



WORKFORCEDEVELOPMENT
COUNCIL

**QUARTERLY
BOARD MEETING
PACKET**

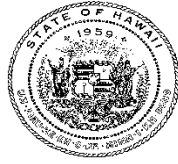
Tuesday June 24, 2025
9:30 AM to 12:00 PM

Agenda

June 24, 2025

JOSH GREEN, M.D.
GOVERNOR

SYLVIA LUKE
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 DIVISION
830 PUNCHBOWL STREET, ROOM 329
HONOLULU, HAWAII 96813
<http://labor.hawaii.gov/wdd/>
Phone: (808) 586-8815 / Fax: (808) 586-88
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**HAWAII WORKFORCE DEVELOPMENT COUNCIL
QUARTERLY BOARD MEETING AGENDA
Tuesday, June 24, 2025
9:30a.m. – 12:00 p.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/84327184249?pwd=1nICFqSeSakdCUCdXIS1QDattVniuu.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: 843 2718 4249

Passcode: 124114

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 physical location is at the Department of Labor and Industrial Relations Office at 830 Punchbowl Street, Room 310, Honolulu, Hawaii 96813.

Meeting materials are available for review at: <https://labor.hawaii.gov/wdc/workforce-development-council-meetings/> at least 48 hours prior to the Board meeting as prescribed under Hawaii's Open meetings law.

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. To ensure that members are able to review testimony prior to the meeting, we encourage interested persons to submit written testimony at least 24 hours prior to the meeting. Any written testimony submitted after such time will be retained as part of the record and distributed to members as soon as practicable, but we cannot ensure members will receive it in sufficient time to review prior to any decision-making.

Individuals may provide remote oral testimony during the remote meeting at the Zoom link listed above. Individuals participating at the physical meeting locations 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) 586-8815 (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.

AGENDA

I. **Call to Order**.....Workforce Development Council Chair Ken Loui

II. **Approval of Minutes**

a. February 19, 2025

Requires Board Action

III. **Presentation: Building Industry Association**.....Roseann Freitas,
Chief Executive Officer.

The Building Industry Association of Hawaii's Pre-Apprenticeship Construction Training (PACT) program is a hands-on workforce development initiative designed to prepare individuals for careers in the construction industry. Over six weeks, participants receive foundational training in safety, tools, blueprint reading, and essential certifications like OSHA 30 and CPR. The program emphasizes practical experience and job readiness, aligning with industry standards and employer needs. PACT aims to strengthen Hawaii's construction workforce while providing participants with valuable skills and career pathways.

IV. **Certification of the Kauai American Job Center**.....Executive Director
Bennette Misalucha

Requires Board Action

In May 2025, the certification of the American Job Center (AJC) on the island of Kaua'i was conducted in accordance with federal and state guidelines to ensure compliance with the Workforce Innovation and Opportunity Act (WIOA). As Kaua'i currently does not have a designated local workforce development board, the responsibility for AJC certification falls to the State Workforce Development Council, in its role as the designated Local Board for the island.

*The Council will need to formally **review and validate the findings** of the certification process, including the evaluation of the AJC's effectiveness, physical and programmatic accessibility, and continuous improvement measures. Validation is a key step in confirming that the AJC meets the standards necessary to provide high-quality workforce services to the public.*

V. Report on the 2025 legislative Session Keith DeMello, Chair,
Special Projects Committee

The Special Projects Committee has been tasked over the past two years with developing and implementing a strategic legislative protocol and policy for the Workforce Development Council. In this report, the Committee will provide an overview of the Council's engagement during the 2025 Legislative Session, including a summary of the bills submitted, tracked, or supported by the Council.

The report will also include observations and lessons learned from this year's session. In addition, the Chair will present preliminary recommendations for refining the Council's legislative strategy and protocol for the 2026 session to enhance alignment with the Council's priorities and improve coordination with policymakers and partners.

A presentation on the 2025 legislative session and the recommendations for Workforce Development Council's contribution for next year's process.

Measure	Description
GM502	Submitting for consideration and confirmation to the Hawai'i Workforce Development Council, Gubernatorial Nominee, KEN LOUI, for a term to expire 06-30-2028.
GM690	Submitting for consideration and confirmation to the Hawai'i Workforce Development Council, Gubernatorial Nominee, JARED HIGASHI, for a term to expire 06-30-2029.
GM581	Submitting for consideration and confirmation to the Hawai'i Workforce Development Council, Gubernatorial Nominee, JARED HIGASHI, for a term to expire 06-30-2025.
GM717	Submitting for consideration and confirmation to the Hawai'i Workforce Development Council, Gubernatorial Nominee, SCOTT COLLINS, for a term to expire 06-30-2028.
GM728	Submitting for consideration and confirmation to the Hawai'i Workforce Development Council, Gubernatorial Nominee, PANE MEATOOGA III, for a term to expire 06-30-2029.
GM744	Submitting for consideration and confirmation to the Hawai'i Workforce Development Council, Gubernatorial Nominee, AMBER AKANA, for a term to expire 06-30-2029.
SB742 SD2	Establishes a Data Sharing and Governance Working Group within the Office of Enterprise Technology Services.
HD1	Requires a report to the Legislature. Appropriates funds. Effective 7/1/3000. (HD1)

NOTES:

- Senate Bill 742 establishes a Data Sharing and Governance Working Group within the Office of Enterprise Technology Services and requires the Working Group to submit annual reports to the Legislature. The bill has been enrolled to the governor for consideration for signature.
- DeMello and Scanlan submitted testimony in support of Senate Bill 742 because integrated data systems are key to addressing Hawai'i's workforce challenges, as emphasized at the WDC's Workforce Synergy Summit in December 2024. This bill would help to achieve the following outcomes under the [Hawai'i State Workforce Unified Plan](#)'s Four Pillars.

VI. Fiscal Reports *Bennette Misalucha, Workforce Development Council Executive Director and Hong van Radke, from the Administrative Services Office.*

- A. Summary of Current Workforce Innovation and Opportunity Act (WIOA) Program year 2023 Grant funds for the State of Hawaii as of April 2025.....*Hong Van Radke*
- B. Preliminary Forecast of WIOA Program Year 2023 Unexpended funds.....*Bennette Misalucha*
- C. Analysis of 2025 WIOA Allocation formula for Local areas
- D. General Funds Fiscal Status
- E. Proposed Contract with Hawaii Department of Education for Career Pathways Modules to benefit the Adult Education Program. *Bennette Misalucha, Executive Director*

Requires Board Action

Proposal to allocate remaining General Appropriation (GA) funds to support the expansion of the Career Foundations initiative in partnership with the Department of Education's Adult Education Program. This initiative offers an immediate, high-impact opportunity to serve individuals with educational and economic barriers, aligns with legislative and workforce priorities, and ensures timely encumbrance of funds. The Board will review the proposal and consider approval of the contract.

VII. [Status Report of Program Year 2022 WIOA Unexpended Funds.](#)

The Workforce Development Council has been tasked with the disposition of \$1.5 million in Program year 2022 Unexpended Funds. This report will discuss the status of the six projects under the purview of the Workforce Development Council.

VIII. Success Stories

We have invited individuals who have successfully navigated their career journeys after engaging with the services and support of the American Job Center, to share their stories. These stories highlight the real-life impact of workforce development efforts and the power of personalized guidance, training, and wraparound support.

IX. Executive Director's Report.....*Bennette Misalucha, Executive Director, Workforce Development Council*

A. Status of Board Vacancies

A presentation on the board composition and current efforts for recruitment of Council members who meet the criteria set by federal mandates.

B. 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 and was approved on June 30, 2024. This is an update on the implementation efforts related to the State Unified Plan.

C. Update on the Plan for Workforce Development Council's updated roles and responsibilities.

D. 2025 Second Quarter and Third Quarter Highlights

1. Organizational Planning
2. Budget Planning
4. Board retreat Planning
5. Future of Work Planning
6. Kauai Transition

C. Upcoming events in 2025

1. Local Boards Strategic Planning session- June 18, 2025
2. Fiscal Training
3. Synergy Summit II (July 9, 2025 at 8:00 am to 12 noon)

4. Strada Foundation Webinar Opportunity (July 2025)
5. National Governor's Association Summer Institute – August 13-16
6. September is Workforce Development Month
7. Future of Work Conference: September 24, 2025
8. Workforce Development Heroes – September 2025
9. Board retreat – October 2025

X. Local Workforce Development Board **Oral Reports**

A. **Kauai**..... *Adele Manera, Kauai Island Manager, Workforce Development Division*

- Performance Measures: A report on the measurements for participants.
- Priorities: Staff recruitment; building alliances with businesses
- Challenges: low participation numbers
- Upcoming Activities: mini-job fairs

B. **Oahu**..... *Harrison Kuranishi, Executive Director*

The Oahu Workforce Development Board met on April 24, 2025.

- The Board voted for Christopher Lum Lee as the official Chair.
- At this meeting, the By-Laws were amended.
- Oahu Workforce Development Board added three new board members:
 1. Sarah Guay is the President and Chief Executive Officer of Hawaii Employers Council, which works closely with employers in the State of Hawaii.
 2. Wes Akamine is the Director of Operation at 'Ōlelo Community Media,
 3. Andrew Rosen is the Executive Director of the Native Hawaii Chamber of Commerce
- The Board completed the One Stop Operator Certification. This was the first certification using the new format.
- \$400,000 was added to Oahu's Quest grant.
- Quarter 3 Performance Data

- C. **Maui**..... *Chentelle Rowland, Executive Director, Maui Workforce Development Board.*

The Maui County Workforce Development Board held its meeting on Tuesday, May 13, 2025.

A. Reports on Sub-Committee Meetings were as follows:

1. Sector Strategies & Employer Engagement Sub-Committee Meeting

- a. Sub-committee Meeting was held on Thursday, April 24, 2025.
- b. Program/Youth Sub-Committee Meeting held on Monday, April 28, 2025.
 - QUEST update: The QUEST program placed 19 interns within the last quarter. It is projected about 66% of the budget will be spent by the ending of the contract, which is 09/15/25.
 - The County of Maui awarded Karey Kapoi LLC the contract to assist with strategic outreach and communication services for the QUEST program.
 - Maui's Graduating HS Seniors Hiring Fair: In partnership with Hawaii Department Of Education (HIDOE) and Goodwill Industries, a hiring fair was held to provide opportunities for graduating seniors to secure full time or part-time gainful employment.
- b. Finance Sub-Committee Meeting was held on Tuesday, April 29, 2025.
 - WIOA Program Year (PY)23 funds are set to end on 06/30/25. Projections regarding program expenditures are as follows:
 - o Adult Program – 67.15%
 - o DW Program – 52.74%
 - o Youth Program – 73.35%
 - WIOA Program Year (PY)2025 allocations and budgets were approved by the local board. A draft of the budgets has been submitted to

Workforce Development Division for review and approval.

B. Performance Measures Negotiations

1. Executive Director Rowland, reviewed performance measures for Program Year 2024 and Program Year 2025 for the Quarter 3 for the WIOA Adult/Dislocated Worker, and Youth Programs.
2. Staff have requested Technical Assistance on areas such as fiscal monitoring, program reporting, HireNet, and the Eligible Training Provider list.
3. Staff would like to thank Bennette Misalucha for her role in setting up these Technical Assistance opportunities.

D. Forthcoming Events/Announcements

1. Maui County Careers Expo

Staff will be supporting the County of Maui during their in-person hiring event scheduled for Thursday, May 15, 2025, at Queen Ka'ahumanu Center from 10am to 2pm.

1. Staff will be working with the State of Hawaii Department of Labor and Industrial Relations and University of Hawaii Maui College (UHMC) to plan a hiring fair tentatively scheduled for Wednesday, June 25, 2025, at UHMC Pā'ina Dining Hall.
2. Fiscal Management Training
Scheduled for Thursday, June 26, to Friday, June 27, 2025, in person.

E. **Hawaii Island**..... *Clinton Mercado, Executive Director,
Hawaii County Workforce Development Board,*

Period: January 2025 – March 2025

Overview of the key initiatives and activities related to Workforce Development by the Hawaii County Workforce Development Board (HCWDB).

1. Status Updates

- Board Meetings: The Hawaii County Workforce Development Board (HCWDB) convened for a board meeting on March 27, 2025.
- The HCWDB convened for an Oversight Committee meeting on March 12, 2025.
- The HCWDB approved, revised, and updated policies and procedures to change the Executive Director's contact information and the administrative office from the County of Hawaii Office of Housing and Community Development to the County of Hawaii Research and Development.
- The HCWDB approved raising the Individual Training account from \$2500 to \$3000 and \$5000 to \$6000 for Commercial Drivers Licensing.
- The HCWDB approved a revised policy and procedure that will allow the Workforce Innovation and Opportunity Act Title I service providers to pay for CPR (Cardiopulmonary resuscitation), Automated external defibrillator, and First Aid with federal fund indicating the service is a condition of employment or is required for training completion of the participant
- Job Seeker Services
The WIOA Title I service provider, Goodwill Industries of Hawaii, continues to provide support for in-demand job training in the healthcare and transportation industries. The HCWDB has greatly increased and diversified its training opportunities through the Workforce Development Councils' Eligible Training Provider List (ETPL).
- Employer Services
A job fair was held on February 22, 2025, from 10:00 a.m. to 2:00 p.m. Board staff have continued to actively reach out to local employers to better understand their needs so that training programs can be tailored to meet those specific requirements.

2. Workforce Development Partnerships

- Community & Economic Development Collaboration
- The board staff continues to strengthen its partnerships with local economic development organizations.
- Support for Underserved Populations

- HCWDB Staff, Servicer Providers, and Partners attended training from the National Veterans Training Institute.
- 3. Challenges & Areas for Improvement
 - Transportation Certification and Licensing Barriers
- 4. Upcoming Plans for April - June 2025
 - Expansion of Partnerships
 - HCWDB Staff continue to work with partners and community organizations to expand its network of available resources. Collaboration efforts between county departments and partners of the American Job Center have begun.
 - The County of Hawaii Connect Kakou initiative will begin its computer literacy classes throughout Hawaii Island in August with partnerships between the Hawaii Community College, Waipahu Community School for Adults, Goodwill Hawaii, and the Workforce Development Division.
 - Increased Employer Engagement
 - HCWDB staff will continue to focus on fostering employer-led training programs and work-based learning opportunities.

XI. Review of Written Reports from Core Partners Workforce Innovation and Opportunity Act (WIOA) from the period of February 2025 to June 24, 2025. These written reports relate to past activities.

A. **Title I and Title III - Workforce Development Division**.....*Maricar Pilotin-Freitas*

- Wagner-Peyser Performance Reports for Program Year 2024
- Success Stories/ Testimonials of Hele Imua Internship
- Hiring Events
- Report on Virtual Reality Gadgets
 - 22 VR are deployed to each local area.
 - Helps job seekers to explore careers in healthcare, hospitality, automotive, aviation maintenance, diesel technology, construction and manufacturing.
 - Helps employers and workforce prepare for the future.

- Expand the Apprenticeship Program statewide.

**B. Title IV – Division of Vocational RehabilitationLea Dias,
Administrator**

Agency Updates

1. American Job Center

- Statewide: Hawaii Division of Vocational Rehabilitation (HDVR) collaborates with community, government, and business partners in various work groups to promote competitive, integrated employment 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 Human Resource (HR) Management.
- Oahu Branch (OB) meets with AJC monthly to discuss referrals, participants, and services. Vocational Rehabilitation Specialists (VRS) are co-located at certain AJCs statewide on scheduled days to complete intakes and provide assistance.
- Services for the Blind Branch (SBB) aka Ho'opono. Stationed at the Oahu American Job Center twice per month, the Services for the Blind Branch (SBB) Employment Services Specialist (ESS) is available to assist clients with disabilities in job search and collaborates with other staff in the employment section of the City and Department of Labor. Ho'opono staff are helping AJC staff assess job seekers' abilities, capabilities and when appropriate accessibility and accommodations for individuals with disabilities.
- Division of Vocational Rehabilitation (DVR) staff collaborate on providing an integrated service model at the American Job Centers.
- DVR continues working with AJC staff to find a way to track dual enrollments between programs.
- Ongoing support from AJC partners includes providing tours and information sharing with new

staff assigned for weekly on-site services for Hawaii residents with disabilities eligible for services.

2. Timeliness

- The timeframe for processing applications (30 days) and eligibility determinations (60 days) for persons with disabilities seeking Vocational Rehabilitation services continues to be shortened with its rapid engagement initiatives. Division of Vocational Rehabilitation's rate is in compliance at 90 percent.

3. Vacancies

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

4. Administrative

- Awaiting finalized federal budget.

XII. Review of **Written** Reports from Standing Committees for the period February 2025 to June 24, 2025. These are past activities.

A. **Employer Engagement Committee.....Acting Chair Derek Kanehira**

Committee meeting was held on April 16, 2025.

Presentations:

1. Mark Menard of the American Job Center (AJC) facilitated an engaging and dynamic roundtable discussion titled "Breaking Barriers: Real Talk from Real Employers." Panelists included Roz Funakoshi, Vice President at Samurai, Inc.; David Makilan, Founder and Executive Director of He Ala Hou O Ke Ola Inc.; and Charlie Yoshimoto, Manager of Talent Acquisition & Mobility at Bank of Hawaii. They discussed firsthand experiences partnering with the AJC and shared lessons learned, practical insights, and tips for navigating the range of support and services available through the AJC.
2. Bennette Misalucha, Executive Director of the Workforce Development Council (WDC), shared updates on the Council's activities since the last committee meeting. Highlights included progress on the implementation of the 2024–2028 Unified Plan, the organizational plan on WDC's roles and

responsibilities as an attached agency, and the upcoming launch of three projects:

- American Job Centers Awareness Public Relations Campaign
- Workforce Innovation and Opportunity Act (WIOA) Research
- Fiscal training for applicable fiscal officers.

B. Sector Strategies and Career Pathways Committee.....*Chair Cary Miyashiro/Vice Chair Lorna Woo*

1. Sector Strategies and Career Pathways Meeting: Tuesday, April 1, 2025

a. Justine Fiesta, University of Maryland Global Campus

- History of servicing military community overseas
- Programs and degrees offered
- Target market
- Concurrent Enrollment form students ages 13+ (Early College)
- Career and Technical Education Programs of Study

b. Erin Yagi, Leeward Community College, Alternative Certification

- What is an alternative certification? And how will it benefit Hawaii Department of Education
- Target markets
- Benefits to students and employers.
- Future Career and Technology Education teachers with trade experiences

c. Jill Takasaki Canfield, Hawaii Literacy

- Building & strengthening whole communities.
- Various program and community outreach.
- Expanding & overlapping partnerships

2. Meeting on Tuesday, May 6. 2025

a. Elizabeth Jimenez Salinas, GEMAS Consulting

Reading programs that targets students with special challenges.

- b. Presentation on helping students at Waipahu High School. Also working with Roosevelt High School. (Ryan Sanpei, Lance Jyo, McKinley Community School for Adults)
 Career Foundation Program
 “Build my Skills” (Customer Service)
 Build my Bank” (Financial Literacy)
 “Build my Biz” (Entrepreneurship)
- c. Rosanne Propato, Corrections Programs Services Education
 Spoke about a partnership with McKinley Community School for Adult’s Career Foundation program and their program implementation within the Corrections system.
- d. Upcoming meeting: Tuesday, July 1, 2025
 - Shirlene Cardenas, Hawaii National Guard State Advisory Council
 - Potential resource Workforce partnership Michael Cardenas, MC3Technologies: Cybersecurity
 - Tui Scanlan, International Alliance of Theatrical Stage Employees (IATSE): Growing & Expanding the media sector

C. Military and Veterans Affairs Committee.....Chair Trang Malone/ Vice Chair Cheryl Cross

The Military and Veteran Affairs Committee met on April 17, 2025

1. Presentations:
 - a. Wanelle Kaneshiro and Joshua Kaakua, Pillar II of the State Unified Plan Catalyst Team Leads provided an overview of Pillar II, which refers to Strengthening Education and Training Alliances. They provided the goals and of this pillar and brought discussion on how military veterans and families could benefit from this alliance.
 - b. Cheryl Cross, Vice Chair, Military and Veterans Affairs Committee, provided a synopsis of the recent House Committee on Veteran Affairs Congressional hearing titled, “Mission Incomplete: Strengthening the Transition Assistance Program

- c. Farrah-Marie Gomes, Associate Vice President for Student Affairs, University of Hawaii, leads the Military-Connected Students Committee and provided an overview of current benefits to military service members, veterans and their families across all University of Hawaii campuses.
- d. Trang Malone, Chair, Military and Veterans Affairs Committee, led a short roundtable discussion on military education benefits and strategies to effectively communicate current benefits to service members, veterans, and their families.
- e. Executive Director's Report by Bennette E. Misalucha, Executive Director, State Workforce Development Council. Provided an update on the 2024-2028 Unified Plan implementation, the organizational plan on WDC's roles and responsibilities as an attached agency Council as an attached agency to the Department of Labor and Industrial Relations, Status on the Workforce Innovation and Opportunity Act unexpended funds for Program Year

2. STATUS OF PROJECTS:

- a) Military Spouse subcommittee met on February 20, 2025.
 - Building bridges within our military communities: attendance approved for the American Job Center to attend military installations on Oahu Newcomer's events beginning February 2025.
 - Oahu Workforce Development Division is developing an outreach calendar to businesses and will share when completed.
 - Department of Labor and Industrial Relations' Workforce Development Division hosted a resume workshop April 22 and hiring event on May 20. Priority of service for both Veterans and Military Spouses.
 - Hawaii County participated in a Army National Guard Aviation event.
 - Upcoming WDD hiring event on April 22 will have 50 employers and Work for Warriors assisting with resumes.
 - Continued discussion with priority of service to Military Veterans and Military Spouses at events

3. FORTHCOMING EVENTS:

- Recruit Military and Disabled American Veterans hiring events, June 4 Schofield Barracks, June 5 Joint Base Pearl Harbor-Hickam; Recruit Military Virtual Career Fair, May 6, 2025.
- Kauai Job Fair, April 23, 2025, at Convention Hall, priority to Military Veterans and military spouse first 90 minutes.
- Military Spouse Subcommittee engagement and outreach

D. Special Projects Committee.....Chair Keith DeMello/Vice Chair Dion Dizon

The Special Projects Committee met on April 7, 2025. The agenda included:

- a. Update on the Protocols for Nominating a Member of the State Board
 - i. This item was **deferred** (likely to August) to provide sufficient time to discuss the process.
- b. Update on the Public Awareness Campaign as Part of the Unexpended Funds for Program Year 2022
 - i. Executive Director Misalucha reported that the Becker Communications was awarded the contract to:
 - Conduct preliminary survey on American Job Center awareness
 - Develop and launch PR campaign across multiple platforms
 - Conduct post-campaign survey to measure awareness increase
 - ii. The campaign is funded by Program Year 2022 unexpended funds

F. Youth Services CommitteeChair Tui Scanlan/Vice Chair Carla Kurokawa

The Youth Services Committee met on Wednesday, April 2, 2025 @ 1:30 – 3:00 pm in-person (Department of Labor and Industrial Relations

Offices at Rm 317) and via Zoom.

