

OAHU WORKFORCE DEVELOPMENT BOARD
CITY AND COUNTY OF HONOLULU

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RICK BLANGIARDI
MAYOR



JASON C. CHANG
CHAIR

HARRISON KURANISHI
EXECUTIVE DIRECTOR

**OAHU WORKFORCE DEVELOPMENT
BOARD MEETING**

**Thursday, January 18, 2024
8:30 am to 10:30 am**

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:

Jason Chang, Queen's Health System Innovation Institute, President; Board Chair
Christopher Lum Lee, Tri Sec Inc., Principal Guard and Chief Administrative Officer
Suzie Schulberg, Arcadia Family of Companies, President and Chief Executive Officer
Lisa Truong Kracher, Staffing Solutions of Hawaii, President and Chief Executive Officer
Pat Anbe, Waipahu Community School for Adults, Principal
Frederick Pascua, Department of Labor and Industrial Relations, Oahu Branch Manager
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
Trevor Bracher, Sheraton Waikiki/Marriott, Complex Director of Human Resources
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
Pina Lemusu, Division of Vocational Rehabilitation, Temporarily Assigned Oahu Branch Administrator
Jeff Wagoner, Outrigger Hospitality Group, President and Chief Executive Officer
Sherry Menor-McNamara, Chamber of Commerce Hawaii, President and Chief Executive Officer
Dan Doerger, (Designee for Erika Lacro)

Members Absent:

Rodney Lee, Spire Hawaii LLC, Executive Vice President

Guests:

Reid Yamashiro, City & County of Honolulu, Deputy Corporation Counsel
Bennette Misalucha, Workforce Development Council, Executive Director
Jacqueline Lodge, Workforce Development Council, Office Assistant
Keala Peters, Chamber of Commerce Hawaii, EVP of Education and Workforce Development
Matt Wong, Waipahu Community School for Adults Windward Campus, Vice Principal
Michele McCoy, Office of Hawaiian Affairs, Public Policy Advocate

Anton Krucky, Department of Community Services, Director
Aedward Los Banos, Department of Community Services, Deputy Director
Leina‘ala Nakamura, WorkHawaii Division, Administrator
Andrea Gaines, WorkHawaii Division, Assistant Administrator
Lee Williams-Naeole, WorkHawaii Division, Adult Program Manager
Nisa Tokunaga, WorkHawaii Division, Youth Services Center Manager
Randy Higa, Workforce Transition Center, Owner and Founder
Lisa Simmons, Department of Labor and Industrial Relations, Employment Service Specialist
Reginald Dela Cruz, Project SEARCH program, Instructor and Coordinator
Scott Ishikawa, Leilehua-Mililani-Waialua Complex Area, District Resource Teacher
Luke Yoshikawa-Skelton, Project SEARCH program, Intern
Ashley Schendel, Project SEARCH program, Intern
Jacob Salazar, Project SEARCH program, Intern
Jason Hong, Project SEARCH program, Intern
Kyle Burkhart, Project SEARCH program, Intern
Makenna Mullins, Project SEARCH program, Intern

Staff:

Harrison Kuranishi, Oahu Workforce Development Board, Executive Director
Raymond Duong, Oahu Workforce Development Board, Budget Analyst
Daven Kawamura, Oahu Workforce Development Board, WIOA Specialist

I. Call to Order

The Full Board meeting was called to order at 8:31 am by Chair Jason Chang.

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.)

Chair Jason Chang introduced new OWDB staff member, Daven Kawamura. Jason also introduced newest OWDB board member, Jeff Wagoner. Jeff is the President and CEO of Outrigger Hospitality Group.

III. Approval of Minutes

a. October 19, 2023 Meeting Minutes

Chair Jason Chang requested a motion to approve the minutes for the October 19, 2023 meeting. Christopher Lum Lee moved to approve the minutes. Pat Anbe seconded the motion. There were no objections or abstentions. The minutes were unanimously approved.

