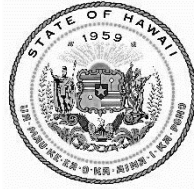


JOSH GREEN, M.D.
GOVERNOR

SYLVIA LUKE
LIEUTENANT GOVERNOR



JADE T. BUTAY
DIRECTOR

WILLIAM G. KUNSTMAN
DEPUTY DIRECTOR

MICAR PILOTIN-FREITAS
ADMINISTRATOR

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

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

**EMPLOYER ENGAGEMENT
COMMITTEE MEETING
Thursday, July 13, 2023
1:00 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:

Cheryl Cross, Committee Chair, Principal Owner, C.A. Cross & Associates, LLC
Lorna Woo, Director, Government Affairs, International Union of Painters and Allied Trades, District Council 50
Doug Adams, (Designee for Mitch Roth, Hawaii County Mayor)
Lea Dias, Administrator, Division of Vocational Rehabilitation, Dept. of Human Services
Scott Murakami, (Designee for James Tokioka, DBEDT)

GUESTS:

Mark Menard, Business Services Coordinator, American Job Center, City and County of Honolulu
Gwen Jacobs, Director of Cyberinfrastructure, University of Hawaii system
Evan Nakatsuka, Director of Workforce Programs, Lanakila Pacific
Adele Manera, Manager, Kauai County Workforce Development Division
Christine Park, Program Coordinator, Waipahu Community School for Adults
Deborah Leong-Yep, Human Resources Generalist, UHA Health Insurance
Harrison Kuranishi, Executive Director, Oahu Workforce Development Board
Charlene Oyasato, DHS BESSD, SNAP E&T Program

Jeannine Souki, Senior Manager of Government and Regulatory Affairs, Hawaiian Telcom
Gwen Navarrete Klapperich, Chief Learning Consultant, Klapperich International Training Associates LLC
Chrissy Kuahine, Director of Clinical and Patient Informatics, Waianae Coast Comprehensive Health Center
Ka'ala Souza, Digital Equity Consultant, Kaala Souza Training and Consulting
Mike Yadao, Executive Director, Hawaii Masons' and Plasterers' Stabilization Fund

STAFF:

Bennette Misalucha, Workforce Development Council, Executive Director
Jacqueline Lodge, Workforce Development Council, Program Assistant
Jarret Yip, DLIR Workforce Development Division, Program Officer
Katrina Ramos, DLIR Workforce Development Division
Daven Kawamura, DLIR Workforce Development Division

I. Call to Order.....Committee Chair Cheryl Cross
The Employer Engagement meeting was called to order at 1:01 p.m. by Committee Chair Cheryl Cross.

II. Approval of Minutes

A. April 13, 2023 Meeting Minutes

Committee Chair Cross requested a motion to approve the minutes for the April 13, 2023 meeting. Evan Nakatsuka moved to approve the minutes of the April 13, 2023 meeting. Harrison Kuranishi seconded the motion. There were no objections or abstentions. The motion to approve the minutes was approved unanimously.

III. Introduction of new Workforce Development Council Executive Director Bennette Misalucha

Bennette first wanted to highlight Cheryl Cross as it is her first meeting as the Chair of the Employer Engagement Committee since Brian Tatsumura termed out.

- Bennette started her career in television moving to banking at Central Pacific Bank to have a better home/work balance then moved to public policy before her term as a state senator representing the Aiea, Pearl City, and Halawa.
- After her term she accepted the position of Executive Director of the Workforce Development Council (WDC), Workforce Development has been an important topic for her.

Bennette also wanted to go over some updates on the State Unified plan and WDC strategic plan.

- Every four years the state is mandated by the Department of Labor to create a strategic plan. The current strategic plan is 2020-2024, by April 2024 a new plan will need to be submitted
- The Unified State plan consists of all the strategic plans of the different agencies, WDC is responsible for both the WDC strategic plan and the State Unified Plan.

Bennette brought up the planned conference, “Future of Work 2024” which is a jobs outlook conference as well as a WDC retreat planned for September 23, 2023.

- The conference is planned for September 26, 2023 and will include the jobs outlook for the coming year from the following sectors: Tourism, Defense, Construction, Healthcare,

Information Technology (IT), Energy, and Public Sector.

- September is National Workforce Development month, a program called “workforce development heroes” is being developed and details will become available soon.

IV. Presentation on Workforce Development Council Sector Strategies and Career Pathways Committee

On behalf of Cary Miyashiro, Cheryl talked about the Sector Strategies and Career Pathways (SS&CP) committee.

