

HAWAII WORKFORCE DEVELOPMENT COUNCIL (“WDC”) MEETING

Thursday, February 14, 2008

9:30 – 12:00 a.m.

Princess Ruth Keelikolani Building
830 Punchbowl Street, Rooms 310-313
Honolulu, Hawaii

AGENDA

- 9:30 a.m. CALL TO ORDER Gregg Yamanaka
- Public Input on Agenda Items
Questions / Comments on WIB and WDD Reports
- Announcements Meeting Attendees
Information on Member and Partner Agency Activities
- UPDATES
- DLIR Military Spouses Grant DLIR Staff
2008 State Legislative Session Update Ann Yamamoto
WDC Staff Changes Gregg Yamanaka
- 10:00 a.m. ACTION Gregg Yamanaka
- Approval to Form a Search Committee for New Executive Director
Authorize Search Committee to Hire WDC Executive Director
- Approval of November 8, 2007 Minutes
- Approval of Local Area Plans Bob Shore
OWIB OWIB Staff
HCWIB HCWIB Staff
MCWIB MCWIB Staff
KWIB KWIB Staff
- 10:30 a.m. Break
- 10:45 a.m. Next Steps – WDC Plans Gregg Yamanaka
Preparation of WDC Strategic Planning
Committee Structure
Corporation for a Skilled Workforce (“CSW”)
- 11:30 a.m. Hawaii Science and Technology Council Center for
Overview of Research Study, Economic and Regional Economic
Workforce Profile: Sector Portfolio Trends Analysis Competitiveness
- 12:00 noon ADJOURNMENT Gregg Yamanaka

Next meeting: Thursday, May 8, 2008
Please contact WDC at 586-8670 at least 24 hours before the meeting
if you need special accommodations for a disability.

Meeting of the
WORKFORCE DEVELOPMENT COUNCIL
Thursday, February 14, 2008, 9:30 a.m.
Princess Ruth Keelikolani Building, Rooms 310-314
830 Punchbowl Street, Honolulu, Hawaii

Members Present

Todd Apo, Jeff Bloom, Darwin Ching, Jonathan Chun, Jill Cooper, Signe Godfrey, Erwin Hudelist, Shannon Kelly (for Lillian Koller), Corianne Lau, Steven Lee, Deborah Kim Morikawa, Lester Muraoka, Carol Pang (for David McClain), Norman Sakamoto, Irving Soto, James Tollefson, Lance Wilhelm, Gregg Yamanaka

Other Attendees

Danny Agsalog, (OWIB), Susan Akiyama (Hawaii County OHCD), Dorothy Bremner (WDC), Francisco Corpuz (R&S), Pamela Dodson (DO), Lisa Gibson (HSTC), James Hardway (DO), Karla Jones (CTE), Carol Kanayama (WDD), Richard Kuga (Envisioneering, Inc.), Jan Miyamoto (Kauai County OED), Cynthia Nakamura (WDD), Lei Nakamura (C&C of Honolulu), Kenneth Poole (Council for Community & Economic Research), Anna Powell (WDC), Alfred Valles (USBAT), Carolyn Weygan-Hildebrand (WDC), Ann Yamamoto (WDC), Audrey Yasutake (WDC), Elaine Young (WDD)

Call to Order

Chair Gregg Yamanaka called the meeting to order at 9:44 a.m.

Public Input on Agenda Items

There was no public input.

Questions/Comments on WIB and WDD Reports

Deborah Morikawa mentioned that Oahu WIB members recommended moving forward with Learning Resources, Inc.'s ("LRI") AccuVision System as the credentialing instrument for a work readiness program island/state wide. The instrument assesses soft skills and uses a video format in terms of testing. LRI will formally present its program, instrument, successes, and expectations at possibly two sessions in late April. The first will be a general overview targeted for businesses and the second will be for providers/organizations who want to use it as part of their training program and have more in-depth technical questions. It is hoped that businesses will buy in to the program at the front end rather than half way through the process.

