



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

MONDAY, JUNE 27, 2022, AT 3:00 PM

VIA VIRTUAL APPLICATION ZOOM: VIDEO / AUDIO CONFERENCE

Commission Members Present were:

Kalani Ka'anā'anā	-	Hawai'i Tourism Authority Designee
Snowbird Bento	-	Community Member At-Large Designee (Arrived at 3:12 pm)
Māpuana de Silva	-	Community Member At-Large Designee
Sylvia Hussey	-	Office of Hawaiian Affairs Designee
Jarett Keohokālole	-	Senate President's Designee
Jamie Lum	-	Department of Business, Economic Development and Tourism (DBEDT) Designee
Richard Onishi	-	House Speaker's Designee
Kehaulani Pu'u	-	City and County of Honolulu Designee

Guests:

Stephan Bradley	-	Public Member
Jackie Burke	-	Public Member
Brandon Bunag	-	Public Member
Mamiko Carroll	-	Public Member
Maka Casson-Fisher	-	Hawai'i Tourism Authority
Lynn J. Martin Graton	-	Public Member
Ngahiraka Mason	-	Public Member
Monte McComber	-	Commission Liaison to CPAC
Aaron Salā	-	Festival Director
Kanoe Takitani-Puahi	-	Native Hawaiian Hospitality Association
Pris Teixeira	-	Public Member
Margo Vitarelli	-	Public Member
Caroline Yacoe	-	Public Member

Staff:

Elise Amemiya	-	Office of the Attorney General
Marlene Hiraoka	-	DBEDT
Timothy Tiu	-	DBEDT
Scott Tome	-	DBEDT

Apologies:

Maynette AhNee-Benham	-	Governor's Designee
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CALL TO ORDER

At 3:02 p.m., Chair Kalani Ka'anā'anā welcomed all present. Chair then conducted roll call of Commissioners: Chair, Ms. Hussey, Mr. Keohokālole, Ms. Lum, Ms. de Silva, Mr. Onishi, Ms. Pu'u. Chair indicated that Ms. Bento would arrive later, and that Ms. Ah Nee-Benham is excused. The *wehena* (opening) was conducted by Ms. Pu'u.

Ms. Pu'u expressed her thanks for the honor in sharing the *wehena*. She spoke about Kamehameha the Great's amazing leadership after the victory of the Battle of Nu'uaniu. He returned to the people and treated those who were embattled. He ordered those who were injured were treated to and he ordered his warriors to help ease suffering by planting *kalo* (taro), *'ulu* (breadfruit), *'uala* (sweet potato), etc. She compared those efforts of the past to the Commission and acknowledged that, at times, there may be difficult matters that Commissioners will encounter, however, working alongside members of the community will hopefully result in *aloha* (unconditional extension of friendship and trust).

Ka Makua Mau Loa Church services, which Ms. Pu'u attends, has been held virtually for the past two years. She shared that the first *hō'ike* (exhibition/showcase) that was held in-person represented various *'ahahui* (clubs) and family groups that worshiped through *mele* (songs). She expressed that it was nice to connect with people and create space to celebrate together. Similarly, when she thinks about the Festival, she recognizes that we are creating space to connect with one another and those representing countries in the Pacific. She is proud to be a part of this effort.

Chair thanked Ms. Pu'u for the *wehena*.

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 MAY 16, 2022 MEETING MINUTES

The May 16, 2022, 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 Mr. Onishi, seconded by Ms. Hussey. A roll call vote was requested with the following Commissioners approving the motion to approve the minutes of May 16, 2022: Chair, Ms. de Silva, Ms. Hussey, Mr. Keohokālole, Ms. Lum, Mr. Onishi, Ms. Pu'u.

Motion to adopt the May 16, 2022, minutes, unamended, was approved.

REPORT ON PERMITTED INTERACTIONS, PURSUANT TO ACT 103, SESSION LAWS OF HAWAII 2021

Chair Ka'anā'anā reported that two meetings were held. The Administrative Committee (AC) and the Venues/Program Committee (VC) met, and details of the meeting discussions will be covered later in the agenda.

Chair welcomed Ms. Bento who joined the meeting at 3:12 pm.

PRESENTATION, DISCUSSION AND/OR ACTION REGARDING ADMINISTRATIVE COMMITTEE UPDATE

Chair reported on behalf of Ms. Ah Nee-Benham, Chair of the AC. Chair reported that the AC met on June 13, 2022 and the meeting was attended by Ms. AhNee-Benham, FD Salā, Ms. Hussey, Mr. Keohokālole, and Chair and they discussed the FestPAC budget revisions. The Commission had previously approved a budget of approximately \$20 million for the entire Festival. The current budget revisions totaled \$17.4 million, however, they are working to reduce it to \$15 million. The FD will be reviewing the allocation of expenses that may be related to in-kind sources.

