



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

**MONDAY, NOVEMBER 6, 2023 AT 03:00 P.M.**

QUARTERLY IN-PERSON/HYBRID VIA ZOOM  
Hawai'i Convention Center Room 307 A/B

Commission Members Present were:

Kalani Ka'anā'anā, Chair	-	Hawai'i Tourism Authority (HTA) Designee
Shanty Asher	-	City & County of Honolulu
Snowbird Bento	-	Community
Māpuana de Silva	-	Community Member At-Large
Jamie Lum	-	Department of Business, Economic Development, and Tourism (DBEDT)
Sen. Jarrett Keohokāhole	-	Hawai'i State Senate
Rep. Richard Onishi	-	Hawai'i State House of Representatives

Guests:

Aaron Salā	-	Festival Director
Tammy Smith	-	KTR4U

Staff:

Elise Amemiya	-	Office of the Attorney General
Maka Casson-Fisher	-	Hawai'i Tourism Authority

Apologies:

Colin Kippen	-	Office of Hawaiian Affairs (OHA)
Makana McClellan	-	Governor's Designee

**CALL TO ORDER**

The meeting was called to order by Chair Kalani Ka'anā'anā at 03:09 p.m., who welcomed everyone present in the room and via ZOOM.

**WEHENA**

Chair Ka'anā'anā called upon Commissioner Asher to provide the wehena (opening). Commissioner Asher provided a brief introduction about herself and expressed her appreciation to Hawai'i. Commissioner Asher then shared a video that calls to rise and speak up about climate change, especially as it effects the Pacific. <https://350.org/rise-from-one-island-to-another/>

### **ATTENDANCE**

Chair Ka'anā'anā conducted the roll-call attendance. Chair Ka'anā'anā, Commissioner Asher, Commissioner Bento, Commissioner Keohokālole, Commissioner Lum, and Commissioner Onishi were present in-person and Commissioner de Silva via Zoom.

Commissioner Kippen and Commissioner McClellan were excused.

Deputy Attorney General Elise Amemiya was present via zoom and Festival Director (FD) Aaron Salā, his guest Mrs. Tammy Smith and HTA support staff: Maka Casson-Fisher were present in-person.

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

No testimony was received in advance of the day's meeting. The chair invited members of the public to testify on the agenda items. Hearing none, he continued with agenda items.

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

Chair shared that the Programming/Venue Committee met on Tuesday, October 17. Hearing no additional meetings, the Chair continued with the next agenda item.

### **APPROVAL OF THE OCTOBER 23, 2023 MEETING MINUTES**

The minutes were previously distributed and reviewed by Commissioners. Chair Ka'anā'anā requested a motion to adopt the October 23, 2023 minutes. Commissioner Lum motioned, and it was Seconded by Commissioner Onishi. With no additional discussion, Chair Ka'anā'anā conducted a roll-call vote. Chair Ka'anā'anā, and Commissioners Asher, Bento, de Silva, Keohokālole, Lum, and Onishi voted in favor of approving the unamended minutes of the October 23rd, 2023 meeting. Commissioners Kippen and McClellan were excused. Motion carried.

### **PRESENTATION, DISCUSSION AND/OR ACTION REGARDING THE FESTIVAL DIRECTOR'S REPORT**

Festival Director Salā provided an update regarding the following items:

- 1) Program and Content
- 2) Logistics & Operations
- 3) Marketing & Promotion
- 4) Community Engagement

Festival Director (FD) also brought guest speaker, Mrs. Tammy Smith of KTR4U, to talk about catering, logistics for FestPAC.

In terms of programming content, FD Salā shared that the SPC Circular #3 was released on Monday October 30th to national cultural focal points and heads of delegation. Reminder to the Commission, there is a fortnightly, every other week update to countries that comes out of the SPC, inclusive of any and all updates we have on programming, on Visa acquisition, on

biosecurity, etc. That SPC Circular #3 was released and distributed to the CPAC countries on 10/30/23. It was inclusive of a call for visual arts, both for the Convention Center, which will be a “self-curated exhibit”, as well as a call for an exhibit called “Our Sea of Islands,” housed at Capital Modern – the Hawai‘i State Art Museum.

