

HAWAII STATE APPRENTICESHIP COUNCIL MEETING
Department of Labor and Industrial Relations
Princess Ruth Keelikolani Building
830 Punchbowl Street, Rooms 310, 313, & 314
Honolulu, HI 96813

Tuesday, December 18, 2018
12:30 p.m. – 3:30 p.m.

AGENDA

- I. Call to Order
- II. Welcome and Introductions
- III. Approval of Minutes of September 11, 2018 SAC meeting
- IV. Reports
 - A. State Report: Apprenticeship Programs Status
 - B. Honolulu Community College Report
 - C. Apprenticeship and Training Coordinators Association of Hawaii (ATCAH) Report – Rick Subiono – President
- V. New Business
 - A. Review and Recommendation on Proposed New Apprenticeship Programs
 - 1. Restaurant Manager – Kapiolani Community College
 - 2. IT Analyst - Queen's Health Systems
 - B. Review and Recommendation on the Request to Extend Progressive Apprentice to Journeyworker Ratio for Wireperson (Electricians) Apprenticeship Program of Hawaii Electricians and Training Trust Fund
- VI. Unfinished Business
- VII. Announcements
 - A. Video Interviews – Construction
 - B. Windmills Training – Carol Kanayama, Program Officer, Workforce Development Division
 - C. Pre-apprenticeship – Edmund Aczon, Executive Director. Hawaii Carpenters Training Program
 - D. Facilitated Discussion about Recruitment Strategies – Elaine Young, Administrator, Workforce Development Division

E. Next Meeting

F. Other

VIII. Adjournment

Equal Opportunity Employer/Program

If you require an auxiliary aid/service or other accommodation due to a disability, please contact the Workforce Development Division Administration at (808) 586-8877 or dliir.workforce.develop@hawaii.gov as soon as possible, preferably by December 14, 2018. If a request is received after December 14, 2018, we will try to obtain the auxiliary aid/service or accommodation, but we cannot guarantee that the request will be fulfilled.

TDD/TTY Dial 711 then ask for (808) 586-8866

Hawaii State Apprenticeship Council
Department of Labor and Industrial Relations
Keelikolani Building Rooms 310-314
830 Punchbowl Street Honolulu Hawaii

MINUTES OF DECEMBER 18, 2018 MEETING

Members Present: Gregg Serikaku
Joseph Ferrara
Francis Tau'a
Terry Uyehara
Shayne Chung
Jody Serikawa
Michael Barros
Rick Subiono

DLIR Staff: Leonard Hoshijo, Director
Elaine Young, Administrator
Carol Kanayama
Edgar Fernandez
Harrison Kuranishi

Guests: Kimberly Trujillo
Guy Shibayama
Sean Cordero
Joy Nakayama
Cory Tani
Brandy Yagi
Gail Izumigawa
Gail Hirata
Jody Nako
Ken Wilson
Maurice Torigoe
Erick Pascua
Edmund Aczon
Stan Fichtman
Marcus Thompson
Ron Takahashi
George Massengale
Mario Manrique
David Stone
Maria-Elena Diaz
Kelli Braun
Phyllis Gomes
Christen Lee
Mimi Sroat
Robert Aquino
Travis Yara
Marc Yamane
Norman Ahu

I. Call to Order

Chair Greg Serikaku called the meeting to order at 12:34 p.m.

II. Welcome and Introductions

State Apprenticeship Council members and guests introduced themselves.

WDD Administrator Elaine Young announced a light lunch would be served during the meeting and the meeting would continue through lunch.

III. Approval of Minutes

The September 11, 2018, SAC meeting minutes were approved.

IV. Reports

A. State Report *Workforce Development Division (WDD)*

Edgar Fernandez, Program Specialist, Workforce Development Division, reported on the status of apprenticeship programs. The status was included in the meeting packet of the members. Highlights of the report were the following:

- Total number of registered apprentices as of December 14, 2018 - 6559
- Registered apprentices in construction trades – 6165
- New programs developed under the American Apprenticeship Initiative (AAI) grant – 14
- New programs developed under the State Apprenticeship Expansion (SAE) grant – 22
- New apprentices registered under the AAI and SAE grants – 252

B. Honolulu Community College Report

Guy Shibayama, Apprenticeship Coordinator of Honolulu Community College, presented the report, which is summarized below.

- Honolulu Community College has 70 unique degree and training programs. The last academic year HCC granted a total of 778 degrees and certificates, 61% from Transportation and Trades industry.
- One of the difficulties HCC is facing is failure to fill positions in certain programs. Currently there is a shortage in Electrical Installation and Maintenance Technology. To fix this issue HCC is looking at doing salary adjustments.
- As of September 2018, HCC had 2784 apprentices registered. Pearl Harbor is the primary user of the Applied Trades Program.
- HCC has just gone through an accreditation process.

