



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

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

MONDAY, JANUARY 10, 2022 AT 3:00 PM

VIA VIRTUAL APPLICATION ZOOM: VIDEO / AUDIO CONFERENCE

Commission Members Present were:

Kalani Ka'anā'anā, Chair	-	Hawai'i Tourism Authority (HTA) Designee
Maenette Ah Nee-Benham	-	Governor's Designee
Snowbird Bento	-	Community Member At-Large
Sylvia Hussey	-	Office of Hawaiian Affairs (OHA)
Jarrett Keohokālole	-	Senate President's Designee
Jamie Lum	-	Department of Business, Economic Development and Tourism (DBEDT)
Richard Onishi	-	House Speaker's Designee
Māpuana de Silva	-	Community Member At-Large

Guests:

Jackie Burke	-	Public Member
Maka Casson-Fisher	-	Hawai'i Tourism Authority
Dede Howa	-	Hawai'i Tourism Authority
Lynn Martin Graton	-	Public Member
Ngahiraka Mason	-	Public Member
June Matsumoto	-	Public Member
Monte McComber	-	Public Member
Aaron Salā	-	Festival Director
Mālia Sanders	-	Native Hawaiian Hospitality Association
Kanoe Takitani-Puahi	-	Native Hawaiian Hospitality Association

Staff:

Gregg Kinkley	-	Office of the Attorney General
Timothy Tiu	-	DBEDT
Scott Tome	-	DBEDT
Marlene Hiraoka	-	DBEDT

Apologies:

Kēhaulani Pu'u	-	City and County of Honolulu Designee
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CALL TO ORDER

Chair Kalani Ka'anā'anā delivered opening remarks by welcoming all present with his New Year's greetings. He continued by introducing Mr. Gregg Kinkley, Deputy Attorney General and thanked him for participating in the meeting following Ms. Margaret Ahn's recent retirement. Chair expressed his thanks to Ms. Ahn for her time spent with the FestPAC Commission with hopes that she is enjoying her retirement.

At 3:04 p.m., Chair conducted roll call of Commissioners present: Chair, Ms. Ah Nee-Benham, Ms. Hussey, Ms. Lum, Mr. Onishi, Ms. Bento, Ms. Lum, Ms. de Silva, Mr. Keohokālole.

Chair reported that, as shared with Commissioners previously, Ms. Makanani Salā submitted her letter of resignation and has been officially released from the Commission. Honolulu Mayor Rick Blangiardi has appointed Ms. Kēhaulani Pu'u as the new Commissioner representing the City and County of Honolulu; however, she was unable to join today's meeting.

Chair called upon Festival Director (FD) Salā to do today's *wehena* (opening). FD Salā acknowledged former Commissioner Mr. Monte McComber for the reminder that next Monday, January 17, is Martin Luther King Jr. Day, a Federal Holiday that is recognized on the third Monday of January each year in honor of the influential and well-known civil rights leader.

FD Salā shared a photo of Dr. King taken during the famous march from Selma to Montgomery. Reverend Abraham Akaka, then reverend of Kawaiha'o Church, sent lei to Dr. King which is captured in the photo that the FD shared. The lei were delivered by a Hawai'i contingent as a symbol of support and solidarity. The Hawai'i representatives not only presented a lei to Dr. King but also proudly carried a banner that read "*Hawaii Knows Integration Works*". Six years before the famous march that began in Selma, Dr. King spoke to the Hawai'i Legislature and was inspired by Hawai'i's reputation as a successful multi-racial society that had accomplished much in areas of racial harmony and racial justice.

FD Salā continued by stating that FestPAC will not only be the intersection of culture and cultural activity of Pacific People but also presented as a venue and vehicle to convene diplomatic meetings for the people of Oceania.

Chair thanked the FD for the *wehena* and added that January 17th is also the date that the Kingdom of Hawai'i was overthrown.

PUBLIC TESTIMONY ON AGENDA ITEMS

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

APPROVAL OF DECEMBER 6, 2021 MEETING MINUTES

The minutes were distributed and reviewed by Commissioners. Chair asked if there were any comments or changes to the minutes. Hearing none, he asked for a motion to be made and it was made by Ms. Hussey and seconded by Ms. Ah Nee-Benham. A roll call vote was requested with the following Commissioners approving the motion to approve the minutes of December 6,

2021: Chair Ka‘anā‘anā, Ms. Ah Nee-Benham, Ms. Bento, Ms. Hussey, Mr. Keohokālole, Mr. Onishi, Ms. de Silva, Ms. Lum.

