

OAHU WORKFORCE DEVELOPMENT BOARD
CITY AND COUNTY OF HONOLULU

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MAYOR



CHRISTOPHER K. LUM LEE
CHAIR

HARRISON KURANISHI
EXECUTIVE DIRECTOR

**PERFORMANCE MEASURES
AND ACCOUNTABILITY
COMMITTEE MEETING**
Tuesday, August 12, 2025
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:

Suzie Schulberg
Jeff Wagoner
Andrew Rosen
Wesley Akamine
Christopher Lum Lee
Frederick Pascua
Trevor Bracher

Guests:

Josiah Akau, Kinai 'Eha, Chairman of the Board of Directors
Naomi Rose Caywood, Kinai 'Eha, Program Manager

Staff:

Harrison Kuranishi, Oahu Workforce Development Board, Executive Director
Lisa Pereira, Oahu Workforce Development Board, WIOA Specialist
Erin Nicole Fernandez, Oahu Workforce Development Board, WIOA Specialist
Daven Kawamura, Oahu Workforce Development Board, WIOA Specialist

I. Call to Order

The Performance Measures and Accountability Committee meeting was called to order at 1:01 pm by Committee Chair Suzie Schulberg.

II. Welcome and Introductions

(Note: Per the State OIP, a quorum of members must be visible throughout the public portion of the meeting, but so long as that requirement is met, 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 May 13, 2025 Meeting Minutes

Chair Suzie Schulberg requested a motion to approve the minutes for the May 13, 2025 meeting. Jeff Wagoner moved to approve the minutes. Wesley Akamine seconded the motion. There were no objections or abstentions. The minutes were unanimously approved.

IV. QUEST Monitoring Finding Responses

Harrison Kuranishi, Executive Director of the OWDB, gave an update on the QUEST monitoring findings responses.

- On May 30 2025, a response was received from the State. Six findings and two concerns were closed, three findings and one concern is still open. A response for the three remaining findings and one concern will be submitted soon.
 - The biggest issue that still remains is the gap between the hours worked and the issuance of the stipend. Previously it was an eight – ten week timeframe, it has since been reduced to four – five weeks. OWDB staff is working with the fiscal team to continue to reduce the delay between work and payment.
 - The finding regarding supportive services remained open. The supporting documents for bus passes purchased was not accepted by the Workforce Development Division. If the finding is not closed the supportive services will become a disallowed cost.

V. Program Year 24 Quarter 4 and Rolling Four Quarter Data

Harrison Kuranishi went over the data for Program Year (PY) 24 Quarter 4 as well as the rolling four quarter data. Harrison noted that the data provided are different than the actuals when going into the participant profiles.

The presentation shared can be found at the following link:

<https://oahuwdb.com/wp-content/uploads/2025/08/8.12.25-Performance-Measures-and-Accountability-Meeting.pdf>

Suzie Schulberg wanted to know where the discrepancy is coming from.

- Harrison informed her and the committee that everything on HireNet needs to be input manually, including the credential attainment and measurable skills gain. Staff inputting was brought up with the Service Provider and they will be working on completing the inputs as necessary.

Suzie Schulberg also inquired if there is any specific reason the targets were hit this year for Youth.

- Harrison noted the past Youth Staff had a large impact on the numbers. He mentioned Nisa Tokunaga, who was the previous Youth program manager, when she was still at the American Job Center (AJC) the metrics were soaring. Harrison also shouted out Whitney Robinson who was an AJC staff member focused on Youth Teaching.
- The Service Provider has made several changes including moving around the program staff, so now the Adult, Dislocated Worker, and Youth Staff are all working in the same general space.

- Harrison also noted the ecosystem of the AJC is starting to improve, and work is being done in collaboration with the different titles of Workforce Innovation and Opportunity Act.

VI. Program Year 25 Goals and Targets

Harrison Kuranishi also went over the PY25 goals and targets, the policy was issued on July 1, 2025. The performance metrics goals at the board level are higher than the State negotiated levels.

Below is the State Negotiated levels vs. the board's performance metric goals.

Adult:

Employment Rate 2 nd Quarter after Exit:	76%	vs.	83%
Employment Rate 4 th Quarter after Exit:	76%	vs.	83%
Median Earnings 2 nd Quarter after Exit:	\$7,800	vs.	\$8,700
Credential Attainment:	65%	vs.	75%
Measurable Skills Gain:	65%	vs.	85%

Dislocated Worker:

Employment Rate 2 nd Quarter after Exit:	75%	vs.	83%
Employment Rate 4 th Quarter after Exit:	80%	vs.	83%
Median Earnings 2 nd Quarter after Exit:	\$10,200	vs.	\$11,700
Credential Attainment:	72%	vs.	85%
Measurable Skills Gain:	72%	vs.	85%

Youth:

Employment Rate 2 nd Quarter after Exit:	69%	vs.	77%
Employment Rate 4 th Quarter after Exit:	65.5%	vs.	83%
Median Earnings 2 nd Quarter after Exit:	\$5,000	vs.	\$5,650
Credential Attainment:	66%	vs.	80%
Measurable Skills Gain:	54%	vs.	85%

The goal of having the performance metrics higher on the board level is to push the service provider to hit the larger numbers. As seen in the presentation most of the performance metrics were just below hitting goal for PY24, even if the performance metrics miss the board's negotiated metrics it may hit the States negotiated levels.

The policy noting the PY25 goals and targets can be found on the OWDB websites policy page or at the link below:

<https://oahuwdb.com/wp-content/uploads/2025/08/WIOA-Policy-34-25-2025-Program-Negotiated-Levels-of-Performance.pdf>

VII. One Stop Operator Certification

Harrison Kuranishi also went over the One Stop Operator (OSO) certification. The topic was touched slightly at the recent full board meeting. The OSO certification was done in April of 2025 using the new form, and needs to be done at least every three years, moving forward the board staff is planning to do the certification every year.

Some things found during the certification process are as follows:

- Some points can be improved rather easily, such as the partners needing to answer phone calls with the statement “Proud Partner of the American Job Center”.
- The location of the One Stop Center needs to be procured, the previous move hadn’t been procured.
- The Stevens Amendment was a point that needs to be worked on for the One Stop, all public facing documents, websites, etc. need to have the Stevens amendment stating the amount of federal funds used.
- OWDB is trying to get more partners into the AJC, with more partners that are present at the AJC co-enrollment becomes more of a possibility.

Suzie Schulberg wanted clarification on the certification, asking if the OSO certification is the Board staff going through the proper form(s) and auditing the One Stop partners. Harrison informed her that there are forms for each mandatory partner and the point tallies from the form.

VIII. Announcements and Public Testimony

Harrison Kuranishi announced that OWDB has two new staff, Lisa Pereira and Erin Nicole Fernandez.

- Erin noted that she previously worked at the Statewide Office on Homelessness and Housing Solutions and with former Hawaii State Representative May Mizuno. She is a WIOA Specialist and will be working closely with the Adult and Dislocated Worker programs.
- Lisa previously worked at the AJC as a recruiter. She brings a wealth of knowledge from her background in recruiting and is a WIOA Specialist at OWDB.

Harrison Kuranishi also noted that on August 6, 2025, Lisa was recognized by the City Council for her efforts in Workforce Development.

IX. Schedule Next Meeting

The next Performance Measures and Accountability Committee meeting is tentatively scheduled for November 18, 2025 at 1:00 pm to 2:00 pm.

X. Adjournment

Chair Suzie Schulberg adjourned the meeting at 1:32 pm.