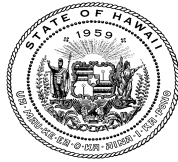


JOSH GREEN, M.D.
GOVERNOR

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
<http://labor.hawaii.gov/wdd/>
Phone: (808) 586-8877 / Fax: (808) 586-8822
Email: dlir.workforce.develop@hawaii.gov

**HAWAII WORKFORCE DEVELOPMENT
COUNCIL MEETING
Tuesday, November 28, 2023
9:30a.m. – 11:30a.m.**

MINUTES

MEMBER 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
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
Mike Anderson, Regional Director, Inland Boatman's Union of the Pacific
Carla Kurokawa, Manager, Employment and Training, Alu Like, Inc.
Lorna Woo, Director, Government Affairs, International Union of Painters and Allied Trades, District Council 50
Lea Dias, Administrator, Division of Vocational Rehabilitation, Department of Human Services
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
Keith DeMello, Senior Vice President of Communications & External Affairs, Ulupono Initiative
Trang Malone, Workforce Initiatives Manager, CVS Health, Vice-Chair, Military and Veterans Affairs Committee

Workforce Development Council By-Laws Section 5.7.

Under HRS § 92-15 and HRS § 202-1, until such time the Council has 41 members, 16 Council members shall constitute a quorum to do business, and the concurrence of at least 16 Council members shall be necessary to make any action of the Council valid.

Rossella Guardascione, Chair, Hawaii County Workforce Development Board, Director of Human Resources, Kona Beach Hotel
Winston Sakurai, Designee for Keith Hayashi, Superintendent, Department of Education
David Rodriguez, Designee for Jade Butay, Director, Department of Labor and Industrial Relations
Representative Andrew Garrett, Hawaii State House of Representatives

MEMBERS ABSENT:

Jason Brand, President, Brand Industrial Group
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
Scott Collins, Hawaii Island Division Chief, HGEA
Jason Chang, Chair, Oahu Workforce Development Board, President, Queen's Medical Center
Dion Dizon, Business Representative, International Brotherhood of Electrical Workers
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
Senator Stanley Chang, Hawaii State Senate
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:

Dale Fujimoto, Department of the Attorney General
Christopher Lum Lee, Principal Guard and Chief Administrative Officer, TriSec, Inc., Oahu Workforce Development Board
Daven Kawamura, Oahu Workforce Development Board
Chentelle Rowland, Executive Director, Maui Workforce Development Board
Sheri Cacho, Executive Director, Big Island Workforce Development Board
Dan Miyamoto, Community Education Specialist, Department of Education

STAFF:

Bennette Misalucha, DLIR, Workforce Development Council, Executive Director
Maricar Pilotin-Freitas, DLIR, Workforce Development Division, Administrator
Anne Eustaquio, DLIR, Unemployment Division, Administrator
Frederick Pascua, DLIR, Workforce Development Division, Manager
Jacqueline Lodge, DLIR, Workforce Development Council

Workforce Development Council By-Laws Section 5.7.

Under HRS § 92-15 and HRS § 202-1, until such time the Council has 41 members, 16 Council members shall constitute a quorum to do business, and the concurrence of at least 16 Council members shall be necessary to make any action of the Council valid.

I. **Call to Order**

The meeting was called to order at 9:38 a.m. by Chair Ken Loui.

Roll call was taken. Per Workforce Development Council's By-laws Section 5.7. confirm there was quorum of at least 16 members.

II. **Approval of Minutes**

Chair Loui requested a motion to approve the minutes for the meeting on August 17, 2023. Cheryl Cross moved to approve the minutes for the August 17, 2023 meeting. Cary Miyashiro seconded the motion. There were no objections or abstentions. The motion to approve the minutes was approved unanimously.

III. **Welcome New Members**

Bennette Misalucha introduced and welcomed Winston Sakurai as the new Designee for Superintendent Keith Hayashi, Department of Education.

Bennette Misalucha announced that Deputy Director Dane Wicker will be the new Designee for Director James Tokioka, Department of Business, Economic Development and Tourism. Unfortunately, Dane Wicker was not able to attend the meeting.

Bennette Misalucha introduced and welcomed David Rodriguez as the new Designee for Director Jade Butay, Department of Labor and Industrial Relations.

