

OAHU WORKFORCE DEVELOPMENT BOARD
CITY AND COUNTY OF HONOLULU

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RICK BLANGIARDI
MAYOR

JASON C. CHANG
CHAIR
TIM WONG
VICE CHAIR
NICOLE KURASHIGE
EXECUTIVE DIRECTOR

FULL BOARD MEETING
Thursday, April 21, 2022
9 am to 11 am

MINUTES

Members Present: Pat Anbe, Trevor Bracher, Chair Jason Chang, Russel Cheng, Lorna Fredeluces (for Erick Pascua), Joy Kimura, Alison Lee (for Iva-Starr Cain), Rodney Lee, Sherry Menor-McNamara, Tammi Oyadomari-Chun (for Erika Lacro), Suzie Schulberg, Mimi Sroat

Guests Present: Andrea Gaines, Jazon Hidalgo, Mark Menard, Ramona Mullahey, Lei Nakamura, Bryce Okimoto, Alex Ruder, Ramon Ruiz, Rowena Santamaria, Reid Yamashiro, Lee Ann Naeole-Williams

Staff Present: Raymond Duong, Nicole Kurashige

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

Chair Jason Chang called the meeting to order at 9:02 am.

II. Welcome and Introductions

Chair Jason Chang thanked everyone for attending the meeting, and introduced Nicole Kurashige as the new Executive Director of OWDB. Nicole Kurashige thanked the Board for their continued guidance and support as she steps into Alison Lum's previous role.

III. Review and Approval of January 20, 2022 Minutes

Chair Jason Chang entertained a motion to approve the January 20, 2022 meeting minutes. Suzie Schulberg motioned to approve. Russel Cheng seconded the motion. The minutes were unanimously approved.

IV. Presentation

Benefits Cliffs, Self-Sufficiency, and Workforce Development: The CLIFF Dashboard

Ramona Mullahey, Senior Management Analyst, Field Policy and Management, U.S. Department of Housing and Urban Development, Honolulu Field Office
Alex Ruder, Principal Adviser, Community and Economic Development, Federal Reserve Bank of Atlanta

Alex Ruder stated that the CLIFF Dashboard provides a more holistic vision on what workforce development can be. Specifically, it tracks income increase alongside resource and benefit losses that result from higher income. These losses are called "cliffs." He noted key issues that result from cliffs:

- 1) Individuals decline more working hours.
- 2) Job training does not pay off as expected.
- 3) Complexity of rules frustrate workers attempting to navigate benefits.

Alex Ruder demonstrated how the CLIFF Dashboard can be used as a tool to visualize income, financial resources, public assistance, and cost of living along a career path. He noted that more information on the CLIFF Dashboard can be found on the Aloha United Way (AUW) website under the ALICE section: <https://www.auw.org/cliff-tool-and-dashboard>. The following information can be gathered from the CLIFF Dashboard:

- 1) Projection of income and public assistance along career paths.
- 2) Projected annual net financial resources along career paths, including cliffs.
- 3) Differences in net taxes between different career paths.

Cliff analysis can be applied to workforce development by integrating benefits data into career pathways. Thus, career pathways can holistically inform individuals about benefits cliffs and cost of living alongside career income.

Chair Jason Chang asked about Federal Reserve Bank of Atlanta’s relationship to AUW. Alex Ruder explained that AUW provides ALICE data to supplement cost of living data, while the CLIFF Dashboard supplements AUW’s ALICE research.

Rodney Lee asked whether CLIFF Dashboard reflects the rising cost of living and ALICE threshold. Alex Ruder responded that ALICE data is updated periodically. The cost of living calculation currently includes inflation projection. Rodney Lee asked whether the CLIFF Dashboard includes additional costs such as opportunity and time cost, alongside buffer program costs that result from opportunity and time cost. Alex Ruder responded no, however, a more advanced version of the Dashboard that accounts for such variables does exist.

Tammi Oyadomari-Chun asked what The CLIFF Dashboard could be used for, and Alex Ruder gave four (4) potential uses: 1) Coaching for job seekers, 2) Informing the business community to internally plan for advancement, 3) Providing policy simulation for policy proposals, and 4) Disseminating community resources for strategies. Tammi Oyadomari-Chun noted that it would be beneficial for OWDB to discuss these potential uses.

