



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

MONDAY, AUGUST 15, 2022, AT 3:00 PM

VIA VIRTUAL APPLICATION ZOOM: VIDEO / AUDIO CONFERENCE

Commission Members Present were:

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

Guests:

- | | | |
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| Jackie Burke | - | Public Member |
| Mamiko Caroll | - | Public Member |
| Terava Casey | - | Intern – Festival of Pacific Arts & Culture |
| Maka Casson-Fisher | - | Hawai'i Tourism Authority |
| Lynn J. Martin Graton | - | Public Member |
| Ngahiraka Mason | - | Public Member |
| June Matsumoto | - | Public Member |
| Aaron Salā | - | Festival Director |
| Mālia Sanders | - | Native Hawaiian Hospitality Association |
| Ka'iulani Spencer | - | Native Hawaiian Hospitality Association |
| Kanoē Takitani-Puahi | - | Native Hawaiian Hospitality Association |
| Miki-tae Tapara | - | Public Member |
| Pris Teixeira | - | Public Member |

Staff:

- | | | |
|---------------|---|--------------------------------|
| Elise Amemiya | - | Office of the Attorney General |
| Timothy Tiu | - | DBEDT |
| Scott Tome | - | DBEDT |
| Selma Malcolm | - | DBEDT |

CALL TO ORDER

Chair Kalani Ka'anā'anā called the meeting to order at 3:00pm and welcomed all present. Chair then conducted roll call of Commissioners: Chair Ka'anā'anā, Ms. Ah Nee-Benham, Ms. Bento, Ms. de Silva, Ms. Hussey, Mr. Keohokālole, Ms. Lum, Mr. Onishi, Ms. Pu'u. Chair introduced Commissioner de Silva to present the *wehena* (opening) for the meeting.

Ms. de Silva stated that she was excited to share a compilation of slide shows from past festivals she has attended to give the commissioners an idea of the “feel” of each of these events, as each one is different. She also stated she tried to select slides that show the different types of venues and also some of the unexpected things that happened at the festivals.

The first set of slides featured New Caledonia in 2000. This was the first festival Commissioner de Silva attended. She shared that the Hawai'i delegation went to a satellite venue located on the Northeastern coast. Their liaison shared that there were people who walked for many days to see the Hawaiian delegation as many had heard of Hawaiians but had never seen any in person. Commissioner de Silva shared this was an interesting point. Another event that took place, was the planting of pine trees, which is culturally significant in New Caledonia as it commemorates special events so that generations to come will remember them. She shared that the Hawai'i delegation followed Eddie Ka'anā'anā's lead and got down on their hands and knees and planted the trees with their hands instead of using the shovels provided. The people wept as they did this, so moved by this gesture. Sometimes the smallest gesture can have the largest impact.

The second slide show video featured the Solomon Islands in 2012. Of the five festivals Ms. de Silva attended, this one was the most extensive because of the large oceanic footprint the Solomon Islands have with about 1,000 islands in the Pacific. The Hawai'i delegation visited four different satellite venues. Also the Solomon Islands provided the largest and most ornate *hale* (structure) for each of the delegations and spent months building them. Their Festival Village was quite large, and performances were done on a coral stage. At the Opening Ceremony, the children were seated in the stands and held up colors forming the Hawaiian flag which was a “chicken skin” moment. Each of the delegations were presented with gifts of fruits, vegetables, and a live *pua'a* (pig). At the end of the festival, the delegation cooked everything and shared it with their liaisons, those who assisted them and their families. Nothing went to waste. Ms. de Silva emphasized how important the liaisons were to the delegations, guiding them in where they needed to be and providing help with everything.

The final slide show featured Guam in 2016 which was entirely different in terms of venues. The *hale* in Guam were cement structures, which Guam has since re-purposed by their visitor industry to host artisans and hold demonstrations.

Ms. de Silva stated that she hoped the slide show helped to expand the Commissioners' perception of the Festival, the potential and possibilities of what we can do with our limitations and the understanding of how we have been hosted by all of those countries for the last 40 years.

