



HO'OU LU LĀHUI  
Regenerating Oceania  
13th Festival of Pacific Arts & Culture  
Hawai'i 2024

MINUTES OF THE COMMISSION ON THE 13<sup>TH</sup> FESTIVAL OF  
PACIFIC ARTS & CULTURE (FestPAC) MEETING

**MONDAY, APRIL 19, 2021 AT 2:30 PM**

VIA VIRTUAL APPLICATION ZOOM: VIDEO / AUDIO CONFERENCE

Commission Members Present were:

Kalani Ka'anā'anā, Chair	-	Hawai'i Tourism Authority (HTA) Designee
Snowbird Bento	-	Community Member At-Large (Departed at 3:02 p.m.)
Māpuana de Silva	-	Community Member At-Large (Arrived at 2:34 p.m.)
Jamie Lum	-	Department of Business, Economic Development and Tourism (DBEDT)
Richard Onishi	-	House Speaker's Designee (Arrived at 2:36 p.m.)
Makanani Salā	-	City and County of Honolulu Designee
Hinaleimoana Wong-Kalu	-	Office of Hawaiian Affairs (OHA) Designee

Guests:

Jackie Lynne Burke	-	Public Member
Maka Casson-Fisher	-	Hawai'i Tourism Authority (HTA)
Ilihia Gionson	-	Native Hawaiian Hospitality Association
Dede Howa	-	Hawai'i Tourism Authority (HTA)
June Matsumoto	-	Public Member
Monte McComber	-	Public Member
Aaron Sala	-	University of Hawai'i/Royal Hawaiian Center

Staff:

Margaret Ahn	-	Deputy Attorney General
Marlene Hiraoka	-	DBEDT
Selma Malcolm	-	DBEDT
Timothy Tiu	-	DBEDT

Apologies:

Jarrett Keohokālolo	-	Senate President's Designee
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### **CALL TO ORDER**

The meeting was called to order by Chair Kalani Ka'anā'anā at 2:31 p.m., who welcomed everyone present via ZOOM and Facebook Live.

Chair Ka'anā'anā called upon Ms. Wong-Kalu to do the *wehena* (opening).

### **PUBLIC TESTIMONY ON AGENDA ITEMS**

Chair Ka'anā'anā invited members of the public to testify on the agenda items. Hearing none, he continued with agenda items.

### **APPROVAL OF APRIL 5, 2021 MEETING MINUTES**

The minutes were distributed and reviewed by Commissioners. Chair Ka'anā'anā asked if there were any corrections to the minutes.

Hearing none, a motion was made by Ms. Lum and seconded by Ms. Bento to adopt the minutes unamended.

A roll call vote was requested with the following Commissioners approving the motion to approve the minutes: Chair Ka'anā'anā, Ms. de Silva, Ms. Bento, Rep. Onishi, Ms. Lum, Ms. Wong-Kalu, Ms. Salā.

Motion was unanimously approved.

### **LEGISLATION**

Chair Ka'anā'anā shared a summary about Senate Bill 696 which would extend the life of the Commission until August 31, 2025 and permits commission members to discuss matters outside of a public meeting to perform their duties.

Ms. Lum reported that the Conference Committee met and a CD1 that corrects the flawed date will need to be approved by the Finance Committee. The Conference Committee will be reconvening on Wednesday, April 21, 2021 at 1:30 p.m.

Chair Ka'anā'anā expressed that, hopefully, the CD1 will be approved with the sunset date corrected to August 31, 2025. In addition, language proposed by the Office of Information Practices (OIP) will be included in the draft which will state that, at the most, four Commission Members may meet privately provided that their discussion topics are presented at a Commission meeting on a monthly basis.

### **DISCUSSION AND ADOPTION OF REVISED PROGRAM MATRIX**

Chair Ka'anā'anā turned over this portion of the agenda to Ms. Bento and Mr. Gionson.

Ms. Bento expressed her thanks to Ms. Salā for reading the report at the last Commission meeting, on her behalf. Ms. Bento expressed that she would like the big bucket items to be brought to a final vote.

Ms. Bento mentioned that she reviewed minutes from November 10, 2020, that indicated the program (offering and scheduling) was to be finalized; however, it appears that the programming was never finalized at that time. In addition, during the December 1, 2020, Commission meeting, a final vote on programming was not made at that time as well. Hence, those bucket items were up for discussion when Ms. Bento and her sub-committee met.

Ms. Bento indicated that she would like to stick to the themed pillars that the Festival was initially built upon. Mr. Gionson shared the diagram with the comparisons of the original and revised bucket categories. Ms. Bento stated that she also reviewed the minutes and video of the last Commission meeting.

Ms. Bento expressed that her subcommittee would like the approval of the big bucket categories. They are not looking at discrete, detailed descriptions. She asked Commission members if this would allow her and her sub-committee to move forward to further develop programming descriptions. She commented that at this point, with the approval of the big buckets, the Commission may be able to begin securing financing and developing an overall budget.

Ms. Bento further stated that since the original buckets were never approved, her sub-committee developed new buckets. If there are categories that may have been omitted, it is because her sub-committee focused upon what types of specific descriptions would likely fit into the big buckets.

