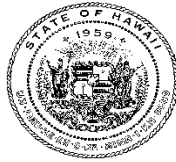


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KA MOKU'ĀINA O HAWAII  
DEPARTMENT OF LABOR AND INDUSTRIAL RELATIONS  
KA 'OIHANA PONO LIMAHANA  
WORKFORCE DEVELOPMENT COUNCIL**

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**PERFORMANCE MANAGEMENT AND  
TECHNOLOGY COMMITTEE MEETING  
Thursday, October 24, 2024  
1:30 p.m. – 3:00 p.m.  
In-person and online via Zoom**

**MINUTES**

**MEMBERS:**

Kelly J. Ueoka, Committee Chair, President, Pacxa  
Sean Knox, Committee Vice-Chair, President, Hawaii Employment Services  
Cary Miyashiro, President, Quad D Solutions  
Adele Manera, Manager, Kauai County Workforce Development Division  
Suzanne Skjold, Chief Operating Officer, Aloha United Way

**GUEST:**

Matt Stevens, Executive Director, Hawaii Workforce Funders Collaborative  
Lisa Rice, Safal Partners  
David Sun-Miyashiro, Executive Director, HawaiiKids Can  
Della Teraoka, Interim Vice President for Community Colleges, UHCC System  
Christine Beale, Director of Workforce Development, University of Hawaii System  
Laurie Larrea, National Association of Workforce Boards, Next Level Now Collaborative  
Carla Kurokawa, Manager, Employment and Training, Alu Like, Inc.

**STAFF:**

Bennette Misalucha, Executive Director, Workforce Development Council  
Harrison Kuranishi, Executive Director, Oahu Workforce Development Board  
Lynn Araki-Ragan, Administrative Services Office (ASO) Administrator, Department of Labor and Industrial Relations

**I. Call to Order**

The Performance Management and Technology Committee meeting was called to order at 1:30 p.m. by Chair Kelly Ueoka.

**II. Training on Workforce Innovation and Opportunity Act Performance Measurements for State Boards and Local areas**

Lisa Rice from Safal Partners began the training by explaining the purpose of performance indicators in workforce development. At Executive Director

Equal Opportunity Employer/Program

Auxiliary aids and services are available upon request to individuals with disabilities.

TDD/TTY Dial 711 then ask for (808) 586-8877

Misalucha's request, the committee reviewed the current PY2023 performance measures to provide context for newer members. The performance dashboard showed Hawaii exceeding the negotiated rate of 60% employment rate target with an actual rate of 75%.

During the review, Chair Ueoka inquired about the measurable skills gains metric, asking for clarification on whether the issue was tracking accuracy versus actual achievement rates. Ms. Rice explained that both accurate tracking and achievement were necessary, noting that people who drop out of training programs affect the measurable skills gain rate. Laurie Larrea added that this was a relatively new measurement area where many boards struggle, particularly with adult and dislocated worker programs compared to youth programs.

Executive Director Misalucha raised a question about the relationship between credential rates and measurable skills gains, noting that Hawaii's 63% credential rate seemed disconnected from the 46% measurable skills gain rate. Ms. Larrea suggested this discrepancy likely indicated a data entry challenge rather than a performance issue. Ms. Rice elaborated that local areas should consider including performance requirements in their eligible training provider contracts, offering to provide example contract language used by other workforce boards.

The discussion focused to data validation as Ms. Rice emphasized the importance of accurate data collection. She explained how case notes in the MIS system directly impact performance information and stressed the challenge of maintaining contact with participants after exit. When discussing Hawaii's current 3.2% unemployment rate, Ms. Rice noted this indicated near full employment but cautioned about "discouraged workers" who have stopped seeking employment, particularly relevant given the Lahaina fire impact.

Ms. Rice reviewed the TEGL 10-16 Change 3 which provides information on performance measures.

Chair Ueoka requested information about how other state workforce development boards track and report these metrics. Ms. Rice and Ms. Larrea agreed to provide best practices information.

### **III. Statement of Purpose for Committee**

Chair Ueoka outlined how the Performance Management and Technology Committee participates in the continuous improvement of the state's workforce development system. The Chair emphasized that understanding performance metrics is crucial for providing meaningful oversight and evaluation of WIOA programs.

### **IV. Performance Reports and Outcomes**

Executive Director Misalucha presented detailed fiscal reports for Program Years 2022 and 2023. She explained the three-year WIOA funding cycle, noting that from the PY2022 allocation of \$9.7 million, approximately \$3.9 million had been recaptured by the state. After accounting for commitments and encumbrances, \$1.5 million remains to be spent by June 30, 2025.

When discussing PY2023 allocations of \$8.6 million, Chair Ueoka asked for clarification about the relationship between regular allocations and the Maui disaster response funding. Misalucha explained these were separate funding streams, noting the importance of this distinction for the Ways and Means

Committee's understanding of potential state funding needs.

Executive Director Misalucha also reported on the Lahaina response grant, originally \$15 million with \$5 million spent thus far. She noted an ongoing contract modification to reduce the allocation to \$10 million based on current needs assessment.

Harrison Kuranishi provided an update on Oahu's performance improvements, particularly focusing on youth initiatives. He reported that their first quarter of PY2024 had already enrolled almost 40 participants, compared to 51 for all of PY2023. He attributed this improvement to increased board involvement and enhanced partnerships with employers.

**V. Executive Director's Report**

Executive Director Misalucha announced the upcoming Stakeholder Synergy Summit scheduled for December 9, 2024. She explained this event would serve as a bookend to the unified plan development process initiated in October of the previous year, bringing together stakeholders to implement the approved plan.

ED Misalucha reported on the ongoing WDC-WDD transition, describing weekly meetings to delineate roles and responsibilities. While acknowledging the process as time-intensive, she emphasized the importance of creating clear protocols through a comprehensive memorandum of understanding.

ED Misalucha highlighted the September Future of Work conference. She also announced the Workforce Development Heroes recognition of Dr. David Lassner for lifetime achievement and Senator de la Cruz as legislator of the year.

**VI. Announcements and Public Testimony**

Adele Manera announced an upcoming job fair scheduled for the following Tuesday at the Kauai War Memorial Convention Hall.

**VII. Next Meeting**

The next meeting is scheduled for February 2025, with date to be finalized.

**VIII. Adjournment**

Committee Chair Kelly Ueoka adjourned the meeting at 2:41 p.m.