

RICK BLANGIARDI  
MAYOR



JASON C. CHANG  
CHAIR

HARRISON KURANISHI  
EXECUTIVE DIRECTOR

**FINANCE COMMITTEE MEETING**  
**Tuesday, February 13, 2024**  
**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](mailto: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  
Frederick Pascua, Department of Labor and Industrial Relations, Oahu Branch Manager  
Suzie Schulberg, Arcadia Family of Companies, President and Chief Executive Officer  
Jeff Wagoner, Outrigger Hospitality Group, President and Chief Executive Officer

**Guests:**

**Staff:**

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

**I. Call to Order**

The Finance Committee meeting was called to order at 11:31 am by Committee 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. December 12, 2023 Meeting Minutes**

Chair Christopher Lum Lee requested a motion to approve the minutes for the December 12, 2023 meeting. Jeff Wagoner 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. Final Amount Withheld**

Chair Christopher Lum Lee let the committee know that the final withheld amount will be \$2.2MM based on the projected lapses of \$2.2MM.

- Jeff Wagoner wanted the general process of how the funds will be utilized now that the board is committed to withholding funds.
  - Chair Christopher Lum Lee let Jeff know that the first step will be getting the MOU/IFA's completed. The money is currently budgeted with Work Hawaii, so for accounting purposes a process will need to happen to bring the funds back to Oahu Workforce Development Board (OWDB).
  - Raymond Duong, Budget Analyst of the OWDB, stated a MOU will need to be done with the service provider stating the amount that they will receive to perform WIOA tasks.
  - Harrison Kuranishi, Executive Director of the OWDB, pointed out that although the final withheld amount is \$2.2MM the money is coming out of different contracts. Meaning that depending on which program the funds are taken from determines what the money can be used for. The amounts are as follows, per the January 18, 2024 Full Board Meeting, \$803,780 from adult, \$431,682 from Dislocated Worker, and \$964,538 from Youth.
- Carla Kobashigawa, Director of Applied Computer Training & Technology, Inc., asked if the OWDB is subject to the same funding caps.
  - Harrison Kuranishi let Carla know that there was a motion to increase the cap and questions were provided to Work Hawaii for justification but no answers were received.
  - Carla asked if there is any way to enforce accountability from Work Hawaii, to have essential inquiries answered. Harrison let her know that there would need to be a policy at the board level. Multiple policies are planned to be written.
- Carla also asked, with the money coming back to the board if there is money for outreach. To push for/campaign awareness around the support service dollars not only the training funds.
  - Harrison let her know that up until last year, only individuals that wanted training were taken. There was a disconnect where denials from two other agencies were needed, WIOA training funding is a "secondary" source but it doesn't mean that there must be denials first.

#### **V. December 2023 Expenditure Report**

Raymond Duong presented the December 2023 Expenditure Report. The presentation can be found at the following link:

<https://oahuwdb.com/wp-content/uploads/2024/02/Finance-Committee-Meeting-2.13.24.pdf>

#### **VI. MOU/IFA Update**

Harrison Kuranishi, let the committee know that the MOU/IFA's are still being worked on, currently five have been signed and returned. A few organizations have

acquired the programs so new MOU/IFA's need to be written, including community service block grant and Youth build.

Recommendations from all organizations have been included in the MOU/IFA's so there are no anticipated issues. Budget modifications will not be approved until all MOU/IFA's are signed.

**VII. PY23 Contract Update**

Raymond Duong informed the committee that all budgets for PY23 have been approved.

However there was a miscommunication between Budget and Fiscal Service employees, the dates differed between the notary and director signature. The notary process will need to be redone.

**VIII. Announcements and Public Testimony**

There were no announcements or public testimony.

**IX. Schedule Next Meeting**

Next Meeting is tentatively scheduled for May 15, 2024 from 11:30 am to 1:00 pm.

**X. Adjournment**

Chair Christopher Lum Lee adjourned the meeting at 12:30 pm.