

OAHU WORKFORCE DEVELOPMENT BOARD  
**CITY AND COUNTY OF HONOLULU**

715 SOUTH KING STREET, SUITE 211 • HONOLULU, HAWAII 96813

PHONE: (808) 768-7790 • www.OahuWDB.org

**RICK BLANGIARDI**  
**MAYOR**



**JASON C. CHANG**  
**CHAIR**

**HARRISON KURANISHI**  
**EXECUTIVE DIRECTOR**

**FULL BOARD MEETING**  
**Thursday, January 19, 2023**  
**8:30 am to 10:30 am**

**MINUTES**

**Members present:** Pat Anbe, Trevor Bracher, Chair Jason Chang, Daniel Doerger, Lorna Fredeluces (for Erick Pascua), Kevin Holu, Catherine Lederer, Chris Lum Lee, Connie Mitchell, Keala Peters (for Sherry Menor-McNamara), Nancy Quisenberry (for Alison Lee), Suzie Schulberg, Mimi Sroat, Lisa Truong-Kracher

**Guests present:** Jon Almosara Jr., Andrea Gaines, Jazon Hidalgo, Colin Inamasu, Earl Kalani, Joanne McCully, Mark Menard, Lei Nakamura, Cassidy Patmont, Jennifer Sakurai, Brian Tatsumura, Nisa Tokunaga, Lee Williams-Naeole, Reid Yamashiro

**Staff present:** Raymond Duong, Harrison Kuranishi, Hikari Omuro

**I. Call to Order.....Chair Jason Chang**

Chair Jason Chang called the meeting to order at 8:32 am.

**II. Welcome and Introductions**

Chair Jason Chang introduced new OWDB Executive Director, Harrison Kuranishi. All members, guests, and staff present introduced themselves.

**III. Introduction to New OWDB Members.....Chair Jason Chang**

Chair Jason Chang introduced new OWDB Members: Chris Lum Lee and Kevin Holu.

**IV. Review and Approval of October 20, 2022 Minutes**

Chair Jason Chang entertained a motion to approve the October 20, 2022 Meeting Minutes. Catherine Lederer motioned to approve. Suzie Schulberg seconded the motion. The minutes were unanimously approved.

**V. Reports Related to WIOA**

**One Stop Operator.....Andrea Gaines**

Andrea Gaines reported on American Job Center of Hawaii activities. AJCH will have a Partners Meeting on January 24<sup>th</sup>, 2023. The meeting will be fully virtual. The following Partners Meeting will take place on April 11, 2023. A training from Larry Robin will be offered at this meeting.

**WIOA Title I Programs.....Lee-Ann Williams-Naeole, Mark Menard, Nisa Tokunaga**

Mark Menard reported on American Job Center of Hawaii activities. In 2022 Q4, 567 individuals used the AJCH. 422 individuals were first-comers. Many individuals came to the AJCH to use the resource center. Many individuals have come from the federal Laumaka program. Enrollment for the Adult Program is 82 and for the Dislocated Worker Program is 30.

Mark Menard reported on AJCH Hiring Events. On October 11, 2022, AJCH held a hiring event with 14 businesses from the Hawaii Restaurant Association. A total of 20 employers were registered. There were about 75 attendees. Feedback was mainly positive. On November 15, 2022, AJCH held a hiring event featuring 11 employers from the Hawaii State Registered Apprenticeship Programs. A total of 40 employers were registered. There were a little over 100 attendees. Feedback was mainly positive. Mark Menard followed up with employers who attended these events and reported that, in total, 16 individuals who attended the hiring events were hired.

Mark Menard reported on other AJCH events and projects. AJCH is working with Pacific Gateway Center to assist 40 Ukrainian displaced immigrants. Pacific Gateway most recently reported that 2 participants have been employed. In regards to upcoming hiring events, Mark Menard reported that there has been growing interest from employers in these events. On the January 10<sup>th</sup>, 2023 Hiring Event, 46 employers were registered and there were over 200 attendees.

Lee Williams-Naeole and Earl Kalani shared 2 success stories from the Adult and Dislocated Worker Programs.

Mark Menard thanked Keala Peters for allowing AJCH to present their Youth Virtual Tour program at the National Association for Workforce Development Professionals conference.

