

RICK BLANGIARDI
MAYOR



JASON C. CHANG
CHAIR
HARRISON KURANISHI
EXECUTIVE DIRECTOR

EXECUTIVE COMMITTEE MEETING
April 4th, 2023
3:00pm to 4:00pm

Virtual Conference Call
MINUTES

Members Present: Chair Jason Chang, Rodney Lee, Chris Lum Lee, Suzie Schulberg, Lisa Truong-Kracher

Staff Present: Raymond Duong, Harrison Kuranishi, Hikari Omuro

Guests Present: Carrie Castle

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

Chair Jason Chang called the meeting to order at 3:03pm.

II. Welcome and Introductions

Chair Jason Chang welcomed all members and thanked them for attending.

III. Approval of Minutes from January 4, 2023 Meeting

Chair Jason Chang entertained a motion to approve the January 4, 2023 Meeting Minutes. Chris Lum Lee motioned to approve. Lisa Truong-Kracher seconded the motion. No objections. The Minutes were unanimously approved.

IV. Old Business

OWDB Vice Chair Selection.....

Chair Jason Chang opened the discussion as to who might be a good candidate for the position of OWDB Vice Chair. Harrison Kuranishi explained that the Full OWDB Board would vote on the candidates for this position. Chair Jason Chang explained that the responsibilities of the Vice Chair are to fill in for the OWDB Chair for meetings should the Chair be unable to attend. In addition, the Vice Chair would help support the Chair and OWDB Executive Director in various meetings, for example, in negotiations with the State WDD. Lisa Truong-Kracher volunteered for the position should nobody else be interested in the position. Chris Lum Lee also volunteered for the position should nobody else be interested in the position.

Chair Jason Chang acknowledged the nominations of Lisa Truong-Kracher and Chris Lum Lee. Should these two individuals decide to go forward with their nominations, the Full OWDB Board will vote on the next Vice Chair at a future OWDB Full Board Meeting.

OWDB Merging the Performance Measures & Accountability Committee with the Finance Committee

Chair Jason Chang explained that the previous OWDB Executive Director had raised the proposal of merging the OWDB Performance Measures & Accountability Committee with the Finance Committee.

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Harrison Kuranishi expressed that both Committees have increased activities, and therefore, he would rather the two Committees be kept separate. Suzie Schulberg agreed with Harrison Kuranishi. Rodney Lee expressed that both Committees are heavily involved in negotiations with State WDD, the City & County of Honolulu, and OWDB. Therefore if OWDB has sufficient manpower, the Committees should be kept separate. Chris Lum Lee agreed with Harrison Kuranishi's recommendation.

Chair Jason Chang entertained a motion to keep the Performance Measures & Accountability Committee and the Finance Committee separate. Rodney Lee motioned to approve. Suzie Schulberg seconded the motion. No objections. The Executive Committee unanimously approved the motion to keep the two Committees separate.

V. New Business

PY2021 contracts

Raymond Duong explained that WIOA Title 1 Programs for PY21 have spent less than 50% of funds as of January 31st, 2023. Chair Jason Chang asked whether it would be obtainable for the American Job Center of Hawaii to spend down these funds by the end of the program year. Raymond Duong explained that On-the-Job Training might be one way for AJCH to spend down these funds. Harrison Kuranishi clarified that these funds will expire on June 30th, 2023. If the funds are not spent for PY2021, this will make the third year that funds were not spent down completely. AJCH currently has one client in On-the-Job Training. Jason Chang asked whether OWDB is at risk of losing these funds. Harrison Kuranishi explained that funds are allocated based off of program measures and should not be reduced so long as performance measures continue to be met and the policy is not revised. Rodney Lee asked which areas of spending OWDB is short in. Raymond Duong responded that the AJCH is currently short some personnel staff which has affected spending. Chris Lum Lee stated that this topic is something that the Finance Committee will discuss on April 14th.

PY2022 contracts

Harrison Kuranishi reported that OWDB has not yet received the complete signed PY2022 contracts and hopes to receive them in April. The contracts were originally supposed to have started on July 1, 2022. Therefore, by the time OWDB receives these contracts, they will be about 9 months behind. The reason for this delay is that the bulletin requesting the annual plan was never distributed. In some other states, local workforce boards receive their funds in advance. OWDB is striving to improve on communications between the Board and the American Job Center of Hawaii to help spend down program funds so that future payments might be received in advance.

NDWG-Quest Grant

Harrison Kuranishi explained that the NDWG-Quest Grant is a national dislocated worker grant. A little under \$2.8 million in funds was received by the City and County of Honolulu. OWDB has just submitted a budget for this grant and will be working with WorkHawaii on this grant. Similar to the State Imua program, OWDB plans to use the NDWG-Quest Grant to place individuals in internships for approximately \$19.00 per hour. The State was intending to begin this program on April 1st, however, the actual launch may be later. OWDB hopes to co-enroll their WIOA participants with this program. OWDB plans to target long-term unemployed individuals for this program as long-term unemployed for this program will be defined as 4 weeks or longer. In addition, they will be looking at current WIOA participants for eligibility for this program.

VI. Announcements and Schedule Next Meeting (July 5, 2023)

OWDB will be monitoring the American Job Center of Hawaii around the last week of April.

Hikari Omuro will be leaving the Oahu Workforce Development Board at the end of June to pursue higher education.

VII. Adjournment

Chair Jason Chang adjourned the meeting at 3:34pm.