In addition, we also asked for countries to prepare pieces to show in the 50th Anniversary Exhibit. Also, to be housed at capital modern, the Hawai‘i State Art Museum. FD acknowledged Kamakani Konia on Zoom, as Capitol Modern is a is an important partner for us.

A call went out to the region for the Youth Ambassador Emerging Leaders Engagement that we are preparing to convene as part of our partnership with the US Embassy, New Zealand and funding that has come from the State Department. The initial engagement for the youth ambassador program must happen in calendar 2023, and so we're looking to the end of November, beginning of December for that project that is inclusive of all contractors that will be participating.

The Head of Delegation Dossier, 2nd edition will be released, it is to be turned back to the SPC by Friday to be disseminated to countries, and so we are in in draft of that. FD will be sending it off to the Programming and Venue Committee for review early this week, and then we'll get that back over to the SPC.

So, in terms of logistics and operations, we are still at 17 of 28 countries responding to the Intent to participate form at a total of 1,407 delegates currently.

Several countries have reached out directly to note that they will be turning in the Intent to participate form. We just forwarded the form again to New Caledonia. As of this morning, Tonga has sent a note directly that they will be participating. We have not heard anything at all, save any correspondence that has gone directly to the SPC, from Vanuatu or Tokelau, so if any Commissioners have connections or correspondence with Vanuatu or Tokelau, please do share them and we're happy to follow up with the two countries.

In terms of biosecurity, the team meets at least every three weeks. They are currently looking for a temporary fumigation facility. This is a partnership between HDOA, State Department of Transportation Harbors and potentially INDOPACOM of providing space. The first line of inquiry is whether the state has the proper parcel of land to house fumigation as well as house storage post fumigation. And if that happens, then there is no need to move forward with INDOPACOM. However, if it doesn't happen then INDOPACOM is very willing to work with us. The participant plant and animal inquiry forms have been disseminated through the head of delegation dossier, through the circulars and hoping to start to intake these forms as soon as it's possible. The goal of this plant and animal inquiry form is to ascertain what countries will be bringing across and then several different layers - what are they bringing across as gifts, what are they bringing across as part of their ahu (regalia) for dancing etc. So that we can better prepare them for how to pack these things.

In the beginning we were sending everybody to Long Beach for fumigation, and now we've mitigated that by standing up a sort of pop-up fumigation process here and it turns out many of the items that countries maybe bringing across, would not have to be fumigated anyway if they're properly treated in their home countries. For us to ascertain that, for us to provide proper correspondence to them, we need to intake what it is they're bringing across so that we can communicate back with them.

The Consul General of Australia, Andrea Gleeson hosted a consular visit at her home on November 2nd, 2023. She invited all the Pacific Consulates to participate in this salon of sorts. Present were Consuls of Tonga, the Marshalls, Aotearoa, First lady and former Ambassador Frankie Reed. She is the current special envoy to the Pacific Island Forum, so she's in the Cook Islands now, in the leaders' meeting. It was good to have her there to provide us with some insight at the federal level. This now has become a monthly standing meeting. The next one will be hosted by the Consulate of Aotearoa. The goal here, on behalf of these Consuls, is to support as much as they can the countries that they are coming across.

The US Federal government is responsible for liaising and protocol for Heads of State and Heads of Government. The Consuls are willing to take responsibility for ministers of culture, and the like, who will be coming across. It would be a very strong and important partnership for us to have. I also want to acknowledge Commissioner Lum, who was there with us representing DBEDT as well as the Commission.

In terms of Visa acquisition (B1 and B2), the State Department has provided the SPC a grant of \$750,000 to facilitate the acquisition of Visas across the board for countries in need of visas coming across to Hawai'i.

