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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**

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**HAWAII WORKFORCE DEVELOPMENT
COUNCIL MEETING
Thursday, May 30, 2024
9:30 a.m. – 11:30 a.m.**

Remote Meeting:

This meeting will be held remotely by Zoom interactive conference technology. Board members, staff, and members of the public may participate in the remote meeting by using the following Zoom link:
<https://us06web.zoom.us/j/81712740448?pwd=OQL3NBvRbkhPLR6lCWlqCh4LFamB8H.1>

If you do not have the technology or ability to join the remote meeting via Zoom, please dial +1 (669) 444-9171 on the telephone to participate in the remote meeting.

Meeting ID: 817 1274 0448
Passcode: 703682

Physical Meeting:

A physical meeting location will be open to the public and will have an audiovisual connection, which will allow individuals at the physical meeting location to participate in the remote meeting. The address of the physical meeting location is – 830 Punchbowl Street, Room 310, Honolulu, HI 96813.

Meeting materials are available for review at: <https://labor.hawaii.gov/wdc/workforce-development-council-meetings/>

Written and Oral Testimony:

Individuals may submit written testimony by U.S. mail or hand delivery at 830 Punchbowl Street, Suite 317, Honolulu, HI 96813 or by email at DLIR.Workforce.Council@hawaii.gov. We request that written testimony be submitted at least 24 hours before the meeting to assist in distribution to board members. Written testimony arriving after that time will still be accepted but may be delayed in reaching board members.

Individuals may provide remote oral testimony during the remote meeting at the Zoom link listed above. Individuals participating at the physical meeting location may also provide oral testimony during the remote meeting.

Equal Opportunity Employer/Program

If you need an auxiliary aid/service or other accommodation due to a disability, please contact Bennette Misalucha at (808) 586-3018 (for TTY/TTD Dial 711 then ask for (808) 586-8877) or email dlir.workforce.develop@hawaii.gov as soon as possible. Requests made as early as possible will allow adequate time to fulfill your request. Upon request, this notice is available in alternative formats such as large print, Braille, or electronic copy.

Vision Statement:

The Workforce Development Council’s vision is that all employers have competitively skilled employees and all residents seeking work or advancement have sustainable employment and self-sufficiency.

Mission Statement:

It is the intent of the Workforce Development Council to support and guide the implementation of the Unified State Plan through active collaboration and regional sensitivity for the purpose of aligning, coordinating, and integrating workforce services to meet the needs of employers and residents in order to foster a robust economy.

AGENDA

- I. Call to Order.....Chair Ken Loui
- II. Approval of Minutes
 - a. February 15, 2024 Meeting Minutes
- III. Executive Director’s Report.....Bennette Misalucha, Executive Director, Workforce Development Council
 - a. Staffing Changes at the Workforce Development Council
 - 1. Jacqueline Lodge’s departure and Jacqueline’s replacement
 - 2. Temporary transfer from WDD: Katrina Ramos
 - b. Staffing Change at the Hawaii (Big Island) workforce Development Board: New Acting Executive Director Clinton Mercado
 - c. Update on the Status of the Unified State Plan: The State Unified Plan was submitted on March 4, 2024 as prescribed by the US Department of Labor. The Plan is in the process of federal review, with responses due by April 30, 2024. The next step is to create a dashboard to track the strategies and tactics that were included in the plan.

BOARD ACTION: The Board needs to approve the provisional version of the Hawaii State Unified Plan (subject to recommended modifications by the feds.)

Note that due to the timing, this is the first opportunity for the Board to approve the Plan. At the last board meeting in February, the Plan was still in the process of completion.

However, note that as part of the community feedback process, a Draft of the Plan was presented to the Board during a special meeting on January 23, 2024.

The Plan draft was also presented during the following Committee Meetings:

- Employer Engagement Committee Meeting: January 18, 2024
- Military and veterans Affair Committee: January 25, 2024
- Sector Partnerships and Career Pathways Committee: February 1, 2024
- Youth Special Projects Committee: February 12, 2024

The copy of Plan (provisional version) can be accessed through the state portal: https://labor.hawaii.gov/wdc/files/2024/03/2024-Hawaii-Unified-Plan_FINALFINAL.pdf

Review of the Unified Plan

1. Overview of the Role of the Workforce Development Council (WDC) in the development of the Unified Plan: Workforce Innovation and Opportunity Act (WIOA), Section 101: “(1) the development, implementation, and modification of the State plan;”
2. Overview of the 2024-2028 State Unified Plan: State vision, mission, and goals
3. Four Pillars in the State Strategy: Alignment with Economic Growth; Strong Education and Training Alliances; Prioritize services to vulnerable populations with barriers to employment; Create synergy amongst workforce development stakeholders
5. Plan to Establish a State Plan Coordinating Committee to ensure implementation of the strategies and tactics/Monitor performance via a dashboard
6. According to US Department of Labor rules, State Unified Plan will need to be updated in two years or in 2026.

d. Committee Work: With changes in Committee leadership, we are working with Committee Chairs to re-set the direction of the Committees to align with the State’s strategic goals.

