



WORKFORCEDEVELOPMENT

COUNCIL

BOARD PACKET

2024 Second Quarterly Board Meeting

Thursday, May 30, 2024

9:30 am to 11:30 am

Department of Labor and Industrial Relations Building
830 Punchbowl Street, Room 310, Honolulu Hawaii 96813

May 30, 2024 AGENDA

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
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

**WORKFORCE DEVELOPMENT
COUNCIL FEBRUARY 15, 2024
MEETING MINUTES**

BOARD ACTION: Requires Board Approval

JOSH GREEN, M.D.
GOVERNOR

SYLVIA LUKE
LIEUTENANT GOVERNOR



JADE T. BUTAY
DIRECTOR

WILLIAM G. KUNSTMAN
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**HAWAII WORKFORCE DEVELOPMENT COUNCIL'S
QUARTERLY BOARD MEETING
Thursday, February 15, 2024
9:30 a.m. – 11:30 a.m.**

MINUTES

BOARD MEMBERS PRESENT:

Ken Loui, WDC Chair, Vice President, Pacific Marine
Manu Bermudes, Vice President, Hawaii Gas
Jason Brand, President, Brand Industrial Group
Eileen Caldwell, Director of Human Resources, Marriott Hawaii and French Polynesia
Cheryl Cross, Principal Owner, C.A. Cross & Associates, LLC, Vice Chair, Military and Veterans Affairs Committee
Keith DeMello, Senior Vice President of Communications & External Affairs, Ulupono Initiative, Chair, Special Projects Committee
Rona Fukumoto, President & Chief Executive Officer, Lanakila Pacific
Shelli Ihori, Associate Director, Workforce Development, Hawaii Pacific Health
Derek Kanehira, Senior Vice President, Human Resources, Alexander and Baldwin, Vice Chair, Employer Engagement Committee
Sean Knox, President, Hawaii Employment Services, Vice Chair, Performance Measures & Financial Accountability Committee
Robert Lietzke, Vice President, Indo-Pacific Western Region, Booz Allen Hamilton
Trang Malone, Workforce Initiatives Manager, CVS Health, Chair, Military and Veterans Affairs Committee
Cary Miyashiro, President, Quad D Solutions LLC, Chair, Sector Strategies & Career Pathways Committee
Kelly Ueoka, President, Pacxa, Chair, Performance Measures & Financial Accountability Committee
Jason Chang, Chair, Oahu Workforce Development Board, President, Queen's Medical Center

Rossella Guardascione, Chair, Hawaii County Workforce Development Board, Director of Human Resources, Kona Beach Hotel
Leslie Wilkins, Chair, Maui County Workforce Development Board, Vice President, Maui Economic Development Board
Dion Dizon, Business Representative, International Brotherhood of Electrical Workers, Vice Chair, Special Projects Committee
Carla Kurokawa, Manager, Employment and Training, Alu Like, Inc., Vice Chair, Special Projects Committee
Tui Scanlan, President, International Alliance of Stage and Theatrical Employees (IASTE) Local 665, Vice Chair, Sector Strategies and Career Pathways Committee
Lorna Woo, Director, Government Affairs, International Union of Painters and Allied Trades, District Council 50
Douglass Adams, Designee for Mayor Mitch Roth, Hawaii County Mayor
David Rodriguez, Designee for Jade Butay, Director, Department of Labor and Industrial Relations
Lea Dias, Administrator, Division of Vocational Rehabilitation, Department of Human Services
Winston Sakurai, Designee for Keith Hayashi, Superintendent, Department of Education
Della Teraoka, Designee for David Lassner, President, University of Hawaii System

BOARD MEMBERS ABSENT:

Jackie Kaina, Chair, Kauai Economic Development Board
Scott Collins, Hawaii Island Division Chief, Hawaii Government Employees Association (HGEA)
Senator Stanley Chang, Hawaii State Senate
Representative Andrew Garrett, Hawaii State House of Representatives
Mayor Richard Bissen, Maui County Mayor
Mayor Rick Blangiardi, Honolulu County Mayor
Mayor Derek Kawakami, Kauai County Mayor
Governor Josh Green, Governor of Hawaii
James Tokioka, Director, Department of Business, Economic Development and Tourism

GUESTS:

Carl Hinson, Director, Workforce Development, Hawaii Pacific Health
Keala Peters, Vice President of Education & Workforce Development, Executive Director of Sector Partnerships, Chamber of Commerce Hawaii
Vanessa Rogers, Associate Vice President, Workforce Development, Chamber of Commerce Hawaii
Dan Miyamoto, Community Education Specialist, Department of Education
Anton Krucky, Director, Department of Community Services, City and County of Honolulu
Chentelle Rowland, Executive Director, Maui County Workforce Development Board, County of Maui Office of Economic Development
Dale Fujimoto, Department of the Attorney General

STAFF:

Bennette Misalucha, DLIR, Workforce Development Council, Executive Director

Maricar Pilotin-Freitas, DLIR, Workforce Development Division, Administrator
Leila Shar, DLIR, Workforce Development Division, Acting Program Officer
Lisa Simmons, DLIR, Workforce Development Division, Program Specialist
Jaimee Tabangay, DLIR, Workforce Development Division, Program Specialist
Jacqueline Lodge, DLIR, Workforce Development Council

I. Call to Order

The meeting was called to order at 9:32 a.m. by Chair Ken Loui. Roll call was taken. 22 board members were present. As of February 15, 2024, the WDC had 35 members. Per WDC By-laws Section 5.7., the number of members required for quorum is 16. Confirm there was quorum on February 15, 2024.

Eileen Caldwell joined the meeting at 9:54 a.m. Tui Scanlan left the meeting at 10:15 a.m. Kelly Ueoka left the meeting at 10:19 a.m.

Additional members joined via Zoom and introduced themselves at 10:23 a.m. Board members joining at this time were: Manu Bermudes, Rona Fukumoto, and Jason Chang. Bennette Misalucha confirmed there was quorum at 10:23 a.m.

II. Approval of Minutes

Chair Loui requested a motion to approve the minutes for the meeting on November 28, 2023. Cheryl Cross moved to approve the minutes for the November 28, 2023 meeting. Carla Kurokawa seconded the motion.

Bennette Misalucha noted that Doug Adams attended the November 28, 2023 meeting.

There were no objections or abstentions. The motion to approve the minutes with amendments was approved unanimously.

III. Executive Director's Report

Bennette Misalucha shared a presentation. To view the presentation click on this link: <https://labor.hawaii.gov/wdc/files/2024/02/Executive-Directors-report-to-Feb-2024-Board-meeting-to-WDC-site.pdf>

There were no questions or comments related to the Executive Director's Report.

IV. Presentation – Sector Partnerships: Workforce Development Building Local, Skilled Talent Pipelines

Keala Peters shared a presentation. To view the presentation click on this link: <https://labor.hawaii.gov/wdc/files/2024/02/Presentation-Sector-Partnerships-Workforce-Development-Building-Local-Skilled-Talent-Pipelines-K.Peters.pdf>

Tui Scanlan thanked the Chamber of Commerce Hawaii for their hard work and contributions. He confirmed that IATSE is launching a pilot program with Windward Community College to certify students to work in the entertainment field. Their goal is to create a pipeline from the elementary level, while building skill sets and

increasing participation so that students are prepared for training at the college level.

Kelly Ueoka reiterated how the Chamber of Commerce Hawaii's Sector Partnerships program has helped build the technology sector.

V. Presentation – Creative Solutions to Healthcare Workforce Challenges

Carl Hinson shared a presentation. To view the presentation click on this link: <https://labor.hawaii.gov/wdc/files/2024/02/Presentation-Creative-Solutions-to-Healthcare-Workforce-Challenges-C.Hinson.pdf>

Carl Hinson emphasized the importance of WDC and encouraged members to be proactive, to challenge the status quo, and have a “can do” attitude.

Leslie Wilkins thanked Carl Hinson for the incredible legacy he created. Rona Fukumoto congratulated Carl Hinson on his retirement and thanked him for helping to give students more employment opportunities.

Chair Loui mentioned that his company is partnering with the Department of Defense to host a welder's competition next week. 10 students from Waipahu High School will be participating. Carl Hinson applauded the efforts of Superintendent Keith Hayashi for re-envisioning what a high school should be.

VI. Approval of Written Reports from Core Partners Workforce Innovation and Opportunity Act (WIOA) from the period of November 28, 2023 to February 15, 2024

There were no questions related to the written reports from core partners from the period of November 28, 2023 to February 15, 2024.

VII. Approval of Written Reports from Standing Committees for the period of November 28, 2023 to February 15, 2024

David Rodriguez had a question related to the Special Projects Committee Report from the period of November 28, 2023 to February 15, 2024. He asked if the legislative bills mentioned during the Special Projects Committee meeting were included in the committee report. Committee Chair Keith DeMello noted that, in order to comply with Sunshine Law, the report was submitted before the committee meeting, which was on February 12, 2024. He deferred to Chair Loui if he would like to list the bills of interest that were mentioned at the meeting. David Rodriguez asked Chair Loui if the board had taken a position on the bills. Siting Chapter 202, David Rodriguez noted that the board should weigh in before they take a position or submit testimony on any bills. Chair Loui confirmed that the board had not taken a position and any testimony regarding these bills were done on an individual-basis and did not represent the board's position. He noted that some board members and past board members submitted testimony. Committee Chair DeMello also confirmed that the Special Projects Committee had not made any recommendations and had not taken any position on any bills.

Bennette Misalucha pointed out that at last year's strategic planning meeting, the board discussed adding a Legislative Committee to the council. The Special Projects

Committee was tasked with exploring how to create a Legislative Committee. Committee Chair DeMello confirmed that he has discussed this with Deputy Director Bill Kunstman. Bennette Misalucha confirmed that the Special Projects Committee should be monitoring bills that are related to workforce, such as childcare, housing, etc. Committee Chair DeMello pointed out that the committees and the board meet quarterly, and that the legislative session is fast paced. He confirmed they are only monitoring bills of interest. Bennette Misalucha reiterated that they will follow all protocol.

Regarding SB 560, Chair Loui confirmed he will send a letter clarifying that his testimony represented him as an individual and did not represent the WDC's position.

VIII. Approval of Written Reports Related to the WIOA Program Highlights from Each Counties Workforce Development Board for the period of November 28, 2023 to February 15, 2024

There were no questions related to the written reports from local workforce development boards from the period of November 28, 2023 to February 15, 2024.

IX. Approval of Proposed Revisions to By-Laws of the State of Hawaii Workforce Development Council

The proposed change would re-name the "Performance Measures and Financial Accountability Committee" to "Technology and Performance Management Committee". Chair Loui explained the rationale for the proposed change. Due to the increasing importance of technology in today's work settings, the committee would be responsible for overseeing policy impacts. They would strive to be the expert in this subject matter. The committee would stay current, tracking new technology trends and risks that the council should be mindful of.

Chair Loui requested a motion to approve the proposed revision to the by-laws of the State of Hawaii Workforce Development Council, re-naming the "Performance Measures and Financial Accountability Committee" to "Technology and Performance Management Committee". Cary Miyashiro moved to approve the proposed revision. Jason Chang seconded the motion.

Members voted by roll call. As of February 15, 2024, the WDC had 35 members. Per WDC By-laws Section 5.7., the number of members required for quorum is 16. Confirm there was quorum on February 15, 2024. 21 members voted in favor of the motion. 1 member voted in opposition to the motion. There were no objections or abstentions. The motion to approve the revisions to the by-laws of the State of Hawaii Workforce Development Council passed.

Member vote record for the revisions to by-laws of the State of Hawaii Workforce Development Council can be viewed at this link:
<https://labor.hawaii.gov/wdc/files/2024/02/WDC-Vote-Record-By-law-revision.pdf>

X. Announcements and Public Testimony (if any)

XI. Next Meeting

The next quarterly board meeting is scheduled for May 30, 2024 at 9:30 a.m. to 11:30 a.m. The in-person meeting will be at the Department of Labor and Industrial Relations Building - 830 Punchbowl Street, Room 310, Honolulu, HI 96813.

XII. Adjournment

The meeting was adjourned at 11:08 a.m. by Chair Loui.

DRAFT

EXECUTIVE DIRECTOR'S REPORT

Executive Director's Report

- I. Staffing Changes at the Workforce Development Council
 - A. Jacqueline Lodge Departure and Search for Jacqueline's Replacement
 - B. Temporary Transfer from WDD: Katrina Ramos
- II. Staffing Change at the Hawaii County (Big Island) Workforce Development Board: new Acting Executive Director Clinton Mercado
- III. 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.

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Review of the Unified Plan/Background, process, and next steps:

1. Overview of the Role of the Workforce Development Council 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
4. Plan to Establish a State Plan Coordinating Committee to ensure implementation of the strategies and tactics/Monitor performance via a dashboard

According to US Department of Labor rules, State Unified Plan will need to be updated in two years or in 2026.

- IV. 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.
 - A. Youth Services Committee new Chair and Vice Chair
 - B. Sector Partnership and Career Pathways Committee: new Vice Chair

- V. 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.

- VI. Community Outreach and Special Projects
 - A. Hawaii Long-Term Care Summit
 - B. Hawaii Summit on Employment First
 - C. Soroptimist International Scholarship
 - D. Las Vegas-Hawaii Business Summit

- VII. Upcoming events in 2024
 - A. Workforce Development Council (WDC) Board Training – week of June 24 – 28, 2024
 - i. Sunshine Law Training
 - ii. Ethics Training

- iii. Workforce Innovation and Opportunity Act (WIOA) training
- B. National Economic and Workforce Trends Webinar by the National Governor's Association: July 2, 2024 at 9 am
- C. Webinar on Justice-Challenged Youth: August
- D. Workforce Development Month: September

2024

SUPPLEMENTAL BUDGET BILL

IMPACTS TO

WORKFORCE DEVELOPMENT

COUNCIL

2024 Supplemental Budget Bill (HB 1800, CD 1) Impacts to Workforce Development Council.

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 Workforce Development Council. 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.

(Please see attachment next page)

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.

Program ID: LBR135 WORKFORCE DEVELOPMENT COUNCIL
Structure #: 020102000000
Subject Committee: LGO LABOR & GOVERNMENT OPERATIONS

CD							GM					
SEQ #	FY 2024			FY 2025			FY 2024			FY 2025		
	Perm	Temp	Amt	Perm	Temp	Amt	Perm	Temp	Amt	Perm	Temp	Amt
2030-001						455,026 A						
				7.00		6,528,870 N						

LEGISLATIVE ADJUSTMENT:
TRANSFER-IN POSITIONS AND FUNDS FROM WORKFORCE DEVELOPMENT
(LBR111) TO WORKFORCE DEVELOPMENT COUNCIL (LBR135).

