

OAHU WORKFORCE DEVELOPMENT BOARD

innovation + opportunity + economic growth + human capital

FULL BOARD MEETING

January 5, 2017 • 9:00 am to 11:00 am (approximate)

The Queen's Medical Center
Queen's Conference Center – Board Room
1301 Punchbowl Street, Honolulu, Hawaii 96813

MINUTES

Attendees: Connie Mitchell, Brent Kakesako, Meli James, Caroline Sluyter, Alvin Tsukayama, Gregg Fraser, Richard Vieira, Emmet White, Marian Tsuji, Russel Cheng, John Vannatta, Tim Wong, Stacy Clayton, Craig Watase, Kalei Inn, Lorna Woo, Brian Lee, Robbie Melton, Jim Tollefson, Jason Chang, Pono Chong

Staff: Alison Lum, Lynn Takahara

Guests: Cindy Matsuki

I. Call to Order

Chair Jim Tollefson called the meeting to order at 9:07am. Introductions were made.

II. Approval of Agenda

Motion to approve the agenda was made by Robbie Melton, seconded by Jason Chang, unanimously approved

III. Approval of minutes from August 16, 2016 meeting

Motion to approve the minutes was made by Gregg Fraser, seconded by Jason Chang, unanimously approved

IV. Public testimony on issues on agenda or, if not on agenda, for Board to consider placing on future agenda

None

V. Presentation and Discussion

February 1, 2017 - June 30, 2020 Workforce Innovation and Opportunity Act (WIOA) Local Plan for the City and County of Honolulu - Jeff Fantine, PhD

Powerpoint of presentation attached.

WIOA states that the Local Workforce Development Boards are responsible for convening their workforce partners in a collaborative, transparent process to develop and implement a Local Plan that aligns with requirements of WIOA and the vision and goals in the Unified State Plan. The Local Plan for the City and County of Honolulu explains how OWDB will foster strategic alignment, improve service integration, ensure that the workforce system is industry-relevant, respond to local

economic needs and match employers with skilled workers. The plan also describes current and future strategies that lead to greater efficiencies through reduction of duplication and maximized use of financial and human resources that result in continuous improvement of Hawaii's workforce system and excellent customer service. The current version of the WIOA Local Plan for the City and County of Honolulu 2017 – 2020 can be found at www.OahuWDB.org

Craig Watase commented that the idea of making entrepreneurship one of the focuses and objectives of the Local Plan is not a good idea. It is difficult to be an entrepreneur in this state with all the requirements; and, given our clientele and limited resources, it is not a real goal or objective.

Jeff Fantine stated that entrepreneurship is part of the State Plan and gave examples of successful entrepreneurship through the workforce system in other States. And he clarified that it was a question that we had to address in the Local Plan.

Meli James, Russel Cheng, and Robbie Melton gave examples of successful local entrepreneurship in tech and expanded on how entrepreneurial skill sets are now being taught in school. Jeff Fantine also added that entrepreneurship creates jobs in rural, remote areas where there might not be any employment opportunities.

It was agreed that an entrepreneurial path is a valuable option to provide clients.

Alison Lum commented that the organizational chart illustrating the firewall within the Department of Community Services (DSC) between OWDB and WorkHawaii is included in the Local Plan. It included edits that were recommended by State's Workforce Development Council. DCS also created an internal Conflict of Interest Policy which will be included in the Local Plan. And the vacant Deputy Director position will be temporarily filled by Gail Kaito.

John Vannatta stated that he will provide Jeff Fantine the Waipahu Community School Model to be included in the Local Plan during the review period.

Brent Kakesako asked if the Board was okay with the process of how the Local Plan was created. Given the limited resources and short time frame (a month and a half), not everyone was able to participate. He shared that his communities might question him saying that they were not asked directly to provide input. They want to be able to work in their communities, engage in cultural practices and still be supported by the workforce system. Will there be a robust community process in the coming year to add to the plan?

Connie Mitchell shared that she understood Brent's concerns but feels the Local Plan is broad and doesn't preclude the things he mentioned. There is time to get that kind of input. She shares his concern that people might feel left out and invites more input in the future.

Gregg Fraser stated that the Local Plan is the "starting line" and there will be plenty of time for buy in and to hear the community voice. Approving the Local Plan today gives the Board the ability to get started.

Jim Tollefson stated that it is a broad plan. It is a road map that will change. The Board is asking for the ability to keep the process going. This plan is a living document and this is not the final version of the plan. It will be revisited and we need the support of the Board and resources through partners and the City and County of Honolulu to implement it.

a. Action Item: approval of Local Plan

Motion to approve the February 1, 2017 - June 30, 2020 Workforce Innovation and Opportunity Act (WIOA) Local Plan for the City and County of Honolulu was made by Gregg Fraser,

seconded by Robbie Melton, 17 members approved, 0 members opposed, 2 members abstained: Brent Kakesako and Craig Watase.

VI. Announcements

Jim Tollefson announced that as the current administration was coming to an end OWDB will need to be restructured to comply with WIOA. Local Workforce Boards in Hawaii are now required to be certified by the State's Workforce Development Council (WDC) of the Department of Labor and Industrial Relations. Non-mandatory members will need to be nominated by a labor union or trade association and the board size will be reduced to the minimum number of members: 19 which will help with quorum.

Also, OWDB members who were appointed to WDC are now in violation of the Sunshine Law and will need to step down. Jim asked that they please stay involved with OWDB by serving on a committee.

Jim announced that committees will be chaired by a Board member and can have members from the community who are not part of OWDB. The chair of each committee, along with the Chairperson of the Board, will serve as the Executive Committee of the Board.

Proposed committee structure base on WDC's committees:

- Finance Committee
- Sector Strategy and Career Pathways Committee
- Employer Engagement Committee
- Data Management and Technology
- Performance Measures and Accountability
- Executive Committee

Next quarterly meeting is tentatively scheduled for April.

Chair Jim Tollefson and Executive Director Alison Lum were invited to attend the US Department of Labor's Region 6 Strategic Convening at the Federal Reserve Bank in San Francisco Feb 27 and 28, 2017 and the National Association of Workforce Boards annual forum in Washington D.C. March 25 – 29, 2017.

Connie Mitchell posed a question asking the Board how they can tie in Workforce Housing. How will they have the discussion about affordable housing and the living wage issue? The cost of housing drives everything up.

VII. Adjournment

Motion to adjourn the meeting was made by Gregg Fraser, seconded by Jason Chang. Meeting was adjourned at 10:53am