1. Presentations:
 - a. Empowering the Youth Through Conservation: The Kupu Foundation - Kaulana McCabe, Vice President of Programs.
 - b. Presentation of the project being administered by P-20 using WIOA Program year 2022 Unexpended funds. Presenters were Warren Kawano and Ryan Shimabukuro. Hawaii P-20 highlighted the complexities of connecting industry partners, post-secondary education, and youth entrants into the workforce. The aim of their work is to streamline the pathways to career employment and add coordinating structure through work-based learning opportunities.
 - c. Jenn Sagon-Taeza presented for Hawaii Workforce Pipeline (HWP), Inc. and shared personalized learning experiences to create connections and build relationships.
2. Executive Director's Report – Workforce Development Council
Executive Director Bennette Misalucha
 - Highlights of upcoming events for 2nd and 3rd quarters.
 - 2nd Quarter - Administration of Projects under the Program Year 2022 Unexpended Funds, Staff training, Operational Transition of pertinent roles, Implementation of Unified Plan, Building Strategic Alliances with community orgs, Developing new website functions, Building capacity amongst Local Boards
 - 3rd Quarter – Implementation of State Unified Plan, Board Governance, Building Operational Capacity, Operational transition between Workforce Development Division and Workforce Development Council.

XIII. Announcements and Public Testimony (if any)

At this time, the public is welcome to announce upcoming events and comment on relevant issues that were not included in this meeting's agenda. Please be advised that in compliance with the Sunshine Law, the Committee cannot discuss or act on issues that were not included in this meeting's agenda, but issues raised in constituent comments may be

included in a future agenda for the Committee's consideration. 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.

XIV. 2025 BOARD MEETING DATES (subject to change)

Third Quarter	Wednesday, August 20, 2025	9:30 am to 11:30 am
Fourth Quarter	Wednesday, November 19, 2025	9:30 am to 11:30 am

2025 EXECUTIVE COMMITTEE DATES (subject to change)

Third Quarter	Wednesday, July 23, 2025	1:30 pm to 3 pm
Fourth Quarter	Wednesday, October 22, 2025	1:30 pm to 3 pm

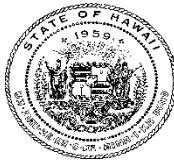
XV. NEXT MEETING

The next quarterly board meeting is tentatively scheduled for **Wednesday, August 20, 2025** at 9:30 a.m. at 830 Punchbowl Street, Room 310, Honolulu, Hawaii 96701.

XVI. ADJOURNMENT

Approval of Minutes:
February 19, 2024

REQUIRES BOARD ACTION



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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**WORKFORCE DEVELOPMENT COUNCIL'S
QUARTERLY BOARD MEETING MINUTES**

Thursday, February 19, 2025

9:30 a.m. – 11:30 a.m.

In-person and online via Zoom

ATTENDANCE:

Council Members Present:

Ken Loui, Council Chair and CEO, Pacific Marine
Cary Miyashiro, Council Vice Chair and President, Quad D Solutions
Dan Kouchi, Policy Advisor to Governor Josh Green
Thomas Chock, Designee, Hawaii Department of Business, Economic Development and Tourism
David Rodriguez, Designee, Hawaii Department of Labor and Industrial Relations (DLIR)
Winston Sakurai, Designee, Superintendent Keith Hayashi
Keala Monaco – Representing UH
Rosella Guardascione, Director of Human Resources, Kona Beach Hotel
Jackie Kaina, Executive Director, Kauai Economic Development Board
Scott Collins, Hawaii Island Division Chief, Hawaii Government Employees Association
Dion Dizon, Business Representative, International Brotherhood of Electrical Workers
Carla Kurokawa, Manager, Employment and Training, Alu Like, Inc.
Tui Scanlan, President, International Association of Stage and Theater Employees (IASTE)
Mixed Local 665
Lorna Woo, Director, Government Affairs, International Union of Painters and Allied Trades, District Council 50
Cheryl Cross, Executive Recruiter, Inkinen and Associates
Keith DeMello, Senior Vice President of Communications & External Affairs, Ulupono Initiative
Rona Fukumoto, President & CEO, Lanakila Pacific
Jared Higashi, Vice President, Hawaii Lodging and Tourism Association
Shelli Ihori, Associate Director, Workforce Development, Hawaii Pacific Health
Derek Kanehira, Senior Vice President, Human Resources, Alexander and Baldwin
Sean Knox, President, Hawaii Employment Services, Inc
Trang Malone, Workforce Initiatives Manager, CVS Health
Leslie Wilkins, President & CEO, Maui Economic Development Board, Inc.
Lea Dias, Administrator, Division of Vocational Rehabilitation, Department of Human Services
Eileen Caldwell, Director of Human Resources, Marriott Hawaii and French Polynesia
Michelle Rego, County of Kauai Office of Economic Development
Andy Kawano, Designee for Mayor

Excused:

Jason Chang, President, Queen's Medical Center
Robert Lietzke, Vice President, Indo-Pacific Western Region, Booz Allen Hamilton
Manu Bermudez, Vice President, Human Resources, Hawaii Gas
Jason Brand, President, Brand Industrial Group Representative
Jackson Sayama, Designee for Representative Andrew Garrett
Kelly Ueoka, President, Pacxa
Sen Donovan Dela Cruz, Senate designee
Richard Bisson or Designee Luana Mahi – Mayor, County of Maui
Big Island Designee

Guests:

Tim Carlton, Legislative Director, National Governors Association
Sophia Yeager, National Governors Association
Violet Jackson, Federal Project Officer, U.S. Department of Labor
Daven Kawamura, Oahu Workforce Development Board
Maricar Pilotin-Freitas, Workforce Development Division
Kevin Aki Jr., County of Hawaii Workforce Development Board
Harrison Kuranishi, Oahu Workforce Development Board
Jung Yun Ha, Deputy Attorney General

Staff:

Bennette Misalucha, Executive Director, Workforce Development Council (WDC)
Evan Palmer, Specialist, Workforce Development Council (WDC)
Kelly Quitevis, Specialist, Workforce Development Council (WDC)
Li-Ann Yamashiro, Deputy Attorney General, assigned to WDC

WRITTEN MINUTES**I. Call to Order (00:07:09 -- 00:017:13)**

The meeting was called to order at 9:34 a.m. by Workforce Development Council Chair Ken Loui. The Council member roll was called, and quorum was established with 25 members present, at 9:45.

Members who were present during this period -

Ken Loui
Cary Miyashiro
Dan Kouchi
Thomas Chock
David Rodriguez
Winston Sakurai
Keala Monaco
Rosella Guardascione
Jackie Kaina
Scott Collins
Dion Dizon
Carla Kurokawa

Tui Scanlan
Lorna Woo
Cheryl Cross
Keith DeMello
Rona Fukumoto
Shelli Ihori
Derek Kanehira
Sean Knox
Trang Malone
Leslie Wilkins
Lea Dias
Eileen Caldwell
Michelle Rego

Guests and staff also introduced themselves.

II. Approval of Minutes of November 21, 2024 (00:17:13 -- 00:20:29)

Chair Loui requested a motion to approve the minutes of the November 21, 2024 meeting.

Board Action: Council Member Tui Scanlan moved to approve the minutes, and Council Member Cary Miyashiro seconded. The motion was approved unanimously.

III. Administrative Matters: Welcome to New Staff Members Evan Palmer (Program Specialist IV) and Kelly Quitevis (Program Specialist IV) (00:20:29 -- 00:22:19)

Chair Loui welcomed two new WDC staff members who both started a few weeks prior. He introduced Kelly Quitevis and Evan Palmer and invited them to share a few words about themselves.

Kelly Quitevis shared that she was previously a program specialist at the University of Hawaii and worked in private business, helping oversee statewide business for large retailers, and worked in K-12 education. She will be supporting sector partnerships, performance management, and the Special Projects Committee.

Evan Palmer shared that he worked as a program coordinator for the See Hawaii Work Program at the Department of Human Services. He's bi-vocational, also serving as pastor of the Honolulu Church of God. He will be helping with military and veterans' affairs, youth services, and employer engagement committees. He noted he's also a veteran, having served in the Army for about 7½ years.

IV. Presentation – Re-certification of the Workforce Innovation and Opportunity Act (WIOA) (00:22:19 -- 00:48:10)

Tim Carlton, Legislative Director of the National Governors Association (NGA), provided an update on the reauthorization of the Workforce Innovation and Opportunity Act (WIOA). Key highlights included:

1. **Budget Status:** With less than three weeks until the federal continuing resolution expires on March 14, the outlook for a full-year funding package remains uncertain. Possible outcomes include another short-term continuing resolution (CR), a

government shutdown, or a full-year CR that would maintain FY24 funding levels through FY25.

2. **WIOA Reauthorization:** Congress came close to passing the *Stronger Workforce for America Act* in late 2024. The bill passed the House with a strong bipartisan vote (378–26) and had support from both House and Senate leadership. However, it was removed from the final continuing resolution due to the bill’s length, not its content. The proposed bill included increased state flexibility, pilot programs for small states, updates to local area designations, and adjustments to training mandates.
3. **Future Outlook:** New committee leadership in the House and Senate brings new legislative priorities, which may delay progress on WIOA reauthorization. Additional obstacles include ongoing Senate confirmations and budget reconciliation efforts, which are expected to take precedence in the immediate term.
4. **Department of Labor Appointees:** Lori Chavez-DeRemer has been nominated for Secretary of Labor and is expected to receive a confirmation vote in March. Henry Mack III has been nominated to oversee the Employment Training Administration, which administers WIOA programs.

Board Member Cheryl Cross highlighted Governor Josh Green’s initiative to fast-track federal workers affected by recent layoffs into state employment. Executive Director Bennette Misalucha noted that a press release on this effort had been issued and offered to share it with Mr. Carlton. Mr. Carlton expressed appreciation and interest in showcasing Hawaii’s leadership as an example for other states.

Mr. Carlton noted that formula funding for WIOA Title I programs remains secure through ongoing congressional appropriations, even without reauthorization. However, he advised the board to remain aware of potential policy shifts and administrative changes as new federal leadership takes office.

V. Presentation: Governor Dr. Joshua Green's Priorities (00:48:10 -- 01:00:43)

Dan Kouchi, Policy Advisor to Governor Green and the Governor’s designee to the Council, presented an update on the Governor’s priorities and related initiatives:

1. **Operation Hire Hawai’i (OHi):** Mr. Kouchi highlighted Executive Order 25-02, which establishes "Operation Hire Hawai’i" to expedite the state hiring process. The initiative directs agencies to review applicants and make conditional job offers within 14 days, with a focus on individuals affected by recent federal government layoffs. The outreach effort includes partnerships with local influencers and a strong social media campaign. Information is being updated in real-time on both the Governor’s and the Department of Human Resources and Development (DHRD) websites.
2. **Affordability & Cost of Living:** The state has enacted income tax cuts projected to provide \$5.6 billion in relief to taxpayers over seven years. The administration is also exploring other strategies to reduce the tax burden for working families and encourage economic growth across the state.
3. **Affordable Housing:** Through emergency proclamations, the development of nearly 7,000 affordable housing units has been accelerated. In total, 62,000 units are in the development pipeline over the next decade, including approximately 46,000 classified as affordable. The

state budget also includes \$500 million to support workforce housing and Native Hawaiian beneficiaries.

4. **Maui Recovery & Wildfire Prevention:** The Governor's Office has invested more than \$2 billion in federal disaster relief and \$800 million in state funds to support survivors and rebuild communities. Long-term housing solutions are underway for 99% of displaced residents. The administration is also introducing wildfire prevention legislation, including the expansion of the Fire Marshal's Office and investments in sensor monitoring and fire safety infrastructure.
5. **Healthcare Workforce Development:** The Healthcare Education Loan Repayment Program (HELP), established in 2023, allocated \$30 million in its first biennium to support healthcare professionals in rural and underserved areas. The first cohort funded 900 applicants, and the second cohort includes approximately 1,500. Mr. Kouchi noted that several recipients were former Hawai'i residents planning to return home. Bills currently in the legislature (SB 29 and HB 213) propose \$15 million in funding per year for the next biennium. Additional investments are also planned in rural hospitals, behavioral health centers, and Medicaid improvements.
6. **Public Safety:** Recent public safety initiatives include the passage of new gun safety laws, implementation of active shooter training in public and charter schools, gun buyback events, and continued work through the illegal fireworks task force.
7. **Climate & Environment:** Following the Maui wildfires, the Governor convened a Climate Advisory Team, and the administration is pursuing legislation to implement its recommendations. In January, a Clean Energy Emergency Order was issued to help accelerate the state's clean energy goals, including potential workforce development opportunities in the clean energy sector.

Due to time constraints, Mr. Kouchi offered to send the Council a list of bills being tracked by the Governor's Office and relevant departments following the meeting.

Jared Higashi and Andy Kawano joined during this portion of the meeting, bringing the total number of members present to 27.

VI. Financial Reports (01:00:44 -- 01:08:36)

Executive Director Bennette Misalucha presented an overview of WIOA fund utilization, financial standing, and performance reporting:

1. **Program Year 2022 Recaptured Funds:** Approximately \$3.9 million in unspent funds was returned to the State from local areas. Of that amount, \$1.9 million has been encumbered, and \$1.5 million is planned for encumbrance. Although a potential lapse of \$21,000 was noted, it is not expected to lapse.
2. **Program Year 2023 Funds:** As of December 31, 2024, \$2.8 million of the \$8 million allocated to local areas had been spent, with \$5.7 million remaining and six months left in the spending period. Monthly coordination meetings are held to monitor expenditures and forecast balances.
3. **Lahaina Fire Recovery Grant:** Of the \$21 million approved for disaster recovery, the first allocation of \$10 million has been largely expended, with \$9.44 million spent. A request for the second allocation is pending federal approval.

4. **Performance Assessment:** The U.S. Department of Labor’s National Assessment for PY 2023 showed Hawai’i met all performance standards. Only Arizona and New Jersey received failing designations, defined as under 50% on any indicator or under 90% overall. A timeline graphic was also presented to contextualize results from 2017–2024.

VII. Presentation on the Status of Unexpended Funds (01:08:36 -- 01:11:58)

Executive Director Misalucha provided a report on the use of \$1.5 million in unexpended WIOA funds allocated to WDC:

1. Government Agency Grants:

- Hawai’i P-20: \$446,000
- University of Hawai’i Community Colleges: \$458,000
- University of Hawai’i / Chamber of Commerce (transportation sector): \$100,000

2. RFP Awards:

- WIOA system research: \$100,000 (Access Strategy LLC)
- Fiscal training & financial protocol updates: \$97,000 (Michael J. Gluffrida & Associates, dba The GA Team)
- Public relations campaign for American Job Centers: \$293,000 (Becker Communications)
- National Veterans Training Institute: Ongoing training for local areas

Total awarded: **\$1,554,453**

VIII. Update on Legislative Bills of Interest (01:11:58 -- 01:28:36)

Keith DeMello, Special Projects Committee Chair, provided an overview of legislative measures being tracked by the WDC:

• Governor’s Messages:

- **GM 502:** Appointment of Ken Loui as Chair of the Workforce Development Council.
- **GM 581:** Appointment of Jared Higashi to the Workforce Development Council. Both messages have been referred to the Senate Committee on Labor and Technology.
- **House Bill 1205:** Proposes approximately \$1 million in funding for FY 2026–2027 to the WDC to implement a framework for workforce diversification and the expansion of the defense-related workforce, including fields such as cybersecurity, data science, and advanced manufacturing.
- **Senate Bill 742:** Establishes a data-sharing and governance working group within the Office of Enterprise Technology Services. The WDC submitted written testimony in

support, citing alignment with its strategic pillars and goals from the December 2024 Workforce Summit.

- **House Bill 1211 / Senate Bill 1233:** Establishes a state internship and workforce development program within the Department of Human Resources Development. The Senate bill was heard in late January and referred to WAM; WDC continues to monitor.

Additional contributions:

Tui Scanlan (IATSE 665):

- **Senate Bill 1523:** Expands private sector collective bargaining rights. Emphasized the need for appropriations and staffing raised by the Hawai'i Labor Relations Board.
- **Senate Bill 1641:** Establishes a Hawai'i Film Commission. Expressed concern over state involvement in media production and potential First Amendment implications.

Thomas Chock (DBEDT Designee):

- **Senate Bill 1585:** Related to P-20 data and establishing new workforce development tracking metrics.
- **Senate Bill 1491:** Proposes tracking of self-employed individuals and entrepreneurs; involves DBEDT and the Department of Taxation.

Leslie Wilkins inquired about SB742's overlap with existing data systems like DXP. Keith DeMello and Tui Scanlan clarified that the bill aims to establish a coordinating body to address current data-sharing gaps.

IX. Presentation: Best Practice on Employer Engagement: CVS Health (01:28:35 -- 01:44:41)

Trang Malone, Workforce Initiatives Manager at CVS Health, presented on employer engagement initiatives:

Talent Pipeline Focus Areas: Youth, mature workers, people with disabilities, registered apprenticeships, military community, second chance individuals, and faith-based initiatives.

1. **Military Community Programs:** DoD SkillBridge partnership for transitioning service members with 12-week training in store management, service operations, and business intelligence. Military spouse fellowships in partnership with Hiring Our Heroes.
2. **Youth Pathways:** Pre-apprenticeship programs, pharmacy technician externships, and partnerships with schools including Lahaina Luna High School. A four-phase Career Pathway Program with Work Hawaii for high school seniors that includes paid work experience.
3. **Abilities Programs:** Partnerships with community organizations for front store externships and distribution center experiences for individuals with disabilities.

4. **Registered Apprenticeships:** Pharmacy technician apprenticeship program approved in all four counties, including a recognized "Apprenticeship Trailblazer" through the Department of Labor.
5. **Career Skills Labs:** Mock pharmacy environments at Hawaii Job Corps Center and Maui College, with plans for retail career skills labs at Dole Cannery and on the West Side.
6. **Future Initiatives:** Continued support for pre-pharmacy courses, retail management apprenticeship development, and pathways to pharmacy school.

Ms. Malone emphasized the importance of collaboration across the state and alignment of missions to strengthen Hawaii's workforce.

Chair Ken Loui and Councilmember Cheryl Cross commended Ms. Malone's work and encouraged broader employer engagement across the state.

X. Executive Director's Report (01:44:41 – 02:04:44)

Executive Director Bennette Misalucha provided updates on program implementation, staff assignments, and structural planning:

1. **Transportation Sector Partnership:**
The Chamber of Commerce of Hawai'i has taken the lead on this initiative and will provide continued technical assistance and coordination.
2. **Unified State Plan Implementation:**
The WDC has developed four strategic pillars to guide plan execution. Catalyst meetings began on February 27, 2025. The Office of Information Practices has confirmed that the WDC may establish separate Permitted Interaction Groups (PIGs) for each pillar under specific Sunshine Law exemptions. The purpose of each PIG is to explore relevant initiatives, set measurable goals, and report recommendations to the full board by December 2025.

Proposed PIG Membership:

- Pillar 1 – Alignment with Economic Growth: Thomas Chock, Cheryl Cross, Derek Kanehira, Kelly Ueoka, Rosella Guardascione, Leslie Wilkins, Jackie Kaina
- Pillar 2 – Strengthening Education and Training Alliances: Kelly Ueoka, Thomas Chock, Dion Dizon, Tui Scanlan, Scott Collins, Derek Kanehira, Rona Fukumoto, Cary Miyashiro, Trang Malone, Jared Higashi
- Pillar 3 – Commitment to Those with Barriers to Employment: Cheryl Cross, Trang Malone, Rona Fukumoto, Lea Dias, Kelly Ueoka, Ken Loui
- Pillar 4 – Creating Workforce Synergy in the Community: Thomas Chock, Kelly Ueoka, Derek Kanehira, Tui Scanlan, Dion Dizon, Leslie Wilkins, Jackie Kaina

Board Action – PIG Formation and Membership Approval:

Council Member Dion Dizon moved to approve the creation of four Permitted Interaction Groups (PIGs), set their scope, and confirm the proposed membership. Cary Miyashiro seconded the motion. A formal roll call vote was conducted by Chair Ken Loui: 24 members voted "aye," with no nays or abstentions. The motion passed unanimously.

3. **WDC Transition to Attached Agency Status:**

The WDC is continuing its transition to becoming an attached agency to DLIR. Meetings with DLIR leadership, B&F, and DHRD are ongoing. A Memorandum of Agreement is in development to clarify long-term responsibilities. Job descriptions have been finalized, and interviews are being conducted for newly established positions.

4. **Staff Assignments:**

- Kelly Quitevis: Sector partnerships, performance management, special projects
- Evan Palmer: Military and veterans affairs, youth services, employer engagement
- Bennette Misalucha (Executive Director): Executive Committee and Full Board

5. **Upcoming Events:**

- Workforce Synergy Summit – December 9, 2024
- Board Retreat – January 16, 2025
- National Economic Trends Webinar – January 2025
- WIOA Academy Trainings – through March 2025
- Transportation Sector Convening – TBD
- Long-Term Care Workforce Taskforce Meeting – January 2025

During the conclusion of this item, the following members indicated that they exited the meeting:

Rona Fukumoto, Lea Dias, Dion Dizon

Chair Ken Loui and Executive Director Misalucha confirmed that quorum was still maintained with 20 members.