Motion was unanimously approved.

REPORT ON PERMITTED INTERACTIONS, PURSUANT TO ACT 103, SESSION LAWS OF HAWAI‘I 2021

Chair Ka‘anā‘anā reported that there were no Venues Committee Permitted Interaction Group meetings; however, the Administrative Committee (AC) held two meetings, on December 30, 2021, and January 3, 2022, between the last Commission meeting and today’s meeting. The AC Chair circulated minutes of the meeting which were included in the Commissioners’ meeting packet and will be reported on during the next agenda item.

ADMINISTRATIVE COMMITTEE REPORT

At the suggestion of the AC Chair Ms. Ah Nee-Benham, Chair Ka‘anā‘anā took the lead and reported on the AC’s meetings that were held. He commented that discussion and/or action on commission administrative support through June 2023 is being requested. He began by summarizing the administrative support that the Native Hawaiian Hospitality Association (NaHHA) has been providing to the Commission through a contract with HTA; however, such support has not been formalized with regard to its relationship to the Commission.

The AC would like this relationship to be formalized in order to provide support for the FD related to the planning and implementation of FestPAC in areas such as fiduciary responsibilities pertaining to fundraising and the intake of funds, insurance coverage for the festival, employing festival staff, legal services and other matters related to FestPAC. Chair noted that the AC discussed several options, however, in light of the immediate need to create an administrative structure, it was suggested that a Memorandum of Agreement (MOA) for administrative support be executed through June 2023. He reminded the Commission that other means of procurement will need to be conducted after June 30, 2023. Chair welcomed comments from Commissioners regarding (1) executing an MOA until June 2023; and (2) other options to secure administrative support from July 2023 onward until the Festival.

Chair turned over the discussion to Ms. Ah Nee-Benham as Chair of the AC. Ms. Ah Nee-Benham first thanked AC committee members for meeting during the holidays. She welcomed the Commission’s thoughts regarding formalizing the need for administrative support during the interim and what should be done going forward. She referred to the AC meeting notes regarding procuring for administrative support via an RFP post June 2023 and would like to seek guidance from the AG regarding this matter.

Ms. Hussey commented by sharing her understanding that there is a mechanism currently in place for administrative support through NaHHA that is effective through June 2023. She asked why it wasn’t possible to extend the contractual relationship through 2024. Chair provided feedback by noting that the contract between HTA and NaHHA specifically included language for NaHHA to support FestPAC and the HTA representative on the commission through June 2023. HTA has a statutory limit on its contract with NaHHA. Chair hopes that the Commission will have its own resources to procure for administrative support services from July 2023 onward

until the completion of the Festival. In the meantime, HTA is willing to provide support through its contract with NaHHA that will expire on June 30, 2023.

Mr. Keohokālōle added that the current framework was implemented in order that planning could continue in 2022 with a goal of executing a permanent structure by January 1, 2023. Chair reminded Commissioners that there are 125 weeks before the start of FestPAC. Ms. Ah Nee-Benham stressed the importance of providing the FD with administrative structure in order for him to secure resources to manage and execute the Festival.

Mr. Kinkley asked for confirmation from the Chair that the existing contract between HTA and NaHHA includes the four basic needs/tasks that the Chair reported on. Chair confirmed that the four tasks he mentioned earlier was included in NaHHA's base contract with HTA. In the original contract, HTA has the option to extend four one-year contracts that is effective through June 2023.

Ms. Hussey asked whether, process wise, it would be possible to secure a parallel contract that would be effective from July 1, 2022 through 2024? Is there a way to include a transition period for a contractor to work together with the current contractor? Chair indicated that the Commission is unable to conduct any solicitations until funding is secured and available. At this time, there are no funds available, and the Commission needs an entity to receive funds. Mr. Keohokālōle also commented that there is a need to retain an interim entity to hold those funds. Chair agreed that if it is possible to overlap two contractors, that would be a good direction to consider. Ms. Ah Nee-Benham expressed appreciation for Ms. Hussey's comments and noted that there will be many lessons learned over the next several months.

