

DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM (DBEDT)
MINUTES OF THE COMMISSION ON THE 13TH FESTIVAL OF
PACIFIC ARTS & CULTURE (FESTPAC) MEETING

WEDNESDAY, JULY 3, 2019, AT 10:00 A.M.

HAWAI'I CONVENTION CENTER
1801 KALĀKAUA AVE., BOARD ROOM A
HONOLULU, HAWAI'I 96815

Commission Members Present were:

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| J. Kalani English, Chair | - | Senate President's Designee |
| Snowbird Bento | - | Commissioner - Community Member At-Large |
| Lynn DeCoite | - | House Speaker's Designee |
| Māpuana de Silva | - | Community Member At-Large |
| Kalani Ka'anā'anā | - | Hawai'i Tourism Authority Designee |
| Mike McCartney | - | Department of Business, Economic Development & Tourism (DBEDT) |
| Monte McComber | - | Governor's Designee |

Guests:

| | | |
|----------------------|---|--|
| Jacob Aki | - | Senator English's Office |
| Mamiko Carroll | - | State Foundation on Culture of the Arts (SFCA) |
| Donalyn Dela Cruz | - | Strategies 360 |
| Kapalai'ula de Silva | - | Kamehameha Schools |
| James Huang | - | Taipei Economic and Cultural Office (TECO) |
| Honey Maltin-Wisot | - | Strategies 360 |
| Michael Pili Pang | - | PA'I Foundation |
| Jay Rojas | - | PA'I Foundation |
| Aaron Salā | - | Royal Hawaiian Center |
| Vicky Takamine | - | PA'I Foundation |

Staff:

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|---------------------------|---|---------------------------|
| Margaret Ahn | - | Attorney General's Office |
| Dennis Ling | - | DBEDT |
| Jamie Lum | - | DBEDT |
| Selma Malcolm (Recording) | - | DBEDT |
| Randy Tanaka | - | DBEDT |

Apologies:

| | | |
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| Mehana Hind | - | Office of Hawaiian Affairs Designee |
| Misty Kela'i | - | City & County of Honolulu Designee |

CALL TO ORDER:

The meeting was called to order by Chair English on Wednesday, July 3, 2019, at 10:14 a.m., who welcomed everyone present.

APPROVAL OF JUNE 12, 2019 MEETING MINUTES:

Approval of the Minutes of the meeting held on Wednesday, June 12, 2019, were deferred until the next meeting on Thursday, August 15, 2019.

OLD BUSINESS:

A. Festival Director's Report:

Ms. Takamine reported the following:

Financial Statement:

The Financial Statement was reviewed and accepted as presented.

Fundraising:

- PA'I Foundation was awarded two (2) National Endowment for the Arts (NEA) Our Town Grants for \$60,000 and \$20,000 but was only allowed to select one. The higher award of \$60,000 was selected.
- The \$50,000 NEA grant awarded to the State Foundation of Culture and the Arts (SFCA) stipulates that the funds should not be used outside of the Hawai'i State Art Museum (HiSAM). It was suggested that an agreement could be made for HiSAM to exhibit at the Hawai'i Convention Center, which would enable SFCA to use some of the funds to cover ground transportation and meals for the delegations that perform for them.

Meetings with:

- The State Foundation of Culture and the Arts/Jonathan Johnson (SFCA) regarding funding.

- Ford Foundation in New York City on 6/5/2019, and Andrew Mellon Foundation in Minneapolis 6/12/19 regarding funding.
- Biosecurity/Customs 6/14/2019 with Benton Pang, Ph.D., Invasive Species Team Manager, U.S. Fish and Wildlife Service, Pacific Islands Office.
- Heather Giugni and Leann Ferrar 6/19/2019 regarding video documentation of FESTPAC.
- Kanaeokana, Hawaiian Charter Schools and the Kamehameha Schools 6/24/2019 to follow-up on Makahiki Games at Kualoa Ranch.
- Kapiolani Community College (KCC) Chancellor and the Art Department 6/26/2019 regarding Parking/Shuttle Pickup; Curation of Arts Exhibits; Potential Community Day at Marketplace at Kapiolani Community College.
- Sand Island Business Association 6/26/2019 regarding sponsorship of event at Ke'ehi/Marine Education Training Center (METC).
- Nainoa Thompson and Randie Fong 6/28/19 and 'Ohana Wa'a 6/30/2019 regarding programming and hosting of the visiting wa'a.
- NEA Director 7/1/2019 re funding.