She also said Lei Nakamura submitted an application and the City and County of Honolulu ("City") received the *100 Best Communities for Young People Award* for the second time. Ms. Nakamura said the application was based on what is being done by faith-based organizations, DOE, Honolulu Police Department, City Parks and Recreation, nonprofits, and the Legislature's policy groups. America's Promise Alliance received 300+ applications and awarded 100. The City will continue to work with the Alliance to further their initiatives locally. Chair Yamanaka commended the City on its accomplishment.

Susan Akiyama stated that the last paragraph on page 5 of Hawaii County's WIB Report should read: "...HIWEDO will be sending 4 Board members and 1 staff to the annual forum on February 23-26, 2008."

Announcements

Chair Yamanaka congratulated Erwin Hudelist and Hagadone Printing for receiving the *Best Workplace in the Americas Award*. Mr. Hudelist said the Printing Industries of America/Graphic Arts Technical Foundation honors printing companies that provide a superior work environment. They are judged on management practices, workplace health and safety, financial security, work environment, training and development opportunities, recognition and rewards, work-life balance, and health and wellness programs. Hagadone Printing has won the award the past seven years.

Introductions

Chair Yamanaka introduced Shannon Kelly who is representing DHS Director Lillian Koller, Steven Lee who replaces Robert Shore as DBEDT Director Ted Liu's representative, and Jill Cooper who represents Governor Linda Lingle.

Jonathan Chun introduced Richard Kuga of Envisioneering, Inc., a member of the Mayor's Task Force on STEP (Science and Technology Education Partnership). For the past four years, STEP has organized an annual Science Show on Kauai to get 4-8 grade public/private/home schooled students interested and excited about science and educate the teachers. He would like Mr. Kuga to make a video presentation at the next WDC meeting on last year's Science Show.

Information on Member and Partner Agency Activities

Mr. Chun reported that the State Rehabilitation Council's ("SRC") legislative package will contain a bill giving preference to employers who hire persons with disabilities in government contracts. A national conference will be held in April. A big concern is addressing persons with brain disabilities. More returning Iraq war veterans are falling within the purview of disabilities in addition to VA (Veterans Administration) services. SRC, VA and disability organizations are working to support this effort. Chair Yamanaka mentioned being approached by the Wounded Warriors Regiment who are also looking at ways to support returning injured soldiers who are prematurely discharged because of their injuries and do not know how to make the transition. Mr. Chun said there is a lack of services for them. Veterans are relying on VA services but they may not qualify even though they were injured at war because their injuries are "not enough" of a disability. Organizations with a lower disability threshold are being asked to get involved.

DLIR Military Spouses Grant

James Hardway said DLIR applied for and was awarded a \$2.45 million grant from USDOL and USDOD to provide training for eligible military spouses at Pearl Harbor Naval Base, Hickam Air Force Base, Kaneohe Marine Corps Air Station, and Schofield Army Base. WDD and the City are developing the project. The grant provides eligible spouses with up to \$3,000 a year for one year of training in a high demand field, resulting in a portable certification and an untapped labor pool for employers. Elaine Young said an active member's tour of duty at a base is usually 1-2 years. President George Bush is offering federal jobs to military spouses to get active members to re-enlist. Mr. Chun mentioned a concern a few years ago about military members wanting their families to be educated in Hawaii's culture and work environment because they felt they did not fit in. Irving Soto noticed the exclusion of neighbor island military installations. Ms. Young

said this is a demonstration project on Oahu only. Norman Sakamoto asked and Ms. Young said the \$3,000 covers tuition and supportive services other than transportation, and distance learning is possible but depends on the vendor. At his request, the Joint Venture Education Forum will receive information on the project. The military's Education Centers are marketing the project.

2008 State Legislative Session Update

Chair Yamanaka reported that this is the second year WDC is supporting legislation to move it to DBEDT and no opposition is expected in the Legislature. There is a continuing national trend for workforce development councils to be more closely aligned with economic development and be employer-led. This will help in seeking funds and grants and not be totally reliant on WIA.

