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**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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**HAWAII WORKFORCE DEVELOPMENT COUNCIL'S  
BOARD RETREAT  
Saturday, September 23, 2023  
9:00a.m. – 2:00p.m.  
International Brotherhood of Electrical Workers Local 1186  
1935 Hau Street, 3<sup>rd</sup> floor Training room  
Honolulu, HI 96819**

**BOARD ATTENDEES:**

Ken Loui, WDC Chair, Vice President, Pacific Marine  
Kelly Ueoka, President, Pacxa, Chair, Performance Measures & Financial Accountability Committee  
Cheryl Cross, Principal Owner, C.A. Cross & Associates, LLC, Vice-Chair, Employer Engagement Committee  
Jason Brand, President, Brand Industrial Group  
Rona Fukumoto, President & CEO, Lanakila Pacific  
Manu Bermudes, Vice President of Human Resources, Hawaiian Dredging Construction Company  
Tui Scanlan, President, International Alliance of Stage and Theatrical Employees (IASTE) Local 665  
Lorna Woo, Director, Government Affairs, International Union of Painters and Allied Trades, District Council 50  
Doug Adams, (Designee for Mitch Roth, Hawaii County Mayor)  
Sean Knox, President, Hawaii Employment Services, Chair, Special Projects Committee  
Cary Miyashiro, President, Quad D Solutions LLC, Chair, Sector Strategies & Career Pathways Committee  
Eileen Caldwell, Director of Human Resources, Marriott Hawaii and French Polynesia  
Dion Dizon, Business Representative, International Brotherhood of Electrical Workers  
Trang Malone, Workforce Initiatives Manager, CVS Health, Vice-Chair, Military and Veterans Affairs Committee  
Rossella Guardascione, Chair, Hawaii County Workforce Development Board, Director of Human Resources, Kona Beach Hotel  
Edmund Aczon, Executive Director, Hawaii Carpenters Apprenticeship and Training Fund

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Winston Sakurai (Designee for Keith Hayashi, Superintendent, Department of Education)  
Representative Andrew Garrett, Hawaii State House of Representatives

**ABSENT MEMBERS:**

Derek Kanehira, Senior Vice President, Human Resources, Alexander and Baldwin  
Robert Lietzke, Vice President, Indo-Pacific Western Region, Booz Allen Hamilton  
Jackie Kaina, Chair, Kauai Economic Development Board  
Mike Anderson, Regional Director, Inland Boatman's Union of the Pacific  
Scott Collins, Hawaii Island Division Chief, HGEA  
Carla Kurokawa, Manager, Employment and Training, Alu Like, Inc.  
Jason Chang, Chair, Oahu Workforce Development Board, President, Queen's Medical Center  
Keith DeMello, Senior Vice President of Communications & External Affairs, Ulupono Initiative  
Lea Dias, Administrator, Division of Vocational Rehabilitation, Dept. of Human Services  
Gerald Schmitz, Vice President, Lendlease DOD Communities, Vice-Chair, Special Projects Committee  
Shelli Ihori, Associate Director, Workforce Development at Hawaii Pacific Health  
David Lassner, President, University of Hawaii System  
Leslie Wilkins, Chair, Maui County Workforce Development Board, Vice President, Maui Economic Development Board  
James Tokioka, Director, Department of Business, Economic Development and Tourism)  
Jade Butay, Director, Department of Labor and Industrial Relations  
Senator Stanley Chang, Hawaii State Senate  
Mayor Mitch Roth, Hawaii County Mayor  
Mayor Richard Bissen, Maui County Mayor  
Mayor Rick Blangiardi, Honolulu County Mayor  
Mayor Derek Kawakami, Kauai County Mayor  
Governor Josh Green, Governor of Hawaii

**GUESTS:**

Alan Hayashi, Principal, Consult 808  
Peter Adler, Facilitator, Guild Consulting  
Ryden Valmoja, Business Manager, International Union of Painters and Allied Trades, District Council 50