Ms. Lum raised a question about 2023 being the end of the timeframe of the NaHHA contract and whether HTA would need to resolicit for services. She asked if this is a statutory requirement and whether there is a possibility to request for an exemption to extend the contract based upon the current contractor's demonstrated experience. Chair confirmed that HTA is required, statutorily, to issue an RFP for services once the contractor has completed the five-year contract period.

Chair returned to his initial request for the Commission to approve executing an MOA with NaHHA. He would like the Commission to endorse a move to formalize support on behalf of NaHHA through HTA. Chair will seek guidance on who will enter into the MOA with NaHHA. HTA is administratively attached to DBEDT and the FestPAC Commission is attached to DBEDT. He is seeking guidance from the AG regarding what the Commission will need to do. Mr. Kinkley requested an electronic copy of the original contract between NaHHA and HTA. Mr. Keohokālōle commented that, in many ways, the Commission has already taken multiple votes regarding this matter.

At 3:27 p.m., Chair announced that Mr. Onishi and Ms. Bento would need to leave the meeting and that the Commission would still have a quorum.

Ms. Hussey asked a question about the idea of a two-year contract that would sunset on August 31, 2025. She asked whether this could be considered a sponsorship commitment. Mr. Kinkley indicated that this scenario might have procurement considerations.

Chair entertained a motion for Commissioners to approve formalizing administrative support services from NaHHA to the Commission through June 2023. Ms. Lum moved to approve the motion and Mr. Keohokālole seconded the motion. A roll call vote was requested with the following Commissioners approving the motion to formalize administrative support services between NaHHA and the Commission: Chair Ka'anā'anā, Ms. Ah Nee-Benham, Ms. Bento, Ms. Hussey, Mr. Keohokālole, Ms. de Silva, Ms. Lum. Mr. Onishi and the City's new representative, Ms. Pu'u, are excused.

Motion was unanimously approved.

PUBLIC TESTIMONY ON AGENDA ITEMS

Chair Ka'anā'anā invited the public to again offer comments. Chair thanked members of the public who have been attending Commission meetings. Hearing none, he moved into announcements.

ANNOUNCEMENTS

Ms. Sanders reported that the Governor's Emergency Proclamation Order regarding Act 220 allows virtual public meetings to be held through February 28, 2022, unless terminated or superseded by a separate proclamation.

NEXT MEETING – FEBRUARY 14, 2022

The next FestPAC Commission meeting is confirmed for Monday, February 14, 2022, at 3:00 pm.

ADJOURNMENT

Chair Ka'anā'anā adjourned meeting at 3:33 p.m.

Respectfully Submitted,

Kalani Ka'anā'anā
Chair

02/08/2022

Date

PA'I CONTRACT EXPENSES

<u>EXPENSE CATEGORY</u>	<u>SUB-TOTAL</u>	<u>TOTAL</u>
Personnel		\$ 313,644.00
Administration	\$ 291,221.00	
Contract Labor	\$ 22,423.00	
Administrative		\$ 33,714.00
Rent/Office	\$ 25,130.00	
Phone/Internet	\$ 1,128.00	
Accounting (Quickbooks)	\$ 3,053.00	
Insurance	\$ 3,384.00	
PO Box Rental	\$ 276.00	
Supplies	\$ 743.00	
Travel		\$ 13,016.00
CPAC 2018 (Fiji)	\$ 10,765.00	
Neighbor Island (incl. travel for S360)	\$ 2,251.00	
Contractual Services		\$ 125,544.00
Marketing	\$ 80,136.00	
Data Collection	\$ 24,385.00	
Advertising	\$ 1,414.00	
Venue Rental (Fiji - Host Reception)	\$ 8,275.00	
Booth Exhibit Rental	\$ 1,500.00	
Prince Waikiki (FestPAC Launch Reception)	\$ 9,834.00	
Miscellaneous		\$ 6,972.00
FestPAC Merchandise	\$ 6,125.00	
Gifts (Fiji trip)	\$ 385.00	
Bank Fees	\$ 177.00	
Dues/Subscriptions	\$ 178.00	
Parking	\$ 107.00	
Venue payment to HCC		\$ 737,110.00
TOTAL		\$ 1,230,000.00