Ann Yamamoto reported on the bills that address workforce development issues through various initiatives.

The bill to get work relevance into the workplace 1) creates an identifier to track youth as they progress through the education system and into the workforce and sees what works and what does not; 2) funds an education-business exchange coordinator to keep the synergy together so everyone is on the same page and involve the business community in education; 3) extends the educational workforce working group for two years so it can implement, move forward, and coordinate activities throughout the state on its findings and recommendations; and 4) funds working adult scholarships so incumbent workers can use this financial aid to obtain training and become employed.

The lifelong learning accounts bill is an administration proposal to encourage workers and employers to support incumbent worker training and provides a generous tax credit.

The procurement preference for people with disabilities bill has been heard before and appears to be moving this year.

The Online Learning Task Force, of which she is a member, came up with recommendations on how to provide alternatives within the DOE system by incorporating more online earnings, and the bill is to implement the recommendations.

WDC Staff Changes

Chair Yamanaka acknowledged Dorothy Bremner who is retiring on May 1, Ann Yamamoto who is leaving on February 28, Robert Shore who has undertaken other responsibilities, and Jeff Bloom who accepted a position at UH and no longer qualifies as a member. Mr. Bloom said he will be coordinating STEM and innovation initiatives as the STEM Workforce Development Program Coordinator in the Office of Technology Transfer and Economic Development. He plans to research best practices nationwide and implement them in internships, mentoring, and authentic learning (experiential learning) and appreciates any input on best practices.

Approval to Form a Search Committee for New Executive Director

Chair Yamanaka said a search committee must be formed to find a new Executive Director. Mr. Chun indicated that he, James Tollefson, Signe Godfrey, Mark McGuffie, Deborah Morikawa, and Robert Shore were approached by Chair Yamanaka to sit on the committee and all agreed.

A motion was made and seconded to form a search committee to find a new Executive Director. Darwin Ching asked that the motion include other WDC members who may want to volunteer on the committee. Ms. Cooper volunteered. Mr. Chun said the motion is to set up the search committee; Chair Yamanaka will appoint the actual members. Motion was carried.

Authorize Search Committee to Hire WDC Executive Director

Chair Yamanaka indicated that a motion is in order to authorize the search committee to hire the Executive Director because the next WDC meeting is on May 8 and it is too long to be without an Executive Director. Mr. Hardway asked that it be waived until the Attorney General's ("AG") Office determines whether that authority can be delegated.

A motion was made and seconded to authorize the search committee to hire the Executive Director subject to approval by the AG's Office. Mr. Sakamoto asked that the motion include emailing all WDC members of the likely candidate for input before the committee takes final action. Mr. Hardway said DLIR experienced a similar situation when a Commission Executive Director delegated authority using email to tally votes. The AG's Office stated that emailing, videoconferencing, and teleconferencing are not allowed. The Commission must physically meet, decide as a group, and then make a decision.

A motion was made and seconded, as amended, to authorize the search committee to hire the Executive Director subject to approval by the AG's Office and subject to emailing all WDC members for comment/input prior to making a final offer to the candidate. Motion was carried.

Mr. Ching asked what happens if the input from the members indicates they want to know more about the candidate. Mr. Sakamoto said its importance would engender a special meeting in executive session for the purpose of configuring and approving the candidate.

A motion was made and seconded that upon a recommendation by the search committee, a special meeting in executive session will be called to approve/disapprove the hiring of the new Executive Director. Motion was carried.

Ms. Morikawa commented that if the committee follows the Sunshine Law, its recommendations must be presented at a WDC meeting and acted upon at another meeting. Meetings could be held back to back. Mr. Hardway will check if the committee is governed by the Sunshine Law.

Approval of the November 8, 2007 Minutes

A motion was made and seconded and the minutes were approved.

Ms. Yamamoto mentioned that additional copies of the AARP folder, which was distributed at the November 8 meeting, are available for those who are interested.

Approval of Local Area Plans

Ms. Yamamoto said the handout provides background and highlights of the four Local Area WIA Plans. The local areas have worked on their plans to comply with federal laws, be consistent with the State Plan, and make them available for public input.