Chair thanked Ms. de Silva for the presentation and asked if there were any questions. There were no questions. Ms. Hussey also thanked Ms. de Silva for sharing and expressed that that it really helped to see the images.

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 JULY 11, 2022, MEETING MINUTES

The July 11, 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 Ms. Ah Nee-Benham and seconded by Mr. Onishi. Ms. Sanders pointed out that there was a typographical error on Mr. Keohokālole first name, but it will be corrected. A roll call vote was requested and the following Commissioners approving the motion to approve the minutes of July 11, 2022, with a non-substantive change: Chair Ka'anā'anā, Ms. Ah Nee-Benham, Ms. de Silva, Ms. Hussey, Mr. Keohokālole, Ms. Lum, Mr. Onishi, Ms. Pu'u approved the July 11, 2022, minutes with a non-substantial spelling correction.

Motion was made to adopt the July 11, 2022, minutes, amended with a non-substantiative typo for spelling.

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

Chair Ka'anā'anā reported that three meetings were held. The Administrative Committee (AC) met on July 25, 2022, and on August 11, 2022, and the Venues and Programming Committee (VC) met on August 8, 2022. Details of these permitted interaction meetings and their discussions will be covered later in the agenda items.

PRESENTATION, DISCUSSION AND/OR ACTION REGARDING ADMINISTRATIVE COMMITTEE UPDATE

Chair Ka'anā'anā turned over this portion of the meeting to Ms. Ah Nee-Benham, Chair of the AC. Ms. Ah Nee-Benham reported that copies of the minutes of the two AC meetings held on 7/25/22 and 8/11/22 were circulated to the commissioners earlier that morning.

Ms. Ah Nee-Benham reported that on the meeting of 7/25/22, the Festival Director (FD), Mr. Aaron Salā, provided an overview of his recent meetings with the Council for Pacific Arts and Culture (CPAC) which gave them a broader perspective on some of the expectations that CPAC and the Festival of the Pacific Committee (SPC) have for our work here in Hawai'i. Ms. Ah Nee-Benham also reported that the AC discussed a wide-range of tasks including timeline, organizational structure, the festival budget, fund development/friend development and raising the resources that they would need to successfully put on the Festival in 2024. The committee requested several documents from the FD for the 8/11/22 meeting.

Ms. Ah Nee-Benham reported that at the AC meeting on 8/11/22, the FD provided the AC with three very important documents. One was a project timeline/overview of major tasks. The AC

had requested a Generalized Activity Normalization Time Table (GANTT). The FD provided something similar which satisfied the AC as it provided highlights of what would be accomplished over the next several months in 2022. The AC also learned more about a Memorandum of Understanding (MOU) that needs to be done between Hawai‘i and the SPC/CPAC to confirm Hawai‘i’s responsibilities with respect to hosting the 13th FestPAC. The FD will report on the MOU later in the meeting.

Ms. Ah Nee-Benham reported on the Festival fund development plan; the necessity to have a core administrative team to assist the FD. Ms. Ah Nee-Benham also reported that the Festival fund development plan was an opportunity for the AC to review the commitments that had been made. They also discussed the necessity to have a core administrative team assist the FD. The FD will bring us up to date on where he is in pulling together a team that will help him to initiate a fund development strategic plan. The AC discussed a repository for the monies which will be discussed further at the next AC meeting. She advised that there is an approved Festival budget that will be revised and distributed to the commissioners. Also, that the FD will discuss elements of the timeline during his presentation.

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

Chair Ka‘anā‘anā turned over this portion of the meeting to Ms. Lum, Chair of the VC. Ms. Lum reported that the VC met on August 8, 2022. She mentioned that many of the topics discussed in the VC meeting will be covered in more detail as part of the FD’s report.

Ms. Lum reported that at the outset of the meeting, the FD stated the SPC/CPAC expects our Festival programming to reflect their 2050 strategy which he is trying to get a better understanding of as he continues to participate in their Working Group meetings. These expectations would probably be reflected in the MOU that Commissioner Ah Nee-Benham mentioned in her report. The VC also discussed preparing a FestPAC calendar which will be covered during FD’s report.

