



***Kōmike no ka Ho'olaule'a No'eau A Mo'omeheu Pākīpika 13***  
**Commission on the 13<sup>th</sup> Festival of Pacific Arts & Culture**  
**(FESTPAC) Meeting**

**Commission on the 13th  
Festival of Pacific Arts  
& Culture**

**Chair**  
Senator J. Kalani English

**Commissioners**  
Monte McComber  
*Governor's Designee*

Rep. Richard Onishi  
*State House of  
Representatives*

Mike McCartney  
*Dept. Of Business,  
Economic Development &  
Tourism*

Kalani Ka'anā'anā  
*Hawai'i Tourism Authority*

Mehanaokalā Hind  
*Office of Hawaiian Affairs*

Misty Kela'i  
*City & County of Honolulu*

Snowbird Bento  
*Community*

Māpuana de Silva  
*Community*

No. 1 Capitol District Bldg.  
250 S. Hotel St. 5th Floor  
Honolulu, Hawai'i 96813

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**festpachawaii.org**  
f @ festpachawaii

*Pō'aluā, lā 5 o Mei 2020*  
Tuesday, May 5, 2020  
3:00 p.m.

This meeting will be closed to the public as authorized under the Governor's March 16, 2020 Supplementary Proclamation, Third Supplementary Proclamation dated March 23, 2020, and Sixth Supplementary Proclamation dated April 25, 2020. Board Members may participate via teleconference.

Materials for this agenda will be made available at:  
<https://invest.hawaii.gov/international/festival-of-pacific-arts-culture-festpac/>

An electronic draft of the minutes for this meeting will be made available when completed at:  
<https://invest.hawaii.gov/international/festival-of-pacific-arts-culture-festpac/>

Members of the public may submit written testimony via e-mail to: [scott.t.tome@hawaii.gov](mailto:scott.t.tome@hawaii.gov) or via postal mail to the DBEDT-Business Development & Support Division No.1 Capital District Building, 250 South Hotel Street, 5<sup>th</sup> Floor, Honolulu, Hawai'i 96813; or via fax to the DBEDT at (808) 586-2589. Please include the word "testimony" and the subject matter following the address line. All written testimony should be received no later than 10:00 a.m. on Monday, May 4, 2020.

***PAPA KUMUMANA'O***  
**AGENDA**

- I. *Ho'omaka*  
Call to Order
- II. *'Āpono I Ka Mo'ō'ōlelo Hālāwai 6 Malaki 2020*  
Approval of March 6, 2020 Meeting Minutes
- III. *Nā Hō'ike*  
Reports Regarding FESTPAC

- A. Administration Director (Monte McComber) Report which may include: Discussion with Pacific Community(SPC), Finance, Legal\*, Secretariat, Human Resources, Delegation Services, Festival Procurement
- B. DBEDT Report which may include: Accommodations/Pacific Islands Institute (logistics contractor); Festival Budget; Strategies 360 (communications contractor)
- C. Artistic Director (Snowbird Bento) Report which may include: Programming, Production, Ceremonies, Protocol, Satellite Venues
- D. Festival Coordination Directors (Senator English and Representative Onishi) Reports which may include: Government VIP/Protocol, Government Facilities and Personnel, Government Support Services; Discussion with University of Hawaii
- E. Marketing and Sponsorships Director (Kalani Ka'anā'anā) Report which may include: Sponsorship and Fundraising\*, Public Relations and Promotion, Media Management, Merchandising, Technology
- F. Venues/Facilities Director (Mike McCartney) Report which may include: Accommodations, Catering, Transport
- G. Support Services Director (Misty Kela'i) Report which may include: Host City Representative, Municipal Services, Municipal Facilities, City Image and Look, Accreditation, Medical, Security
- H. Residential Operations Director (Mehana Hind) Report which may include: Heads of Delegations Information and Administration Center, Medical, Volunteers

IV. *Nā Kumuhana Hou*  
New Business

- A. Update and discussion on Coronavirus and impacts
- B. Bill to extend the sunset date of the Commission

V. *Ka Ho'opa'a Hālāwai* –  
Next Meeting – TBD

VI. *Ho'oku'u*  
Adjournment

*Ke pono ke kōkua a i 'ole ka lawelawe kāko'o no ke komo i ka hālāwai (e.l.m. ka unuhi kahi lima, ka unuhi 'ōlelo, ka noho huila, a i 'ole kahi ho'okū ka'a kūikawā), e kelepona iā (808) 587-2750 ma mua o ka 3 lā hana ma mua o ka hālāwai i hiki ke ho'okō 'ia kāu noi.*

If you require special assistance or auxiliary aid and/or services to participate in the meeting (i.e., sign language, interpreter, wheelchair accessibility, or parking designated for the disabled), please call (808) 587-2750 at least 3 business days prior to the meeting so arrangements can be made.

*\*Ua hiki i kēia kōmike ke mālama i kekahi hālāwai kūhelu i kū i ka Hawai'i Revised Statutes, māhele 92-5, no ke kūkākūkā i ka 'imi a 'ae i nā lūlū manawale'a, a i 'ole ka 'imi a'oa'o mai ka loio o ke kōmike.*

\*The Commission may vote to enter an executive meeting to consider matters relating to the solicitation and acceptance of private donations, or to consult with the Commission's attorney, pursuant to sections 92-5(a)(7) and (4), Hawai'i Revised Statute.