A motion was made and seconded and the Oahu WIB Plan was approved.

A motion was made and seconded and the Hawaii County WIB Plan was approved.

A motion was made and seconded and the Maui County WIB Plan was approved.

A motion was made and seconded and the Kauai WIB Plan was approved.

Next Steps—WDC Plans; Preparation of WDC Strategic Planning; Committee Structure; Corporation for a Skilled Workforce (“CSW”)

Chair Yamanaka recommended postponing the agenda items pertaining to the strategic planning session until after the Legislature adjourns because WDC may be administratively housed elsewhere, new members will be coming on board, the process for hiring a consultant needs to be determined, an RFP to select the consultant will be required, and funding must be determined. CSW led the discussion on how to proceed in the development of a strategic plan at the January special session. It was apparent our strategic plan has to be revised and several independent committee reports and strategic initiatives pulled together. Ms. Yamamoto added that more business input is needed and SHRM will be asked to assist, and there is need for a research and data committee. Chair Yamanaka said the strategic planning process will include organization of the committee structure. DBEDT is also working on a plan to integrate workforce development and economic development. Mr. Chun said our statute allows for involvement in many things, but we need a plan for doing them. Dorothy Bremner will send a copy of the summary of the January 9, 2007 planning meeting on how WDC can be most effective.

Hawaii Science and Technology Council (“HSTC”); Overview of Research Study, Economic and Workforce Profile: Sector Portfolio Trends Analysis

Lisa Gibson, HSTC and Hawaii Science and Technology Institute (“HSTI”) President, said HSTI received a grant-in-aid to do a targeted sector portfolio trend analysis and is working with Dr. Kenneth Poole, Council for Community and Economic Research, in collaboration with DBEDT. She introduced Dr. Poole who gave a presentation on “Understanding the Technology and Innovation Economy, Setting a Research Agenda for Hawaii.” We need to understand what the technology sector looks like, how big it is, how important it is to the economy and the companies that rely on it, what its workforce needs are at all job levels, and how it is changing over time. He will be doing data analysis with companies and stakeholders on all islands in the next few weeks and appreciates input on who to contact. He wants to have working sessions with WDC and other colleagues on all islands as the data is pulled together and the project begins to roll out. Everyone needs to fully understand and be engaged in this research process because it is a contributor to the planning process for the workforce system and economic development system. The planning process has three fundamental building blocks. The economic base is companies that are creating jobs we must be prepared to fill with an understanding of what makes them successful. The talent base is not at some niche level but understanding our fundamental ability to compete in the global market. The new value creation is companies that can offer next generation service and product that make us different from other places. He gave an example of how it works. Chair Yamanaka asked and Dr. Poole said the Carnegie classification system is outdated and problematic, but it is less important than knowing what the degree programs are and how they match and that is why the research is being designed as a process and not a project. Regional clustering does not work well in rural communities or communities without a diverse economy, but the success of small enterprises are based on what they are doing to help build value in the value chain and how they are connected globally, particularly if they are bringing money into the state. Mr. Hudelist recommended researching what it would take to train people to support a sustainable high technology industry and keep them here. Dr. Poole said the workforce analysis will look at

workforce needs, skill sets, and skilled workers. The “brain drain” problem is not about leaving but about creating valuable opportunities that keep people here. Carolyn Weygan-Hildebrand asked and Dr. Poole said knowledge, skill, and ability are integrated in the process. Moving up the ladder may require cultural change and creating jobs below you. Ms. Yamamoto asked and Dr. Poole said the report will include general recommendations on foundation issues of talent needs such as STEM, specific UH or Community College capacity issues that emerge as being critical questions, target workforce investments to certain segments of the economy where there is the greatest need, guide people toward investing in themselves and building careers in areas where there is growth, and provide and include career counseling at the middle schools in terms of what the opportunities are even if it is to just let them know they exist.

Adjournment

The meeting was adjourned at 11:56 a.m.