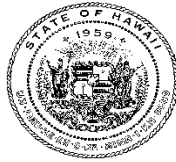


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**WORKFORCE DEVELOPMENT COUNCIL'S  
SECTOR STRATEGIES AND CAREER PATHWAYS COMMITTEE MEETING**  
**Thursday, August 1, 2024**  
**1:00 p.m. – 2:30 p.m.**

**MINUTES**

**Board:**

Cary Miyashiro, Chair  
Lorna Woo, Vice Chair, International Union of Painters and Allied Trades  
Dane Wicker, Deputy Director, Department of Business, Economic Development, and Tourism  
Doug Adams, Director of Research and Development, County of Hawaii  
Andy Kawano, Budget and Fiscal Services, City and County of Honolulu  
Shelli Ihori, Director of Workforce Development  
Luana Mahi, Director, Office of Economic Development, County of Maui

**ATTENDEES:**

Troy Sueoka, Hawaii Department of Education, Career and Technical Education  
Matt Stevens, Executive Director, Hawaii Workforce Funders Collaborative  
Sarah Guay, President/CEO, Hawaii Employer's Council  
Phillip Lan, Bay Valley Tech  
Sean Villegas, Bay Valley Tech  
Helen Sanpei, Principal, McKinley Community School for Adults  
Colette Miyamoto-Kajiwara, High Core Program Storefront School, DOE  
Ephraim Schwab, Director, Head Start Collaboration Office  
Lala Fernandez, Boys and Girls Club of Hawaii  
Pat Anbe, Department of Education, Community School for Adults  
Monica Lortz, Department of Corrections and Rehabilitation Reentry Office  
Rosie Nguyen, Department of Developmental Disabilities  
Warren Kawano, Hawaii State Council on Developmental Disabilities  
Harrison Kuranishi, Workforce Development Board  
Linda Wyland, Embry-Riddle Aeronautical University  
Dan Doerger, Director, Pacific Center for Advanced Technology Training  
Amberlene Thompson, Workforce Development Program Administrator, Paxa

Equal Opportunity Employer/Program

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**STAFF:**

Bennette Misalucha, DLIR, Executive Director, Workforce Development Council

**I. Call to Order**

Chair Cary Miyashiro called the meeting to order at 1:00 p.m. The meeting was held remotely via Zoom, with a physical meeting location available at 830 Punchbowl Street, Room 310, Honolulu, HI 96813. Chair Miyashiro acknowledged the presence of Vice Chair Lorna Woo from the International Union of Painters and Allied Trades. The meeting was conducted as a public meeting under the Open Meeting Law, with staff from the Department of Labor and Industrial Relations present.

**II. Student Operated Health Clinic @ Waipahu High School**

**Presenter:** Shelli Ihori, Hawaii Pacific Health Systems. Scheduled presenter Carl Hinson was unable to attend.

Shelli Ihori provided an overview of the Student Operated Health Clinic at Waipahu High School, the first of its kind in the country. The clinic is a partnership between Hawaii Pacific Health and the Department of Education, allowing high school students to gain hands-on experience in healthcare while serving their community.

**Key Points:**

- The clinic opened in April 2024 after construction began in July 2023.
- It serves as a school-based care facility for the Waipahu community, with students shadowing physicians and gaining real-life experience in both administrative and clinical roles.
- The clinic features four exam rooms, one treatment room, and a telemedicine system.
- Students from various academies at Waipahu High School, including Health Services, Communications, and Arts, contribute to the clinic's operations.
- The program primarily targets seniors but is open to students from all grades interested in healthcare careers.

**Discussion:**

- Bennette Misalucha asked about metrics for success. Shelli Ihori explained that the primary goal is to serve the vulnerable population in Waipahu, with success measured by community engagement and student participation.
- Monica Lortz inquired about the program's duration. Shelli Ihori clarified that the medical assistant training program runs from August to May, with 225 hours of externship required before students sit for their national certification exam.
- Ephraim Schwab suggested collaborating with community providers to refer patients to the clinic. Shelli Ihori expressed openness to such partnerships once the clinic is fully operational.

**III. Approval of Minutes**

Chair Miyashiro announced that the approval of minutes from the June 30, 2024, meeting would be deferred to the next meeting due to technical issues.

#### **IV. Hawaii Employer's Council Presentation**

**Presenter:** Sarah Guay, President/CEO

Sarah Guay provided an overview of the Hawaii Employer's Council (HEC), a nonprofit organization that supports employers in Hawaii through HR consulting, training, and compensation surveys.

##### **Key Points:**

- HEC serves over 750 member organizations, representing 172,000 employees across various sectors.
- Services include HR advising, employee handbooks, policy templates, and training programs such as the Fundamentals of Supervision and Management Development Program.
- HEC also offers compensation data and surveys to help employers remain competitive in the labor market.
- A new service, Continuous Improvement and Lean Six Sigma, was introduced to help small businesses improve efficiency.

##### **Discussion:**

- Chair Miyashiro highlighted HEC's role in assisting the Department of Education with salary range research for vice principals.
- Sean Villegas inquired about upcoming events. Sarah Guay directed attendees to HEC's website for the event calendar.

#### **V. Bay Valley Tech Presentation**

**Presenters:** Phillip Lan, Justo Licon, and Sean Villegas

Phillip Lan and Sean Villegas presented on Bay Valley Tech, a California-based organization offering free digital skills training programs, including coding, digital marketing, and tech sales.

##### **Key Points:**

- Bay Valley Tech provides flexible, employer-driven training programs to address the tech talent shortage.
- Students are required to give back to their communities by volunteering or mentoring after completing the program.
- The organization has trained over 2,500 students, with many securing jobs at companies like Apple, Google, and Tesla.
- Bay Valley Tech is expanding to Hawaii, with a team arriving the following day to explore partnerships and training opportunities.

##### **Discussion:**

- Bennette Misalucha inquired about financial sustainability. Phillip Lan explained that the program is volunteer-based and funded through grants, contracts, and partnerships with local agencies.
- Monica Lortz expressed interest in collaborating to provide training for individuals exiting the corrections system.

#### **VI. Executive Director's Report**

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**Presenter:** Bennette Misalucha, Executive Director, Workforce Development Council  
Bennette Misalucha provided updates on several initiatives:

- **State Workforce Unified Plan:** Submitted to the U.S. Department of Labor on March 4, 2024, with plans to brief the Director and Governor.
- **Transition to DLIR:** The Workforce Development Council is transitioning to an attached agency under the Department of Labor and Industrial Relations, effective July 1, 2024.
- **Long-Term Care Workforce Task Force:** Efforts are underway to develop a master plan for long-term care in Hawaii.
- **Upcoming Events:** September is Workforce Development Month, with events including a Future of Work conference and the Workforce Development Heroes awards.

There were no public testimonies.

**VII. Announcements and constituent Comments**

No public testimony or comments were offered.

**VIII. Next Meeting**

The next meeting is scheduled for **Thursday, October 3, 2024**, from 1:00 p.m. to 2:30 p.m. The venue will be at the Department of Labor Building, 830 Punchbowl Street, with the room to be announced.

**IX. Adjournment**

Chair Miyashiro adjourned the meeting at 2:15 p.m.