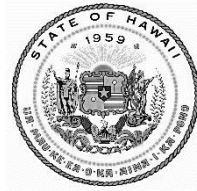


JOSH GREEN, M.D.
GOVERNOR

SYLVIA LUKE
LIEUTENANT GOVERNOR



JADE T. BUTAY
DIRECTOR

WILLIAM G. KUNSTMAN
DEPUTY DIRECTOR

MARICAR PILOTIN-FREITAS
ADMINISTRATOR

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

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**SPECIAL PROJECTS
COMMITTEE MEETING
Thursday, August 4, 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
Eileen Caldwell, Director of Human Resources, Marriott Hawaii and French Polynesia
Kelly Ueoka, President, Paxca
Doug Adams, Designee for Mitch Roth, Hawaii County Mayor
Scott Murakami, Designee for James Tokioka, Department of Business, Economic Development and Tourism
Cary Miyashiro, President, Quad D Solution

STAFF:

Bennette Misalucha, DLIR, Executive Director, Workforce Development Council
Katrina Ramos, DLIR, Workforce Development Division
Daven Kawamura, DLIR, Workforce Development Division
Lia Jimenez, DLIR Workforce Development Division, intern
Jacqueline Lodge, DLIR, Workforce Development Council

- I. Call to Order.....Committee Chair Sean Knox**
The Special Projects Committee meeting was called to order at 1:34 p.m. by Committee Chair Sean Knox.

- II. Approval of Minutes**
 - A. June 8, 2023 Meeting Minutes**
Committee Chair Knox requested a motion to approve the minutes for the June 8, 2023 meeting. Kelly Ueoka moved to approve the minutes of the June 8, 2023 meeting. Eileen Caldwell seconded the motion. There were no objections or abstentions. The motion to approve the minutes was approved unanimously.

- III. State Plan and Unified Strategic Plan - Executive Director Bennette Misalucha**
State Plan - Bennette Misalucha announced that Peter Adler is a new vendor who will help the Workforce Development Council with their plan in how to move forward, and their plan of action in their new role. She is planning to send a survey to the board asking for their insights and viewpoints.
Bennette Misalucha noted that the board retreat is scheduled for September 23, 2023. They plan to discuss challenges and intentions.
Unified Strategic Plan – Bennette Misalucha noted that this plan will include feedback and input from partner and core agencies such as: Department of Business, Economic Development and Tourism, The University of Hawaii and Department of Education, Department of Human Services, since they all have a workforce component. Bennette Misalucha will update them by the end of the month. She noted that we can add feedback from other partners such as: The Hawaii Chamber of Commerce, Cyber Hawaii, Hawaii Workforce, etc.

- IV. Updates from the Workforce Development Division**
Bennette Misalucha helped to update the committee based on a summary provided by Jarret Yip, who was not able to attend the meeting. Bennette Misalucha will follow up on who receives diversified grants, as mentioned in his summary.
Bennette Misalucha would like to invite staff members from the Workforce Development Division to speak to the committee in the future, so that everyone understands what their divisions does.

- V. Announcements and Public Testimony (if any)**
There were no announcements or public testimony.

- VI. Next Meeting**
The next Special Projects Committee meeting is tentatively scheduled for the middle of October or early November.

- VII. Adjournment**
Committee Chair Knox adjourned the meeting at 1:52 p.m.