XI. Oral Reports from Local Area Workforce Development Boards (02:04:44 – 02:11:45)

1. **Oahu Workforce Development Board:** Harrison Kuranishi reported that the Board Chair term ended on February 15, 2025, with Vice Chair Chris Lum Lee serving as acting chair until a vote on April 24, 2025. Staff transitions included a new accountant, Michael Hole. The Board increased membership from 19 to 23 members, and has removed nearly 200 underutilized programs from the eligible training provider list.
2. **Maui Workforce Development Board:** Leslie Wilkins reported that two labor unions with longstanding members who retired have new replacements from AFL-CIO and IBEW. Luana Mahi, director of the Office of Economic Development, left the county, and Cynthia Lallo, chief of staff for the county of Maui, is now the designee representing Mayor Bisson. The Board has retained a marketing firm to develop community-based messaging for the American Job Center.
3. **Hawaii Workforce Development Board:** Rossella Guardascione reported that the Board last convened on December 17, 2024, to review PY 2023 funding and approved WIOA Title I performance measures for 2024–2025. Q1 2025 plans include expanding school

partnerships, increasing employer engagement in agriculture and healthcare, addressing transportation and skills gaps, and strengthening alignment with the State Workforce Plan.

4. **Kauai:** No oral report was provided.

XII. Oral Report from a WIOA Core Partner (02:11:46 -- 02:12:16)

Maricar Pilotin-Freitas, Administrator of the Workforce Development Division (WDD), was scheduled to present but was unavailable. Chair Loui and Executive Director Misalucha confirmed that the related materials were included in the meeting packet.

XIII. Written Reports from WIOA Core Partners (Division of Vocational Rehabilitation, Title IV) (02:12:17 – 02:12:41)

A written report from the Division of Vocational Rehabilitation (DVR) was included in the board packet. No representative was available to present, as Lea Dias had to leave the meeting earlier. No questions were raised by Council members.

David Rodriguez joined the meeting at this point, bringing the quorum to 21 members.

XIV. Written Reports from the Workforce Development Council Committees (02:12:45 – 02:21:22)

1. **Sector Strategies and Career Pathways Committee:** Chair Cary Miyashiro reported that the committee changed its meeting schedule from Thursdays to Tuesdays (1:00-2:30pm). They received a subcommittee report from Dina Yoshimi of the Language Roadmap Initiative regarding high school language programs for the workforce and nursing assistant programs at Punahou High School. The committee also heard presentations on AI use in schools from Gabriel Yaragihara and on Perkins 5 updates from Hawaii P-20 representatives. The next meeting is scheduled for April 1, 2025.
2. **Special Projects Committee:** Chair Keith DeMello reported that the committee met on February 3, 2025, and received a presentation from the State Office of Enterprise Technology Services regarding IT consolidation initiatives and efforts to improve recruitment through updated position descriptions and internship programs. The committee will be working on proposed bylaw changes to codify the WDC member process, with potential action at the May WDC meeting.
3. **Military and Veterans Affairs Committee:** Chair Trang Malone reported that the committee met on January 23, 2025, and discussed the Department of Defense's 2025 state priorities with Kelly May Douglas, Pacific Southwest Regional liaison for the Defense State Liaison Office. Vice Chair Cheryl Cross facilitated a roundtable discussion on one of the four strategic pillars. The spouse subcommittee is working on career fairs, and the American Job Center can now visit every military installation for newcomers' events. The next meeting is scheduled for April 17, 2025.

During this section, Councilmembers Sean Knox and Thomas Chock exited the meeting. Bennette Misalucha confirmed quorum to be at 18.

XV. Executive Session for Discussion regarding the Annual Performance Evaluation of the Executive Director (02:21:22 – 02:32:05)

Chair Loui explained that the board would not go into executive session as initially planned, based on guidance from the Office of Information Practices (OIP). Instead, the evaluation process and criteria would be discussed in open session. OIP advised that since the discussion involved the evaluation process and not confidential personnel details, it should remain public.

The Executive Committee had recommended delegating the evaluation responsibility to the committee itself, rather than the full board, due to the size of the board and varying levels of interaction with the Executive Director.

Board Action:

Council Member Tui Scanlan moved to delegate the Executive Director's evaluation to the Executive Committee. Council Member Leslie Wilkins seconded the motion. The motion passed unanimously. The board also voted unanimously to change the agenda item from "executive session" to "open discussion."

Chair Loui stated he would seek formal written clarification from OIP on whether a Permitted Interaction Group (PIG) is necessary for the evaluation and would report back.

Quorum Note: During this section, Jared Higashi and Scott Collins left the meeting, bringing quorum to 16.

XVI. BOARD MEETING DATES (Subject to Change) (02:32:05 – 02:32:22)

- First Quarter: Wednesday, February 19, 2025, 9:30 am to 11:30 am
- Second Quarter: Wednesday, May 28, 2025, 9:30 am to 11:30 am
- Third Quarter: Wednesday, August 20, 2025, 9:30 am to 11:30 am
- Fourth Quarter: Wednesday, November 19, 2025, 9:30 am to 11:30 am

EXECUTIVE COMMITTEE DATES (Subject to Change)

- Wednesday, January 22, 2025, 1:30 pm to 3:00 pm
- Wednesday, April 23, 2025, 1:30 pm to 3:00 pm
- Wednesday, July 23, 2025, 1:30 pm to 3:00 pm
- Wednesday, October 22, 2025, 1:30 pm to 3:00 pm

XVII. Announcements and Constituent Comments (02:28:29 – 02:32:00)

- Council Member Tui Scanlan announced an International Working Women's Day rally at the Capitol on March 8, 2025.
- Council Member Leslie Wilkins announced the Hawaii STEM Conference at the Hawaii Convention Center on March 24-25, 2025, and reminded attendees that March 25 is Equal Pay Day.

- Council Member Cheryl Cross thanked Executive Director Bennette Misalucha for joining her at Bayer Crop Science as a featured speaker for the Global Women's Breakfast.
- Council Member Tui Scanlan announced a Creative Industry Summit on Thursday, March 27, 2025, at the Arc of Hilo.

XVIII. Next Meeting and Adjournment (02:32:00 – 02:32:31)

The next meeting is scheduled for May 28, 2025, at 9:30 a.m. The meeting was adjourned at approximately 11:30 a.m.

Presentation: Building Industry Association

Roseann Freitas, Chief Executive
Officer

Certification of the Kauai American Job Center

REQUIRES BOARD ACTION

Bennette Misalucha, Executive
Director, Workforce Development
Council

DR. JOSH GREEN
GOVERNOR

SYLVIA LUKE
LIEUTENANT GOVERNOR



JADE BUTAY
DLIR DIRECTOR

WILLIAM KUNSTMAN
DEPUTY DIRECTOR

KEN LOUI
CHAIRPERSON

BENNETTE E. MISALUCHA
EXECUTIVE DIRECTOR

STATE OF HAWAII
WORKFORCE DEVELOPMENT COUNCIL
Department of Labor and Industrial Relations
830 Punchbowl Street, Suite 317, Honolulu, Hawaii 96813
Phone: (808) 586-8815 Web: <http://labor.hawaii.gov/wdc/>

April 16, 2025

TO: Maricar Pilotin-Freitas, Administrator
Workforce Development Division

FROM: Bennette Misalucha, Executive Director
Workforce Development Council

RE: **Kauai American Job Center Certification Executive Summary**

Date of Site Visit/Review: April 9, 2025

Certifying Body: Workforce Development Council

Background

The Workforce Innovation and Opportunity Act (WIOA) requires the certification of an American Job Center (AJC) at least once every three years to ensure the delivery of high-quality services. The certification process evaluates the AJC across a set of federal and state-defined criteria, including customer service, integration of services, responsiveness to employer needs, and continuous improvement. The local workforce development board usually undertakes the role of certifier, but because Kauai local area does not have a local board, the Workforce Development Council (as the State Board) was tasked with this assignment.

This narrative provides the certification status for the Kauai AJC based on the most recent site review and self-assessment conducted in accordance with WIOA Bulletin No. 13-16 Change 2 issued in October 2023.

Methodology

The methodology for this certification relied on a self-assessment process. The Kauai AJC

Branch Manager was asked to complete the official assessment tool to the best of her ability. Most of the responses provided were within reasonable bounds and appeared to reflect genuine understanding of local operations. In a few instances, responses may have leaned toward an optimistic characterization of service delivery. This is not unusual in self-assessments, especially when staff must balance reporting duties with ongoing service delivery.

Due to time constraints, the certification team was unable to fully validate every response.

However, the self-assessment was accepted for the purpose of certification. Self-assessment is a commonly used approach; for instance, the Maui AJC used it successfully for its 2020 certification. That said, when comparing Kauai's scoring to Maui's, some differences—particularly around coordination of services—suggested that further exploration and clarification of the assessment scores, might be warranted.

To complement the self-assessment, we conducted interviews with AJC staff, one core partner agency, the Kauai County office of economic development, the Department of Labor and Industrial relations Equal Employment Opportunity Officer and several AJC past clients. A summary of the client interviews is attached to this report.

These conversations with Kauai stakeholders confirmed that staff are often deeply engaged in operational and administrative duties, leaving limited bandwidth for broader outreach or routine coordination with other WIOA partners. While these conditions reflect systemic resource limitations, they also point to opportunities for strategic investment and support.

Evaluation Summary

The Kauai AJC meets several baseline WIOA requirements and reflects a dedicated effort by a small but hardworking team to serve the community. The center, currently staffed by three individuals under the Workforce Development Division, provides essential services in a responsive and client-centered manner.

However, several opportunities exist to strengthen the AJC's service model. Staffing limitations continue to constrain the center's capacity to conduct proactive outreach, engage with employers, and fully integrate local partnerships. These are not reflections of individual shortcomings, but rather indicators of a system stretched to deliver on a broad mandate with limited resources.

Deeper collaboration with the very pro-active Kauai County Department of Economic Development could offer significant benefits. At present, engagement between the two entities is minimal, albeit the county office is considered the AJC's landlord. Exploring ways to align efforts could help elevate the AJC's visibility and strengthen its impact. The use of WIOA funds

to support a dedicated outreach or community engagement position is one practical strategy that merits consideration.

Key Observations:

- **Customer Service and Feedback:** The AJC has systems in place to collect feedback, and formalizing the way that data is analyzed and applied would enhance continuous improvement efforts.
- **Continuous Improvement:** While training does occur on a limited basis, a more intentional approach to staff development aligned with service priorities would be beneficial.
- **Participant Services:** Basic services are being delivered consistently, though some enhancements could be made to support individualized career planning and soft skills development.
- **Employer Engagement:** There is potential to expand relationships with the local business community, particularly the Kauai Chamber of Commerce, through more consistent outreach and customized services.
- **Integration of Services:** Increasing the visibility of the “American Job Center Hawaii” brand and strengthening coordination with partners would support a more seamless customer experience.
- **Facility and Accessibility:** The center is clean and welcoming, with opportunities for improvement in signage and ADA-related resources.

Certification Determination

Certification Status: *Provisionally Certified – With Conditions*

The Kauai AJC satisfies baseline certification criteria but would benefit from targeted improvements in several key areas. As part of the next phase, the center is encouraged to develop a Corrective Action Plan (CAP) **within 90 days from the Workforce Development Council’s ratification of the certification.**

This plan needs to outline steps to:

- Evaluate staffing needs and explore options to fund an outreach/community engagement position or agency using WIOA resources.
- Enhance engagement with the Kauai Department of Economic Development and other key partners.
- Strengthen processes for capturing and utilizing customer feedback.
- Expand employees’ professional development opportunities based on identified service gaps.
- Re-establish routine coordination meetings among core partners.

- Develop and implement written policies specific to this AJC to ensure compliance with the Americans with Disabilities Act (ADA). While the State has overarching policies in place, the EEOC has indicated that each AJC must establish its own localized written ADA policy. According to the designated EEOC Officer, monitoring visits will soon be conducted to assess compliance at the local area level.

WDC and the Workforce Development Division will continue to work in partnership to provide guidance and technical assistance as the CAP is developed and implemented.

This certification determination will be presented to the Workforce Development Council for formal action at its next quarterly meeting on **June 24, 2025** where it will appear as an agenda item for board consideration.

Next Steps

1. **Board Review and Certification:** WDC will review and certify the results at its June 24 board meeting
 2. **Corrective Action Plan Due:** September 30, 2025.
 3. **Technical Assistance Support to Staff:** To be coordinated by WDC in collaboration with WDD.
 4. **Follow-Up Review:** A check-in will be conducted within six months or December 30, 2025 to assess progress and provide further support as needed
-

Conclusion

This certification exercise has served as a valuable opportunity for the Workforce Development Council to gain foundational insight into the current landscape on Kauai, in preparation for assuming the responsibilities of the local board as mandated by WIOA.

It should be made clear that WDC does not seek to manage the day-to-day operations of the AJC, as it does not have the staffing or resources to do so. Instead, its focus will be on providing stronger policy and governance support for the local Kauai workforce system.

The Kauai American Job Center continues to provide essential workforce services under challenging conditions, thanks to the dedication of its staff and leadership. This certification process has surfaced opportunities not only for improvement but also for greater alignment, collaboration, and support at the state and local levels. With thoughtful investment and shared commitment, the Kauai AJC is well-positioned to enhance its role as a central workforce hub in the county of Kauai.

CLIENT FEEDBACK INTERVIEWS/ CONDUCTED 4/15/2025

Client A:

Enrollment: Client A was referred by Division of Vocational Rehabilitation (DVR) and co-enrolled in WIOA Title I Adult and Wagner-Peyser (WP) programs. The client participated in the Hele Imua and Quest Internship Programs.

Work Experience:

- Successfully completed three 89-day temporary work periods within one department.
- Completed two additional 89-day periods in a second department.
- Reported an overall positive experience, finding the process easy to navigate.
- Noted a delay of about one year between placements in the two departments.

Service Experience:

- Participated in a work environment and interest survey, and felt his placements were well-matched to his preferences.
- Did not receive individualized services such as pre-employment training or skills assessments.
- Found the American Job Center (AJC) accessible, with services that met his needs.
- Valued on-the-job feedback and instruction, reporting positive support at his worksites.

Next Steps:

- Client is scheduled to meet with Kaua'i AJC staff to explore permanent job opportunities.

Client B:

Enrollment: Client B was referred to the AJC by a staff member from EAH Housing. She enrolled in WIOA Title I Adult, WP, and the Senior Community Service Employment Program (SCSEP).

She was familiar with the AJC from having used its services when she moved to Kaua'i 15 years ago.

Service Experience:

- Received support completing SCSEP enrollment paperwork and updating her resume, noting her limited digital literacy.
- Reported the enrollment process as easy and well-supported, noting staff were patient and encouraging.
- Currently has a job placement she enjoys, sharing that it brings meaning and enjoyment to her weekly routine and much needed income.
- Maintains regular contact with AJC staff through biweekly paycheck pickups.

Suggestions for Improvement:

- Reported a communication gap during enrollment when follow-up was delayed due to her case worker being on vacation.
- Recommended greater outreach to other low-income senior housing residents, as some may also be interested in working but need help overcoming barriers.

Next Steps:

- Client plans to continue with SCSEP for the full 4-years possible.

Client C:

Enrollment: Client C was referred to the AJC by an Instructor at Kaua'i Community College (KCC) from her Medical Assisting Certificate Program. She was enrolled in WIOA Title I Adult and WP services.

Service Experience:

- Reported that the AJC process was easy to navigate and very helpful.

- Expressed high satisfaction with the support and services received.
- Received financial assistance for tuition, books, and uniforms, which allowed her to reduce work hours and focus more on her studies.
- Shared that services were well-coordinated, and staff responded quickly and effectively when she encountered an issue purchasing her uniform.

Education:

- Enrolled in a one-year Medical Assisting Certificate program, which will be fully covered through WIOA support.
- She is on track to complete the program in May 2025.

Suggestions:

- Suggested that posting WIOA opportunities on school bulletin boards could help more students access support.

Next Steps:

- Upon graduation, she plans to transition to full-time employment at the clinic where she currently works.

Client D:

Enrollment: Client D is an Out-of-School Youth (OSY) who was referred to the Kaua'i AJC by a family member working at a Neighbor Island AJC. She participated in the Hele Imua internship program and is currently enrolled in the Quest internship program.

Service Experience:

- Reported the enrollment process was fairly easy, taking approximately 2–3 weeks.
- Expressed high satisfaction with the support received.
- Received resume-building assistance and access to training videos to prepare for her clerical internship role.
- Enjoyed participating in Hele Imua monthly team check-in meetings and has since transitioned into a QUEST internship.
- Currently receives follow-up support from AJC staff every 2–3 weeks.

Next Steps:

- Client D plans to seek a permanent clerical position within the Department of Education with the assistance of the Kauai AJC staff.

Report on the 2025 Legislative Session

Keith DeMello, Chair, Special
Projects Committee

Workforce Development Council (WDC)
Quarterly Board Meeting
Tuesday, June 24, 2025
9:30 a.m.

REPORT
Special Projects Committee

Highlights for the Quarter

I. COMMITTEE MEETING: The Special Projects Committee met on April 7, 2025.
The agenda included:

- a. Update on the 2025 Legislative Session
(Reminder: In fourth quarter 2024, WDC members Keith DeMello and Tui Scanlan were delegated with the authority to represent the WDC's legislative policy positions.)
 - i. Chair DeMello reported on several bills of interest, including the following measures for which WDC had provided supportive testimony this session. *(All of these measures have since passed.)*

Measure	Description
GM502	Submitting for consideration and confirmation to the Hawai'i Workforce Development Council, Gubernatorial Nominee, KEN LOUI, for a term to expire 06-30-2028.
GM690	Submitting for consideration and confirmation to the Hawai'i Workforce Development Council, Gubernatorial Nominee, JARED HIGASHI, for a term to expire 06-30-2029.
GM581	Submitting for consideration and confirmation to the Hawai'i Workforce Development Council, Gubernatorial Nominee, JARED HIGASHI, for a term to expire 06-30-2025.
GM717	Submitting for consideration and confirmation to the Hawai'i Workforce Development Council, Gubernatorial Nominee, SCOTT COLLINS, for a term to expire 06-30-2028.
GM728	Submitting for consideration and confirmation to the Hawai'i Workforce Development Council, Gubernatorial Nominee, PANE MEATOOGA III, for a term to expire 06-30-2029.
GM744	Submitting for consideration and confirmation to the Hawai'i Workforce Development Council, Gubernatorial Nominee, AMBER AKANA, for a term to expire 06-30-2029.
SB742 SD2	Establishes a Data Sharing and Governance Working Group within the Office of Enterprise Technology Services.
HD1	Requires a report to the Legislature. Appropriates funds. Effective 7/1/3000. (HD1)

NOTES:

- SB 742 establishes a Data Sharing and Governance Working Group within the Office of Enterprise Technology Services and requires the Working Group to submit annual reports to the Legislature. The bill has been enrolled to the governor for consideration for signature.
- DeMello and Scanlan submitted testimony in support of SB742 because integrated data systems are key to addressing Hawai'i's workforce challenges, as emphasized at the WDC's Workforce Synergy Summit in December 2024. This bill would help to achieve the following outcomes under the [Hawai'i State Workforce Unified Plan](#)'s Four Pillars.