Please see the attached CLIFF Benefits Dashboard handout for more information.

V. Reports Related to WIOA

One Stop Operator.....Andrea Gaines, One Stop Operator

Andrea Gaines reported that the One Stop Operator recently facilitated a webinar with Larry Robbins on “Training and Working Towards Wellness” on March 3 so that the AJCH partners and their associates could learn about strategies to reduce burnout and improve wellness within their agencies. She also noted that the next AJCH Partner Meeting would be held as a hybrid session on June 24 from 9:30 am to 11:30 am. More information regarding the RSVP for in-person attendees and links for virtual attendees will be provided at a later date.

WIOA Title I Programs.....Mark Menard and Andrea Gaines (on behalf of Nisa Tokunaga), Managers

Mark Menard reported foot traffic to the Adult and Dislocated Worker Programs increased. The January job fair had a good turnout, with 43 resumes submitted and 12 signing up to learn more about the program. In February, the AJCH partnered with Halekulani Hotel to organize a Support Fair for the 300 employees who needed job placement services after finding out that their jobs had been cut due to financial burdens from the ongoing COVID-19 pandemic. In March, the AJCH held a table at the Chamber of Commerce After Hours Event to answer questions about WIOA services and Veteran Services. The AJCH

also participated in the Robert Hawaii Oahu Airport Job Fair to assist the airport screeners who had been terminated due to the COVID-19 protocols being lifted. March also marked the Graduation Ceremony for the participants in the Touch A Heart Hawaii Work Readiness Program. Please see the attached Adult/DW Reports for more information.

Andrea Gaines, on behalf of Nisa Tokunaga, reported that in the WIOA Youth Program there were 63 active participants and 88 participants in follow-ups. There were about 81 Youth Program Referrals. Many of the current Youth Program activities focused on Work-Based Learning Workshops, Post-Secondary Transitional Activities, Family Tree Projects, Financial Literacy Workshops, and Entrepreneurial Skills and Leadership Development outings. The Juvenile Justice Counseling Program saw a decrease in referrals due to the ongoing COVID-19 pandemic, but the counselors have been providing virtual services as well as socially-distanced in-person services to participants and their families. Please see the attached Youth Reports for more information.

VI. OWDB Committee Reports on Activities

Sector Strategies and Career Pathways Committee.....Joy Kimura

Joy Kimura reported that the Sector Strategies and Career Pathways Committee is currently scheduling their next meeting, and that she will attend the upcoming State WDC Sector Strategies and Career Pathways Committee Meeting to gather more ideas for discussion.

Data Management and Technology Committee.....Rodney Lee

Rodney Lee reported that the Data Management and Technology Committee will schedule a meeting soon to discuss the SkillScape and Oahu Skills rollout.

Performance Measures and Accountability Committee.....Janice Wakatsuki

Suzie Schulberg, on behalf of Janice Wakatsuki, reported that the Performance Measures and Accountability Committee will schedule their next meeting after they receive Jackie Sakane’s monitoring report. Jackie Sakane is scheduled to visit the AJCH in late April to conduct PY20 third-party monitoring.

Finance Committee.....Rodney Lee for Vice Chair Tim Wong

Rodney Lee, on behalf of Vice Chair Tim Wong, reported that the Finance Committee is currently dealing with back payments owed by WDD. Currently about \$255,000 is owed for PY19 and about \$634,000 is owed for PY20, totaling about \$890,000 in back payments. The Finance Committee is working with WDD to address these issues quickly, as the City and County of Honolulu has been shouldering the financial burden by using general funds to support operations. It would seem that PY19 still has remaining disallowed expenditures that are holding up the payment process—the Finance Committee has requested clarification from WDD to rectify the situation.

Rodney Lee stressed that discussions regarding withheld payments have been ongoing since 2021, and it is critical that the back payments are made. If the payments are not made, it could affect operations and have serious ramifications.

Rowena Santamaria, BFS Fiscal Officer, reported that the City has been funding the WIOA programs, but this cannot continue. WDD has not made it clear why the payments are delayed, and the payment process is about six (6) to nine (9) months behind. Bryce Okimoto, BFS Accountant, confirmed Rodney Lee and Rowena Santamaria’s earlier points.

