



HO'OU LU LĀHUI
Regenerating Oceania
13th Festival of Pacific Arts & Culture
Hawai'i 2024

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

MONDAY, NOVEMBER 20, 2023 AT 03:00 P.M.

HYBRID VIA ZOOM

Commission Members Present were:

Kalani Ka'anā'anā, Chair	-	Hawai'i Tourism Authority (HTA) Designee
Snowbird Bento	-	Community
Māpuana de Silva	-	Community Member At-Large
Stacy Ferreira	-	Office of Hawaiian Affairs (OHA)
Sen. Jarrett Keohokāhole	-	Hawai'i State Senate
Jamie Lum	-	Department of Business, Economic Development, and Tourism (DBEDT)
Makana McClellan	-	Governor's Designee
Rep. Richard Onishi	-	Hawai'i State House of Representatives

Guests:

Aaron Salā	-	Festival Director
Linda Lileikis	-	AHL

Staff:

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

Apologies:

Shanty Asher	-	City & County of Honolulu
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CALL TO ORDER

The meeting was called to order by Chair Kalani Ka'anā'anā at 03:04 p.m., who welcomed everyone present via ZOOM.

WEHENA

Chair Ka'anā'anā called upon Commissioner McClellan to provide the wehena (opening). Commissioner McClellan provided Pule Ho'omaika'i No Ka Wa'a (a request for guidance and protection for the voyage).

ATTENDANCE

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

Commissioner Asher was excused.

Deputy Attorney General Elise Amemiya, Festival Director (FD) Aaron Salā, his guest Ms. Linda Lileikis and HTA support staff: Maka Casson-Fisher were present via zoom.

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 HAWAI‘I 2021

Chair shared that the Programming/Venue Committee met on Tuesday, November 14th. Hearing no additional meetings, the Chair continued with the next agenda item.

APPROVAL OF THE NOVEMBER 6, 2023 MEETING MINUTES

The minutes were previously distributed and reviewed by Commissioners. Chair Ka‘anā‘anā requested a motion to adopt the November 6, 2023 minutes. Commissioner de Silva 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 Bento, de Silva, Ferreira, Keohokālole, Lum, McClellan and Onishi voted in favor of approving the unamended minutes of the November 6th 2023 meeting. Commissioner Asher was 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) shared that there is maintained frequency in terms of providing updates to the SPC for the region. Circular #4 should go out to the region sometime this week.

19 of 28 countries have confirmed participation in the Festival of Pacific Arts & Culture 2024

In terms of Matson Shipping, the company has decided that the best way for them to articulate what kind of in-kind services they can provide is to instruct countries to go directly to the Matson website and articulate all the things that they need to bring over that will help Matson to work with the us, to design for us what the Matson give will be, and that will also include the

cash gift that we've requested for as well. The deadline to countries is the end of January 2024 for them to articulate any kinds of shipping needs they need. Matson will then respond to us in due time.

The Biosecurity Working Group has commenced its meeting. The next meeting is on December 5th 2023, by the next Commission meeting we should have a location for fumigation, and we should have a contractor in place.

FD acknowledged Ms. Jimmie Collins from the Hawai'i Office of Homeland Security who is commencing a standing meeting of security and protocol. The agencies involved in this standing meeting are the Honolulu Police Department and the department of law enforcement at the State Department of Homeland Security. The Department of Homeland Security will be handling venue and threat assessments.

In terms of marketing and promotion, FD shared that there is a press release ready to send. We had intended to send then there was the tragedy on Maui, and then intended to send again but another fire followed. So now we're just waiting for approval from the Chair to let us know when it's appropriate to send. Makanani Salā recently returned from her West Coast Media Blitz with HVCB and HTA that has garnered for us some some valuable media time and attention.

Commissioner McClellan inquired about the press release and who that would be coming from.

Discussion among Commissioners regarding getting clarity on the entity that will be officially communicating and that it should be consistent entity. Chair Ka'anā'anā asked the Commission if they are okay being a little bit more hands off in approving a release and that kind of stuff. Chair and Commissioner McClellan will can take that up offline. But invited commissioners to share any thoughts regarding how involved the Commission to be in the process of distributing releases.

Commissioner de Silva asked for clarity from Chair Ka'anā'anā that if all the information that goes out in these media blitz and FestPAC information out to the countries is already coming through the Commission, then we've already given our okay. Therefore, give Aaron the ball, let him decide who's gonna be the point person.

Commissioner Onishi supported that sentiment, saying that “we have delegated to Aaron operational logistics for the Commission, and through our smaller groups we're vetting information about the festival.”

Chair thanked the members for the discussion.