Fiscal Reports

Julie Van Radke, DLIR/ASO

Bennette Misalucha, Executive Director,
Workforce Development Council

WORKFORCE INNOVATION AND OPPORTUNITY ACT

Grants Summary As of 04/30/2025

PY22

County	Allocated	Expenditures	Balance As of 6/30/24	Lapsed 6/30/25
Honolulu	4,711,403	2,692,707	2,018,696	
Hawaii	1,647,337	1,111,897	535,440	
Maui	1,221,938	642,938	579,000	
WDD-Kauai	617,019	207,407	409,612	
Rapid Response	557,592	253,345	304,247	
WIOA State Level	1,545,051	1,409,296	135,755	
Total by County	10,300,340	6,317,590	3,982,750	-

Statewide from

Unexpended Funds	Unexpended Funds	Expenditures	Encumbrances	Planned Encumbrances
WIOA Adult	1,303,410.01	30,892.72	1,272,517.29	0.00
WIOA Youth	1,421,927.78	1,149,099.00	272,828.78	0.00
WIOA DW	817,410.37	28,815.46	788,594.91	0.00
WIOA RR	304,247.00	172,519.68	131,727.32	0.00
WIOA State Level	135,755.00	24,476.87	111,278.13	0.00
TOTAL	3,982,750.16	1,405,803.73	2,576,946.43	0.00

PY23

County	Allocated	Expenditures	Balance As of 04/30/2025	Lapsed 6/30/26
Honolulu	5,082,555.00	2,820,795.48	2,261,759.52	
Hawaii	1,784,535.00	885,614.53	898,920.47	
Maui	1,131,059.00	674,252.05	456,806.95	
WDD-Kauai	603,971.00	173,243.23	430,727.77	
Total by County	8,602,120.00	4,553,905.29	4,048,214.71	-

PY2022

						PY 22 RAPID REPONSE			
		Expenditures		PY22	PY22	Expenditure		PY22	PY22
		PY22	PY22	Funds Avail.	% Expended	PY22	PY22	Funds Avail.	% Expended
		Budget	06/30/24	06/30/24	06/30/24	Participants	Budget	4/30/2025	4/30/2025
Adult Program:	Hawaii	615,398.00	456,194.35	159,203.65	74%	194			
DW Program:	Hawaii	277,263.00	217,556.05	59,706.95	78%	36			
Local Admin:	Hawaii	164,734.00	130,996.43	33,737.57	80%				
Youth Program:	Hawaii	589,942.00	307,149.68	282,792.32	52%	44			
Rapid Response	Hawaii	94,791.00	59,936.10	34,854.90	63%		34,854.90	34,854.90	- 100%
Hawaii Total		1,742,128.00	1,171,832.61	570,295.39		274	34,854.90	34,854.90	-
Adult Program:	Honolulu	1,566,467.00	977,778.19	588,688.81	62%	709			
DW Program:	Honolulu	815,479.00	426,181.85	389,297.15	52%	141			
Local Admin:	Honolulu	471,141.00	347,678.25	123,462.75	74%				
Youth Program:	Honolulu	1,858,316.00	941,069.13	917,246.87	51%	146			
Rapid Response	Honolulu	278,796.00	41,612.27	237,183.73	15%		237,183.73	105,475.38	131,708.35 44%
Honolulu Total		4,990,199.00	2,734,319.69	2,255,879.31		996	237,183.73	105,475.38	131,708.35
Adult Program:	Kauai	217,564.00	88,477.17	129,086.83	41%	17			
DW Program:	Kauai	235,583.00	70,614.03	164,968.97	30%	7			
Local Admin:	Kauai	-	-	-					
Youth Program:	Kauai	163,872.00	48,315.66	115,556.34	29%	4			
Rapid Response	Kauai	72,487.00	40,278.88	32,208.12	56%		32,208.12	32,189.40	18.72 100%
Kauai Total		689,506.00	247,685.74	441,820.26		28	32,208.12	32,189.40	18.72
Adult Program:	Maui	419,589.00	184,231.78	235,357.22	44%	96			
DW Program:	Maui	326,191.00	128,634.70	197,556.30	39%	31			
Local Admin:	Maui	122,193.00	65,140.85	57,052.15	53%				
Youth Program:	Maui	353,965.00	264,930.75	89,034.25	75%	33			
Rapid Response	Maui	111,518.00	111,518.00	-	100%		-	-	- 0%
Maui Total		1,333,456.00	754,456.08	578,999.92		160	-	-	-
Grand Total		8,755,289.00	4,908,294.12	3,846,994.88		1,458	304,246.75	172,519.68	131,727.07

GRANT SUMMARY DETAILS
AS OF APRIL 30, 2025

PY2023

		Expenditures		PY23	PY23	
		PY23 Budget	PY23 Exp 4/30/2025	Funds Avail. 4/30/2025	% Expended 4/30/2025	PY23 Participants
Adult Program:	Hawaii	698,272	334,504.14	363,768	48%	100
DW Program:	Hawaii	254,277	157,595.23	96,682	62%	20
Local Admin:	Hawaii	169,760	52,162.44	117,598	31%	
Youth Program:	Hawaii	575,294	292,366.85	282,927	51%	31
Rapid Response	Hawaii	86,932	48,985.87	37,946	56%	
Hawaii Total		1,784,535	885,614.53	898,920		151
Adult Program:	Honolulu	1,687,490	1,110,702.52	576,787	66%	644
DW Program:	Honolulu	777,787	343,739.29	434,048	44%	130
Local Admin:	Honolulu	481,665	219,171.32	262,494	46%	
Youth Program:	Honolulu	1,869,703	1,147,182.35	722,521	61%	132
Rapid Response	Honolulu	265,910	0.00	265,910	0%	
Honolulu Total		5,082,555	2,820,795.48	2,261,760		906
Adult Program:	Kauai	145,473	72,688.19	72,785	50%	12
DW Program:	Kauai	194,447	60,620.74	133,826	31%	5
Local Admin:	Kauai	53,749	19,133.15	34,616	36%	
Youth Program:	Kauai	143,824	20,801.15	123,023	14%	2
Rapid Response	Kauai	66,478	0.00	66,478	0%	
Kauai Total		603,971	173,243.23	430,728		19
Adult Program:	Maui	378,230	260,888.36	117,342	69%	81
DW Program:	Maui	269,234	120,109.30	149,125	45%	25
Local Admin:	Maui	103,902	62,514.68	41,387	60%	
Youth Program:	Maui	287,647	138,693.71	148,953	48%	20
Rapid Response	Maui	92,046	92,046.00	0	100%	
Maui Total		1,131,059	674,252.05	456,807		126
Grand Total		8,602,120	4,553,905.29	4,048,215		1202

GRANT SUMMARY DETAILS
AS OF APRIL 30, 2025

PY2024

		Expenditures		PY24	PY24	
		PY24	PY24 Exp	Funds Avail.	% Expended	PY24
		Budget	4/30/2025	4/30/2025	4/30/2025	Participants
Adult Program:	Hawaii	550,121		550,121	0%	
DW Program:	Hawaii	252,020		252,020	0%	
Local Admin:	Hawaii	140,931		140,931	0%	
Youth Program:	Hawaii	466,233		466,233	0%	
Rapid Response	Hawaii	86,161		86,161	0%	
Hawaii Total		1,495,466	0.00	1,495,466		0
Adult Program:	Honolulu	1,545,579		1,545,579	0%	
DW Program:	Honolulu	756,060		756,060	0%	
Local Admin:	Honolulu	448,563		448,563	0%	
Youth Program:	Honolulu	1,735,425		1,735,425	0%	
Rapid Response	Honolulu	258,482		258,482	0%	
Honolulu Total		4,744,109	0.00	4,744,109		0
Adult Program:	Kauai	157,198		157,198	0%	
DW Program:	Kauai	177,897		177,897	0%	
Local Admin:	Kauai	51,620		51,620	0%	
Youth Program:	Kauai	129,509		129,509	0%	
Rapid Response	Kauai	60,819		60,819	0%	
Kauai Total		577,043	0.00	577,043		0
Adult Program:	Maui	366,747		366,747	0%	
DW Program:	Maui	296,494		296,494	0%	
Local Admin:	Maui	102,474		102,474	0%	
Youth Program:	Maui	259,019		259,019	0%	
Rapid Response	Maui	101,366	11,371.93	89,994	11%	
Maui Total		1,126,100	11,371.93	1,114,728		0
Grand Total		7,942,718	11,371.93	7,931,346		0

Workforce Development Council
Quarterly Board Meeting
June 24, 2025

FORECAST OF PROGRAM YEAR 2023 UNEXPENDED FUNDS

Note: The figures presented here are based on currently reported information as of 4.30.25. Additional expenses may still be outstanding and have not yet been accounted for. Please keep in mind that the actual totals may differ.

Additional Notes

1. WIOA funds have to be expended within three years. The local areas have two years to spend their allocation. Whatever is not spent goes to the state as "unexpended funds."
2. The State has one year to spend these funds for "statewide activities".
3. Program Year (PY) ends on June 30th of every year.
4. Local areas will need to turn over their UNSPENT PY 2023 allocated funds by June 30, 2025.
5. Forecasting unexpended funds is essential for effective planning purposes.

HAWAII	Expenditures		Remainder	% Expended
	Budget	4/30/2025	As of 4/30/2025	4/30/2025
Adult Program	698,272.00	334,504.14	363,767.86	48%
DW Program	254,277.00	157,595.23	96,681.77	62%
Youth Program	575,294.00	292,366.85	282,927.15	51%
Rapid Response	86,932.00	48,985.87	37,946.13	56%
Local Admin Costs	169,760.00	52,162.44	117,597.56	31%
TOTAL	1,784,535.00	885,614.53	898,920.47	50%

Note: the Executive Director of each local area submitted their own forecast

Hawaii County Forecast	
Adult	288,329.49
Dislocated Workers	83,890.56
Youth	227,014.20
Local Admin cost	90,216.48
Py 2023Unexpended Funds	688,500.72

Honolulu	Expenditures		Remainder	% Expended
	Budget	4/30/2025	As of 4/30/2025	4/30/2025
Adult Program	1,687,490.00	1,110,702.52	576,787.48	66%
DW Program	777,787.00	343,739.29	434,047.71	44%
Youth Program	1,869,703.00	1,147,182.35	722,520.65	61%
Rapid Response	265,910.00	0.00	265,910.00	0%
Local Admin Costs	481,665.00	219,171.32	262,493.68	46%
TOTAL	5,082,555.00	2,820,795.48	2,261,759.52	55%

Note: the Executive Director of each local area submitted their own forecast

Honolulu C&C Forecast	
Adult	254,400.00
Dislocated Worker	365,000.00
Youth	488,440.00
LAC	160,000.00
Py 2023Unexpended Funds	1,267,840.00

Kauai	Expenditures		Remainder	% Expended
	Budget	4/30/2025	As of 4/30/2025	4/30/2025
Adult Program	145,473.00	72,688.19	72,784.81	50%
DW Program	194,447.00	60,620.74	133,826.26	31%
Youth Program	143,824.00	20,801.15	123,022.85	14%
Rapid Response	66,478.00	0.00	66,478.00	0%
Local Admin Costs	53,749.00	19,133.15	34,615.85	36%
TOTAL	603,971.00	173,243.23	430,727.77	29%

Note: the Executive Director of each local area submitted these forecast

Kauai County Forecast	
Adult Program	58,247.17
DW Program	48,496.59
Youth Program	121,982.79
Rapid Response	66,478.00
Local Admin Costs	30,789.22
Py 2023Unexpended Funds	325,993.77

Maui	Expenditures		Remainder	% Expended
	Budget	4/30/2025	As of 4/30/2025	4/30/2025
Adult Program	378,230.00	260,888.36	117,341.64	69%
DW Program	269,234.00	120,109.30	149,124.70	45%
Youth Program	287,647.00	184,924.81	102,722.19	64%
Rapid Response	92,046.00	92,046.00	0.00	100%
Local Admin Costs	103,902.00	62,514.68	41,387.32	60%
TOTAL	1,131,059.00	720,483.15	410,575.85	64%

Note: the Executive Director of each local area submitted their own forecast

Maui County Forecast	
Youth	62,230.00
Adults	125,234.00
Dislocated Workers	67,647.00
Py 2023Unexpended Funds	255,111.00

SUMMARY PER ISLAND	
Hawaii	688,500.72
Honolulu	1,267,840.00
Kauai	325,993.77
Maui	255,111.00
TOTAL STATE FORECAST	2,537,445.49

of PY 2023 WIOA funds

ANALYSIS OF WIOA ALLOTMENT

Youth	2022	2023	2024	2025	Difference	%
Total US allotment	\$928,841,800	\$943,575,800	944,073,800.00	936,974,800.00	-7,099,000.00	-0.75%
States Allotment						
Hawaii	3,855,827	3,760,088	3,385,865.00	3,024,364.00	-361,501.00	-10.68%
California			146,040,343.00	168,549,346.00	22,509,003.00	15.41%
New Jersey			23,935,505.00	30,882,177.00	6,946,672.00	29.02%
Idaho			2,366,901.00	3,053,834.00	686,933.00	29.02%

***For 2025, these are States that had a 10.58% reduction, like Hawaii.**

Alabama, Alaska, Delaware, Kansas
Maryland, Massachusetts, Michigan
Mississippi, Minnesota, New Mexico,
North Carolina, Pennsylvania
Puerto Rico, Tennessee, Texas
Virginia, Washington

Adult	2022	2023	2024	2025	Difference	%
Total US allotment	\$867,625,000.00	882,925,000.00	883,298,000.00	883,351,000.00	53,000.00	0.01%
States Allotment						
Hawaii	3,656,552.00	3,803,223.00	3,424,347.00	3,082,097.00	-342,250.00	-9.99%
California			141,158,847.00	163,337,664.00	22,178,817.00	15.71%
Utah			2,464,341.00	3,108,341.00	644,000.00	26.13%
New Jersey			23,365,082.00	30,376,429.00	7,011,347.00	30.01%

***For 2025, these are States that had a 9.99% reduction, like Hawaii.**

Alabama, Alaska, Arizona, Delaware
Iowa, Kansas, Maryland, Massachusetts
Michigan, Minnesota, Mississippi
New Mexico, North Carolina,
Oregon, Pennsylvania, Puerto Rico
Tennessee, Virginia, Washington

Dislocated Workers	2022	2023	2024	2025	Difference	%
Total US allotment	1,371,910,000.00	1,417,357,000.00	1,393,572,000.00	\$1,393,378,000	-194,000.00	0.01%
States Allotment						
Hawaii	2,787,961.00	2,556,829.00	2,534,139.00	2,280,320.00	-253,819.00	10.02%
California			158,507,519.00	206,023,191.00	47,515,672.00	29.98%
New jersey			32,469,628.00	41,952,869.00	9,483,241.00	29.21%
Washington			19,751,767.00	25,672,738.00	5,920,971.00	29.98%
Illinois			58,810,914.00	76,440,615.00	17,629,701.00	29.98%
North Dakota			740,881.00	962,974.00	222,093.00	29.98%

***For 2025, these are States that had a 10.02 reduction, like Hawaii.**

Alabama, Alaska, Arizona, Arkansas,
Colorado, Connecticut, Delaware, D.C.,
Florida, Georgia, Idaho, Indiana, Iowa, Kentucky
Louisiana, Maine, Maryland, Massachusetts
Michigan, Minnesota, Mississippi,
Missouri, Montana, Nebraska, New Hampshire,
New Mexico, New York, North Carolina
Ohio, Oklahoma, Oregon, Pennsylvania,
Puerto Rico, Rhode Island, South Carolina,
South Dakota, Tennessee, Texas, Utah,
Vermont, Virginia, West Virginia, Wyoming

SUMMARY FOR HAWAII	2022	2023	2024	2025	Difference	%
Youth	3,855,827.00	3,760,088.00	3,385,865.00	3,024,364.00	-361,501.00	-10.68%
Adults	3,656,552.00	3,803,223.00	3,424,347.00	3,082,097.00	-342,250.00	-9.99%
Dislocated Workers	2,787,961.00	2,556,829.00	2,534,139.00	2,280,320.00	-253,819.00	10.02%
TOTAL	10,300,340.00	10,120,140.00	9,344,351.00	8,386,781.00	-957,570.00	-10.25%

Difference between 2022 and 2025	1,913,559.00	-9.30%
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U.S. Department of Labor
Employment and Training Administration
WIOA Youth Activities State Allotments
Comparison of PY 2025 Allotments vs PY 2024 Allotments

State	PY 2024	PY 2025	Difference	% Difference
Total	\$944,073,800	\$936,974,800	(\$7,099,000)	-0.75%
Alabama	9,375,648	8,374,633	(1,001,015)	-10.68%
Alaska	3,444,195	3,076,467	(367,728)	-10.68%
Arizona	22,893,156	20,629,527	(2,263,629)	-9.89%
Arkansas	5,253,909	6,199,664	945,755	18.00%
California	146,040,343	168,549,346	22,509,003	15.41%
Colorado	11,281,542	11,038,571	(242,971)	-2.15%
Connecticut	10,865,114	10,129,143	(735,971)	-6.77%
Delaware	3,525,562	3,149,146	(376,416)	-10.68%
District of Columbia	4,090,376	4,047,766	(42,610)	-1.04%
Florida	35,321,069	36,051,150	730,081	2.07%
Georgia	15,822,523	15,575,092	(247,431)	-1.56%
Hawaii	3,385,865	3,024,364	(361,501)	-10.68%
Idaho	2,366,901	3,053,834	686,933	29.02%
Illinois	49,301,027	51,532,517	2,231,490	4.53%
Indiana	14,430,689	16,020,894	1,590,205	11.02%
Iowa	5,089,513	4,733,939	(355,574)	-6.99%
Kansas	4,670,333	4,171,693	(498,640)	-10.68%
Kentucky	14,858,922	16,711,538	1,852,616	12.47%
Louisiana	12,996,041	13,943,764	947,723	7.29%
Maine	2,540,388	2,301,532	(238,856)	-9.40%
Maryland	16,228,876	14,496,158	(1,732,718)	-10.68%
Massachusetts	18,926,398	16,905,672	(2,020,726)	-10.68%
Michigan	34,257,716	30,600,102	(3,657,614)	-10.68%
Minnesota	8,642,444	7,719,711	(922,733)	-10.68%
Mississippi	8,614,181	7,694,466	(919,715)	-10.68%
Missouri	10,088,379	11,547,823	1,459,444	14.47%
Montana	2,318,970	2,301,532	(17,438)	-0.75%
Nebraska	2,787,681	2,777,724	(9,957)	-0.36%
Nevada	14,059,914	13,780,336	(279,578)	-1.99%
New Hampshire	2,318,970	2,301,532	(17,438)	-0.75%
New Jersey	23,935,505	30,882,177	6,946,672	29.02%
New Mexico	7,799,659	6,966,908	(832,751)	-10.68%
New York	68,357,497	64,583,434	(3,774,063)	-5.52%
North Carolina	27,096,137	24,203,148	(2,892,989)	-10.68%
North Dakota	2,318,970	2,301,532	(17,438)	-0.75%
Ohio	37,831,696	35,253,325	(2,578,371)	-6.82%
Oklahoma	6,192,386	7,230,619	1,038,233	16.77%
Oregon	12,363,539	11,043,514	(1,320,025)	-10.68%
Pennsylvania	43,332,595	38,706,078	(4,626,517)	-10.68%
Puerto Rico	19,409,685	17,337,360	(2,072,325)	-10.68%
Rhode Island	2,991,317	2,920,789	(70,528)	-2.36%
South Carolina	8,960,487	10,115,862	1,155,375	12.89%
South Dakota	2,318,970	2,301,532	(17,438)	-0.75%
Tennessee	14,716,454	13,145,214	(1,571,240)	-10.68%
Texas	96,383,731	86,093,073	(10,290,658)	-10.68%
Utah	3,273,389	4,194,972	921,583	28.15%
Vermont	2,318,970	2,301,532	(17,438)	-0.75%
Virginia	13,102,764	11,703,814	(1,398,950)	-10.68%
Washington	22,795,157	20,361,373	(2,433,784)	-10.68%
West Virginia	4,952,293	5,282,714	330,421	6.67%
Wisconsin	9,021,095	8,942,740	(78,355)	-0.87%
Wyoming	2,318,970	2,301,532	(17,438)	-0.75%
State Total	927,587,911	920,612,878	(6,975,033)	-0.75%
American Samoa	335,753	337,424	1,671	0.50%
Guam	921,426	926,014	4,588	0.50%
Northern Marianas	430,280	432,422	2,142	0.50%
Palau	75,000	75,000	0	0.00%
Virgin Islands	562,323	536,440	(25,883)	-4.60%
Outlying Areas Total	2,324,782	2,307,300	(17,482)	-0.75%
Native Americans	14,161,107	14,054,622	(106,485)	-0.75%

U.S. Department of Labor
Employment and Training Administration
WIOA Adult Activities
PY 2025 State Allotments

State	Total	7/1/2025	10/1/2025
Total	\$883,351,000	\$171,913,000	\$711,438,000
Alabama	8,187,967	1,593,498	6,594,469
Alaska	2,911,706	566,660	2,345,046
Arizona	19,520,972	3,799,066	15,721,906
Arkansas	6,024,321	1,172,421	4,851,900
California	163,337,664	31,787,894	131,549,770
Colorado	10,150,973	1,975,528	8,175,445
Connecticut	9,185,592	1,787,650	7,397,942
Delaware	3,056,641	594,867	2,461,774
District of Columbia	3,683,180	716,801	2,966,379
Florida	38,614,664	7,514,977	31,099,687
Georgia	14,980,465	2,915,417	12,065,048
Hawaii	3,082,097	599,821	2,482,276
Idaho	2,863,713	557,320	2,306,393
Illinois	49,165,427	9,568,310	39,597,117
Indiana	14,202,901	2,764,092	11,438,809
Iowa	3,306,963	643,583	2,663,380
Kansas	3,128,980	608,945	2,520,035
Kentucky	16,299,905	3,172,199	13,127,706
Louisiana	13,800,624	2,685,803	11,114,821
Maine	2,202,857	428,708	1,774,149
Maryland	14,098,161	2,743,708	11,354,453
Massachusetts	14,619,763	2,845,219	11,774,544
Michigan	28,712,786	5,587,927	23,124,859
Minnesota	6,580,946	1,280,748	5,300,198
Mississippi	7,432,434	1,446,460	5,985,974
Missouri	10,789,714	2,099,836	8,689,878
Montana	2,202,857	428,708	1,774,149
Nebraska	2,202,857	428,708	1,774,149
Nevada	13,619,140	2,650,483	10,968,657
New Hampshire	2,202,857	428,708	1,774,149
New Jersey	30,376,429	5,911,697	24,464,732
New Mexico	6,764,694	1,316,508	5,448,186
New York	63,421,041	12,342,661	51,078,380
North Carolina	23,188,433	4,512,808	18,675,625
North Dakota	2,202,857	428,708	1,774,149
Ohio	32,932,150	6,409,077	26,523,073
Oklahoma	6,680,103	1,300,046	5,380,057
Oregon	10,839,402	2,109,506	8,729,896
Pennsylvania	36,311,530	7,066,754	29,244,776
Puerto Rico	18,141,119	3,530,527	14,610,592
Rhode Island	2,476,330	481,930	1,994,400
South Carolina	9,817,775	1,910,682	7,907,093
South Dakota	2,202,857	428,708	1,774,149
Tennessee	12,988,349	2,527,722	10,460,627
Texas	81,731,170	15,906,079	65,825,091
Utah	3,108,341	604,929	2,503,412
Vermont	2,202,857	428,708	1,774,149
Virginia	11,024,882	2,145,603	8,879,279
Washington	19,669,803	3,828,031	15,841,772
West Virginia	5,239,482	1,019,680	4,219,802
Wisconsin	7,451,034	1,450,080	6,000,954
Wyoming	2,202,857	428,708	1,774,149
State Total	881,142,622	171,483,217	709,659,405
American Samoa	322,472	62,758	259,714
Guam	884,979	172,230	712,749
Northern Marianas	413,259	80,426	332,833
Palau	75,000	14,596	60,404
Virgin Islands	512,668	99,773	412,895
Outlying Areas Total	2,208,378	429,783	1,778,595

U.S. Department of Labor
Employment and Training Administration
WIOA Dislocated Worker Activities State Allotments
Comparison of PY 2025 Allotments vs PY 2024 Allotments