Program ID: LBRI35 WORKFORCE DEVELOPMENT COUNCIL
 Structure #: 020102000000
 Subject Committee: LGO LABOR & GOVERNMENT OPERATIONS

CD							GM					
SEQ #	FY 2024			FY 2025			FY 2024			FY 2025		
	Perm	Temp	Amt	Perm	Temp	Amt	Perm	Temp	Amt	Perm	Temp	Amt
*****							*****					
DETAIL OF LEGISLATIVE ADJUSTMENT:												
(1) PERM ACCOUNTANT III (#119153; FY25: 1.00N; 83,064N)												
(1) PERM ACCOUNTANT CLERK IV (#119152; FY25: 1.00N; 60,660N)												
(1) PERM PROGRAM SPECIALIST IV (#30364; FY25: 1.00N; 55,092N)												
(1) PERM PROGRAM SPECIALIST IV (#37700; FY25: 1.00N; 55,092N)												
(1) PERM EMPLOYMENT SERVICE SPECIALIST V (#27145; FY25: 1.00N; 73,836N)												
(1) PERM PROGRAM BUDGET ANALYST V (#25596; FY25: 1.00N; 62,136N)												
(1) PERM EXECUTIVE DIRECTOR (WDC) (#100278; FY25: 1.00N; 124,318N)												
PERSONAL BENEFITS (FY25: 207,150N)												
SERVICES ON A FEE BASIS (FY25: 10,167N)												
OFFICE SUPPLIES (FY25: 6,550N)												
DUES AND SUBSCRIPTIONS (FY25: 3,400N)												
POSTAGE (FY25: 5,650N)												
TELEPHONE AND TELEGRAPH (FY25: 2,925N)												
PRINTING AND BINDING (FY25: 6,545N)												
ADVERTISING (FY25: 1,500N)												
CAR MILEAGE (FY25: 300N)												
TRANSPORTATION, INTRASTATE (FY25: 12,980N)												
SUBSISTENCE ALLOWANCE, INTRASTATE (FY25: 5,500N)												
TRANSPORTATION, OUT-OF-STATE (FY25: 8,600N)												
SUBSISTENCE ALLOWANCE, OUT-OF-STATE (FY25: 9,700N)												
HIRE OF PASSENGER CARS (FY25: 2,000N)												
OTHER TRAVEL (FY25: 240N)												
RENTAL OF LAND AND BUILDING (FY25: 2,250N)												
REPAIRS AND MAINTENANCE - OFFICE FURNITURE AND EQUIPMENT (FY25: 5,355N)												
MISCELLANEOUS CURRENT EXPENSES (FY25: 288N)												
EQUIPMENT (FY25: 12,207N)												
SERVICES ON A FEE BASIS (FY25: 97,712N)												
OTHER GRANTS-IN-AID (FY25: 456,216N)												
CONFERENCE SPONSORSHIP (FY25: 4,330N)												
GRANT-IN-AID - WORKFORCE INVESTMENT ACT ADULT (FY25: 2,200,000N)												
GRANT-IN-AID - WORKFORCE INVESTMENT ACT YOUTH (FY25: 2,280,318N)												
GRANT-IN-AID - WORKFORCE INVESTMENT ACT DISLOCATED WORKERS (FY25: 672,789N)												
ADMINISTRATIVE ADJUSTMENT (FY25: 1,291A)												
COLLECTIVE BARGAINING (FY25: 654A)												
WORKFORCE INNOVATION AND OPPORTUNITY ACT (FY25: 450,000A)												
TELEPHONE AND TELEGRAPH (FY25: 700A)												
COPYING COSTS (FY25: 2,381A)												

Program ID: LBR135 WORKFORCE DEVELOPMENT COUNCIL
 Structure #: 020102000000
 Subject Committee: LGO LABOR & GOVERNMENT OPERATIONS

CD							GM								
SEQ #	FY 2024			FY 2025			TOTAL CHANGES	FY 2024			FY 2025				
	Perm	Temp	Amt	Perm	Temp	Amt		Perm	Temp	Amt	Perm	Temp	Amt		
SEE LBR111 SEQ. NO. 2030-001.															
A						455,026	CHANGES BY MOF								
N				7.00		6,528,870									
	0.00	0.00	0	7.00	0.00	6,983,896	TOTAL CHANGES	0.00	0.00	0	0.00	0.00	0		
A						455,026	BUD. TOTALS								A
N				7.00		6,528,870									N
				7.00		6,983,896	TOTAL BUDGET								

RECERTIFICATION OF LOCAL WORKFORCE DEVELOPMENT BOARDS

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

Please see attachment 1

Recommendation: Approve

Board Action: Requires board approval

c. Maui Workforce Development Board Performance and Corrective Plan of Action

Please see attachment 2

Recommendation: Approve

Board Action: requires board approval

d. Big Island Workforce Development Board Performance and Corrective Plan of Action

Please see attachment 3

Recommendation: Approve

Board Action: requires board approval

OAHU WORKFORCE
DEVELOPMENT BOARD
RE-CERTIFICATION DOCUMENTS

- a) Signed Approvals
- b) Performance
Measurements

BOARD ACTION: Requires Board Approval



STATE OF HAWAII

CERTIFICATION FOR: OAHU CITY AND COUNTY WORKFORCE DEVELOPMENT BOARD

CRITERIA FOR EVALUATION

I. BOARD COMPOSITION

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

 X 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;"*

 X 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

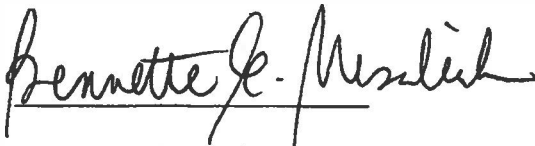
community-based organizations that have **demonstrated experience and expertise** in addressing the employment needs of individuals with barriers to employment, including organizations that serve veterans or that provide or support competitive integrated employment for individuals with disabilities; 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;”

 X 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;”

 X 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%

II. SUMMARY: **Pass** / Fail or Conditional

Board Composition PASS

Financial Integrity PASS

Sustained Performance PASS

Recommendation to the WDC Board:

The Oahu Workforce Development Board passed standards on Board composition, financial integrity, and performance measures.

Recommendation: Approval

The next certification for the Oahu Workforce Development Board will be conducted in two years, or in May 2026.

NOTES:

1. There are 19 Board members that compose the Oahu Workforce Development Board. Of that number, they have 10 members from the private sector, hence fulfilling the required 51% or majority of the Board composition.
2. There are 4 members from the Labor and apprenticeship/training segment, so the 20% requirement has been met.
3. Of the fourth criteria, the Board has representation from the Education sector, Vocational rehab, Adult Education and the Workforce Development Division at DLIR (on behalf of Wagner Peyser.)

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.	Andrew Giles	Chief Operating Officer	Kaiser Permanente	Healthcare Association of Hawaii	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.	Jeff Wagoner	President and CEO	Outrigger Hospitality Group	The Queen's Health Systems	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.	Steve Goo	Assistant Vice-President of Administration	Lanakila Pacific	Lanakila Pacific	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.	Nicole Anderson	Workforce Development Program Manager	Office of Economic Revitalization		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: 19

Total Private Sector Members: 10

Percent of Board: 52.6% (not less than 51%)

Total Workforce Members: 4

Percent of Board: 21% (not less than 20%)

MAUI WORKFORCE
DEVELOPMENT BOARD
RE-CERTIFICATION DOCUMENTS

- a) Signed Approvals
- b) Performance
Measurements
- c) Remedial Plan

BOARD ACTION: Requires Board Approval



STATE OF HAWAII

CERTIFICATION FOR: MAUI WORKFORCE DEVELOPMENT BOARD

CRITERIA FOR EVALUATION

I. BOARD COMPOSITION

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

X 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;"*

X 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

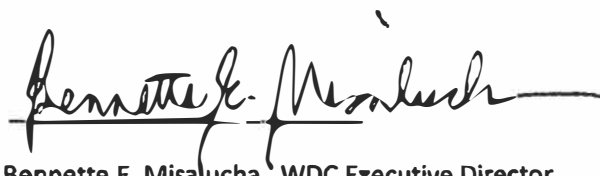
community-based organizations that have **demonstrated experience and expertise** in addressing the employment needs of individuals with barriers to employment, including organizations that serve veterans or that provide or support competitive integrated employment for individuals with disabilities; 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;”

 X 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;”

 X 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 – PY 20

Indicators of Performance	Maui Level	Indicator Score - Adult
Employment Rate 2 nd Quarter After Exit	55.0%	50% (indicator score 90.9%)
Employment Rate 4 th Quarter After Exit	64.0%	44.4% (indicator score 69.4%)
Median Earnings 2 nd Quarter After Exit	\$5,450 (adj \$5,533)	\$2,323 (indicator score 41.8%)
Credential Attainment	65%	0%
Measurable Skill Gains	50%	28.6% (indicator score 57.1%)

WIOA Dislocated Worker Program – PY 20

Indicators of Performance	Maui Negotiated Level	Indicator Score - Dislocated Workers
Employment Rate 2 nd Quarter After Exit	58.0% (adj 24.2%)	63.2% (indicator score 260.9%)
Employment Rate 4 th Quarter After Exit	68.0 (adj 82%)	81.3% (indicator score 99.0%)
Median Earnings 2 nd Quarter After Exit	\$7,400 (adj \$3,795)	\$8,171 (indicator score 215.3%)

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

Credential Attainment	68.0% (adj 29.9%)	0%
Measurable Skill Gains	50% (adj 11.9%)	62.5% (indicator score 525%)

WIOA Youth Program – PY 20

Indicators of Performance	Maui Negotiated Level	Indicator Score - Youth
Employment Rate 2 nd Quarter After Exit	55.5% (adj 39.3%)	58.5% (indicator score 148.9%)
Employment Rate 4 th Quarter After Exit	54.0% (adj 45.5%)	60.8% (indicator 133.5%)
Median Earnings 2 nd Quarter After Exit	\$3,700 (adj \$6,179)	\$6,262 (indicator 101.3%)
Credential Attainment	63.1%	14.3% (indicator score 22.6%)
Measurable Skill Gains	50%	14% (indicator score 27.9%)

PY 20-21 Individual Indicator Scores**

WIOA Adult Program – PY 21

Indicators of Performance	Maui Negotiated Level	Indicator Score - Adult
Employment Rate 2 nd Quarter After Exit	55.0% (adj. 48%)	50% (indicator 104%)
Employment Rate 4 th Quarter After Exit	64.0% (adj. 55%)	0%
Median Earnings 2 nd Quarter After Exit	\$5,450 (adj. \$1,150)	\$11,601 (indicator 1009%)
Credential Attainment	65.0% (adj. 62%)	0%
Measurable Skill Gains	50% (52%)	50% (indicator score 96.0%)

WIOA Dislocated Worker Program – PY 21

Indicators of Performance	Maui Negotiated Level	Indicator Score - Dislocated Workers
Employment Rate 2 nd Quarter After Exit	58.0% (adj. 45%)	Actual 45% (indicator score 100%)
Employment Rate 4 th Quarter After Exit	68.0% (adj. 60%)	47.1% (indicator score 78%)
Median Earnings 2 nd Quarter After Exit	\$7,400 (adj. \$5,310)	\$10,389 (indicator score 203%)
Credential Attainment	68.0% (adj. 49.9%)	100% (indicator score 200%)
Measurable Skill Gains	50.0% (adj. 63%)	50% (indicator score 79%)

WIOA Youth Program – PY 21

Indicators of Performance	Maui Negotiated Level	Indicator Score - Youth
Employment Rate 2 nd Quarter After Exit	55.5% (adj. 62.5%)	60% (indicator score 96%)
Employment Rate 4 th Quarter After Exit	54.0% (adj. 68%)	16.7% (indicator score 25%)
Median Earnings 2 nd Quarter After Exit	\$3,700 (adj. \$3,900)	\$2,284 (indicator score 59%)
Credential Attainment	63.1% (adj. 50%)	0%
Measurable Skill Gains	50.0% (adj. 60%)	17.1% (indicator score 28%)

SUMMARY: Pass/Fail or Conditional

Board Composition PASS

Financial Integrity PASS

Sustained Performance PASS

Recommendation To the WDC Board:

The Maui Workforce Development Board passed standards on Board composition, financial integrity and performance measures.

Recommendation: Approval

However, since there were several performance measures which needed improvement, a remedial plan was submitted at the May board meeting, which will then be followed by an anticipated staff and board training by the US Department of Labor in June 2024.

The next certification for the Maui Workforce Development board will be conducted in two years, or in May 2026.

ADDITIONAL NOTES:

Analysis of Board Composition: please see attached Membership roster

- 1. The Maui Workforce Development Board is composed of 19 members.**
- 2. They met the majority criteria wherein 51% of their members are from the private sector (or 10 members out of 19).**
- 3. They met the 20% criteria of labor organizations, community-based organizations, or apprenticeship program. (4 out of 19)**
- 4. On the fourth criteria, the board includes a representative from Office of Economic Development, from UH Maui College, DVR, McKinley School for Adults and a representative from DLIR, Workforce Development Division who oversees the Wagner-Peyser Act (29 U.S.C. 49 et seq.). The Board met the criteria**

MCWDB CERTIFIED BOARD ROSTER- Updated 10/18/2023

	Last Name	First Name	BUSINESS/ORG/AGENCY	WIOA Citation	Partner Type	Email
1	Udell	Kaia	Human Resource Manager- Goodfellows Brothers Inc.	Sec. 107(b)(2)A	Business	kaiau@goodfellowsbros.com
2	Cabebe	Debbie	CEO/Executive Director - Maui Economic Opportunity (MEO)	Sec. 107(b)(2)B	Workforce	debbie.cabebe@meoinc.org
3	Falconer	Kimo	Maui Grown Coffee, Inc., President	Sec. 107(b)(2)A	Business	ikimof@msn.com
4	Mahi	Luana	Director, Office of Economic Development	Sec. 107(b)(2)(D)i	Government/Economic Development	Luana.L.Mahi@co.maui.hi.us
5	Garrick	Tambara	Hawaii Farm Project	Sec. 107(b)(2)A	Business	tambarag@gmail.com
6	Garcia	Deanna	President/Maui Site Lead Analyst Team - Akimeka LLC	Sec. 107(b)(2)A	Business	dgarcia@akimeka.com
7	Ginoza	Kurt	Vice Principal/Maui Campus - McKinley Community School for Adults	Sec. 107(b)(2) (C)i	Education Training/Adult Ed	kurt.s.ginoza@notes.k12.hi.us
8	Hanada	T. Karen	Manager/Director of UH Center & Maui Language Institute -- University of Hawaii, Maui College	Sec. 107(b)(2) (C)ii	Education Training/Higher Education	skhanada@hawaii.edu
9	Johnston	Robert (Bob)	President - Hawaii Pacific Solar, LLC	Sec. 107(b)(2)(B)i	Business	bob@hawaiipacificsolar.com
10	Kamai	William (Bill)	Senior Field Rep - Carpenters Union Local 745	Sec. 107(b)(2) (B)i	Workforce/Labor	wkamai@aol.com
11	Kimizuka	Kevin	Maui County Branch Manager - Workforce Development Division, DLIR	Sec. 107(b)(2) (D)ii	Workforce	kevin.k.kimizuka@hawaii.gov
12	Kimura	Kyoko	Director of Owner Relations - Aqua-Aston Hospitality	Sec. 107(b)(2)A	Business	kyoko.kimura@aquaaston.com
13	Nathan	Oswald	Director of Molokai County Farm Bureau - Oswald Nursery Management, LLC	Sec. 107(b)(2)A	Business	nloswa@gmail.com
14	Kaho'ohanohano	Teana	Hale Makua Health Services	Sec. 107(b)(2)A	Business	teana@halemakua.org
15	Schenk	Cristina	Vice President/Controller - Merriman's Restaurants	Sec. 107(b)(2)A	Business	cristina@merrimanshawaii.com
16	Shimabuku	Ray	Business Representative - IBEW Local 1186- Hawaii Electricians Training Fund	Sec. 107(b)(2) (B)ii	Workforce/Apprentice Program	rshimabuku@ibew1186.org
17	Kodani	Cyrus	Business Agent - ILWU - Local 142	Sec. 107(b)(2) (B)i	Workforce/Labor	cyrus.kodani@ilwulocal142.org
18	Wilkins	Leslie	President/CEO - Maui Economic Development Board	Sec. 107(b)(2)A	Business	leslie@medb.org
19	Wilson	Grant	Maui Branch Admin - State of Hawaii Voc Rehab	Sec. 107(b)(2) (D)iii	Workforce/Vocational Rehabilitation	gwilson@dhs.hawaii.gov
	VACANT		VACANT	Sec. 107(b)(2)(D)i	Workforce /Labor	

Business	10	52.63%
Workforce	6	31.58%
Government	1	5.26%
Education	2	10.53%
Total	19	100.00%
Private	13	68.42%
Public	6	31.58%
Total	19	100.00%

ANNEX 1

**Hawaii Program Year 2022 Statewide and Local Area Performance Measures
(July 1, 2022 to June 30, 2023)**

WIOA Adult Program

Performance Measure	Statewide Negotiated Level	Hawaii Negotiated Level	Kauai Negotiated Level	Maul Negotiated Level	Oahu Negotiated Level
Employment Rate 2nd Quarter After Exit	60.0%	60.0%	60.0%	55.0%	65.0%
Employment Rate 4th Quarter After Exit	65.0%	65.0%	65.0%	65.0%	76.7%
Median Earnings 2nd Quarter After Exit	\$6,800	\$6,025	\$6,800	\$6,800	\$7,800
Credential Attainment	58.0%	58.0%	58.0%	58.0%	67.1%
Measurable Skill Gains	55.0%	60.0%	55.0%	55.0%	66.0%

WIOA Dislocated Worker Program

Performance Measure	Statewide Negotiated Level	Hawaii Negotiated Level	Kauai Negotiated Level	Maui Negotiated Level	Oahu Negotiated Level
Employment Rate 2nd Quarter After Exit	71.0%	65.3%	78.0%	65.0%	75.5%
Employment Rate 4th Quarter After Exit	76.0%	76.0%	76.0%	70.0%	83.0%
Median Earnings 2nd Quarter After Exit	\$8,500	\$5,901	\$8,500	\$8,500	\$8,705
Credential Attainment	68.0%	70.3%	68.0%	75.0%	83.0%
Measurable Skill Gains	57.0%	63.0%	57.0%	57.0%	70.0%

WIOA Youth Program

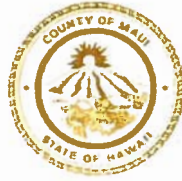
Performance Measure	Statewide Negotiated Level	Hawaii Negotiated Level	Kauai Negotiated Level	Maui Negotiated Level	Oahu Negotiated Level
Employment Rate 2nd Quarter After Exit	68.0%	77.6%	68.0%	64.0%	68.0%

Employment Rate 4th Quarter After Exit	62.0%	66.5%	62.0%	55.0%	66.0%
Median Earnings 2nd Quarter After Exit	\$4,300	\$4,600	\$4,300	\$3,900	\$4,300
Credential Attainment	65.0%	65.0%	65.0%	52.0%	73.0%
Measurable Skill Gains	53.0%	53.0%	53.0%	51.0%	57.0%

RICHARD T. BISSEN, JR.
Mayor

JOSIAH NISHITA
Managing Director

LUANA I. MAHI
Director



OFFICE OF ECONOMIC DEVELOPMENT
COUNTY OF MAUI
2200 MAIN STREET
ONE MAIN PLAZA, SUITE 305
WAILUKU, HAWAI'I 96793
www.maui-county.gov

January 17, 2024

Sent via Email

Ms. Bennette Misalucha
Executive Director
State Workforce Development Council
Hawai'i Department of Labor and Industrial Relations
830 Punchbowl Street
Honolulu, HI 96813
Email: Bennette.E.Misalucha@hawaii.gov

SUBJECT: Maui County Workforce Development Board Re-Certification Remedial Plan

Dear Bennette,

First and foremost, on behalf of the Maui County Workforce Development Board (MCWDB), I'd like to thank the State Workforce Development Council for all your guidance during this staffing transition as we worked to re-certify the Maui County Workforce Development Board. We understand that in evaluating the performance metrics, the Ad-hoc Re-certification Committee identified areas for improvement. To recap, the MCWDB, County staff, and contract providers are committed to addressing this situation and are continuing to increase their outreach efforts to attract more potential participants. The strengths of Maui County are the following:

- Continued leveraging and coordination between resources locally creates a seamless and expanded menu of services for maximum benefit to their WIOA Adult, Dislocated Worker, and Youth. MCWDB regularly coordinates Integrated Resource Team/American Job Center Partner meetings with local non-profits and other community agencies to share WIOA and other services provided. In these meetings, some clients have benefited where networking of other services were available to support and assist with the clients that they may have not been aware were available. This forum also provides another source of outreach and services among other partnerships for their WIOA programs.
- The strong connection with Maui County Office of Economic Development (OED) and co-location in the Maui American Job Center (AJC), as well as the County DMV and other public services also widens the pool of persons who might benefit from AJC services and brings more resources to the table. The positive rapport and relationship between the OED, AJC and Goodwill is evident in the clients they do serve. Their ability to have regular and candid communication and meetings demonstrates their success to provide seamless and networking

services in the best interests of the clients. Staff are very well connected in the community at all levels and maximize that in ways that are sometimes most likely to be positive accidents where it turns out to be an outreach opportunity.

