



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, MARCH 18TH, 2024 AT 03:00 P.M.
HYBRID VIA ZOOM

Commission Members Present were:

- | | | |
|---------------------|---|--|
| Kalani Ka'anā'anā | - | Hawai'i Tourism Authority (HTA) |
| 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) |
| Rep. Richard Onishi | - | Hawai'i State House of Representatives |

Staff:

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

Guests:

- | | | |
|---------------|---|--------------------------------------|
| Aaron J. Salā | - | Festival Director, Gravitas Pasifika |
| Pua Sterling | - | Program Director, Gravitas Pasifika |

Apologies:

- | | | |
|--------------------------|---|----------------------|
| Snowbird Bento | - | Community |
| Sen. Jarrett Keohokāhole | - | Hawai'i State Senate |
| Makana McClellan | - | Governor's Designee |

CALL TO ORDER

The meeting was called to order by Chair Kalani Ka'anā'anā (Chair) at 3:04pm, who welcomed everyone present via ZOOM.

WEHENA

Chair Ka'anā'anā called upon Commissioner de Silva to provide the wehena (opening). Commissioner de Silva began her wehena with a traditional kāhea (chanting call), then revealed upon turning on her camera she had been wearing a homemade paper bag mask. This gesture made for a brief respite to the joy of the commission. The intent Commissioner de Silva had with this greeting, was to show that the Commission cannot know what to anticipate for the Festival, and that it will be a joyous, memorable event that will impact others' expectations of the delegations attending.

Commissioner de Silva continued, that the commission must be prepared for anything, and to be ready to embrace what is shared during the event. She then continued that the Commission needed to similarly be attentive to all areas they could impact, and not to wait for obstacles to arise.

As the festival approaches and more individuals become involved, commission tasks will likely overlap as a “beautiful Pacific moena,” (woven lauhala), stated by Commissioner de Silva. She then reminded all members to be aware of each other’s responsibilities, to always be ready to “pivot,” and to always be looking for things that could be made better before they needed change.

ATTENDANCE

Chair conducted the roll-call attendance. Chair Ka‘anā‘anā and Commissioners Asher, de Silva, Ferreira, Lum, and Onishi were present. Commissioners Bento, Keohokālole and McClellan were excused. Festival Director Salā and Deputy AG Amemiya were also present via Zoom.

PUBLIC TESTIMONY ON AGENDA ITEMS

No public testimony was received prior to this meeting. Chair Ka‘anā‘anā invited public members attending the ZOOM call to testify on any agenda items. Chair continued on to the next agenda item.

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

No permitted interactions had taken place since the previous FestPAC commission meeting. Upon hearing no further updates from the committee, Chair Ka‘anā‘anā proceeded to the next agenda item.

APPROVAL OF THE FEBRUARY 26th, 2024 MEETING MINUTES

The minutes were previously distributed and reviewed by Commissioners. Chair Ka‘anā‘anā requested a motion to adopt the February 26, 2024 minutes. Commissioner Lum motioned the approval of minutes and it was seconded by Commissioner Onishi. With no further discussion or amendments, Chair conducted a roll-call vote. Chair Ka‘anā‘anā and Commissioners Asher, de Silva, Ferreira, Lum, and Onishi voted in favor of approving the unamended minutes of the February 26th 2024 meeting. Motion carried.

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

Festival Director (FD) Salā and the Gravitas Pasifika (GP) team presented on the current fundraising activities, programming and content, logistics and operations, marketing, and promoting community engagement.

FD Salā acknowledged Commissioner Ferreira and the Office of Hawaiian Affairs for their contribution of \$1.5 million dollars to FestPAC. A press conference took place to share about the collaboration.

Commissioner Salā shared that GP is also working with Jack Wong of Kamehameha Schools and his office, Randy Fong and the Ho‘okahua division to talk about Kamehameha Schools’ participation regarding funding and in-program content for the festival.

FD Salā and the GP team are finalizing decisions with Hawaiian Airlines in their participation and support of the festival. In April they will host three private fundraising engagements. The Hawai‘i Community Foundation will additionally host engagements for a curated group of philanthropists and private funders garnered by fund developer, Patty Look, and the Hawai‘i Community Foundation itself. FD Salā stated these engagements will bring together and convene the Hawai‘i Executive Roundtable.

FD Salā invited the Administrative Committee to discuss further opportunities within the Convention Center’s contract with DBEDT this week. He continued, during the festival there will be potential for affiliate engagements. FD asked that the Programming & Venues Committee meet to discuss potential affiliates, then ask of the Admin. Committee to officially obtain and collaborate said affiliates to the Convention Center. FD Salā thanked the chairs of each committee for their continued assistance. FD Salā stated he would continue to collaborate with the Programming Committee to work with Chair Bento on scheduling programming and content.

Updated invitations to countries are currently being drafted for submission as several countries have new governments and have requested new invitations with proper invitees and addresses. FD Salā then stated his team has asked of The Council for Pacific Arts and Culture to submit updated requests by March 7th. Invites to be sent out by the end of the week of March 18th 2024. These invites will be appended to the Commission letterhead, and signed by the Commission Chair.

