

OAHU WORKFORCE DEVELOPMENT BOARD
CITY AND COUNTY OF HONOLULU

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RICK BLANGIARDI
MAYOR



JASON C. CHANG
CHAIR
HARRISON KURANISHI
EXECUTIVE DIRECTOR

EXECUTIVE COMMITTEE MEETING
Friday, January 5, 2024
1:00 pm to 2:00 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:

Jason Chang, Oahu Workforce Development Board Chair, Employer Engagement Committee Chair
Christopher Lum Lee, Finance Committee Chair
Suzie Schulberg, Performance Measures and Accountability Committee Chair
Rodney Lee, Data Management and Technology Committee Chair

Members Absent:

Lisa Truong Kracher, Sector Strategies and Career Pathways Committee Chair

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 Executive Committee meeting was called to order at 1:02 pm by Committee 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.)

III. Approval of Minutes

a. October 3, 2023 Meeting Minutes

Chair Jason Chang requested a motion to approve the minutes for the October 3, 2023, meeting. Rodney Lee moved to approve the minutes of the meeting. Christopher Lum Lee seconded the motion. There were no objections or abstentions. The minutes were unanimously approved.

IV. Old Business

a. OWDB Vice Chair Selection

Jason Chang brought up the topic of the OWDB Vice-Chair selection. Per a vote that was sent out to the private sector members of the Board, Christopher Lum Lee was officially named the Vice-Chair of the Oahu Workforce Development Board.

A designee form will be sent out to Chris so he can represent the OWDB in the event Jason cannot attend any State Workforce Development Council meetings.

b. OWDB Recertification

Harrison Kuranishi let the committee know that at the last Workforce Development Council full board meeting, November 16, 2023, the Oahu Workforce Development Board has been recertified until 2025.

c. MOU/IFA

Harrison Kuranishi let the committee know that the OWDB is currently working without a MOU/IFA. Many changes have presented themselves in the past few months while working on the MOU/IFA including multiple grants changing hands. Some organization exemptions have since expired, so there is outreach being done currently.

After the MOU/IFAs are sent out for signatures and returned, a revision will need to be done to add the QUEST grant as it was received after the initial negotiations were done.

V. New Business

a. Finance Committee Update

Finance Committee Chair Christopher Lum Lee brought up the topic of withholding up to \$3MM of funds. Chris explained that the \$3MM is a cap, and will allow WorkHawaii to continue operation and cover their committed expenditures.

Suzie Schulberg wanted to clarify the implications of the withholding. Chris informed the committee of some risks associated with the performance and the returned funds, these include the decertification of the board or funds being withheld from the board itself.

Harrison Kuranishi let the committee know that with the reallocation of funds, the goal is to help WorkHawaii “catch up” so that the service provider has the full two years to spend down funds rather than the one year that they’ve been working with.

Chair Jason Chang requested a motion to bring the topic of reallocation of funds to the full board. Suzie Schulberg moved to bring the topic to the full board.

Christopher Lum Lee seconded. There were no objections. The motion to bring the topic of reallocation of funds to the full board was passed unanimously

b. Data Management and Technology Committee Update

Data Management and Technology Committee Chair Rodney Lee gave an update from the last Data Management and Technology Committee meeting. The main focus at the meeting was to refocus the committee as it hasn’t convened in some

time. At the meeting, dash boarding was a main topic and at the next meeting there will be focus on bringing experts to talk about he they are dash boarding and what they use.

c. Increase of OWDB Membership

A proposal of increased membership was brought up. A main reason why this topic has surfaced is the fact that one of the reasons why the OWDB hasn't been certified is the failure to have the minimum number of board members (19). If the membership is increased the board may continue to be certified although not being full as long as the minimum of nineteen members are present and the percentages are maintained.

Jason Chang wanted to know if there was a particular section that the focus will be on. The ratios will need to be maintained of at least 50% private sector and 20% labor and workforce training organizations.

Once a list of all member term-out dates is acquired, the topic of increasing board membership will be reproached. The list will let the Executive committee know the years where multiple people will be terming out, etc.

VI. Executive Director's Report

Oahu Workforce Development Board Executive Director, Harrison Kuranishi reported that HireNet Hawaii is going fully digital, two document manager trainings were conducted for WorkHawaii on October 24th 2023 and January 4th 2024.

Harrison Kuranishi and Raymond Duong attended the youth Symposium from November 5th to the 9th. During their time there all other states that they encountered did not return funds for their respective Youth Programs.

On December 4th there was a meeting with Stacey Aldrich, Hawaii State Librarian, to discuss a possible partnership with the libraries. Service provider staff will be stationed at the libraries in the future.

The Board members will be contacted by Department of Budget and Fiscal Services staff about a biennium training.

VII. Announcements and Public Testimony

Jason Chang announced that Mayor Rick Blangiardi has expressed interest in attending the full board meeting scheduled for January 18, 2024. Jason also announced that the full board meeting will be at Queens.

VIII. Schedule Next Meeting

The next meeting is tentatively scheduled for April 2, 2024 from 1:00 pm to 2:00 pm.

IX. Adjournment

Chair Jason Chang adjourned the meeting at 1:50 pm.