- The AJC co-location with the WIOA core partners makes the “network of care” for program participants seamless when identifying the barriers and supportive services for the clients. For those agencies not co-located at the AJC have scheduled to make their rounds throughout the week. Those agencies are MEO, DVR, and McKinley Community School for Adults.
- Virtual job fair platform on the <https://mauicountyvirtualjobfair.com> has proven to provide successful employment connection opportunities for WIOA clients seeking job opportunities and offer good models for virtual job fairs elsewhere.
- Outreach efforts includes active involvement with agencies serving native Hawaiians, Pacific Islanders, and various non-US citizen groups, CORE (initiated by Maui Police Department to connect resources to youth and adults in need), Community School for Adults, Maui Youth and Family Services, Mental Health services, Department of Human Services, Maui Foodbank, and Hui Mālama (an alternative secondary school).
- The MCWDB continues to stay on top of the Eligible Training Provider List, specifically those trainings available for the workforce area to ensure training providers renew the courses before the expiration date. There are nearly 200 training options on the list for enrolled program participants. This has been utilized as a talking point when sharing the benefits of the program.

As such, the following are recommended corrective actions:

- Continue current outreach efforts to the community
- Expand outreach to the State Department of Human Services First-to-Work program for which Goodwill is a contractor for pregnant and parenting teens, which are among the WIOA youth target groups, and who also may be eligible for the WIOA Adult program depending on their age.
- Connect more closely with WDD 's RESEA program serving new UI claimants for the WIOA Dislocated Worker population.
- Continue to promote the AJC and help change the dialog that asking for assistance is not a negative concept, but rather a necessary tool towards self-sufficiency.
- Continue collaboration with community partners and employers. Upcoming events include:
 - **Dedicated Lahaina Career Fair, tentatively scheduled for 04/05/24**
 - **Maui Graduating HS Seniors Hiring Event on 04/19/24, in partnership with HIDEOE**

We'd also like to thank DLIR and the USDOL for providing such valuable training during the Region 6 Pacific Workforce Convening on O'ahu from 12/4/23-12/7/23. We were provided with an opportunity to connect with USDOL specialists directly, as well as actively engage in meaningful conversations with other Pacific regions to discuss challenges and best practices. Day 1 included training on Veteran Priority of Service.

In addressing the Veteran Priority of Service and Uniform National Threshold for Entered Employment Rate (UNTEER), we developed the following action plan to increase our outreach and enrollment to Veterans:

- Dedicated 1:1 time with our Veterans
- First hour exclusively for Veterans during events/hiring fairs
- Designated AJC computer/seating area for our Veterans
- Update AJC signage and voicemail
- Veterans event only both virtually/in-person
- Culturally-competency training for staff
- Continued outreach/tabling to Maui's local VA

Throughout the remainder of the week, USDOL presented on performance measures and data. There has been follow up training to check for staff understanding, more specifically on Measurable Skill Gain and the difference between a Credential. Subsequently, desk aids have been created as a training tool and resource. Program staff understand and agree to utilize the attached desk aids to ensure that all data are being accurately entered into HireNet.

- **Desk Aid 1: Types of Achievement**
- **Desk Aid 2: Measurable Skill Gain Flow Chart**
- **Desk Aid 3: Measurable Skill Gain Flow Chart – Training Benchmarks**
- **Desk Aid 4: Measurable Skill Gain Flow Chart – Skill Progression**

If you need further assistance or clarification, please don't hesitate to reach out.

Sincerely,

Chentelle Rowland

Chentelle Rowland
Executive Director

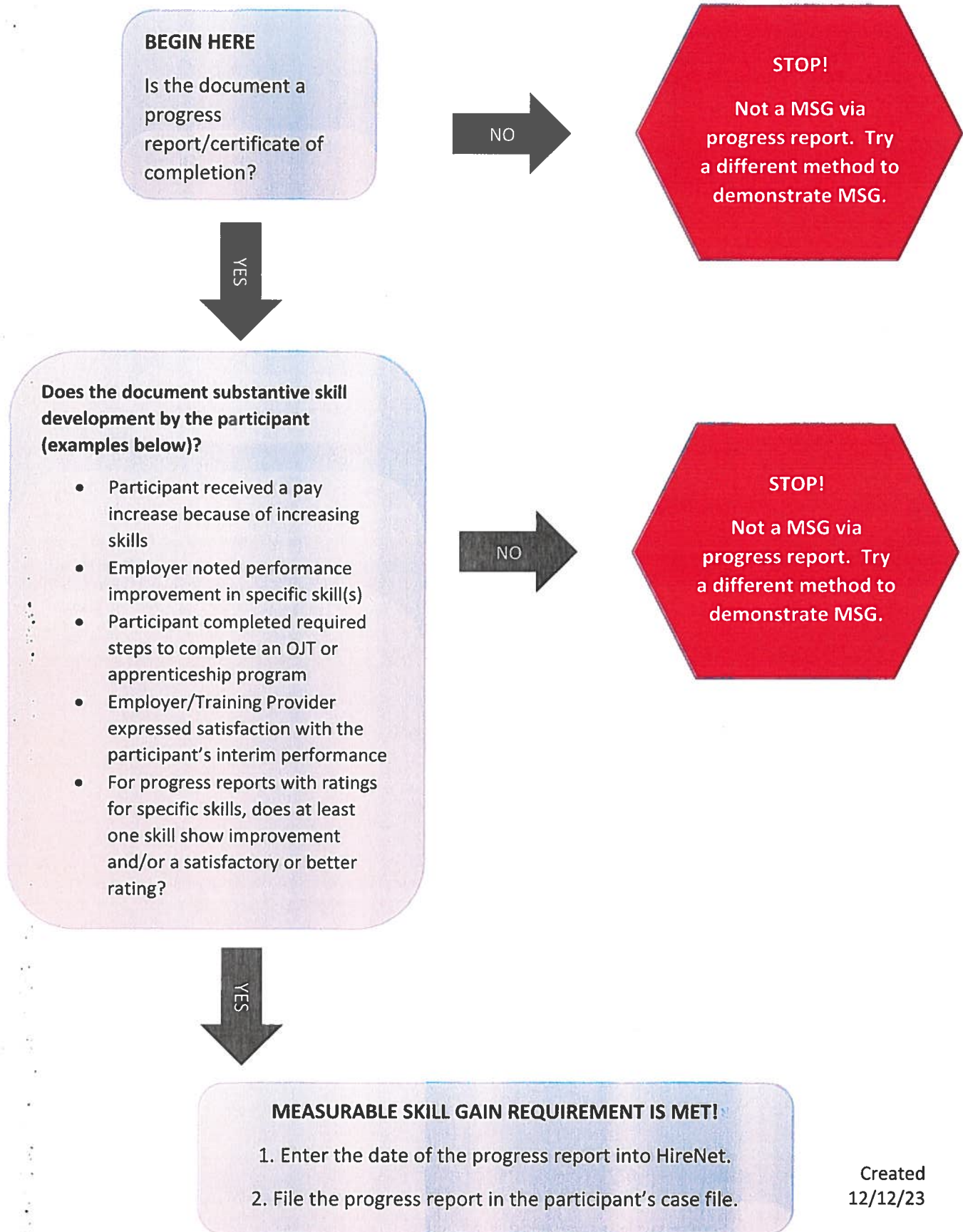
Cc: Leslie Wilkins, MCWDB Chair
Luana Mahi, County of Maui, Office of Economic Development Director
Jacqueline Lodge, State of Hawai'i Department of Labor and Industrial Relations

Enc: Desk Aid 1: Types of Achievement
Desk Aid 2: Measurable Skill Gain Flow Chart
Desk Aid 3: Measurable Skill Gain Flow Chart – Training Benchmarks
Desk Aid 4: Measurable Skill Gain Flow Chart – Skill Progression

Desk Aid 1: Types of Achievement

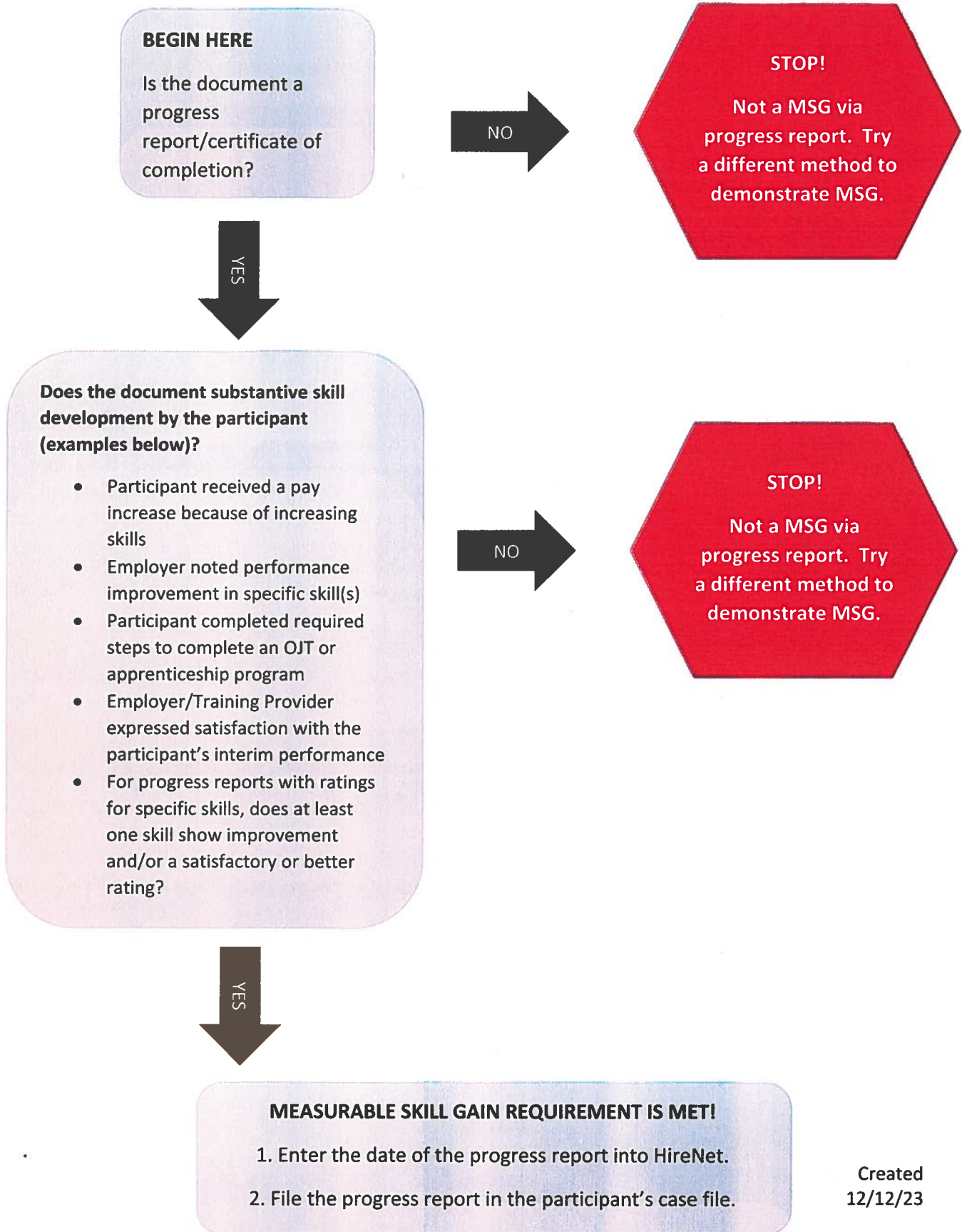
Skill Type	Achievement Type
Post-secondary Transcript/Report Card	<ul style="list-style-type: none"> • Completed minimum of 12 credit hours in semester and meets academic standards • Part-time student and completed at least 12 credit hours over the course of two completed consecutive semesters and meets academic standards
Secondary Transcript/Report Card	<ul style="list-style-type: none"> • Report card/transcript for one semester and meets academic standards
Training Milestone	<ul style="list-style-type: none"> • Achieved satisfactory or better progress reports towards an established OJT training milestone – not previously recorded • Completed 1 year of Registered Apprenticeship program and achieved satisfactory or better progress report • Other training milestone
Skills Progression	<ul style="list-style-type: none"> • Successfully completed a required exam for a particular occupation • Satisfactory progress attaining technical or occupational skills as evidenced by trade-related benchmarks, like knowledge-based exams • Other skills progression achievement
Credits Attained for EFL or Completed Secondary Ed and Enrolled in Post-Secondary Ed	<ul style="list-style-type: none"> • Secondary School Credits • Secondary School Carnegie Credits • Completed secondary or alternative should and enrolled in Post-Secondary Education • Completed Adult high school credit program and enrolled in Post-Secondary Education • Completed a high school equivalency program

Desk Aid 2: Measurable Skill Gain Flow Chart



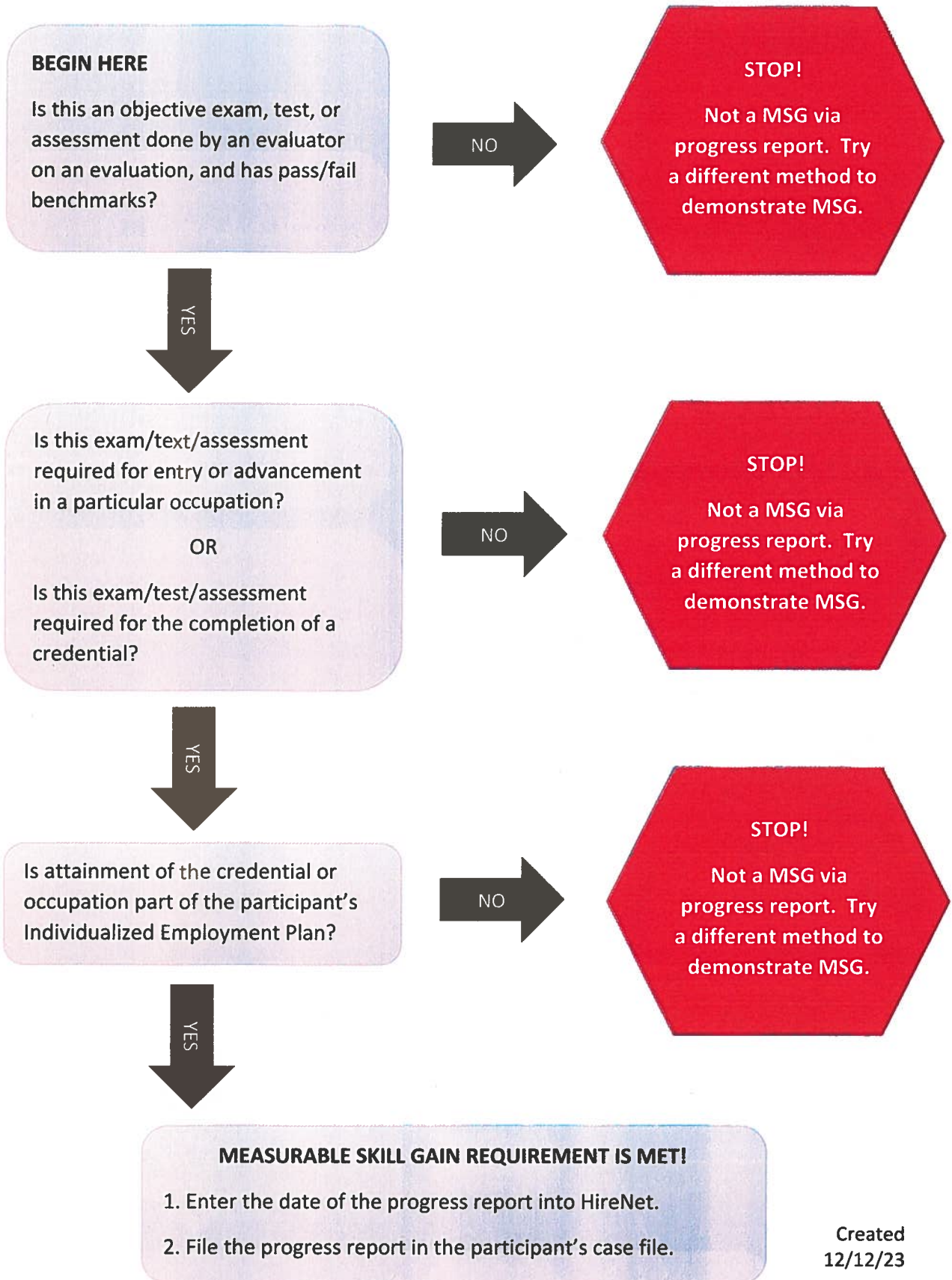
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12/12/23

Desk Aid 3: Measurable Skill Gain Flow Chart: Training Benchmarks



Created 12/12/23

Desk Aid 4: Measurable Skill Gain Flow Chart: Skill Progression



Created
12/12/23

BIG ISLAND WORKFORCE DEVELOPMENT BOARD RE-CERTIFICATION DOCUMENTS

- a) Signed Approvals
- b) Performance
Measurements
- c) Remedial Plan

BOARD ACTION: Requires Board Approval



STATE OF HAWAII

CERTIFICATION FOR: Big Island Workforce Development Board

CRITERIA FOR EVALUATION

I. BOARD COMPOSITION

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

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;"*

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;”

 X 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;”

 X 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

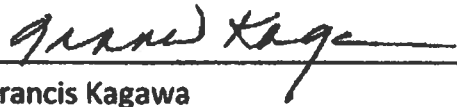
The Department of Labor and Industrial Relations, Administrative Services Office hereby certifies that it has not found a violation of one or more of the following during PY 20-21 or PY 21-22 by this local board.