Rodney Lee reported that documentation of the requests to WDD has been compiled, and that the Finance Committee will elevate this issue with WDD and the City and County of Honolulu. Chair Jason Chang stated that some escalation has occurred and letters have been sent, and a plan for further escalation has been created.

Employer Engagement Committee..... Chair Jason Chang

Chair Jason Chang reported that the Employer Engagement Committee will schedule its next meeting soon. He attended the recent State WDC Employee Engagement Committee Meeting and gathered more information on the ongoing Digital Literacy Assessment for basic computer skills that Kaala Souza had previously shared with OWDB.

VII. WIOA Core Partner Updates

Adult Education and Career Pathways.....Pat Anbe, Waipahu CSA

Pat Anbe reported that overall enrollment at the Hawaii Community School for Adults (McKinley CSA and Waipahu CSA) increased during the Spring Term, but is nowhere near the pre-COVID numbers. Legislative funding for two (2) full-time Workforce Development positions in addition to \$250,000 for the development of educational programs for incarcerated women was received. Waipahu CSA is currently providing justification to secure permanent funding. Pat Anbe thanked the Board and community members for providing testimonies to help gain the initial funding.

Waipahu CSA will host their annual College Career and Resource Fair on April 27. This event will be fully virtual and will allow students to attend two (2) out of 20 different presentations to gain more information about job placement and college applications.

The new partnership with Kapili Like Youth Build Program in Kunia has proved beneficial to students in the Leeward area. Kapili Like Youth Build is currently working with about 40 students to help them obtain their High School Equivalency certificates.

The Kalanihookaha Community Center in Nanakuli is now open, but is still awaiting a date for a full community open house ceremony. This new community center will help students in the area obtain their High School Equivalency certificates as well as assist them with developing the necessary computer skills needed for their career and college pathways. There are currently two (2) students enrolled in this program, but there are plans for expansion.

Pat Anbe announced that Dr. Christine Park and two Waipahu CSA counselors, Marisa Pierre and Marisa Cortez, presented their paper “Counseling: A Trauma-Informed and Culturally Sensitive Approach in Adult Education” at the National Coalition on Adult Basic Education Conference (COABE). Their presentation was well received and the State praised them on their service and dedication to students. The article that corresponds to their presentation was published in the COABE Journal Spring 2022 edition.

A new iCAN class was added to the AJCH offerings this week and focuses on helping students obtain scores to enter their High School Equivalency classes. Six (6) students are currently enrolled in this iCAN class. The partnership with HARRIET also continues to provide English Improvement Classes for CAN students.

Finally, the Waipahu CSA Family Learning Center opened at Kailua High School and is offering Digital Literacy classes.

Please see attached Waipahu CSA Report for more information.

Institute of Higher Education, UH System.....Tammi Oyadomari-Chun for Erika Lacro, University of Hawaii

Tammi Oyadomari-Chun, on behalf of Erika Lacro, reported that they were working on updates to the UH System Workforce Training Program to serve workers who were displaced by the ongoing COVID-19 pandemic. Their priorities include 1) Continuing to focus on pandemic response, particularly training for displaced workers, 2) Continuing to problem solve on how to fill the training gaps needed for sustainable careers, 3) Improving data collection and securing ETP status for short-term training programs to improve internal administration changes, and 4) Pursuing opportunities for funding and improving training through the UH Good Jobs Challenge Grant, Hana Career Pathways Program, and Oahu Back to Work Program.

Chair Jason Chang thanked Tammi Oyadomari-Chun for her work and stated that these projects provide a good launching point to discuss the need to enhance and support pathways for new LPNs, RNs, and CNAs, as the ongoing shortage of medical assistants makes these jobs high in demand. Tammi Oyadomari-Chun hopes to explore new and innovative training methods to address these needs and provide instructors, specifically through embedded employer training programs.

Please see the attached UH Good Jobs Challenge Executive Summary and/or visit uhcc.hawaii.edu/training for more information.

Vocational Rehabilitation.....Allison Lee for Iva Cain, DHS Vocational Rehabilitation

Allison Lee, on behalf of Iva-Starr Cain, reported on recent DHS employer engagement activities. Every month, DVR invites different partners to meet their staff to highlight areas of growth and share job opportunities. The three (3) most recent presenters were from Nordic PCL Construction, RM Towill Corporation, and Target. Many of the AJCH staff joined these meetings and discussed the improvement of work-based learning experiences for participants.