Chair Ka'anā'anā and Gravitas Pasifika Hawai'i team has met with Chief Brooke Wehrenberg Operations Division Chief Field Consular Affairs, Visa Office Outreach and Inquiries Division, NEA and EAP, to talk about facilitation of that Visa acquisition process. She recommends that countries in need of visas apply for them sooner than later, and so that will turn into a facilitation of correspondence directly with the SPC and SPC to the countries.

Chair Ka'anā'anā shared that Congress has approved for certain individuals who meet certain requirements, a waiver essentially on the interview requirement. So, if they do the background check and they meet certain requirements, they don't need to show up at a consulate or an embassy for an actual physical interview, and that could be huge. I would encourage us to encourage the member countries that are going to come to try to take up the visa question now because that waiver expires from Congress, the US Congress, at the end of December. Chair thinks it's a really unique opportunity, especially for smaller delegations that kind of know who's coming that they should try that process now because they may get away with not having to go for a physical interview.

FD Salā continued to share about the marketing and promotion process with Striker Weiner. They have prepared a press release and so now we begin the strategy of disseminating information locally and toward the continental United States. A group of media (13) journalists

have reached out to meet with us end of this month, November 27th through 1st of December 2023. This includes media from Samoa and Aotearoa.

The next technical visit from the SPC, will be Miles Young for a few days enroute to the Marshalls and then Dr. Francis as culture team lead and Ms. Mitchell as culture advisor will be here at the end of November for their next technical visit.

Per the Chair's direction, today's meeting really will focus on FestPAC Catering. As part of the contract with UH Housing, breakfast and dinner are provided at Hale Aloha Dining Hall each day. Lunch at the Convention Center and then several takeaways depending on where delegations are heading. This is also inclusive of assuring that the wa'a people out at Kualoa and the carvers at Bishop Museum are fed as well. There's a 14 day meal plan, the 2nd through 16th of June 2024. As countries start to come in at the end of May, we'll move them right into housing and the meal plans will start straight away. Same on the opposite side, as countries start to leave the week of the 16th, we expect to be able to feed them until they depart. In addition to that, at Bishop Museum on the 9th of June 2024, this is the Sunday Ecumenical Service after the Ecumenical Service we expect that delegates would go back to housing, change into more comfortable clothing and we would make our way to Bishop Museum for an afternoon lū'au of sorts.

One of the initial responses that FD Salā received from countries was that, in terms of programming, country delegates never get to be with each other. Participating countries wanted an opportunity to be together, to share with each other, so that Sunday has been designed into the programming after the Ecumenical service, we'll make our way to Bishop Museum so festival delegates will have access to the museum we will share in food and share in dance and music as countries want to share.

FD Salā introduced Tammy Smith. She is a third generation, I imagine 10th generation, mother of the lāhui. She's well known for feeding us everywhere all over the place. She will speak directly about the work that she's done in terms of her catering, in terms of community work, in terms of the work that she's done with farmers and in the environment. She journeyed to Guam in 2016 to really learn about the festival for the purpose of feeding everyone in 2020 and now 2024, that she would be well positioned to fully understand what this means and well prepared she will be "hubbed" here at the Convention Center for the duration of the festival, so feeding everyone from this particular kitchen. So, ladies and gentlemen, Commissioners, thank you very much, Auntie Tammy. I turn this over to you.

Chair Ka'anā'anā: Aunty, before you begin, I just want to say thank you for sticking on this canoe for what has been almost eight years and we're almost there and so on behalf of the Commission, I just want to say thank you, not only for everything that you do, but for being a part of this and agreeing to do this because we know that it's not a small undertaking.

Tammy Smith: Born to Herbert and Julia Hoe of Hakipu'u, a very small community that can be missed in a second driving past. Born into the kuleana. I am a mom of 11 children, I am a grandma of 20 grandchildren. I am a daughter, a sister, an aunty, the favorite cousin, the favorite



niece, and Auntie to this lāhui that I care about deeply. Currently my job is to care for kūpuna. I am director of kitchens at King Lunalilo Trust. We are at 400 meals for two days a week right now and our goal by August 2024 is to be at 3,000 meals, five days a week. COVID has taught us to be brave and resilient people, to be caretakers, to be maka'ala to what is going on with in our world, and not just in our spaces, but to be ready to jump on the wa'a and say, yeah, let's go, let's do this.

