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HAWAII WORKFORCE DEVELOPMENT COUNCIL  
EXECUTIVE COMMITTEE MEETING

**AGENDA**

**Date:** January 22, 2026

**Time:** 1:30 pm to 3 pm

**In-Person  
Meeting** Princess Ruth Ke'elikolani Building  
830 Punchbowl Street, Room 317  
**Location:** Honolulu, Hawaii 96813

**Virtual** Virtual Videoconference Meeting – Zoom Meeting (Link below)

**Participation:** Join Zoom Meeting

<https://us06web.zoom.us/j/84842831729?pwd=NMrRF3FP4b6IVRvkFkXi67Jaosm0Xm.1>

Meeting ID: 848 4283 1729

Passcode: 618837

**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/>

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. 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.

**Internet Access:**

To view the meeting and provide live oral testimony, please use the link at the top of the agenda. You will be asked to enter your name. The Board requests that you enter your full name, but you may use a pseudonym or

other identifier if you wish to remain anonymous. You will also be asked for an email address. You may fill in this field with any entry in an email format, e.g., [\\*\\*\\*\\*\\*@\\*\\*\\*mail.com](mailto:*****@***mail.com).

Your microphone will be automatically muted, and video will be turned off. When the Chairperson asks for public testimony, you may click the Raise Hand button found on your Zoom screen to indicate that you wish to testify about an agenda item. You will individually be enabled to unmute your microphone, turn on your video if you choose to, and testify. When recognized by the Chairperson, please unmute your microphone and turn on your video if you choose to before speaking and mute your microphone and turn off your video after you finish speaking

**Phone Access:**

If you do not have internet access, you may get audio-only access by calling the Zoom Phone Number listed at the top on the agenda. Upon dialing the number, you will be prompted to enter the Meeting ID which is also listed at the top of the agenda. After entering the Meeting ID, you will be asked to wait to be admitted into the meeting. When the Chairperson asks for public testimony, you may indicate you want to testify by entering “\*” and then “9” on your phone’s keypad. After entering “\*” and then “9”, a voice prompt will let you know that the host of the meeting has been notified. When recognized by the Chairperson, you may unmute yourself by pressing “\*” and then “6” on your phone. A voice prompt will let you know that you are unmuted. Once you are finished speaking, please enter “\*” and then “6” again to mute yourself.

For both internet and phone access, when testifying, you will be asked to identify yourself and the organization, if any, that you represent. Each testifier will be limited to five minutes of testimony per agenda item. Pursuant to section 92-3.7(e), HRS, the Board may remove or block any person who willfully disrupts or compromises the conduct of the meeting.

If connection to the meeting is lost for more than 30 minutes, the meeting will be continued on a specified date and time. This information will be provided on the Council’s website [at](https://labor.hawaii.gov/wdc/meeting-docs/) <https://labor.hawaii.gov/wdc/meeting-docs/>.

Instructions to attend State of Hawaii virtual board meetings may be found online at

<https://labor.hawaii.gov/wp-content/uploads/2025/01/State-of-Hawaii-Virtual-Board-Attendee-Instructions.pdf>.

**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.

- I. Call to Order .....Keith DeMello, Workforce Development Council (WDC) Chair
- II. Approval of Minutes of October 29, 2025 Executive Committee Meeting

***\*Requires Executive Committee Action***

### III. Modified Strategic Plan Status Report and Board Role

*One of the key responsibilities of the Workforce Development Council or State Board is the development, the modification, and the implementation of the State Workforce Unified Plan. The modification is mandated to be submitted this year and State is now in the process of preparing that document, in collaboration with the other core partners. This agenda item provides a status report on the work involved.*

### IV. WorkforcePell Grant

*The Workforce Pell Grant is a new federal program that provides funding for short-term training programs. The Governor, in coordination with the State Workforce Development Council, will be responsible for establishing the approval framework and for approving or denying program applications. There is a working group composed of representatives from the Hawaii Department of Education, University of Hawaii, University of Hawaii Community Colleges, who are working on the details with guidance from the National Governors Association. This agenda item provides a status update on the project, which is scheduled to launch on **July 1, 2026**, and for which the State must be fully prepared to begin accepting applications.*

### V. Certification of the Kauai American Job Center \*

*Certification of an American Job Center normally falls within the purview of their local board. However, because Kauai does not have a board, the responsibility, by default, goes to the State Board. The Workforce Development Council conducted the certification process early this year. It granted provisional certification to the Center but with some conditions. The provisional certification will lapse on January 31, 2026. This is an update on the certification process.*

**\*Requires Executive Committee Action**

### VI. Legislative Plans for 2026 Legislative Session .....Keith DeMello and Tui Scanlan

*For the 2026 Legislative Session, the Special Projects Committee will review and refine its legislative engagement protocols based on lessons learned from the past three 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. The Council's Legislative Team will provide a report on the legislative outlook this year.*

### VII. Executive Directors Report

1. *Implementation of the Generational Commitment (Hawai`i North Star): There will be a webinar series in January and February which will feature several states who are going through a transformational journey to achieve their workforce development objectives. The details of the series will be provided. The timeline in the implementation will also be provided.*
2. *Internship Summit on March 4, 2026: The Workforce Development Council in*

*collaboration with other workforce partners will hold the first ever Hawai‘i Internship Summit on March 4, 2026, from 8:30 am to 3:00 pm at the Japanese Cultural Center. Details on the agenda and other pertinent details will be shared.*

3. *Internship Excellence Awards: The award recognizes the outstanding programs and participants from both the Hele Imua internship program as well as the non-governmental sectors (private businesses and non-profits). Details of the award categories as well as the nomination process will be shared.*
4. Here will be the focus for the first quarter of 2026
  - First Annual Hawaii Internship Summit 2026
  - Internship Excellence Awards
  - Workforce Pell Working Group
  - Legislative Matters
  - Operational Transition on pertinent Workforce Innovation and Opportunity Act (WIOA) roles
  - Implementation of Unified Plan/collaboration with Hui stakeholders
  - Building Strategic Alliances with key community organizations
  - Procurement of Services for Research and Grants
  - Staff Training and Transition.

#### VIII. Next Meeting

Tentatively scheduled for Thursday, April 23, 2026, at 1:30 p.m. Virtual Videoconferencing Meeting via Zoom and in-person at 830 Punchbowl Street, Room 317, Honolulu, HI 96813

#### IX. Adjournment

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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.