

OAHU WORKFORCE DEVELOPMENT BOARD  
**CITY AND COUNTY OF HONOLULU**  
715 SOUTH KING STREET, SUITE 211 • HONOLULU, HAWAII 96813  
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**RICK BLANGIARDI**  
MAYOR



**JASON C. CHANG**  
CHAIR

**HARRISON KURANISHI**  
EXECUTIVE DIRECTOR

**FULL BOARD MEETING**  
**Thursday, October 19, 2023**  
**8:00 am to 10:00 am**

In-Person Location for Public Access:  
Queen's Medical Center  
1301 Punchbowl Street  
The Queen's Conference Center  
Honolulu, HI 96813

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

**Members Present:**

Jason Chang, Queen's Medical Center, President, Oahu Workforce Development Board, Chair  
Christopher Lum Lee, Tri Sec Inc., Principal Guard and Chief Administrative Officer  
Pat Anbe, Waipahu Community School for Adults, Principal  
Frederick Pascua, Department of Labor and Industrial Relations, Oahu Branch Manager  
Rodney Lee, Spire Hawaii LLC, Executive Vice President  
Andrew Giles, Kaiser Permanente - Moanalua Medical Center, Chief Operating Officer  
Steve Goo, Lanakila Pacific, Assistant Vice President of Administration  
Nicole Anderson, Office of Economic Revitalization, Workforce Development Program Manager  
Carla Kobashigawa, Applied Computer Training & Technology, Inc., Director  
Suzie Schulberg, Arcadia Family of Companies, President and CEO  
Lisa Truong-Kracher, Staffing Solutions of Hawaii, President and CEO  
Nancy Quisenberry, (Designee for Lea Diaz)  
Dan Doerger, (Designee for Erika Lacro)  
Keala Peters, (Designee for Sherry Menor-McNamara)  
Trevor Bracher, Sheraton Waikiki/Marriott, Complex Director of Human Services

**Members Absent:**

Mimi Sroat, Hawaii Electricians Training Fund, Director  
Catherine Lederer, Hawaii State AFL-CIO, Director of Labor Community Services  
Kevin Holu, Hawaii Teamsters & Allied Workers Local 996, President/Principal Officer

**Guests:**

Bennette Misalucha, Workforce Development Council, Executive Director  
Jacqueline Lodge, Workforce Development Council, Office Assistant  
Jennifer Sakurai, Waipahu Community School for Adults, Curriculum Coordinator  
Reid Yamashiro, City & County of Honolulu, Deputy Corporation Counsel

Eric Irwin, Honolulu Ethics Commission, Associate Legal Counsel  
Kalia McGee, American Job Center Hawaii, Job Resource Specialist  
Earl Kalani, City and County of Honolulu, Employment Consultant  
Lisa Perreira, American Job Center Hawaii, Job Resource Specialist  
Mark Menard, City and County of Honolulu, Business Services Coordinator  
Nisa Tokunaga, Work Hawaii, Youth Services Center Manager  
Lei Nakamura, Work Hawaii, Administrator  
Lee Williams Naeole, American Job Center Hawaii, Center Manager  
Anton Krucky, Department of Community Services, Director  
Andrea Gaines, Work Hawaii, Assistant Administrator  
Brian Tulikihifo, Work Hawaii, Case Manager  
Tamber Miller-Garcia, City and County of Honolulu, Supervisor

**Staff:**

Harrison Kuranishi, Oahu Workforce Development Board, Executive Director  
Raymond Duong, Oahu Workforce Development Board, Budget Analyst

**I. Call to Order**

The Full board meeting was called to order at 8:32 am by Chair Jason Chang.

**II. Welcome and Introductions**

Chair Jason Chang introduced the new OWDB members including:

- Nicole Anderson is the Workforce Development Program Manager of the Office of Economic Revitalization.
- Andrew Giles is the COO at Kaiser Permanente, he is responsible for hospital operations and supporting services at the medical center.
- Steve Goo is the Associate Vice President of administration at Lanakila Pacific.
- Jeff Wagoner is the president and CEO of Outrigger Hospitality Group, and will be sworn in soon.