- *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 2020 Individual Indicator Scores

WIOA Adult Program

Indicators of Performance	Big Island Negotiated Level	Indicator Score - Adult
Employment Rate 2 nd Quarter After Exit	55.0% (adj 53.7%)	49.3% (indicator score 99.0%)
Employment Rate 4 th Quarter After Exit	64.0% (adj 60.4%)	54.8% (indicator score 71.2%)
Median Earnings 2 nd Quarter After Exit	\$5,450 (adj \$4,625)	\$5,977 (indicator score 98.7%)
Credential Attainment	65% (adj 66.9%)	25.0% (indicator score 78.8%)
Measurable Skill Gains	50% (adj 51.9%)	59.5% (indicator score 96.8%)

WIOA Dislocated Worker Program

Indicators of Performance	Big Island Negotiated Level	Dislocated Workers
Employment Rate 2 nd Quarter After Exit	58.0% (adj 65.3%)	83.3% (indicator score 127.6%)
Employment Rate 4 th Quarter After Exit	68.0% (adj 68.0%)	83.3% (indicator score 122.5%)

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

Median Earnings 2 nd Quarter After Exit	\$7,400 (adj \$8,815)	\$6,365 (indicator score 72.2%)
Credential Attainment	68.0% (adj 47.7%)	66.7% (indicator score 139.7%)
Measurable Skill Gains	50% (adj 29.7%)	62.5% (indicator score 210.4%)

WIOA Youth Program

Indicators of Performance	Big Island Negotiated Level	Youth
Employment Rate 2 nd Quarter After Exit	55.5% (adj 56.2%)	73.3% (indicator score 130.4%)
Employment Rate 4 th Quarter After Exit	54.0% (adj 30.4%)	68.2% (indicator score 224.2%)
Median Earnings 2 nd Quarter After Exit	\$3,700 (adj \$1,960)	\$3,163 (indicator score 161.3%)
Credential Attainment	63.1% (adj 63.1%)	52.6% (indicator score 83.4%)
Measurable Skill Gains	50% (adj 50%)	17.0% (indicator score 33.9%)

PY 2021__ Individual Indicator Scores

WIOA Adult Program

Indicators of Performance	Big Island Negotiated Level	Adults
Employment Rate 2 nd Quarter After Exit	55.0% (adj 53.7%)	55.0% (indicator score 102%)
Employment Rate 4 th Quarter After Exit	64.0% (adj 60.4%)	56.1% (indicator score 93.0%)
Median Earnings 2 nd Quarter After Exit	\$5,450 (adj \$4,625)	\$5,738 (indicator score 124%)
Credential Attainment	65.0% (adj 77%)	29.6% (indicator score 38.0%)
Measurable Skill Gains	50.0% (adj 40.8%)	57.9% (indicator score 142%)

WIOA Dislocated Worker Program

Indicators of Performance	Big Island Negotiated Level	Dislocated Workers
Employment Rate 2 nd Quarter After Exit	58.0% (adj 67.7%)	62.2% (indicator score 92%)
Employment Rate 4 th Quarter After Exit	68.0% (adj 67.7%)	50.0% (indicator score 75%)
Median Earnings 2 nd Quarter After Exit	\$7,400 (adj \$8,076)	\$5,621 (indicator score 70%)
Credential Attainment	68.0% (adj 66.7%)	42.9% (indicator score 64%)
Measurable Skill Gains	50.0% (adj 48.7%)	62.2% (indicator score 103%)

WIOA Youth Program

Indicators of Performance	Big Island Negotiated Level	Youth
Employment Rate 2 nd Quarter After Exit	55.5% (adj 52.9%)	73.9% (indicator score 140%)
Employment Rate 4 th Quarter After Exit	54.0% (adj 50.6%)	76.9% (indicator score 152%)
Median Earnings 2 nd Quarter After Exit	\$3,700 (adj \$4,000)	\$5,831 (indicator score 146%)
Credential Attainment	63.1% (adj 61%)	61.1% (indicator score 100%)
Measurable Skill Gains	50.0% (adj 65%)	28.0% (indicator score 43%)

SUMMARY: Pass/Fail or Conditional

Board Composition _____

Financial Integrity _____

Sustained Performance _____

II. SUMMARY:	Pass / Fail or Conditional
Board Composition	PASS
Financial Integrity	PASS
Sustained Performance	PASS

Recommendation to the WDC Board:

The Big Island Workforce Development Board passed standards on Board composition, financial integrity, and performance measures.

However, since there were performance measures which need improvement and which needs the Board's attention, a remedial plan on those metrics was submitted at the May board meeting, followed by an anticipated training by the US Department of Labor in June 2024.

The next re-certification for the Hawaii County Workforce Development Board will be conducted in two years, or in May 2026.

ADDITIONAL NOTES:

Analysis of Board Composition: please see attached Membership roster

1. The Big Island Workforce Development Board is composed of 19 members.
2. They met the majority criteria wherein 51% of their members are from the private sector (or 10 members out of 19).
3. They met the 20% criteria of labor organizations, community-based organizations, or apprenticeship program.
4. On the fourth criteria, the board includes a representative from the Community college, the Community School for Adults, DVR and a County government official.

Hawaii County Workforce Development Board

LOCAL WORKFORCE DEVELOPMENT BOARD MEMBERSHIP CERTIFICATION REQUEST

Current Hawai'i County Workforce Development Membership

In the chart below, list the individuals currently appointed to the Hawai'i County Workforce Development Board, 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.	Tricia Buskirk	President/CEO	Hawai'i Community Federal Credit Union	Kona-Kohala Chamber	Business 107(b)(2)(A)
2.	Andrew Chun	Administrator	KTA Superstores	Hawaii Island Chamber	Business 107(b)(2)(A)
3.	David DeLuz Jr.	Vice President	Big Island Toyota	Hawai'i Island Chamber	Business 107(b)(2)(A)
4.	Rossella Guardascione	Director of HR	Marriott King Kamehameha's Kona Beach Hotel	Kona-Kohala Chamber	Business 107(b)(2)(A)
5.	Dawn Hao-DeMotta	Regional HR Director	Hilo Medical Center	Hawai'i Island Chamber	Business 107(b)(2)(A)
6.	Jeracah Lawless	Director of HR	HPM Supply	Hawai'i Island Chamber	Business 107(b)(2)(A)
7.	Hugh Ono	Owner/Vice President	Hugh Y Ono Engineering Mgmt/ SSFM	Hawai'i Island Chamber	Business 107(b)(2)(A)ii
8.	Evan Chun	Owner – Contractor	Chun Construction LLC	COH – Research and Development	Business 107(b)(2)(A)
9.	Mary Beth Laycheck	Director of Communications and Community Engagement	Canada-France-Hawai'i Telescope Corporation	Marriott King Kamehameha's Kona Beach Hotel	Business Section 107(b)(2)(A)
10.	Brian Penner	Field Support Specialist	HGEA	AFL	Labor Organization 107(b)(2)(B)i
11.	Dylan Gaspar	Business Agent	ILWU	AFL	Labor Organization 107(b)(2)(B)i
12.	Kevin Waltjen	Director Hawai'i Island	HELCO	Hawai'i Island Chamber	Business Section 107(b)(2)(A)
13.	Kimi Li Palicio	Director of Operations	Going Home Consortium	Going Home Consortium	Community Based Organization 107(b)(2)(B)iii
14.	Juanita Reyher-Colon	Executive Director	Hawai'i Rural Water Assoc.	Hawai'i County Water Supply	Apprenticeship 107(b)(2)(B)ii
15.	Chad Okinaka	Vice Principal	Waipahu Community School for Adults	Mandated	Education & Training Section 107(b)(2)(C)i
16.	Susan Kazama	Interim Chancellor	HawCC	Mandated	Education/Training Section 107(b)(2)(C)ii

17.	Denise Pacheco	Director	Wagner Payser	Mandated	Government 107 (b)(2)(D)ii
18.	Derek Inaba	Regional Manager	DVR	Mandated	Government 107 (b)(2)(D)iii
19.	Susan Kunz*	Administrator	COH - OHCD	Mandated	Government 107(b)(2)(D)iv

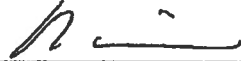
Total Number of Board Members: 19

Total Private Sector Members: 10 **Percent of Board:** 51% (not less than 51%)

Total Workforce Members: 3 **Percent of Board:** 20% (not less than 20%)

By signing this form, the Local Workforce Development Board Chairperson and Chief Local Elected Official request certification of its Local Board.

Local Workforce Development Board



Rossella Guardascione, Chair
Hawai'i County Workforce Development Board

Chief Local Elected Official



Lee Lord, Managing Director
County of Hawai'i

Approved
Not Approved

Date _____

State of Hawai'i, Workforce Development Council

ANNEX 1

**Hawaii Program Year 2022 Statewide and Local Area Performance Measures
(July 1, 2022 to June 30, 2023)**

WIOA Adult Program

Performance Measure	Statewide Negotiated Level	Hawaii Negotiated Level	Kauai Negotiated Level	Maui Negotiated Level	Oahu Negotiated Level
Employment Rate 2nd Quarter After Exit	60.0%	60.0%	60.0%	55.0%	65.0%
Employment Rate 4th Quarter After Exit	65.0%	65.0%	65.0%	65.0%	76.7%
Median Earnings 2nd Quarter After Exit	\$6,800	\$6,025	\$6,800	\$6,800	\$7,800
Credential Attainment	58.0%	58.0%	58.0%	58.0%	67.1%
Measurable Skill Gains	55.0%	60.0%	55.0%	55.0%	66.0%

WIOA Dislocated Worker Program

Performance Measure	Statewide Negotiated Level	Hawaii Negotiated Level	Kauai Negotiated Level	Maui Negotiated Level	Oahu Negotiated Level
Employment Rate 2nd Quarter After Exit	71.0%	65.3%	78.0%	65.0%	75.5%
Employment Rate 4th Quarter After Exit	76.0%	76.0%	76.0%	70.0%	83.0%
Median Earnings 2nd Quarter After Exit	\$8,500	\$5,901	\$8,500	\$8,500	\$8,705
Credential Attainment	68.0%	70.3%	68.0%	75.0%	83.0%
Measurable Skill Gains	57.0%	63.0%	57.0%	57.0%	70.0%

WIOA Youth Program

Performance Measure	Statewide Negotiated Level	Hawaii Negotiated Level	Kauai Negotiated Level	Maui Negotiated Level	Oahu Negotiated Level
Employment Rate 2nd Quarter After Exit	68.0%	77.6%	68.0%	64.0%	68.0%

Employment Rate 4th					
Quarter	62.0%	66.5%	62.0%	55.0%	66.0%
After Exit					
Median Earnings 2nd					
Quarter	\$4,300	\$4,600	\$4,300	\$3,900	\$4,300
After Exit					
Credential Attainment	65.0%	65.0%	65.0%	52.0%	73.0%
Measurable Skill Gains	53.0%	53.0%	53.0%	51.0%	57.0%

Mitchell D. Roth
Mayor

Deanna Sako
Managing Director

Robert H. Command
Deputy Managing Director



Rossella Guardascione
Chair

Tricia Buskirk
Vice-Chair

Dawn Hao-DeMotta
Vice-Chair

County of Hawai'i

Hawai'i County Workforce Development Board

25 Aupuni Street, Room 1301 • Hilo, Hawai'i 96720 •
(808) 961-8366 • Fax (808) 935-1205

February 16, 2024

Via electronic mail

Ms. Bennette Misalucha
Executive Director
State Workforce Development Council
Hawai'i Department of Labor and Industrial Relations
830 Punchbowl Street
Honolulu, Hawai'i 96813
Email: Bennette.E.Misalucha@hawaii.gov

SUBJECT: HAWAII COUNTY WORKFORCE DEVELOPMENT BOARD RE-CERTIFICATION REMEDIAL PLAN

Dear Bennette,

The Hawai'i County Workforce Development Board (HCWDB) would like to thank the State Workforce Development Council for their support during the staff, administrative, and fiscal entity transition for the HCWDB.

We would also like to express our gratitude to the Ad-hoc Re-certification Committee for identifying areas for improvement in the Hawai'i County Performance Measures. The HCWDB, Research and Development County staff, and service providers are committed to addressing the situation.

As such, the following recommended corrective actions are proposed:

- Work with the WIOA Title I service providers to identify issues that may impact the performance measures for Credential Attainment and Measurable Skills Gain.
- Request Technical Assistance (TA) from the State of Hawaii, Workforce Development Division, specifically through HireNet Hawai'i.
- Ensure that all staff involved in data entry for the WIOA Title I programs receive TA.
- Maintain close communication with Service Providers monthly to provide oversight and TA on any issues and concerns before escalating to WDD.
- Continue collaboration with community partners and employers to promote AJCH and WIOA Services.

During the Region 6 Workforce Convening, the USDOL presented performance measures data. Follow-up meetings have been conducted to ensure Service Provider staff understand Measurable Skill Gain and Credential Attainment. It has been brought to our attention that further training is needed on how to enter information into the State of Hawai'i's HireNet System.

February 16, 2024
Page 2

If you need further assistance or clarification, please reach out.

Sincerely,

A handwritten signature in black ink, appearing to read "Sheri Ann Cacho". The signature is fluid and cursive, with the first name being the most prominent.

