



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, JANUARY 8, 2024 AT 03:00 P.M.
HYBRID VIA ZOOM

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
Stacy Ferreira	-	Office of Hawaiian Affairs (OHA)
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
Pua Sterling	-	Program Director
Kim Vo	-	Data House

Staff:

Elise A Cole	-	Office of the Attorney General
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Apologies:

Sen. Jarrett Keohokāhole	-	Hawai'i State Senate
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CALL TO ORDER

The meeting was called to order by Chair Kalani Ka'anā'anā (Chair) at 03:08 p.m., who welcomed everyone present via ZOOM.

ATTENDANCE

Chair conducted the roll-call attendance. Chair Ka'anā'anā, Commissioner Asher, Commissioner Bento, Commissioner Ferreira, Commissioner Lum, Commissioners McClellan and Commissioner Onishi were present via Zoom. Commissioner de Silva and Commissioner Keohokāhole were both excused. Commissioner de Silva arrived late to the meeting.

Deputy Attorney General Elise Amemiya, Festival Director (FD) Aaron Salā and guests along with HTA support staff Maka Casson-Fisher were also present via zoom.

WEHENA

Chair Ka‘anā‘anā called upon Maka Casson-Fisher to provide the wehena (opening). Mr. Casson-Fisher invited all to join in Nā ‘Aumākua.

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.

Kristin Young of Australia shared that she’s looking forward to attending FestPAC in June. Hearing nothing further, he continued with the next agenda items.

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

The Administrative Committee did meet and the Venue and Programming Committee did not meet. Hearing no additional meetings, the Chair continued with the next agenda item.

APPROVAL OF THE DECEMBER 18, 2023 MEETING MINUTES

The minutes were previously distributed and reviewed by Commissioners. Chair Ka‘anā‘anā requested a motion to adopt the December 18, 2023 minutes. Commissioner Lum motioned, and it was Seconded by Commissioner Ferreira. With no additional discussion, Chair conducted a roll-call vote. Chair Ka‘anā‘anā, Asher, Bento, Ferreira, Lum, McClellan, and Onishi voted in favor of approving the unamended minutes of the December 18th 2023 meeting. Commissioners de Silva and Keohokālole were excused. Motion carried.

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

Festival Director Salā provided an update regarding the “Home Stretch” on the hosting of the Festival and following items:

- 1) Budget & Financial Status
- 2) Program and Content
- 3) FestPAC Operations
- 4) Digital Platform (festpachawaii.org)

Festival Director (FD) provided some highlevel updates to the Commission:

- On budget and finance, the 2023 legislative appropriation in contract
- The 2023 Governor’s discretionary fund also in contract
- Matson, is working with the Festival Director on a \$250,000 in kind shipping service, in support of Pacific countries shipping their cultural needs to Hawai‘i in addition to a \$10,000 cash gift from Matson for the Festival.
- The Smith family from Kaua‘i has given another quarter of \$1,000,000. That makes their total give a half a million
- Hawai‘i Community Foundation has approved a \$100,000.00 give

- Pending, there is an ask to the Office of Hawaiian Affairs for \$1.5 million. FD acknowledges Commissioner Ferreira and thanks her for her support on getting FestPAC on the OHA Board agenda and allowing FestPAC to present to the trustees of the office.
- Festival Director
- Additionally, there is an ask of the HTA Signature Events fund of \$750,000. FD acknowledges that this is probably the largest ask an organization has made of HTA signature events.
- Festival Director introduced Pua Sterling as the Director of Programs with Gravititas Pasifika as of January 8th, 2024.
- The intent to participate has stayed at 1945 delegates, 24 of 28 countries, with intents to participate in to our inbox. This number will fluctuate a bit as countries are now going through the process of visa acquisition and organizing their respective delegations
- The art exhibit call at Capital Modern Hawai'i State Art Museum titled Our Sea of Islands, closed on December 31st, 2023 and therefore is now in the jury process.
- 312 entries from 68 artists; this is representative of the region.
- The goal with this exhibit is that it does a soft opening in May of 2024 and then stays through the end of the of the calendar year.
- Dr. Makanani Salā, Director of Operations, shared about the Festival Ops Biweekly Standing Meeting, Biosecurity Working Group (WG) Standing Meetings, Security & Protocol WG and Comms/PR Standing meetings
- Australia hosted the first Consular Affairs Roundtable, inclusive of Australia and New Zealand, Tonga, RMI and Micronesia FSM.
- The goal is to establish a direct communication between host and country such that heads of delegation will be able to ask questions directly and for information that they would like to obtain

Chair Ka'anā'anā recommended that Festival Director not have to bring every request of orgs to the admin committee for approval with our blessing here today. Furthermore that Festival Director Salā and Chair be able to sign the letter requesting the volunteers, the tents, etcetera. Chair asked the Commission if they were OK with that or if there's preference that it goes through admin.

