

MAUI COUNTY WORKFORCE DEVELOPMENT BOARD (MCWDB)

MEETING MINUTES – TUESDAY, MARCH 12, 2019

Location: American Job Center/Maui County Business Resource Center
70 E Kaahumanu Ave. Unit B-9, Kahului, HI 96732

BOARD MEMBERS

Present:

Leslie Wilkins, Chair (MEDB)
Kurt Ginoza- McKinley Community School for Adults
Kay Fukumoto- Office of Economic Development
Karen Hanada-UH Center & Maui Language Institute
Kevin Kimizuka-Department of Labor & Industrial Relations
Kyoko Kimura-Aqua-Aston Hospitality
Shirley Rawlins- Texaco Kaunakakai
Cristina Schenk- Vice-Chair (Merriman's Restaurant)
Grant Wilson-State of Hawaii Vocational Rehabilitation
Kwanza Woodson- Hawaii Employment Agency

Absent:

Deanna Garcia, Michelle Bruce, Debbie Cabebe, Bob Johnston, Bill Kamai,
Harrilynn Kameenui, Ray Shimabuku, Stephen West

Quorum Present: Yes

Others Present: Coty Luke (Ku'ina Program), Sonia Spring (WDD), Leilani Kepler (Alu Like)

Staff Present: Lee Ah Yen, (WDB ED), Karen Arakawa (AJC), Linda Puppolo (WDB Fiscal Specialist)

A. CALL TO ORDER

Leslie Wilkins, Chair, (LW) called the meeting to order at 9:04 a.m.

B. INTRODUCTIONS- Chair Wilkins asked the group to introduce themselves.

C. CALL FOR PUBLIC TESTIMONY

No members of the public came forward for testimony.

D. REVIEW & APPROVAL OF January 8, 2019 MCWDB MEETING MINUTES (action)

Motion to accept Minutes from the January 8, 2019 Meeting

K. Woodson made the motion, seconded by K. Kimura.

Motion carried with 10 ayes. The minutes were approved as circulated.

E. Workforce Development Board & Sub-Committee Roles and Responsibilities Review

a. LW stated that this information is in progress

F. REPORTS OF STANDING COMMITTEES

L Wilkins asked K. Kimura if she will Chair the Governance Committee of the Board. She stated that staff will post Agendas and take minutes. K. Kimura accepted the position.

1. Youth Committee –Deanna Garcia, Chair
2. Governance Committee-Kyoko Kimura, Chair
 - LW told the board members that the State hired, Kayla Rosenfeldt to discuss improvements in the rapid response system.
 - The Rapid Response System provides early notification and early response to company shut-downs.
 - When the companies employ fifty (50) or more people, the company is required to inform workforce development system before the lay-off happens to enable a Rapid Response Team to form.
3. Program Monitoring Committee- Cristina Schenk, Chair
 - The Committee has not met this year.
 - L. Ah Yen directed the members to the lists of all Committees in the Board folders.
4. Sector Strategies & Employer Engagement- Bob Johnston.
 - LW connected with Bob Johnston by phone about the possibility of meeting with committee members from the State Board that have experience in this committee work.

G. UNFINISHED BUSINESS

1. PY18 Designation service provider for Adult and Dislocated Worker that resides with Workforce Development Division of the Maui County Branch. (action)
 - LW spoke of concerns about performance measures at the last meeting including a marketing strategy to make sure we are improving service to participants.
 - Board requested a marketing plan to recruit clients in these sectors.
 - K. Kimizuka outlined his plan for the members and a copy of the plan was included in the packet for the members which includes four new participants per month.
 - K. Kimizuka told the members that some Moloka'i client counts were not included in the last numbers presented which under reported the numbers served. K. Kimizuka has access to the reporting now and has worked with Moloka'i to ensure reporting is correct.
 - K. Kimizuka stated that as much as possible he will co-enroll clients with partners to share resources.
 - LW stated that money may be leveraged with dual enrolling through a partnership with DVR because it would reach more people. There are pre-employment dollars that could be shared and young people could be recruited. LW stated she would get K. Kimizuka a contact at DVR on Oahu to learn more about this possibility.

