

OAHU WORKFORCE DEVELOPMENT BOARD

innovation + opportunity + economic growth + human capital

**COMBINED MEETING OF
THE PERFORMANCE MEASURES AND
DATA MANAGEMENT COMMITTEES
November 20, 2018 – 9:30am to 11:00am (approximate)**

**Conference Room at HARIETT
1035 University Avenue, Suite 202
Honolulu HI 96822**

Attendees: James Hardway, Carl Fujitani, Scott Murakami, Frederick “Erick” Pascua, Peter Quigley, Melissa Wilson

Quorum not met

Staff: Alison Lum, Justin Sarce

Guests: None

- I. Call to Order - The meeting was called to order at 9:39am. Committee Chair James Hardway was notified that quorum was not met and that the meeting will be for information purposes only.
- II. Welcome and Introductions - Committee Chair Hardway invited the group to introduce themselves.
- III. Presentation and Discussion - Scott Murakami, Director of Workforce Development – University of Hawaii Community College System (“UHCC”) presented a follow-up to the cost allocation of HireNet costs posed during the Data Management Committee meeting on February 13, 2018.

See attached presentations.

Three issues were addressed to provide a framework for making recommendations to the WDC

- 1) Technical issues brought up by the AJCH and Core Partners
 - a. Currently, there is no community of “super users” to address issues with HireNet
 - b. The proposed “super user group” should have quarterly meetings with GeoSol to address issues and ensure that they are corrected to the satisfaction of all parties using HireNet.
 - c. The super user group is anticipated to have about 6-8 people from Hawaii: 1 person from an AJC in each county and 3 others representing each from Wagner-Peyser (“WP”), Trade Adjustment Act (“TAA”) and Jobs for Veterans State Grants (“JSVG”)

- 2) Geographic Solutions ("GeoSol") terms and conditions of its contract
 - a. Contract was executed in 2012 and allowed 8 years of extension
 - b. We are currently in the 7th year, which will expire June 30, 2019 with 1 final extension allowed through June 30,2020
 - c. Training was not included in the contract when it was reviewed by Scott
 - d. Scope of Services of the original contract made in 2012 included the following:
 - i. Three features of the contract were identified: 1) client services validation; 2) reporting; and, 3) maintenance of infrastructure
 - ii. Spoke with representatives from the AJC's, WDB's, WDC and WDD to get an idea of who is using what feature
 - iii. A score card was developed from the conversations with the representatives to aid in the computation of the cost allocation example
- 3) How HireNet costs are allocated amongst users and partner agencies
 - a. Participant data was pulled for the past three years from HireNet
 - b. Self-service participants are served by WP using a single identified user or recipient of the system

The following recommendations will be presented by the State's Data Management and Technology Committee to WDC's Executive Committee on November 29, 2018 for approval then to the full council on December 2, 2018:

- 1) To create a super user group of users (not administrators) and schedule quarterly meetings starting in 2019
- 2) To move the custody of the contract back to WDD as the provider of WP activities relating to labor market information
- 3) To provide the framework for a cost allocation methodology in which the various agencies can agree upon

IV. Next meeting date and time
To be determined.

V. Adjournment
Committee Chair James Hardway adjourned the meeting at 11:00am.