



STATE OF HAWAII

AD-HOC LOCAL BOARD RE-CERTIFICATION COMMITTEE

CERTIFICATION FOR: Oahu Workforce Development Board

Meeting Date: _____

CRITERIA FOR EVALUATION

I. BOARD COMPOSITION

In accordance with federal guidelines¹, does the composition of this local board constitute the following?

NO 1. *A majority (at least 51%) "of the members of each local board shall be representatives of business in the local area, who— (i) are owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority; (ii) represent businesses, including small businesses, or organizations representing businesses described in this clause, that provide employment opportunities that, at a minimum, include high-quality, work-relevant training and development in in-demand industry sectors or occupations in the local area; and (iii) are appointed from among individuals nominated by local business organizations and business trade associations;"*

YES 2. *"Not less than 20 percent of the members of each local board shall be representatives of the workforce within the local area, who— (i) shall include representatives of labor organizations (for a local area in which employees are represented by labor organizations), who have been nominated by local labor federations, or (for a local area in which no employees are represented by such organizations) other representatives of employees; (ii) shall include a representative, who shall be a member of a labor organization or a training director, from a joint labor-management apprenticeship program, or if no such joint program exists in the area, such a representative of an apprenticeship program in the area, if such a program exists; (iii) may include representatives of*

¹ 29 USC 3101. Section 107


community-based organizations that have **demonstrated experience and expertise** in addressing the employment needs of individuals with barriers to employment, including organizations that serve veterans or that provide or support competitive integrated employment for individuals with disabilities; and (iv) may include representatives of organizations that have **demonstrated experience and expertise**² addressing the employment, training, or education needs of eligible youth, including representatives of organizations that serve out-of-school youth;”

YES 3. “Each local board shall include representatives of entities administering education and training activities in the local area, who— (i) shall include a representative of eligible providers administering adult education and literacy activities under title II; (ii) shall include a representative of institutions of higher education providing workforce investment activities (including community colleges); (iii) may include representatives of local educational agencies, and of community-based organizations with **demonstrated experience and expertise** in addressing the education or training needs of individuals with barriers to employment;”

YES 4. “Each local board shall include representatives of governmental and economic and community development entities serving the local area, who— (i) shall include a representative of economic and community development entities; (ii) shall include an appropriate representative from the State employment service office under the Wagner-Peyser Act (29 U.S.C. 49 et seq.) serving the local area; (iii) shall include an appropriate representative of the programs carried out under title I of the Rehabilitation Act of 1973 (29 U.S.C. 720 et seq.), other than section 112 or part C of that title (29 U.S.C. 732, 741), serving the local area; (iv) may include representatives of agencies or entities administering programs serving the local area relating to transportation, housing, and public assistance; and (v) may include representatives of philanthropic organizations serving the local area; and (E) each local board may include such other individuals or representatives of entities as the chief elected official in the local area may determine to be appropriate.”

PLEASE SEE BOARD COMPOSITION ANALYSIS AS ANNEX 1

Certified:



Bennette E. Misalucha , WDC Executive Director

² “**demonstrated experience**” means a representative with “demonstrated experience and expertise” means an individual who:

- a) Is a workplace learning advisor as defined in [WIOA](#) sec. 3(70);
- b) Contributes to the field of workforce development, human resources, training and development, or a core program function; or
- c) The Local Board recognizes for valuable contributions in education or workforce development related fields. ([Reference: 20 CFR 679.340](#))

II. SUSTAINED FISCAL INTEGRITY

The Department of Labor and Industrial Relations, Administrative Services Office hereby certifies that it has not found a violation of one or more of the following during PY 20-21 or PY 21-22 by this local board.

- *Final determination of significant finding(s)* from audits, evaluations, or other reviews conducted by state or local governmental agencies or the Department of Labor identifying issues of fiscal integrity or improperly expended funds due to the willful disregard or failure to comply with any WIOA requirement.
- *Gross negligence* – defined as a conscious and voluntary disregard of the need to use reasonable care, which is likely to cause foreseeable grave injury or harm to persons, property, or both.
- *Failure to observe accepted standards of administration* – Local Areas must have adhered to the applicable uniform administrative requirements set forth in Title 2 *Code of Federal Regulations* (CFR) Part 200.

