

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

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RICK BLANGIARDI  
MAYOR

JASON C. CHANG  
CHAIR

**FULL BOARD MEETING**  
**Thursday, October 20, 2022**  
**8:30 am to 10:30 am**

**MINUTES**

Members present: Pat Anbe, Maureen Bates, Chair Jason Chang, Joshua Kaakua (for Erika Lacro), Catherine Lederer, Rodney Lee, Sherry Menor-McNamara, Erick Pascua, Lisa Truong-Kracher

Guests present: Jon Almosara Jr., Nicole Anderson, Lorna Fredeluces, Andrea Gaines, Kevin Holu, Andy Kawano, Mark Menard, Lei Nakamura, Roseanne Propato, Ramon Ruiz, Jennifer Sakurai, Nisa Tokunaga, Lee-Ann Williams-Naeole, Reid Yamashiro

Staff Present: Raymond Duong, Hikari Omuro

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

Chair Jason Chang called the meeting to order at 8:33 am.

**II. Welcome and Introductions**

*(Note: Per the State OIP, OWDB members are allowed to attend board meetings on audio only. Their votes will still count and their attendance will also count toward quorum. However, board members must state their names clearly during introductions and before all of their comments during the meeting.)*

Chair Jason Chang welcomed all present. All members, guests, and staff present introduced themselves.

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

Chair Jason Chang introduced new OWDB members: Catherine Lederer and Lisa Truong-Kracher.

**IV. Review and Approval of July 21, 2022 Minutes**

Chair Jason Chang entertained a motion to approve the July 21, 2022 meeting minutes. Rodney Lee motioned to approve. Sherry Menor-McNamara seconded the motion. The minutes were unanimously approved.

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**V. Reports Related to WIOA**

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

Andrea Gaines, One Stop Operator, reported. The American Job Center had a Partner’s Meeting recently. The Workforce Development Division and Job Corps, as well as others, presented there. The next Partner’s Meeting will take place on January 20th, with in-person and virtual attendance options.

In the last quarter, 2,537 individuals accessed the AJCH.

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

Mark Menard reported on the Adult and Dislocated Worker programs. At the most recent hiring event, 120 individuals attended. The programs have been focusing on making these events tailored experiences for both workers and employers. AJCH staff have been making an effort to actively engage and assist attendees and do warm handoffs to employers. Overall, the reception has been very positive.

The programs have established a partnership with Pacific Gateway Center. PGC has about 40 Ukrainians who have been displaced and are getting job ready. AJCH is providing job readiness classes for these individuals.

AJCH has also been working on social media and has been working on both their Facebook and Instagram accounts.

Mark Menard shared two success stories of the Adult and Dislocated Worker programs.

Mark Menard shared that a representative of Craft Pines, based in Kirksville, Missouri, reached out to him seeking about 120 employees. Although this job opportunity is based in Missouri, Mark Menard and Lei Nakamura decided that it would be a benefit to Oahu’s working individuals and are moving forward with this opportunity. The AJCH has met with representatives of Craft Pines to discuss initial framework plans. Lei Nakamura stated that the AJCH is committed to assisting Oahu’s working individuals, including helping them find opportunities on the U.S. mainland. Given the Cost of Living, employment, and education opportunities in Kirksville, Lei Nakamura and her supervisors see the Craft Pines opportunity as a way to greatly benefit workers from Oahu.

Nisa Tokunaga reported on the Youth Program. Enrollment has been steady at about 4-6 enrollments every 2 weeks. Trainings have been going steady. The Youth Program has started Education Incubator, an entrepreneurial training program for youth. The Youth Program has also been working on outreach by having staff meet with members of the community. In addition, community events are being held. The Youth Program plans to partner with Lanakila Pacific to incorporate a food service training and work experience site. In addition, Nisa Tokunaga plans to

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visit the Hawaii Agricultural Research Center to potentially set up a work experience site with them. The Youth Graduation Ceremony has been pushed from December 2022 to May 2023.

Nisa Tokunaga shared two youth success stories.

Nisa Tokunaga reported that the Youth Program’s partnership with the Juvenile Detention Center continues to operate steadily. There has been an uptick in harassment cases and most cases are located in the Leeward Coast areas.

**VI. OWDB Committee Reports on Activities**

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

Chair Jason Chang reported that the Sector Strategies & Career Pathways Committee has not met recently, but will plan to have a meeting on the calendar soon.

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

Rodney Lee reported that the Data Management & Technology Committee has not met recently. Rodney Lee has recently reached out to Lightcast in regards to launching the Skillsfit app and will meet with them after confirmation is received.

**Performance Measures & Accountability.....Chair Jason Chang**

Chair Jason Chang reported on behalf of Suzie Schulberg on the Performance Measures & Accountability Committee. OWDB has issued a response to WDD’s program monitoring report. Jackie Sakane, the 3<sup>rd</sup> party Business Consultant, has issued her 3<sup>rd</sup> party program and fiscal monitoring reports. Once the new Executive Director is hired, the WDD and 3<sup>rd</sup> party reports will be used as the basis for the next PMA Committee Meeting to discuss how OWDB can support improvement of the AJCH.

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

Rodney Lee reported that most of the reimbursements for PY19 have been secured. The PY20 Budget is currently being worked on. In addition, Rodney Lee asked members present to please let Chair Jason Chang or Hikari Omuro know if they are interested in joining the Finance Committee.

