

RICK BLANGIARDI
MAYOR



JASON C. CHANG
CHAIR

HARRISON KURANISHI
EXECUTIVE DIRECTOR

FINANCE COMMITTEE MEETING
Tuesday, December 12, 2023
11:30 am to 1:00 pm

Note: Per the State Office of Information Practices (OIP), members of the public may contact OahuWDB@honolulu.gov to be added to a mailing list for future meeting announcements

Members Present:

Christopher Lum Lee, Tri Sec Inc., Principal Guard and Chief Administrative Officer, Committee Chair
Carla Kobashigawa, Applied Computer Training & Technology, Inc., Director
Jeff Wagoner, Outrigger Hospitality Group, President and Chief Executive Officer
Nicole Anderson, Office of Economic Revitalization, Workforce Development Program Manager
Trevor Bracher, Marriott International, Complex Director of Human Resources

Guests:

AJC Staff, Participant(s) failed to self-identify

Staff:

Daven Kawamura, Oahu Workforce Development Board, WIOA Specialist
Raymond Duong, Oahu Workforce Development Board, Budget Analyst

I. Call to Order

The Finance Committee meeting was called to order at 11:30 am by Chair Christopher Lum Lee.

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.)

III. Approval of Minutes

a. September 22, 2023 Meeting Minutes

Chair Lum Lee requested a motion to approve the minutes for the September 22, 2023 meeting. Trevor Bracher moved to approve the minutes of the meeting. Carla Kobashigawa seconded the motion. There were no objections or abstentions. The minutes were unanimously approved.

IV. September 2023 Expenditure Report Review

Raymond Duong, Budget Analyst for the Oahu Workforce Development Board, presented the September 2023 Expenditure Report. Raymond clarified that each program year the county has eight quarters to spend down the funds. Since the first four quarters of PY22 funds overlapped with the last four quarters of PY21 funds and PY21 funds were not fully expended there are only four quarters to spend down all of PY22's funds.

Carla Kobashigawa wanted to clarify that PY23 will be posed with the same situation as PY22, that the funds will not be able to be expended until PY23 5th quarter.

Raymond let her know that if the funds for PY22 are not fully expended PY23 funds will not become available until the 5th quarter.

Based on the forecasted returns, Nicole Anderson wanted to know if the pattern of returned funds is something being seen nationwide due to the current labor market demographic or if it's localized to Honolulu. Per a training Raymond attended in November, there are states/counties that expend all their program year funds and are looking for additional funding sources.

Jeff Wagoner wanted clarification of where exactly returned funds goes to. Raymond let him know that funds are allocated to the counties by the state and if not fully expended the allocated funds are returned to the state.

Trevor Bracher drew concern on why there is no forecasted returned funds associated with Local Administrative Cost, it was clarified that the Local Administrative Cost presented were for Board Staff.

More detailed information on the expenditure report can be found at the following link:

<https://oahuwdb.com/wp-content/uploads/2023/12/Finance-Committee-Presentation-12.12.23.pdf>

V. Reallocation of up to \$3MM of funds

Before the vote was taken, Carla wanted clarification of who exactly the funds will be being withheld from. Chair Lum Lee and Raymond let Carla know that it would be withheld from the service provider for PY22 and would be returned to the board budget.

Chair Christopher Lum Lee requested a motion to bring the topic of reallocation of funds to the Executive Committee. Jeff Wagoner moved to bring the topic of reallocation of funds to the Executive Committee. Trevor Bracher seconded. There were no objections. The motion was passed unanimously to be brought to the Executive Committee.

Chair Lum Lee brought up a potential issue that will come up if there is board approval for the withholding of funds passes, and that is the MOU/IFA that must be approved by the state.

VI. Announcements and Public Testimony

There were no announcements or public testimony.

VII. Schedule Next Meeting

The next committee meeting has not been scheduled, a full meeting schedule will be sent out after it is confirmed.

VIII. Adjournment

Chair Christopher Lum Lee adjourned the meeting at 12:33 pm.