1. Youth Services Committee new Chair and Vice Chair
2. Sector Partnership and Career Pathways Committee: new Vice Chair

e. Strengthening Relationships with local boards: According to WIOA mandates, the State Council needs to work together with the local boards to ensure alignment and good board governance.

f. Community Outreach and Special Projects

1. Hawaii Long-Term Care Summit
2. Hawaii Summit on Employment First
3. Soroptimist International Scholarship
4. Las Vegas-Hawaii Business Summit

g. Upcoming events in 2024

1. WDC Board Training – week of June 24 – 28, 2024
 - i. Sunshine Law training
 - ii. Ethics training
 - iii. WIOA training
2. National Economic and Workforce Trends Webinar by the National Governor’s Association: July 2, 2024 at 9:00 am
3. Webinar on Justice-Challenged Youth: August

IV. 2024 Supplemental Budget Bill (HB 1800, CD 1) Impacts to WDC.

Note: Thanks to leadership from the Legislature and the Department of Labor and Industrial Relations Director Jade Butay, the 2024 Supplemental Budget contains provisions for the WDC. These changes will take effect as of July 1, 2024.

1. Re-instatement of the Council’s program ID (LBR 135)
2. Allotment to the Council of State Funds and Federal WIOA monies (\$425K from State General funds and \$6.5 million in WIOA funds)
3. Seven positions (FTE): 3 Fiscal related and 4 Program related positions.
4. Will be working collaboratively with Workforce Development Division to ensure a smooth transition on WIOA functions and responsibilities
5. Will be enlisting US Department of Labor’s technical assistance in the transition.

V. Recertification of Local Workforce Development Boards.....*Bennette Misalucha, Executive Director, Workforce Development Council.*

Background: In accordance with 20 Code of Federal Regulations (CFR) 679.350, the State Board must certify the local State Boards every two years.

- a. Overview of the Certification Process
- b. Oahu Workforce Development Board Performance
Recommendation: Approve
Board Action: Requires board approval
- c. Maui Workforce Development Board Performance and Corrective Plan of Action
Recommendation: Approve
Board Action: requires board approval
- d. Big Island Workforce Development Board Performance and Corrective Plan of Action
Recommendation: Approve
Board Action: requires board approval

VI. Update on Program Funds 2022 and 2023 Contract Balance for Adult, Dislocated Workers, Rapid Response and Youth for Oahu, Maui, Big Island and Kauai.....*Maricar Pilotin-Freitas, Administrator, Workforce Development Division*

Note: The WIOA Fiscal year ends on June 30, 2024.

- a. Summary of 2022 and 2023 performance/ total participants for each island
- b. Anticipated Recaptured Funds: Total and Breakdown on each island
- c. Plans on the Utilization of PY 2022 Recaptured Funds

VII. Board Approval of the Hawaii State Definition of “Basic Skills Deficient” Contained in WIOA Section 3(5)(B) and 20 CFR 681.290.....*Dan Miyamoto, Hawaii Department of Education, Office of Curriculum and Instructional Design*

- a. Clarify the Hawaii State Basic Skills Deficient definition on page 248 of the Hawaii State WIOA Plan 2022-2023 (MOD) through a WIOA Bulletin.
 - 1. Refer to the attached copy of WDC Approval of the Hawaii State Definition of “Basic Skills Deficient.”

Board Action: Requires board approval

VIII. Presentation – Community Healthcare Initiatives.....*Trang Malone, Workforce Innovations Manager, CVS Health*

A briefing on the ongoing projects CVS has initiated in several areas of our community to strengthen the workforce development pathways in the health care industry in Hawaii:

- a. Initial Impetus for the efforts
- b. Current Status of the Projects and Future Plans
- c. Lessons Learned and how other private sector organizations can leverage resources

IX. Review of Written Reports from WIOA Core Partners from the period of February 15, 2024 to May 30, 2024

- a. Title I and Title III - Workforce Development Division.....*Maricar Pilotin-Freitas*
 - Updates
 - Agency Reports
- b. Title II - Adult Education and Career Pathways.....*Winston Sakurai*
 - The U.S. Department of Education, Office of Career, Technical and Adult Education monitoring visit on September 18 -22, 2023.
 - WIOA 2024 State Plan.
 - Multiyear award to provide adult education services statewide July 1, 2024 - June 30, 2028.
 - Monitoring of the local service provider.

- c. Title IV - Division of Vocational Rehabilitation.....*Lea Dias*
 - WIOA performance measures
 - Agency updates

- X. Review of Written Reports from Standing Committees for the period February 15, 2024 to May 30, 2024
 - a. Employer Engagement Committee.....*Vice Chair Derek Kanehira*
 - Sharing of information about Farrington High School’s workforce development initiatives
 - Presentation on challenges, opportunities, and successes of The Prince Waikiki Resort’s workforce development efforts.

