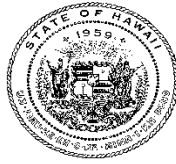


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GOVERNOR

SYLVIA LUKE
LIEUTENANT GOVERNOR



JADE T. BUTAY
DIRECTOR

WILLIAM G. KUNSTMAN
DEPUTY DIRECTOR

MARICAR PILOTIN-FREITAS
ADMINISTRATOR

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

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**SPECIAL PROJECTS COMMITTEE MEETING
Monday, September 16, 2024
9:30 a.m. – 11:00 a.m.
In-person and online via Zoom**

MINUTES

MEMBERS:

Keith DeMello, Chair, Special Projects Committee,
Dion Dizon, Vice Chair, Special Projects Committee
Trang Malone, Member, CVS Health
Tui Scanlan, Chair, Youth Services Committee, President, International Alliance of Theatrical
Stage Employees (IATSE) Local 665
Cary Miyashiro, President, Quad D Solutions

GUESTS:

STAFF:

Bennette Misalucha, Executive Director, Workforce Development Council
Harrison Kuranishi, Executive Director, Oahu Workforce Development Board

I. Call to Order

The meeting was called to order by Chair Keith DeMello at 9:32 a.m.

II. Roundtable Discussion on the Options for the Workforce Development Council to Establish a Permitted Interaction Group (P.I.G.)

Chair Keith DeMello began the discussion by providing an overview of the purpose of establishing a Permitted Interaction Group (P.I.G.) under Hawaii Revised Statutes 92-2-5. He emphasized that the goal was to improve the council's ability to engage in legislative matters efficiently and within the constraints of the Sunshine Law. Chair DeMello outlined two possible options: delegating authority to two board members for rapid response during the legislative session (Option 1) or engaging the entire board in drafting and approving legislative testimony with all drafts and comments posted publicly within 48 hours (Option 2). He provided an analysis of the advantages and challenges of each approach.

Tui Scanlan shared his concerns about Option 2, noting the logistical difficulty of complying with the 48-hour public posting requirement for draft testimony and comments. He explained that legislative deadlines are often tight, with hearings announced only 48 hours in advance with the possibility of testimony deadline falling 24 hours before the hearing, making it nearly impossible to submit timely testimony under this option. He expressed a strong preference for Option 1, which would allow for a faster and more flexible response.

The discussion also included suggestions for balancing perspectives by ensuring representation from both labor and the private sector among the two designated board members. Chair DeMello agreed with the recommendation and emphasized the importance of maintaining agility during the legislative session.

Following the discussion, Vice Chair Dizon formally moved to recommend the delegation of authority to two members to form a P.I.G. for the 2025 legislative session, with Chair DeMello and Tui Scanlan as the designated members working under the direction of the Workforce Development Council. The motion was seconded by Scanlan and unanimously approved. The recommendation will be presented to the full Workforce Development Council at the November meeting, along with proposed processes to support the P.I.G.'s activities.

III. Roundtable Discussion on the Protocols for Nominating Council Members

Chair DeMello introduced the next topic by explaining that the Special Projects Committee had been tasked with developing protocols for nominating council members, in accordance with federal regulations outlined in ECFR 679.110. Bennette Misalucha provided background on the current gaps in board representation and the importance of ensuring that nominees reflect the diversity of industries and sectors relevant to workforce development in Hawaii.

For private sector nominations, the proposal involves conducting a gap analysis to identify underrepresented industries and putting forth a name. This is followed by vetting nominees through the Special Projects Committee. Trade associations would be consulted to provide nominations. After internal vetting, the candidate is passed to the Director of Labor and then to the Governor's office and if appointed, the submission moves to the Senate for confirmation. For labor sector nominations, coordination with the labor federation would be required to identify and vet nominees. The nominee would also move through the Special Projects Committee and internal vetting before submission moves to the Governor's office.

Vice Chair Dizon raised concerns about ensuring that the governor selects nominees from a recommended list. The committee agreed to amend the protocols to address this as well as to submit a list of 3 private sector nominees to the Governor vs. a single nominee.

A motion to adopt the proposed protocols was moved by Cary Miyashiro and seconded by Tui Scanlan. The motion was unanimously approved, and the finalized protocols will be presented to the full council at its November meeting.

IV. Announcements and Constituent Comments

No announcements or comments.

V. Next Meeting

The next meeting for the Special Projects Committee is scheduled for October 21, 2024 at 1:30 p.m.

VI. Adjournment

Chair DeMello adjourned the meeting at 10:37 a.m.

DRAFT