The magic happens when you believe that your kuleana is correct. Magic happens when you are pono with who you are and when you can acknowledge your kūpuna and all that is before you, things happen for a reason. The goal is to really prepare 'Ai Pono, to have food of our 'āina, food of our place, food that means the world to us. My kuleana is to feed people. So mahalo.

Chair Ka'anā'anā asked if the Commissioners had any questions for the Festival Director or Auntie Tammy. He continued to express his appreciation and a couple of themes that stood out.

Chair Ka'anā'anā: How do we reconnect ourselves to the foods that nourish us? How do we make sure that we're consuming foods that are healthy for us? How do we ensure that we are serving the best of us to those who will come? With high expectations and how do we meet that? And then how do we as a Commission, empower that? When I think about it, we can throw some buzzwords around the room, but I'll shoot straight, it's 'Ai Pono.

It's really important for us with this responsibility to remember that these folks will travel far to be here and we need to nourish them. We need to make sure that they are on and fed and fueled for all the activities. We will put them through from satellite venues and performances and all the symposia and all the things. How do we fuel them and ourselves? And so I think about that, I think about the context of how do we support local agriculture. We often talk about how we have an overdependence on tourism and what can we do to diversify our economy. I would take this privilege to say that events like this, which we think of as tourism: hosting meetings, events, conventions, and festivals - are a way that we do give back and so the purchases that are going to be made to feed our delegates will be to farmers as a means by which to do that work. I'm really excited about the opportunity for the conversations that will be had over meals, I think we all understand that those are the times

Tammy Smith: Mahalo, Kalani. I think the take away from all of this is that this is not just nourishing the bodies to feed and fill your stomach, it is to nourish our bodies, to take care of our na'au and when we can give that to every single delegate here that we can take care of their na'au, they can do their part and they can share what they share the best is their own culture. That's the most important place for us to thrive as lāhui, as people, and to bring all of our cousins to a space and be able to take care of that is an honor to mālama your na'au. So thank you.

Commissioner de Silva: Thank you Auntie Tammy. Sorry I'm not in the room with you, but I have my own kūpuna duties today. I just want to reiterate everything that's been said and to say that every festival that I've been to the host country has always fed us according to their country standards and the best that they could do and we accepted their gifts of food at every country that we that we visited. Sometimes the food that was received not just by Hawaii, but by all the

delegations, wasn't what we're used to, wasn't what our bodies wanted, but that that was what was provided. Hawai'i has the opportunity to provide the food of our island communities and not our Western cultures that we live in today. And I think we can make a huge statement with this and with supporting local farmers.

Chair Ka'anā'anā: Thank you, Commissioner de Silva, other Commissioners?

Commissioner Bento: I do have a query. Just for clarification's sake, so breakfast and dinner at Hale Aloha has been taken care of by the university and then you folks are taking care of all the lunch?

Festival Director: Yeah. Let me just clarify too. There will be dinner for those delegates heading back to UH. So primarily those are heritage demonstrations. The weavers, you know, jewelry, kapa, fiber arts, et cetera. So those delegates that will be heading back to housing by dinner time.

What we're trying to clarify with UH right now is we're paying for that food. So, we want to make sure that we have access to that food. So what Auntie Tammy is responsible for is food for the performing delegates that won't make dinner at housing, so that those dinners will be made here and either eating here or taken.

When I first came into this position, I had no idea of the gargantuan nature of all of the levels of bureaucracy for us as a state within the United States and what that meant. Hosting an international engagement like this, but also the needs of the festival in terms of biosecurity, in terms of Visa acquisition, in terms of facilitating that entire process. The learning curve has been very steep over the last year and some. I'm just really thankful for all of the partners that we've made really owing to the work of Senator Keohokālole and Rep Onishi and Chair now pulling together these partners at many of the state and federal levels, and also even though Commissioner Asher just came to us, I want to acknowledge Mayor's Office of Culture and the Arts in the room today.

