

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

WEDNESDAY, DECEMBER 11, AT 9:00 A.M.

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

Commission Members Present were:

J. Kalani English, Chair	-	Senate President's Designee
Māpuana de Silva	-	Community Member At-Large
Mehanaokalā Hind	-	Office of Hawaiian Affairs
Misty Kela'i	-	City & County of Honolulu Designee
Monte McComber	-	Governor's Designee
Richard Onishi	-	House Speaker's Designee
Randall Tanaka	-	Department of Business, Economic Development & Tourism (DBEDT) Designee

Guests:

Jacob Aki	-	Senator English's Office
Maka Casson-Fisher	-	Hawai'i Tourism Authority
James Huang	-	Taipei Economic and Culture and Arts (TECO)
Alexis Hou	-	Taipei Economic and Culture and Arts (TECO)
June Matsumoto	-	Pacific Islands Institute
Michael Pili Pang	-	PA'I Foundation
Jay Rojas	-	PA'I Foundation

Staff:

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

Apologies:

Snowbird Bento	-	Community Member At-Large
Kalani Ka'anā'anā	-	Hawai'i Tourism Authority Designee

CALL TO ORDER:

The meeting was called to order by Chair English on Wednesday, December 11, 2019, at 9:07 a.m., who welcomed everyone present.

APPROVAL OF NOVEMBER 13 & 27, 2019 MEETING MINUTES:

Minutes of the meetings held on November 13 and 27, 2019 were approved unanimously on a motion by Representative Richard Onishi and seconded by Mr. Monte McComber.

OLD BUSINESS:

A. DBEDT Report:

Mr. Tanaka reported the following:

DBEDT and PA'I Foundation met regarding the renegotiation of PA'I Foundation's contract. They are still working on detailed descriptions of each of the current budget line items to help determine which line items can be reallocated and to where. Mr. Tanaka then thanked Mr. McComber for his assistance in facilitating the meeting.

Mr. Tanaka reviewed the current financial situation for FESTPAC. Income (state funds and grants) is at \$2.5 million, less the hold back. DBEDT is planning to request a release of the hold back from the Governor. If that request is granted, the total income would be \$2.7 million.

The current year-to-date expenses are approximately \$728,000.

The Office of Hawaiian Affairs (OHA) awarded \$100,000 towards FESTPAC. Mr. Tanaka on behalf of the Commission thanked OHA for their generous contribution.

The National Endowment for the Arts (NEA) Grant is \$60,000, restricted for use toward expenses for the Festival Village. Chair English requested that PA'I Foundation email a copy of the NEA award to the Commissioners.

Mr. Tanaka indicated that based on the current payment schedule for housing, transportation and food for hosting the delegates, FESTPAC's cash flow will be short by \$471,123.50 come February 2020.

Fund Raising: Mr. Tanaka stated that Ms. Beth Lum will be assisting with the pitch deck. She indicated that she would like to see the sponsorship package include all the elements that are attractive to potential donors such as admission, VIP access and seating at the event, recognition, and website placement.

Samoa Measles Outbreak: Mr. Tanaka reported that he met with the Department of Health (DOH) regarding the Samoa Measles outbreak. DOH is less concerned about measles since they feel the State has a better handle on that situation. He indicated that the DOH is more concerned about dengue fever, due to the aggressiveness of its transmittal format. DOH requested that the Commission advise and encourage the delegates in the region to get vaccinated before arriving, not only for measles but for other diseases. Mr. Tanaka also stated that DOH is working on language for an advance vaccination notice for the Commission to either place on the FESTPAC website and/or send to the delegations to distribute in their regions. He pointed out that DOH sent him copies of two health advisories that Guam sent to the delegations when they hosted the Festival.

Mr. Tanaka felt we should request all delegations to carry health insurance. Chair English suggested that the topic be set aside to be discussed separately as the Commission needs time to process all its implications.

Housing: Mr. Tanaka reported that he and Ms. Matsumoto are still working with the University of Hawai'i on pre and post accommodation/housing.

Representative Onishi inquired if the arrival and departure dates for the delegates could be requested. Mr. Pili Pang answered yes. Representative Onishi then inquired about the time frame as the shortfall does not include the cost for the pre and post accommodations, and we need to estimate additional expenses for the housing, food and transportation outside of the Festival timeframe.

Mr. Rojas stated that at previous Festivals, different communities such as churches, schools, community centers and individuals/families assisted by sponsoring various groups that arrived days before and/or departed days after the event. He also indicated that the information on the delegates' full arrival times will not be available until 4-6 weeks prior to the event. Representative Onishi asked who is making those types of requests and connections. Mr. Pili Pang stated that some of the delegates have already reached out to the Tongan Community here in Hawai'i, and PA'I Foundation has started making connections with certain organizations.

Chair English gave an update on delegation numbers from those that have been in direct communication with him: Saipan, 100; and Tuvalu, 25-30. Chair English also reported that Bougainville, previously a part of the Solomon Islands, recently voted to be an autonomous island within Papua New Guinea. They are not yet an independent nation but will be recognized to be one soon, and if they wanted to attend FESTPAC, the Commission should be prepared for some sort of response.

