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BENNETTE MISALUCHA  
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KA MOKU'ĀINA O HAWAII  
DEPARTMENT OF LABOR AND INDUSTRIAL RELATIONS  
KA 'OIHANA PONO LIMAHANA**

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**HAWAII WORKFORCE DEVELOPMENT COUNCIL  
SPECIAL PROJECTS COMMITTEE MEETING**

**MINUTES**

**Date:** October 21, 2025  
**Time:** 10:30 am – 12 noon  
**In-Person Meeting Location:** Princess Ruth Ke'elikolani Building  
830 Punchbowl Street, Room 317  
Honolulu, Hawaii 96813  
**Virtual Participation:** Virtual Videoconference Meeting – Zoom Meeting (Link below)  
Join Zoom Meeting  
<https://us06web.zoom.us/j/83682417856?pwd=fCVFx8aoQmzkmFhbFDjE2B7L4qRePK.1>  
Meeting ID: 836 8241 7856  
Passcode: 044934

**Agenda:** The agenda was posted to the State electronic calendars as required by §92-7(b), Hawai'i Revised Statutes ("HRS")

**Board Meeting Materials:** Meeting materials are available for review at  
<https://labor.hawaii.gov/wdc/meeting-docs/>

**Attendees:** Keith DeMello, SVP of Communications & External Affairs, Ulupono Initiative  
Dion Dizon, Director, UH West Oahu Center for Labor Education and Research  
Thomas Chock, Program Specialist, Creative Industries Division, DBEDT  
Jade Rojas-Letisi, Director of Economic Development, County of Maui  
Andy Kawano, Director, Dept of Budget and Fiscal Services, C&C of Honolulu  
Tui Scanlan, President, IATSE Local 665  
Chery Cross, Executive Search Consultant, Inkinen Executive Search  
Lea Dias, Administrator, DVR  
David Rodriguez, Equal Opportunity Officer, DLIR  
Rossella Guardascione, Chair, Hawaii County Workforce Development Board  
Kelly Ha, Dept Attorney General, State of Hawai'i  
Bennette Misalucha, Executive Director, Workforce Development Council  
Sahara Sauni-Medina, Intern, Workforce Development Council

- I. [Video 00:01:37] Meeting was called to order at 10:34 a.m.
- II. [Video 00:04:45] Approval of Minutes of June 30, 2025
- III. [Video 00:06:22] Legislative Plans for 2026 Legislative Session  
*For the 2026 Legislative Session, the Special Projects Committee will review and refine its legislative engagement protocols based on lessons learned from the past two years. The goal is to ensure timely coordination, consistent communication, and clear roles in advancing workforce priorities aligned with the State Unified Plan. This includes strengthening collaboration with legislative partners and improving internal tracking of proposed measures and testimony processes.*
- IV. [Video 00:17:34] By-laws Changes  
*The Committee reviewed and vetted the proposed By-laws changes and made recommendations to the Executive Committee. These revisions were designed to align the Council's nomination and appointment processes for the Chair and members with the requirements of the Workforce Innovation and Opportunity Act (WIOA) and relevant provisions of the Hawai'i Revised Statutes. The goal is to ensure consistency, transparency, and compliance.*

*[Video 00:51:57] Executive Director's Report*

- 1. *Update on the 2024-2028 State Unified Plan Implementation*
    - a. *Plans for Pillar Teams*
    - b. *Next Steps for Pillar Initiatives*
  - 2. *A report on the Future Work Conference held September 24, 2025, and the Generational Commitment or State Unified Plan North Star*
  - 3. *Focus for the fourth quarter*
    - a. *Operational transition*
    - b. *Personnel Recruitment*
    - c. *Board Retreat*
    - d. *Strategic Plan Modification*
    - e. *Local Board Plans*
    - f. *Kauai Transition*
- V. [Video 00:58:50] Next Meeting  
*Tentatively scheduled for January 21, 2026, at 1:30 p.m.*  
*Virtual Videoconferencing Meeting via Zoom and in-person at 830 Punchbowl Street, Room 317, Honolulu, HI 96813*
- VI. [Video 00:59:15] The meeting was adjourned at 11:32 a.m.