Certify No Violation:



Certified by:


Francis Kagawa

Department of Labor and Industrial Relations Administrative Office

III. SUSTAINED PERFORMANCE

Performed Successfully

The Program Specialist assigned to this Local Workforce Development Board (the Board) hereby certifies that the Board has performed successfully, defined as the following primary indicators of performance, as negotiated with the US Department of Labor.³

- Employment Rate 2nd Quarter After Exit
- Employment After 4th Quarter
- Median Earnings 2nd Quarter After Exit
- Credential Attainment
- Measurable Skill Gain

PY 2019-2020 Individual Indicator Scores

WIOA Adult Program

Indicators of Performance	Oahu Negotiated Level	Indicator Score - Adult
Employment Rate 2 nd Quarter After Exit	55.0%	105.3%
Employment Rate 4 th Quarter After Exit	64.0%	87.7%
Median Earnings 2 nd Quarter After Exit	\$5,450	112.2%
Credential Attainment	65%	85.6%
Measurable Skill Gains	50%	71.4%

WIOA Dislocated Worker Program

Indicators of Performance	Oahu Negotiated Level	Indicator Score - Dislocated Workers
Employment Rate 2 nd Quarter After Exit	58.0%	127.7%
Employment Rate 4 th Quarter After Exit	68.0%	125.8%

³ Please refer to Annex 1 at the end of this document

Median Earnings 2 nd Quarter After Exit	\$7,400	115.0%
Credential Attainment	68.0%	127.4%
Measurable Skill Gains	50.0%	419.3%

WIOA Youth Program

Indicators of Performance	Oahu Negotiated Level	Indicator Score - Youth
Employment Rate 2 nd Quarter After Exit	55.5%	67.8%
Employment Rate 4 th Quarter After Exit	54.0%	148.9%
Median Earnings 2 nd Quarter After Exit	\$3,700	186.7%
Credential Attainment	63.1%	66.4%
Measurable Skill Gains	50%	64.5%

PY 20-21 Individual Indicator Scores**

WIOA Adult Program

Indicators of Performance	Oahu Negotiated Level	Indicator Score - Adult
Employment Rate 2 nd Quarter After Exit	55.0%	117%
Employment Rate 4 th Quarter After Exit	64.0%	134%
Median Earnings 2 nd Quarter After Exit	\$5,450	168%
Credential Attainment	65.0%	116%
Measurable Skill Gains	50%	90%

WIOA Dislocated Worker Program

Indicators of Performance	Oahu Negotiated Level	Indicator Score - Dislocated Workers
Employment Rate 2 nd Quarter After Exit	58.0%	88.0%
Employment Rate 4 th Quarter After Exit	68.0%	198.0%
Median Earnings 2 nd Quarter After Exit	\$7,400	92.00%
Credential Attainment	68.0%	155%
Measurable Skill Gains	50.0%	194.0%

WIOA Youth Program

Indicators of Performance	Oahu Negotiated Level	Indicator Score - Youth
Employment Rate 2 nd Quarter After Exit	55.5%	112%
Employment Rate 4 th Quarter After Exit	54.0%	122%
Median Earnings 2 nd Quarter After Exit	\$3,700	70%
Credential Attainment	63.1%	112%
Measurable Skill Gains	50.0%	84%

CERTIFIED THAT THE DATA IS CURRENT AND CORRECT:

____Lisa Simmons____

Lisa Simmons

Program Specialist, WDD

**Regression model not yet run on PY 20-21 scores

SUMMARY: Pass/Fail or Conditional

Board Composition _____

Financial Integrity _____

Sustained Performance _____

Recommendation To the WDC Board:

Anticipated Board Meeting Date: August 17, 2023

Signed: WDC Local Board Re-Certification Committee

Kelly Ueoka, Chair

Rona Fukumoto, Member

Keith De Mello, Member

ADDITIONAL NOTES:

Oahu Workforce Development Board

LOCAL WORKFORCE DEVELOPMENT BOARD MEMBERSHIP CERTIFICATION REQUEST

Current LWDB Membership

- A. For each member include the Nomination Form (Attachment 2) and resume, except for the following:
- The Title II representative employed by the Department of Education;
 - The representative of an institution of higher education employed by the University of Hawaii system;
 - The economic development representative employed by a state or county agency;
 - The representative of the State Employment Service Office under Wagner-Peyser;
 - The representative of the State Division of Rehabilitation.
- B. In the chart below, list the individuals currently appointed to the LWDB, their titles, and their respective membership category (e.g., business, local education entity, labor organization, community-based organization, etc.).