C. Apprenticeship and Training Coordinators Association of Hawaii (ATCAH) Report

ATCAH President, Rick Subiono, passed out a report to SAC members that covered the last ATCAH meeting. Highlights are below.

- Guest speaker Michael Hogan, Managing Director/Financial Advisor for Pensionmark, discussed the financial services that they can provide to apprenticeship programs such as educating apprentices about financial responsibility to obtain their financial goals. This includes making the apprentices understand that their job is not a steady 40 hour business but rather income is from project to project. According to him, when the apprentices get their paychecks they use it to buy a nice truck instead of saving.
- Another speaker, Ashley Holck, Post High School Counselor at Kamehameha Schools spoke about the services they provide for Kamehameha School students to enter into an apprenticeship program.

Mr. Subiono informed the members that the annual Christmas Party was held on December 7, 2018, and the next ATCAH meeting is on December 20, 2018. John Schell Head of HCC Security will be the guest speaker who will talk about Active Shooter Response.

Michael Barros reported on Construction Career Day (CCD) held this year, in which construction trades apprenticeship programs actively participated. The first event was held on September 14, 2018 on Kauai with close to 500 students attending. This was the first time that CCD was held on Kauai. It was very successful with students from middle schools, high schools, and one elementary school.

The Oahu event was held on October 25 and 26, 2018 at Aloha Stadium. 1300 students from various high schools attended. Maui and Hilo will hold the event next year.

V. New Business

A. Proposed New Apprenticeship Programs

1. Hawaii Restaurant Managers Apprenticeship Program (HRMA) – Kapiolani Community College (KapCC)

Stan Fichtman, Ron Takahashi, and Marcus Thompson of Kapiolani Community College presented the proposed program to the SAC.

Mr. Takahashi provided an overview, stating that it will include training on Manager Level Food Safety and Hospitality, Human Resources, Restaurant Marketing, Restaurant Management, and Cost Control. He explained that many managers are selected from high performing line cooks or other non-executive level positions, and they lack the skills needed in budgeting, human resources, and inventory control for restaurant manager positions. There is high demand for this kind of training based on their discussions with different restaurants.

SAC member Terry Uyehara asked the number of employers participating in this program. According to Mr. Thompson, the goal is 125 apprentices for the first round and they are targeting as many as 40 different employers.

SAC member Michael Barros inquired whether the potential apprentice has to be in a management position, or whether it could be someone aspiring to be a Restaurant Manager. Mr. Thompson replied that the training is an opportunity for anyone that the employer thinks has the desire to move into that position and is capable of handling the training.

SAC member Jody Serikawa asked for clarification on the training that will be done online. KapCC is planning to use the National Restaurant Association Manage First text books as the curriculum. The instruction will be 100% online. The classroom instruction will consist of five courses, with each course taking five weeks for a total of 25 weeks. The hands on training will be done at the restaurants. The ratio will be 2 apprentices to 1 journeyworker. A raise and promotion will be awarded on completion of the apprenticeship program. Since the program is online, it would be accessible to apprentices from the other islands as well as Oahu.

Director Hoshijo asked the percentage of apprentices who will already be employed. Mr. Takahashi responded that 100% of the apprentices will already be employed by the restaurant or hotel. If someone from the outside wants to come in, KapCC will find a sponsor/employer for that apprentice.

Guy Shibayama from Honolulu Community College asked about the wage progression of the apprentices. Mr. Thompson replied that a one-time wage increase upon completion of the program will be implemented.

SAC recommended approval.

2. IT Analyst- Queen's Health Systems

Kimberly Trujillo of Queen's Health System gave an overview of the proposed apprenticeship program.

She explained that the IT Analyst program will be used for their Electronic Medical Records. Queen's has difficulty filling the positions and are looking towards apprenticeship programs to help train and build their workforce.

Recruiting will be done through the colleges when the students graduate. Minimum qualifications include a Bachelor's degree in Information Sciences/Computer Science or related field, with one year work experience or volunteer work experience preferred.

Chair Serikaku asked the benefit of the apprenticeship program. Ms. Trujillo replied that the program will help them create a local pipeline and save cost in recruiting staff to fill the positions.

SAC recommended approval.

- B. Review and Recommendation on the Request to Extend Progressive Apprenticeship to Journeyworker Ratio for Wireperson (Electrician) Apprenticeship Program of Hawaii Electricians and Training Trust Fund.

SAC Member Terry Uyehara recused himself.

Mimi Sroat, Director of Training, presented their request to extend their temporary ratio for another 2 years. She explained that they conducted a survey on injuries involving apprentices and came out with a safety plan to address the recurrence of injuries. The safety plan was submitted to the Workforce Development Division and included in the meeting packet.

