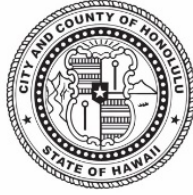


OAHU WORKFORCE DEVELOPMENT BOARD
CITY AND COUNTY OF HONOLULU

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EXECUTIVE DIRECTOR

DATA MANAGEMENT AND TECHNOLOGY COMMITTEE MEETING
Wednesday, June 16, 2021 - Virtual Conference Call

MINUTES

Members Present: Committee Chair Rodney Lee, Russel Cheng, Mimi Sroat

Staff Present: Alison Lum, Lyn Uratani

- I. Call to Order Chair Rodney Lee

Committee Chair Lee called the meeting to order at 9:04am.

- II. Approval of Minutes from May 19, 2021 Meeting

Committee Chair Lee entertained approval of the May 19, 2021 minutes. Russel Cheng motioned to approve. Seconded by Mimi Sroat. Unanimously approved.

- III. Discussion of Emsi ReWork and SkillScape

Alison Lum reported that Chris Laney has been very responsive answering all questions that the City's Purchasing Division needed for the contract. This contract is taking longer because it exceeds the threshold for what a small purchase would be. The burden is on us to prove that Emsi is "sole-source." She is working with someone in Purchasing who understands the situation and has been very helpful in the research needed to contend that this project meets the definition of sole source. The SkillScape contract is in final approval stage as sole source; same to be done with ReWork. The committee didn't realize that SkillScape comes first, and the ReWork app is one answer to problems that will likely be identified in the SkillScape report. OWDB can soft launch ReWork, but should hold the launch announcement until after SkillScape report is complete and unveiled to the public. Plan is to encumber by 6/30/21 to meet WIOA deadline for funding.

Committee Chair Lee commented that there are some follow up items to go over with the committee before sending this through the Exec Committee to the full board. SkillScape is the "study." It is the consulting project that shows bigger landscape. The committee needs to decide how this information is transmitted to other committees and how it will ultimately be presented to the board and possibly the Mayor. At this point in time we are unsure how

the WDC will function at the state level. Communication with DLIR and DBEDT is essential to ensure both agencies are not caught off guard and to avoid creating confusion about what has been released.

Externally to partners and the AJCH, this release will need to include training and education on what the report means. The committee needs to advise the board on how this will be conveyed to partners. The ReWork app is the outreach that will help the AJCH serve more clients. We want to have data in the right place so it is used for the right purposes.

Alison Lum commented that in a meeting with WDC, they introduced the county Executive Directors to EDSI, a mainland company, who was contracted by the state to conduct a survey of Eligible Training Providers in Hawaii. EDSI also provides their own training and she asked if this could be a potential conflict. EDSI responded that their consulting side does the evaluation and is separate from the part of the company that provides the virtual training courses. The evaluation will be completed in the fall. She also stated that the ReWork feature which offers customized training recommendations to the client based on the Oahu ETP List is very impressive.

IV. Next Meeting

- TBA

Committee Chair Lee commented that once the contract is executed, this project needs to get on radar of other committees.

V. Adjournment

Committee Chair Lee adjourned the meeting at 10:25am.