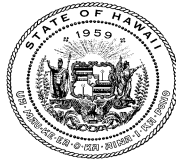


JOSH GREEN, M.D.
GOVERNOR

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
830 PUNCHBOWL STREET, ROOM 329
HONOLULU, HAWAII 96813
www.hawaii.gov/labor

Phone: (808) 586-8877 / Fax: (808) 586-8822
Email: dlir.workforce.develop@hawaii.gov

HAWAII WORKFORCE DEVELOPMENT
COUNCIL AD HOC COMMITTEE FOR
LOCAL BOARD RE-CERTIFICATION
Monday, November 13, 2023
9:00a.m. – 10:00a.m.

BOARD:

Ken Loui, Chair, Workforce Development Council, Vice President, Pacific Marine
Kelly Ueoka, President, Pacxa, Chair, Performance Measures & Financial Accountability
Committee, Chair, Ad-Hoc Committee for Re-certification
Rona Fukumoto, President & CEO, Lanakila Pacific, Committee Member, Ad-Hoc Committee for
Re-certification
Keith DeMello, Senior Vice President of Communications & External Affairs, Ulupono Initiative,
Committee Member, Ad-Hoc Committee for Re-certification

STAFF:

Bennette Misalucha, DLIR, Workforce Development Council, Executive Director
Jacqueline Lodge, DLIR, Workforce Development Council

MINUTES

I. Call to Order

The meeting was called to order at 9:03a.m. by Chair Kelly Ueoka

II. Review Oahu Workforce Development Board

A. Change Status from Conditional to Certified

Bennette Misalucha asked the committee to review page 4 in the Oahu re-certification packet. The packet can be viewed at this link - [Oahu-Workforce-Development-Board-Packet-for-Recertification-to-WDC-site.pdf \(hawaii.gov\)](http://www.hawaii.gov/oahu-workforce-development-board-packet-for-recertification-to-wdc-site.pdf).

Since the Oahu Workforce Development Board met the board composition requirements, which state there must be a total of 19 members and out of those 19 members, 10 must be from the private sector and constitute majority of the board. 4 are from labor and apprenticeship, and the remaining 5 members are from the

Department of Education, Department of Labor and Industrial Relations, Division of Vocational Rehabilitation, and Adult Education.

As confirmed at the August 7, 2023, committee meeting, the Oahu Workforce Development Board passed the two other categories required for re-certification – Sustained Fiscal Integrity and Sustained Performance.

Chair Ueoka asked for a motion to grant Oahu Workforce Development Board full certification. Keith DeMello made a motion to grant Oahu Workforce Development Board full certification. Rona Fukumoto seconded the motion. There were no objections or abstentions. The motion to grant Oahu Workforce Development Board full certification was approved unanimously.

III. Review Local Board Recertification

Bennette Misalucha announced that Lisa Simmons from Workforce Development Division, who helped compile the performance measurement figures was not available to attend this meeting. Bennette Misalucha further commented that the data presented in the packet is not 100% accurate. She noted that not counting performance measures accurately is a national issue and subsequent training for all states is tentatively planned for December 2023. Training will be conducted by the U.S Department of Labor.

IV. Presentation of Application and Data

A. Maui Workforce Development Board

Bennette Misalucha presented recertification packet for Maui Workforce Development Board. The packet for Maui Workforce Development Board recertification can be viewed at this link – [Maui-Workforce-Development-Board-Packet-for-Recertification-to-WDC-site.pdf \(hawaii.gov\)](#)

Bennette Misalucha noted that Chentelle Rowland submitted a narrative for Maui Workforce Development Board and would call into the meeting if she was available.

B. Big Island Workforce Development Board

Bennette Misalucha presented Big Island Workforce Development Board packet for recertification. Big Island Workforce Development Board recertification packet can be viewed at this link - [Big-Island-Workforce-Development-Board-Packet-for-Recertification-to-WDC-site.pdf \(hawaii.gov\)](#). The categories that the Big Island fell short in were Measurable Skill Gains and Credential Attainment as mentioned on pages 5 – 6 in the packet. Bennette Misalucha pointed out that they passed in Board Composition and Sustained Fiscal Integrity. The two options the board considered were to grant re-certification to the Big Island, noting that their performance numbers should be more accurate and improve after December 2023 training from the U.S. Department of Labor, or to grant them provisional approval, noting that it would be difficult to go back and re-count 2021 numbers.

V. Open Discussion regarding Local Board Recertification

A. Maui Workforce Development Board

Upon discussion, Chair Ueoka noted that the Maui Workforce Development Board's sustained performance measures scores were more dire than the Big Island's. Bennette Misalucha summarized that Maui Workforce Development Board passed the board composition requirement and sustained fiscal integrity.