Seeing a lot of thumbs ups and head nods – Chair instructed FD to proceed. When the letter is ready, Chair will review it and then append his signature to make that formal ask.

Festival Director continued to inform the Commissioners that the SPC is planning a tech visit that starts on the 20th of January and goes through February 3rd.

FD announced that the festpachawaii.org website is up. It will be updated regularly as programming comes online. FD then introduced the Commission to Kim Vo from DataHouse, who is working to build out the digital platform piece of the website.

The full presentation and discussion can be viewed on the recording.

Commissioner Ferreira asked Ms. Vo if there'll be opportunities to get real time feedback via surveys and if there'll be an app that will be paired with this website?

There will be opportunities to facilitate questions and surveys. There will not be an app.

Kristen (from Australia) also inquired about volunteer opportunities for attendees from outside of Hawai'i.

So long as all the risk management things on Hawai'i's side are in place and with proper waivers are signed, FestPAC Hawai'i would absolutely welcome the volunteers.

Chair requested that further questions be sent directly to the Festival Director and expressed his thanks to Kim for the presentation and work being done to provide the website and resources.

No actions taken by the Commission on this agenda item and Acting Chair moved to the next agenda item.

Presentation, Discussion and/or Action Regarding Administrative Committee Update

The committee did not meet prior to today's Commission meeting. Hearing no questions by the Commission on this agenda item, Chair moved on to the next agenda item

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

The committee did not meet prior to today's Commission meeting. Hearing no questions by the Commission on this agenda item, Chair moved on to the next agenda item

Public Testimony on Agenda Items

Hearing no testimony, the Chair moved on to announcements

Announcements

A schedule was sent to Commissioners by Maka. Chair Ka'anā'anā reminds Commissioners and attendees about the upcoming Legislative Session and asks for everyone's flexibility and understanding.

Due to conflicting schedules, Chair asked to see if Commissioners were available on January 30th and that Maka would send out polling to establish quorum.

Commissioner de Silva requested that the Commission meet at 2p on the 30th and apologized for her lateness to today's meeting.

Hearing no further announcements, the Chair adjourned the meeting at 3:55PM

Respectfully Submitted,

Kalani Ka'anā'anā
Chair

Date

DRAFT

Festival of Pacific Arts and Culture 2024
Venues + Programming Committee Meeting
Wednesday, January 17, 2024
Via ZOOM 11:00pm - 12:00pm

Members Present: Commissioners Asher, de Silva and Bento, FD Salā, Pua Sterling (PD) **Apologies:** Rep. Onishi
Time Started: 11:05am **Submitted by:** Commissioner Bento
Time Completed: 11:57pm

Agenda Item	Discussion Notes	Next Steps by Commission/Members
Updates	Pua Sterling has joined the Gravititas team responsible for the overall programming of the festival. Introduced to the FestPAC commissioners in the 1/8/24 commission meeting.	None
Venues Updates	<p>Meeting with UH Athletics to finalize site specs for Opening & Closing Ceremonies incl:</p> <ul style="list-style-type: none"> ● Build out of stage ● VIP logistics <p>KS “ask” to include the possibility of utilizing Windward Mall as the Ko‘olau location for community engagements during the Festicval.</p> <p>UH West O‘ahu - as a possible community engagement location.</p> <p>Master Schedule Templates being worked on. Overlay of delegation programming to avoid the</p>	<p>None</p> <p>We’ve met with UHWO and are working on details.</p>

	delegations from being booked in multiple locations on the same day and time in order that they may be able to support their own delegation engagements.	
Program Leads Meeting	Hybrid meeting held on Thursday, Jan. 18th from 6pm - 8pm with the FestPAC 24 program leads.	Informational only.
Other / Questions for follow-up	Commissioner Bento will begin to attend weekly Festival Ops Meeting with the Gravitas Coordinating Team connected to programming.	Next V+P meeting is scheduled for Wednesday, January 31, 2024 from 11:00am - 12:00pm on ZOOM.