What we are trying to do and what we will do successfully is a gargantuan task. All of that is starting to move, the bio security piece is moving, the Visa acquisition piece is moving. Counselor Affairs from the Pacific, they're engaged and really conspiring to the success of Hawai'i as we host this festival and so all of that has been really stressful. But for me the kuleana starts in conversations with Auntie Tammy in conversations with our incredible community.

Commissioner Bento: Inquiry regarding Volunteer portal and how that's going to roll?

Festival Director: Data House is starting to pivot the current website into a full digital platform. This is a conversation that needs to be had with DBEDT to talk about how we pull all these partners together. Data House has begun that work, the goal is to begin the Volunteer portal late this year, before the end of calendar and then to start training volunteers in February. Thank you for the question.

Chair Ka'anā'anā: All right, members, any further questions?

### **Presentation, Discussion and/or Action Regarding Administrative Committee Update**

Hearing no further comments or questions, Chair deferred Agenda item 8 as the Administrative Committee did not meet.

### **Presentation, Discussion and/or Action Regarding Venues and Programming Committee Update**

Chair deferred Agenda item 9 as the Venues and Programming Committee did not meet.

Chair Ka'anā'anā motioned to have the Commission enter into executive session to confer with our Deputy Attorney General pursuant to Hawaii revised statutes 92-5A4 so that we might consult with her about a contract that this Commission or DBEDT has On this Commission's behalf, and we need a 2/3 vote to do so.

I don't have any big announcements, but it does mean that members of the public, both in the room and online, will need to leave the room. So I want to kind of finish and at least I know we're right in the middle. I want to make sure I can do this. We don't have any announcements unless Commissioners have announcements. This is sort of the last thing on the agenda, so if people need to leave, they may.

Can I say that? And then we'll vote to come back out. We'll come back out. We'll close the meeting properly. But in case that way people aren't cruising if they don't have to.

Deputy Attorney General Amemiya: They can choose to stay if they want, because after you after you exit executive session, we will do a summary of what was discussed in executive session.

Chair Ka'anā'anā: So the motion on the floor is to enter executive session pursuant to HRS92-5A4, so that we might consult with our Deputy Attorney General in relation to a contract that we hold. Chair votes, Aye. Commissioner Asher, Commissioner Bento, Commissioner de Silva, Commissioner, Commissioner Lum, and Commissioner Onishi also vote Aye. Commissioners McClellan and Kippen are excused. Motion Carries.

### **EXECUTIVE SESSION**

Chair Ka'anā'anā reported that after a healthy discussion with Deputy Attorney General Amemiya in the Executive Session regarding the contract with Gravitas Pasifika and DBEDT related to their scope of work to the festival implementation around ancillary events, there was no action required at this time and no decisions were made.

Chair moved on to agenda item number 10, public testimony.

Hearing no testimony, the Chair moved on to announcements, agenda item number 11.  
Given the new leadership change at OHA, it'll be imperative to contact OHA to understand who



the designee will be. Our congratulations to Stacy Ferreira on her appointment to the OHA CEO position and mahalo to Commissioner Kippen, for his service during his time with us and tenure with us on the Commission, on behalf of the Office of Hawaiian Affairs.

Next meeting will be held virtually on Monday November 20<sup>th</sup> at 3p

Hearing no further announcements, the Chair asked for unanimous consent to adjourn the meeting at 4:39PM

Respectfully Submitted,

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Kalani Ka'anā'anā  
Chair

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Date



# **Festival Director Report**

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Aaron J. Salā

20 November 2023



# Order of Report

- Program and Content
- Logistics and Operations
- Marketing and Promotion
- Community Engagement





# Program and Content

- SPC Regional Updates:
  - Circular #4 – 21 November 2023
  - HOD Dossier #2 – 30 November 2023
  - Draft SPC assessment
- Pacific Philosophies Conference
- Youth Ambassador Program
- Scheduling of Convenings and Workshops
- Draft of Overall Schedule