Sheri Ann Cacho
Executive Director

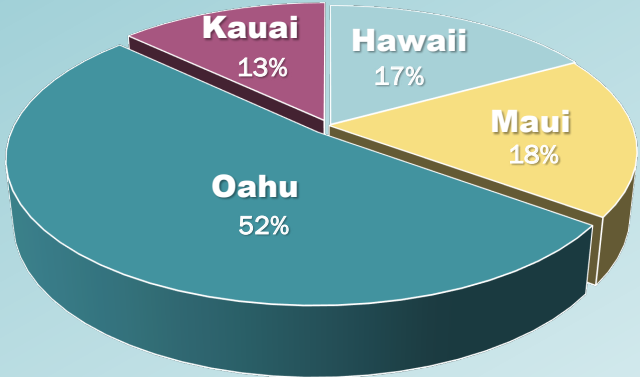
Cc: Rossella Guardascione, HCWDB Chair
Douglas S. Adams, County of Hawai'i, Research and Development Director
Jacqueline Lodge, State of Hawai'i Department of Labor and Industrial Relations

**UPDATE ON PROGRAM FUNDS
2022 and 2023 CONTRACT
BALANCE FOR ADULT,
DISLOCATED WORKERS, RAPID
RESPONSE AND YOUTH FOR
OAHU, MAUI, BIG ISLAND AND
KAUAI**

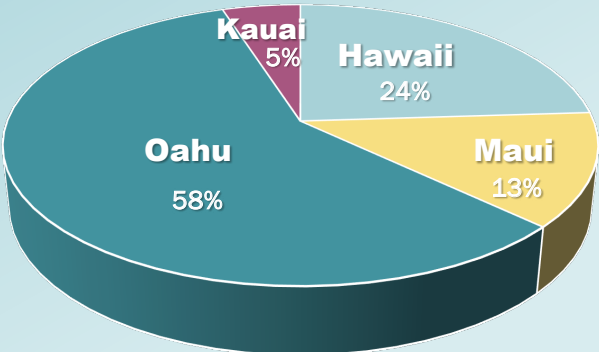
WIOA Title I Program Year 2023 Allocations

Grant Amount		\$10,120,140.00
State Allocation		\$1,518,021.00
Local Allocation		\$8,602,119.00
Adult	Hawaii	\$775,858.00
	Maui	\$420,256.00
	Oahu	\$1,874,989.00
	Kauai	\$161,637.00
		\$3,232,740.00
Dislocated Worker	Hawaii	\$369,462.22
	Maui	\$391,194.88
	Oahu	\$1,130,118.32
	Kauai	\$282,529.58
		\$2,173,305.00
Youth	Hawaii	\$639,215.00
	Maui	\$319,607.00
	Oahu	\$2,077,448.00
	Kauai	\$159,804.00
		\$3,196,074.00

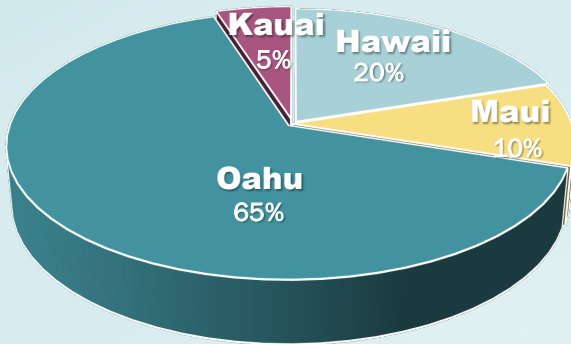
DISLOCATED WORKER ALLOCATION BY LOCAL AREA



ADULT ALLOCATION BY LOCAL AREA



YOUTH ALLOCATION BY LOCAL AREA



WIOA Title I Program Year 2022 Contract Balance

		Contracted	Reported Expenditures	Balance	Percentage Expended
Adult					
	Hawaii	\$683,776.00	\$107,301.77	\$576,474.23	15.69%
	Maui	\$466,210.00	\$114,839.42	\$351,370.58	24.63%
	Oahu	\$1,740,519.00	\$450,406.76	\$1,290,112.24	25.88%
	Kauai	\$217,564.00	\$29,720.92	\$187,843.08	13.66%
		\$3,108,069.00	\$702,268.87	\$2,405,800.13	22.60%
Dislocated Worker					
	Hawaii	\$308,070.00	\$61,750.54	\$246,319.46	20.04%
	Maui	\$362,434.00	\$83,014.43	\$279,419.57	22.90%
	Oahu	\$906,088.00	\$231,931.88	\$674,156.12	25.60%
	Kauai	\$235,583.00	\$29,928.40	\$205,654.60	12.70%
		\$1,812,175.00	\$406,625.25	\$1,405,549.75	22.44%
Rapid Response					
	Hawaii	\$94,791.00	\$45,898.48	\$48,892.52	48.42%
	Maui	\$111,518.00		\$111,518.00	0.00%
	Oahu	\$278,796.00	\$29,144.10	\$249,651.90	10.45%
	Kauai	\$72,487.00	\$26,753.46	\$45,733.54	36.91%
		\$557,592.00	\$101,796.04	\$455,795.96	18.26%
Youth					
	Hawaii	\$655,191.00	\$95,982.95	\$559,208.05	14.65%
	Maui	\$393,294.00	\$156,923.48	\$236,370.52	39.90%
	Oahu	\$2,064,796.00	\$540,438.17	\$1,524,357.83	26.17%
	Kauai	\$163,872.00	\$46,195.04	\$117,676.96	28.19%
		\$3,277,153.00	\$839,539.64	\$2,437,613.36	25.62%

THE HAWAII STATE DEFINITION
OF “BASIC SKILLS DEFICIENT”
CONTAINED IN WIOA SECTION
3(5)B and 20 CFR 6812.290

BOARD ACTION: Requires Board Approval

**Workforce Development Council Approval of the Hawaii State
Definition of WIOA Section 3(5)(B) Basic Skills Deficient
May 16, 2024**

RECOMMENDATION

The Workforce Development Council approves the Hawaii State definition of WIOA Section 3(5)(B) Basic Skills Deficient below.

In Hawaii, WIOA Section 3(5)(B) of “basic skills deficient” is defined as a youth or adult who computes or solves problems or reads, writes, or speaks English below the level necessary to function on the job, in the individual’s family, or society or below grade level 11.9. The level is determined by,

- For Title I Programs
 - School Records
 - A referral or records from a Title II Adult Education program
 - Case notes (from another program)
 - Self-Attestation
- For Title II Programs
 - Results of a Comprehensive Adult Student Assessment System (CASAS) or Test of Adult Basic Education (TABE) assessment in one of the content areas
 - Scaled score of <253 on CASAS Reading GOALS
 - Scaled score of <248 on CASAS Math GOALS 2
 - Scaled score of <710 on TABE Reading 11/12
 - Scaled score of <730 on TABE Math 11/12
 - Scaled score of <717 on TABE Language 11/12

RECOMMENDATION EFFECTIVE DATE

Upon approval by the Council and distribution of a WIOA Bulletin communicating the Hawaii State definition of WIOA Section 3(5)(B) Basic Skills Deficient.

BACKGROUND

In 29 USC Chapter 32, Subchapter II: Adult Education And Literacy §3272. Definitions a Title II eligible individual is defined as:

(4) Eligible individual

The term "eligible individual" means an individual—

(A) who has attained 16 years of age;

(B) who is not enrolled or required to be enrolled in secondary school under State law; and

(C) Who—

(i) is basic skills deficient;

- (ii) does not have a secondary school diploma or its recognized equivalent, and has not achieved an equivalent level of education; or
- (iii) is an English language learner.

In 20 CFR § 681.290 *How does the Department define the “basic skills deficient” criterion in this part?* (b) The State or Local WDB must establish its policy on paragraph (a)(2) of this section in its respective State or local plan.

Paragraph (a)(2) - Are unable to compute or solve problems, or read, write, or speak English at a level necessary to function on the job, in the individual's family, or in society.

DISCUSSION

a. Conditions leading to the recommendation

The 2024 - 2027 WIOA State Plan requirements do not include a State definition of WIOA Section 3(5)(B) Basic Skills Deficient as in previous WIOA State Plan requirements. To fulfill this requirement, the Hawaii State definition of WIOA Section 3(5)(B) Basic Skills Deficient will be communicated through a WIOA Bulletin, which is part of a Hawaii WIOA communication system to convey policies, guidelines, and instructions regarding the administration and operations of WIOA programs.

The recommended definition of WIOA Section 3(5)(B) Basic Skills Deficient replaces the definition in the Hawaii State WIOA Plan 2022-2023 (Mod).

b. Arguments in support of the recommendation

The recommended definition keeps the existing WIOA Section 3(5)(B) Basic Skills Deficient definition for Title I programs and clarifies Title II program eligibility with specific assessment scores. The assessment scores allow eligibility determinations below the grade 12 level, increasing more participants' access to Title II programs.

c. Arguments against the recommendation

None.

d. Other agencies or departments of the State of Hawaii involved in the action

Hawaii Department of Labor and Industrial Relations
Hawaii Division of Vocational Rehabilitation

Attachment A: WIOA Section 3(5)(B)

Attachment B: 29 USC Chapter 32, Adult Education And Literacy §3272. Definitions

Attachment C: 20 CFR § 681.290 How does the Department define the “basic skills deficient” criterion in this part?

Attachment D: WIOA Bulletin Purpose

Attachment E: Hawaii State WIOA Plan 2022-2023 (MOD) WIOA Section 3(5)(B)

H. R. 803—6

(5) **BASIC SKILLS DEFICIENT.**—The term “basic skills deficient” means, with respect to an individual—

(A) who is a youth, that the individual has English reading, writing, or computing skills at or below the 8th grade level on a generally accepted standardized test; or

(B) who is a youth or adult, that the individual is unable to compute or solve problems, or read, write, or speak English, at a level necessary to function on the job, in the individual’s family, or in society.

(6) **CAREER AND TECHNICAL EDUCATION.**—The term “career and technical education” has the meaning given the term in section 3 of the Carl D. Perkins Career and Technical Education Act of 2006 (20 U.S.C. 2302).

(7) **CAREER PATHWAY.**—The term “career pathway” means a combination of rigorous and high-quality education, training, and other services that—

(A) aligns with the skill needs of industries in the economy of the State or regional economy involved;

(B) prepares an individual to be successful in any of a full range of secondary or postsecondary education options, including apprenticeships registered under the Act of August 16, 1937 (commonly known as the “National Apprenticeship Act”; 50 Stat. 664, chapter 663; 29 U.S.C. 50 et seq.) (referred to individually in this Act as an “apprenticeship”, except in section 171);

(C) includes counseling to support an individual in achieving the individual’s education and career goals;

(D) includes, as appropriate, education offered concurrently with and in the same context as workforce preparation activities and training for a specific occupation or occupational cluster;

(E) organizes education, training, and other services to meet the particular needs of an individual in a manner that accelerates the educational and career advancement of the individual to the extent practicable;

(F) enables an individual to attain a secondary school diploma or its recognized equivalent, and at least 1 recognized postsecondary credential; and

(G) helps an individual enter or advance within a specific occupation or occupational cluster.

(8) **CAREER PLANNING.**—The term “career planning” means the provision of a client-centered approach in the delivery of services, designed—

(A) to prepare and coordinate comprehensive employment plans, such as service strategies, for participants to ensure access to necessary workforce investment activities and supportive services, using, where feasible, computer-based technologies; and

(B) to provide job, education, and career counseling, as appropriate during program participation and after job placement.

(9) **CHIEF ELECTED OFFICIAL.**—The term “chief elected official” means—

(A) the chief elected executive officer of a unit of general local government in a local area; and

(B) in a case in which a local area includes more than 1 unit of general local government, the individuals

Attachment B

29 USC Chapter 32, Subchapter II: Adult Education And Literacy §3272.

Definitions

§3272. Definitions

In this subchapter:

(1) Adult education

The term "adult education" means academic instruction and education services below the postsecondary level that increase an individual's ability to—

- (A) read, write, and speak in English and perform mathematics or other activities necessary for the attainment of a secondary school diploma or its recognized equivalent;
- (B) transition to postsecondary education and training; and
- (C) obtain employment.

(2) Adult education and literacy activities

The term "adult education and literacy activities" means programs, activities, and services that include adult education, literacy, workplace adult education and literacy activities, family literacy activities, English language acquisition activities, integrated English literacy and civics education, workforce preparation activities, or integrated education and training.

(3) Eligible agency

The term "eligible agency" means the sole entity or agency in a State or an outlying area responsible for administering or supervising policy for adult education and literacy activities in the State or outlying area, respectively, consistent with the law of the State or outlying area, respectively.

(4) Eligible individual

The term "eligible individual" means an individual—

- (A) who has attained 16 years of age;
- (B) who is not enrolled or required to be enrolled in secondary school under State law; and
- (C) who—
 - (i) is basic skills deficient;
 - (ii) does not have a secondary school diploma or its recognized equivalent, and has not achieved an equivalent level of education; or
 - (iii) is an English language learner.

(5) Eligible provider

The term "eligible provider" means an organization that has demonstrated effectiveness in providing adult education and literacy activities that may include—

- (A) a local educational agency;
- (B) a community-based organization or faith-based organization;
- (C) a volunteer literacy organization;
- (D) an institution of higher education;
- (E) a public or private nonprofit agency;
- (F) a library;

This content is from the eCFR and is authoritative but unofficial.

Title 20 –Employees' Benefits**Chapter V –Employment and Training Administration, Department of Labor****Part 681 –Youth Activities Under Title I of the Workforce Innovation and Opportunity Act****Subpart B –Eligibility for Youth Services**

Authority: Secs. 107, 121, 123, 129, 189, 503, Pub. L. 113-128, 128 Stat. 1425 (Jul. 22, 2014).

Source: 81 FR 56398, Aug. 19, 2016, unless otherwise noted.

§ 681.290 How does the Department define the “basic skills deficient” criterion in this part?

- (a) As used in § 681.210(c)(3), a youth is “basic skills deficient” if he or she:
 - (1) Have English reading, writing, or computing skills at or below the 8th grade level on a generally accepted standardized test; or
 - (2) Are unable to compute or solve problems, or read, write, or speak English at a level necessary to function on the job, in the individual's family, or in society.
- (b) The State or Local WDB must establish its policy on paragraph (a)(2) of this section in its respective State or local plan.
- (c) In assessing basic skills, local programs must use assessment instruments that are valid and appropriate for the target population, and must provide reasonable accommodation in the assessment process, if necessary, for individuals with disabilities.

Attachment D
WIOA Bulletin Purpose

DAVID Y. IGE
GOVERNOR

SHAN S. TSUTSUI
TENANT GOVERNOR



LINDA CHU TAKAYAMA
DIRECTOR

LEONARD HOSHIJO
DEPUTY DIRECTOR

STATE OF HAWAII
DEPARTMENT OF LABOR AND INDUSTRIAL RELATIONS
830 PUNCHBOWL STREET, ROOM 321
HONOLULU, HAWAII 96813
www.labor.hawaii.gov
Phone: (808) 586-8844 / Fax: (808) 586-9099
Email: dlir.director@hawaii.gov

May 13, 2015

(SN 01)

WIOA BULLETIN NO. 01-15

TO: Workforce Innovation and Opportunity Act (WIOA) Partners

SUBJECT: WIOA Communication System

PURPOSE

The purpose of this bulletin is to announce the establishment of a communications system for program under the Workforce Innovation and Opportunity Act (WIOA).

BACKGROUND

To provide information and policy guidance to those entities involved in the administration and operation of WIOA programs, the Hawaii Department of Labor and Industrial Relations, Workforce Development Division, has established a WIOA communication system.

POLICY

The communication system has two components: WIOA memos, which will be used to convey general information about WIOA, and WIOA bulletins, which will be used to convey policies, guidelines and instruction regarding the administration and operation of WIOA programs.

Each issued WIOA memo and bulletin will be coded with two separate number series. One number series will refer to the numerical sequence of the memo or bulletin, irrespective of the date of its issuance. The other number series will refer to the numerical sequence of the memo or bulletin within the year of issuance. For example, in this bulletin (SN 01) refers to the numerical sequence of the bulletin, i.e., the first bulletin issued, and 01-15 refers to the numerical sequence within the year, i.e., the first bulletin issued in calendar year 2015.

The WIOA memos and bulletins will be sent to those agencies responsible for the administration and operation of WIOA programs and other interested parties. A copy of the mailing list is attached for you information.

PROCEDURES

It is recommended that those entities receiving copies of the WIOA memos and bulletins establish a system for logging and filing the issuances by their sequence numbers.

The WIOA memos and bulletins should be readily accessible to all staff involved in the administration and operations of WIOA programs.

INQUIRIES

Inquiries regarding this Bulletin may be directed to Linda Sakamoto at (808) 586-9059.


LINDA CHU TAKAYAMA
Director

Attachment

CONDITIONALLY APPROVED PLAN - UNDER REVISION

(b) Any employer who employs a child who is excused from school attendance in accordance with subsection (a)(2) shall notify the child's school within three days upon termination of the child's employment.

(c) Beginning with the 2016-2017 school year, any parent, guardian, or other person having the responsibility for, or care of, a child who will be at least five years of age on or before July 31 of the school year shall enroll the child in a public school kindergarten unless the child is enrolled at a private school or the child's attendance is otherwise exempt under this section. [L 1996, c 89, pt of §2 and am c 162, §2; am L 2014, c 76, §3]

In addition to the State statute, WDD uses the following criteria for out-of-school youth: Out of School youth means an individual who is: not attending any school (as defined under State law); not younger than age 16 or older than age 24; and one or more of the following: a school dropout; a youth who is within the age of compulsory school attendance but has not attended school for at least the most recent complete school year calendar quarter; a recipient of a secondary school diploma or its recognized equivalent who is a low-income individual and is either basic skills deficient or an English language learner; an individual who is subject to the juvenile or adult justice system; a homeless individual (as defined in section 41403(6) of the Violence Against Women Act of 1994); a homeless child or youth (as defined in section 725(2) of the McKinney-Vento Homeless Assistance Act), a runaway, in foster care or has aged out of the foster care system, a child eligible for assistance under section 477 of the Social Security Act, or in an out-of-home placement; an individual who is pregnant or parenting; a youth who is an individual with a disability; a low-income individual who requires additional assistance to enter or complete an education program or to secure or hold employment.

6. IF USING THE BASIC SKILLS DEFICIENT DEFINITION CONTAINED IN WIOA SECTION 3(5)(B), INCLUDE THE STATE DEFINITION WHICH MUST FURTHER DEFINE HOW TO DETERMINE IF AN INDIVIDUAL IS UNABLE TO COMPUTE OR SOLVE PROBLEMS, OR READ, WRITE, OR SPEAK ENGLISH, AT A LEVEL NECESSARY TO FUNCTION ON THE JOB, IN THE INDIVIDUAL'S FAMILY, OR IN SOCIETY. IF NOT USING THE PORTION OF THE DEFINITION CONTAINED IN WIOA SECTION 3(5)(B), INDICATE THAT IS THE CASE.