	Name	Title	Organization	Nominated by	Membership Category
1.	Jason Chang, Chair	Chief Operating Officer	The Queen's Health Systems	Healthcare Association of Hawaii	107(b)(2)(A) Business
2.					107(b)(2)(A) Business
3.	Trevor Bracher	Complex Director of Human Services	Marriott International	Hawaii Lodging and Tourism Association	107(b)(2)(A) Business
4.	Carla Kobashigawa	Human Resources	Applied Computer Training & Technology, Inc. (dba ACTT)	Career Development Center of Hawaii, Inc.	107(b)(2)(A) Business
5.	Lisa Truong-Kracher	President	Staffing Solutions of Hawaii	Chamber of Commerce Hawaii	107(b)(2)(A) Business
6.	Rodney Lee	Executive Vice President	Spire Hawaii	Chamber of Commerce Hawaii	107(b)(2)(A) Business
7.	Sherry Menor-McNamara	President and CEO	Chamber of Commerce Hawaii	U.S. Chamber of Commerce	107(b)(2)(A) Business
8.	Mel Resonable	Senior Manager of Human Resources	Hawaii Gas	Chamber of Commerce Hawaii	107(b)(2)(A) Business
9.	Suzie Schulberg	President and CEO	Arcadia Family of Companies	Healthcare Association of Hawaii	107(b)(2)(A) Business
10.	Chris Lum-Lee	President	TriSec, Inc.	TriSec, Inc.	107(b)(2)(A) Business

11.	Catherine Lederer	LCSP Director	Hawaii State AFL-CIO	Hawaii State AFL-CIO	107(b)(2)(B) Union
12.	Kevin Holu	President	Hawaii Teamsters & Allied Workers, Local 996	Hawaii Teamsters & Allied Workers, Local 996	107(b)(2)(B) Union
13.	Mimi Sroat	Director	Hawaii Electricians Training Fund	International Brotherhood of Electrical Workers Local Union 1186	107(b)(2)(B) Union
14.	Connie Mitchell	Executive Director	Institute for Human Services	Partners in Care – Oahu Continuum of Care	107(b)(2)(B) CBO
15.	Pat Anbe	Principal	State of Hawaii Department of Education, Waipahu Community School for Adults		107(b)(2)(C) Education
16.	Erika Lacro	Vice President	University of Hawaii – Community Colleges		107(b)(2)(C) Education
17.					107(b)(2)(D) Econ. Dev. Org
18.	Lea Dias	Acting Administrator	State of Hawaii Department of Human Services, Division of Vocational Rehabilitation		107(b)(2)(D) Voc. Rehab.
19.	Frederick Pascua	Oahu Branch Manager	State of Hawaii Department of Labor and Industrial Relations, Workforce Development Division		107(b)(2)(D) Wagner Peyser

Total Number of Board Members: 17

Total Private Sector Members: 9

Percent of Board: 53% (not less than 51%)

Total Workforce Members: 4

Percent of Board: 23% (not less than 20%)

ANNEX 1

HAWAII STATE WORKFORCE DEVELOPMENT COUNCIL

Local Board Composition Checklist

For

Re-Certification

Local Board Name: Oahu Workforce Development Board

Date of Review: July 31, 2023

Reviewer Name: Bennette E. Misalucha, WDC Executive Director

20 CFR 679.320

Yes or No	Federal Provision	Notes/Questions
Yes	The members of Local WDB must be selected by the chief elected official	
Yes	<p>A. A majority of the members of the Local WDB must be representatives of business in the local area (51%).</p> <p>B. At a minimum, two members must represent small business as defined by the U.S. Small Business Administration.</p> <p>C. Be an owner, chief executive officer, chief operating officer, or other individual with optimum policy-making or hiring authority; and</p>	<p>A. Must be 51%</p> <p>Oahu WDB: 47% (based on 19 Board Seat)</p> <p>19 Total Board members 17 Board seats filled 2 Current vacant seats 9 Total Private Sector Members</p> <p>B. At least 2 members are small businesses</p>