# Logistics and Operations

- Intent to Participate – 1,545 delegates
  - 19 of 28 countries
    - Tokelau (60) and Kiribati (78)
- Stage Specs for Performance Venues
- Shipping (Matson)
- Biosecurity WG Meeting – *05 December 2023*
- Security and Protocol WG (Jimmie Collins)





# Marketing and Promotion

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- Press Release
- West Coast Media Blitz (HVCB)
- Pacific Media Visit – *30 November 2023*



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# Festival Village

Hawai'i Convention Center







# Mahalo

**Festival of Pacific Arts and Culture 2024**  
**Venues + Programming Committee Meeting**  
**Tuesday, November 14, 2023**  
**Via ZOOM 12:00pm - 1:00pm**

**Members Present:** Commissioners de Silva and Bento, FD Salā  
**Time Started:** 12:10pm  
**Time Completed:** 12:57pm

**Apologies:** Rep. Onishi, Commissioner Asher  
**Submitted by:** Commissioner Bento

Agenda Item	Discussion Notes	Next Steps by Commission/Members
Master Planner	<p>Master planner will be engaged through assistance from INDOPACOM to help with the overall master calendar for FestPAC 2024.</p> <p>Programming currently includes space for all 28 delegations to participate. Current deadline for submissions of intent to participate form is 1 December 2023 in order to allow Hawai‘i to properly prepare for expected delegations.</p>	The 1 Dec date is a placeholder for delegations we have yet to receive intent to participate forms. If we do not hear back from delegations, their space will be removed from the master calendar after this date.
Master Calendar	<p><b>Calendar items discussed:</b></p> <p>CPAC Leaders Meeting - 6/2, 6/3, 6/4  Wa‘a Arrival/Traditional Welcoming - 6/5  Opening Ceremonies - 6/6  Ecumenical Service - 6/9  Closing Ceremonies - 6/16</p>	None at this time
Wa‘a Programming	A meeting was held at Kualoa Beach Park to	Commissioner Bento will reach out to the KIRC

	<p>discuss the Wa‘a Arrival Ceremony and Traditional Leaders Welcome.</p> <p>The following people/organizations were present:</p> <ul style="list-style-type: none"> <li>● ‘Ohana Wa‘a - Bonnie Kahape‘a POC</li> <li>● Kāne ‘Awalani</li> <li>● ‘Ōlohe Umi Kai</li> <li>● ‘Ohana Hoe of Hakipu‘u</li> <li>● Parks and Recs - Kēhau Pu‘u</li> <li>● FD Salā and team</li> </ul>	<p>(Kaho‘olawe Island Reserve Commission) as a head’s up that there may be wa‘a participating in FestPAC that may want to sail to Kaho‘olawe as they depart Hawai‘i. Those wa‘a crews will need to coordinate that directly with the KIRC and not through the Festival.</p>
Opening / Closing Ceremonies	<p>UPDATE 11/13</p> <p>Lālākea Foundation has been approached to participate in the cultural protocols for the Opening/Closing Ceremonies for the Festival.</p> <p>A timeline of training events is being completed and applications for grant funding have begun.</p>	<p>Commissioner Bento to share proposed timeline for training events spanning January - June 2024.</p>
Other / Questions for follow-up	<p>Carry over from last meeting:</p> <p>In planning logistics for all outdoor events e.g. Wa‘a Arrival Ceremony and Opening + Closing Ceremonies:</p> <ul style="list-style-type: none"> <li>● Have we engaged with the City + County, State and DLNR, etc agencies to understand what the needs we may have to cover are?</li> <li>● EMT/EMS - first aid services tied in to the above</li> <li>● Mapping out venues and what needs to be</li> </ul>	<p>Need to discuss at next V+P meeting scheduled for:</p> <p>Tuesday, 11/28 11:30am - 12:30pm</p>



	covered at all venues	
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