Ms. Bento asked for comments from Commission members. She emphasized, however, that the comments and discussion did not have to be detailed. She also asked Chair Ka'anā'anā if there is a calendar, or a deadline for when he would like the more discrete/detailed buckets to be completed.

Chair Ka'anā'anā expressed that his recommendations would be to take a vote on the big bucket items so that it would not need to be revisited again. There is a need to move forward on the more discrete items that would fall into the big bucket categories. Country delegations will then provide their feedback on areas that they would be participating in.

Rep. Onishi asked for clarification as to whether the big buckets were from originally discussed categories. Hearing confirmation, Rep. Onishi made a motion to approve the big bucket categories and Ms. de Silva seconded the motion.

Ms. de Silva complemented Ms. Bento and her sub-committee for reviewing programming of past Festivals. She also expressed her appreciation to the sub-committee for its intention to craft "old" but "new" bucket categories.

A roll call vote was requested with the following Commissioners approving the motion to approve the big buckets: Chair Ka'anā'anā, Ms. de Silva, Ms. Bento, Rep. Onishi, Ms. Lum, Ms. Wong-Kalu, Ms. Salā.

Motion was unanimously approved.

## **DISCUSSION OF FORMATION OF SUB-COMMITTEES**

Chair Ka'anā'anā explained that he added this item to the agenda because it was somewhat related to the next agenda item regarding the Festival Manual and Guam's After Action Report.

Chair commented that he would like recommendations to be made for sub-committees. For his areas of responsibility pertaining to fundraising and Opening and Closing ceremonies, he and his sub-committee would be able to plan and execute details for those specific areas.

Chair Ka'anā'anā asked for comments/discussion related to sub-committees.

Chair explained that for the area of public relations and communications, although the Commission retained Strategies 360 in the past, he will now be requesting assistance from staff at HTA and NAHAA including from HTA's in-house publicist, Ms. Marissa Yamane. With respect to the area of fundraising, Chair will need to have a discussion with Ms. Lum regarding the drafting of a Request for Information (RFI). The RFI will guide the Commission in its approach to fundraising and other development work.

Chair Ka'anā'anā explained that the Opening and Closing ceremonies are currently on hold at the moment because he will need to identify venues. He commented that venue representatives will eventually be participants of his sub-committee. He also expressed that as the date of the Festival approaches, additional team members will be asked to join his sub-committee.

Chair asked Commissioners for any comments regarding sub-committees. Ms. Lum commented that in looking at her/DBEDT's *kuleana*, much of the work will be handled by in-house DBEDT staff. She indicated, however, that it also would depend upon any State funding and other types of fundraising that may occur in the future. At the moment, she will be relying upon in-house staffing and is also interested in reaching out to Mr. Jonathan Johnson at the State Foundation on Culture and the Arts (SFCA) regarding event planning that their organization has done in the past. She also commented on seeking advice from Ms. Salā's office related to the procurement of goods and services for events.

Ms. Salā expressed that she would like to confirm the location of the Festival Village. Her questions and concerns are related to securing the venue, providing 24-security for the duration of the 10-day Festival, etc. Chair Ka'anā'anā expressed that he would like everyone to review and use the venue form to make suggestions. He stated that he will be completing forms for Iolani Palace and Kapiolani Park for the Opening and Closing ceremonies. He also confirmed that many events will be held at the Hawaii Convention Center since funding has already been secured for this purpose. He further stated that the Convention Center has ample space for exhibitions, symposia, display areas for art, etc.

Rep. Onishi shared that since Commissioner English stepped down as a Commissioner, he and Sen. Keohokālolo have not had an opportunity to meet due to time constraints because of the Legislation Session. They will plan on meeting after the Session.

## **DISCUSSION OF FESTIVAL MANUAL AND 12<sup>TH</sup> FESTIVAL (GUAM) AFTER ACTION REPORT**

Chair Ka'anā'anā reminded Commissioners that the FestPAC Manual and Guam After Action Report were distributed for their information and review. He indicated that the Manual would need to be reviewed to determine if it will work for Hawai'i or whether it needed to be updated. Hawai'i will have issues pertaining to border control, agricultural related matters, etc. and that the nature and layers of government regulations in Hawai'i differ from those of the Pacific Islands.

Chair Ka'anā'anā commented that a Festival Director has not yet been appointed. Ms Salā agreed that this is a concern and asked who will fill that role. Ms. Bento expressed that Commissioners should nominate individuals for the position. Chair asked for comments and expressed that the current difficulty is that the Commission does not have funding to staff this position. He further commented that a Festival Director is needed because when there are no clear lines of responsibility, the planning and coordination of an event such as FestPAC becomes challenging. He is aware that this is a full-time position that will be required, at least, from two years out before the Festival is held. Chair also reminded Commissioners that budget items and funding needed to be prioritized including grant writing, etc. He emphasized that there are holistic considerations for the Festival including human resources, public relations, safety, security, etc. Without a full-time director, there is a greater chance that details will fall through the cracks as the event approaches.