**STAFF:**

Bennette Misalucha, DLIR, Workforce Development Council, Executive Director  
Daven Kawamura, DLIR, Workforce Development Division  
Jacqueline Lodge, DLIR, Workforce Development Council

**MINUTES**

I. **Call to Order and Welcome**

Chair Ken Loui called the meeting to order at 9:00am. The purpose of the retreat was to convene members and brainstorm goals and action plans that can be incorporated into Workforce Council's Two-Year Strategic Plan. To give the board some background, Bennette Misalucha provided a short summary of the Workforce Innovation and Opportunity Act (WIOA) and a brief history of Workforce Development Division (WDD) and Workforce Development Council (WDC).

Bennette Misalucha introduced Peter Adler, facilitator of the retreat, to the board.

II. **Plan for the Day**

Peter Adler shared a presentation and outline for the day's activities. The presentation can be viewed at this link:

<https://labor.hawaii.gov/wdc/files/2023/11/WDC-Board-Retreat-Sep-23-2023.pdf>

III. **Discussion #1 – Break-out groups**

The board broke out into smaller groups of 4-6 members to identify potential "actionable" objectives and key measures for each of these goals

- WDC as Policy Advisor
- WDC as Convener
- WDC as Workforce Analyst
- WDC as Broker
- WDC as Community Voice
- WDC as Capacity Builder

After the small group sessions were completed, the board met as a group and went over each of the above. They noted priorities, and their feedback was compiled into a word document. Feedback and priorities from the board's small group discussion can be viewed at this link: [WDC-Board-Retreat-09.23.23-Feedback-from-Break-out-Groups.pdf \(hawaii.gov\)](#)

IV. **Group Discussion**

The board reconvened after a short break to discuss the current committee structure, what can they do before December 31, 2025, what action plans they can take to achieve their goals.

Bennette Misalucha shared a list of standing committees with new Chair and Vice Chair assignments. Standing list of committees with new Chair and Vice Chair assignments can be view at this link: [WDC-Standing-Committee-Assignments-Sept-23-2023.pdf \(hawaii.gov\)](#)

V. **Discussion by Committee**

The board broke out into committees and discussed what their goals and action plans would be if they had a budget of \$50,000.

Sector Strategies and Career Pathways Committee would like to access sector needs and translate that into jobs that are needed. They would like to do consistent community outreach and prioritize identifying emerging or developing sectors to

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connect business needs with available workforce.

Military and Veterans Affairs Committee suggested conducting a study that would specify how many transitioning service members want to stay in Hawaii, and what skills they need to find employment. They would also like to find gaps in the workforce and incentivize businesses to hire transitioning service members. Another priority was housing. The committee suggested re-purposing government facilities into affordable housing units. They also wanted to help spouses who were seeking employment. Some of the issues important to spouses are: flexible or hybrid hours, providing child care, fast-tracking certifications on licenses.

Performance Measures and Financial Accountability Committee listed recovery of funds and addressing the back log of Work Opportunity Tax Credit (WOTC) claims.

Special Projects Committee would like to identify workforce needs, focusing on recruitment and retention. They also stressed the importance of affordable housing. They would like to partner with the American Job Center (AJC), Good Jobs Hawaii, and One-Stop operators to do outreach. They would also like to add more staff to the Workforce Development Council.

Employer Engagement Committee emphasized apprenticeship programs and updating policies and incentives to make it easier to hire graduates of these programs.

Bennette Misalucha shared a presentation on General Cost Principles. The presentation can be viewed at this link: [SMART-General-Cost-Principles-Sept-23-2023.pdf \(hawaii.gov\)](https://www.hawaii.gov/dhs/wp-content/uploads/2023/09/SMART-General-Cost-Principles-Sept-23-2023.pdf)

#### VI. **Next Steps**

The board reconvened as a group to discuss the next steps.

Peter Adler will compile feedback from today's retreat and create a draft of WDC's Two-Year Strategy.

#### VII. **Adjournment**

Bennette Misalucha adjourned the meeting at 2:00pm.