of Labor to teach employers/people exactly what COFA is.
  + A translator’s pathway is being developed, building strands to overlay into different sectors.
  + Through collaboration with UH West Oahu a K-16 model is being piloted. Directed classes into a degree area, high school classes to target a degree.
  + Cary is working with incoming member Tui Scanlan from IATSE Local 665 to have a partnership and build a career pathway.

# Next Meeting Schedule

The next Executive committee meeting will be scheduled by incoming WDC chair Ken Loui and Executive Director Bennette Misalucha.

# Announcements and Oral Testimony (if any)

Kelly Ueoka let Bennette know that he is happy to present on the topic of AI at a full board meeting, the next meeting already has two presentations planned.

# Adjournment

Chair Alan Hayashi adjourned the meeting at 1:49 p.m.