IV. **Executive Director's Report**

Bennette Misalucha shared her updates. The updates can be viewed at this link on page 8: <https://labor.hawaii.gov/wdc/files/2023/11/WDC-NOV-28-2023-BOARD-PACKET.pdf>

V. **Maui Wildfire Recovery Updates from the Department of Labor and Industrial Relations**

a. Presentation on unemployment claims

i. Process and speed of claim processing

Anne Eustaquio clarified the difference between disaster and regular unemployment claims. She confirmed that a Declaration of Disaster was issued on August 10, 2023. They have received up to \$10M in funding from FEMA. They normally receive around 8,000 claims for regular unemployment insurances. After the wildfires they received 4,000 applications for disaster unemployment. Anne Eustaquio confirmed that the process to apply for disaster unemployment is 100% manual, there is no automated system.

Cheryl Cross asked why it's a manual process. Anne Eustaquio confirmed that it has always been a manual process, it's never been automated. Cheryl Cross asked if there are options available that are less manual. Anne Eustaquio confirmed that they posted a Request for Proposal (RFP) to launch an Unemployment Insurance (UI) modernization starting January 2024. It will take three years to complete.

ii. Bi-lingual access when applying for claims

Workforce Development Council By-Laws Section 5.7.

Under HRS § 92-15 and HRS § 202-1, until such time the Council has 41 members, 16 Council members shall constitute a quorum to do business, and the concurrence of at least 16 Council members shall be necessary to make any action of the Council valid.

Anne Eustaquio confirmed that they received \$2.38M in funding to improve equitable access for those applying to UI. There are currently four languages available - English, Japanese, Simplified Chinese, and Tagalog. By the end of January 2024, they will add Ilocano, Spanish, Korean, and Vietnamese.

Anne Eustaquio noted that they have stabilized the main frame since COVID and are currently doing outreach to ask the community how they can improve access and service.

Bennette Misalucha commended the agency on doing outreach and asked if they are expanding their efforts to reach out to the Micronesian communities as well. Anne Eustaquio confirmed that when anyone calls, UI has interpreters available. Their goal is to increase outreach so they can provide the best service.

iii. Impact of claims on Employment Retirement Income Security Act of 1974 (ERISA) funds

Anne Eustaquio confirmed that people receiving unemployment can collect retirement, social security, and other benefits, but cannot “double dip” from the employer if they are already receiving retirement from them.

VI. Presentation from Council Member Tui Scanlan

Tui Scanlan gave a presentation. The presentation can be viewed at this link on page 11: <https://labor.hawaii.gov/wdc/files/2023/11/WDC-MASTER-DECK-112823-1.pdf>

Cheryl Cross asked what type of career pathways are available on the technical side of film and television. Tui Scanlan confirmed that the most important thing is to establish a baseline skill set, then add technical skills. He emphasized the importance of increasing funding for the arts.

Trang Malone asked when career pathways in his industry start. Tui Scanlan mentioned that they are starting exploratory conversations with ClimbHI and the Department of Education.

David Rodriguez asked how to support independent content creators move to the next level in their careers. Tui Scanlan noted that 50 people attended recent Pacific Producers Roundtable, which included topics on payroll, permits, etc.

Lea Dias asked Tui Scanlan to give a presentation to her staff to give them an idea of what type of career choices are available. She asked about the impact of Artificial Intelligence (AI) in his industry. Tui Scanlan confirmed that there is a danger of “plagiarism software” associated with AI, but the labor market is not really affected by that. He further commented that since the writer’s strike recently ended, there should be an increase in demand, with more jobs and work available.

VII. Board Approval of Workforce Development Council’s State Strategic Plan

Bennette Misalucha introduced Peter Adler from Guild Consulting to talk about Workforce Development Council’s Two-Year Strategic Plan. The Workforce Development Council’s Two-Year Strategic Plan can be viewed at this link on page

Workforce Development Council By-Laws Section 5.7.

Under HRS § 92-15 and HRS § 202-1, until such time the Council has 41 members, 16 Council members shall constitute a quorum to do business, and the concurrence of at least 16 Council members shall be necessary to make any action of the Council valid.

35: <https://labor.hawaii.gov/wdc/files/2023/11/WDC-MASTER-DECK-112823-1.pdf>

Chair Loui requested a motion to approve the Workforce Development Council's Two-Year Strategic Plan as presented by Peter Adler. Tui Scanlan made a motion to approve the Workforce Development Council's Two-Year Strategic Plan as presented by Peter Adler. Kelly Ueoka seconded the motion.