The AC has identified three major budget areas: Administration, Operations, Venue/Program. The FD will continue to work with the AC to refine the budget, however, at this time, the AC is not ready to present those refinements to the Commission. Chair summarized that the FD was asked to present a timeline and GANTT (Generalized Activity Normalization Time Table) chart of events for visuals, etc. Those items are included in the AC meeting minutes that is part of today's meeting materials.

Chair asked if members had comments or questions. Hearing none, he moved on to the next agenda item.

PRESENTATION, DISCUSSION AND/OR ACTION REGARDING VENUES AND PROGRAMMING COMMITTEE UPDATE

Chair turned over this portion of the meeting to Ms. Lum, Chair of the VC. Ms. Lum reported that the committee met on June 22, 2022, and the meeting was attended by Ms. Bento, Mr. Onishi, Ms. Pu'u, FD and herself.

Ms. Lum reported that the main purpose of the VC meeting was to review updates from the FD. They discussed several action items that need to be completed by the end of the year such as an update of the agreement with the University of Hawai'i (UH) related to housing and the need to execute Memorandum of Understanding (MOU) with satellite venues by year-end, too.

The VC reviewed core programming and respective venues. Venues that are interested in participating in the Festival and programming are the Bishop Museum, HiSAM, UH-West Oahu and others. Venues interested in programming will be asked to be responsible for costs such as transportation costs, etc.

Regarding the *Wa'a* (canoe) Ceremony, the FD and Ms. Bento are discussing the event with Kamehameha Schools and will present updates as they are confirmed.

Ms. Lum indicated that one of the major areas that requires Commissioners' input is related to programming. Programming was reviewed over a year ago which Ms. Lum shared. She shared a document titled "Previously Approved Buckets and Newly Proposed Buckets" and acknowledged that Ms. Bento worked diligently on programming which the Commission previously approved (including Performing Arts, Mixed Media, Living Arts, Health and Wellness, Special Events) on April 19, 2021. The VC would like to move ahead for planning

purposes and begin creating a schedule. She asked if any committee members had anything more to add.

Mr. Onishi added that it will be important to communicate with other countries, especially related to programming. He believes that we need to determine what our core programming will be and noted that the information will be instrumental in our communication with delegations about programming plans. We need help in finalizing programming. Chair stated that the reissuance of what delegations intend to participate in will need to be considered in order to properly decide on programming. He mentioned that for the 2020 Festival, surfing was initially included, however, since only four countries were interested in that program, we cancelled surfing at the time. We will go through a similar process in an “Intent To Participate” form to determine what delegations are interested in for 2024.

The FD stated that the core Festival programming has existed for many years. He deferred to Ms. de Silva as Chair of the Council of Pacific Arts and Culture (CPAC) regarding the content and confirmed that the goal is to finalize programming within the next two months. He will provide a draft schedule and share programming/scheduling of the Festival.

Ms. Lum indicated that she is sharing previous discussions for awareness and recalls that there was much discussed in great detail in the past. She wanted to remind Commissioners of what has already been discussed and approved.

Ms. de Silva clarified that the top row of the diagram has already been approved by the Commission and asked whether the top row of categories would be sent to countries. Chair noted that the Commission adopted the bottom boxes of the diagram already. Ms. de Silva asked what would be on the questionnaire. FD said that the “Newly Proposed” section would be sent to the countries as a questionnaire. Ms. de Silva indicated that there is too much detail and countries will try to participate in as many activities as possible. She suggested consolidating “alike” things that could fall under a comprehensive general heading rather than sharing activities in great detail. Ms. De Silva suggests that based on her experience. She shared it is a waste of time to create a schedule now if it is not known who will participate. The initial request should be to inquire with delegations with regard to general categories. Once feedback is received from countries, then we can work on a schedule. Then we go back to those countries contacts so that delegates can sign up for specific activities within that category.

The FD clarified that the schedule to the committee will be an overall outline. It will be just an idea to give the committee a high-level overview regarding pillars of the Festival. According to FestPAC Handbook, the final schedule should be done one year before the Festival.

Ms. Bento confirmed that FD provided a clear overview of programming and what will be needed.

PRESENTATION, DISCUSSION AND/OR ACTION REGARDING THE FESTIVAL DIRECTOR REPORT

Chair indicated that there were two parts to this report. He turned over the first part to Ms. de Silva who is Chair of the Pacific Community (SPC) and Council of Pacific Arts and Culture (CPAC).