IV. Update on State Unified Plan

Bennette Misalucha, Executive Director of the Workforce Development Council, updated the board on the State Unified Plan. The presentation can be found at the link below:

<https://oahuwdb.com/wp-content/uploads/2024/01/1-Unified-State-Plan-Presentation.pdf>

V. **Update on Sector Partnerships**

Keala Peters, Executive Vice President of Education & Workforce Development and Executive Director of Sector Partnerships at the Chamber of Commerce Hawaii, presented updates on Sector Partnerships. The presentation can be found at the following link:

https://oahuwdb.com/wp-content/uploads/2024/01/2-OWDB-Sector-Partnership-Update_Chamber-of-Commerce_-Jan-18-2024.pdf

Jeff Wagoner, President and CEO of Outrigger Hospitality Group, wanted clarification why hospitality is not a sector being focused on as it has an aging workforce, high paying job, and a void in leadership that has been forming in Hawaii. Keala let Jeff and the board know that the sectors were determined by the “Talent Roadmap for Hawaii” that was drafted in October 2020. The roadmap looked at where the largest growths were and how to support the future growth.

VI. **Reallocation of up to \$3MM of funds**

Christopher Lum Lee, Chair of the Oahu Workforce Development Board Finance Committee, presented on the reallocation of up to \$3MM of funds. The presentation can be found at the following link:

<https://oahuwdb.com/wp-content/uploads/2024/01/3-Full-Board-Meeting-Slides-1.18.24.pdf>

Carla Kobashigawa, Director of Applied Computer Training & Technology, Inc., brought up the relation between program years, expenditures, and the returned funds that was talked about during the Finance Committee meeting. Although it is calendar year 2024 funds from PY22 can and will need to be used prior to using PY23 funds. The lapse in funds is continually happening over the program years, therefore only having four quarters instead of eight quarters to spend down funds. Nicole Anderson added that at the meeting, performance measures were proposed to have a standard for a possible reassessment during the quarter.

Per the slide deck that was shared, Carla Kobashigawa wanted clarification on why the allocation will be coming from the particular programs stated (Adult, Dislocated Worker, and Youth) and why the projected ~\$2.2MM return differs from the proposed amount of up to \$3MM.

- Chris stated that the \$3MM amount takes into account the possibility of disallowable costs and a buffer for the lower than projected spending in the month to month expenditure reports.
- Raymond Duong, Budget Analyst for the Oahu Workforce Development Board, let the board know that there are possible consequences for continually returning funds and not meeting performance measures. If the board is sanctioned the following could happen: withholding of up to 5% of the boards WIOA title I funds, decertification of the board, and removal of the service provider.

Harrison Kuranishi let the board know that a sanction policy came out February of 2022. If PY23 funds (already started on July 1) are not fully spent down the possible consequences of the board being sanctioned listed above can happen.

Chair Jason Chang requested a motion to withhold up to \$3MM of funds. Christopher Lum Lee moved to withhold up to \$3MM. Jeff Wagoner seconded the motion. Frederick Pascua and Carla Kobashigawa abstained from the vote. The motion was approved.

Harrison Kuranishi clarified that the withholding of funds will not be permanent and will only be withheld temporarily until the funds are spent down and are caught up.

VII. Reports Related to WIOA

a. One Stop Operator

Andrea Gaines, Assistant Administrator of the WorkHawaii division, went over the One Stop Operator report.

Carla Kobashigawa wanted clarification on what the “customer count” that is provided exactly consists of and if it’s possible to get not only the one quarters amount but a count for the full program year that the funding being utilized is from. Andrea stated that the number is the individuals that are utilizing the center.

- Harrison Kuranishi let Carla know that the customer count being presented will be everyone, not specifically individuals that are eligible for Title I programs. The data from the WIOA Title I report will have more pinpointed numbers.

b. WIOA Title I Programs

Leina‘ala Nakamura, Administrator of the WorkHawaii division, went over the WIOA Title I Programs.

Christopher Lum Lee wanted to know if it was a possibility to get a breakdown of the individuals receiving support services, individualized career services, training, and/or on-the-job training. The breakdown for PY22 can be pulled from HireNet up to September 30th, the December 31st data available sometime in February.

Reginald Dela Cruz, an instructor and coordinator for the Project SEARCH program, wanted to know if there was any outreach into the schools to disseminate information for the program. Nisa Tokunaga started working with Leeward coast, and will be attending the monthly meetings of all the high school counselors on the Leeward coast.