State	PY 2024	PY 2025	Difference	% Difference
Total	\$1,393,572,000	\$1,393,378,000	(\$194,000)	-0.01%
Alabama	12,337,631	11,101,897	(1,235,734)	-10.02%
Alaska	5,876,555	5,287,961	(588,594)	-10.02%
Arizona	28,315,755	25,479,655	(2,836,100)	-10.02%
Arkansas	4,522,192	4,069,250	(452,942)	-10.02%
California	158,507,519	206,023,191	47,515,672	29.98%
Colorado	14,090,453	12,679,156	(1,411,297)	-10.02%
Connecticut	11,806,402	10,623,875	(1,182,527)	-10.02%
Delaware	2,517,108	2,264,995	(252,113)	-10.02%
District of Columbia	12,090,836	10,879,820	(1,211,016)	-10.02%
Florida	41,440,429	37,289,765	(4,150,664)	-10.02%
Georgia	26,713,274	24,037,678	(2,675,596)	-10.02%
Hawaii	2,534,139	2,280,320	(253,819)	-10.02%
Idaho	2,611,276	2,349,731	(261,545)	-10.02%
Illinois	58,810,914	76,440,615	17,629,701	29.98%
Indiana	12,352,607	11,115,373	(1,237,234)	-10.02%
Iowa	5,363,928	4,826,678	(537,250)	-10.02%
Kansas	3,797,394	4,826,014	1,028,620	27.09%
Kentucky	11,706,885	10,534,326	(1,172,559)	-10.02%
Louisiana	14,645,250	13,178,385	(1,466,865)	-10.02%
Maine	2,027,635	1,824,548	(203,087)	-10.02%
Maryland	14,981,809	13,481,234	(1,500,575)	-10.02%
Massachusetts	19,860,355	17,871,146	(1,989,209)	-10.02%
Michigan	27,746,873	24,967,752	(2,779,121)	-10.02%
Minnesota	8,545,279	7,689,386	(855,893)	-10.02%
Mississippi	11,917,714	10,724,038	(1,193,676)	-10.02%
Missouri	9,804,128	8,822,149	(981,979)	-10.02%
Montana	1,435,624	1,291,832	(143,792)	-10.02%
Nebraska	1,827,388	1,644,357	(183,031)	-10.02%
Nevada	25,833,014	23,245,585	(2,587,429)	-10.02%
New Hampshire	1,911,623	1,720,155	(191,468)	-10.02%
New Jersey	32,469,628	41,952,869	9,483,241	29.21%
New Mexico	17,841,270	16,054,292	(1,786,978)	-10.02%
New York	101,745,387	91,554,591	(10,190,796)	-10.02%
North Carolina	21,045,970	18,938,010	(2,107,960)	-10.02%
North Dakota	740,881	962,974	222,093	29.98%
Ohio	27,235,792	24,507,861	(2,727,931)	-10.02%
Oklahoma	5,580,181	5,021,271	(558,910)	-10.02%
Oregon	9,412,925	8,470,128	(942,797)	-10.02%
Pennsylvania	52,261,354	47,026,868	(5,234,486)	-10.02%
Puerto Rico	108,379,632	97,524,351	(10,855,281)	-10.02%
Rhode Island	3,120,263	2,807,738	(312,525)	-10.02%
South Carolina	10,522,345	9,468,429	(1,053,916)	-10.02%
South Dakota	1,159,463	1,043,331	(116,132)	-10.02%
Tennessee	12,944,745	11,648,202	(1,296,543)	-10.02%
Texas	74,893,848	67,392,496	(7,501,352)	-10.02%
Utah	4,196,235	3,775,941	(420,294)	-10.02%
Vermont	896,318	806,543	(89,775)	-10.02%
Virginia	12,811,909	11,528,671	(1,283,238)	-10.02%
Washington	19,751,767	25,672,738	5,920,971	29.98%
West Virginia	9,022,367	8,118,689	(903,678)	-10.02%
Wisconsin	9,838,615	8,853,181	(985,434)	-10.02%
Wyoming	910,116	818,959	(91,157)	-10.02%
State Total	1,092,713,000	1,092,519,000	(194,000)	-0.02%
American Samoa	502,290	508,660	6,370	1.27%
Guam	1,378,467	1,395,946	17,479	1.27%
Northern Marianas	643,704	651,865	8,161	1.27%
Palau	118,327	118,303	(24)	-0.02%
Virgin Islands	841,142	808,671	(32,471)	-3.86%
Outlying Areas Total	3,483,930	3,483,445	(485)	-0.01%
National Reserve*	297,375,070	297,375,555	485	0.00%

* The PY 2024 Dislocated Worker National Reserve amount reflects the initial appropriation; however, the Full-Year Continuing Appropriations and Extensions Act, 2025 (P.L. 119-4) contained a \$75M rescission to the Dislocated Worker National Reserve, decreasing funding in that category to \$222,375,070.

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 LIMAHAHA
WORKFORCE DEVELOPMENT DIVISION
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Phone: (808) 586-8877 / Fax: (808) 586-8822
Email: dlir.workforce.develop@hawaii.gov

May 29, 2025

SN (77)

WIOA BULLETIN NO. 02-25, Change 1

TO: WIOA Partners

FROM: Maricar Pilotin-Freitas, Administrator
Workforce Development Division

SUBJECT: Program Year (PY) 2025 Allocations

A handwritten signature in blue ink, reading "Maricar Pilotin-Freitas".

PURPOSE

The purpose of this bulletin is to transmit final Program Year (PY) 2025 allocations for programs under Title I of the Workforce Innovation and Opportunity Act (WIOA).

BACKGROUND

To avoid potential gaps in funding and services, the State issued estimated funding levels for the WIOA Youth, Adult, and Dislocated Worker programs for PY 2025 to use for planning purposes in WIOA Bulletin 02-25, issued March 31, 2025.

The Training Employment Guidance Letter 11-24 from the Employment Training Administration, issued May 20, 2025, provided the final 2025 allotment levels for the WIOA Youth, Adult, and Dislocated Worker programs. This bulletin provides the local area allocations based on this final allotment.

Allocations

State allocations for PY 2025 are as follows:

Youth Program	\$ 3,024,364
Adult Program	\$ 3,082,097
Dislocated Worker Program	\$ 2,280,320
Total	\$ 8,386,781

POLICY

Allocations

Youth Program Funds

CFDA #17.259 WIOA Youth Activities

Total Allotment	\$ 3,024,364
State Level Funds	\$ 453,655
Local Area Funds	\$ 2,570,709

WIOA Youth Program funds are being distributed as follows:

Local Area	Proportion	Administrative Funds (10%)	Program Activity Funds (90%)	Total Amount
Hawaii	0.1700	\$43,702	\$393,319	\$437,021
Kauai	0.0400	\$10,283	\$92,545	\$102,828
Maui	0.1000	\$25,707	\$231,364	\$257,071
Oahu	0.6900	\$177,379	\$1,596,410	\$1,773,789
Total	1.00	\$257,070	\$2,313,638	\$2,570,709

Adult Program Funds

CFDA #17.258 Adult Activity Funds

Total Allotment	\$ 3,082,097
State Level Funds	\$ 462,314
Local Area Funds	\$ 2,619,782

WIOA Adult Program Funds are being distributed as follows:

Local Area	Proportion	Administrative Funds (10%)	Program Activity Funds (90%)	Total Amount
Hawaii	0.2700	\$70,734	\$636,607	\$707,341
Kauai	0.0500	\$13,099	\$117,890	\$130,989
Maui	0.1500	\$39,297	\$353,670	\$392,967
Oahu	0.5300	\$138,848	\$1,249,637	\$1,388,485
Total	1.00	\$261,978	\$2,357,804	\$2,619,782

Dislocated Worker Program Funds

CFDA #17.278

Total Allotment	\$ 2,280,320
State Level Funds	\$ 342,048
Rapid Response Allocation	\$ 456,064
Local Area Funds	\$ 1,482,208

WIOA Dislocated Worker Program funds are being distributed as follows:

Local Area	Proportion	Administrative Funds (10%)	Program Activity Funds (90%)	Total Amount
Hawaii	0.1925	\$28,533	\$256,792	\$285,325
Kauai	0.1125	\$16,675	\$150,074	\$166,749
Maui	0.2315	\$34,313	\$308,818	\$343,131
Oahu	0.4635	\$68,700	\$618,303	\$687,003
Total	1.00	\$148,221	1,333,987	\$1,482,208

Total Local Area Funds

Local Administrative Cost Pool Funds

CFDA #17.259 WIOA Youth Activities

CFDA #17.258 WIOA Adult Activities

CFDA #17.278 WIOA Dislocated Workers

Local Area	Administrative Pool Funds	Youth Program Activity Funds	Adult Program Activity Funds	Dislocated Worker Program Activity Funds	Total Amount
Hawaii	\$142,969	\$393,319	\$636,607	\$256,792	\$1,429,687
Kauai	\$40,057	\$92,545	\$117,890	\$150,074	\$400,566
Maui	\$99,317	\$231,364	\$353,670	\$308,818	\$993,169
Oahu	\$384,927	\$1,596,410	\$1,249,637	\$618,303	\$3,849,277
Total	\$667,270	\$2,313,638	\$2,357,804	\$1,333,987	\$6,672,699

PROCEDURES

Counties should use allotments for their respective local areas to revise the program activities and administration budgets and narratives for the WIOA Annual Budget Plans for PY 2025. WIOA budget forms are posted on the Workforce Development Council website under WIOA Documents, Fiscal Policies/Budget Documents. Budget Detail A and Budget Information Summaries portions of these plans are due to the Workforce Development Division, 830 Punchbowl Street, Room 329, Honolulu, Hawaii 96813 by Friday, May 30, 2025.

INQUIRIES

Inquiries regarding this bulletin may be directed to Ms. Lisa Simmons at (808) 586-8812 or Lisa.E.Simmons@hawaii.gov

REFERENCES

- Sections 127, 128, 129, 132, 133, and 134 of the Workforce Innovation and Opportunity Act of 2014, Public Law 113-128
- Title 20 Code of Federal Regulations Section 683.120 and 683.125
- Training and Employment Notice No. 17-24, *Workforce Innovation and Opportunity Act (WIOA) Adult, Dislocated Worker and Youth Activities Program Allotments for Program Year (PY) 2025*

WORKFORCE DEVELOPMENT COUNCIL

Quarterly Board Meeting

6/24/2025

STATUS

2024 General Appropriations for LBR 135

\$455,026.00	Total Appropriations
\$38,684.00	Gov restriction (20%) as forced savings
\$416,342.00	TOTAL AVAILABLE

Expenses as of May 31

Computers	\$15,449.21
Planning Services	\$9,984.00
Travel	\$5,749.00
Registration Fees	\$3,920.00
Printing	\$3,214.66

\$38,316.87

\$416,342.00	Total available funds
\$38,316.87	Expenses
\$378,025.13	remainder
372,700	DOE's Adult Ed
\$5,325.13	

Proposed Contract With HIDOE

REQUIRES BOARD ACTION

Bennette Misalucha, Executive
Director, Workforce
Development Council

Proposal to Fully Encumber General Appropriation Remaining Funds and Justification for Allocation to Hawaii Department of Education Community School for Adults (Adult Education)

We propose to support the expansion of the **Career Foundations initiative**, in partnership with the Department of Education’s Adult Education Program or Community School for Adults.

This initiative represents a timely, impactful, and administratively feasible use of funds that aligns with both legislative priorities and workforce development goals. The proposed allocation meets immediate implementation criteria, provides continuity for an existing and results-driven program, and strengthens services to populations with significant educational and economic barriers.

The following section outlines both the rationale for selecting this initiative and the detailed plan to ensure full encumbrance and execution of funds by the required deadline.

The proposal to allocate funds to Adult Education is grounded in the following considerations:

A. Readiness for Immediate Implementation

Given the limited time available before funds lapse on June 30, 2025, a “shovel-ready” project was essential. The Career Foundations initiative, administered in partnership with the Department of Education’s Community School for Adults, is already in operation and ready for immediate expansion using the general fund allocation.

B. Interagency Collaboration Exemption

This initiative qualifies as an agency-to-agency collaboration, and therefore does not require a competitive procurement process (RFP). This legal and procedural allowance supports timely expenditure of funds without delay.

C. Legislative Alignment and February WAM Meeting

During a meeting convened by the Senate Ways and Means Committee in February 2025, all workforce agencies were urged to identify opportunities to expand Adult Education as a critical pathway to workforce recovery and advancement. This project directly responds to that call.

D. Augmenting At-Risk Federal Support

Federal funding for Adult Education is facing uncertainty. This general fund allocation will serve to stabilize and continue successful services that are otherwise at risk, ensuring program continuity and expansion of reach.

E. Demonstrated Impact

The Career Foundations program has already shown early success in equipping adult learners with

foundational career skills, digital literacy, and access to training and jobs. It serves vulnerable populations who are otherwise disconnected from traditional employment pathways. Please visit <https://www.career-foundations.com> for detailed program design, success stories, and delivery models.

A line-item breakdown of projected expenditures

(Please see attached for Scope of Deliverables with proposed amounts)

Plan to Fully Encumber Remaining Funds by June 30, 2025

The Workforce Development Council, in coordination with the Department of Education, has outlined the following plan to ensure the full utilization of general funds:

- The State Procurement Office has provided guidance on the process to encumber the funds by the deadline:
 - 1) Workforce Development Council will execute a P.O. to purchase the modules from the approved vendor (or existing Department of Education vendor). The materials will be sent directly to the Department of Education's Community School for Adults address. Because this purchase is for educational materials, it is exempted from procurement under Hawaii Administrative Rules (HAR) § 3-120-4(b), Exhibit A. Under Exhibit A of HAR Chapter 3-120 (Procurements Exempt From Chapter 103D), the Procurement Policy Board explicitly exempts: *"Research, reference, and educational materials including books, maps, periodicals, and pamphlets, which are published or available in print, video, audio, magnetic, or electronic form, including web-based databases, and costs associated with publication of articles in scholarly journals."* spo.hawaii.govlaw.justia.com+9regulations.justia.com+9spo.hawaii.gov+9. This means any such materials purchased by state agencies—including those in the executive branch—are **not** subject to the competitive bidding requirements of HRS Chapter 103D.
 - 2) The purchase will be need to be completed before June 23, 2025, which is the internal deadline to complete transactions before fiscal year end closing.
 - 3) Within seven days of the award, WDC will need to post to the award reporting system (HANDS/Awards site) (*Citation: Hawaii Revised Statutes § 103D-701. This section sets the protest rights timeline and stipulates that the "award date" is the posting date. While § 103D-701 itself doesn't mandate posting, H the award reporting system (HANDS/Awards site)Hawaii's State Procurement Office interprets it under implementing rules to require posting within 7 days of award.*)
- Execute a Memorandum of Understanding/Contract with the Hawaii Department of Education to formalize the funds transfer. This process can be completed even after the encumbrance.
- Present Funding allocation plan at the Workforce Development Council's Quarterly Board Meeting on June 24, 2025.
- Allocate internal administrative and reporting support for program documentation and data reporting.

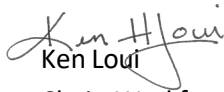
Conclusion

This proposed funding allocation meets both the urgency and intent of the Legislature and is in alignment with Workforce Development Council's initiatives to strengthen education and training alliances.

The partnership with Adult Education maximizes impact, ensures compliance with state law, and delivers measurable results for Hawaii's most vulnerable adult learners. The Workforce Development Council is committed to full transparency and timely reporting.

Please contact us with any further questions or if additional information is needed.

Respectfully submitted,


Ken Loui

Chair, Workforce Development Council
State of Hawaii

CC: Director Jade Butay, DLIR
Bennette Misalucha, WDC
Lyn Araki Regan (ASO)
Maricar Pilotin-Freitas (WDD)

Scope of Deliverables					
Item	Description	# of units	Cost Per Unit	Total Cost	
Build Your Farm - Student workbook	This core curriculum workbook equips students with essential knowledge in farming fundamentals, agricultural entrepreneurship , and the principles of planning and managing a farm-based business	500	80	40,000	
Build Your Farm - Teacher Facilitation	Instructor's manual with guidance, lesson pacing, and discussion prompts to support delivery of the Build Your	100	60	6,000	

	Farm curriculum.				
Build Your Farm - Field Book	Companion workbook for on-site activities and practical farm tasks. Includes logs, checklists, and planning tools.	500	24	12,000	
Build Your Skills Participant (Gen Ed) Student workbook	Student-facing workbook teaching professional skills like communication,	700	58	40,600	
	time management, workplace etiquette, and goal setting.				
Build Your Skills Project (Gen Ed) Student workbook	Hands-on companion to the Build Your Skills participant workbook, featuring a community based PBL.	500	55	27,500	
Build Your Skills (Gen Ed) Teacher Facilitation	Facilitator guide with scripted lessons, instructional strategies, and classroom support tools.	100	42	4,200	
Job Toolbox (Gen Ed) Student Workbook	Focused resource on job search skills, resume writing, interview prep, and job readiness for diverse industries.	700	19	13,300	

Build Your Biz (Gen Ed) Student workbook	A hands-on entrepreneurship guide teaching students how to ideate, plan, and launch a small business.	500	65	32,500	
Build Your Biz (Gen Ed) Teacher Facilitation	Educator resource for guiding students through the Build Your Biz program with structured lesson plans and project coaching.	100	42	4,200	

Build Your Bank (Gen Ed) Student workbook	Personal finance curriculum helping students understand budgeting, banking, credit, and saving.	500	60	30,000	
Build Your Bank (Gen Ed) Teacher Facilitation	Teacher companion for Build Your Bank with lesson breakdowns, pacing, and financial literacy instructional aids.	100	42	4,200	
Build Your Bank (Special Ed) Student workbook	Adapted financial literacy workbook tailored for special education learners with simplified concepts and accessible formatting.	500	58	29,000	

Build Your Bank (Special Ed) Teacher Facilitation	Inclusive teaching resource designed to help educators support special education students in mastering core financial topics.	100	42	4,200	
Build Your Life - Journal	Reflective journaling tool for students to track personal growth, goals, and learning from the entire program journey.	1,000	29	29,000	
Build Your Skills - Supplemental Instructional Slides for Teachers	Slide decks aligned with each lesson in the Build Your Skills curriculum to enhance visual	1	24,000	24,000	

	learning and teacher-led instruction.				
Build Your Biz - Supplemental Instructional Slides for Teachers	Professionally designed presentation decks that align with each Build Your Biz lesson, supporting teacher facilitation and student understanding.	1	24,000	24,000	

Build Your Bank - Supplemental Instructional Slides for Teachers	Slide presentations for teachers delivering the Build Your Bank curriculum, supporting engagement and clarity on financial concepts.	1	24,000	24,000	
Build Your Farm - Supplemental Instructional Slides for Teachers	Visual aids that accompany each lesson in the Build Your Farm program, designed to support teacher delivery and student engagement.	1	24,000	24,000	
Total				\$ 372,700	

Status Report of PY 2022 Unexpended Funds

Bennette Misalucha, Executive
Director, Workforce Development
Council



Presentation on the Status of Program Year 2022 WIOA Unexpended Funds As of June 9, 2025

Background:

According to guidance from the U.S. 20 CFR § 683.110: “Funds which are not expended by a local area(s) in the 2-year period described in [paragraph \(c\)\(1\)\(i\)](#) of this section, must be returned to the State. Funds so returned are available for expenditure by State and local recipients and subrecipients only during the third program year of availability in accordance with WIOA secs. 128(c) and 132(c). These funds are available for only the following purposes: (i) For statewide projects; or (ii) For distribution to local areas which had fully expended their allocation of funds for the same program year within the 2-year period.”

In a letter to the Workforce Development Council, the Director of the Department of Labor has put forth the new protocols for Hawaii in the redistribution of the unexpended funds, wherein the Workforce Development Council has been charged with the disposition of \$1.5 million in unexpended funds.

An evaluation team composed of the Deputy Director, the Workforce Development Division Administrator, the Administrator of the Administrative Services Office, and the Executive Director of the Workforce Development Council have been meeting regularly to discern the disposition of the funds.

The presentation will provide an update on the status of the Program Year 2022 Unexpended Funds. For information purposes only. No Board action needed.

PROJECT 1

Title: Research to Improve Hawai`i's WIOA Workforce Systems

Status: The contractor, Axios Consulting has visited Hawaii in May and conducted more than 40 interviews with various workforce development stakeholders. WDC has met with them every two weeks to ascertain the development of their report. A meeting will be held sometime in June for Axios to present their findings to the internal stakeholders for feedback. The final report, which will incorporate the feedback, will be submitted to WDC by end of July.

Purpose:

The Workforce Development Council (WDC) of the State of Hawaii seeks experts from Hawaii and the mainland, to conduct research aimed at addressing critical challenges in Hawai`i's Workforce Innovation and Opportunity Act (WIOA) system. This research will guide collective efforts to optimize the use of WIOA funds, improve the visibility and reputation of American Job Centers (AJCs), and ultimately increase participation and performance outcomes across the system.

Background:

*Hawai`i faces significant challenges in maximizing the impact of WIOA funds. The underutilization of funds and the limited visibility of AJCs contribute to a low number of participants. This research will provide actionable insights and recommendations to empower policymakers and workforce system partners to achieve the following objectives:

1. Ensure local areas appropriately utilize their allocated funds within prescribed timelines.
2. Exceed WIOA performance measures.
3. Enhance the reputation of AJCs, attracting more job seekers.

4. Increase the number of NEW WIOA enrollees.

Scope of Work:

The selected researcher will:

1. **Analyze Current Challenges:** Examine barriers contributing to the underutilization of WIOA funds and limited visibility of AJCs.
 2. **Evaluate Best Practices:** Research successful strategies from other states or regions to improve fund utilization, performance outcomes, and participant engagement.
 3. **Provide Actionable Recommendations:** Develop a comprehensive set of recommendations for policy improvements and strategic actions, tailored to Hawai'i's unique needs, including an increase in the number of NEW WIOA enrollees by 125% per year.
 4. **Stakeholder Engagement:** Engage with local workforce boards, AJCs, and other stakeholders to gather insights and validate findings.
 5. **Deliver a Final Report:** Provide a detailed report with findings, actionable recommendations, and a roadmap for implementation.
-

PROJECT II

Title: Professional Public Relations Services to Increase Awareness of the American Job Centers (AJCs) in Hawai'i

STATUS: The contractor, Becker Communications, presented the results of the survey on the awareness level of the American Job Center. The results were also presented to internal leadership. The contractor is on track with the production of the materials with some raw cuts expected mid-June. A meeting will be conducted shortly for Becker to present the various materials to internal stakeholders for engagement. WDC has met with Becker consistently to ensure that the project remains on track.

Purpose:

The State of Hawai'i Workforce Development Council (WDC) seeks proposals from qualified public relations (PR) firms to design and execute a comprehensive awareness campaign for the American Job Centers (AJCs). The campaign aims to increase public awareness of AJCs and their services, addressing the current lack of visibility and ensuring that more individuals utilize these valuable resources.

Background:

AJCs provide critical services to job seekers, including career counseling, job placement, training programs, and employer connections. Despite their significance, AJCs are underutilized, and public awareness of their offerings remains low. This initiative seeks to:

1. Assess public awareness and perceptions of AJCs.
2. Develop and implement a strategic media campaign to increase visibility and usage of AJCs.
3. Measure the effectiveness of the campaign through follow-up surveys.