 - b. Sector Strategies and Career Pathways Committee.....*Chair Cary Miyashiro*
 - Presentation by Olomana School
 - Presentation by Lanakila Pacific
 - Presentation by Division of Vocational Rehabilitation

 - c. Military and Veterans Affairs Committee.....*Chair Trang Malone*
 - Status of the Workforce Development Plan
 - Public Private Partnership Army Reserve Program
 - Spouse subcommittee focus items

 - d. Special Projects Committee.....*Chair Keith DeMello*
 - Update on the Status of the State Workforce Development Unified Plan
 - Update on Partnerships with Hawaii State Libraries and Palama Settlement
 - Presentation on the American Job Center on Maui
 - Presentation on the American Job Center on Kauai
 - Presentation – Wastewater Alternatives and Innovation (WAI) on Addressing the Wastewater Workforce Shortage in Hawaii
 - Update on DLIR Legislative focus

 - e. Youth Services Committee*Chair Tui Scanlan*
 - Presentations by Youth Related Organizations
 1. Youth Services Network
 2. ID8
 3. Parents and Children Together
 4. Hawaii Literacy
 5. Seeds of Peace
 6. Chamber of Commerce of Hawaii
 7. Lanakila Pacific
 8. American Jobs Center Oahu
 9. Hawaii KidsCan
 - Future Plans for the Youth Services Committee: Identify gaps and map out collaborative projects.

- XI. Review of Written Reports Related to the WIOA Program Highlights from Each County’s Workforce Development Board for the period of February 15, 2024 to May 30, 2024
 - a. Oahu Workforce Development Board.....*Chair Jason Chang, Harrison Kuranishi, Executive Director, Oahu Workforce Development Board*
 - Update on the IFA/MOUS
 - Committee meeting summary
 1. Finance
 2. Sector Strategies and Career Pathways
 3. Performance Measures and Accountability
 - Program Monitoring
 1. OWDB monitoring April 29-May 3, 2024

- 2. State Monitoring Fiscal May 6-7, 2024 Program TBD
- Local Plan Update
- Upcoming Meetings

b. Hawaii County Workforce Development Board.....*Chair Rossella Guardascione, Clinton Mercado, (Acting) Executive Director, Big Island Workforce Development Board*

- No Hawaii County Workforce Development Board Meeting held. No quorum for May 7th, 2024 meeting.
- Status Updates
 1. Restructuring of the HCWDB Staff after the departure of the Executive Director.
 2. Awaiting board approval of the HCWDB policy and procedures based on the state's findings from PY 2020, 2021, and 2022.
 3. Awaiting board approval for the WIOA Adult and Dislocated Worker service agreements.
 4. Final contract routing for the WIOA PY23 funds.
 5. RFP release for the PY23 Youth Program.
 6. Redeveloping the One-Stop Operator RFP for the American Job Center in Hilo.
 7. Outreach career and resource fairs to promote the HCWDB and AJCH's vision and mission.
 8. National Veterans Training Institute for Veterans Spouses and Homeless Veterans.
 9. Attended the Program Year 2023 Monitoring Pre-Conference.

Projected Next HCWDB Meeting:

Date: Thursday, May 9th, 2024

Time: 9:00 am – 12:00 pm

Location: American Job Center – Hilo, 88 Kanoelehua Ave, Suite A-204, Hilo, Hawai'i

c. Maui County Workforce Development Board.....*Chair Leslie Wilkins, Chentelle Rowland, Executive Director, Maui County Workforce Development Board*

- Sector Strategies and Employer Engagement Sub-Committee Meeting Recap - Scheduled for 5/1/24
- Lahaina/West Maui employer support
- Open discussion on sector strategy needs and how to continue to build a sector strategy
- Program/Youth Sub-Committee Meeting Updates - Scheduled for 5/10/24
- WDD Program and Fiscal Monitoring
 1. 04/29/24 - Virtual Entrance Conference
 2. 05/09/24-05/10/24 - On-site Fiscal Monitoring
 3. 05/28/24 - On-Site Program Monitoring
 4. 06/03/24 - Virtual Exit Conference
- PY23 Updates (Fiscal and Program)
- Priority of Service to Veterans and Veteran Spouses
- Upcoming Meetings/Events:
- TA Interviews with Safal Partners:
 1. ED, Board Chair, and Vice Chair - Scheduled for 04/30/24
 2. Fiscal Board Staff - Scheduled for 05/08/24
 3. Lead Case Managers, One Stop Operator Manager, Program Leads - Scheduled for 05/14/24

- Finance Sub-Committee Meeting Updates - Scheduled for 5/13/24
- Maui County Workforce Development Board Meeting (TBD for 06/24)

XII. Announcements and Public Testimony (if any)

We request that written testimony be submitted at least 24 hours before the meeting to assist in distribution to board members. Written testimony arriving after that time will still be accepted but may be delayed in reaching board members.

XIII. Next Meeting

- a. The next quarterly board meeting is scheduled for **Thursday, August 22, 2024** at 9:30 a.m. to 11:30 a.m. at Room 310.

XIV. Adjournment