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**WORKFORCE DEVELOPMENT COUNCIL'S
EXECUTIVE COMMITTEE MEETING
Tuesday, October 31, 2023
11:00a.m. – 12:00 p.m.**

Due to the COVID-19 pandemic, protecting the health and welfare of the community is a priority. The meeting was held in-person and remotely, with Board members and staff participating in-person via an online meeting venue.

MINUTES

MEMBER ATTENDEES:

Ken Loui, WDC Chair, Vice President, Pacific Marine

Sean Knox, President and CEO, Hawaii Employment, Committee Vice Chair, Performance Measures and Financial Accountability

Tui Scanlan, President, International Alliance of Stage and Theatrical Employees (IASTE) Local 665, Committee Vice Chair, Sector Strategies and Career Pathways

Derek Kanehira, Senior Vice President, Human Resources, Alexander and Baldwin, Committee Vice Chair, Employer Engagement

Keith DeMello, Senior Vice President of Communications & External Affairs, Ulupono Initiative, Committee Chair, Special Projects

Trang Malone, Manager, Workforce Initiatives, CVS Health, Committee Chair, Military and Veterans Affairs

Cheryl Cross, C.A. Cross & Associates, LLC, Committee Vice Chair, Military and Veterans Affairs

Carla Kurokawa, Manager, Employment and Training, Alu Like, Inc., Committee Vice Chair, Youth Services

GUEST:

Peter Adler, Principal, Guild Consulting

STAFF:

Bennette Misalucha, DLIR, Workforce Development Council, Executive Director

Jacqueline Lodge, DLIR, Workforce Development Council

I. Call to Order

Chair Ken Loui called the meeting to order at 11:04 a.m.

II. Approval of Minutes

A. September 8, 2023

Chair Loui requested a motion to approve the September 8, 2023 minutes. Cheryl Cross made a motion to accept the minutes from September 8, 2023 meeting. Tui Scanlan seconded the motion. There were no objections or abstentions. The motion to approve the minutes was approved unanimously.

III. Discussion of New Committee Chairs and Vacancies to Fill

Bennette Misalucha presented a list of new committee Chairs and Vice Chairs. The list of new committee Chairs and Vice Chairs can be viewed at this link: [WDC-COMMITTEES-2023_10.31.23.pdf \(hawaii.gov\)](https://www.hawaii.gov/wdc/COMMITTEES-2023_10.31.23.pdf)

Bennette Misalucha introduced the new committee Chairs and Vice Chairs.

Chair Loui requested a motion to approve the new committee Chairs and Vice Chairs. Tui Scanlan made a motion to accept the new committee Chairs and Vice Chairs. Sean Knox seconded the motion. There were no objections or abstentions. The motion to approve the new committee Chairs and Vice Chairs was approved unanimously.

IV. Updates on Workforce Development Council's Strategic Plan

Peter Adler presented the Workforce Development Council's (WDC's) updated Two-Year Strategic Plan. The Two-Year Strategic Plan can be viewed at this link: [UPDATED-WDC-STRATEGIC-PLAN.10.31.23-1.pdf \(hawaii.gov\)](https://www.hawaii.gov/wdc/UPDATED-WDC-STRATEGIC-PLAN.10.31.23-1.pdf)

Chair Loui opened the floor to discussion and question and answers. Bennette Misalucha suggested moving the "Values" section on page 1 between "Mission" and "Current position" (i.e. - move from the last column on right to the third column from the left.) She deferred to the committee. Chair Loui commented he was fine with the change. There were no objections from the committee.

Peter Adler noted that Bennette Misalucha wanted to add some graphics after the content / text was approved.

Chair Loui asked for a motion to accept the WDC's Two-Year Strategic Plan as presented by Peter Adler. Sean Knox made a motion to accept the WDC's Two-Year Strategic Plan as presented by Peter Adler. Carla Kurokawa seconded the motion. There were no objections or abstentions. The motion to approve WDC's Two-Year Strategic Plan was approved unanimously. The plan will be presented to the full board at the next quarterly board meeting on November 16, 2023.

V. Announcements and Public Testimony (if any)

Cheryl Cross announced that she and Trang Malone will be featured speakers at the Society for Human Resources Management (SHRM) Hawaii's meeting on November 14, 2023, at 11:00 a.m.

Tui Scanlan confirmed he will be doing a presentation about the film and entertainment industry at the next board meeting on November 16, 2023.

Bennette Misalucha announced that \$6M has been approved for military children and will be used to create career pathways.

VI. **Next meeting**

The next quarterly board meeting will be on November 16, 2023 at the American Job Center.

The date for the next Executive Committee meeting will be determined by Chair.

VII. **Adjournment**

Chair Loui adjourned the meeting at 11:26 a.m.