With these four members the OWDB is in full compliance and no longer in conditional approval.

**III. Review and Approval of July 20<sup>th</sup>, 2023 Minutes**

Chair Jason Chang requested a motion to approve the minutes for the July 20, 2023, meeting. Christopher Lum Lee moved to approve the minutes of the July 20, 2023, meeting. Suzie Schulberg seconded the motion. There were no objections or abstentions. The minutes were unanimously approved.

**IV. Workforce Development Council Update**

Bennette Misalucha, the Executive Director for the Workforce Development Council (WDC) gave an update on the WDC.

- The WDC has a total of 41 members consisting of the governor, the four mayors, 17 private sector members, 8 labor representatives, and other core

partners and government agencies. The private sector members and labor representatives being appointed by the governor.

- The board meets quarterly in February, May, August, and November. There are also seven committees that supplement the work of WDC that meet on a quarterly basis.

More information can be found at the following link:

[https://oahuwdb.com/wp-content/uploads/2023/11/WDC-Presentation-to-OAHU-Board\\_10.19.23.pdf](https://oahuwdb.com/wp-content/uploads/2023/11/WDC-Presentation-to-OAHU-Board_10.19.23.pdf)

## **V. Ethics Training**

Eric Irwin from the Ethics Commission gave an overview on the following topics: Financial Disclosures, Conflicts of Interest, Fair & Equal Treatment, Confidential Information, Future Employment, and Gifts.

- Financial Disclosures are required for Board and Commission members and are due 20 days from swear in date, and annually due on January 31<sup>st</sup>.
- Fair and Equal treatment dictates that officers and employees cannot give special privileges to themselves or others. Other than actual resources it also includes use of time, title, etc.
- Conflicts of Interest are when someone's personal interests or relationships influence their ability to make fair and unbiased decisions in their job or responsibilities.
- Confidential Information such as non-public plans, contracts, bids, etc. gained through city service cannot be disclosed by city officers.
- Future employment entails a "One Year cooling-off period" wherein within one year of leaving city employment, city officers are not allowed to receive compensation from private interests for matters they were involved with during their city service.
- City officers cannot solicit or accept gifts if it can be inferred that the gift is intended to influence or reward the performance of official duties. A gift is defined as anything that is not paid for in full (by yourself)

More information can be found in the presentation at the following link:

<https://oahuwdb.com/wp-content/uploads/2023/11/Financial-Disclosure-Training-for-Boards-and-Commissions.pdf>

## **VI. WIOA 101**

Harrison Kuranishi, Oahu Workforce Development Board (OWDB) Executive Director, gave a brief overview of the Workforce Innovation and Opportunity Act (WIOA).

WIOA was signed into law on July 22, 2014 and its vision is to improve job and career options for the nation's workers and job-seekers through an integrated, job-driven public workforce system.

Core partners include Title I being Adult, Dislocated Worker, and Youth programs, Title II being Adult Education and Family Literacy, Title III Wagner Peyser Act, and Title IV the Rehabilitation act of 1973 (Department of Vocational Rehabilitation).

The composition of the OWDB is 10 private sector business seats, 4 workforce, and 5 seats are Government. The chair and vice-chair positions of the board must be from the business section.

The local plan, is one of the most important tasks for the local workforce board, as it serves as a 4-year action plan to develop, align, and integrate service delivery strategies and to support the State's vision and strategic and operational goals.

More information can be found at the following link:

<https://oahuwdb.com/wp-content/uploads/2023/11/WIOA-101-Board-1.pdf>

## **VII. Reports Related to WIOA**

### **a. One Stop Operator**

Andrea Gaines discussed the report from the One Stop Operator. There were 2434 customers that walked through the doors this quarter, 463 of those customers being new and the remaining 1971 being returning customers.

