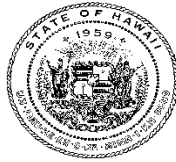


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LIEUTENANT GOVERNOR



JADE T. BUTAY
DIRECTOR

WILLIAM G. KUNSTMAN
DEPUTY DIRECTOR

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

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**SPECIAL PROJECTS COMMITTEE MEETING
Monday, April 7, 2025
1:30 p.m. – 3:00 p.m.
In-person and online via Zoom**

WRITTEN SUMMARY

MEMBERS:

Keith DeMello, Chair, Special Projects Committee,
Rossella Guardascione, Chair, Hawaii County Workforce Development Board and Director of
Human Resources, Kona Beach Hotel

STAFF:

Bennette Misalucha, Executive Director, Workforce Development Council
Kelly Quitevis, Program Specialist, Workforce Development Council
Evan Palmer, Program Specialist, Workforce Development Council

I. Call to Order

[Video 00:07:45] The meeting was called to order by Chair Keith DeMello at 1:32 p.m.

II. Chair Report

[Video 00:09:28] Update on the 2025 Legislative Session by Chair Keith DeMello

The Chair will share how the Legislature is doing and the legislative items which the Workforce Development Council (WDC) has been submitting testimonies on. The Chair will also apprise the Committee on how the new protocols for legislative purposes are currently working.

2025 LEGISLATIVE BILLS OF INTERESTS

III. Update on the protocols for nominating a member of the State Board

[Video 00:21:50] Chair Keith DeMello

The Chair will present a draft of the proposed process for nominating a member of the Workforce Development Council to the Governor. This process will be incorporated into the Council's by-laws. The draft by-laws will be submitted to the Attorney General's office for review. Once finalized, the by laws will be submitted to the Executive Committee and subsequently to the full board, which is scheduled to meet in May 2025.

IV. Update on the public awareness Campaign as part of the Unexpended Funds for Program Year 2022

[Video 00:23:05] Executive Director, Bennette Misalucha

The various projects related to Program Year 2022 Unexpended funds are in the process of being implemented. One of the projects is a public relations campaign to raise the awareness on the American Job Centers. There will be an update on the status of the project and the various themes that are currently being developed.

V. Executive Director's Report

[Video 00:27:40] Bennette Misalucha, Executive Director

A. Update on the 2024-2028 Unified Plan Implementation A report on the activities related to the implementation of the State's Unified Plan including the recent convening of the four pillars of the Strategic Plan.

B. Update on the transition of Workforce Development Council as an attached agency to Department of Labor and Industrial Relations The Workforce Development Council became an attached agency to the Department of Labor and Industrial Relations in July 2024. The transition process is still ongoing, and the report will touch upon the status of the move.

C. Status on the Workforce Innovation and Opportunity Act unexpended funds for Program Year 2022.

1) Three Memorandum of Agreements with three Entities: a) University of Hawaii Community Colleges; b) Hawaii P-20 Partnership for Education; c) 5 University of Hawaii Systems

2) Three projects which will commence shortly: a) American Job Centers Awareness Public Relations Campaign; b) Workforce Innovation and Opportunity Act (WIOA) Research; c) Fiscal training for relevant fiscal officers.

VI. Announcements and Constituent Comments

[Video 00:32:00] No announcements or comments

VII. Next Meeting

[Video 00:32:24] The next meeting for the Special Affairs Committee is tentatively set for July 7, 2025 at 1:00 pm via zoom and in person at the Department of Labor and Industrial Relations Room 317

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

VIII. Adjournment

[Video 00:32:40] Chair DeMello adjourned the meeting at 1:57 p.m.

DRAFT