Festival Director Report

Aaron J. Salā, PhD

30 January 2024

Order of Report

- Budget & Financial Status
- Program and Content
- Logistics and Operations
- Marketing and Promotion
- Community Engagement



Budget and Financial Status

- DBEDT contracts signed
- Fund Development updates



Program and Content

- **Pua Sterling** – Director of Programs
- Program Lead Orientation (01/16/2024)
 - Artistic Programs
- Performance Schedules in finalization
- Strategic Programs



FestPAC Participants

Intent to Participate: 26 / 28 countries

Current Total Delegation Count: 2,202

Submitted:

1. American Samoa – 100
2. Australia – 57
3. Cook Islands – 100
4. Easter Island (Rapa Nui) – 100
5. Federated States of Micronesia – 100
6. Fiji – 100
7. French Polynesia – 100
8. Guam – 100
9. Hawai'i
10. Kiribati – 78
11. Marshall Islands – 100
12. Nauru – 65
13. New Caledonia – 250

14. New Zealand – 85
15. Niue – 50
16. Norfolk Island – 27
17. Northern Mariana Islands – 100
18. Palau – 100
19. Papua New Guinea – 150
20. Samoa – 100
21. Solomon Islands – 50
22. Taiwan – 100
23. Tokelau – 60
24. Tonga
25. Tuvalu – 30
26. Wallis and Futuna – 100

To Be Confirmed:

1. Pitcairn Island
2. Vanuatu

Deadline
31 January 2024

Logistics and Operations

- Intent to Participate – 2,202 delegates (26 of 28 countries)
- Operations
 - SPC Technical Visit #3 (1/20 – 02/03)
 - Governor’s Cabinet Meeting (01/29)
 - Operations Meeting (*biweekly*)
 - Biosecurity
 - IndoPaCom
 - Invitations to US VIPs
- Accommodations and Transportation



Marketing and Promotion

- FestPAC Interviews (2/18)
- Communications Strategy update



Community Engagement

- Program Leads engagement:
 - Local practitioners
 - Delegation liaisons
- Volunteer Portal
 - Training (February 2024)
 - Commencement (May 2024)





Mahalo



festpachawaii.org



FestPac Hawai'i



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@FestpacHawaii



FestPAC Commission Meetings 2024

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

Meeting Date	Zoom Link	Wehena Kuleana
1st Quarter		
01/08/2024	https://us06web.zoom.us/j/88442786926	Senate Designee
01/30/2024 at 2p	https://us06web.zoom.us/j/83150987075	HTA Designee
02/12/2024	https://us06web.zoom.us/j/86297522228	Festival Director
02/26/2024	https://us06web.zoom.us/j/82937408302	C&C Designee
03/11/2024	https://us06web.zoom.us/j/81597278055	At-Large (Bento)
03/25/2024	https://us06web.zoom.us/j/89779421828	At-Large (de Silva)
2nd Quarter		
04/15/2024	https://us06web.zoom.us/j/85082676277	House Designee
04/29/2024	https://us06web.zoom.us/j/85715423400	Governor's Designee
05/13/2024	https://us06web.zoom.us/j/83078090156	DBEDT Designee
05/27/2024	https://us06web.zoom.us/j/86176152457	OHA Designee
06/03/2024	https://us06web.zoom.us/j/81918609898	Festival Director
3rd Quarter		
07/01/2024	https://us06web.zoom.us/j/86199368541	C&C Designee
07/15/2024	https://us06web.zoom.us/j/85702405000	At-Large (Bento)
08/05/2024	https://us06web.zoom.us/j/85852084018	At-Large (de Silva)
09/09/2024	https://us06web.zoom.us/j/81886638616	Senate Designee
4th Quarter		
10/07/2024	https://us06web.zoom.us/j/84338718760	House Designee
11/04/2024	https://us06web.zoom.us/j/85484776312	HTA Designee
12/2/2024	https://us06web.zoom.us/j/81204450954	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.