FD brought guest speaker, Ms. Linda Lileikis (LL) of AHL, to talk about Village Design Preparation & Logistics for FestPAC 2024

LL shared about the conceptual designs of the Festival Village to be housed at the Hawai'i Convention Center. Even though Hawai'i will be hosting 28 island countries, we want to really

represent and show what Hawai'i is about. LL and team spent some time over at Bishop Museum with Marquez Marzan, to really understand what makes a Hawaiian hale (house/structure) Hawaiian. To really understand proportions, functions, and use. And how does that really tie in and celebrate the festival village.

Commissioner Ferreira asked LL if there's been thought and considerations to where elders might sit and rest. LL responded that at the exhibition level there will be reserved area just for kūpuna.

LL and team will continue to produce renderings and a video of walking through the exhibition hall. So you can actually be able to experience that feeling. This is going to be a great experience for people to walk through the hale (structures) and experience that come out. And then sort of through all of the hale and through all of the the different communities in the village.

Festival Director shared that part of the goal for us to include a wa'a (canoe) and the hālau wa'a (canoe house) itself is because the programming is happening on the other side of the island. We wanted to make sure that we included programmatic pieces of that engagement with the exhibition hall with the festival village, so that this could help point to the other side, but also because we're talking about regenerating Oceania and bringing Oceania together.

Chair Ka'anā'anā: Linda, I can't thank you enough on behalf of the Commission. It's always exciting when we get to see vision sort of brought to life. So thank you to you and the team.

Commissioner de Silva: what will be on the ground floor of the hale? We want to make sure that whatever we put down under those lauhala (pandanus) mats are going to mitigate that cold that comes out of the cement.

Festival Director: all the resources that they might need, that we provide them. If the countries want to remove the tables and lay mats to do their demonstrations and such they're welcome to do that. Our our goal is to provide them the space and insofar as possible, in these spaces the the proper, storage so that they can store whatever needs storing along with access to water.

Commissioner Bento suggested the kind of puzzle mats that can be found in the kindergarten classrooms to be used as cushion/padding under the lauhala mats.

Chair Ka'anā'anā: Linda, thank you guys so much for what you guys are doing. I'm really excited about the immersive-ness of it, and really paying attention to the production value. I recognize there's some real legitimate constraints around funding. But you guys getting creative and how to do that is really appreciated by the commission. I really appreciate some of the thoughtfulness that you folks have put into. I think the experience for the guests coming in or come the delegations, will be unlike anything else they may have ever experienced. So we're really excited about that!

The full presentation and discussion can be viewed on the recording. No actions taken by the Commission on this agenda item and Chair moved to the next agenda item.

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

The committee met on November 14th, prior to today's Commission meeting and called upon Commissioner Bento to provide any updates.

Commissioner Bento: A Master Planner will be engaged, through assistance from Indo-picom to help with the overall Master Calendar for the Festival of Pacific Arts, programming currently includes space for all 28 delegations to participate, and the current deadline for submissions of intent to participate forms is going to be December 1st, 2023.

Next steps regarding Master Planner, the December 1st date is a placeholder for delegations that we have yet to submit intent to participate forms. If we do not hear back from delegations in the appropriate amount of time, then their space will be removed from the master calendar. Regarding the master calendar, CPAC Leaders will meet on the 2nd, 3rd and 4th of June. Wa'a arrival and traditional welcome on the 5th of June. Opening ceremonies following on the 6th of June. Ecumenical services on the 9th of June. Closing ceremonies on the 16th of June.

Michael Naho'opi'i, Executive Director of Kaho'olawe Island Reserve Commission (KIRC) has been contacted and informed about the potential traveling wa'a that may want to stop at Kaho'olawe on their way back out as they leave Hawai'i to sail back down to their respective destinations. Countries interested in doing so will need to reach out directly to KIRC as that will not be not facilitated through the Festival proper or Commissioner Bento.

The Lālākea Foundation has been approached to participate in the cultural protocols for the opening and closing ceremonies for the Festival. A timeline of training events is being completed, and applications for grant funding are being prepared in order to ensure that they can appropriately be able to help with the opening and closing ceremonies for the festival, and will be sharing the proposed timeline for training events spanning from January through June of 2024.

Chair Ka'anā'anā asked that Commissioner Bento connect Commissioner de Silva, who has accepted the responsibilities of forming thoughts around protocol, with the Lālākea Foundation just to make sure that they're synced up on that front on the protocols.

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

Public Testimony on Agenda Items

Hearing no testimony, the Chair moved on to announcements, agenda item number 11.

Announcements

Maka is preparing the calendar and Scheduling Commission Meetings for 2024.

Next meeting will be held virtually on Monday December 4th at 3p; Commissioner Ferreira has the wehena (opening protocol).

Appreciation was shared and a reminder to create some time for you and your families, whether Thanksgiving is a big holiday for you or not. Please create some space for yourselves in this holiday festive season.