Nisa Tokunaga reported on the Youth Program. Total enrollments are 148. 97 are in follow-up. 4 of these youth are in-school from Waipahu High School, 6 are out-of-school youth without diplomas. The YouthBuild Grant Program has a total of 86 youth enrolled. There are a total of 45 youth enrolled across the McKinley and Waipahu Community Schools for Adults. There are 12 youth enrolled in iCAN. In addition, the Youth Program has a Customer Service Training partnership with several businesses, who provide work experience for youth. Currently, 19 youth are enrolled in this program working across 4 businesses. Should anyone be interested in having their business join this program, please contact Nisa Tokunaga.

Should you require special accommodations for a disability, please contact OWDB Administration at 808-768-5889 and/or [OahuWDB@honolulu.gov](mailto:OahuWDB@honolulu.gov) at least 48 hours prior to the meeting. Please note that space for in-person attendance is limited.

Nisa Tokunaga reported on Life Skills, College and Career Development Exploration Activities, including Work-Based Learning and Career Exploration, Therapy, Financial Literacy, Entrepreneurial Skills Training, and Leadership Development.

Jazon Hidalgo presented two Youth Program success stories.

Connie Mitchell asked whether the Youth Program is currently open for any youth to apply to. Nisa Tokunaga explained that the Youth Program is always open. Youth must be ages 16 – 24, and can be in or out of school. Should anyone be interested in joining the program or referring a youth, they can call (808) 768-5888.

Kevin Holu asked whether the non-profit Kinai ‘Eha works with the Youth Program. Nisa Tokunaga answered that the Youth Program does work with this organization. Kinai ‘Eha often refers to the Youth Program if they want their youth to get education.

**VI. OWDB Committee Reports on Activities**

Chair Jason Chang announced that he and Executive Director Harrison Kuranishi will be working to increase members of OWDB Committees and increase activity.

**Sector Strategies & Career Pathways..... Chair Jason Chang**

Chair Jason Chang reported that the Sector Strategies & Career Pathways has not yet met since the last full board meeting.

**Data Management & Technology.....Rodney Lee**

Chair Jason Chang reported for Rodney Lee. The Data Management & Technology Committee continues to work on implementing the SkillsFit App. AJCH will be the first partner to use this application.

**Performance Measures & Accountability.....Suzie Schulberg**

Suzie Schulberg reported that the Performance Measures & Accountability Committee has not met since the last full board meeting. Now with Harrison Kuranishi as Executive Director, the PMA Committee will focus on the third-party monitoring reports from Jackie Sakane and the monitoring reports from WDD. These reports will be used as the basis for guiding the PMA Committee’s efforts moving into 2023. The PMA Committee is in need of members; any individual interested in joining should contact OWDB at [OahuWDB@honolulu.gov](mailto:OahuWDB@honolulu.gov).

**Finance.....Rodney Lee**

Harrison Kuranishi reported for Rodney Lee. OWDB’s budget still requires revisions. OWDB continues to wait for the PY22 contracts from WDD.

Should you require special accommodations for a disability, please contact OWDB Administration at 808-768-5889 and/or [OahuWDB@honolulu.gov](mailto:OahuWDB@honolulu.gov) at least 48 hours prior to the meeting. Please note that space for in-person attendance is limited.

Chair Jason Chang acknowledged the hard work of the Finance Committee and Rodney Lee in seeking nearly \$1 million in reimbursements.

**Employer Engagement.....Chair Jason Chang**

Chair Jason Chang reported that the Employer Engagement Committee has not met since the last full board meeting. The EE Committee seeks to align more closely with the work of the Workforce Development Division towards a more unified plan across Oahu.

**VII. WIOA Core Partner Updates**

**Adult Education & Career Pathways.....Pat Anbe, Waipahu CSA**

Pat Anbe gave a brief overview of Oahu’s Community Schools for Adults. There are two schools, Waipahu and McKinley. Both schools work to give adults an opportunity to earn their High School Equivalency diploma. McKinley CSA covers the Hawaii Kai through Moanalua areas, as well as Maui and Kauai. Waipahu CSA covers many west and central areas, including Waimanalo, North Shore, and Pearl City. In addition, Waipahu CSA covers Hawaii Island.

