

OAHU WORKFORCE DEVELOPMENT BOARD

innovation + opportunity + economic growth + human capital

EXECUTIVE COMMITTEE MEETING

April 17, 2018 – 10:30am to 11:30am (approximate)

Queen's Conference Center, Room 106

1301 Punchbowl Street

Honolulu, HI 96813

AGENDA

- I. Call to Order
- II. Committee Chair Updates
 - Data Management and Technology – James Hardway
 - Met on Feb 13, 2018 – Presentation by Mr. Peter Quigley, Associate Vice President for Academic Affairs – University of Hawaii Community College System (“UHCC”)
 - Employer Engagement – Chair Jason Chang
 - Met on Feb 16, 2018 – Presentation by the Business Services Functional Team from the Comprehensive AJC at Dillingham
 - Requested that the Business Services Team update their Marketing materials used to communicate the services offered to employers including brochures, flyers and PowerPoint presentations to be reviewed by the committee at their next meeting in July
 - Finance – Greg Fraser
 - Met on March 21, 2018 – Reviewed: PY17 One Stop Operator Budget, Rapid Response MOU and preliminary budget, Sector Strategy MOU and suggested events and recommends approval by the Board
 - Performance Measures and Accountability – Vice Chair Tim Wong
 - Met on March 22, 2018 – Discussed: Performance Measure Requirements for each WIOA Program, Evaluation Tool for the American Job Center, and creation of a Staff Evaluation Tool
 - Reviewed: One Stop Operator Performance Evaluation Form and recommends approval by the Board

- Sector Strategies and Career Pathways – Meli James
 - Committee is still looking to add members and has not officially met, Committee Chair and Board Staff are in discussions with the Chamber of Commerce of Hawaii to complete the Sector Strategy MOU requirements by May 31, 2018
- III. Update on the Waipahu Civic Center location – Alison Lum
- IV. One Stop Operator
 - Contract and Deliverables
 - Creation of an OSO Working Group or Committee
- V. Date of next meeting: July 6, 2018, 9am to 10am in QCC Room 201
- VI. Adjournment

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