Chair Serikaku asked if there was an increase in injuries after the change of ratio. Ms. Sroat responded that there was no increase in the number of injuries. The major accident that occurred was an apprentice who fell off a ladder, was injured, and out of work for 19 days. Typically, injuries reported are lacerations and back pains.

SAC recommended approval of the extension of the temporary ratio for another 2 years from date of approval.

I. Unfinished Business

None

II. Announcements

A. Video Interviews- Construction

Carol Kanayama, Program Officer, Workforce Development Division, explained that the video of work readiness skills discussed in prior SAC meetings was completed by Leeward Community College and will be posted on the DLIR WDD website. This video is meant for jobseekers and students and highlights the work readiness qualities that employers seek when hiring or retaining employees. Targeted industries were Construction, Hospitality, Healthcare, and Information Technology. While no one volunteered from SAC or ATCAH membership to speak for construction trades, she thanked Francis Tau'a, Dale Sakamoto-Yoneda, and Bobby Ayonan for their willingness to participate in the video after being invited.

Clips of the construction video were shown to the audience.

B. Windmills Training

Ms. Kanayama distributed a flyer about the Windmills training program designed for business that will enhance awareness of cultural diversity and examine personal attitudes and biases towards people with disabilities. The two days training which normally would cost \$1,000 per person is being offered at no cost based on a federal grant that promotes hiring of persons with disabilities. Ms. Kanayama encouraged businesses and training coordinators to participate.

C. Pre-Apprenticeship- Edmund Aczon, Executive Director, Hawaii Carpenters Training Program.

Mr. Aczon gave an overview about the Hawaii Carpenters Training Program. Their mission is to train carpenters and drywall workers become skilled journeyworkers by recruiting untrained candidates such as recent high school graduates, or men and women seeking new careers. The top priority is finding promising recruits with strong math skills who can handle the physical demands of the job, work with others, and work independently. During recruitment, 35%-40% fail the math test and 60% quit after working 1 month. He hopes that starting recruitment at middle school or high school will increase the retention rate.

The Hawaii Carpenters Apprenticeship and Training Fund has connected with the Department of Education for the Connect to Careers Coalition. This is to prepare DOE students for success in high skill and in demand careers.

This effort has three pillars.

1. Business Led: Industry identifies entry level skill sets and employable qualities and prepares the students for these skills.
2. Aligned Curriculum and Opportunities: The school system coordinates pathways.
3. Tracking Effectiveness: Data and industry feedback are used to determine which pathways are leading to successful careers and incomes that build and sustain thriving communities.

Currently programs are available at Kahuku, Waianae and McKinley High Schools. Next school year, Baldwin, Campbell, Castle, Kapaa, Waiialua will be added. In January 2019, Maui and Kapolei will be joining Connect to Careers.

The target is 10th graders. Level 2 is 11th grade and Level 3 is 12th graders. The students who complete the program will have direct entry into the Apprenticeship Program.

The *Carpenters Internship Program* is an opportunity for selected high school students to join the construction workforce for the summer while earning hours that is credited to apprenticeship and earning a wage. Not everyone is accepted. A selection committee selects the proper students for this program.

The internship criteria is:

- applicant must be enrolled in the carpenters international database,
- needs to complete Career Connections,

- have instructor's recommendation,
- able to work 7am -3:30 pm, Monday to Friday, and
- able to lift 50 lbs.

Once selected, they need to pass a preparatory course which emphasizes first aid and safety, tools, and material handling. They also must have an updated workers permit, steel toe shoes, tool belt, and selected tools. June 3, 2019 is the target date to start. End date is August 2, 2019. At least \$15 an hour will be paid.

D. Facilitated Discussion about Recruitment Strategies- Elaine Young, Administrator, Workforce Development Division

Ms. Young introduced Brandy Yagi, Gail Izumigawa, and Gail Hirata from Waipahu High School. Ms. Young explained that Waipahu High School (WHS) has a Construction Academy that provides pre-apprenticeship training. However, the students who complete the training cannot get into the unions until they turn 18 years old.

Brandy Yagi of Waipahu High School explained that WHS has 10 separate programs and is the only high school in the state with a full line of construction programs. Currently, they have 5 career academies with 680 students. Construction trades has the largest group. Students, however, cannot fully understand the significance of classroom courses, such as math, for construction. WHS asked the construction trades partners to help their students understand the relevance of their classroom instruction.

Ms. Young invited WHS and representatives from the trades to discuss how they could work together for benefit of the students and apprenticeship programs.

Rick Subiono invited the WHS staff to attend the ATCAH meeting on Thursday, December 20, 2018.

E. Next Meeting
Members will be canvassed for availability.

F. Other
None

VIII. Adjournment

The meeting was adjourned at 2:55 p.m.