



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, FEBRUARY 12, 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
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

Staff:

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

Apologies:

Snowbird Bento	-	Community
Sen. Jarrett Keohokāhole	-	Hawai'i State Senate

CALL TO ORDER

The meeting was called to order by Chair Kalani Ka'anā'anā (Chair) at 03:10 p.m., who welcomed everyone present via ZOOM.

ATTENDANCE

Chair conducted the roll-call attendance. Chair Ka'anā'anā, Commissioner Asher, Commissioner de Silva, Commissioner Ferreira, Commissioner Lum, and Commissioners McClellan were present via Zoom. Commissioner Bento and Commissioner Keohokāhole were both excused. Commissioner Onishi arrived at 3:39p 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 Festival Director Salā to provide the wehena (opening). FD Salā shared a video clip of a traditional song of welcoming during his recent travel to French Polynesia as part of the Pacific Tourism Organization’s Board of Directors meeting. He also shared that the inception of the festival (FestPAC) really was a group of elders coming together and noting the diminishing effect and effect that traditional cultural practice was being nurtured and maintained by the youth. And so, as much as we do this festival in honor of our elders. We actually do this festival for the youth to assure that youth are kindling and rekindling their relationships to their culture, to their homelands, to their elders and to the cultural practice that that maintains that connection to time immemorial.

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.

REPORT ON PERMITTED INTERACTIONS, PURSUANT TO ACT 103, SESSION LAWS OF HAWAII‘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 JANUARY 30, 2024 MEETING MINUTES

The minutes were previously distributed and reviewed by Commissioners. Chair Ka‘anā‘anā requested a motion to adopt the January 30, 2024 minutes. Commissioner de Silva motioned, and it was Seconded by Commissioner Ferreira. With no additional discussion, Chair conducted a roll-call vote. Chair Ka‘anā‘anā, Asher, Ferreira, Lum, and McClellan voted in favor of approving the unamended minutes of the January 30th 2024 meeting. Commissioners Bento, Keohokālole and Onishi 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 Logistics & Operations
- 4) Marketing & Promotion
 - a. Community Engagement

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

- A very successful meeting with the Office of Hawaiian Affairs (OHA). FD thanked Commissioner Ferreira, OHA CEO/Ka Pouhana for that support.

- Team is preparing a press conference to announce the OHA's support.
- The team is meeting with Kamehameha Schools and has had several discussions specifically with Randy Fong at Ho'okahua, and are preparing for Kamehameha's rather robust engagement.
- The delegation portal is inclusive of program leads and their information.
- An overview of the programming that program leads have been working on with Pua Sterling (PS).
- The team is starting head of delegation meetings with direct head of delegation town halls
- The goal in this engagement is to establish a direct communication between hosts and countries, it's important to have direct communication with them.
- FD will ask Commissioner Bento to call a meeting of the Program and Venue Committee so that we can update that committee to come back to the full Commission in our next meeting.
- The general calendar of the overall Festival inclusive of the main events was shared.
- Wa'a Arrival Ceremony on the 5th and Wehena on the evening of the 6th, noting that 5p-9p is a little bit fluid as the Parade of Nations takes quite a bit of time.
- The Traditional Leaders Visit, is an anomaly for the Festival.
- The overall overarching goal of this engagement really is to assure well to note the place of traditional leaders in in the Pacific and their roles in collaboration with political leaders and the discussions that they have around the work of leaders in contemporary Pacific.
- There will be a meeting on 26 -28 of February to discuss the initial underpinning and catalyzation of this upcoming engagement.
- Festival Director and Chair Ka'anā'anā will be attending in addition to Commissioner Ferreira of the Office of Hawaiian Affairs.
- The digital platform that we've been working on with data house is also complete.
- The digital platform will be attached to the website to start to populate the platform with registration needs for delegations, for programming, etc.

Chair Ka'anā'anā made the Commission aware that he sent a memo to the SPC requesting their assistance. This goes back to the point about official designation of FestPAC as a State Department event. Essentially, the desire is to unlock INDOPACOM's support for the Festival. That letter has gone out, and that request has been considered.