Members voted by roll call. As of November 28, 2023, there are a total of 36 WDC members. Per WDC By-laws Section 5.7., the number of members required for quorum is 16. Confirm there was quorum on November 28, 2023. 17 members voted in favor of the motion. There were no objections or abstentions. The motion to approve the Workforce Development Council's Two-Year Strategic Plan was approved unanimously.

Member vote record for the Workforce Development Council's Two-Year Strategic Plan can be viewed at this link on page 1:

https://labor.hawaii.gov/wdc/files/2023/12/WDC-Vote-Record-for-Two-Year-Strategic-Plan_New-Committee-Assignments_Re-certification-112823.pdf

VIII. Approval of Written Reports from Workforce Innovation and Opportunity Act (WIOA) Core Partners from the period of August 17, 2023 to November 16, 2023

a. Adult Education and Career Pathways

Updates from Adult Education and Career Pathways can be viewed at this link on page 34:

<https://labor.hawaii.gov/wdc/files/2023/11/WDC-NOV-28-2023-BOARD-PACKET.pdf>

b. Division of Vocational Rehabilitation

Updates from Division of Vocational Rehabilitation can be viewed at this link on page 36:

<https://labor.hawaii.gov/wdc/files/2023/11/WDC-NOV-28-2023-BOARD-PACKET.pdf>

c. Workforce Development Division

Updates from Workforce Development Division can be viewed at this link on page 40:

<https://labor.hawaii.gov/wdc/files/2023/11/WDC-NOV-28-2023-BOARD-PACKET.pdf>

Chair Loui clarified that the correct amount available to help Maui residents find employment is slightly less than \$20M instead of \$21M, as mentioned on page 46 in the board packet.

There were no questions related to the written reports from WIOA core partners from August 17, 2023 to November 16, 2023.

IX. Approval of Written Reports from Standing Committees for the period of August 17, 2023 to November 16, 2023

a. Employer Engagement Committee

Updates from Employer Engagement Committee can be viewed at this link on page 50:

Workforce Development Council By-Laws Section 5.7.

Under HRS § 92-15 and HRS § 202-1, until such time the Council has 41 members, 16 Council members shall constitute a quorum to do business, and the concurrence of at least 16 Council members shall be necessary to make any action of the Council valid.

b. Sector Strategies and Career Pathways Committee

Updates from Sector Strategies and Career Pathways Committee can be viewed at this link on page 55:

<https://labor.hawaii.gov/wdc/files/2023/11/WDC-NOV-28-2023-BOARD-PACKET.pdf>

c. Military and Veterans Affairs Committee

Updates from Military and Veterans Affairs Committee can be viewed at this link on page 53:

<https://labor.hawaii.gov/wdc/files/2023/11/WDC-NOV-28-2023-BOARD-PACKET.pdf>

d. Special Projects Committee

Updates from Special Projects Committee can be viewed at this link on page 48:

<https://labor.hawaii.gov/wdc/files/2023/11/WDC-NOV-28-2023-BOARD-PACKET.pdf>

e. Youth Services Committee

Updates from Youth Services Committee can be viewed at this link on page 57:

<https://labor.hawaii.gov/wdc/files/2023/11/WDC-NOV-28-2023-BOARD-PACKET.pdf>

There were no questions related to the written reports standing committees from August 17, 2023 to November 16, 2023.

X. Approval of Written Reports Related to the WIOA Program Highlights from Each County's Workforce Development Board for the period of August 17, 2023 to November 16, 2023

a. Hawaii County Workforce Development Board

Updates from Hawaii County Workforce Development Board can be viewed at this link on page 63:

<https://labor.hawaii.gov/wdc/files/2023/11/WDC-NOV-28-2023-BOARD-PACKET.pdf>

b. Maui County Workforce Development Board

Updates from Maui County Workforce Development Board can be viewed at this link on page 64:

<https://labor.hawaii.gov/wdc/files/2023/11/WDC-NOV-28-2023-BOARD-PACKET.pdf>

c. Oahu Workforce Development Board

Updates from Oahu Workforce Development Board can be viewed at this link on page 61:

<https://labor.hawaii.gov/wdc/files/2023/11/WDC-NOV-28-2023-BOARD-PACKET.pdf>

There were no questions related to the written reports from each county's Workforce Development Boards from August 17, 2023 to November 16, 2023.