- From October to December of 2018, MCSC (Moloka'i Community Services Council) worked with Youth on Moloka'i and K. Kimizuka stated that this is a new partnership.
- K. Kimizuka implemented the marketing plan with a target of new partners that are non-AJC Partners. One example of a new partner is Ka Hale A Ke Ola Homeless Resource Center and another is Maui Youth and Family Service.
- K. Kimizuka stated that it is important to market not only with the partners but to market the AJC also.
- K. Kimizuka stated that now reverse referrals are allowed in the program. Previously, participants could not be referred by other problems but now the participants are being shared among partners offering a larger variety of services available.
- K. Kimizuka stated that they have become a secure agency for documents and our Counselors are working to gain the trust of the public.
- K. Kimizuka stated that he is trying to recruit more training providers.
- LW asked, "Are all the technology problems solved?" K. Kimizuka stated that the challenge is input into the WDD site. LW said the work order started in September. It is not implemented to date. K. Kimizuka stated that the IT people were planning to come on March 15th and stated that the access will be remote access; IT will complete the work order on March 29th. This will solve remote connectivity problems. LW stated that this technology problem is affecting our performance and she believes that productivity levels would go up if this connectivity was available.
- K. Kimizuka stated that from April 1st, Sonia will be at the AJC full-time with another worker, Stephanie, will be in AJC part-time for Wagner-Peyser partnership.

K. Kimura made a motion to approve the PY18 designation and funding the for Workforce Development Adult and Dislocated Worker Program. K. Woodson seconded the motion. There were 10 Ayes; motion carried.

2. WDD update on network status at the AJC (WDD)
 - i. This item was covered in K. Kimizuka's Action Plan.
3. WDD plan to increase Adult and DW participants (WDD)
 - i. This item was covered in K. Kimizuka's Action Plan
4. Acceptance of Chair to the Governance Committee
 - i. K. Kyoko accepted Chair position on the Governance Committee
5. Local Plan (update)-
 - i. Mayor signed the Local Plan and it was posted on March 5th for public comments for a period that ends on March 22nd. Staff will decide if there are any relevant comments and include them in the Local Plan.

- ii. LW suggested that the Local Plan will be updated again in 2020. She asked members to suggest a local consultant.

6. MCWDB 2019 Meeting Schedule

LW suggested another Doodle Poll to do a yearly calendar. L. Ah Yen was assigned the task.

LW urged all members attend two workshops to provide trainings for board members, partners and MCWDB Staff. Specific information on the dates was provided in the announcements.

H. NEW BUSINESS

1. Eligible Training Provider – Maui

LW stated that the Board needs to get ETPs for Maui. Maui County Training provider needs to be recruited. Fields like Agriculture, CNAs & Phlebotomists, IT
LW met with Mahi Pono about workforce needs of the Agricultural sector.

2. Members were asked to inform L. Ah Yen or L. Puppolo about any new training providers recruited.

I. STATUS UPDATES

1. Adult & Dislocated Worker Programs – WDD

- K. Kimizuka stated for Board's understanding that there were eight Adult and one DW participants on Moloka'i that were not reported and two on Maui that were also not reflected on the report, 7/1/18-12/31/18.
- K. Kimizuka stated that the report needs a footnote that the March report was inaccurate and did not reflect the correct numbers.
- LW stated that the State level is charged with oversight of the County Local Boards. All the reports reflect all the monies drawn and the participant numbers served.
- K. Kimizuka stated that less than twenty (20) DW is not normally enough for rapid response. Normally the program is designed for fifty (50) possible participants and Five (5) or less participants should just come directly to the AJC.
- LW stated that because there is funding, AJC could be more active in meeting employers and participants even for as many as five (5) at this time.
- K. Kimizuka stated that they will draw from the pool of recent claimants that will increase from fifteen to thirty (15 to 30). Every Tuesday have an orientation. Every individual has two follow-up appointments after initial orientation. No shows have to be rescheduled.
- K. Kimizuka stated that the AJC partners are working on improved scheduling.

- K. Kimizuka stated that the AJC Partners will introduce clients to the AJC's new program called the RESEA, (re-employment services and eligibility assessment)
- K. Kimizuka stated that the Orientation sessions are two (2) hours and that the program begins on April 15th.

2. Ku'ina Youth Program – UHMC

- C. Luke stated that there are sixty-nine (69) participants currently
- They cannot take any more because coordinator position is only half-time.
- Some clients will soft exit for nonparticipation or completion or objectives.
- The optimal number for resources and the amount of time allotted is twenty-eight (28)
- C. Luke stated that March 31, 2019 is end of year and will be closed out.
- C. Luke stated that new year begins 4/1/19- 3/31/20
- C. Luke will continue to refer out to partners for other services
- Maria from State strategized optimal program goals with C. Luke.
- LW asked what can the Board do to leverage funding to increase C. Luke's position to make it full-time to continue to accommodate more than (thirty-five) (35) – either bring on another staff member ½ time or make C. Luke full-time.
- C. Luke stated that she did not believe that this is a money issue but maybe re-allocate the ways funding is used and stated that these monies are supplemental. Help does not have to be monetary.
- C. Luke stated that she is working with State liaison, Maria to possibly amend the budget to make the C. Luke position full-time position.
- Board members stated that they support the change and hopefully the budget can be amended before end of fiscal year.
- Ku'ina will be part of the One-Stop Operation also on UHMC campus.
- L. Ah Yen stated that the Youth Committee could be of assistance to this program and urged them to meet quarterly.