Ms. Lum agreed that there is a need to retain a full-time Director two years out and that it needed to be a compensated position. She suggested that another option to consider would be to finance this position within the sponsorship area similar to how other non-profit organizations fund an Executive Director by having sponsor's staff on loan for the duration of the planning and implementation of an event.

Chair Ka'anā'anā suggested exploring AmeriCorps VISTA requirements, too. He also mentioned engaging youth in the planning process.

Ms. de Silva provided historical information in that the position of Festival Director is usually a governmental position. The individual is employed by the government and paid by the government. Ms. de Silva noted that in other countries, the Festival Director would have existing relationships and contacts in place. She wondered if there is an individual in Hawai'i who might be able to assume that role.

Rep. Onishi expressed that the Commission needs to review the overall budget again. He suggested developing a couple of operational budgets to determine amounts that needed to be allocated for specific areas. He mentioned that even for fundraising, the Commission does not have a current target goal. Ms. de Silva believes that there needs to be government representation. Rep. Onishi commented that it would behoove the Commission to look at DBEDT to explore the possibility of securing an appropriation for a Festival Director, as an excluded position, through DBEDT, because the State of Hawai'i, as the host, needs to ensure that the Festival succeeds. He further stated that the Commission should not seek a contractor for this role because if there are relationship and other problems that surface, at the end of the

day, it is still the State of Hawaii that would be responsible for the event. Rep. Onishi also commented that we normally would not approach developing a position for this purpose, however, the State would not normally host this type of event so there needs to be an understanding that it would be important to consider an appropriation for the position of Festival Director.

Chair Ka'anā'anā stated that he would develop an overall budget before the next meeting to give the Commission a starting point. He also would like to add to the next meeting agenda, information about the ANA grant application for the Festival and the possibility of working with AmeriCorps VISTA. He will also meet with the East-West Center to see if there might be U.S. State Department resources available to assist the Commission. Chair also would like the State Foundation of Culture and Arts (SFCA) to do a presentation to the Commission so that Commissioners would have a better understanding of their programs and determine if the SFCA might be able to provide support with grant writing and administration.

Ms. de Silva explained that the Administration for Native Americans (ANA) solicitation is open and that a training session will be held next week. The deadline to apply is late June or early July.

Chair Ka'anā'anā asked Mr. McComber about his interactions with Council of Pacific Arts and Culture (CPAC) and Youth Ambassador programs and whether he might be able to obtain a listing of the heads of delegations through his involvement with those programs. Ms. de Silva commented that it would not be possible until new FestPAC invitations are sent to countries. She further explained that many representatives on the Council are heads of their respective delegations. The country point-of-contacts would be the appropriate individuals to request for such a listing.

Chair Ka'anā'anā further explained that he was interested in receiving a listing of the heads of delegations to determine if the Commission should invite delegations to make a country presentation to the Commission. It would be helpful for Commissioners to gain a better understanding of each country, their culture, etc. Ms. de Silva stated that it would be best to work through the point-of-contacts for these types of requests. She mentioned that The Pacific Community (SPC) recently published a guide on etiquette across the Pacific which is a good resource to gain an understanding of country protocols, values, how they think, etc. She will forward a copy to Ms. Sanders and Mr. Casson-Fisher. Chair Ka'anā'anā expressed that he would like to nurture communication between countries and the Commission. Ms. de Silva indicated that she would be able to develop a schedule for the next couple of years, however, the biggest difficulty is getting countries to respond to emails. Most will wait until the last minute to respond with comments/decisions. She agreed that having personal contacts might help countries to respond to the Commission's requests in a timely matter.

#### **PUBLIC TESTIMONY ON AGENDA ITEMS**

Chair Ka'anā'anā invited the public to again offer comments.

Ms. Ahn reminded Commissioners that they should leave their cameras on during the meeting. If a Commissioner needs to leave the meeting, they should make an announcement so that the public will know that the Commissioner has left the meeting.

**NEXT MEETING**

Chair Ka'anā'anā confirmed that the next meeting will be held on May 3, 2021, at 2:30 p.m.

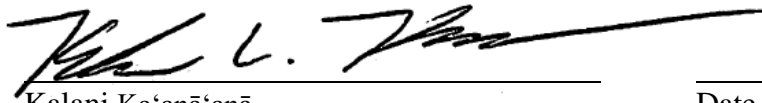
**ADJOURNMENT**

Chair Ka'anā'anā made an announcement for the "Hawaiian Airlines May Day: Māka'ika'i 2021" event, which is supported by HTA. He mentioned that the event will feature Hālau Mōhala 'Ilima and other performances by notable artists. The event will be broadcast live on May 1<sup>st</sup> on KGMB, Facebook Live and KFVE. He reminded folks to wear a lei, make a lei, and give a lei on May Day.

Ms. Salā mentioned that the City and County of Honolulu will be attempting to make the longest lei and beat India's record. The City and County of Honolulu is also a sponsor of the "Hawaiian Airlines May Day: Māka'ika'i 2021" event.

Chair Ka'anā'anā adjourned meeting at 3:16 p.m.

Respectfully Submitted,



Kalani Ka'anā'anā  
Chair

04/30/2021

Date