Scope of Work:

The selected contractor will: 1.

Conduct Initial Survey:

- Design and administer a survey to determine public awareness of AJCs, what people know about the centers, and whether they utilize their services.
- Analyze data to establish baseline metrics for campaign planning.

2. Develop a Strategic Media Campaign:

- Create a comprehensive PR and media plan that leverages traditional media, social media, and community outreach to effectively reach diverse audiences.
- Recommend channels and methods to reach target populations, ensuring culturally appropriate and inclusive messaging.
- Produce and disseminate media content, including advertisements, videos, social media posts, and informational materials.

3. Execute the Media Campaign:

- Implement the approved PR and media plan across identified channels.
- Monitor engagement and public feedback throughout the campaign.

4. Conduct Follow-Up Survey:

- Administer a follow-up survey post-campaign to measure changes in public awareness and usage of AJC services.
- Compare results to baseline metrics to assess campaign effectiveness.

5. Progress Reporting:

- Provide regular updates on the progress of the campaign, including milestones achieved and adjustments made to strategies.
- Submit a final report summarizing campaign results, survey findings, and recommendations for sustained awareness efforts.

Deliverables:

1. Initial survey design and results analysis.
 2. Comprehensive PR and media campaign plan.
 3. Campaign materials (e.g., ads, videos, social media posts).
 4. Follow-up survey design and results analysis.
 5. Final report including insights and recommendations.
-

Project III.

Title: Increasing Work-Based Learning Opportunities for Students (Grades 7-12 through Work-Based Learning Intermediary Support

STATUS: The contractor, Hawaii P-20 is on target to expend the allotted funds to benefit schools throughout the State. Monthly meetings have been held to ensure that Hawaii P-20 remains on track with their deliverables.

Purpose: To expand Work-Based Learning (WBL) opportunities throughout the State through intermediaries.

Background: Over the past three years, P-20 has successfully supported WBL intermediary organizations that have increased student participation in

WBL opportunities. These WBL intermediary organizations connect schools

with employers to provide knowledge and expertise to support the development, delivery, and growth of career pathways across the State. They take the lead role in bringing together education, workforce, and youth-serving partners to establish aligned WBL opportunities that ultimately provide students with professional skills while expanding economic opportunity. In the 2023-2024 school year alone, WBL intermediaries on O‘ahu and Kaua‘i facilitated nearly 200 WBL opportunities across 59 schools, engaging over 1,000 professionals and impacting approximately 15,000 students. To date, funding for the WBL intermediaries have primarily depended on philanthropic contributions. P20, as the State Career and Technical Education office has been working to find solutions to continue supporting and expanding these services across the State.

Expected Outcomes: Increased number of students who have acquired workplace experience and work readiness skills, particularly vulnerable populations within various Hawaii’s State Department of Education complex areas on Hawaii Island, Kaua‘i, Maui, and Oahu.

WBL intermediaries can benefit youth in the following ways:

- Connecting students with WBL opportunities: Intermediaries coordinate opportunities for students and facilitate relationships between schools and employers.
- Expanding WBL opportunities and increasing access to professionals: Intermediaries can help expand WBL opportunities and recruit industry partners to support WBL.
- WBL opportunities facilitated by intermediaries can help students in many ways, including:

- o Applying academic learning to real-world situations
- o Generating income
- o Establishing future earning potential
- o Connecting with professionals in the labor market
- o Finding job fields they are passionate about
- o Learning job skills
- o Understanding work-world expectations
- o Navigating the workforce
- o Increasing self-confidence

PROJECT IV

Title: Building Community College Workforce Capacity

STATUS: The contractor, the UH Community Colleges is on track to deliver on the scope of work. They have been making the rounds of the local areas to explore areas of collaboration especially in areas where the community colleges may be the primary vendor for the Eligible Training Provider List. (ETPL). WDC has been meeting with the UHCC stakeholders to assess timely execution of deliverables.

Purpose: Through the consortium of Hawai'i's seven community college campuses, the UHCC seeks to support the four pillars of the State Unified Plan and increase the number of WIOA enrollees within its systems. It also seeks to support current efforts to secure Commercial Driver's Licenses (CDL) for WIOA enrollees.

Background: UHCC recognizes there are current and limited capacity within the consortium of community colleges to utilize WIOA funds for allowable workforce training activities and to identify, and verify, WIOA eligible individuals. In coordination with key project partners and stakeholders, UHCC will undertake two priority strategies to address these identified gaps.

Expected Outcomes

1. Develop a common practice amongst the community college consortium to identify and enroll statewide WIOA eligible participants and guide them to WIOA supported career pathways embedded within the state's community colleges.
2. Develop a co-designed, simplified application system solution from a contracted WIOA program operator to UHCC training provider, or from UHCC training provider to a WIOA program contractor.
3. Hold meetings at each of the seven UHCC campuses, engaging educators, and counselors to make them more knowledgeable about WIOA and its offerings.
4. Meet with the local area Workforce Development Boards (Maui, Big Island and Oahu) at least once during the period of Agreement.
5. Permit WDC or Department of Labor and Industrial Relations (DLIR) staff to attend and observe meetings, informational briefings with UHCC's community stakeholders.
6. Develop a Playbook to be distributed to all interested parties, outlining, and documenting the details of the newly developed systems.

7. Conduct training classes exclusively for WIOA recipients to achieve measurable outcomes in obtaining Commercial Driver's Licenses. The target is for 35 WIOA recipients to become fully licensed, distributed as follows: 10 from the Big Island, 5 from Maui, and 20 from Oahu.

PROJECT V.

Title: Expanding Sector Partnerships into new High Growth Industries

STATUS: The Transportation Sector met on May 29, 2025 with about 35 stakeholders present. The Hawaii Department of Transportation Tammy Lee has stepped up to be the convenor for this important sector partnership. During the meeting, the Chamber presented the research on transportation sector which will guide future strategic decisions. The Chamber of Commerce has been very judicious in taking the necessary steps to make this sector possible.

A. Statement of Need

This project seeks to continue braiding federal grant funding to support this important workforce development tool. If approved, WIOA funding would join the U.S. Economic Development funded Good Jobs Challenge and the U.S. Department of Labor Q.U.E.S.T. Dislocated Worker Grant as crucial federal supporters of Hawai'i's Sector Partnerships.

Hawai'i's Sector Partnerships are industry-driven collaboratives that address workforce development issues statewide by bringing together employers, education partners from K-12 and post-secondary, and community partners to cocreate workforce solutions for their sectors. The University of Hawai'i partners with the Chamber of Commerce Hawai'i on this statewide public/private partnership. The Chamber serves as a convener of five sector partnerships statewide with technical assistance from AE Consulting as a co-convener, and subject-matter expertise and leadership from partner organizations: Engineering (Chamber), Healthcare (Healthcare Association of Hawaii), IT (Chamber), Clean Energy (Hawaii State Energy Office, DBEDT) and Creative Industries (Creative Industries Division, DBEDT). These sector partnerships have led to successful outcomes in education and workforce for local students and job seekers, including WIOA-eligible youth and adult participants.

Education and workforce development efforts facilitated by sector partnerships foster career awareness, exploration, training, preparation, and hands-on experience in secondary and postsecondary educational pathways. HIDOE and UH students are connected with local employers, creating workforce talent pipelines that lead directly to employment outcomes with livable wages. With this funding, we seek to expand this proven, highly effective work-based learning model by targeting WIOA eligible kama'aina through outreach to AJCs serving foster care, justice involved, and displaced workers, to support their transitions to good jobs in both existing and new economic sectors. The UH System is well positioned to be a nimble and flexible partner for the public and private sectors with its wide range of non-credit and credit programs and new initiatives to develop both micro-credentials and Industry-Recognized Credentials. There is notably strong sector growth across the state in the past decade, especially in Kauai and Honolulu counties. Marine transportation, for example, is projected to have a high growth rate of 4.3% . Economic forecasts underscore the need for better understanding of the specific jobs and skills needed to fill jobs within the broad Transportation sectors, as well as close coordination of educational and training programs with employers to produce the workers needed. The workforce research and analyses will define which key stakeholders should shape those partnerships from the start. The Chamber of Commerce Hawai'i is the most experienced facilitator of sector partnerships in our state, and a critical partner with UH and the State of Hawai'i in the workforce development landscape.

B. Goals and Objectives

Priority 1

Conduct workforce analyses in an emerging and vital sector: (1) Transportation Workforce analyses utilize state labor market data and input from industry stakeholders to identify each sector's top workforce needs, opportunities, and challenges, as well as propose recommendations for workforce development statewide. Priority 2

Begin to convene transportation sector leaders in a new Transportation Sector Partnership, identifying sector stakeholders, forming a steering committee, and leveraging the workforce analysis to adopt priorities for action. The Chamber of Commerce Hawai'i will partner with a transportation subject matter expert leader

to begin the convening of the transportation sector, including employers, educators, community partners and philanthropists statewide.

Priority 2

Provide six months of critical technical support for Hawai'i's sector partnerships, including strategic planning, data tracking and analysis, project management and administration, and meeting facilitation.

PROJECT VI.

TITLE: FISCAL MANAGEMENT AND BUDGET PROCESSES FOR PERTINENT EMPLOYEE

STATUS: The contractor, TheGATeam, will be conducting a fiscal training scheduled for June 27-28, 2025. Several meetings have been conducted to formulate the agenda and scope of training. Services rendered for this contract is anticipated to be before June 30, 2025. As part of the scope, a final report is anticipated by end of July.

BACKGROUND

The Workforce Innovation and Opportunity Act (WIOA), enacted in 2014, was designed to modernize and improve workforce systems across the United States, with a central focus on fostering collaboration among federal, state, and local partners.

PROJECT OVERVIEW

The proposal is expected to be comprehensive and cover pertinent areas to navigating the financial management and budgeting process for WIOA. The expectation is that at a minimum, the training shall include best practices, policy clarifications, and CFRs.

Define WIOA funding streams, explain the allocations and timing of disbursements, funding parameters, allowable vs. disallowable costs, and relevant fiscal CFRs.

Outline a simplistic guide to WIOA financials for all staff levels, to include navigating the CFR and basic accounting principles. Identify and share best practices for obligating funds, budgeting, forecasting, and tracking expenditures.

Explain reporting requirements.

Offer insight into the external fiscal monitoring process and best practice options for internal use.

PROJECT DELIVERABLES

Deliverables will include: (1) preparatory training including the training outline and any pre-work; (2) an advance meeting with the State of Hawaii Workforce Development Council (WDC) Executive Director, State of Hawaii Department of Labor and Industrial Relations Administrative Services Officer and Workforce Development Division Administrator to review training plans and the training outline; (3) training outline and proposed schedule; (4) execution of the training on-site; and (4) updated fiscal operations manual.

LOGISTICS

The training will be an in-person training session. Each training session will be recorded for future use.

(end)

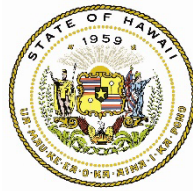
Success Stories

Executive Director's Report

Bennette Misalucha, Executive
Director, Workforce Development
Council

DR. JOSH GREEN
GOVERNOR

SYLVIA LUKE
LIEUTENANT GOVERNOR



JADE BUTAY
DLIR DIRECTOR

WILLIAM KUNSTMAN
DEPUTY DIRECTOR

KEN LOUI
CHAIRPERSON

BENNETTE E. MISALUCHA
EXECUTIVE DIRECTOR

STATE OF HAWAII
WORKFORCE DEVELOPMENT COUNCIL
Department of Labor and Industrial Relations
830 Punchbowl Street, Suite 317, Honolulu, Hawaii 96813
Phone: (808) 586-8815 Web: <http://labor.hawaii.gov/wdc/>

QUARTERLY BOARD MEETING

June 24, 2025

9:30 am to 12 noon

EXECUTIVE DIRECTOR'S REPORT

A. Analysis of Board Composition and Report on Board Vacancy

The Workforce Development Council has 41 members.

Here is the state of the WDC board composition as of June 20205:

Private Sector: there are 17 seats representing the private sector.
Currently, we have 14 seats that are filled, and **three** vacant positions.

The breakdown is as follows:

- Banking and Finance -2 (Anunuevo, Nakamura)
- Non-Profit – 2 (DeMello, Fukumoto)
- Defense Industry – 2 (Loui, Lietzke)
- Tourism – 1 (Higashi)
- Human Resources/talent management – 2(Cross, Knox)
- Development – 1 (Kanehira)
- Small business -1 (Miyashiro)
- Health Care – 1 (Ihori)
- Utilities -1 (Bermudez)
- Retail/Health Care- 1 (Malone)

The representation on the board should reflect the economic or employment drivers in the State. Recruitment efforts should focus on any of the following industries:

- Construction
- Retail
- Technology
- Energy
- Engineering

Recruitment is guided by criteria established under the federal Workforce Innovation and Opportunity Act (WIOA), which calls for balanced representation across business, labor, education, government, and community-based organizations. In addition, the law is very specific:

- Must be **owners, CEOs, COOs, or other executives** with optimum policymaking or hiring authority.
- Must represent businesses (including small businesses) that:
 - Provide **employment opportunities** in in-demand sectors or occupations.
 - Reflect the **diversity** of the state's economy.

Labor: According to WIOA mandates, labor must constitute 20% of WDC's total board seats.

HRS 202-1 (b5). *"Eight representatives from labor organizations and workforce training organizations, two or more of whom shall be representatives of labor organizations who have been nominated by state labor federations, and one of whom shall be a labor representative from a community-based native Hawaiian organization that operates workforce development programs."*

Currently: we have 6 union representatives (Scanlan, Woo, Dizon, Collins, Akana, Meatoga) **One** seat is vacant, but the AFL-CIO has already identified a candidate, and the application process is in play.

The community-based native Hawaiian organization is Alu Like. (Kurokawa is status quo).

The Council continues to work closely with the Office of the Governor (Boards and Commission) to identify and nominate qualified candidates to ensure compliance with federal mandates and to strengthen the Council's ability to address workforce needs across the state.

Legislative Representation

The Senate designee is Senator Donovan dela Cruz who also sits as the Assistant Vice Chair of WDC. Senator Dela Cruz is the Chair of the Senate Ways and Means Committee.

The House designee is Representative Andrew Garrett. Rep. Garrett chairs the House Committee on Higher Education.

Core Partner: Department of Vocational Rehabilitation (Dias) is status quo.

Recent Designee changes:

Governor's Designee

The Governor has named Policy Advisor Dan Kouchi as the Governor's Designee

Hawaii County Designee

Mayor Alameda has named Benson Medina, Director of County Department of Research and

Development as his Designee.

Maui Designee

Bissen has named Jade Rojas-Letici of the Office of the Mayor's Economic Development section as his designee.

Hawaii Department of Education

Supt. Keith Hayashi has selected Wanelle Kaneshiro of the HiDOE's Workforce Development Division as his designee

Department of Business, Economic Development and Tourism

Director Jimmy Tokioka has named Thomas Chock as the Department's designee.

All the rest remain status quo: Blangiardi/Kawano, Kawakami/Brun, Butay/Rodriguez)

Workforce Development Boards

New Board Chair: Oahu has a new board Chair: Christopher Lum Lee

For Kauai which does not have a board, Mayor Kawakami has named Kehaulani Kukahiko of the Kauai Economic Development Board as his designee.

The rest are status quo (Wilkins, Guardascione)

B. Update on the Status of the Unified State Plan

The Hawai'i Unified State Plan was formally submitted to the U.S. Department of Labor on March 4, 2024, and was officially approved on June 30, 2024. The Plan represents the collective vision and strategic alignment of workforce development efforts statewide.

Current implementation efforts are focused on advancing the Plan's four strategic pillars: (1) alignment with economic development, (2) strengthening alliances with education and training providers, (3) eliminating barriers to employment, and (4) creating workforce synergy within the community. Catalyst teams have been formed to guide cross-sector collaboration and drive measurable progress toward these goals.

An exciting development is the creation of the North Star for the State's workforce development efforts. The National Governor's Association, through a grant, is guiding us on our efforts.

Plans are afoot for Synergy Summit II, which will be held on July 9, 2025 from 8 am to 12 noon at the Honolulu Community College.

C. Update on the Transition Plan for the Workforce Development Council as an Attached Agency to the Department of Labor and Industrial Relations

The Workforce Development Council is in the process of operationalizing its transition as an administratively attached agency to the Department of Labor and Industrial Relations (DLIR). The transition plan includes clarifying roles and responsibilities, establishing streamlined reporting protocols, and ensuring alignment with DLIR's administrative and fiscal procedures.

The Council is working collaboratively with DLIR leadership to preserve its statutory independence while enhancing efficiency and accountability.

We anticipate that a Memorandum of Understanding between the Administrative Services Office, the Workforce Development Division, and the Workforce Development Council will be signed by September 30, 2025 or sooner.

D. 2025 Second and Third Quarter Highlights

- 1. Transition Planning**

Significant progress has been made in mapping out internal workflows, updating governance documents, and aligning staffing structures to support the Council's strategic goals during its transition to DLIR.

- 2. Budget Planning.**

Emphasis will be placed on maximizing the impact of general fund appropriations and ensuring alignment with Unified Plan priorities.

- 3. Future of Work Planning**

The Future of Work conference will be on September 24, 2025. Now on its third year, the event will be a collaboration with the Chamber of Commerce of Hawaii. Planning is actively underway for the 2025 Future of Work Conference in September.

- 4. Board Retreat Planning**

Tentatively set for October 2025, the Board retreat will provide an opportunity for strategic reflection, peer learning, and the setting of priorities for the upcoming year.

- 5. Kauai's Transition**

The certification process for the Kauai American Job Center has been completed. The Council will seek technical assistance from the Department of Labor on how to operate as a local board to ensure programmatic continuity, stakeholder engagement, and full alignment with state and federal requirements.

E. Upcoming Events in 2025

- 1. Local Boards Strategic Planning Session – June 18, 2025**

A facilitated session with local workforce development boards to align regional plans with the State Unified Plan and identify shared priorities.

- 2. Fiscal Training – Summer 2025**

Targeted training sessions for fiscal staff of local boards and partner agencies to ensure compliance with federal guidelines and promote best practices in financial management.

- 3. Synergy Summit II – July 9, 2025 (8:00 AM – 12:00 PM)**

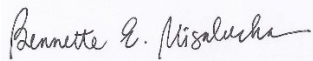
A convening of stakeholders across sectors to share progress on Unified Plan implementation, strengthen cross-agency collaboration, and spotlight promising practices.

- 4. Strada Foundation Webinar Opportunity – July 2025**

A virtual learning session highlighting national research and innovations in workforce development, hosted in partnership with the Strada Education Foundation.

5. **National Governors Association Summer Institute** – August 13–16, 2025
Hawai‘i’s participation in the NGA Summer Institute provides an opportunity for national-level peer learning and engagement on critical workforce policy issues.
6. **Workforce Development Month** – September 2025
A statewide campaign to recognize the impact of workforce development programs and the contributions of partners, employers, and participants.
7. **Future of Work Conference** – September 24, 2025
This full-day conference will explore the intersection of technology, education, and workforce trends shaping the future of work in Hawai‘i. The event will feature national and local speakers, breakout sessions, and interactive dialogue.
8. **Workforce Development Heroes Recognition** – September 2025
The Council will honor outstanding individuals and organizations making a difference in workforce development. Awardees will be recognized during the Future of Work Conference.
9. **Board Retreat** – October 2025
The annual retreat will serve as a forum for deep strategic discussion, board development, and alignment on the Council’s vision and roadmap for the coming year.

Respectfully Submitted:



Bennette E. Misalucha
Executive Director
Workforce Development Council

Oral Reports from Local Area Workforce Development Boards

Oahu Workforce Development Board

Harrison Kuranishi, Executive Director

Workforce Development Council Board Report

Oahu Workforce Development Board

June 5, 2025

The Oahu Workforce Development Board met on April 24, 2025.

- I. The Board voted for Christopher Lum Lee as the official Chair.
- II. At this meeting, the By-Laws were amended.
- III. OWDB added three new board members:
 - Sarah Guay is the President and Chief Executive Officer of Hawaii Employers Council, which works closely with employers in the State of Hawaii.
 - Wes Akamine is the Director of Operation at ‘Ōlelo Community Media,
 - Andrew Rosen is the Executive Director of the Native Hawaii Chamber of Commerce
- IV. The Board completed the One Stop Operator Certification. This was the first certification using the new format.
- V. \$400,000 addition to the QUEST grant.
- VI. Performance: Quarter 3 data:

Adult	Negotiated	PY24 Q3
Participants		571
Employment Rate (Q2)	75%	74.2%
Employment Rate (Q4)	75%	82.4%
Median Earnings	\$7,700	\$8,450
Credential Rate	64%	61.4%
Measurable Skills Gain	64%	50.8%

Dislocated Worker	Negotiated	PY24 Q3
Participants		107
Employment Rate (Q2)	74%	75%
Employment Rate (Q4)	79%	64%
Median Earnings	\$10,000	\$10,971
Credential Rate	70%	52.9%
Measurable Skills Gain	70%	31.8%

Youth	Negotiated	PY24 Q3
Participants		134
Employment Rate (Q2)	68%	67.9%
Employment Rate (Q4)	65%	68.3%
Median Earnings	\$5,000	\$5,406
Credential Rate	65%	85.4%
Measurable Skills Gain	53%	64.8%

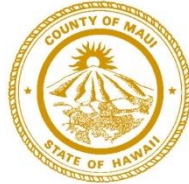
Maui Workforce Development Board

Chentelle Rowland, Executive Director

RICHARD T. BISSEN, JR.
Mayor

JOSIAH K. NISHITA
Managing Director

CYNTHIA LALLO
Chief of Staff



OFFICE OF ECONOMIC DEVELOPMENT
COUNTY OF MAUI
200 MAIN STREET
ONE MAIN PLAZA, SUITE 300
WAILUKU, HAWAII 96793
www.mauicounty.gov

May 13, 2025

I. Board and Sub-Committee Meetings

A. **Maui County Workforce Development Board (MCWDB)**

- a. MCWDB Meeting held on Tuesday, May 13, 2025.
- b. Reports on Sub-Committee Meetings are as follows:

Sector Strategies & Employer Engagement Sub-Committee Meeting

- a. Sub-committee Meeting held on Thursday, April 24, 2025.
- b. The committee received updates and reports from Marshall Norman, Program Manager, University of Hawai'i, UHCC/Good Jobs Hawai'i.
- c. The committee also heard from Kazu Hayashida, the Manager of Workforce Planning at Hawaiian Electric (HECO). He was interested in connecting to discuss potential collaboration opportunities between HECO and Maui County Workforce Development, especially around training programs.