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

Chair Jason Chang reported that the Employer Engagement Committee has not met recently. However the Committee has last discussed how to collaborate with the greater Employer Engagement Committee and will provide updates on this matter.

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**VII. WIOA Core Partner Updates**

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

Pat Anbe introduced Waipahu CSA’s new Workforce Development Coordinator, Jennifer Sakurai. Currently, Jennifer Sakurai is connecting students in different workforce areas. Should members have workforce opportunities to share with Jennifer Sakurai, they should email her at [jennifer.sakurai@k12.hi.us](mailto:jennifer.sakurai@k12.hi.us).

Pat Anbe reported that a cohort at Waipahu CSA has just completed their Pre-CNA Training for Harriett. All students are now enrolled in LCC’s CNA program. Waipahu CSA seeks to start a new Pre-CNA cohort in January 2023.

Pat Anbe reported that Waipahu CSA is doing a pilot partnership with AlohaCare. Students enrolled in AlohaCare and who do not have a high school equivalency are eligible to have their tuition paid for through AlohaCare.

Pat Anbe reported that Waipahu CSA is working with the Department of Public Safety on a pilot program to work with maxout inmates. These inmates will be enrolling in Waipahu CSA’s iCAN classes.

Pat Anbe reported that Waipahu CSA will have their College Career and Resource Fair on April 26, 2023. It will be in-person.

**Institute for Higher Education, UH System..... Joshua Kaakua, for Erika Lacro, UH**

Joshua Kaakua reported on behalf of Erika Lacro. UHCCs have seen a decline in enrollment, though not as severely as community colleges nationally. Cross-campus registration and online/hybrid enrollment remains high. Student outcomes including on-time graduation rates and on-time success rates have hit all-time highs for UHCCs as a unit.

Joshua Kaakua reported that UHCCs’ non-credit enrollment has been strong, with over 17,000 enrollments during FY 2021 - 2022.

Joshua Kaakua reported that UHCC has secured the EDA Good Jobs Challenge grant, which provides \$16.3 m in federal monies to support job training in key areas of healthcare, IT, clean

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energy/skill trades, creative industries, education, and high-need areas of Honolulu City & County.

Joshua Kaakua reported that UHCC has identified workforce development for Hawai'i as one of its key initiatives. Workforce development will be one of the key focuses that drives UHCC's strategic planning for the next 6 years.

**Vocational Rehabilitation..... Maureen Bates, DHS Vocational Rehabilitation**

Maureen Bates reported on DHS Vocational Rehabilitation. DVR has served 2,494 adults and students in 2021. DVR has been in a state of order of selection (waitlist). This waitlist was finished in October 2022.

October is National Disability Employment Awareness month. DVR will be celebrating Blind Vendors Ohana by recognizing how many individuals they have hired in 2021. DVR will also be celebrating an individual who has been working with Naval Supply and been recognized as an outstanding employee. DVR recently had a White Cane Walk where individuals demonstrated self-sufficiency.

Maureen Bates reported that DVR continues to have several vacancies. However some positions have been filled. Maureen Bates thanked the AJCH and City & County for all the support that has been provided to DVR.

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

Erick Pascua thanked the OWDB and WorkHawaii teams and reported on the Workforce Development Division. Title I programs have completed data validation and are waiting on the review reports. WDD is currently seeking to fill several vacancies as well.

USDOL Federal Training took place in September 2022. Erick Pascua thanked all members who participated in this training.

WDD was awarded a 10.5m QUEST grant. This grant will be used to empower America's underemployed and unemployed. WDD is working diligently to ensure this grant is up and running. Erick Pascua explained that WDD envisions that the grant will be used to place individuals into internship opportunities. WDD is currently working on defining the eligibility and programmatic requirements to make the process as easy as possible. WDD will be partnering with local workforce development boards, the AJCH, nonprofits, and the Chamber of Commerce

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Hawaii. More information regarding the QUEST grant program will be provided by WDD at a later time.

Erick Pascua provided an update on WDD’s statewide internship program. The program is now called the Hele Imua State of Hawaii Internship Program. Applications are now open. Internships are 12 weeks. The goal of the program is to place interns into high demand occupations in State government who can transition into gainful employment in Hawaii’s labor market. To learn more, members can visit [labor.hawaii.gov/wdd](http://labor.hawaii.gov/wdd).

Erick Pascua thanked the AJCH staff for their job fairs. WDD will be hosting a job fair in person on October 26, 9 am – 1 pm at Ke’ehi Lagoon Memorial. This event will highlight employers. Job seekers should come dressed professionally and with their resumes.

**VIII. OWDB Executive Director Update..... Andy Kawano**

Andy Kawano, Director of City and County of Honolulu Budget and Fiscal Services, introduced himself. Andy Kawano thanked Raymond Duong and Hikari Omuro for their continued work at OWDB. 12 resumes for the Executive Director position were received. 6-8 of these resumes were passed to the next stage, and 5 individuals were interviewed. At the current stage, 2 candidates remain. Andy Kawano explained that he plans to involve Raymond Duong in the final interviews and complete these interviews by around October 26<sup>th</sup>. The final selection will be made sometime in mid-November. One of the candidate lives in Honolulu, the other grew up on Oahu and currently resides in Seattle, WA.

Andy Kawano thanked all members present for their hard work.

**IX. Announcements and Schedule Next Meeting**

Hikari Omuro will send out via email the location, date, and time of the next Full Board meeting.

**X. Adjournment**

Chair Jason Chang adjourned the meeting at 9:43 am.