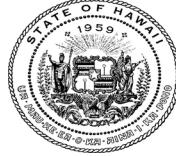


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**HAWAII WORKFORCE DEVELOPMENT COUNCIL  
EXECUTIVE COMMITTEE STRATEGIC PLANNING SESSION  
MINUTES (WRITTEN SUMMARY)**

**Date:** December 18, 2025  
**Time:** 9:30 a.m.  
**In-Person Meeting Location:** Entrepreneurs Sandbox, Purple Room  
643 Ilalo Street  
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/>

**Attendees:**

**Members:**

Keith DeMello, WDC Chair, Senior Vice President of Communications & External Affairs, Ulupono Initiative  
Trang Malone, Executive Committee Vice Chair, Manager, Workforce Initiatives, CVS Health  
Cary Miyashiro, President, Quad D Solutions  
Lorna Woo, Director of Government Affairs, Intl Union of Painters & Allied Trades, D.C. 50  
Rona Fukumoto, President & CEO, Lanakila Pacific  
Dion Dizon, Business Representative, International Brotherhood of Electrical Workers Local 1186  
Pane Meatoga III, Deputy Political Director, Operating Engineers Local 3  
Thomas Chock, Program Specialist, Dept. of Business, Economic Development and Tourism  
Amber Akana, Union Representative, Seafarers International Union of North America  
Jade Rojas-Letisi, Director,

**Guests:**

Keala Monaco, Director of Workforce Innovation, Office of the Vice President for Community Colleges, University of Hawaii  
Jaimee Tabangay, Workforce Development Division  
Lei Ana Green, Workforce Development Division

**Presenters:**

Keala Peters, Consultant, Hawai'i Chamber of Commerce  
Matthew Stevens, Hawai'i Workforce Funders Collaborative

**Staff:**

Bennette Misalucha, WDC Executive Director  
Jeanne Ohta, Employment Service Specialist, WDC  
Margaret Miura, Program Specialist, WDC

- I. [Video 02:44] Call to Order – Keith DeMello WDC & Executive Committee Chair
  - A. Attendance and Introductions
- II. Welcome, Overview, Purpose, and “Our Why” – Chair Keith DeMello and Executive Director Bennette Misalucha
  - A. [Video 05:45] Welcome
  - B. [Video 7:41] Overview, Purpose, and “Our Why”
  - C. Dion Dizon, Special Projects Committee Chair, present in meeting at 9:48 a.m.
- III. [Video 18:30] Presentation: An Overview: The North Start 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 Start 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 status of this work and the collaborative community effort required to meet the objectives established by the Generational Commitment.
- IV. [Video 40:43] Current status of the Modified Unified Plan – Executive Director Bennette Misalucha  
Reported what must be aligned or integrated in the modified Plan to have a shared understanding of strategic context and expectations.
- V. [Video 49:00] Defining Workforce Development Council's (WDC) role for the next two years  
Whole-group discussion led by Keala Peters. All members provided input and reflection.
- VI. Committees' Alignment with the Unified Plan  
Whole-group discussion facilitated by Keala Peters.

Keala Monaco was excused from the meeting at 11:00 a.m.
- VII. Measuring Success: What Should be Our Indicators?  
Continued whole-group discussion of what success looks like at the statewide level and success metrics to be incorporated into the modified Unified Plan and dashboards.
- VIII. Next Steps and Assignment of Responsibilities  
Each board member was asked and shared a self-reflection on what they can do to finalize the strategy and support the Modified Unified Plan due in March, identify owners for each priority, confirm committee alignment review deadlines, and establish expectations.

IX. [Video 1:43:02] Next Executive Committee Meeting: It was announced that the next meeting would be on January 12, 2026, however, the next meeting is scheduled for January 22, 2026, at 1:30 p.m.

Virtual Videoconferencing Meeting via Zoom and in-person at 830 Punchbowl Street, Room 317, Honolulu, HI 96813

X. [Video 1:51:42] Adjournment

The meeting was adjourned by Chairperson Keith DeMello at 11:28 a.m.

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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.