Ms. de Silva reported on the FestPAC Working Group (WG) meeting that comes under CPAC which comes under the SPC. She reported that there was a review of FestPAC and that there was consensus among members of the WG to focus on nine points that could be implemented. The WG will then reach back to the FestPAC Commission to speak about the review from TiPau Ltd. that could be used. The TiPau Ltd. report was included in the meeting materials from the Commission meeting in May.

Ms. de Silva reported about the WG's meeting with New Zealand and reviewed the nine areas mentioned previously which they will be reviewing and making recommendations as to how implementation can be conducted, including establishing a timeline and budgets. The WG includes 11 countries and the SPC and New Zealand will develop a report and share a draft with members this summer.

In August 2022, the WG will revise the draft action plan that will be sent to countries for feedback. In October 2022, they plan on finalizing the plan and schedule a CPAC meeting in November 2022. The Ministers are expected to endorse the plan and convey recommendations in December 2022. SPC has new leadership and asking for another visit to Hawai'i to conduct a site inspection and ask questions. The plan is to arrive in Hawai'i in the first quarter of 2023. Once we receive confirmation from the SPC for an in-person CPAC and Ministers meeting they will ask the Commission for dates and check with countries regarding availability. If we can send out questionnaires by the beginning of the fourth quarter 2022, that will help in providing them with a draft schedule.

Ms. de Silva asked Mr. McComber if he had anything else to add. Mr. McComber added that New Zealand is the Chair of the WG so the date/time that New Zealand proposes will be locked in for the Commission.

Chair turned over the next portion of the agenda to FD Salā. FD shared the screen and noted that his report will focus on major categories including Admin and Logistics; Venues and Programming; Website; Community Engagement.

- Admin and logics: He reported that he has started talking to representatives of the U.S. State Department and they are looking at special programs, visa, procurement process, etc. He is hoping that by the time the questionnaires are sent to countries, we will have information related to logistics and travel. He and Mr. Keali'i Hammond have been in discussion regarding updates related to biosecurity issues.
- The FD started developing a Host Country Manual and will use the FestPAC Manual as a guide.
- Regarding the Secretariat, the FD expressed his thanks and appreciation to Ms. Mary Hattori and the East-West Center's Pacific Islands Development Council for their support. They have started onboarding interns and identifying Pacific Islands staff to assist with the on-the-ground planning and coordination of the Festival.
- Regarding the venues and programming, FD will be working on a high-level Festival calendar. The FD added that the Royal Hawaiian Center also is interested in hosting some parts of the Festival.

- The FD's goal is to finalize the core Festival Village, Hawai'i Convention Center, housing, etc. by the end of August 2022. Ancillary venues should be done by then, too.
- The website, which is almost complete, is being developed by Mr. Stephan Bradley. He is a student of the Academy of Creative Media Design and will be graduating from UH-West O'ahu in December this year. Ms. de Silva expressed that she has an issue with the artwork of the website. The image has been flipped and this must be corrected as it is culturally inaccurate as is. The FD acknowledged that the artwork will be edited and also noted that copy content is missing and being worked on. A series of blogs are being developed to coincide with the content. The FD also is building a partnership with the Creative Media class to develop a social media strategy as part of its fall curriculum.
- The site will be a portal for delegations to access information as well as for Commissioners' use. The FD described the top headers of the website as public facing about the Festival. A travel guide also will be a public facing piece that will include hotel rates, weather, etc. The goal is to have the website live by this summer.

The FD asked for comments from Commissioners. Ms. de Silva said that she was pleased because everything will be included on this one site that will be set-up as a portal for the heads of delegations. A comment regarding flags was mentioned and Ms. de Silva recalled about previous Festivals and how it was always a proud moment when the Hawaiian Flag was flown. Flags are very important to people of the Pacific. Ms. Bento added to Ms. de Silva's comments and suggested that the FD check to see whether all countries have their own flag. The FD believes the community is coming together to support the success of Hawai'i as host of FestPAC 2024.

PUBLIC TESTIMONY ON AGENDA ITEMS

Chair invited the public to again offer comments. Hearing none, he moved into announcements.

ANNOUNCEMENTS

No announcements were made at this meeting.

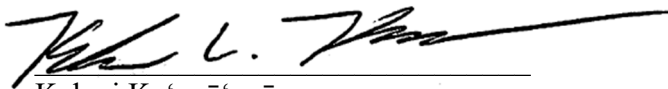
NEXT MEETING – JULY 11, 2022

The next FestPAC Commission meeting is confirmed for July 11, 2022, at 3:00 pm.

ADJOURNMENT

Chair Ka'anā'anā adjourned meeting at 4:05 p.m.

Respectfully Submitted,



Kalani Ka'anā'anā
Chair

July 11, 2022
Date