- The difference between the SS&CP committee and Employer Engagement committee is that Employer Engagement approaches issues from an employer’s side whereas SS&CP approaches from the worker or employee side.
- Currently the SS&CP committee is working to create a K-16 model where students will have a seamless transition to post-secondary targeting a degree.
- In Cary’s notes he also identified some groups of individuals that have barriers to employment that the committee is targeting
 - High needs populations such as special education (SPED), economically disadvantaged, immigrant populations (especially those from compacts of free association (COFA) nations).
 - Ex-Offenders
 - Single Parents
 - Rehabilitating drug addicts
- More notes and explanation of the SS&CP committee can be found at the following link: <https://labor.hawaii.gov/wdc/files/2023/08/SSCP-overview.pdf>

V. Updates from State Workforce Agency from April 13, 2023 to July 13, 2023

A. Workforce Development Division (WDD)

Jarret Yip gave updates from the Workforce Development Division.

- Jarret wanted to thank anyone on the call who was able to attend the Titles I and III training, “Navigating through WIOA” that was conducted on June 22-23 and June 27-28. Topics covered included case noting, HireNet case management & data entry, data validation, client needs assessments, and WIOA performance and contract review.
 - In the future, the technical assistance/training sessions will hopefully be on a more regular basis.
- The next Oahu American Job Center of Hawaii (AJCH) job fair will be on July 25, 2023 at the Dole Cannery 9:00am – 1:00pm.
 - It’s being held in recognition of National Hire a Veteran Day; Resume writing and interviewing skills workshops will be available on the 7th floor of Dole Cannery on both July 24th and 25th at 9:30am – 11:00am.
- The Digital Work Skills grant funding was officially received June 2023, the contracts are currently being drafted and in review from the attorney general.
 - The classes are projected to begin September 2023, the target populations include those in covered populations, WIOA participants, veterans, individuals with disabilities, aging individuals, those with digital skill literacy, among other target groups.

- The curriculum will include basic computer operations, email, basics of web browsing, video conferencing tools, intro to basic computer applications (word processing, presentations, spreadsheets, etc.), basic computer and network security principles.
- Jarret lastly gave an updates on the Work Opportunity Tax Credit (WOTC).
 - The WOTC data is currently being migrated between the current system to the Hirenet Hawaii/Geographic Solutions module.
 - Unemployment Insurance information has been automated with weekly batch uploads.
 - Supplemental Nutrition Assistance Program (SNAP) and Temporary Assistance for Needy Families (TANF) documentation automation is currently being configured by the Department of Human Services (DHS) IT staff.

Evan Nakatsuka wanted to get a better idea of how to connect individuals to the digital literacy trainings in the future.

- Jarret let him know that once the contracts are in place, all the agencies involved will collectively create some materials and go through a variety of means including the WDC and the committees.
- The information will be shared mostly through the partner agencies (the organizations that will be conducting the trainings) listed on their own websites but will also be disseminated though Workforce Development Division’s networks as well.

VI. Announcements and Public Testimony (if any)

- Cheryl Cross asked if there were any job fairs being planned for any of the outer islands.
 - Adele Manera mentioned that Kauai will be having a job fair in collaboration with Kauai Community College. There are tentative dates to be set in September or October, it hasn’t been decided yet.
- Cheryl Cross asked Ka’ala if the links are still live for the digital literacy skills test.
 - Ka’ala recommended to have employers set up their own link through Northstar, so the reports are specifically for their employees.
 - The Hawaii State library system has paid for many of the Northstar features including the curriculum about word processing and excel. The training and assessment are also included.
 - The main problem/concern is how to get the information out to employers/companies and letting them know what’s available for “free”, as it was paid for the libraries, organizations, etc.
- Deborah Leong-Yep gave a quick update on what UHA Health Insurance has been doing to continue the enhancement of workforce development opportunities.
 - \$25000 dollars has been donated to Farrington High School (FHS) to support the AP students and the fees for AP exams, \$20 vs. \$97.
 - Cha Thompson of Tahiti Productions, a graduate of FHS has lent her name and blessing. Cha’s room was created.
 - Cha’s room is available for student appointments to select wardrobe for job/college interviews and capstone projects.
 - Donations are open and a tax donation letter is sent upon request via DOE.

VII. Next Meeting

The Employer Engagement Committee meeting is tentatively scheduled on October 12, 2023 from 1:00 p.m. to 2:30 p.m.

VIII. Adjournment

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

DRAFT