Ms. Lum also reported that the VC discussed whether the FestPAC Parade of Nations should be incorporated with the King Kamehameha Day Parade since both events occur in the same time period. This was the arrangement when the Festival was going to be held in 2020. The FD confirmed that the King Kamehameha Day Commission is still amenable to this if the Commission still desires it. However, after further discussion, the VC felt that the Parade of Nations should be a separate event from the King Kamehameha Day Parade and held at the University of Hawai‘i Mānoa (UHM) campus stadium. The VC will add the use of the stadium to our list of requests to UHM.

Regarding housing, Ms. Lum stated the agreement currently in place with UHM is for 1,800 rooms with (2) meals per day. The FD believes we may need to arrange for another 500 rooms, depending on the delegation size the Commission approves for each country. Further discussions will be held during the FD’s report.

Ms. Lum noted the VC had a brief discussion about the Festival budget – whether it was driving the programming or vice versa. Mr. Onishi commented that he believes as the 2024 Festival host, the state and federal government need to contribute funding and agreed to liaise with both the state and the federal governments in this regard.

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

Chair Ka'anā'anā called upon FD Salā for his report.

The FD reported that he attended the Pacific Islands Forum, July 11-14, 2022, in Suva, Fiji. The SPC invited him to several meetings which he attended in collaboration with the Pacific Islands Development Program from the East West Center. During the course of the week, he met several agencies, executive directors and the SPC staff. The FD indicated that one primary purpose of the forum was to have all 18 leaders throughout the Pacific endorse the strategy for the Blue Pacific Continent 2050. He mentioned there was a dynamic series of events including an exhibit showcasing the 50-year history of the Festival of Pacific Arts and Culture hosted by the SPC and presented by Dr. Frances Koya-Vaka'uta and Ms. de Silva, who welcomed everyone and invited them to attend FestPAC 2024 in Hawai'i. The FD reported that he met with SPC and arranged a series of standing meetings with them.

The FD reported that he attended his first FestPAC Working Group meeting on 8/8/22 and the goal of that meeting was to look at the feasibility of the Festival over time and to assure that FestPAC is integrated with the 2020-2030 Pacific Regional Culture Strategy. The FestPAC Working Group is taking a more active role in the Festival but made it clear that Hawai'i is the lead. SPC has resources they are willing to use, and which Hawai'i needs. The FD acknowledged Mikki-tae Tapara and Paula Carr of Aotearoa who are heading up the effort with the FestPAC working group. Representing the commission on the Working Group are Ms de Silva and Mr. Monte McComber.

The FD also reported that the SPC has invited him back to Suva in October 2022 to attend a series of meetings including the Public Health Department, Land Resources Department for Biosecurity, and the Communications team.

Regarding the MOU between Hawai'i and the SPC that Commissioner Ah Nee-Benham brought up earlier in the meeting, the FD indicated that currently, we do not have a proper MOU between Hawai'i and SPC for the hosting of the Festival. However, he is hoping that today, we can bring all of our decision making into this meeting so that the August 15, 2022, meeting of the Commission represents our level set, and that everything comes back to this point rather than discussing things from previous meetings.

The FD presented the FestPAC calendar from August through December 2022 and then a quarterly calendar from January 2023 through the end of the Festival in June 2024.

August 2022 – The FD asked the Commission to recommit to the following decisions including Festival Village location, ancillary venues, and delegation numbers. With respect to the limit on

delegation counts, the FD stated the Commission previously decided on 60, but with the decrease in Covid counts, he wondered if the Commission would want to consider raising the limit to 100. Housing at the University of Hawai'i at Manoa (UHM) is confirmed for 1,800 delegates. There is potential supplementary housing at the East West Center in Lincoln Hall and Hale Mānoa. The FD is in touch with hotel partners once again to hold hotel blocks. The FD requests a re-commitment to programming buckets and venues.