3. Hawaii State Workforce Development Council – WDB Chair Report

- LW stated that at the WDC Quarterly meeting Kay was introduced as a new member of the state board representing the Mayor of Maui.
- LW stated that there were two presentations; one was for unemployment insurance (bringing services to user-friendly status) and the other marketing strategy was from a marketing firm recommended by the state. LW stated that the next focus is branding.
- LW reiterates that there have been efforts to increase our numbers and solve technical glitches AJC has been experiencing at the center.
- LW stated that all members have been continuing to try to work with DHS on TANF participation in the MOU and some more support for Veterans' services.
- LW as State Chair asked counterparts on Oahu to share information with our board and staff to enable all to work effectively.

4. National Governor's Association Meeting – MEDB

- LW stated that the end of February meetings always focuses on workforce and she attended with Governor Ige.
- There were a lot of resources and attract a lot of high end speakers.
- The current chair is Governor Bullock. The theme was good jobs for all Americans.
- LW stated that when unemployment is low, it is time employers are willing to work with clients that are more challenging. It is the time to build on best practices in the slow time.
- Speakers from red or blue states have eliminated the box on applications that speak of prior incarceration. Recidivism is down and crime is down. Criminal justice reform and criminal re-entry is a focus of that group. Legislation is moving in both states like Washington and Mississippi.
- LW asked K. Woodson if he would be willing to work on a committee to explore re-entry for incarcerated individuals.
- LW stated that licensures are state-regulated and told members that they are exploring how they can share licensure from state-to-state to have reciprocity. Hawaii is particularly affected because we have military bases and there is great for need of doctors, nurses and other highly skilled fields.
- Strata, (education foundation which funded our next-gen partnerships) commissioned a research based program focused on work based education that is more relevant with industry weighing in on what is needed in the workforce. LW will share that link with the members.
- LW stated that signed Hawaii up for a pilot project for the research of the GIG economy, (casual workers that get paid with W9s not W2s).

5. Maui County Healthcare Partnership at MEDB

- LW stated that interaction is going well with 135 partners (90 are industry members). There is more discussion needed in this sector.
- LW stated that they have created a map to show areas of shortages of services.
- Able to get funding from CTE for \$40,000 software that puts mentors in real-time on Zoom in classrooms that allow students to connect with real professionals; this is helping especially rural areas. MEDB expects about fifteen (150 interns this summer.
- LW stated that HOSA chapters planning to create work-experience opportunities.
- LW stated that she will be meeting with Tasha Kama to see if she is interested in supporting the health care sector partnership.

6. AJC update – AJC Manager

- K. Arakawa expressed thank you to partners staffing AJC and that she is preparing a schedule every week.

- K. Arakawa suggested a schedule that is static. She felt it makes it easier for all involved.
- LW suggested that we are becoming responsive in real time by the use of technology to enable to serve more effectively on the spot.
- LW suggested unemployment do a training in their new technology tools.
- K. Arakawa stated that AJC held a partner presentation to make everyone aware of services each partner provides and also held HireNet Training.
- K. Arakawa stated the center is now ADA compliant with our new ADA desk from K. Kimizuka.
- K. Arakawa stated that the count for AJC participants since October is one hundred forty-five (145) clients served.
- S. Spring told the members an anecdotal story about a AJC participant using all the equipment then was hired from the process.

7. Fiscal Update – WDB Staff

- L. Ah Yen presented the PY17 budget vs. actual to the Board and the actual allocations for PY18.
- LW stated that the allocation is based on population but the AJC could lose funding and autonomy if we don't continue to be a strong American Job Center; a regional structure would be put in place and that autonomy is important to our County.

J. ANNOUNCEMENTS

1. Faustino Dagdag - Business Services Framework Draft Plan Workshop - March 20, 2019 1:00 P.M. – 3:00 p.m., AJC
2. Maher & Maher Board Compliance Workshop - Wednesday, April 10, UHMC, Laulima Room 225, 9:00 am – 4:00 P.M.
3. Hawaii Energy Conference on Maui at the MACC on 3/27 & 3/28
4. Hawaii Stem Conference at the Hawaii Convention Center on Oahu -5/1 & 5/2
5. Hawaii Small Business Conference on Maui 5/2 & 5/3 at the MACC
6. State of County at King Kekaulike High School on 3/12/19 at 5:30 pm.

K. ADJOURNMENT – LW adjourned the Board Meeting at 11:05 a.m.

*****Please note that agenda items may be taken out of order as deemed necessary by the Board. Persons with questions concerning this Maui County Workforce Development Board meeting, or with requests for special accommodations, should contact the Office of Economic Development (OED):***

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Respectfully Submitted,

Linda Puppolo
WDB Fiscal Specialist
Office of Economic Development
County of Maui