The narrative Chentelle Rowland sent included good measures in place to get performance measures back on track. Maui Workforce Development Board's response submitted by Chentelle Rowland can be viewed at this link - [Maui-Workforce-Development-Board-Performance-Response-from-Chentelle-Rowland-Nov-12-2023.pdf \(hawaii.gov\)](#). Bennette Misalucha expressed her confidence in Maui's recovery plan. Bennette Misalucha pointed out that it is up to the committee to decide if it would like to recommend provisional or full approval.

Keith DeMello suggested that (similar to Big Island Workforce Development Board), the committee recommend that Maui Workforce Development Board submit a remedial plan for recovery after they receive training from U.S. Department of Labor in December 2023. The committee agreed the deadline for both remedial plans should be January 30, 2024.

Chair Ueoka asked for a motion to grant the Maui Workforce Development Board full re-certification that would be valid for 2 years. Keith DeMello made a motion to grant the Maui Workforce Development Board full certification. Rona Fukumoto seconded the motion.

After above discussion by the committee, Chair Ueoka asked for those in favor of re-certifying the Maui Workforce Development Board. The committee voted unanimously to re-certify the Maui Workforce Development Board.

B. Big Island Workforce Development Board

Chair Ueoka pointed out that the two categories that the Big Island board fell short (Measurable Skill Gains and Credential Attainment) are difficult to achieve on the Big Island. He also clarified that if there is an issue with data collection, if they are not appropriately trained in how to collect data (but training is expected in December 2023), and if the overall sentiment from the Executive Director is that they will try to improve scores to meet negotiated levels, he was inclined to grant full re-certification to the Big Island Workforce Development Board.

Rona Fukumoto agreed that it is difficult to measure performance in Measurable Skill Gains and Credential Attainment, and that they exceeded in other categories under the Youth Program. Rona Fukumoto asked if it's a nationwide counting issue, is there a chance that all the scores in all categories are not 100% accurate. Bennette Misalucha confirmed, per her conversation with Lisa Simmons, that there is a misalignment, meaning what is counted does not align with what is measured. Considering the committee doesn't have anything else to measure performance, this the only data available. Rona Fukumoto agreed with Chair Ueoka's recommendation for full re-certification. Chair Ueoka stated that it would be helpful to review both Big Island and Maui's plans for improvement.

WDC Chair Loui summarized that the Big Island met the requirements for board composition, sustained fiscal integrity and met the majority of sustained performance measures. Bennette Misalucha asked the committee to assume there was some semblance of accuracy in their scores and pointed out that the Big Island met most of their performance measures. She suggested that the committee re-certify and recommend they submit a plan for recovery and improvement for those categories they fell short in, after they receive training in December 2023.

WDC Chair Loui asked when the deadline to make a recommendation on Big Island Workforce Development Board's certification status was. Bennette Misalucha noted the committee recommendation would be made at the next quarterly board meeting, on November 16, 2023. If no decision is made by then, it would be postponed to the next quarterly board meeting on February 15, 2024.

Chair Ueoka asked for a motion to grant the Big Island Workforce Development Board full re-certification that would be valid for 2 years. Rona Fukumoto made a motion to grant the Big Island Workforce Development Board full certification. Keith DeMello seconded the motion.

After above discussion by the committee, Chair Ueoka asked for those in favor of re-certifying the Big Island Workforce Development Board. The committee voted unanimously to re-certify the Big Island Workforce Development Board.

VI. Committee Recommendation and Next Steps

The committee recommended full approval for the re-certification of the Oahu Workforce Development Board. The written recommendation for the Oahu Workforce Development Board can be viewed at this link: [Oahu-Workforce-Development-Board-Summary-SIGNED.pdf \(hawaii.gov\)](#)

The committee recommended full re-certification for the Maui Workforce Development Board. The written recommendation for the Big Island Workforce Development Board can be viewed at this link: [Big-Island-Workforce-Development-Board-Summary-SIGNED.pdf \(hawaii.gov\)](#)

The committee recommended full re-certification for the Maui Workforce Development Board. The written recommendation for the Maui Workforce Development Board can be viewed at this link: [Maui-Workforce-Development-Board-Summary-SIGNED.pdf \(hawaii.gov\)](#)

Since both the Big Island Workforce Development Board and the Maui Workforce Development Board need to improve their performance measures, the committee recommended that both boards submit remedial plans by January 30, 2024.

VII. Announcements and Public Testimony (if any)

There were no announcements or public testimony.

VIII. Next Meeting Schedule

There is no future meeting scheduled at this time.

IX. Adjournment

Chair Ueoka adjourned the meeting at 9:39a.m.