September 2022 - The Pacific Island Development Program will be hosting the Pacific Island Conference of Leaders (PICL), September 12-14, 2022. Twenty (20) member countries were invited to the event and so far, nine (9) confirmed their attendance in person. The PICL producers have asked the FD to speak on several occasions during the PICL. Also in September, the FD will begin to convene committee leads for the following committees as outlined in the FestPAC Host Manual: Artistic/Creative (programming); Administrative (finance, administrative/secretariat/human resources/delegations); Festival Coordination (liaison with governments, NGOs, municipal gov't, etc.); Venues and Facilities; Support Services; Media Marketing and Sponsorship; and Residential. Marketing collateral needs to be created such as save the dates, posters, postcards etc.

October 2022 – The FD will be attending a SPC meeting in Fiji and also the Moso'oi Festival in American Sāmoa. The FD recommended that we begin the process of making our invitations to Secretary Haaland, the Hawai'i Congressional Delegation, the National Endowment – Arts and Humanities, Western Arts Federation, Smithsonian Institute, Senator Hirono, the Asian/Pacific Museum and other organizations as appropriate. Also, in October the AC will look at FestPAC legal structure, liability insurances, intellectual property (IP) rights, and copyright discussions are to commence, etc. FD thanked Commissioner de Silva for making sure that IP that is shared during the Festival are protected. FD also noted that the Festival Secretariat needs to be established which will require an MOU with East West Center.

November 2022 - The FD goal is to solidify the MOU between Hawai'i and the SPC/CPAC, have the sponsorship structure and policy established including the marketing strategy, finance guidelines, and all the “handshake agreements” with ancillary venues and UHM should be established. Aotearoa will be doing their SPC tech visit because their fund mechanism is different from most others.

December 2022 – A new set of press releases will go out for FestPAC 2024, the website will be relaunched and social media strategy will be in place. Distribution will go through SPC, Cultural Talkers, Native Arts and Cultures Foundation, WestAF, Meet Hawai'i, etc. Data preparation for the delegation dossier (hard and soft copy binders) will be commenced in preparation for the February 2023 SPC/CPAC tech visit. Delegate information will be incoming during this timing.

The FD also reviewed the FestPAC quarterly calendar from January 2023 through the end of the Festivals in June 2024. A copy of the 2023 quarterly calendar along with the 2022 calendar from August to December was included in the meeting packet.

At this point, the FD paused to acknowledge and thank Ms. Terava Casey, the Department of History at UHM who has been assisting the FD. Ms. Casey then thanked the Commission for inviting her to the meeting.

Festival Programming Pillars

Include *Hō'ike'ike* (Performing Arts), *Hō'ike Ki'i* (Visual Arts), *Hana No'eau* (Applied Arts), *Mea'ai* (Culinary Arts), *'Aha Moananuiākea* (Conference, Symposium), *Nā Hana Pāku'i* (~~Fringe~~ Complimentary Activities), *Na Hana Kūikawā Kūhelu* (Special Events). The FD reported that the Commission had already approved the details of these programs in previous meetings. Chair Ka'anā'anā clarified that the expectation is to re-affirm the commitments the commission has already made regarding this programming. A resolution of this commission was suggested by the Chair to mark the decisions made during this meeting to be presented in the next meeting for approval by the commission.

The FD conveyed that in order to bring us to a level set and providing a foundation from which the FD can work with the SPC, CPAC, FestPAC Working Group, the Commission, and the Native Hawaiian Pacific community regarding FestPAC, he asked that all programmatic and venue-related decision-making come into the August 15, 2022 meeting minutes.

Chair Ka'anā'anā noted that at the April 5, 2021, meeting "fringe" was changed to "complimentary" the Commission approved *Nā Hana Kūhelu* for the translation of Special Events. These names are to be reflected properly in the minutes of this meeting (see what is crossed out in the Festival Programming Pillars above and replaced with the correct names). Chair proposed that the commission make a motion to reaffirm decision making that was made prior on Programming Pillars and that those reflected on the screen today on August 15, 2022, be the Programming Pillars as approved, moving forward.