Chair paused to give the Commissioners any time to ask questions or anything related to that topic of the guests of Hawai'i in particular, Taiwan and the Marquesas. What is unique with the Marquesas in particular, is Hawai'i's history and their migration to what is Hawai'i today and recognizing that relationship.

Chair further requested of Gravitas Pasifika, specifically Pua, to explicitly say, when talking about Comm strategy, that we're building attendance for residents. It's important that residents know about the Festival. Need to be explicit about saying that we want to build attendance from our residents for the festival.

Chair's personal feedback is that culture and the arts is being emphasized. It's important that we not lose the emphasis, through the other discussions and conversations, that which is our culture and the arts. And so, yes, we can't practice our culture or have the things that we need to if the

climate is destroying our ‘āina or sinking our islands, or whatever it may be. I'm not trying to pretend that that's not happening, but I just wanna make sure that the emphasis and the focus is on culture in the arts first.

Chair would like to make a request of SPC - The SPC page currently has the old FestPAC logo. Needs to follow-up because it's important to make sure that people who are going to the SPC website have the most current information. Chair asked FD to help facilitate that with SPC.

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

No further discussion and no actions taken by the Commission on this agenda item. Chair Ka‘anā‘anā moved to the next agenda item.

Presentation, Discussion and/or Action Regarding Legislative Reporting Requirements and Commission Meeting Cadence

Chair is not aware, in statute of any statutory reporting requirements that have been imposed as a result of the statute. Chair requested AG's assistance in confirming any required report that needs to be submitted 20 days prior to the legislative session.

Although there maybe no requirement, Chair thinks it should be done, that it's customary for things like this, and wanted to make sure, as a commission, that it be discussed. Chair believes it to be pertinent and prudent for the Commission to do so, even though it's not required in the statutes, that created the commission.

AG Amemiya responded that even if it's not required, she thinks it'd be a good idea. She'll have to double check the session laws.

Act 103 for 2021.

Act 104 for 2017.

Commissioner Ferreira supported the Chair's recommendation to submit a report and also suggests sending a report directly to the money chairs.

Commissioner Lum shared that after the first appropriation, there was a requirement for a legislative report which was done by DBEDT and submitted by Dennis. That was just after that first year of appropriation when the Commission was just established, and had only been meeting for a little less than a year.

Chair noted that the Festival Director will need to prepare a Wrap Up Report, that's tied to the contracts. Therefore that report will significantly inform, if not, be what is largely the report back to the Legislative body and money chairs (noting Commissioner Ferrers recommendation).

Festival Director Salā responded that the team has started to work on what will become the final report, so that we're reporting as we go. Also checking in with DBEDT and Commissioner Lum on the potential of engaging with the auditor. The hope is that DBEDT can procure the auditor in

due course, so that we're working with the auditor along the way after, rather than returning to it after the fact. The goal of Festival Provider is to provide the Commission as much as needed as things are being worked through so that we're not, stuck at the end.

Regarding Commission meeting cadence. Chair is okay with the biweekly cadence that we have now or twice a month. But notes that as we get closer to the Festival, we may want to reconsider.

No further discussion and no actions taken by the Commission on this agenda item. Chair Ka'anā'anā moved to the next agenda item.

Presentation, Discussion and/or Action Regarding Audit

Chair inquired of Commissioner Lum about the upcoming audit. The only audit to date was from the initial contract from the initial service provider way back. We're in some talks with the Director's office of potentially securing another audit for this next set of contracts.

Commissioner Lum responded that as FD Salā mentioned the possibility of bringing on an auditor to work alongside his team. It's something that we've done, it was very helpful and we're going to proceed with that.

Chair stated for the record, "We're cognizant of the responsibility we have as a commission for these dollars as we implement the Festival. I think it has been communicated time and again. The importance of our oversight as a commission over our festival provider and through DBEDT execution of the contracts. But again, ultimately, I think, a lot of responsibility falls on us as a commission, and we're cognizant of that, especially given the context that we're in given recovery that is needed for Maui and given other pressing needs of the State, we're very cognizant of that. But we do believe, and I do believe, that this Festival is a meaningful way of bringing our community together empowering communities to share their cultures. With that endeavor of one perpetuating these cultures and practices but also strengthening the bonds of our community. So that, come what may, whatever it may be, that, we can see the best and brightest of through that."

