

C. Kimo Alameda, Ph.D.
Mayor



Rossella Guardascione
Chair

Tricia Buskirk
Vice-Chair

Dawn Hao-DeMotta
Vice-Chair

County of Hawai'i
WORKFORCE DEVELOPMENT BOARD
25 Aupuni Street, Suite 1301
Hilo, HI 96720
V/TT (808) 961-8366 • FAX (808) 935-1205

MEETING NOTICE

Hawai'i County Workforce Development Board (HCWDB) Meeting

DATE: Wednesday, November 12th, 2025

TIME: 09:00 AM – 11:00 AM

IN-PERSON: County of Hawai'i – American Job Center Hawai'i
88 Kanoelehua Avenue, Suite A-204
American Job Center Conference Room
Hilo, HI 96720

ONLINE VIA ZOOM:

<https://us06web.zoom.us/j/89316644587?pwd=aH9Mnhxf3ltwC5CmynJ5cWklQTzIzI.1>

Meeting ID: 893 1664 4587

Passcode: 204768

PHONE:

+16699006833, +17193594580 (to join the meeting, enter the meeting ID, see above)

NOTICE IS HEREBY GIVEN that in accordance with Hawai'i Revised Statutes (HRS) Chapters 91 and 92, the following matters will be considered by Hawai'i County's Workforce Development Board (HCWDB).

Meeting Access: This meeting will be held online via Interactive Conference Technology with an in-person location available to the public. The public may attend in person, online, or by telephone. Thus, the HCWDB meeting can be viewed live on Zoom, in person at the location and address listed above, or by telephone. The HCWDB board members will participate in this meeting via the Zoom interactive video conference platform.

NOTE: The in-person location for this meeting is accessible to persons with disabilities. If you require an auxiliary aid/service or other accommodation due to a disability, please contact Addy Atalig at aatalig@hawaiicounty.gov or (808) 961-8366 as soon as possible, preferably no later than 9 o'clock, Monday, November 10th 2025. Requests made as early as possible will allow adequate time to fulfill your request. Upon request, this notice is available in alternative formats such as large print, Braille, or electronic copy.

Equal Opportunity Employer/Program: The meeting is accessible to persons with disabilities. Persons who need special accommodations for this meeting should call 961-8366 a minimum of 48 hours prior to the meeting.

Oral Public Testimony: The public may provide oral testimony at the meeting by calling into the Zoom meeting, attending the meeting in person, or viewing the meeting online via the Zoom link. Pursuant to HRS §92-3, interested persons who want to provide oral testimony may do so either at the time the Board takes public statements on items on the agenda, or at the time the specific agenda item is called, prior to any Board action being taken. To register to testify, please contact Addy Atalig at aatalig@hawaiicounty.gov, preferably no later than 9:00am on Monday, November 10th, 2025. Public attendees may present written testimony at the meeting without prior registration.

Written Public Testimony: The Board encourages the public to submit thoughts, comments, and input via written testimony. The Board requests that written testimony be submitted by 9:00am on Monday, November 10th, 2025, to ensure timely delivery to the Board members prior to the meeting time. Testimony may be submitted by (1) mail to: County of Hawai'i, Department of Research and Development, 25 Aupuni Street, Room 1301, Hilo, Hawai'i 96720 or (2) by email to aatalig@hawaiicounty.gov. Please submit separate testimony for each item. Copies will be distributed by the board secretary at the meeting. All oral and written testimony will be public record. Public attendees may present written testimony at the meeting without prior registration.

Hawai'i County Workforce Development Board

Wednesday, November 12th, 2025

09:00 a.m. – 11:00 p.m.

In-Person and Virtual Public Meeting via Zoom

AGENDA

1. **Call to order***Chair Rossella Guardascione*
2. **Welcome and introductions**
3. **Call for public testimony or comments on agenda items**
4. **Approval of minutes for board meeting on Thursday, March 27th, 2025**
5. **Introduction of Change Makers Community Economic Development Corporation.**
Change Makers Community Economic Development Corporation was selected as the One-Stop Operator for the Workforce Innovation and Opportunity Act (WIOA) for Hawai'i County for Program Year 2024. The selection was made through a competitive process as a Request for Proposal (Under RFP No. 4728). The One-Stop Operator manages the delivery of workforce services within Hawai'i County's local One-Stop system, coordinating and overseeing services to ensure effective collaboration among various service providers.
6. **New Business**
 - a) Recommendation to the Hawai'i County Workforce Development Board (HCWDB) for approval of extension for the WIOA Title I Adult, Dislocated Worker, and Youth Programs for Program Year (PY) 2024.
 - b) **Executive Directors Update**
 - One-Stop Operator updates on the transition timeline, and corresponding changes in the management and coordination of the One-Stop Delivery System.
 - Updates on the Workforce Innovation and Opportunity Act (WIOA) funding, contracts, and dashboard.
 - Discussion on youth employment and workforce needs.
 - Updates on participation in recent resource and job fairs, hiring events, and career expos attended by Executive Director, WIOA service provider staff, and One-Stop partners.
7. **Partner Updates**
 - a) American Job Center Hawaii (AJCH) updates.
 - b) Updates from Workforce Innovation and Opportunity Act (WIOA) TITLE I partner organizations.
 - c) Updates from additional partner organizations.
8. **Announcements**
 - a) Attendance of board members and term limits.
9. **Adjournment**

NOTE on ICT: A meeting held by Interactive Conference Technology shall be automatically recessed for up to 30 minutes to restore communication when audiovisual communication cannot be maintained with all members participating in the meeting or with the "in person" location identified in this agenda. The meeting may reconvene when either audiovisual communication is restored, or audio-only communication is established after an unsuccessful attempt to restore audiovisual communication. If it is not possible to reconvene the meeting as provided in this subsection within 30 minutes after an interruption to communication, then the meeting shall be automatically terminated.

Notice to Lobbyists: If you are a lobbyist, you must register with the Hawaii County Clerk within five days of becoming a lobbyist [Article 15, Section 2-91.3(b), Hawaii County Code]. A lobbyist means, "any individual engaged for pay or other consideration who spends more than five hours in any month or \$25 in any six-month period for the purpose of attempting to influence legislative or administrative action by communicating or urging others to communicate with public officials." [Article 15, Section 2-91.3(a) (6), Hawaii County Code] Registration forms and expenditure report documents are available at the Office of the County Clerk, 25 Aupuni Street, Room 1402, Hilo, Hawai'i 96720.

Board Packet: Pursuant to HRS §92-7.5, the board packet provided to members of this board for this meeting is available for public inspection forty-eight (48) hours before the meeting date, during regular business hours at 25 Aupuni Street, Room 1301, Hilo, Hawai'i 96720.