Revised Schedule of Events (tentative) for FESTPAC from June 10-21, 2020:

Festival planning and production timeline, including milestones and deadlines:

Ms. Takamine presented a revised Schedule of Events for FESTPAC and advised that Ms. de Silva had already disseminated the information to all the participating nations. Also presented: Fact Sheet (with History of the Festival, Statistics (estimated) and Events); Report from Strategies 360 regarding Brand Identity; SMS Status Report; Progress Report on Biosecurity; and Timelines/an outline of the key milestones and deadlines for FESTPAC organizing committee. Regarding the Schedule of Events, Ms. Takamine stated that:

- The Voyaging Canoes are expected to arrive on the neighbor islands from the different countries from June 1-3, 2020. Protocol will be organized by each island host.
- The Canoes will sail to Maunalua Bay for staging June 7-9, 2020. Contacts will be made with various chartered schools, city clubs and hotels in Waikīkī to host touch lights along the way. During discussion, Ms. Bento advised that the Kamehameha Schools agreed to help coordinate and sponsor the events on June 10, 2020 from Maunalua Bay to Magic Island. She then inquired if the Master Navigators' crew members would be allowed to attend the Festivals without being sponsored for the event. Ms. Takamine replied that the Wa'a crew members (escort crew included), are all part of the official delegations. Chair English remarked that accreditation will be required for them.

- The Opening Ceremonies will be held on June 11, 2020, starting at 4:00 p.m. Ms. Takamine stated that the Kamehameha Day Parade/Parade of Nations route will be from downtown Honolulu to Waikīkī and will include floats and pa'u units. She is looking for volunteers to assist with float building for the event. Tents will be erected for the delegations (nation-by-nation) to change and eat after they perform at the opening ceremonies.
- Opening of the Festival Village is scheduled for June 12, 2020 from 11:00 a.m. to 6:00 p.m. The Village will be located at the Ala Wai Promenade of the Hawai'i Convention Center with satellite locations at the Hawai'i State Art Museum; Bishop Museum; Honolulu Museum of Art; Helumoa, Royal Hawaiian Center; and Ke'ehi Lagoon/ Marine Education Training Center (METC) (Fishing and Voyaging activities).
- Ms. Takamine announced a "hanai" program whereby sponsors can "hanai" or "adopt" a delegation, a wa'a, an event, etc.
- The Ecumenical Choral Services will be held at the Hawai'i Convention Center on June 14, 2020, at 10:00 a.m. A request for hymns was made to the participating nations.
- The Festival Villages will open daily from June 15-20, 2020 with daily performances at the Hawai'i Convention Center.
- Ms. Takamine requested a change of venue for the Closing Ceremony on June 21, 2020 from the Waikīkī Shell to the Kapi'olani Park Soccer Field as that venue could handle a larger crowd. She stated that the cost for that venue will be the same as the Waikīkī Shell. The Commission concurred. A question was raised as to whether lights would be needed for the evening and if there were any restrictions on lighting.
- Ms. Takamine also advised that several meetings/special events proposed during the Festivals including Queens Pageant at the Hawai'i Convention Center; Makahiki at Kualoa Ranch, Taiwan Austronesian Conference, FESTPAC cook-off at Kualoa Ranch and concert also Mango Jam at Frank F. Fasi Civic Grounds/Mr. Ka'anā'anā stated that he would follow-up. He also stated that he will start building the tour packages for FESTPAC.
- Festival Publications in the form of CDs, booklets, etc., will be for sale. Ms. Takamine proposed the production of a PBS Documentary on the Story of FESTPAC.