No further discussion and no actions taken by the Commission on this agenda item. Chair Ka'anā'anā moved to the next agenda item.

Presentation, Discussion and/or Action Regarding Economic & Community Impact

Chair shared that one thing that he's seeking support from on the HTA side, which he's not ready to commit yet, is support for an economic and community impact survey.

Hearing and seeing no further discussion, 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

Chair highlighted the successful technical visit from the SPC. He thanked the SPC for their team that was in Hawai'i and making sure that they were buttoning down some of the details related to their work in Hawai'i during the Festival.

Noting that that meeting would occur on the same time as the Traditional Leaders Summit, Chair asked the Commissioners to see if we might be open to changing the schedule for that meeting, for the last week of February.

One opportunity that we have is Commissioner Lum - you could serve as the chair for the meeting and administer the meeting on behalf of the Commission, and to ensure that we reach quorum, I can speak to Daniel, our interim President, and CEO, and he can delegate a commissioner. Maka has done that in the past.

Commissioner Lum suggested that the Commission keep the scheduled meeting as it's on everyone's calendars already.

The next Commission meeting is February 26th at 3pm.

Hearing no further announcements, the Chair asked for unanimous consent to adjourn the meeting, 115 days out from the Festival, at 4:18PM

Respectfully Submitted,

Kalani Ka'anā'anā
Chair

Date

Meeting Agenda

Date: 22 February 2024

Time: 3:30pm – 4:30pm

Location: Zoom

Objective: 13th FestPAC – Admin Committee Meeting

Attendees:

- Commissioner Stacy Ferreira
- Commissioner Jarrett Keohokālole
- Commissioner Jamie Lum
- Commissioner Makana McClellan
- Dr. Aaron Salā, Festival Director
- Dr. Makaanani Salā, Director of Operations

Agenda Items:

1. Risk Management Plan
 - a. Guam Delegation Issue
 - i. GP flagged a potential issue regarding a member of the Guam national delegation. GP will finalize its Code of Conduct for the festival and present to AG and Commission for comments and review. Code of Conduct should be enforceable, we need a decision
 - b. Health Waivers, Assumption of Risk and Release
 - i. GP requests assistance from AG with the creation of the above forms.
 - c. Intellectual Property
 - i. GP drafting Media Policy that also includes provisions for intellectual property. Will present to AG and Commission for comments and review by the next Admin Committee meeting.
 - d. Unlicensed Practitioners
 - i. Traditional Tattoo artists are not licensed by the DOH. SPC directive says Tattoo artists can only work on those from their own delegation. There was also discussion on massage practitioners and laws on traditional customary practices in Hawai'i. No clear decision was made on massage practitioners.
2. Venue Updates
 - a. UH Housing Contract

- i. Under review with AG and DBEDT
 - b. Athletics Contract
 - i. University of Hawai'i Stan Sheriff Center confirmed for Opening, Closing, and Ecumenical Service
 - c. Festival Village Buildout
 - i. Working
 - d. Festival After Hours
 - i. Working to create after hours space for delegates at the University of Hawai'i.
- 3. Media, Broadcasting, and Communications Update
 - a. Media Accreditation
 - i. Media Accreditation applications will be accepted via electronic platform. Governor's Comms team will assist in the vetting process.
 - b. Event Broadcast and Livestream
 - i. Hawai'i will make the following events available via broadcast and/or livestream:
 1. Opening Ceremony
 2. Closing Ceremony
 3. Ecumenical Service
 4. Wa'a Arrival Ceremony
 5. Festival Village Stage
 6. Daily media package for distribution
- 4. Delegation size restrictions
 - a. There have been requests by delegations to bring an excess of members at their own expense. Committee confirmed that delegation size will be limited to 100.

Notes and Action Items



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.