	<p>D. Provide employment opportunities in in-demand industries or occupations</p>	<p>Rodney Lee – Spire Hawaii Chris Lum-Lee – TriSec, Inc.</p> <p>C. Be an owner, chief executive officer, chief operating officer, or other individual with optimum policy-making or hiring authority;</p> <ul style="list-style-type: none"> • Jason Chang, Queen’s Health System • Trevor Bracher, Marriott International • Carla Kobashigawa, ACTT • Lisa Truong-Kracher, Staffing Solutions • Rodney Lee, Spire Hawaii • Sherry Menor-Mcnamar, Chamber of Commerce of Hawaii • Mel Reasonable, Hawaii Gas • Suzie Schulberg, Arcadia • Chris Lum-Lee <p>D. In demand industries or occupations</p> <ul style="list-style-type: none"> • Chang – Health Care • Bracher – Tourism • Kobashigawa; Technology • Schulberg- Health Care
	<p>At least 20 percent of the members of the Local WDB must be workforce representatives. These representatives:</p> <ol style="list-style-type: none"> 1. Must include two or more representatives of labor organizations, where such organizations exist in the local area. Where labor organizations do not exist, representatives must be selected from other employee representatives; 2. Must include one or more representatives of a joint labor-management, or union affiliated, registered apprenticeship program within the area who must be a training director or a member of a labor organization. If no union affiliated registered apprenticeship programs exist in the area, a representative of a 	<p>20 percent</p> <p>In addition: 3 required positions</p> <ol style="list-style-type: none"> 1. Kevin Holu (Hawaii Teamsters), Catherine Lederer (Hawaii State AFL-CIO) 2. Mimi Sprout (Hawaii Electricians TF) 3. Connie Mitchell, Institute for Human Services 4. None

	<p>registered apprenticeship program with no union affiliation must be appointed, if one exists;</p> <p>3. May include one or more representatives of community-based organizations that have demonstrated experience and expertise in addressing the employment, training or education needs of individuals with barriers to employment</p> <p>4. May include one or more representatives of organizations that have demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth,</p>	
Yes	<p>The Local WDB also must include:</p> <p>At least one eligible training provider administering adult education and literacy activities under WIOA title II</p> <ol style="list-style-type: none"> 1. At least one representative from an institution of higher education providing workforce investment activities, including community colleges; 2. At least one representative from each of the following governmental and economic and community development entities: <ol style="list-style-type: none"> a) Economic and community development entities b) The State Employment Service office under the Wagner-Peyser Act c) The programs carried out under title I of the Rehabilitation Act of 1973 	<ol style="list-style-type: none"> 1. Erika Lacro, University of Hawaii Community Colleges Pat Anbe, Principal. DOE, Waipahu Community School for Adults 2. a) Sherry Menor- Chamber of Commerce of Hawaii b) Frederick Pascua- Wagner Peyser c) Lea Dias – DHS , Voc Rehab
NA	<p>The membership of Local WDBs may include individuals or representatives of other appropriate entities in the local area, including:</p> <ul style="list-style-type: none"> • Entities administering education and training activities who represent local educational agencies or community-based organizations with demonstrated expertise in addressing the education or training needs for individuals with barriers to employment 	Optional positions

	<ul style="list-style-type: none"> • Governmental and economic and community development entities who represent transportation, housing, and public assistance programs • Philanthropic organizations serving the local area • Other appropriate individuals as determined by the chief elected official. 	
Yes	<p>Chief elected officials must establish a formal nomination and appointment process, consistent with the criteria established by the Governor and State WDB</p> <ul style="list-style-type: none"> • Business representatives are appointed from among individuals who are nominated by local business organizations and business trade associations • Labor representatives are appointed from among individuals who are nominated by local labor federations • When there is more than one local area provider of adult education and literacy activities under title II, or multiple institutions of higher education nominations are solicited from those particular entities 	
YES	An individual may be appointed as a representative of more than one entity if the individual meets all the criteria for representation	
YES	All required WDB members must have voting privilege. The chief elected official may convey voting privileges to non-required members	