Hawaii uses the Basic Skill Deficient definition in WIOA Section 3(5): an individual who is a youth that has an English reading, writing, or computing skills at or below the 8th grade level on a generally accepted standardized test; or who is a youth or adult that the individual is unable to compute or solve problems, or read, write, or speak English, at a level necessary to function on the job, in the individual's family, or in society.

Basic skills deficient participants are determined by comprehensive and specialized assessments of the skill level using diagnostic testing and other assessment tools; in-depth interview and evaluation; school records, a referral or records from a Title II Basic Adult Education program or English Language Learner program; results of academic assessment, case notes documenting recent previous evidence of such (from another education or training program). In alignment with HIDOE and their Title II providers, Title I providers will use basic skills and English language assessments, including use of assessment systems, the Test of Adult Basic Education (TABE) or the Comprehensive Adult Student Assessment System (CASAS).

D. SINGLE-AREA STATE REQUIREMENTS

1. ANY COMMENTS FROM THE PUBLIC COMMENT PERIOD THAT REPRESENT DISAGREEMENT WITH THE PLAN. (WIOA SECTION 108(D)(3).)

2. THE ENTITY RESPONSIBLE FOR THE DISBURSAL OF GRANT FUNDS, AS DETERMINED BY THE GOVERNOR, IF DIFFERENT FROM THAT FOR THE STATE. (WIOA SECTION 108(B)(15).)

Presentation

Community Healthcare Initiative

*Trang Malone, Workforce Innovations Manager, CVS
Health*



Community Healthcare Initiatives

Trang N. Malone
Workforce Initiatives Manager

May 30, 2024

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Agenda

Our Aspirational Goals

Talent Pipelines

Workforce Development Pathways

Future Plans

Collaboration

My Why

Questions

Our Aspirational Goals

The CVS Health® Workforce Initiatives team develops traditionally untapped and underserved sources of talent to connect potential with opportunities for meaningful employment. We cultivate skilled workers and quality partners aligned with our mission and values, invested in continued success and positioned to make a difference in their communities.



Talent Pipelines



Youth

We inspire career development for young people, from early childhood to college, through exposure to possibilities, internships, job shadowing and more.



Mature Workers

We harness wisdom and experience from a vibrant labor pool ages 50 years and older, who are starting later, returning to the workforce or progressing into new opportunities.



Abilities

We help individuals of all abilities to overcome boundaries, enable opportunities and unlock their potential through mentoring, simulated training and advocacy.



Registered Apprenticeships

We administer national award-winning, structured training programs with the U.S. Department of Labor in high-demand fields.



Military Community

We engage purpose-driven veterans, transitioning service members and military-connected individuals to leverage their leadership skills and contribute to our shared mission.



Second Chance

We provide opportunities for returning citizens to effectively rejoin the workforce and remove certain barriers that can limit their access to employment.



Faith-based

We convene faith-based organizations of every denomination to seek and support the most vulnerable populations by providing health, workforce and educational programs to improve the lives and well-being of people we serve.



WITC

Through our Workforce Innovation and Talent Centers, we streamline access to employment with customized capabilities, ancillary services and dedicated community partners.

Workforce Development Pathways: Military Community

- DOD Skillbridge
 - Store Manager in Training
 - Service Operations Supervisor
 - Business Intelligence Analyst
- Hiring Our Heroes
 - Fellowships



Workforce Development Pathways: Youth

- Pharmacy Technician Pre-Apprenticeship
- Pharmacy Technician Externships
- Pharmacy Technician Programs



Workforce Development Pathways: Youth

- Pharmacy Technician Pre-Apprenticeship
- Pharmacy Technician Externships



Workforce Development Pathways: Youth

- Pharmacy Technician Pre-Apprenticeship
- Pharmacy Technician Externships
- Pharmacy Technician Programs



Workforce Development Pathways: Youth

- Pharmacy Technician Pre-Apprenticeship
- Pharmacy Technician Externships
- Pharmacy Technician Programs
- Business/Retail Management
- Career Briefings & Tours



Workforce Development Pathways: Abilities

- Transition Programs
- Front Store Externships
- Distribution Center Externships



Workforce Development Pathways: Abilities

- Transition Programs
- Customer Service Programs
- Front Store Externships
- Distribution Center Externships
- Pharmacy Externships
- Administrative Externships
- Career Briefings
- Summer Camp



Workforce Development Pathways: Registered Pharmacy Technician Apprenticeship Program

Open to the following counties:
Hawai'i, Honolulu, Kauai, and
Maui

Now Recruiting!

Secure Your Future

Apply today for our
Department of Labor Registered Apprenticeship
Retail Pharmacy Technician



About Our Program

The **DOL Registered Retail Pharmacy Technician Apprenticeship** is a paid, one-year on-the-job training program that teaches delivery, inventory, and supply chain management services. Our program meets the requirements of an accredited pharmacy training program for licensure. Upon successful completion, apprentices earn U.S. Department of Labor (DOL) credentials. Help thousands of customers improve their health.

To apply:
Attend one virtual information session

December 13, 2023, from 4:00-5:00 pm
via Zoom Meeting ID 930 4729 9098

January 3, 2024, from 4:00-5:00 pm
via Zoom Meeting ID 930 4729 9098

Please attend one of our information sessions. *We are seeking applicants for Kona and Waimea but open island-wide

For additional information, please visit [cvshealth.com/](https://www.cvshealth.com/)

Program eligibility

- Must be at least 16 years old
- High school diploma or GED
- Basic computer + reading skills
- Type 25-35 words per minute
- Physically able to safely perform essential functions with or without reasonable accommodations
- Must pass hiring process to include online application, assessment and interview







MEET OUR APPRENTICE TRAILBLAZER

Celebrate Youth Apprenticeship Week!
May 6-10, 2024

Shayden Ryoma Aoyagi

Learn about Shayden's journey and experiences as a pharmacy technician apprentice and his future goals as a health care professional.

Employers everywhere are exploring a new type of employee. They create your future workforce, lift up your community, and help grow your business. We call them apprentices.

CVS Health

Get started today and explore Registered Apprenticeship.

Learn more at apprenticeship.gov/youth-apprenticeship-week

Workforce Development Pathways: Career Skills Lab

In Partnership with Hawaii Job Corps Center



Workforce Development Pathways: Career Skills Lab



UHM
UNIVERSITY OF HAWAII MAUI COLLEGE

CAREER SKILLS LAB

funded in partnership with: UNIVERSITY OF HAWAII MAUI COLLEGE **CVS**Health

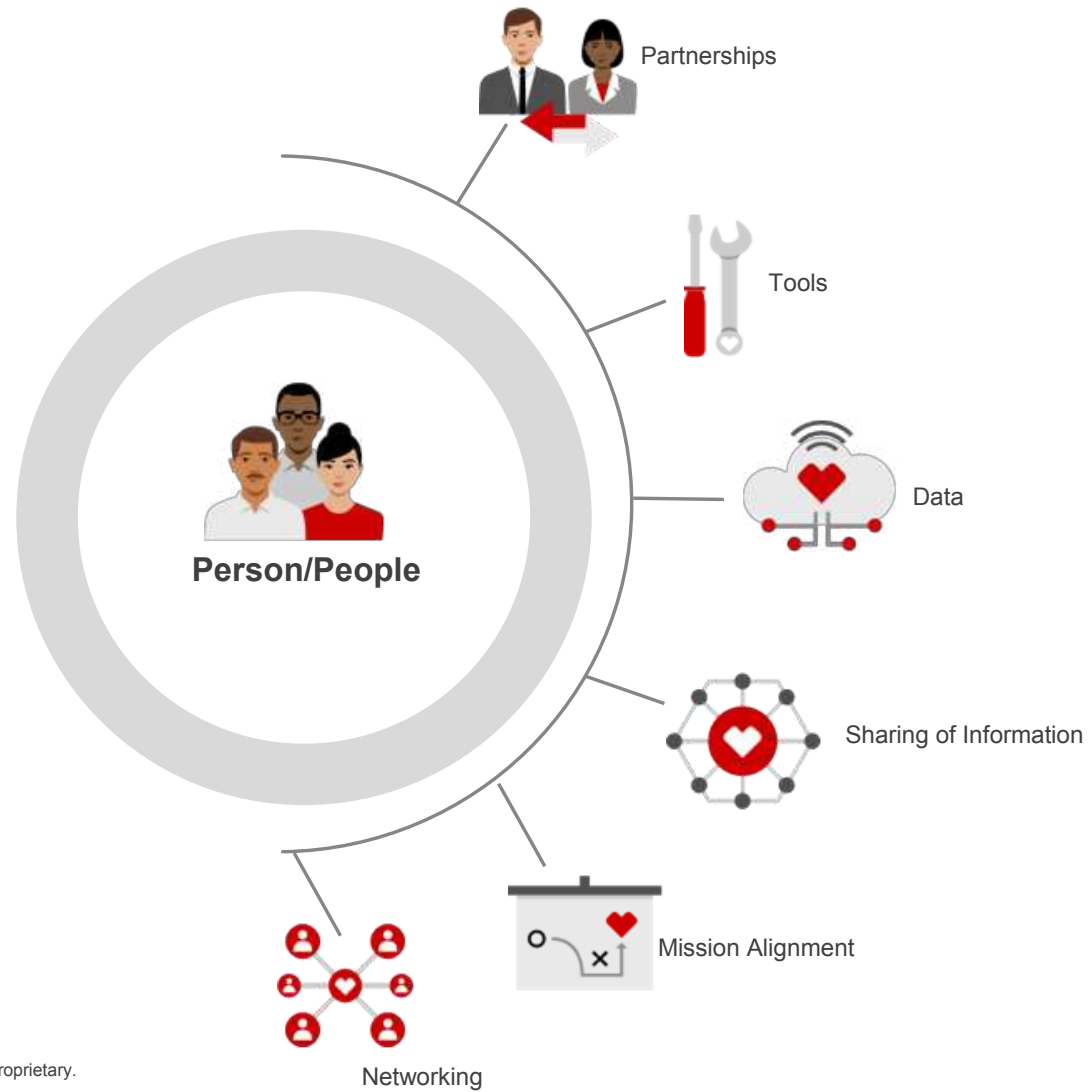


Future Plans

In Development



Collaboration



My Why



Mahalo!





**WIOA
CORE PARTNERS**

WRITTEN REPORTS

Quarterly Report

From

Workforce Development
Division

(Title I and III)

Workforce Development Division Report

Workforce Development Council
Board Meeting
Thursday, May 30, 2024



Wagner-Peyser Performance

3rd Quarter PY 2023 (Rolling 4 Quarters)

	Participants	Employment 2nd Quarter after Exit	Employment 4th Quarter after Exit	Median Earnings
PY 2023 Negotiated Performance Levels	-	54.0%	52.0%	\$7,300
State	3478	60.6%	60.5%	\$9,189
Oahu	1,731	62.0%	61.0%	\$10,652
Hawaii	845	54.1%	57.7%	\$7,735
Maui	626	63.3%	63.0%	\$8,052
Kauai	276	63.4%	61.7%	\$9,115

JANUARY 30, 2024 HIRING EVENT KE`EHI LAGOON MEMORIAL

- 35 Employers Federal, State & Private
- Over 400 Attendees
- 158 Veterans attended
- Priority of Service to Veterans



Other Career/Job Fairs & Community Events



- Going Home Hawaii: A Reentry and Restorative Summit – August 23, 2023
- Cloverfield Job Fair Event at the AJC – October 2, 2023
- Hawaii County Disability Forum – October 25, 2023

- Pacific Radio Group Job Fair--October 21, 2023
- Papa Ola Lokahi Fair—Lahaina Civic Center—October 23, 2023
- WAM Meeting – Hawaii County –November 7, 2023
- Outrigger and Westin Hotels, November 13, 2023(Mon/Wed)
- Sheraton Maui, November 14, 2023 (Tues/Thurs)
- Maui County Career & Resource Fair—November 18, 2023
- Hilo High School Senior Career Fair-November 20, 2023
- Island-wide Career Expo for Intermediate & High School Students- 700 in attendance-February 8, 2024
- Keaau High School Career Fair -600 students –March 15, 2024
- Ho'owaiwai Service Provider Event – Kona-March 15, 2024
- Hawaii Community College Career Day – April 20, 2024



Hele Imua Statewide Internship Program

Statewide Performance Totals

- 283 Interns placed to date
- 42 Hired
- 19 Waiting to be placed



Counts by Island	Oahu	Hawaii	Maui	Kauai
Number Placed	230	22	26	5
Number waiting to be placed	0	3	10	6
Number Hired	33	5	2	2
By Hiring Agency				
Budget & Finance/Employees Retirement System	1			
Department of Accounting & General Services	2			
Department of Business, Economic Development, & Tourism	3			
Department of Commerce & Consumer Affairs	1			
Department of Education	1			1
Department of Hawaiian Homelands	1			
Department of Human Resources Development	2			
Department of Labor & Industrial Relations	7	1	1	
Department of Land & Natural Resources	4		1	
Department of Defense	3			
Department of Health	4			1
Department of Human Services		1		
Department of Transportation	1	1		
Department of Agriculture	2			
Lieutenant Governor's Office	1			
Private Employer		2		

Hele Imua Statewide Internship Program

State Hiring Host Agencies

Budget & Finance/Employee Retirement System

Department of Accounting & General Services

Department of Business, Economic Development, & Tourism

Department of Commerce & Consumer Affairs

Department of Education

Department of Hawaiian Homelands

Department of Human Resources Development

Department of Labor & Industrial Relations

Department of Land & Natural Resources

Department of Defense

Department of Health

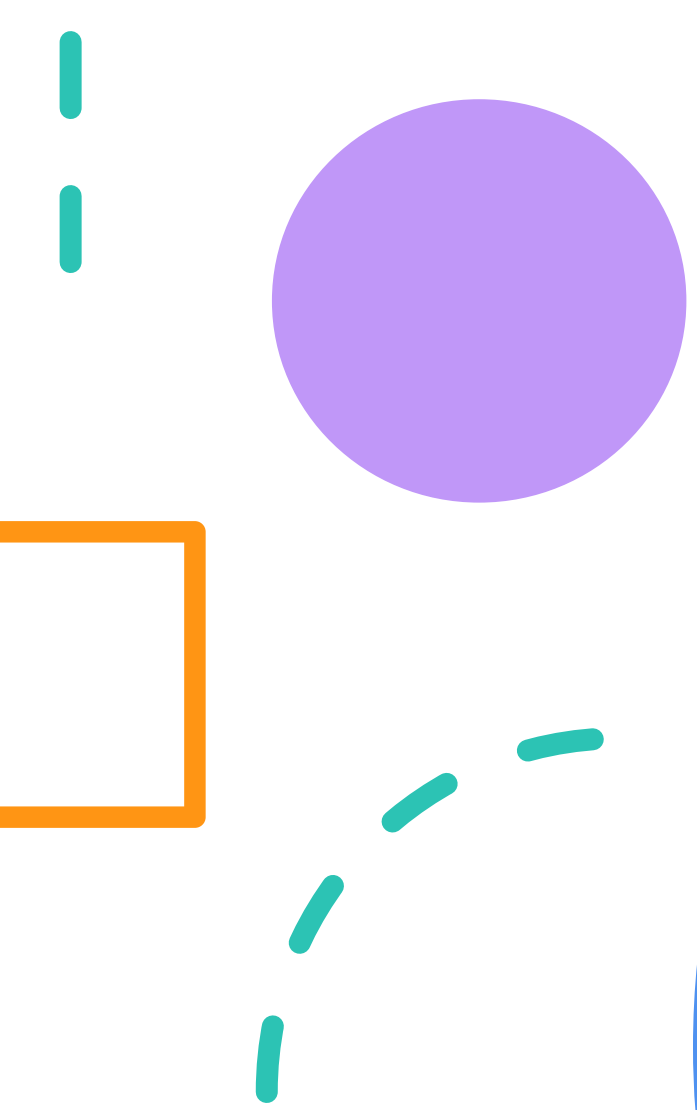
Department of Health

Department of Human Services

Department of Transportation

Department of Agriculture

Lieutenant Governor's Office



QUEST and Maui Wildfire National Disaster Grant 2024 (5/17/24)

Report for WDC Meeting May 30 2024,

Quality Jobs, Equity, Strategy and Training (QUEST) WIOA National Disaster Recovery Grant

Statewide
03/31/2024

Enrollments – 67% (200/300)

Expenditures – 20% (\$2,109,082/\$10,595,171)

Grant Period: 9/26/23 - 9/30/24

Will submit no-cost extension request to add 12 more months

Service Providers: Goodwill, City and County, WDD

Savings resulted from slow start up due to delays in hiring staff because of worker shortages, but enrollments and expenditures significantly increased as staff were hired and trained.

Featured activity is paid internships as pathway to good jobs along with training and other services from other resources.

Collaboration with Chamber of Commerce of Hawaii continues to support the connection between business and workforce.



