

JOSH GREEN, M.D.  
GOVERNOR

SYLVIA LUKE  
LIEUTENANT GOVERNOR



JADE T. BUTAY  
DIRECTOR

WILLIAM G. KUNSTMAN  
DEPUTY DIRECTOR

BENNETTE MISALUCHA  
EXECUTIVE DIRECTOR

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

830 PUNCHBOWL STREET, ROOM 317  
HONOLULU, HAWAII 96813  
<https://labor.hawaii.gov/wdc/>  
Phone: (808) 586-8815 / Fax: (808) 586-8822  
Email: [dlir.workforce.council@hawaii.gov](mailto:dlir.workforce.council@hawaii.gov)

**HAWAII WORKFORCE DEVELOPMENT COUNCIL EXECUTIVE COMMITTEE**

**STRATEGIC PLANNING SESSION**

**AGENDA**

**Date:** December 18, 2025

**Time:** 9:30 am to 11:30 am

**In-Person Meeting** Entrepreneurs Sandbox, Purple Room  
643 Ilalo Street, Honolulu, Hawaii 96813

**Location:** Honolulu, Hawaii 96813

**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/>

This meeting will be held in person. Board members, staff, and members of the public may participate in the meeting.

Physical Meeting: A physical meeting location will be open to the public and the address of the physical meeting location is Entrepreneurs Sandbox, 643 Ilalo Street, Honolulu, Hawaii 96813.

Individuals may submit written testimony by hard copy mail or hand delivery to: Attn: Workforce Development Council, 830 Punchbowl Street, Suite 317, Honolulu, HI 96813 or by email at [DLIR.Workforce.Council@hawaii.gov](mailto:DLIR.Workforce.Council@hawaii.gov). We request submission of testimony at least 24 hours prior to the meeting to ensure that it can be distributed to the Board members. 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 participating at the physical meeting location may also provide oral testimony during the meeting.

## Vision Statement

The Workforce Development Council's vision is that all employers have competitively skilled employees and all residents seeking work or advancement have sustainable employment and self-sufficiency.

## Mission Statement

It is the intent of the Workforce Development Council to support and guide the implementation of the Unified State Plan through active collaboration and regional sensitivity for the purpose of aligning, coordinating, and integrating workforce services to meet the needs of employers and residents in order to foster a robust economy.

## **AGENDA**

- I. Call to Order ..... Keith DeMello, Chair
- II. Welcome, Overview, Purpose, and "Our Why" -----Chair Keith DeMello and  
Executive Director Bennette Misalucha
- III. Presentation: An Overview: The North Star and the Modified Unified Plan Community Hui  
Matthew Stevens and Keala Peters, Catalyst Team Leaders: Workforce Synergy Group  
*As the catalyst team leaders for the Fourth Pillar of the Unified Plan, which was "Creating Workforce Synergy Across the State", Matthew Stevens and Keala Peters played a central role in shaping the North Star and the Generational Commitment. Their team successfully built a unifying framework that reflects Hawai'i's long-term aspirations and is now poised to take the next steps in building momentum statewide. Their presentation will focus on the current status of this work and the collaborative community effort required to meet the objectives established by the Generational Commitment.*
- IV. Current status of the Modified Unified Plan .....Bennette Misalucha  
*A report of what must be aligned or integrated in the modified Plan in order to have a shared understanding of strategic context and expectations.*
- V. Defining Workforce Development Council's (WDC) Role for the Next Two Years  
*Facilitated Discussion using the following guiding questions:*
  - What does the Council uniquely provide that no other entity can?
  - What should the Council focus on, stop doing, or scale to support the North Star?
  - What statewide priorities require WDC's leadership vs. partnership?
  - What deliverables are critical between 2026–2028?
- VI. Committees' Alignment with the Unified Plan

*Facilitated Discussion:*

- *Does each committee's mission and activities align with one or more of the Four Pillars?*
- *Are any committees missing that would strengthen alignment?*
- *Do we need to adjust scopes, membership, or deliverables?*
- *Where should committees collaborate to avoid duplication?*

VII. Measuring Success: What Should be Our Indicators?

*What does success look like for WDC at the statewide level? What are success metrics that can be incorporated into the modified Unified Plan and dashboards.*

VIII. Next Steps and Assignment of Responsibilities

*A review of the next 60-day timeline, finalizing the strategy and supporting the Modified Unified Plan submission, identify owners for each strategic priority, confirm committee alignment review deadlines and establish expectations.*

IX. Closing Reflections

X. Adjournment ..... Keith DeMello, Chair

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Reasonable accommodations for people with disabilities are available upon request. Requests for accommodations should be submitted via email to [Bennette.E.Misalucha@hawaii.gov](mailto:Bennette.E.Misalucha@hawaii.gov) or by calling Bennette Misalucha at (808) 586- 3018 (voice) as soon as possible. Such requests should include a detailed description of the accommodation needed. In addition, please include a way for Bennette Misalucha to contact the requester if more information is needed to fulfill the request. Last minute requests will be accepted but may not be possible to accommodate. Upon request, this notice is available in alternate formats.