Program/Youth Sub-Committee Meeting

- a. Program/Youth Sub-Committee Meeting held on Monday, April 28, 2025.

b. **QUEST update:** The QUEST program placed 19 interns within the last quarter. It is projected about 66% of the budget will be spent by the ending of the contract, which is 09/15/25. The County of Maui awarded Karey Kapoi LLC the contract to assist with strategic outreach and communication services for the QUEST program. The team has been instrumental in highlighting the services of the program, success stories, and creating outreach material for in-person events.

- **QUEST Instagram Performance:**

- Current Followers: 187
- Followers Gained: +39
- Total Views: 37.4K
- Total Interactions: 516

More of their work can be found on Instagram: @QUEST.Maui.County.

c. **Maui's Graduating HS Seniors Hiring Fair:**

- In partnership with HIDOE and Goodwill Industries, we held a hiring

event on Friday, 04/11/25, at the Fairmont Kea Lani Hotel, Wailea.

- Purpose: To provide opportunities for graduating seniors to secure full time or part-time gainful employment that will provide a minimum starting wage of \$19.69/hour, an annual income of \$39,385/year. This is the income necessary to support a single-person household with no children as determined by the Asset Limited, Income Constrained, Employed (ALICE) calculation.

- In attendance were 56 employers, 4 community resources, and 135 students from 8 Maui County schools: H.P. Baldwin HS, Hana High & Elementary School, Hawaii Tech Academy, Kamehameha Schools Maui, Kihei Charter School, King Kekaulike High School, Lahainaluna High School, Maui High School

Finance Sub-Committee Meeting

a. Finance Sub-Committee Meeting held on Tuesday, April 29, 2025. WIOA Program Year (PY)23 funds are set to end on 06/30/25. Projections regarding program expenditures are as follows:

- Adult Program – 67.15%
- DW Program – 52.74%
- Youth Program – 73.35%

b. WIOA Program Year (PY)25 allocations and budgets were approved by the local board. A draft of the budgets has been submitted to WDD for review and approval.

B. Performance Measures Negotiations

a. Executive Director, C. Rowland, reviewed performance measures for PY24 and PY25 for the Quarter 3 for the WIOA Adult/Dislocated Worker, and Youth Programs.

b. C. Rowland has identified areas of improvement and is working closely with subrecipients, Goodwill Industries of HI, to ensure front line staff are provided with the necessary tools and resources to meet expectations.

<u>WIOA Title I Adult Program</u>	<u>PY24</u>	<u>PY25</u>	<u>QTR 1</u>	<u>QTR 2</u>	<u>QTR 3</u>
Employment Rate 2nd Quarter After Exit	65%	65.5%	60%	25%	33%
Employment Rate 4th Quarter After Exit	68%	70%	76.7%	80%	70%
Median Earnings 2nd Quarter After Exit	\$7,500	\$8,000	\$ 10,034.20	\$ 13,251.24	\$ 13,251.24
Credential Attainment Rate	51%	51%	33.3%	33.30%	0%
Measurable Skills Gains	51%	51%	12.5%	12.50%	25%
<u>WIOA Title I Dislocated Worker Program</u>	<u>PY24</u>	<u>PY25</u>	<u>QTR 1</u>	<u>QTR 2</u>	<u>QTR 3</u>
Employment Rate 2nd Quarter After Exit	72%	72%	50%	50%	60%
Employment Rate 4th Quarter After Exit	77.5%	78%	72%	78.9%	68.80%

Median Earnings 2nd Quarter After Exit	\$9,500	\$10,000	\$ 8,861.15	\$ 10,506.59	\$10,506.59
Credential Attainment Rate	51%	51%	0	0	N/A
Measurable Skills Gains	51%	51%	0	100.00%	100%
WIOA Title I Youth Program	PY24	PY25	QTR 1	QTR 2	QTR 3
Employment Rate 2nd Quarter After Exit	67%	68%	50%	80%	80%
Employment Rate 4th Quarter After Exit	65%	66%	83.9%	66.70%	50%
Median Earnings 2nd Quarter After Exit	\$5,000	\$5,200	\$ 4,730.49	\$ 6,951.24	\$ 8,480.70
Credential Attainment Rate	62%	62%	44.4%	33.30%	0
Measurable Skills Gains	53%	53%	40.9%	47.60%	52.4%

C. **Staff Technical Assistance (TA)** – On-going

a. Staff have requested TA on areas such as fiscal monitoring, program reporting, HireNet, and the Eligible Training Provider list.

b. Staff would like to thank Bennette Misalucha for her role in setting these TA opportunities up.

II. Forthcoming Events/Announcements

A. **Maui County Careers Expo**

Staff will be supporting the County of Maui during their in-person hiring event scheduled for Thursday, May 15, 2025, at Queen Ka‘ahumanu Center from 10am-2pm. Valid Government ID required, and individuals can already apply online at www.governmentjobs.com/careers/Maui.

B. **State of HI Vacancies**

Staff will be working with the State of HI DLIR and UHMC to plan a hiring fair tentatively scheduled for Wednesday, June 25, 2025, at UHMC Pā‘ina Dining Hall.

C. **Fiscal Management Training**

Scheduled for Thursday, June 26, to Friday, June 27, 2025, in person at WDD. The training will be conducted on fiscal related matters as well as to update the Policies & Procedures Manual, related to all things fiscal.

Submitted by:

Chentelle Rowland

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

Hawaii Workforce Development Board

Clinton Mercado, Executive Director

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

Period: January 2025 – March 2025

Overview of the key initiatives and activities related to Workforce Development by the Hawaii County Workforce Development Board (HCWDB).

1. Status Updates

- **Board Meetings**
 - The HCWDB convened for a board meeting on March 27, 2025.
 - The HCWDB convened for an Oversight Committee meeting on March 12, 2025.
 - The HCWDB approved, revised, and updated policies and procedures to change the Executive Director's contact information and the administrative office from the County of Hawaii Office of Housing and Community Development to the County of Hawaii Research and Development.
 - The HCWDB approved raising the Individual Training account from \$2500 to \$3000 and \$5000 to \$6000 for Commercial Drivers Licensing.
 - The HCWDB approved a revised policy and procedure that will allow the Workforce Innovation and Opportunity Act Title I service providers to pay for CPR (Cardiopulmonary resuscitation), AED (Automated external defibrillator), and FA (First Aid) with federal fund indicating the service is a condition of employment or is required for training completion of the participant
- **Job Seeker Services**
 - The WIOA Title I service provider, Goodwill Industries of Hawaii, continues to provide support for in-demand job training in the healthcare and transportation industries. The HCWDB has greatly increased and diversified its training opportunities through the Workforce Development Councils' Eligible Training Provider List (ETPL).
- **Employer Services**
 - A job fair was held on February 22, 2025, from 10:00 AM to 2:00 PM (Priority Service Hour for veterans, military, and spouses from 9:30 AM to 10:00 AM) at Hilo's Prince Kuhio Plaza. The Job Fair proved to be a significant success with over 2000 attendees, bringing together a dynamic mix of eager job seekers and a wide array of local employers. The event focused on fostering employment and strengthening the local workforce, which attracted a strong turnout and showcased the community's determination and the numerous opportunities in the region. Attendees also had the chance to connect directly with hiring managers from various industries, explore diverse career paths, and access valuable resources designed to enhance their job search and professional development. Many participants benefited from on-the-spot interviews and resume-building assistance. The event underscored the collaborative spirit in Hilo, with organizers, businesses, and community members all working together to build a thriving local economy. The positive energy and engagement throughout the day pointed to a successful step forward in connecting talent with opportunity in Hilo.
 - Board staff have continued to actively reach out to local employers to better understand their needs so that training programs can be tailored to meet those specific requirements.

2. Workforce Development Partnerships

- **Community & Economic Development Collaboration**
 - The board staff continues to strengthen its partnerships with local economic development organizations, including the Hawaii Island Chamber of Commerce, internally with the County of Hawaii's Office of Housing and Community Development, and the Department of Research and Development, to ensure alignment of workforce development strategies with economic growth initiatives that align with county goals.
- **Support for Underserved Populations**
 - Programs targeting veterans, individuals with disabilities, and those involved in the justice system continue to be expanded to improve access to training, career counseling, and supportive services.
 - HCWDB Staff, Servicer Providers, and Partners attended training from the National Veterans Training Institute to continue our efforts in serving this priority of service group.

3. Challenges & Areas for Improvement

- **Transportation Certification and Licensing Barriers**
 - HCWDB Staff, Servicer Providers, and Partners continue to send candidates to the County of Hawaii to apply for the open examiner positions. Licensing for Commercial Drivers continues to be held back due to the County of Hawaii having no examiners.
 - Discussions continue with local transit authorities (DMV) at exploring potential solutions to examiner shortages.

4. Upcoming Plans for April - June 2025

- **Expansion of Partnerships**
 - HCWDB Staff continue to work with partners and community organizations to expand its network of available resources. Collaboration efforts between county departments and partners of the American Job Center have begun. The County of Hawaii Connect Kakou initiative will begin its computer literacy classes throughout Hawaii Island in August with partnerships between the Hawaii Community College, Waipahu Community School for Adults, Goodwill Hawaii, and the Workforce Development Division. These partnerships allow the American Job Centers partners and their resources to travel alongside the Connect Kakou initiative, further expanding its Islandwide outreach efforts.
- **Increased Employer Engagement**
 - HCWDB staff continue to focus on fostering employer-led training programs and work-based learning opportunities.

Conclusion

Moving into the second quarter of 2025, the board and its staff will focus on expanding its partnerships, outreach efforts, and improving employer engagement to ensure a robust workforce that aligns with the local and state plans.

Review of Written Reports from WIOA Core Partners

Written Reports from WIOA Core Partner on Title I and Title III

Maricar Pilotin-Freitas,
Administrator, Workforce
Development Division

Department of Labor & Industrial Relations

Workforce Development Division

Report



WIOA TITLE I Performance (Statewide)

3rd Quarter PY 2024
(Cohort Period: 1/1/25 - 3/31/25)
(Rolling 4 Quarters)

	Participants	Employment 2nd Quarter	Employment 4th Quarter	Median Earnings	Credential Rate	Measurable Skills Gains
PY 2024 Negotiated Performance Levels - Adult	~	72.50%	74.00%	\$7,500.00	50.40%	50.40%
ADULT	859	75.10%	77.10%	\$8,475.00	61.70%	50.50%
PY 2024 Negotiated Performance Levels - DW	~	72.00%	77.5%	\$9,500.00	50.50%	50.50%
DISLOCATED WORKER	190	77.10%	70.10%	\$10,978.00	44.00%	43.20%
PY 2024 Negotiated Performance Levels - Youth	~	67.00%	64.00%	\$5,000.00	62.00%	50.50%
YOUTH	242	69.00%	64.30%	\$6,366.00	76.90%	55.50%

Wagner-Peyser Performance

3rd Quarter PY 2024

(Cohort Period: 1/1/25 - 3/31/25)

(Rolling 4 Quarters)

	Participants	Employment 2nd Quarter	Employment 4th Quarter	Median Earnings
PY 2024 State Negotiated Performance Levels	~	57.00%	61.00%	\$8,300.00
State	4,050	61.80%	63.70%	\$10,284.00
Oahu	1,831	63.10%	65.50%	\$11,738.00
Hawaii	886	61.40%	60.80%	\$8,864.00
Maui	1057	60.80%	63.30%	\$8,724.00
Kauai	276	57.00%	61.80%	\$9,471.0

HELE IMUA STATEWIDE INTERNSHIP PROGRAM

July 1, 2022 through March 31, 2025

- 532 Interns Placed
- 70 Interns Hired

Counts by Island	Oahu	Hawaii	Maui	Kauai
Number Placed	451	36	43	2
Number Hired	58	9	3	0

SUCCESS STORIES & PARTICIPANT TESTIMONIES ON INTERNSHIP PROGRAM



Name: Ali Mukai

I spent my first 89-day appointment working with the Hele Imua internship team. I was able to greatly improve my interpersonal skills as well as improve my presenting skills and conduct educational orientations for the program. My second 89-day appointment was with DOH Adult Mental Health Division where I did a lot more clerical work, and I got to improve my organizational skills. Both experiences lead me to get hired as an 89-day employee with DOH AMHD in the administrative office. I am very grateful for all the help and great advice I received from all my mentors at each department. I am currently working with my department to apply for a full-time position so I will keep you updated!

Thank you, Reiko, & the internship team for all your help through this process! 😊



Name: Ashley Talbano

During my time in the Hele Imua internship program, I had the incredible opportunity to develop practical skills in research and marketing at the Aloha Stadium. The mentorship I received from Samantha Spain was invaluable; it inspired me to pursue a career that aligns with my values and commitment to serving my community. Working alongside dedicated professionals, I developed vital relationships and gained hands-on experience working as an employee of the State of Hawaii.

Thanks to the Hele Imua internship, I secured a position as a land agent with the Department of Hawaiian Homelands. This role allows me to contribute meaningfully to the stewardship of our lands and empower our people. I am grateful for the experiences and lessons learned during my internship, which continue to guide my work today.



Hiring Events and Outreach

Between January – March 2025, Workforce Development Division participated in multiple hiring events and outreach in support of Operation Hire Hawaii.

- Monthly outreach for Veterans at the Akaka Center
- 2/18- DOE Hiring Event at the Convention Center
- 2/22 – In-Person Hiring Event – Prince Kuhio Plaza
- 2/28- DLIR Hiring Event at Punchbowl (Operation Hire Hawaii)
- 3/7- Chaminade University Spring Hiring Event
- 3/15- Blaisdell Hiring Event
- 3/19- Outreach at the USS Missouri- JBPHH

Operation Hire
 expedited state
 opportunities for
 layoffs, re
 funding, and mission





Join Our...

In-Person HIRING EVENT

 22nd February 2025
9:30 AM - 2:00 PM

 Prince Kuhio Plaza
111 Puainako St, Hilo, HI 96720

RSVP



 808-981-2860

 napuanani.h.adviento@hawaii.gov



In-Person HIRING EVENT

10:00 am - 2:00pm

SATURDAY February 22, 2025



OPEN TO THE PUBLIC

10:00 am - 2:00 pm



Prince Kuhio Plaza

111 Puainako St, Hilo, HI 96720

9:30 am - 10:00 am
Priority of Service
hours for Veterans &
Military / Spouses

Remember To

Bring:

Resume /
Education & Training
Certificates

Dress To IMPRESS
On the Spot
Interviews and
Hiring

- Education & Training Resources
- Onsite Resume Review
- Paid Internships
- Career Coaching





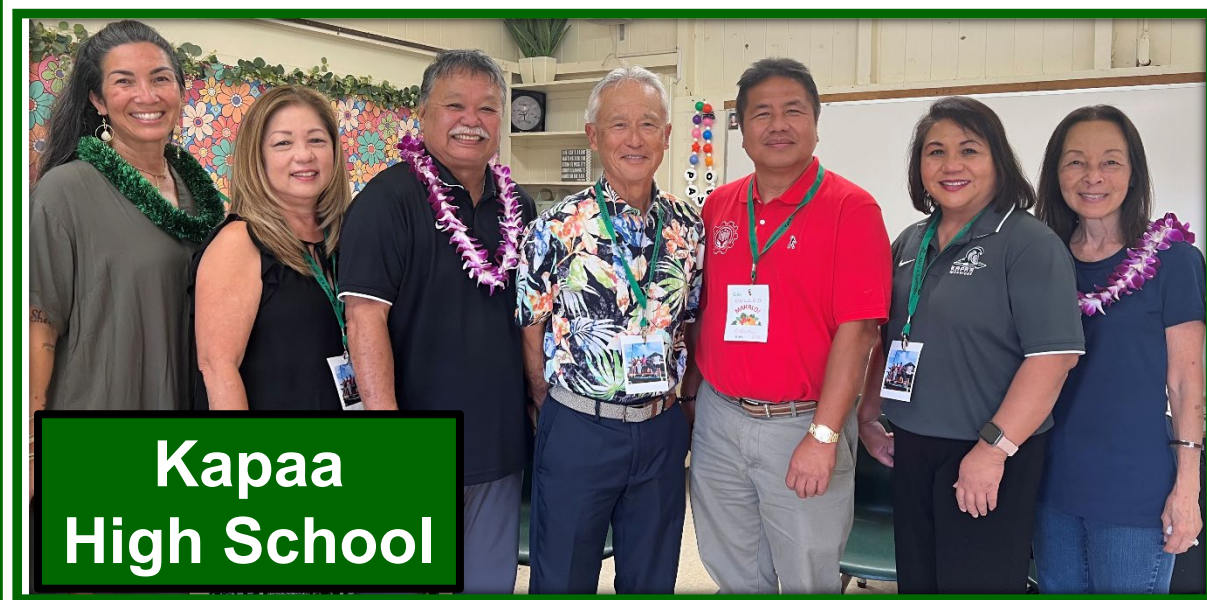
- Approximately 2,300 attendees
- 106 onsite interviews were Completed
- 40 Plus Veterans and Active Military in attendance



Ready to Hire



**Kapolei
High School**



**Kapaa
High School**



**Leilehua
High School**



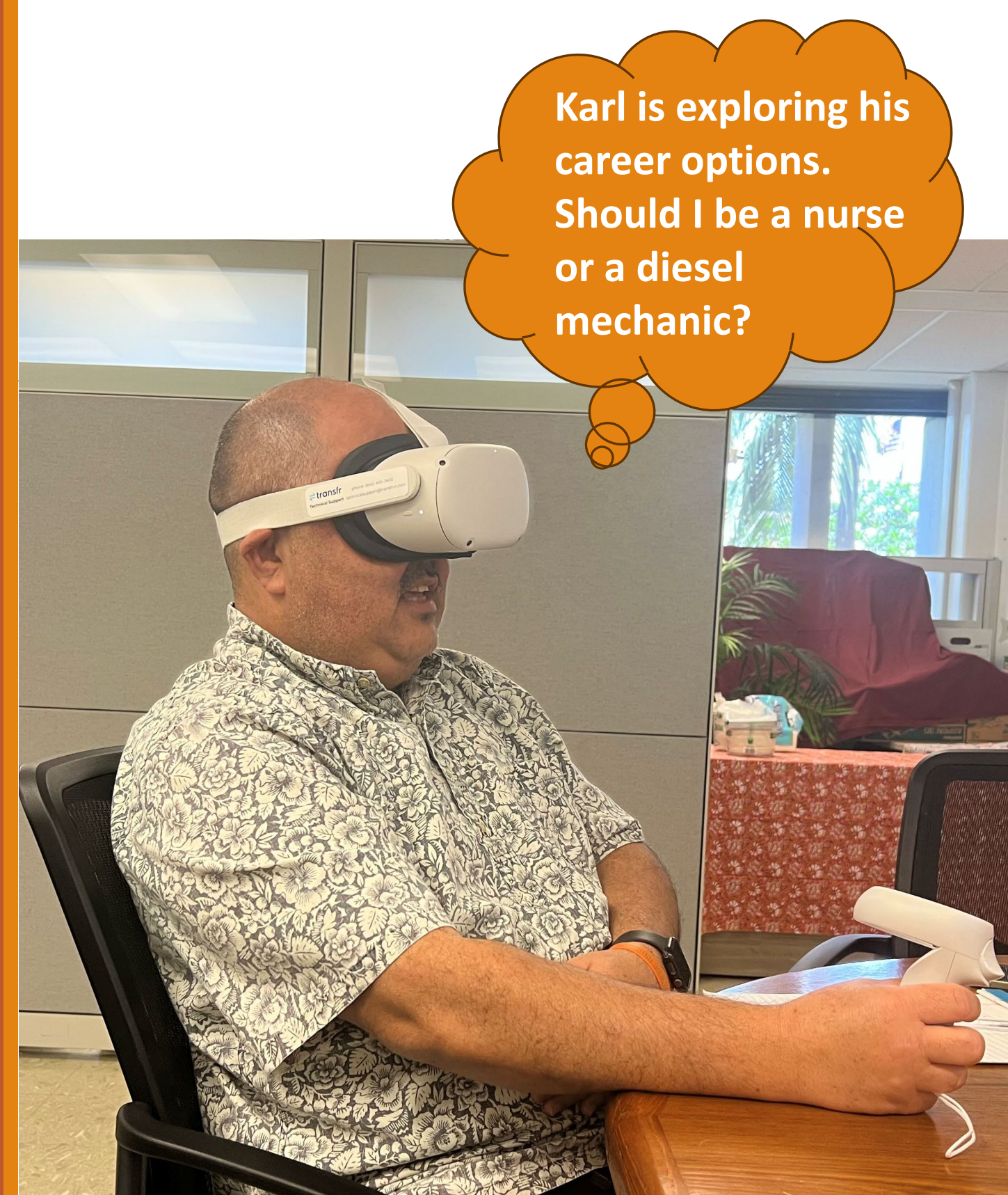
Maui High School



**Roosevelt
High School**

Virtual Reality

- ❖ 22 VR are deployed to each local area.
- ❖ Helps job seekers to explore careers in healthcare, hospitality, automotive, aviation maintenance, diesel technology, construction and manufacturing.
- ❖ Helps employers and workforce prepare for the future.
- ❖ Expand the Apprenticeship Program statewide.



Thank you!