Biosecurity:

- Ms. Takamine stated that countries will be required to list the products that they wish to bring to FESTPAC including the types of shells used to make merchandise, i.e., costumes/adornment, performance products and products that will be sold at the Festivals. Items/samples will be displayed at the 29th Meeting of the Council of the Pacific Arts and Cultures in September.
- Mr. Pili Pang reported that the next biosecurity meeting will be held in August 2019, and that representatives from all agencies, such as U.S. Fish and Wildlife Services, Customs and Border Protection, etc., will be attending the 29th Meeting of the Council of Pacific Arts & Culture September 10-13, 2019.

Regarding Security, PA'I Foundation is currently working with the Honolulu Police Department, Hawaiian Electric Security Division and the Emergency Management Service.

- Ms. Takamine suggested that a meeting should be coordinated with all the state departments responsible for the harbors to provide information and/or assistance for the wa'a entering the harbors.

Ms. Takamine advised the Commission that Mr. McComber offered a space at the Royal Hawaiian Center for FESTPAC merchandise (polo shirts, pins, earrings) and that she will discuss the FESTPAC launch in September at the Royal Hawaiian Center with Mr. McComber and Strategies 360.

A question was also raised as to who owns the FESTPAC logo.

NEW BUSINESS:

Chair English announced that Mr. Randy Tanaka, Deputy Director at DBEDT, will serve as a liaison between the Commission and PA'I Foundation and DBEDT in order to facilitate the tasks that need to get done between Commission meetings. He will oversee all contractors and subcontractors.

Ms. de Silva expressed uncertainty as to what Mr. Tanaka's role will be. Mr. Tanaka responded that he will be a point person for the Commission. He will not be making any program decisions. He views his primary role as overseeing the budget to insure that there is enough money to do what is planned.

Chair English opened up for questions and comments from the other Commissioners. Once everyone had a turn to speak, he requested and received consensus from the Commission about Mr. Tanaka's role.

- Transfer of Ownership of festpachawaii.org website to the State:

The Commission requested that festpachawaii.org website be transferred over to the State of Hawai'i. Strategies 360 will oversee the transfer and DBEDT will be billed accordingly.

- PA'I Foundation Contract and its Subcontractors, including Strategies 360 and others:

The Commission requested a list of the contractors and subcontractors including Strategies 360 and SMS, as well as a list of PA'I Foundation's employees.

- Contract for Logistical Services for the Festival Awarded to Pacific Islands Institute:

The RFP for logistical services was awarded to the Pacific Islands Institute. A contract is in the process of being executed.

- Re-Solicitation for Fundraising Services:

There were no responses to DBEDT's RFPs for a fundraiser. Ms Takamine reported that in the meantime, PA'I Foundation and its subcontractors are coordinating fundraising packages.

- 29th Meeting of the Council of Pacific Arts and Culture (CPAC), September 9-13, 2019:

Ms. de Silva reported that the Secretariate of the Pacific Community (SPC) has a budget to pay for some of the meals for this meeting. Mr. Ka'anā'anā reiterated that the Hawai'i Tourism Authority (HTA) has allocated up to \$15,000 to pay for other expenses not covered by the Pacific Community. Ms. de Silva will work with Mr. Ka'anā'anā to coordinate the equipment, i.e., headsets, etc., that will be used during the 29th CPAC meeting in September.

- Hawai'i Delegation to the Festival: Framework for Selecting Delegates and the Head of Delegation:

The Head of Delegation (HOD) for FESTPAC should not be the head of state or their representative, but rather someone in a senior position who will manage and coordinate the delegation while at the Festival. During a brief discussion Ms. Takamine advised that PA'I Foundation would do the delegation accreditation for the volunteers and that the list will be available at the end of the year. Each of the disciplines, e.g., culinary,

visual, performing, etc., are meeting and will choose a HOD for their group. The HODs will eventually meet and select one overall HOD.

DATE OF NEXT MEETING:

The next meeting is scheduled for Thursday, August 15, 2019, at 10:00 a.m., at the Hawai'i Convention Center, Board Room A.

Chair English thanked everyone for attending the meeting. He also thanked Mr. Ka'anā'anā for providing lunch.

ADJOURNMENT:

The meeting was adjourned at 12:14 p.m.

Respectfully submitted,



August 14, 2019

Senator J. Kalani English
Chair

Date