Pat Anbe reported on Waipahu CSA activities. The Hawaii Youth Challenge Academy graduated 74 cadets in December 2022. Class sizes are typically 150 cadets. Waipahu CSA will be conducting Hawaii’s Hotel and Restaurant Industry Employment & Training Trust (HARIETT) Pre-CAN class starting on February 6<sup>th</sup>. The class will teach students fundamental language and reading skills in preparation for attending the Certified Nurse Assistant program at Leeward Community College. Waipahu CSA continues to provide Olelo classes at Windward and Waipahu. The Hilo campus will begin their first class on the week of January 19<sup>th</sup>, 2023. There are currently 21 interested students, which is more than current capacity, therefore more classes may need to be opened. CSA classes for Spring Term have begun on the week of January 19<sup>th</sup>, 2023. Classes are being offered for Adult Secondary Education, Adult Basic Education, and English Language Acquisition. Enrollment is currently not close to pre-COVID numbers. In addition, the Waipahu CSA is launching a Workforce Development Program which is grant-funded. Jennifer Sakurai is currently serving as Waipahu CSA’s Workforce Development Coordinator. Finally, the Department of Public Safety iCAN class is beginning to recruit students. This class is for students leaving the prison system with a HSE and are looking to reach goals of work readiness or post-secondary readiness.

Connie Mitchell asked whether classes at CSA are online or in-person. Pat Anbe answered that classes are offered in both formats and often offered in the evening. Prospective students should visit [Wcsahawaii.org](http://Wcsahawaii.org) to learn more.

Should you require special accommodations for a disability, please contact OWDB Administration at 808-768-5889 and/or [OahuWDB@honolulu.gov](mailto:OahuWDB@honolulu.gov) at least 48 hours prior to the meeting. Please note that space for in-person attendance is limited.

**Institute for Higher Education, UH System.....Daniel Doerger, for Erika Lacro, UH**

Daniel Doerger reported on University of Hawaii Community Colleges activities. Daniel Doerger is the new Director of Workforce Innovation for UHCC. He will be working on many of the initiatives and grants that Tammi Chun began. Hana Career Pathways continues to be active and is mostly focusing on healthcare. Oahu Back to Work has secured funding for 2023. UHCC will be having a Press Launch for Good Jobs Hawaii on January 30, 2023 at Honolulu Community College. The goal for this program is for funding to be “behind the scenes” so that clients will not have to worry about fees. Daniel Doerger acknowledged UHCC’s wrap-around support service partners.

Connie Mitchell asked if there has been any work addressing people’s lack of motivation to return to work due to COVID-19. Connie Mitchell also asked whether there has been work pairing education with childcare as childcare is often a barrier for individuals wanting to receive education. Daniel Doerger responded that the University of Hawaii is doing research on people’s motivation, e.g. the desire for people to take online courses vs. in-person courses. In regards to childcare, that would be a service that would be provided by UHCC’s wrap-around service providers, particularly by those in the business sector. Keala Peters added that Good Jobs Hawaii is working with community-based organizations who can do outreach to research motivation, build trust with participants, and explain what the program is. Some of the information received includes the intrinsic value of working and what motivates people. Keala Peters also added that in regards to childcare, each wrap-around service provider has been provided \$500 per client to assist with their needs, however, this is not enough for childcare. Therefore, Good Jobs Hawaii will need to continue considering this issue. Keala Peters also added that another component of Good Jobs Hawaii is the employer pledge. The goal is for partners to sign this pledge which states their commitment to Good Jobs Hawaii. The pledge will be launched on January 30<sup>th</sup>. More information will be available at the launch. Daniel Doerger thanked Keala Peters for the work the Hawaii Chamber of Commerce is doing. Connie Mitchell added that one barrier to getting jobs is clearing warrants. The community court assists people with this. Connie Mitchell shared that she will connect with Daniel Doerger to explore whether the service of clearing warrants could be a service provided by the AJCH.

**Vocational Rehabilitation..... Alison Lee, DHS Vocational Rehabilitation**

Nancy Quisenberry reported for Alison Lee. Nancy Quisenberry will be reporting for Alison Lee for the foreseeable future as the Department of Vocational Rehabilitation Oahu Branch Manager. From July 1, 2022 through September 30, 2023, DVR served 2,623 participants. 252 participants exited, and of those, 15 achieved competitive integrated employment. One

Should you require special accommodations for a disability, please contact OWDB Administration at 808-768-5889 and/or [OahuWDB@honolulu.gov](mailto:OahuWDB@honolulu.gov) at least 48 hours prior to the meeting. Please note that space for in-person attendance is limited.

highlight is that one participant earned a job earning \$53.88/hour. The average hourly earnings was \$22.21. In regards to WIOA Program Involvement, there were a total of 252 participants: 266 for Adult, 5 for Dislocated Worker, 83 for Youth, 12 for Wagner-Peyser, 19 for Adult Education, 5 for Job Corps, and 2 for Youth Build. For PY22, DVR's negotiated performance measures are: Measureable Skill Gains, 35%; Credential Attainment Rate, 20%; Employment (second quarter after exit), 33%; Employment (fourth quarter after exit), 37.5%; Median Earnings (second quarter after exit), \$4,400.