Motion was made by Ms. Ah Nee-Benham and seconded by Mr. Onishi to reaffirm the decision that the Commission made today, August 15, 2022, for the Festival Programming Pillars with the amendment noted to change from "fringe" to "complimentary" and from *Nā Hana Kūikawā to Nā Hana Kūhelu* (Special Events). A roll call vote was requested and the following Commissioners approving the motion: Chair Ka'anā'anā, Ms. Ah Nee-Benham, Ms. Bento, Ms. de Silva, Ms. Hussey, Mr. Keohokālole, Ms. Lum, Mr. Onishi approved the motion.

Motion was adopted with amendments that *Na Hana Kūikawā* be changed to *Nā Hana Kūhelu*.

Nā Hana Kūhelu (Special Events)

Chair Ka'anā'anā made a motion, and it was seconded by Mr. Onishi that the Commission reaffirming its decision for Special Events to include: 'Awa Ceremony/Protocol & Opening and Closing Ceremony, Wa'a Welcome, Parade of Nations, Ecumenical Services, Youth Ambassador Program and Traditional Games.

In discussion, Ms. de Silva asked that Traditional Games be moved out from *Nā Hana Kūhelu* to *Nā Hana Pākui*. Chair also advised that in his April 5, 2022 meeting notes that the Youth Ambassador Program should be in *Nā Hana Pākui*.

After discussion, Chair Ka‘anā‘anā revised his motion to re-affirm the commissions previous decision that the following be included in *Nā Hana Kūhelu* (Special Events): ‘Awa Ceremony/Protocol, Opening and Closing Ceremonies, Wa‘a, Welcome, Parade of Nations and Ecumenical Services. It as seconded by Rep. Onishi. A roll call vote was requested and the following Commissioners approving the motion: Chair Ka‘anā‘anā, Ms. Ah Nee-Benham, Ms. Bento, Ms. de Silva, Ms. Hussey, Mr. Keohokālole, Ms. Lum, Mr. Onishi, approved the motion.

Motion was adopted.

Venues

The FD reported that the current Festival Village venue is pending a proper MOU between UHM and the East West Center. Discussion was held regarding the venues presented in FD’s report. Staff will research the dates and decisions already made by the commission, including the primary and secondary venues, and will prepare a resolution for approval by the commission.

Voting was deferred to the next commission meeting.

Delegation Count

Commissioners shared their thoughts and concerns on the delegation count.

Chair Ka‘anā‘anā made a motion, and it was seconded by Mr. Onishi that the Commission approve today, August 15, 2022, a Delegation maximum size of 100. A roll call vote was requested and the following Commissioners approving the motion: Chair Ka‘anā‘anā, Ms. Ah Nee-Benham, Ms. Bento, Ms. de Silva, Ms. Hussey, Mr. Keohokālole, Ms. Lum, Mr. Onishi, Ms. Pu‘u.

The motion was passed to increase the delegation size to 100.

Commissioner Hussey asked that the FD prepare a one pager with the operating assumptions, venues, programming, etc., for each meeting. Chair asked that the FD to open each meeting with the commission affirmed decisions. Also, that all resolutions should be agenzed and voted on with a proper resolution.

PUBLIC TESTIMONY ON AGENDA ITEMS

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

ANNOUNCEMENTS

Chair Ka‘anā‘anā announced that all commissioners are required to take the State Ethics Training for the Board and Commission and this training can be found online. It’s a 33-minute online certificate course and at the end of the training he asked that they forward their certificate to Mr. Scott Tome.

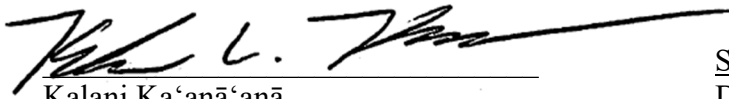
NEXT MEETING SEPTEMBER 26, 2022

The next FestPAC Commission meeting is confirmed for September 26, 2022, at 3:00 pm, this is a quarterly meeting.

ADJOURNMENT

Chair Ka'anā'anā adjourned meeting at 4:54 p.m.

Respectfully Submitted,



Kalani Ka'anā'anā
Chair

September 19, 2022
Date