

RICK BLANGIARDI
MAYOR



JASON C. CHANG
CHAIR
HARRISON KURANISHI
EXECUTIVE DIRECTOR

EXECUTIVE COMMITTEE MEETING
JANUARY 4, 2023
1 pm to 2 pm

Virtual Conference Call
MINUTES

Members Present: Chair Jason Chang, Rodney Lee, Suzie Schulberg

Staff Present: Raymond Duong, Harrison Kuranishi, Hikari Omuro

Guests Present: Andy Kawano

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

Chair Jason Chang called the meeting to order at 1:04 pm.

II. Welcome and Introductions

Chair Jason Chang welcomed all members and thanked them for attending. Chair Jason Chang introduced Harrison Kuranishi, new Executive Director of the Oahu Workforce Development Board. All members introduced themselves.

III. Approval of Minutes from October 4, 2022 Meeting

Chair Jason Chang entertained a motion to approve the October 4, 2022 meeting minutes. Suzie Schulberg motioned to approve. Rodney Lee seconded the motion. The minutes were unanimously approved.

IV. Old Business

OWDB Recruitment.....Hikari Omuro

Hikari Omuro introduced new OWDB members who were recruited in December 2022: Christopher Lum Lee, President/Principal Guard of TriSec Inc., and Kevin Holu, President/Principal Officer of Hawaii Teamsters and Allied Workers.

Harrison Kuranishi confirmed that the OWDB currently has 16 members, and requires recruitment of 2 private sector individuals and 1 workforce/union member to be acceptable for re-certification in July 2023.

Harrison Kuranishi informed members that Cassandra Cockett of the International Longshore & Warehouse Union is interested in becoming an OWDB member. Cassandra Cockett has experience working with the American Job Center of Hawaii and Rapid Response activities.

OWDB Vice Chair Selection.....Harrison Kuranishi

Should you require special accommodations for a disability, please contact OWDB Administration at 808-768-5889 and/or OahuWDB@honolulu.gov at least 48 hours prior to the meeting.

Harrison Kuranishi informed members that the Vice Chair seat is currently vacant. OWDB is aiming to have this seat filled before board re-certification in July 2023. There has been some interest expressed by members in the position. 2 sub-committees are currently lacking a Chair: the Sector Strategies & Career Pathways Committee and the Finance Committee. Harrison Kuranishi encouraged all members present to reach out to him should they be interested in the position themselves.

OWDB Merging the Performance Measures & Accountability Committee with the Finance Committee
.....Harrison Kuranishi

Chair Jason Chang informed members of the pros and cons of merging the Performance Measures & Accountability Committee with the Finance Committee. One advantage is that OWDB would reduce the need to have 2 Committees and there would be one less Committee to manage. One disadvantage is that the two Committees are quite different in what they do.

Harrison Kuranishi shared his preference to keep the two Committees separate. Harrison Kuranishi explained that the Performance Measures & Accountability Committee works with participant data from prior years, while the Finance Committee works with data including the current year. Therefore, both Committees are working with information from different dates, which could be confusing for members of a merged Committee. However, Harrison Kuranishi explained that OWDB staff will ultimately execute whichever decision the Board falls upon.

Rodney Lee agreed with Harrison Kuranishi. Rodney Lee expressed his opinion that the issue with Committees is that there are not enough Committee Chairs at OWDB. Both the Performance Measures & Accountability Committee and the Finance Committee are essential Boards and do different work. In particular the Finance Committee has a steep learning curve and would most benefit from having a public accountant.

Chair Jason Chang suggested leaving the Committees separate for now, particularly considering that 4 new members have just joined the Board. After onboarding the new members and placing more members in sub-committees, the Executive Committee can revisit this issue.

Hikari Omuro confirmed that each OWDB member has submitted biographies and resumes, which could be used to identify which members may be good fits for different sub-committees.

V. New Business

Chair Jason Chang informed members that he and Harrison Kuranishi are preparing a presentation for new and current members that explains what OWDB does, as well as its various sub-committees. Harrison Kuranishi explained that OWDB aims to have each member on at least one sub-committee. In addition, OWDB plans to invite community partners to sub-committee meetings in order for them to be more involved with OWDB's work.

Chair Jason Chang expressed that OWDB should share its goals and explain how each sub-committee helps fulfill these goals.

Harrison Kuranishi explained that he plans to contact each Board Member individually after the OWDB Full Board Meeting on January 19th. The goal is to discuss with each member what areas they are proficient in and which sub-committees they are interested in.

Hikari Omuro reminded all members to please submit their annual financial disclosure to the City and County Ethics Department by January 31st, 2023.

VI. Announcements and Schedule Next Meeting (April 4, 2023)

The next Executive Committee meeting will take place on April 4, 2023, via Zoom. The next Full Board Meeting is on January 19th, 2023, from 8:30 – 10:30, at the American Job Center of Hawaii at Dole Cannery, and also with a virtual join option.

VII. Adjournment

Chair Jason Chang adjourned the meeting at 1:37 pm.