Hearing no further announcements, the Chair asked for unanimous consent to adjourn the meeting at 4:13PM

Respectfully Submitted,

Kalani Ka'anā'anā
Chair

Date

FestPAC Administrative Committee Meeting
Friday, November 24, 2023
11:00am via Zoom

Meeting Notes

Attendees: Stacy Ferreira, Jarrett Keohokālole, Jamie Lum, Makana McClellan; Festival Director Aaron Salā

SPC FestPAC Host Readiness Assessment – Sept/Oct 2023

FD Salā reviewed the assessment with the members. He will prepare a response and bring it back to this committee for discussion.

CPAC Meeting

FD Salā will present a progress report on the Festival planning for the next CPAC meeting on December 13th.

Fundraising Update

FD Salā will be making a presentation and request for funding support to the OHA Board of Trustees at their meeting on December 7th.



FestPAC Commission Meetings 2024

Meetings 3:00pm – 4:00pm (Unless Otherwise Noted)

Meeting Date	Zoom Link	Wehena Kuleana
1st Quarter		
01/08/2024		Senate Designee
01/22/2024		HTA Designee
02/05/2024		Festival Director
02/19/2024		C&C Designee
03/04/2024		At-Large (Bento)
03/18/2024		At-Large (de Silva)
2nd Quarter		
04/08/2024		House Designee
04/22/2024		Governor's Designee
05/06/2024		DBEDT Designee
05/20/2024		OHA Designee
06/03/2024		Festival Director
3rd Quarter		
07/01/2024		C&C Designee
07/15/2024		At-Large (Bento)
08/05/2024		At-Large (de Silva)
09/02/2024		Senate Designee
4th Quarter		
10/07/2024		House Designee
11/04/2024		HTA Designee
12/2/2024		OHA Designee

Indicates a Quarterly Meeting 3:00pm - 5:30pm – In person attendance is highly recommended.
 Meeting will be held in Ka'ahumanu Boardroom A, Parking Level of the Hawai'i Convention Center.



Festival Director Report

Aaron J. Salā

18 December 2023

Order of Report

- Program and Content
- Marketing and Promotion
- Volunteer Logistics
- Logistics and Operations

South Pacific Arts Festival – Suva, Fiji (1972)
Photograph(s) by Nick DeWolf



Program and Content

- Drafting:
 - Performance Stage Schedules
 - Wa‘a, Carvers, Heritage Program
 - Capitol Modern, Bishop Museum Program
- “Our Sea of Islands” Exhibit
 - Jurying to begin Dec. 2023
- Council of Pacific Arts & Culture
 - CPAC38 – Country Asks



Marketing and Promotion

- U.S. Embassy NZ Media Tour (11/30)
 - Newshub/Discovery, Stuff, Radio NZ Pacific, Newsroom, Pacific Media Network, NZ Herald, Samoa TV
- Press Release (12/04)
- Star-Advertiser Interview (12/13)
- Hosted philanthropic engagements (Jan-May 2024)



Logistics and Operations

- Intent to Participate – 1,945 delegates (23 of 28 countries)
- Governor’s Cabinet Meeting (12/04)
- Working Group Meetings
 - Biosecurity WG Meeting (12/05)
 - Security and Protocol Meeting (to commence, Hawai‘i State Office of Homeland Security)
- Office of Hawaiian Affairs (12/07)
- FestPAC WG and CPAC meeting (12/11-13)
 - Technical Visit (Jan-Feb 2024)
- Program Committee Meetings
 - Wa‘a WG Meeting (12/21)
 - Heritage Programs





Volunteer Logistics

- DataHouse – volunteer registration portal
- Volunteer Interests:
 - Association of Hawaiian Civic Clubs
 - University of Hawai‘i students
 - Community Members
 - Non-Profit Organizations
- Volunteer schedule
- Training – February 2024
 - Commencement – 31 May 2024



Logistics - Accommodations

Accommodation	# of Beds	Check-in Date	Check-out Date	
Univ of Hawaii	1,534	June 2, 2024	June 17, 2024	15 nights
East West Center	125	June 1, 2024	June 18, 2024	17 nights
Hotels (4-5)	350	June 1, 2024	June 18, 2024	17 nights
TOTAL (to date)	2009			

Logistics - Transportation

- School Buses – Shuttle between Univ of Hawai‘i and Convention Center
- Motorcoaches – Airport Transfers and Festival Village Move-in

Major Group Movements (planned)

- Hawaii Convention Center Festival Village: June 4, June 6-15, 2024
 - June 4 & 6: Move In (motorcoaches)
 - June 7-15: Shuttles between Univ of Hawai‘i and Convention Center
 - Tentative: start 1 hour prior to opening / end 1 hour after close of day
- Kualoa Beach Park: June 5, 2024 (Wa‘a Ceremony)
- Kamehameha Day Parade: June 8, 2024
- Bishop Museum: June 9, 2024 (Hō‘ike)

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Mahalo



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