In regards to the AJCH, DVR staff continue to collaborate on providing an integrated service model at the AJCH on Mondays and Wednesdays from 10 am – 2 pm. In addition, DVR continues to work with AJC staff on tracking dual enrollments between programs. Finally, AJCH partners continue to support DVR by providing tours, and information sharing to DVR staff.

Nancy Quisenberry reported that timeframes for processing of DVR applications and eligibility determinations continues to be shortened. In addition, DVR continues to hire into their vacant positions. 4 employees will be hired within the next month.

**Wagner-Peyser.....Erick Pascua, WDD**

Lorna Fredeluces congratulated Harrison Kuranishi on his new position as Executive Director of OWDB. Lorna Fredeluces explained that the Workforce Development Division is under the Department of Labor and Industrial Relations. WDD's Director is Jade Butay, and its Deputy Director is Bill Kunstman. Its Administrator is Maricar Pilotin-Freitas. WDD's local office is at the American Job Center and its job is to execute WDD's programs. Lorna Fredeluces thanked WorkHawaii for accommodating WDD and allowing WDD to participate in AJCH's job fairs.

Lorna Fredeluces reported for Erick Pascua. In October and November, WDD hosted two hiring events. They were held at the Ke'ehi Lagoon Memorial. The hiring event on October 26<sup>th</sup>, 2022 was intended for veterans and well attended. On November 17<sup>th</sup>, 2022, another hiring event was held for state agencies at the same venue. On April 12, 2023, WDD plans to hold another hiring event for federal agencies. A federal resume workshop will be held at the AJCH on January 26<sup>th</sup>, 2023. The event is filled and will prioritize veterans. WDD's Hele Imua state internship program currently has open recruitment and is taking application. The eligibility has been expanded to high school graduates. College students and college graduates are also eligible. The program will focus on placing interns into state agencies and is aimed at filling the state vacancies. The program is available for participants on all islands. Interested individuals should visit WDD's website for more information. WDD continues to hold its Helpful Useful Basic workshops. Content includes basic computer and work-related skills.

Should you require special accommodations for a disability, please contact OWDB Administration at 808-768-5889 and/or [OahuWDB@honolulu.gov](mailto:OahuWDB@honolulu.gov) at least 48 hours prior to the meeting. Please note that space for in-person attendance is limited.

**VIII. Executive Director’s Report.....Harrison Kuranishi**

Harrison Kuranishi thanked all members, guests, and staff present for their accomplishments in 2022. Harrison Kuranishi reminded all OWDB members to please complete their mandatory City & County of Honolulu training if they have not done so. This training was due on December 31, 2022 and not all members have completed it yet.

Harrison Kuranishi shared short-term goals for OWDB. OWDB staff will plan to hold trainings for OWDB members on roles and responsibilities. Ways to assist board members, as well as the AJCH, will also be discussed. OWDB will also be working on regulating the OWDB sub-committees. For Performance Measures and Accountability, recent program and data validation monitoring findings will be discussed. For Sector Strategies and Career Pathways, discussions will begin on how to implement the Eligible Training Provider List. The Finance Committee will focus on getting reimbursements for WIOA programs. For Employer Engagement, the goal is to make the ETP List simpler. The long-term goal for this List is for every organization to have an employer attached to it. Harrison Kuranishi announced that he will be contacting each board member in the following weeks.

Chair Jason Chang noted that 2023 is a recertification year for OWDB.

Trevor Bracher announced that Marriot will be partnering with Protect Search, a program that helps high school graduates on the autism spectrum enter the workforce. Kaiser is currently partnering with this program and has hired some individuals. Trevor Bracher proposed that should OWDB be interested, Protect Search could attend a board meeting to explain their services.

**IX. Announcements and Schedule Next Meeting**

The next OWDB Full Board meeting is scheduled for April 20<sup>th</sup>, 2023, from 8:30 am to 10:30 am.

**X. Adjournment**

Jason Chang thanked all members for attending and adjourned the meeting at 9:52 am.