

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

Tuesday, April 2, 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

Lisa Truong Kracher, Sector Strategies and Career Pathways Committee Chair

Rodney Lee, Data Management and Technology Committee Chair

Suzie Schulberg, Performance Measures and Accountability Committee Chair

Members Absent:

Guests:

Nicole Anderson, Office of Economic Revitalization, Workforce Development Program Manager

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, Oahu Workforce Development Board (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. January 5, 2024 Meeting Minutes

Chair Jason Chang requested a motion to approve the minutes for the January 5, 2024 meeting. Christopher Lum Lee moved to approve the minutes. Rodney Lee seconded

the motion. There were no objections or abstentions. The minutes were unanimously approved.

IV. MOU/IFA Updates

Harrison Kuranishi, Executive Director of the OWDB, let the board know that 10 have been completed, and 9 more are needed. Due to the MOU/IFA not being completed, the city has not been paid for any billing since July. The state has stated they will not be paying any rent charges until the completion of the MOU/IFA's. Budget modifications are also not being approved while the MOU/IFA's are not complete.

V. New Business

a. Addition of New Committee(s)

Harrison Kuranishi let the Committee know that the State plan has a focus on Veterans and Military Spouses. An addition of a Veterans and Military Spouse committee or as a subcommittee was proposed. It was put under the Sector Strategies and Career Pathways committee as a subcommittee.

b. Possible Dash boarding Programs

Harrison Kuranishi went over the possible dash boarding programs. Microsoft power BI was a possible program but the city's server isn't capable of handling all the data so another server would need to be created.

Lightcast is another possible platform that has dash boarding capabilities, the plans available start at \$9,500 and go upwards of \$20,000. At the National Association of Workforce Boards (NAWB) conference, Harrison was informed that if the OWDB becomes a NAWB member they can provide the services as they have the appropriate Lightcast subscriptions.

- Jason Chang inquired about the price of membership, Harrison let him know that the yearly membership is \$1,800. The membership comes with all the programs they have access to similar to the Lightcast subscription, trainings, discounted conference prices, etc. Raymond Duong, Budget Analyst of the OWDB, noted that funding and budget is currently available.
- Rodney Lee asked if a demo is a possibility to see what the data looks like. Harrison let him and the rest of the Executive Committee know that he will request a demo for the committee ASAP. A possibility of a presentation to the full board was also noted.

VI. Committee Updates

a. Sector Strategies and Career Pathways

Lisa Truong Kracher, Chair of the Sector Strategies and Career Pathways committee, was not available. Harrison Kuranishi let the committee know that at the last Sector Strategies and Career Pathways there was a presentation from the Chamber of Commerce of Hawaii regarding Sector Partnerships. A funding request for Sector Partnerships was proposed and was motioned and seconded to go to both the Finance Committee and the Executive Committee.

b. Finance

Christopher Lum Lee, Chair of the Finance Committee, gave updates from the last Finance Committee meeting. Christopher shared the slide deck that has

information on the Sector Partnerships funding request. The slide deck can be found at the following link:

https://oahuwdb.com/wp-content/uploads/2024/02/SSCP-Committee_-_Sector-Partnership-Update-Jan-25-2024.pdf

i. Sector Partnerships Funding Request

Christopher informed the Executive committee that the Finance committee moved forward with the recommendation to decline the proposed Sector Partnership funding request. The recommendation to decline was due to the several factors.

- Due to the nature of the scope of work defined in the slides the funding request would need to come out of Local Administrative Cost (LAC) funds, which funds the operating costs of OWDB including staff salaries and rent. The requested amount also exceeds current LAC funds that are available.
- The proposal was also not aligned with the proper competitive RFP process.
- Since the MOU/IFA's are not complete and budget modifications are not being approved, the withheld funding that was previously voted on cannot be reallocated.

Chair Jason Chang requested a motion to bring the proposed funding request to the Full Board meeting. Suzie Schulberg moved to bring the funding request to the Full Board meeting. Christopher Lum Lee seconded the motion. There were no objections or abstentions. The motion was approved.

c. Performance Measures and Accountability

Suzie Schulberg, Chair of the Performance Measures and Accountability Committee, let the committee know that the last meeting was convened on February 13, 2024. At the meeting the findings and concerns from PY 21 and 22 were discussed.

VII. Executive Director's Report

Harrison Kuranishi let the committee know that he, Lisa Truong Kracher, and Daven Kawamura, met with Mufi Hannemann to talk about a possible partnership to include Workforce Innovation and Opportunity Act funds into the tourism industry. Harrison also let the committee know that He and Daven attended the NAWB Forum, and that the OWDB is now in full compliance in terms of the financial disclosure form.

VIII. Announcements and Public Testimony

There were no announcements or public testimony.

IX. Schedule Next Meeting

Next meeting is tentatively scheduled for July 2, 2024 from 1:00 pm to 2:00 pm.

X. Adjournment

Chair Jason Chang adjourned the meeting at 1:38 pm.