DVR also has two (2) counselors/employment specialists at the AJCH to provide counseling services to potential DVR clients and assist in the resource room for four (4) hour periods twice a week. Allison Lee reported that the DHS Vocational Rehabilitation Program is actively participating in job fairs and collaborating with Veterans Programs and WIOA Youth programs at the AJCH. DVR also hosts quarterly transitional meetings with the DOE, UH system, and other partners to discuss disability access and community resources to help participants exiting school and entering the workforce with independent living, employment, and training opportunities. UH also introduced a Family Engagement Transition Toolkit to help families support participants as they transition from school to work. The Hoopono Services for the Blind has opened their New Visions Program, which teaches effective blindness skills, methods, and techniques to increase self-confidence and secure competitive employment. These courses were previously taught online, but are now reopening to in-person instruction. Cane classes are continually taught in-person on a one-on-one basis. In addition to the return of these classes, the low vision eye clinic and student apartments are also reopening. The low vision eye clinic will offer free eye exams to eligible clients from all counties starting this week.

Finally, Allison Lee shared challenges that the DHS Vocational Rehabilitation Program is currently facing. Currently there are 38 staff vacancies statewide. Category 1, which includes the most significantly disabled cases, have been reopened for career planning and development. Priority Category 2 cases will be addressed next, depending on the availability of resources. Please visit the Hoopono Services for the Blind website for more information: <https://humanservices.hawaii.gov/vr/hoopono/about/>.

Wagner Peyser.....Lorna Fredeluces for Erick Pascua, Workforce Development Division

Lorna Fredeluces, on behalf of Erick Pascua, reported that WDD has launched HiCAN, the Hawaii Career Acceleration Navigator. HiCan connects UI claimants and job seekers to career pathways and resources,

and future developments to this navigation tool will give individuals updated information on their weekly job searches. In addition, WDD is continuing their Helpful, Useful, Basic Tools workshop, which is open to the public and teaches basic technology skills. WDD also launched their IT Intern Pilot program on Oahu, which hired 41 interns as State emergency hires to connect IT graduates with work and fill State vacancies.

Ramon Ruiz presented on the HIRE Vets Medallion Award. The award is presented to companies excelling in hiring and retaining veteran workers, and can be used for marketing. So far three (3) Hawaii companies have won the award in 2021: Dynamic Planning and Response, LLC, GSI Service Group Inc., and Environet Hawaii. The deadline for applying for 2022 is April 30. Please see attached HIRE Vets handouts for more information.

VIII. Executive Director’s Report.....Nicole Kurashige

Nicole Kurashige thanked all members for their support while she is transferring to her role as Executive Director. She reported that she has been working on the critical finance issues with the Finance Committee. OWDB was able to submit their PY20 and PY21 budgets for review, and is currently waiting on a response from WDD.

She also reported on the USDOL monitoring findings of the State DLIR’s handling of the NDWG grants. OWDB is waiting to hear back from WDD on how the State DLIR plans to address these findings to provide corrective action and instruct the counties moving forward. She noted that Oahu has no significant findings.

WDD completed their Fiscal Monitoring in early April and is expected to perform Program Monitoring in early May. Jackie Sakane, the consultant hired by OWDB, will be arriving next week to conduct third-party monitoring of the AJCH. She will create a report and share her findings at a later date.

Additionally, Nicole Kurashige reported that she will attend the Waipahu Community School for Adult’s Virtual College and Career Fair on April 27. She is also working with Lei Nakamura and Tammi Oyadomari-Chun to discuss improvements to the Oahu Back to Work Program to expand services and client eligibility. Finally, she shared that a draft version of the new OWDB website is now live and can be viewed by members and guests at <https://oahuwdb.com/>.

IX. Announcements and Schedule Next Meeting

Chair Jason Chang reminded all members to complete Ethics Training by June 30 and stated that an email should have been sent to members by the Honolulu Ethics Committee with more information. The next OWDB Full Board Meeting is currently scheduled as a hybrid meeting at the AJCH for Thursday July 21, 2022 from 8:30 am to 10:30 am. More information will be sent at a later date to confirm details.

X. Adjournment

Chair Jason Chang thanked everyone for attending and adjourned the meeting at 10:27 am.