WIOA Disaster Recovery National Dislocated Worker Grant (NDWG)



As of March 31, 2024

Enrollments: 222 actual/350 planned (63%)


Expenditures: \$1,930,398 actual/\$21,062,640 (9%)

Grant Period: 8/25/23 - 9/30/25

Service Providers: MEO and WDD Maui

Summary: Most enrollments were MEO participants working in temporary jobs providing humanitarian assistance to alleviate suffering caused by the wildfires.

Full plan will be submitted to reduce the grant based on the large amounts of other federal resources that became available to help Maui residents.



Maui Wildfire Disaster Recovery & Resource Events

- Disaster Recovery Center (DRC) at UH Maui College - August 16, 2023
- Lahaina Disaster Event at UH Maui College – September 6, 2023
- Disaster Recovery Center at Lahaina Civic Center - September 11, 2023
- Filipino Resource Fair at Lahaina Civic Center - September 23, 2023
- Tongan Resource Fair at Lahaina Civic Center - December 2, 2023
- Philippine Consulate Visit at Lahaina Civic Center - December 8 & 9, 2023
- Mexican Consulate/COFA Consulate Resource Fair at Lahaina Civic Center - December 16, 2023

WAGNER PEYSER REEMPLOYMENT SERVICES AND ELIGIBILITY ASSESSMENT (RESEA)

Name: Maria K.

Employer: Local Warehouse

“Receiving the information and job search tips shared in the RESEA program has helped me land a new job as a Warehouse Manager with a local food trading company. I believe the RESEA program is very helpful for people who are new to unemployment.”

Maria was terminated after serving six plus year as Warehouse Manager when her employer decided to close their Leeward location. After being unemployed for two months, Maria was selected to receive support services from the Re-Employment Services and Employment Assistance (RESEA) program.

Maria was skeptical at first but after meeting the RESEA staff and her assigned case manager, she was grateful for the employment opportunities that were shared with her, especially, information on hiring events that would be held in Honolulu. The RESEA program provided practical job application tips that were invaluable and empowered Maria to better her financial situation. From resume improvement to professional interview conduct and post-interview strategies, the RESEA program equipped Maria with the skills that increased her chances of success.

Maria also learned about the various resources available at the American Jobs Center such as the Hele Imua and Quest internship programs. Maria expressed her appreciation towards State and City & County staff partners Tracey, Alana, and Reiko, who provided services through true collaboration and left Maria with a positive experience that has helped her make enriched life decisions.

AmericanJobCenter[®]
HAWAII





Hele Imua Internship Program

Name: Micahela D.

Employer: State of Hawaii

Department of Labor & Industrial Relations
Unemployment Insurance Division

Micahela D., recently graduated with her BA in psychology and with years of experience working in the restaurant and customer service field. She entered the Hele Imua internship program as an Unemployment Insurance Assistant hoping to gain the skills and experience needed to pursue her employment goals.

During her service as an intern, Micahela applied for a vacancy that became available and was offered a permanent Unemployment Insurance Assistant III position with the Department of Labor and Industrial Relations, Unemployment Insurance (UI) Claims Division - Hilo.

Micahela joined a great team adding her skills and knowledge in customer service while servicing the UI Claims Office front desk.

Quarterly Report
From
Adult Education
(Title II)



Workforce Development Council Quarterly Board Meeting
Thursday, May 30, 2024
9:30 am to 11:30 am

REPORT
Adult Education Family Literacy Act
WIOA Title II
Hawaii State Department of Education
February 15 - May 30, 2024

1. The U.S. Department of Education, Office of Career, Technical and Adult Education (OCTAE) monitoring visit on September 18 -22, 2023.
 - On February 28, 2024, the Hawaii AEFLA program submitted a corrective action plan to the U.S. Department of Education OCTAE to address the three required actions from the monitoring visit.
2. Workforce Innovation and Opportunity Act (WIOA) 2024 State Plan.
 - On April 10, 2024, the Hawaii AEFLA program submitted revisions for the program-specific sections of the WIOA 2024 State Plan to address feedback from the federal review.
3. Multiyear award to provide adult education services statewide July 1, 2024 - June 30, 2028.
 - Applications for phase 2 of the award process to meet the requirements of 34 CFR 463.20 were distributed on March 15, 2024, and are due May 17, 2024. An award announcement will be made by June 10, 2024.
4. Monitoring of the local service provider.
 - On April 26, 2024, the Hawaii AEFLA program completed desk monitoring of the local service provider to meet the requirements of 2 CFR 200.332(d).

Submitted by:

Winston Sakurai
AEFLA State Director
Hawaii State Department of Education

05/10/2024

Date

Quarterly Report

From

Division of Vocational
Rehabilitation (DVR)

(Title IV)

Workforce Development Council
Division of Vocational Rehabilitation (DVR) Report May 30, 2024
PY23 Q3, January 1, 2024 to March 31, 2024

Hawaii DVR PY23 Q3 (January 1 - March 2024)		
Performance Measures		
Workforce Innovation and Opportunity Act (WIOA)		
Participants served (VR)	2657	
Participants exited	45	
WIOA Program Involvement	Adult	294
	Dislocated Worker	5
	Youth	83
	Wagner-Peyser	9
	Adult Education	19
	Job Corps	5
	Youth Build	7
	Total	423
Indicator	PY23 Q2	PY 2023 Negotiated / Required Level
Measurable Skill Gains (MSG)	25/257 YTD Rate: 9.7%	36%
Credential Attainment Rate (CA)	12/30 YTD Rate: 40%	22%
Employment (Second Quarter After Exit)	51/188 YTD Rate: 27%	37%
Employment (Fourth Quarter After Exit)	50/169 YTD Rate: 29.6%	39.5%
Median Earnings (Second Quarter After Exit)	\$4254.33	\$4,500

**Workforce Development Council
Division of Vocational Rehabilitation (DVR) Report May 30, 2024
PY23 Q3, January 1, 2024 to March 31, 2024**

Hourly Wage at Exit [DE359]	Individuals	Median Hours	Median Wage
Landscaping and Groundskeeping Workers	3	19	12.00
Stockers and Order Fillers	2	37.5	15.88
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	2	28.5	14.88
Office and Administrative Support Workers, All Other	1	20	10.10
Fast Food and Counter Workers	1	25	12.00
Maids and Housekeeping Cleaners	1	33	12.00
Flight Attendants	1	20	43.87
Shuttle Drivers and Chauffeurs	1	40	23.13
Food Preparation Workers	1	40	12.54
Total	13	25	12.25

**Workforce Development Council
Division of Vocational Rehabilitation (DVR) Report May 30, 2024
PY23 Q3, January 1, 2024 to March 31, 2024**

Staff Vacancies	
County	Vacancies
Oahu/Administration and Staff Services Office	6
Oahu Branch	21
Services for the Blind Branch (Ho’opono)	9
Hawaii Branch (Hilo/Kona)	4
Maui Branch (Maui, Molokai/Lanai)	1
Kauai	4.5
Total	45.5 vacancies

Agency Updates

1. AJC

- a. Statewide: HDVR collaborates with community, government, and business partners in various work groups to promote competitive, integrated employment and Diversity, Equity, and Inclusion for individuals with disabilities. These include the statewide American Job Centers (AJC), the Hawaii Employment First Taskforce, the Association for People Supporting Employment First (APSE), Disability: IN, and the Society for HR Management.
- b. Oahu Branch (OB) meets with AJC monthly to discuss referrals, participants, and services. We have Vocational Rehabilitation Specialists (VRS) who sit at AJC 8 days/monthly to complete intakes and provide assistance.
- c. Services for the Blind Branch (SBB) aka Ho’opono: Stationed at the Oahu AJC twice per month, the SBB Employment Services Specialist (ESS) is available to assist clients with disabilities in job search and collaborates with other HDVR ESS and workers in the employment section of the City and Dept of Labor. Ho’opono staff are helping AJC staff assess job seekers’ abilities, capabilities and when appropriate accessibility and accommodations for individuals with disabilities.
 - DVR staff collaborate on providing an integrated service model at the AJCs.
 - DVR continues working with AJC staff to find a way to track dual enrollments between programs.

Workforce Development Council
Division of Vocational Rehabilitation (DVR) Report May 30, 2024
PY23 Q3, January 1, 2024 to March 31, 2024

- Ongoing support from AJC partners includes providing tours and information sharing with new VR staff assigned for weekly on-site services for Hawaii residents with disabilities eligible for VR services.

2. Timeliness

- The timeframe for processing DVR applications (30 days) and eligibility determinations (60 days) for persons with disabilities seeking VR services continues to be shortened with DVR's rapid engagement initiatives. DVR's compliance rate is over 90 percent.

3. Vacancies

- Still working to hire qualified individuals for various positions within DVR. We are currently at about a 40% vacancy rate agency-wide.

4. Administrative

- Common elements portion of USP related to DVR were updated. Still waiting feedback from RSA to needed corrections on our program-specific area of the USP.

**WDC
STANDING COMMITTEE
REPORTS**

Employer Engagement Committee Report



WDC Quarterly Board Meeting
Thursday, May 30, 2024
9:00 am to 12:00 pm

Report for: Employer Engagement Committee

Highlights for the Quarter

1. COMMITTEE MEETING:

Held on April 18, 2024

Presentations:

- Bennette Misalucha, Executive Director, Workforce Development Council, provided an update on the status of the State Workforce Development Unified Plan and shared dates of upcoming events in May and June.
- Debbie Leong-Yep, HR Generalist, UHA Health Insurance, shared information about Farrington High School's workforce development initiatives including their Kina'ole project and successful Ready to Hire program, which prepares and matches students with different businesses in the community.
- Shirley Lau Chan, Director of Human Resources at The Prince Waikiki Resort, presented on the hotel's challenges, opportunities, and successes regarding workforce development.

2. FORTHCOMING EVENTS:

The next committee meeting is scheduled for Thursday, July 18, 2024 from 1:00 pm to 2:30 pm.

3. ANNOUNCEMENTS:

None

Submitted by:

A handwritten signature in black ink, appearing to read "DK", is written over a horizontal line.

Derek Kanehira
Vice Chair
Employer Engagement Committee

Sector Strategies and
Career Pathways
Committee
Report

Workforce Development Council
Quarterly Meeting, Thursday, May 30, 2024
Department of Labor and Industrial Relations, Room 310
Sector Strategies & Career Pathway Committee.

- 1) Presentations: Thursday, February 1, 2024
 - a. Shanty Asher, Office of Revitalization (C&C).
 - i. Compact for Free Association (COFA)
 1. Challenges faced those from the COFA nations.
 2. What is being done to support this population.
 - b. Jill Takasaki Canfield, Executive Director, Hawaii Literacy
 - i. Identified group from 8 to 80 years of age.
 1. Foundation Reading.
 - a. One on one if necessary
 2. Targeting those not ready to learn. Students transition to higher levels of learning at Adult Education or American Job Centers
- 2) Thursday, April 4, 2024. Meeting cancelled
- 3) Presentations: Thursday, May 2, 2024
 - a. Stacey Oshio, Principal, Olomana School (Alternative Learning Program grades 7th to 12th).
 - i. Campuses: Olomana Youth Center, Hawaii Youth Correctional Facility, Kapolei Detention Center, Home Maluhia.
 - ii. Partnerships with Department of Human Services (DHS) & Corrections
 - b. Evan Nakatsuka/Rona Fukumoto, Lanakila Pacific
 - i. Mainstream those with disabilities into the workforce.
 - ii. Skills training from catering, to printing, customer services
 - c. Lea Dias, Administrator, Department of Vocational Rehabilitation, DHS.
 - i. Works with various agencies like Lanakila Pacific, Olomana Youth Center etc.
 - ii. Broad reach covering many disabled groups.
 - d. Bennette Misalucha, Executive Director, Workforce Development Council
 - i. Update on State Workforce Development Unified Plan (submitted May 4, 2024)
 - ii. Upcoming events:
 1. May 30, 2024 Quarterly Board Meeting
 2. Workforce Development Council Board Training (week of June 24-28)
 - a. Sunshine Law Training
 - b. Ethics Training
 - c. Workforce Innovation & Opportunity Act
- 4) Next SSCP Committee meeting Thursday, June 20, 2024.

Respectfully Submitted:
Cary Miyashiro, Chair,
Sector Strategies & Career Pathways Committee

Military and
Veteran Affairs
Committee
Report



WDC Quarterly Board Meeting

REPORT

Military Veterans Affairs Committee

Highlights for the Quarter

1. COMMITTEE MEETING: April 30, 2024, from 1:00 pm – 2:30 pm

Presentations:

- Executive Director's Report, by Bennette E. Misalucha, Executive Director, State Workforce Development Council. Provided a status on the State Workforce Development Unified Plan, which was submitted on March 4, 2024, as prescribed by the US Department of Labor. The next step is to create a dashboard to track the strategies and tactics that were included in the plan. She also announced the Workforce Development Council Board Training the week of June 24-28, 2024.
- MVAC Chair provided overview of the National Veterans Training Institute (NVTI) and DOL-Veterans Employment and Training Services training session on Career Coaching for Special Populations: Serving Veteran Spouses attended on April 23, 2024.
- Public Private Partnership (P3), United States Army Reserve Program, by Arthur Romero, Army Reserve Employment Specialist Lead Indo-Pacific Region. This team supports US Army Reserve Soldiers and military Veterans career advancement support and access to resources for training, education, and job opportunities.

2. STATUS OF PROJECTS:

- a) AJC Strategy and Opportunities – American Job Center Hawaii provided a draft flyer tailored to service members, Veterans, and their spouses.
- b) State Unified Plan – Completed with the inclusion of military spouses and dependents to the plan as an integral part of State's workforce and

committee focus. Data gathering and collection on military spouses, military veterans, and family dependents.

3. FORTHCOMING EVENTS:

- a) AJC Strategy and Opportunities promotion and outreach
- b) Military Spouse Subcommittee engagement and outreach

4. ANNOUNCEMENTS:

- Workforce Development Council Quarterly Board Meeting is on May 30, 2024.
- Skillbridge New Partner Application Process Information Sessions is May 8, 2024, and May 22, 2024 register at <https://skillbridge.osd.mil/webinar.htm>
- Army Community Services Spring Career Fair is May 17, 2024. The point of contact is Ms. Gabriel and Ms. Gray at 808-787-4227.

5. Next Committee Meeting: July 11, 2024, at 1:00 pm to 2:30 pm.

Submitted by:

Trang N.
Malone

Digitally signed by Trang N.
Malone
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Trang N. Malone
Chair
Military Veterans Affairs Committee

SPECIAL PROJECTS COMMITTEE REPORT



Workforce Development Council (WDC) Board Meeting
Thursday, May 30, 2024
9:30 a.m. – 11:30 a.m.

REPORT
Special Projects Committee

Highlights for the Quarter

1. COMMITTEE MEETING: Held on April 17, 2024
2. COMMITTEE ACTIONS:
 - a. Approval of Minutes
 - October 2023 Minutes: WDC Member Sean Knox motioned to approve the minutes from October 16, 2023, and WDC Member Shelli Ihori seconded the motion. The minutes were approved unanimously.
 - February 2024 Minutes: Knox motioned to approve the minutes from February 12, 2024, and Ihori seconded the motion. The minutes were approved unanimously.
3. PRESENTATIONS:
 - a. Executive Director's Report
 - Bennette Misalucha, WDC Executive Director, provided an update on the status of the State Workforce Development Unified Plan and upcoming events in 2024. WDC is working to map out a direction for the state on barriers to employment and wants an integrated approach involving contributions from partners on poverty and local issues. This is going through a review process, and revisions are due April 30. After final approval, the intent is to create a dashboard to measure performance and ensure the

unified plan is reviewed regularly and concurrent with changing times. An upcoming WDC member training event on June 24, 2024, was mentioned to provide face-to-face training on topics like Sunshine Laws, ethics, and the Workforce Innovation and Opportunity Act (WIOA).

b. Update on Partnerships with Hawai'i State Libraries and Palama Settlement

- Leina'ala Nakamura, Administrator at Work Hawai'i Division at the Office of Community Services at the City and County of Honolulu, thanked WDC for its work on the unified plan. Nakamura provided an overview of services at the O'ahu American Job Center, including case management, career services, referrals, and support services. She discussed outreach strategies like expanded business hours, hiring events, partnerships with community agencies, and a resource center at the Kaka'ako office building. She highlighted enrollment numbers, expenditures, outreach interactions including mass touch events and high touch conversations, and success stories, as well as mentioned upcoming job fair events and emphasized business services like connecting job seekers to employers and on-the-job training opportunities. Nakamura promised to provide a six-month report on outcomes from partnering with public libraries for outreach efforts.

c. Presentation on the American Job Center on Maui

- Chentelle Rowland, Executive Director of the Maui Workforce Development Board, provided an update on the American Job Center on Maui, which is operated by Maui County and located at the Maui Service Center. Rowland discussed prioritizing services for vulnerable populations with barriers to employment like veterans, those with disabilities or limited English. She gave a snapshot of WIOA program participation numbers on Maui, noting they are slowly increasing as programs recover from the pandemic. She highlighted upcoming hiring fair partnerships with schools to help graduating students find full-time jobs, and a success story of a participant who obtained medical certification

through the program. Rowland thanked the committee and said Maui staff would be happy to provide any follow-up information. Rowland agreed to follow up offline with Misalucha to discuss pre-pandemic vs. current participation numbers at the Maui American Job Center.

d. Presentation on the American Job Center on Kauaʻi

- Adele Manera, Kauaʻi Workforce Development Division Manager, provided an overview and an update on the efforts of the American Job Center on Kauaʻi. Manera described services offered like case management, career planning, referrals, support services, and assistance with training programs. She highlighted positive outcomes from programs and challenges faced by those in construction fields. Manera also outlined plans to increase outreach and recruitment efforts to boost program participation numbers

e. Presentation – Wastewater Alternatives and Innovation (WAI) on Addressing the Wastewater Workforce Shortage in Hawaiʻi

- Gabby Zimmer, Program Manager, Curriculum Developer and Instructor at WAI, noted the need to upgrade 83,000 cesspools by 2050 due to environmental and health risks from pollution. Zimmer shared about a study finding wastewater and lack of herbivorous fish are stressing reef resilience. She discussed the workforce need to implement cesspool conversions by the required deadline. WAI runs the Work for Water training program to address the shortage and support conversions. She provided details on the program structure, partnerships, recruitment efforts, outcomes, and plans for expansion. Zimmer also requested support in formalizing apprenticeships, continuing education credits, increased funding, and stakeholder involvement to help address the growing demand. It was noted that while the initial focus of recruitment for the Work for Water program was on Maui and Hawaiʻi Island, they have received interest even from other islands like Kauaʻi and elsewhere. Zimmer said she would send the presentation slides to the committee members. She also said she would reach out to

Misalucha regarding potential EPA community change grant opportunities.

f. Update on DLIR Legislative Efforts

- David Rodriguez, part of the legislative team at the Department of Labor and Industrial Relations (DLIR), as well as the DLIR Director's Designee on the WDC, providing an update on the legislative measures that the department has been monitoring during this current session. He provided a brief update on legislative bills of interest. Rodriguez noted the Senate proposed funding for the WDC in the state budget, but the House needs to agree (as of the date of this meeting). He mentioned both legislative bodies appear to agree on a bill related to Occupational Safety and Health Administration inspectors. He stated most bills will start moving quickly as the session ends in May. Rodriguez noted any legislation passed on transparency would be ensured to be addressed at the June 24 training. Rodriguez offered to answer any questions but kept comments brief due to the active legislative session.