XI. Approval of New Committee Assignments

Chair Loui shared the new committee assignments. He noted that the Executive Committee previously approved the assignments. The list of committees with Chair and Vice Chair assignments can be viewed at this link on page 69:

<https://labor.hawaii.gov/wdc/files/2023/11/WDC-NOV-28-2023-BOARD-PACKET.pdf>

Chair Loui requested a motion to approve the Workforce Development Council's new committee assignments. Trang Malone made a motion to approve the Workforce Development Council's new committee assignments. Carla Kurokawa seconded the motion.

Members voted by roll call. As of November 28, 2023, there are a total of 36 WDC members. Per WDC By-laws Section 5.7., the number of members required for quorum is 16. Confirm there was quorum on November 28, 2023. 18 members voted in favor of the motion. There were no objections or abstentions. The motion to approve the Workforce Development Council's new committee assignments was approved unanimously.

Member vote record for the Workforce Development Council's new committee assignments can be viewed at this link on page 2:

<https://labor.hawaii.gov/wdc/files/2023/12/WDC-Vote-Record-for-Two-Year-Strategic-Plan-New-Committee-Assignments-Re-certification-112823.pdf>

XII. Local Workforce Development Board Re-certification

Ad-Hoc Committee Chair Kelly Ueoka noted that the committee previously met on August 17, 2023 and November 23, 2023 to discuss recertification for the Oahu Workforce Development Board, Maui Workforce Development Board, and Big Island Workforce Development Board. He presented the committee's recommendations and comments.

a. Oahu Workforce Development Board

Conditional approval to full certification – evaluation and recommendation from committee can be viewed at this link on page 74:

<https://labor.hawaii.gov/wdc/files/2023/11/WDC-NOV-28-2023-BOARD-PACKET.pdf>

b. Maui Workforce Development Board

Re-certification evaluation and recommendation from committee can be viewed at this link on page 78:

<https://labor.hawaii.gov/wdc/files/2023/11/WDC-NOV-28-2023-BOARD-PACKET.pdf>

c. Big Island Workforce Development Board

Re-certification evaluation and recommendation from committee can be viewed at this link on page 76:

<https://labor.hawaii.gov/wdc/files/2023/11/WDC-NOV-28-2023-BOARD-PACKET.pdf>

Committee Chair Ueoka made a motion to recertify the Oahu Workforce Development Board, Maui Workforce Development Board, and Big Island Workforce Development Board. Tui Scanlan seconded the motion.

Members voted by roll call. As of November 28, 2023, there are a total of 36 WDC members. Per WDC By-laws Section 5.7., the number of members required for quorum is 16. Confirm there was quorum on November 28, 2023. 18 members voted in favor of the motion. There were no objections or abstentions. The motion

Workforce Development Council By-Laws Section 5.7.

Under HRS § 92-15 and HRS § 202-1, until such time the Council has 41 members, 16 Council members shall constitute a quorum to do business, and the concurrence of at least 16 Council members shall be necessary to make any action of the Council valid.

to recertify the Oahu Workforce Development Board, Maui Workforce Development Board, and Big Island Workforce Development Board was approved unanimously.

Member vote record for the recertification of Oahu Workforce Development Board, Maui Workforce Development Board, and Big Island Workforce Development Board can be viewed at this link on page 3:

https://labor.hawaii.gov/wdc/files/2023/12/WDC-Vote-Record-for-Two-Year-Strategic-Plan_New-Committee-Assignments_Re-certification-112823.pdf

XIII. Accept Mayor Visit Written Reports - Kauai, Maui, Big Island and Honolulu

Mayor Visit written reports can be viewed at this link on page 79:

<https://labor.hawaii.gov/wdc/files/2023/11/WDC-NOV-28-2023-BOARD-PACKET.pdf>

There were no questions related to the written reports from Mayor visits on Kauai, Maui, Big Island and Honolulu.

XIV. Announcements and Public Testimony (if any)

XV. Next Meeting

- a. The next quarterly board meeting is tentatively scheduled for Thursday, February 15, 2024 from 9:30 a.m. to 11:30 a.m. at Kualoa Ranch.

XVI. Adjournment

The meeting was adjourned at 11:10 a.m. by Chair Loui.