Chair English stated that there has been a change in leadership in several countries in the region and asked that the initial letter of invitation from the Governor be sent immediately to the new government leaders and that reminders be sent to all the participating nations. He also indicated that he received an email from the line person in Tuvalu (distributed)

requesting that a new invitation be sent to their new prime minister (information was provided).

Mr. Ling said DBEDT will work with Mr. Aki to obtain the information for all the new governments in the regions and prepare new invitation letters for the Governor's signature.

B. Other Reports:

PA'I Foundation

In the absence of Ms. Takamine, Mr. Rojas presented PA'I Foundation's report. He reported the following:

The meeting with DBEDT regarding the renegotiation of PA'I Foundation's contract occurred, and the main discussion was to review the budget. The current expenses were updated; invoices with receipts were submitted to DBEDT; the budget has been updated as of November 30, 2019, and PA'I Foundation will continue to work with DBEDT on the reallocation of funds.

Mr. Rojas presented a detailed list of all the events that have been planned for the Festivals with the locations and the estimated participation for the delegations. He recapped the grants received to date: \$50,000 NEA Grant awarded to the State Foundation on Culture and the Arts (SFCA) to fund the activities at the Hawai'i State Art Museum; NEA-Our Town Grant of \$60,000 for the Festival Village, and another possible \$15,000 from SFCA to fund the Native Hawaiian Art display. PA'I Foundation also received \$100,000 (cash) from Smith's Boat Tours for programming.

Strategies 360 (Communications Contractor) Updates:

Mr. Rojas reported that PA'I Foundation would like to extend the contract with Strategies 360, and they are currently waiting on a proposal from Strategies 360 to specifically maintain, host and update the website through September 2020.

Pacific Island Institute (PII - Logistics Contract)

Housing – University of Hawai'i and East-West Center:

Ms. Matsumoto reported that she contacted the housing departments at the University of Hawai'i (UH) and the East-West Center and they will be able to accommodate the early arrivals on June 9th. However, they are requesting the number of delegates that will be attending the Festivals by February 2020. The deadline to sign the contract at the UH is December 23, 2019, but negotiations are still ongoing.

Transportation: Ms. Matsumoto informed the Commission that approximately \$35,000 will be added to transportation costs for the airport transfers. They are currently waiting on the contract from Roberts Hawai'i to release the deposit. Ms. Matsumoto also advised that

she is currently working with Strategies 360 to have the hotel rates posted on the FESTPAC website by December 21, 2019.

NEW BUSINESS:

The Commission had discussion regarding venues for FESTPAC opening and closing ceremonies. Chair English noted that the desire to have the opening ceremony at the 'Iolani Palace is a nice gesture, but the Commission is operating on a deficit and in order to cut cost, he suggested that both events be held at the Hawai'i Convention Center. The closing ceremony is currently scheduled at the Kapiolani Park.

Ms. Kela'i stated that she and Ms. Takitani-Puahi met with Ms. Takamine and Mr. Pili Pang, and she received the specifics of all the venues. She has been reaching out to the Honolulu Police Department, Life Guards, and Honolulu Fire Department in order to prepare and submit a recommendation to the Mayor with a budget for his approval, but the venues are constantly changing and being seven months out, we need to move forward on the specifics.

Ms. Kela'i stated that she would check the availability of the Blaisdell Center and the Waikiki Shell for both the opening (possible dates of June 9-12) and closing (possible dates June 20-21, 2020) ceremonies, including the cost and capacity, and send the information to Mr. Tanaka for distribution. Chair English reminded the Commissioners that State law prohibits the Commission from making commitments without having the money to cover those commitments.

Chair English noted that the Office of Hawaiian Affairs will be transferring \$100,000 (unrestricted) to assist with FESTPAC. He thanked them and Ms. Hind for their generosity.

New Zealand Delegation Transfer of Funds:

Regarding the transferring of funds for New Zealand Delegation to FESTPAC, DBEDT has established a Trust Fund and New Zealand will be advised that the mechanisms to transfer funds are now in place.

Chair informed the Commissioners that the Pacific Islands Association of Non-Governmental Organization (PIANGO), a non-profit organization will be meeting in Hawai'i during the middle of FESTPAC (June 10-15, 2020), and he referred them to Ms. Matsumoto regarding meeting space in order to capture all organizations that are coming in for our master calendar. He also encouraged the Commissioners to follow suit.

Hawai'i Tourism Authority Board Meeting/Grant:

Mr. Tanaka stated that the next Board of Directors meeting for the Hawai'i Tourism Authority (HTA) is scheduled for Thursday, December 19, 2019, at 9:00 a.m., and that the request to HTA must be approved by the Commission to present at their board meeting in January 2020. Chair

English indicated and he and Representative Onishi would attend the HTA meeting on Dec. 19th and report back to the Commission.

DATE OF NEXT MEETING:

The next meeting is scheduled for Wednesday, December 19, 2019, at 3:00 p.m. at the Hawai'i Convention Center, Executive Boardroom A (subject to availability).

ADJOURNMENT:

The Meeting was adjourned at 10:37 a.m.

Respectfully Submitted,

Senator J. Kalani English
Chair

Date