4. FORTHCOMING EVENTS: none

5. ANNOUNCEMENTS: none

6. NEXT COMMITTEE MEETING: To be held on July 15, 2024, a 10 a.m.

7. ADJOURNMENT: Adjourned 11:42 a.m.

Submitted by:



Keith DeMello

Chair

Special Projects Committee

YOUTH SERVICES COMMITTEE REPORT

WDC Quarterly Board Meeting

REPORT

Youth Services Committee

Highlights for the Quarter

1. COMMITTEE MEETING: Monday, April 22nd, 2024, from 1:00pm HST - 2:30pm HST
 - **Recalibration of Youth Services Committee** - New committee chair Tuia'ana Scanlan appointed. Presentations were scheduled (see below) for stakeholders to share their current projects and initiatives to encourage collaboration for the mutual support of Hawai'i's youth and to minimize duplication of efforts.

2. Scheduled Presentations:
 - **Youth Services Network** - Judith Clark , Executive Director
 - Statewide inter-agency coalition
 - Collaborative programs include teen pregnancy & STI prevention, youth homelessness, street outreach, transitional living
 - Library of YouTube videos regarding their various programs and services.

 - **ID8** - Steve Sue, Board Chair
 - SEL resource
 - Student film festival
 - "Lemonade Alley" – culinary program in schools (Lemon trees trap the most CO2). Built 40 pergolas at various locations, grafting, helps segue to culinary, one of the few trees/fruits allowed at all campuses as they're a citric acid
 - Co-chair Bryan Spicer

 - **Parents and Children Together (PACT)** – Celia Chang Takahashi, Program Coordinator
 - Est 1968 in Kalihi, Hawaii
 - Family Center – stability/strengthening, drop-in services, parenting class, father's group, CPU technology centers
 - Economic Opportunity Center – obtain/sustain employment, job readiness training programs, job search assistance, mock interviews, tuition assistance program (10hr min req) up to \$1000, must meet 200% fed poverty guidelines. Legal program – extra support system (17-24yrs) Native Hawaiian or AAPI, tuition up to \$2500, paid volunteer work (up to 30 hrs up to \$15/hr approx).
 - Workforce Success – "bridges out of poverty" framework, success coach/case manager for employees to address barriers, partnered with RISE
 - Community Development program – build and strengthen area, prevent underage drinking

- **Hawaii Literacy** - Jill Takasaki Canfield, Executive Director
 - Book Mobiles, encourage a love of reading
 - Youth and adult services
 - 1 on 1 tutoring – native learners and 2nd language learning
 - ESL classes
 - Digital literacy
 - Direct work with youth – 2yr through 18 (pre-k through 4th grade is the bulk). They also work with parents

- **Seeds of Peace** - Ashleigh Loa (had to leave early - family matter)

- **Chamber of Commerce of Hawai'i** - Lord Ryan Lizardo, Associate VP of Education
 - Creates career exploration and work-based learning opportunities
 - Offers job shadowing, mentoring, site visits and internships
 - Working towards building a strong pipeline for homegrown talent
 - Skill sets for employability, higher education, high-wage jobs.

- **Lanakila Pacific** - Rona Fukumoto, CEO
 - Employment services
 - Opportunities for training, paid training/internship, social enterprises, 75% of direct labor workforce needs to have a disability
 - Youth right out of high schools
 - Printing and embroidery – caps, bags, uniforms, etc
 - Grounds maintenance program – fed/military facilities, some private facilities
 - Lanakila Kitchen services – cooking/packaging of meals, retail desserts at smaller shops i.e. Ft. Ruger
 - Basic skills and preparing for a long career
 - Justice impacted youth, “opportunity youth” – Olomana School – partner with the farm, call center support, seeking opportunities in technology

- **American Job Centers** – Nisa Tokunaga, Youth Coordinator
 - Juvenile justice center – diversion program (HPD sends arrest report, counselor assesses pass/fail, sent back to state juvenile system)
 - WIOA – Enrollment numbers need to be improved. Strategies need to be aligned with goals.
 - McKinley, Windward, Community School for Adults
 - Direct access to youth/adults
 - GED readiness prep – 2 teachers

- Paid work experience – farm tech, office management tech, BIA construction – OSHA, etc, Habitat for Humanity, Union driver’s license requirement needs attention
 - Attendance Review Committee (ARC)
 - Rental assistant for families in need
 - Youth disabilities
 - AJCs in 10 libraries in Leeward O’ahu
 - Mass enrollment on May 9th
 - *Carla Kurokawa - need to prep inmates before they’re released – SSN Cards, Birth Certs, Hawaii ID, housing, transportation. Difficulty – can’t reach out to them while incarcerated. Find contact info for County Contact
- **HawaiiKidsCan** - David Sun Miyashiro, Executive Director
 - Intersectionality of the community organizations will be more effective
 - Takeaways from previous YSC – a lot of good work is being done out there, need to coordinate.
 - Primarily policy and systems organization – not a lot of direct service, but coordination/supporting bills
 - The North Star – what else can we be doing to elevate the youth of our state
 - Very interested in STEM careers for underrepresented youth
 - Work more collaboratively across departments
 - How can we align our systems
 - Financial literacy and Rural outreach – digital literacy and equity
 - Work with UHCC around Hawaii Promise – Tennessee leading figure
 - HI BOE – DOE, Charter Schools, Library

3. FORTHCOMING EVENTS:

Planning is underway for a webinar on programs for Youth recently released from incarceration. This is in collaboration with the State of Maine. The initial date for this event is July 2024.

4. Next Committee Meeting: June 21st, 2024, 1pm-2:30pm

Submitted By:

Tuia’ana Scanlan, Chairperson

Youth Services Committee

REPORTS FROM LOCAL WORKFORCE DEVELOPMENT BOARDS

**OAHU
WORKFORCE
DEVELOPMENT BOARD

QUARTERLY REPORT**

Oahu Workforce Development Board Report
Workforce Development Council Meeting
May 30, 2024

I. Update on the IFA/MOUS

OWDB needs five more IFA/MOUS to complete agreements with all mandated partners.

II. Committee meeting summary

a. Finance

OWDB had two Finance committee meetings convened on February 13, 2024, and March 13, 2024. The February meeting was to finalize the withholding amount. The final amount decided on was \$2.2 million. The budget modifications will not be approved since the MOU/IFAs have yet to be completed.

Another critical point of discussion during the February meeting was the upcoming fiscal monitoring with the State, scheduled for the second week of May.

The March meeting was convened to discuss the Chamber of Commerce funding request.

b. Sector Strategies and Career Pathways

The Sector Strategies and Career Pathways Committee met in January and April.

The committee is creating a Youth and Military Spouses subcommittee.

The committee is strategizing to increase pathways and opportunities for WIOA participants.

c. Performance Measures and Accountability

The committee reviewed the Monitoring Report. OWDB closed 12 findings however 13 remain open.

OWDB will monitor the Service Provider and Fiscal April 29 – May 3, 2024.

III. Program Monitoring

- a. OWDB monitoring April 29-May 3, 2024
- b. State Monitoring Fiscal May 6-7, 2024
- c. Program May 30, 2024.

IV. Local Plan Update

OWDB is planning a draft of the local plan. OWDB will include all mandated partners on the implementation of the plan.

V. Upcoming Meetings

- Employer Engagement Committee May 13, 2024
- Finance Committee May 15, 2024
- Performance Measures and Accountability May 14, 2024
- OWDB Full Board Meeting July 18, 2024

**HAWAII COUNTY
WORKFORCE
DEVELOPMENT BOARD**

Quarterly Report

**HAWAI'I COUNTY WORKFORCE DEVELOPMENT BOARD (HCWDB)
QUARTERLY REPORT TO THE WORKFORCE DEVELOPMENT COUNCIL
MEETING**

THURSDAY, MAY 30, 2024

Quarterly Report

1. Hawai'i County Workforce Development Board (HCWDB) Meeting

a. Status Updates

- i. A HCWDB meeting was scheduled for May 7, 2024. The board instead met on May 9, 2024 and quorum was established. Here are some of the agenda items touched by the Board. Board minutes will be posted shortly.

Review and Approval of December 7, 2023 Minutes

- New Business:
 - Introduction of the Interim Executive Director
 - Discussion of the PY23 WIOA Adult Dislocated Worker Contract
 - WIOA Service Provider and One-Stop Related Reports:
 - Adult Dislocated Worker – Ray Saludaes, Dir. Career Services, Goodwill
 - Youth – Kealoha Daubert, Assistant Director, Goodwill
 - American Job Center Hawaii – Charmaine Mae-Silva, One-Stop Clerk
 - WIOA Partner Updates:
 - Workforce Development Division, Wagner Peyser – Denise Pacheco
 - Executive Director's Report – Clinton Mercado
- ii. Awaiting HCWDB approval of the revised policy and procedures based on the State of Hawaii Department of Labor and Industrial Relations, Workforce Development Division (DLIR-WDD) findings from the Program Year (PY) 2020 – 2022 monitoring.
- iii. Awaiting HCWDB approval of the Workforce Innovation and Opportunity Act (WIOA) Adult and Dislocated Worker service agreements for PY 23.

2. Hawai'i County Staff and Events

a. Status Updates

- i. Due to the recent departure of the Executive Director of the HCWDB, the organization is undergoing a staff restructuring process. The aim of this initiative is to ensure a smooth transition and continuity of services to the community, while also optimizing the performance and effectiveness of the HCWDB team.

- ii. The routing of contracts for the WIOA PY 2023 Local Area Administration, Adult, Dislocated Worker, and Youth funds was successfully completed in April 2024.
- iii. Request for Proposal (RFP) has been advertised on April 17, 2024, for the PY23 Youth Program. The proposal's due date is May 17, 2024.
- iv. Redeveloping the Request for Proposal (RFP) for the One-Stop Operator of the American Job Center located in Hilo. This involves a comprehensive review of the existing RFP, identifying any gaps or areas of improvement in the current document, and suggesting modifications to make the RFP more effective in addressing the specific needs of the center.
- v. Implement more outreach career and resource fairs to promote the HCWDB and AJCH's vision and mission. By facilitating these events, we aim to increase awareness of the many services the HCWDB and AJCH provide like helping job seekers with employment opportunities that align with their skills and interests.
- vi. On April 26, 2024, we had the opportunity to attend and successfully complete the National Veterans Training Institute, which provided comprehensive training for Veterans' Spouses and Homeless Veterans.
- vii. Attended the PY 2023 Monitoring Pre-Conference meeting that was facilitated by DLIR-WDD Staff on April 29, 2024.

3. Next tentative HCWDB Meeting:

- Date: Thursday, May 9th, 2024
- Time: 9:00 am – 12 pm
- Location: American Job Center – Hilo, 88 Kanoelehua Ave, Suite A-204, Hilo, Hawai'i

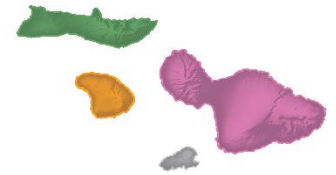
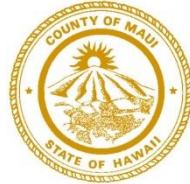
**MAUI COUNTY
WORKFORCE
DEVELOPMENT BOARD**

QUARTERLY REPORT

RICHARD T. BISSEN, JR.
Mayor

JOSIAH NISHITA
Managing Director

LUANA I. MAHI
Director



OFFICE OF ECONOMIC DEVELOPMENT
COUNTY OF MAUI
2200 MAIN STREET
ONE MAIN PLAZA, SUITE 300
WAILUKU, HAWAII 96793
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May 8, 2024

I. Board and Sub-Committee

A. **Sector Strategies and Employer Engagement Sub-Committee Meeting:**
May 1, 2024 at 11:00am

a. Status Updates

i. Lahaina/West Maui Employer Support – In addition to dedicated West Maui career fairs, the committee identified areas of support to West Maui employers.

- Effective 04/29/24, the Federal Disaster Recovery Center at the Lahaina Civic Center will be relocating to the Hyatt Regency Maui Resort and Spa. Hours of operation are Monday-Friday, 8am-4pm, and Saturday, 8am-2pm, and closed on Sundays.

- Effective 04/29/24, the State of Hawai‘i has opened a Community Resources Center at the Royal Lahaina Resort and Bungalows. Hours of operation are Monday-Friday, 8am-4pm, and Saturday, 8am-2pm, and closed on Sundays.

ii. Open discussion on sector strategy needs and how to continue to build a sector strategy

- The committee reviewed registered apprenticeship needs and identified the need for solar installers. Board Chair, Leslie Wilkins, informed the committee about the HI Energy Conference scheduled for 05/22/24 and 05/23/24 at the Maui Arts and Cultural Center.

- Board Member, Teana Kaho‘ohanhano, is the Administrator for Hale Makua, and discussed the need for CNAs. In collaboration with UHMC and WIOA supports/services, the committee noted their commitment to fulfilling the needs of Hale Makua.

II. Forthcoming Events

A. **Technical Assistance Interviews with Safal Partners**

- a. Wednesday, May 8, 2024 – Fiscal Board Staff
- b. Tuesday, May 14, 2024 – Lead Case Managers, One Stop Operator Manager, Program Leads

B. **Program/Youth Sub-Committee Meeting** – May 10, 2024 at 9:00am

- a. WDD Program and Fiscal Monitoring
 - 04/29/24 - Virtual Entrance Conference
 - 05/09/24-05/10/24 - On-site Fiscal Monitoring
 - 05/28/24 - On-Site Program Monitoring
 - 06/03/24 - Virtual Exit Conference
- b. PY23 Updates – Goodwill Industries of HI submitted their application for the PY23 RFP. The application is currently under evaluation by four MCWDB members. Notification of award is scheduled by mid-June 2024, with a contract start date of 07/01/24.
- c. Priority of Service to Veterans and Veteran Spouses – In partnership with DLIR WDD and the National Veterans’ Training Institute, program staff attended an in-person training on O’ahu in last month. Topics included: Career Coaching for Special Populations: Service Veteran Spouses and Serving Veterans Experiencing Homelessness.
 - The 3-hour pre-requisite course provided valuable information and resources.
 - The training served as a continuation of the USDOL/DLIR WDD training held in December 2023 to address the Veteran Priority of Service and Uniform National Threshold for Entered Employment Rate (UNTEER), which will also be addressed at the 06/07/24 training on “Expanding Veteran Services.”

C. **Finance Sub-Committee Meeting** – May 13, 2024 at 10:00am

III. Announcements

- A. Technical Assistance Interviews with Safal Partners has been completed for the Executive Director, Board Chair, and Vice Chair on April 30, 2024.

IV. Next Committee Meetings: TBD

Submitted by:

Chentelle Rowland

Chentelle Rowland
Executive Director
County of Maui – Office of Economic Development
Maui County Workforce Development Board

ANNOUNCEMENTS
PUBLIC TESTIMONY

Next meeting:
Thursday, August 22, 2024
9:30 am to 11:30 am
Room 310

Adjourn/Pau

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