Written Reports from WIOA Core Partner on Title IV

Lea Dias, Administrator, Division of
Vocational Rehabilitation

Hawaii DVR PY24 Q4 (April 1 – June 2, 2025)		
Performance Measures		
Workforce Innovation and Opportunity Act (WIOA)		
Participants served (VR)	3609	
Participants exited	120	
WIOA Program Involvement	Adult Dislocated Worker Youth Wagner-Peyser Adult Education Job Corps Youth Build Total	276 6 83 9 17 6 8 405

Indicator	PY24 Q3	PY 2024 Negotiated / Required Level
Measurable Skill Gains (MSG)	60/369 YTD Rate: 16.26% (Q3) 94/404 YTD Rate: 23.27% (Q4)	40%
Credential Attainment Rate (CA)	1/13 YTD Rate: 7.69%	43%
Employment (Second Quarter After Exit)	35/120 YTD Rate: 29.17%	42.5%
Employment (Fourth Quarter After Exit)	16/67 YTD Rate: 23.88%	34.5%
Median Earnings (Second Quarter After Exit)	\$2745.60 (Q1) \$3998.82 (Q2) \$6395.84 (Q3) \$8154.69 (Q4)	\$5,460

Q1: Successful Closures in Competitive Integrated Employment (CIE)			
(7/1/24 to 9/30/24)			
Job Title	Participant	Wage	Hours Worked
Childcare Workers	1	16.00	30.00
Cleaners of Vehicles and Equipment	1	12.00	3.00
Dishwashers	2	18.50	14.00
Electrical Engineers	1	37.98	40.00
Hairdressers, Hairstylists, and Cosmetologists	1	52.75	35.00
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	3	18.33	27.67
Laborers and Freight, Stock, and Material Movers, Hand	1	19.50	18.00
Landscaping and Groundskeeping Workers	2	23.43	22.00
Maids and Housekeeping Cleaners	1	19.10	32.00
Maintenance and Repair Workers, General	1	26.00	40.00
Medical and Clinical Laboratory Technologists	1	29.59	40.00
Office and Administrative Support Workers, All Other	1	16.00	15.00
Office Clerks, General	3	19.92	32.00
Retail Salespersons	2	19.00	24.50
Shuttle Drivers and Chauffeurs	1	14.00	16.00
Social and Community Service Managers	1	28.84	40.00
Stock Clerks and Order Fillers	4	18.00	15.25
Average Total	27	21.50	24.81
Median Total	27	19.10	27.67

Q2: Successful Closure in Competitive Integrated Employment (CIE)			
(10/1/24 to 12/31/24)			
Job Title	Participant	Wage	Hours Worked
Building Cleaning Workers, All Other	1	14.00	4
Counter Attendants, Cafeteria, Food Concession, and Coffee Shop	1	18.00	30
Food Preparation and Serving Related Workers, All Other	1	14.32	40
Food Preparation Workers	1	14.50	24
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	1	14.00	15
Landscaping and Groundskeeping Workers	1	14.00	4
Legal Support Workers, All Other	1	30.00	10
Managers, All Other	1	26.90	40
Mechanical Engineers	1	28.85	40
Nonfarm Animal Caretakers	1	18.00	40
Occupational Therapists	2	38.20	40
Packers and Packagers, Hand	1	20.17	40
Project Management Specialists	1	34.27	27
Stock Clerks and Order Fillers	2	19.75	30
Average Total	16	22.68	28.375
Median Total	16	18.88	30

Q3: Successful Closures in Competitive Integrated Employment (CIE)			
(1/1/25 to 3/31/25)			
Job Title	Participant	Wage	Hour Worked
Automotive Service Technicians and Mechanics	1	23.50	40.00
Chefs and Head Cooks	1	11.00	40.00
Combined Food Preparation and Serving Workers, Including Fast Food	1	14.32	40.00
Computer Hardware Engineers	1	48.08	40.00
Environmental Engineering Technicians	1	20.00	40.00
Financial Managers	1	29.49	40.00
Managers, All Other	2	40.09	32.00
Mental Health and Substance Abuse Social Workers	1	30.47	40.00
Mental Health Counselors	1	32.00	40.00
Office and Administrative Support Workers, All Other	2	22.19	35.00
Postsecondary Teachers, All Other	1	16.50	40.00
Security Guards	1	14.00	20.00
Stock Clerks and Order Fillers	3	23.30	30.00
Waiters and Waitresses	1	25.00	40.00
Average Total	18	25.49	35.78
Median Total	18	23.40	40.00

Q4: Successful Closure in Competitive Integrated Employment (CIE)			
(4/1/25 to 6/2/25)			
Job Title	Participant	Wage	Hours Worked
Administrative Services Managers	1	20.00	40.00
Baggage Porters and Bellhops	3	16.68	36.67
Biological Science Teachers, Postsecondary	1	43.30	40.00
Building Cleaning Workers, All Other	1	14.00	40.00
Business Operations Specialists, All Other	1	20.67	40.00
Computer Systems Analysts	1	30.06	60.00
Construction and Building Inspectors	1	20.00	40.00
Construction Laborers	1	18.90	40.00
Court, Municipal, and License Clerks	1	18.31	40.00
Dining Room and Cafeteria Attendants and Bartender Helpers	1	18.25	27.00
Food Preparation and Serving Related Workers, All Other	1	18.00	24.00
Food Service Managers	1	32.88	40.00
General and Operations Managers	1	38.46	40.00
Human Resources Specialists	1	20.00	40.00
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	2	17.42	40.00
Laborers and Freight, Stock, and Material Movers, Hand	1	17.00	40.00
Office and Administrative Support Workers, All Other	1	11.00	20.00
Office Clerks, General	1	15.14	20.00
Real Estate Sales Agents	1	43.19	40.00
Registered Nurses	1	65.77	26.00
Retail Salespersons	1	14.00	30.00
Security Guards	1	17.51	40.00
Stock Clerks and Order Fillers	5	14.30	32.00
Teachers and Instructors, All Other	1	46.15	30.00
Teaching Assistants, Preschool, Elementary, Middle, and Secondary School, Except Special Education	1	20.00	40.00
Veterinary Technologists and Technicians	1	21.63	40.00
Average Total	33	22.44	35.97
Median Total	33	19.45	40.00

Cumulative Successful Closures in Competitive Integrated Employment (CIE)			
(7/1/24 to 6/30/25)			
	Participant	Wage	Hours Worked
Average Total	94	23.61	32.27
Median Total	94	19.92	40.00

Staff Vacancy Report	
DVR is actively hiring qualified individuals for various positions	
Staff Vacancies as of 4/1/25	
County	Vacancies
Oahu/Administration and Staff Services Office	4
Oahu Branch	19.5
Services for the Blind Branch (Ho'opono)	8
Hawaii Branch (Hilo/Kona)	6
Maui Branch (Maui, Molokai/Lanai)	3
Kauai	3.5
Total	44/112 (39% vacant)

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. Vocational Rehabilitation Specialists (VRS) are co-located at certain AJCs statewide on scheduled days 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 staff 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.
- 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 rate is in compliance at 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

- Awaiting finalized federal budget.

Review of Written Reports
from Standing Committees
for the period February
19, 2025 to June 24, 2025

Employer Engagement Committee Report

Derek Kanehira, Acting Chair



WDC Quarterly Board Meeting
Tuesday, June 24, 2025
9:30 am to 12:00 pm

Report for: Employer Engagement Committee

Highlights for the Quarter

1. COMMITTEE MEETING:
Held on April 16, 2025

Presentations:

- Mark Menard of the American Job Center (AJC) facilitated an engaging and dynamic roundtable discussion titled “Breaking Barriers: Real Talk from Real Employers.” Panelists included Roz Funakoshi, Vice President at Samurai, Inc.; David Makilan, Founder and Executive Director of He Ala Hou O Ke Ola Inc.; and Charlie Yoshimoto, Manager of Talent Acquisition & Mobility at Bank of Hawaii. They discussed firsthand experiences partnering with the AJC and shared lessons learned, practical insights, and tips for navigating the range of support and services available through the AJC.
- Bennette Misalucha, Executive Director of the Workforce Development Council (WDC), shared updates on the Council’s activities since the last committee meeting. Highlights included progress on the implementation of the 2024–2028 Unified Plan, the organizational Plan for WDC as an attached agency, and the upcoming launch of three projects:
 - American Job Centers Awareness Public Relations Campaign
 - Workforce Innovation and Opportunity Act (WIOA) Research
 - Fiscal training for applicable fiscal officers

2. FORTHCOMING EVENTS:

The next committee meeting will be held in July 2025. The exact date and time have yet to be finalized.

3. ANNOUNCEMENTS:

None

Submitted by:



Derek Kanehira
Vice Chair
Employer Engagement Committee

Sector Strategies and Career Pathways Committee Report

Cary Miyashiro, Chair
Lorna Woo, Vice Chair

Workforce Development Council
Second Quarter Meeting
Tuesday, June 24, 2025
Ke'elikolani Building
830 Punchbowl Street

REPORT:

SECTOR STRATEGIES & CAREER PATHWAYS COMMITTEE Submitted by:

Chair - Cary Miyashiro, Quad D Solutions LLC,

Vice Chair -Lorna Woo, International Union of Painters, and Allied Trades

SSCP MEETINGS/Presentations:

Tuesday, April 1, 2025

Justine Fiesta, University of Maryland Global Campus

- History of servicing military community overseas
- Programs and degrees offered
- Target market
- Concurrent Enrollment form students ages 13+ (Early College)
 - CTE Programs of Study

Erin Yagi, Leeward Community College, Alternative Certification

- What is an alternative certification? And how will it benefit HIDOE.
- Target markets
- Benefits to students and employers.
- Future CTE teachers with trade experiences.

Jill Takasaki Canfield, Hawaii Literacy

- Building & strengthening whole communities.
- Various program and community outreach.
- Expanding & overlapping partnerships

Tuesday, May 6, 2025

Elizabeth Jimenez Salinas, GEMAS Consulting

- Reading programs that targets students with special challenges.
- Presentation on helping students at Waipahu High School. Also working with Roosevelt High School.

Ryan Sanpei, Lance Jyo, McKinley Community School for Adults

- Career Foundation Program
 - “Build my Skills” (Customer Service)
 - “Build my Bank” (Financial Literacy)
 - “Build my Biz” (Entrepreneurship)
- Rosanne Propato, Corrections Programs Services Education
 - Spoke about a partnership with McKinley CSA’s Career Foundation program and their program implementation within the Corrections system.

Upcoming meeting: Tuesday, July 1, 2025

Shirlene Cardenas, HING (Hawaii National Guard) State Advisory Council

- Potential resource Workforce partnership

Michael Cardenas, MC3Technologies

- Cybersecurity

Tui Scanlan, IATSE

- Growing & expanding the media sector

Military and Veterans Affairs Committee Report

Trang Malone, Chair
Cheryl Cross, Vice Chair



WDC Quarterly Board Meeting

REPORT

Military Veterans Affairs Committee

Highlights for the Quarter

1. COMMITTEE MEETING: April 17, 2025, from 1:30 pm – 3:00 pm

Presentations:

- Wanelle Kaneshiro and Joshua Kaakua, Pillar II of the State Unified Plan Catalyst Team Leads provided an overview of Pillar II, which refers to Strengthening Education and Training Alliances. They provided the goals and of this pillar and brought discussion on how military veterans and families could benefit from this alliance.
- Cheryl Cross, Vice Chair, Military and Veterans Affairs Committee, provided a synopsis of the recent House Committee on Veteran Affairs Congressional hearing titled, "Mission Incomplete: Strengthening the Transition Assistance Program (TAP)".
- Dr. Farrah-Marie Gomes, Associate Vice President for Student Affairs, University of Hawaii, leads the Military-Connected Students Committee and provided an overview of current benefits to military service members, veterans and their families across all University of Hawaii campuses. Dr. Gomes will share a draft report from her three subcommittees that will highlight recommendations for the following: priority registration, leave, training for faculty and staff, better support to military students and metrics and assessment.
- Trang Malone, Chair, Military and Veterans Affairs Committee, led a short roundtable discussion on military education benefits and strategies to effectively communicate current benefits to service members, veterans, and their families.
- Executive Director's Report by Bennette E. Misalucha, Executive Director, State Workforce Development Council. Provided an update on the 2024-2028 Unified Plan implementation, transition of the Workforce Development Council as an attached agency to the Department of Labor and Industrial Relations, Status on the Workforce Innovation and Opportunity Act unexpended funds for Program Year 2022.

2. STATUS OF PROJECTS:

- a) Military Spouse subcommittee met on February 20, 2025.
 - 1) Building bridges within our military communities: attendance approved for the AJC to attend military installations on Oahu Newcomer's events beginning February 2025; City staffer Lisa Perreira attended newcomer's orientation at Schofield, met some active duty members whose spouses would be joining them in 60-90 days; the active duty members will let their spouses know about AJC services.
 - 2) Oahu WDD is developing an outreach calendar to businesses and will share when completed.
 - 3) Department of Labor and Industrial Relations' Workforce Development Division hosts a resume workshop April 22 and hiring event on May 20. Priority of service for both Veterans and Military Spouses.
 - 4) Hawaii County participated in a Army National Guard Aviation event. Upcoming WDD hiring event on April 22 will have 50 employers and Work for Warriors assisting with resumes.
 - 5) Continued discussion with priority of service to Military Veterans and Military Spouses at events

3. FORTHCOMING EVENTS:

- b) RecruitMilitary and Disabled American Veterans hiring events, June 4 Schofield Barracks, June 5 Joint Base Pearl Harbor-Hickam; RecruitMilitary Virtual Career Fair, May 6, 2025.
- c) Kauai Job Fair, April 23, 2025, at Convention Hall, priority to Military Veterans and military spouse first 90 minutes.
- a) Military Spouse Subcommittee engagement and outreach

4. ANNOUNCEMENTS:

- None

5. Next Committee Meeting: July 17, 2025, at 1:30 pm to 3:00 pm.

Submitted by:

Trang N. Malone

Chair
Military Veterans Affairs Committee

Special Projects Committee Report

Keith DeMello, Chair
Dion Dizon, Vice Chair

Workforce Development Council (WDC)
Quarterly Board Meeting
Tuesday, June 24, 2025
9:30 a.m.

REPORT
Special Projects Committee

Highlights for the Quarter

I. COMMITTEE MEETING: The Special Projects Committee met on April 7, 2025.
The agenda included:

- a. Update on the 2025 Legislative Session
(Reminder: In fourth quarter 2024, WDC members Keith DeMello and Tui Scanlan were delegated with the authority to represent the WDC's legislative policy positions.)
- i. Chair DeMello reported on several bills of interest, including the following measures for which WDC had provided supportive testimony this session. *(All of these measures have since passed.)*

Measure	Description
GM502	Submitting for consideration and confirmation to the Hawai'i Workforce Development Council, Gubernatorial Nominee, KEN LOUI, for a term to expire 06-30-2028.
GM690	Submitting for consideration and confirmation to the Hawai'i Workforce Development Council, Gubernatorial Nominee, JARED HIGASHI, for a term to expire 06-30-2029.
GM581	Submitting for consideration and confirmation to the Hawai'i Workforce Development Council, Gubernatorial Nominee, JARED HIGASHI, for a term to expire 06-30-2025.
GM717	Submitting for consideration and confirmation to the Hawai'i Workforce Development Council, Gubernatorial Nominee, SCOTT COLLINS, for a term to expire 06-30-2028.
GM728	Submitting for consideration and confirmation to the Hawai'i Workforce Development Council, Gubernatorial Nominee, PANE MEATOGA III, for a term to expire 06-30-2029.
GM744	Submitting for consideration and confirmation to the Hawai'i Workforce Development Council, Gubernatorial Nominee, AMBER AKANA, for a term to expire 06-30-2029.
SB742 SD2	Establishes a Data Sharing and Governance Working Group within the Office of Enterprise Technology Services.
HD1	Requires a report to the Legislature. Appropriates funds. Effective 7/1/3000. (HD1)

NOTES:

- SB 742 establishes a Data Sharing and Governance Working Group within the Office of Enterprise Technology Services and requires the Working Group to submit annual reports to the Legislature. The bill has been enrolled to the governor for consideration for signature.
- DeMello and Scanlan submitted testimony in support of SB742 because integrated data systems are key to addressing Hawai'i's workforce challenges, as emphasized at the WDC's Workforce Synergy Summit in December 2024. This bill would help to achieve the following outcomes under the [Hawai'i State Workforce Unified Plan's](#) Four Pillars.

- b. Update on the Protocols for Nominating a Member of the State Board
 - i. This item was **deferred** (likely to August) to provide sufficient time for vetting the proposed nomination process
- c. Update on the Public Awareness Campaign as Part of the Unexpended Funds for Program Year 2022
 - i. ED Misalucha reported that the Becker Communications awarded contract to:
 - 1. Conduct preliminary survey on American Job Center awareness
 - 2. Develop and launch PR campaign across multiple platforms
 - 3. Conduct post-campaign survey to measure awareness increase
 - ii. Campaign funded by PY 2022 unexpended funds

II. COMMITTEE ACTIONS: (none)

III. FORTHCOMING EVENTS:

- a. Workforce Synergy Summit in July
- b. Future of Workforce Conference in September

IV. ANNOUNCEMENTS: None

V. NEXT COMMITTEE MEETING: July 7 at 1:30 p.m. (Zoom and in-person)

Submitted by:

Keith DeMello
Chair
Special Projects Committee

Youth Services Committee Report

Tui Scanlan, Chair
Carla Kurokawa, Vice Chair

WDC Quarterly Board Meeting

REPORT

Youth Services Committee

Highlights for the Quarter

1. COMMITTEE MEETING: WEDNESDAY, April 2, 2025 @ 1:30 – 3:00 pm in-person (DLIR Rm 317) and via Zoom. Meeting called to order at 1:32pm
2. Scheduled Presentations:
 - ❖ Empowering the Youth Through Conservation: The Kupu Foundation - Kaulana McCabe, VP of Programs
 - VP McCabe presented an overview of KUPU’s mission and programs
 - Kupu is dedicated “to empower each other through a commitment to our culture and passion to care for our lands.”
 - Hawaii Youth Conservation Summer Program (HYCC) - For individuals age 17+ with an interest in conservation and natural resource management careers who want to serve in a supportive environment. This 8 week, full-time program is an outdoor summer experience with hands-on fieldwork at an organization that aligns with your interests.
 - Additional programs (Kako’o Connections, Hawaii Youth Sustainability Program, Kupu Community Program, A’o Aina program, and more) are offered Statewide and in specific counties. Full time, part-time, and programs year-round for various age groups.

- Additional information can be found at www.kupuhawaii.org
- ❖ Presentation of Project Funded by Workforce Innovation and Opportunity Act (WIOA) PY 2022 Unexpended Funds: Increasing Work-Based Learning Opportunities for Students (Gr 7-12) through Work Based Learning Intermediary Support
 - Presentation by Warren Kawano, Hawaii P-20, Ryan Shimabukuro, Hawaii P-20, and Jenn Sagon-Taeza, Hawaii Workforce Pipeline, Inc
 - Hawaii P-20 highlighted the complexities of connecting industry partners, post-secondary education, and youth entrants into the workforce. The aim of their work is to streamline the pathways to career employment and add coordinating structure through work-based learning opportunities.
 - Work-based Learning (WBL) Intermediaries are a national best-practice, though relatively new for our state. By inserting integrated solutions and recruiting/deploying WBL Intermediaries, increased job opportunities are created for Hawaii's youth
 - WBL Intermediaries generate career exploration activities, collect data to demonstrate impact, support teacher externships, and add capacity to school pathways and programs to broker relationships between schools and employers
 - WBL Intermediary Strategy: generate alliances between education and workforce training, strengthen career pathways that meet Hawaii's labor market needs, prioritizing neighbor island and underserved students, enhance data collection and cross-sector collaboration
 - Funding partners include Hawaii DOE, Castle Foundation, Hawaii Workforce Pipeline, GEAR UP Hawaii
 - Jenn Sagon-Taeza presented for Hawaii Workforce Pipeline (HWP), Inc. Designing personalized learning experience, create connections and build relationships. Interest to placement timeframe – 5-6 weeks.
 - HWP Inc – helps students with professionalism workshops, correct usage of social media, social currency building, communication skills, and resume building

- Work-Based Learning support from HWP Inc involves personalized learning, creating connections, and building partnerships. Virtual Career-focused conversation (1hr), Career inquiry (1 day of 4 hours or more), Career Shadowing (2 days – 2 weeks), and Internship (3 or more weeks, 60 hrs or more) are some of the student focused empowered by HWP Inc
- ❖ Executive Director's Report – WDC Exec Director Bennette Misalucha
 - Highlights of upcoming events for 2nd and 3rd quarters
 - 2nd Quarter - Administration of Projects under the PY 2022 Unexpended Funds, Staff training, Operational planning of pertinent WIOA roles, Implementation of Unified Plan, Building Strategic Alliances with community orgs, Developing new website functions, Building capacity amongst Local Boards
 - 3rd Quarter – Implementation of State Unified Plan, Board Governance, Building Operational Capacity, Operational transition between WDD and WDC

3. FORTHCOMING EVENTS:

- ❖ Announcements and Constituent Comments:
 - Janet Davidson – Vice Provost for Economic Affairs, Chaminade University (also oversees Chaminade University's Prison Education program). About to graduate 2nd cohort of Associate of Arts Degree (AA of Bus Admin) and they are about to start their BA program. Housing and employment post-justice system are significant barriers to rehabilitation. A symposium "Pathways to Meaningful Work" will be held on June 25th, 2025 to strengthen the pipelines to education and employment. The symposium will include Educators, workforce leaders, community partners, and correctional facilities to address skills gaps. Executive Director for the National Institute for the Alliance of Higher Ed in Prison will also be speaking. A correctional representative from Kansas Dept of Corrections and Rehabilitation will be speaking as well.
 - Halyn Dennison – ED of Spill the Tea Café, mental health clinic for youth ages 13-24, June 13th, 2025, at the Kahala Hotel. The event is free for attendees 18 years old and under. Youth Thrive Fest. Spill the Tea Café raises money for youth mental health services.

4. Meeting adjourned at 2:54pm. Next Committee Meeting was scheduled (at that time) for July 11th, 2025 at 1:30 pm. The meeting has since been rescheduled for July 8th, 2025 at 10:30 am.

Submitted By:

Tuia'ana Scanlan

Chair

Youth Services Committee

Announcements and Public Testimony

BOARD MEETING DATES (Subject to Change)

Third Quarter: Wednesday, August 20, 2025 9:30 am to 11:30 am

Fourth Quarter: Wednesday, November 19, 2025 9:30 am to 11:30 am

EXECUTIVE COMMITTEE DATES (Subject to Change)

Third Quarter: Wednesday, July 23, 2025 1:30 pm to 3:00 pm

Fourth Quarter: Wednesday, October 22, 2025 1:30 pm to 3:00 pm

Next meeting:

Tentatively scheduled for Wednesday,
August 20, 2025 at 9:30 am at
Department of Labor Office at
830 Punchbowl Street, Room 317,
Honolulu, Hawaii 96817

Adjournment