Nicole Anderson, Workforce Development Program Manager for the Office of Economic Revitalization, wanted to know the thought process of expanding services into the libraries specifically on how it will reach the qualified populations. Leina‘ala stated that in prior meetings the libraries kept coming up in conversation as it is a free community resource that many individuals that go to for services. Although no progress has been made yet, if successful it’ll be easily transferable to the other counties.

The reports for the One Stop Operator and the WIOA Title I programs can be found at the following link:

<https://oahuwdb.com/wp-content/uploads/2024/01/Reports-Related-to-WIOA.pdf>

VIII. OWDB Committee Reports on Activities

a. Sector Strategies and Career Pathways

Lisa Truong Kracher let the board know that the next Sector Strategies and Career Pathways committee meeting is scheduled for January 25 at 2:30 – 3:30 pm.

b. Data Management & Technology

Rodney Lee was not available to give an update, Harrison Kuranishi let the board know that Lightcast will be renewed. A focus at some committee meetings was dash boarding, Lightcast recently purchased a company that facilitates dash boarding, and will be having a training on January 25.

c. Performance Measures and Accountability

Suzie Schulberg let the board know that the Performance Measures and Accountability committee hasn't had a meeting since the October Board meeting. The next committee meeting is scheduled for February 13 at 1:00 – 2:00 pm.

d. Finance

Christopher Lum Lee didn't have any further updates from the last Finance committee meeting. The next committee meeting is scheduled for February 13 at 11:30 am – 1:00 pm. Christopher stated that the Finance committee will likely still meet on a monthly basis. Further discussion on the committee meeting schedule will be discussed later.

e. Employer Engagement

Jason Chang informed the board that the Employer Engagement committee hasn't convened. The next committee meeting is scheduled for February 12 at 1:00 – 2:00 pm.

IX. WIOA Core Partner Updates

a. Adult Education & Career Pathways

Pat Anbe, Principal at Waipahu Community School for Adults, gave an update for Adult Education and Career Pathways.

Pat pointed out that Waipahu Community School for Adults will be part of technology grant with Department of Labor and Industrial Relations and the Good Jobs Hawaii Grant one the MOU get approved.

b. Institute for Higher Education, UH System

Dan Doerger, Director of Workforce Innovation for the University of Jason Community Colleges, gave an update on the Good Jobs Hawai'i grant.

c. Vocational Rehabilitation

Pina Lemusu, Temporarily Assigned Oahu Branch Administrator at the Division of Vocational Rehabilitation, gave an update for the Division of Vocational Rehabilitation.

d. Wagner-Peyser

Erick Pascua, Oahu Branch Manager for Department of Labor and Industrial Relations Workforce Development Division, presented updates for the Wagner-Peysner program.

The updates for the WIOA Core Partners can be found at the following link:
<https://oahuwdb.com/wp-content/uploads/2024/01/WIOA-Core-Partner-Updates.pdf>

X. Executive Director's Report

Harrison Kuranishi, Executive Director of the Oahu Workforce Development Board, gave his report. Harrison shared that there was a four day training conducted by USDOL in December.

Harrison also shared that the MOU/IFA's have passed and will be sent out to partners for signatures. After they have been approved, all budget mods will be able to be approved as well.

XI. Announcements and Public Testimony

Reginald Dela Cruz, Project SEARCH instructor and coordinator, let the board know that project SEARCH is an organization that helps special needs students get internship opportunities. The interns present introduced themselves and further explained the program and what it means to them.

Reggie let the board know to email him at projectsearchhawaii@gmail.com, for any questions regarding the program.

Jason Chang let the board know that Mayor Rick Blangiardi couldn't attend today's meeting although will be attending the April 18, 2024 meeting.

Carla Kobashigawa brought up the financial disclosure and its deadline for the board members, an email has been sent out and a reminder email will be sent at a later time.

XII. Schedule Next Meeting

The next Full Board meeting is scheduled for April 18, 2024 from 8:30 am to 10:30 am. Meeting location to be determined and shared with members at a later date.

XIII. Adjournment

Chair Jason Chang adjourned the meeting at 10:45 am.