### **b. WIOA Title I Programs**

Lee, the AJCH manager gave enrollment numbers as of 10.19.23 there were 68 adult participants and 22 dislocated workers. The new QUEST grant goal is 100 participants by the end of September 2024, there are currently 18 participants. As for the performance measures for Adult and Dislocated Worker, they were all exceeded or met except for the Measurable Skill Gains. Harrison Kuranishi inserted that it is deemed successful 90% of the goal is met.

Chris Lum Lee asked about the placement counts and new participant counts. Out of the provided participant counts there were five placements out of the 18 QUEST participants, there were 38 new participants for adult and 11 for dislocated workers.

Mark Menard went over the business engagements and the hiring events. There were two hiring events during the quarter, one on July 25, 2023 this fell on National Hire a Veteran Day so out of the 225 job seekers there were 27 registered veterans, 92 employers were present. The second hiring event was on September 12, 2023 where 88 employers were present and approximately 300 job seekers attended. At both hiring events there were Resume workshops/review, a computer resource center, and enTouch Wireless cellphones.

Brian Tulikihifo, Earl Kalani, Lisa Pereira, and Kalia McGee presented multiple participant success stories.

## **VIII. OWDB Committee Reports on Activities**

For the sake of time, Chair Jason Chang tabled the committee reports. Any important topics from the committee reports will be brought up in Executive Director Harrison Kuranishi's report.

## **IX. WIOA Core Partner Updates**

### **a. Adult Education & Career Pathways**

Pat Anbe provided the Adult Education report. The updates can be found at the following link:

<https://oahuwdb.com/wp-content/uploads/2023/11/WIOA-Core-Partner-Updates.pdf>

**b. Institute for Higher Education, UH System**

Dan Doerger gave a quick update. Since rebranding to “Good Jobs Hawaii” over 1900 people have enrolled in trainings, the largest sector being healthcare.

The clean energy sector has had its first full sector partnership meeting, so new coursework and training is moving forward.

The creative industries sector had their first steering meeting, work in creative industries is moving along.

Good Jobs Oahu, the partnership with the Office of Economic Revitalization and the City and County of Honolulu, launched in August and will have a large push for enrollment will be Spring/Summer of 2024.

**c. Vocational Rehabilitation**

Nancy Quisenberry gave an update from Vocational Rehabilitation. They are currently in the middle of a move. They surpassed their negotiated required level for measurable skill gains, although below on credential attainment and employment. Retraining in those areas is happening.

During the quarter, over 2800 individuals were served, 207 were exited for various reasons.

**d. Wagner-Peyser**

Erick Pascua let the board know that Lorna Fredeluces will be retiring at the end of October. An update from Workforce Development Division was provided to the board members, it can be found at the following link:

<https://oahuwdb.com/wp-content/uploads/2023/11/WIOA-Core-Partner-Updates.pdf>

**X. Executive Director’s Report**

Harrison Kuranishi reiterated that the OWDB is up for recertification at the next Workforce Development Council full board meeting. Compliance has been achieved, and responses to the monitoring report findings have been submitted, currently waiting to find out if the findings are closed or if there are other issues that need to be resolved.

A new staff member replacing Hikari Omuro will come on board, November 16.

There were some revisions requested for the IFA/MOU that needs to be sent to the corp. council.

The local plan is currently being worked on with the State Board.

For PY22 contracts, conditional approval was given at the last board meeting but as of 10/19/2023 the approval is rescinded. There is currently no approved budget. The PY23 contracts have been sent over to corp. council errors were found that need to be corrected, it has been submitted to the Workforce Development Division to amend.

A schedule for the meetings will be in the works, to possibly build a base of members that know when the meetings are.

The Las Vegas Chamber of commerce will be coming to Hawaii and OWDB will be one of the speakers. A training with Jaime Cruz of Las Vegas, will be at the American Job Center on Friday October 20, 2023.

**XI. Announcements and Testimony**

There were no announcements or testimony.

**XII. Schedule Next Meeting**

The next meeting is scheduled for January 18, 2024.

**XIII. Adjournment**

Chair Jason Chang adjourned the meeting at 10:42 AM.