Program Director (PD) Sterling shared that at the Heads of Delegation meetings, focused areas of interest were covered including: heritage arts, performing arts and visual arts, and updates to the programs. “One pagers” or write ups on each of the programs have been provided to the delegations via Gravitas Pasifika’s online portal for planning purposes. As additional details continue to solidify, those resources will be updated accordingly. From said resources, delegations will have the information to plan and prepare accordingly.

In terms of Nā Hana Pāku‘i, or conferencing and symposia content. Randy Fong and the Kamehameha Schools Ho‘okahua department has been asked as the creative team leader in this area, given their extensive relationships and work throughout the Pacific. The festival’s program content, subject matter, and all discussions, should surround and pertain to indigenous styles of engagement, the role of practitioners and artisans in perpetuation of cultural knowledge, Pacific politics, and more.

PD Sterling stated that Gravitas Pasifika is in the process of finalizing a program framework for the Commission via the Programming & Venues Committee. This will then be passed along to the Festival Director to discuss with the Traditional Leaders Convening.

FD Salā continued on the engagement with Kamehameha Schools; Randy Fong has designed a series of discussions on different aspects facing the Pacific region. The goal of these speaking engagements is to bring artists, practitioners, and delegates to attend the Festival, speak to these areas of interest and concern, and anything else they would like to express. For many delegates as possible to be empowered to share with us what they want to discuss. The intent is not to be prescriptive to these observations, but rather to provide a structure and foundation for these upcoming discussions, then designing the mechanisms to address, and provide the venues needed for such discussion.

Continued discussion with the Programming & Venues Committee spoke to the commonality of potentially not utilizing chairs within these meeting spaces. As one of the goals for FestPAC is to maintain a “Pacific” hosting, each space should be considered a Pacific space, in which case moena (woven lauhala mats) will be laid out on the floor. The intent for this is for practitioners to share and discuss amongst each other in a Pacific way, removing the image of the “western conference” style and creating a more inclusive environment.

FD Salā then shared testimony regarding his time at the Traditional Leaders Summit in Fiji, including the Vunivalu and Council of Chiefs of Fiji, His Royal Highness Tui Ātua Tupua Tamasese Efi, the former head of State of Samoa, King Tūheitia Paki of Aotearoa (New Zealand), and his daughter, Ngawaihonoitepo Paki . What those discussions provided was a foundation for what kind of activities will take place during the Festival in June.

He then made a reminder to fellow Commissioners that Traditional Leaders have always traveled as part of delegations. This will be the first time that there will be programming approved by the FestPAC Commission to engage traditional leaders, specifically. Currently, a new partnership with ‘Iolani Palace, and the Office of Hawaiian Affairs, in collaboration with Gravitas Pasifika is being established to provide the resources to bring said Traditional Leaders together, and to discuss issues confronted by Pacific Islanders in a contemporary context, successfully. He then expressed he would like to vet these processes through the committee before presenting them to the full Commission.

Regarding logistics and operations, an estimate of 2,312 delegates are expected to attend. Several countries are now going through the process of visa acquisition, and this may affect the number of delegates that ultimately make it to Hawai‘i.

Chair Ka‘anā‘anā and the Gravitas team during their time in Fiji had discussions with Ambassador Marie Damour of their US Embassy about their facilitation of visa acquisition. FD Salā and his team expects to facilitate as many visa applications as possible for these delegates to attend and participate in the festival events.

Two town halls, and two Q&A sessions with the Council for Pacific Arts and Culture (CPAC) have taken place to finalize details as several delegations have started to provide their total number of travelers, and personal identification for their delegations

A hotel partner meeting has been scheduled for March 20th, 2024 to brief hotel partners on the festival, and specifically delegates being housed by said partner hotels.

FD Salā announced that FestPAC's digital platform will deploy this month. He shared the platform will include all delegation registration, and will include all information needed of delegates to track them over the course of the festival. This platform will include a volunteer registration form, and media registration. With gratitude to June Matsumoto of Pacific Islands Institute (PII), the logistics to deploy housing and transportation will also be deployed this month.

In terms of marketing and promotion, an OHA Press Conference was held on March 6th 2024, acknowledging Commissioner Ferreira, student attendees, performers, and the Office of Hawaiian Affairs. A representation of all 3 sub regions in the Pacific performed for OHA that day, followed a couple of days later by Tourism Day at the Capitol on March 8th 2024. FD Salā acknowledged the Hawai'i Tourism Authority (HTA) and the Hawai'i Lodging and Tourism Association's (HTLA) commitment to ensure the success of this event. He then made an observation that performances were shared from several Pacific cultures, however they interestingly did not perform hula on this day. FD Salā shared he intends for Hula to always be included.

Programs and events have started being published on the FestPAC website. The festival team, commissioner information, including program leads, and festival providers will all be listed. Sponsors of the Festival will be listed.

Several network meetings with Hawai'i News Now, KHON News, and KITV News have taken place as these collaborations could possibly allow programming in anticipation of FestPAC. These kinds of media engagements over the course of the festival at the Convention Center and elsewhere are one of the things that we are in full discussion

Regarding community engagement, Tolua Samifua, community liaison, has joined the FestPAC Working Group. Her responsibilities are to unite all community town halls, and she will be working with the Governor's office on this to engage Native Hawaiian and Pacific Islander (NHPI) community. As the role that community will play in FestPAC is critical, community engagement is founded through town halls to talk about volunteering delegation, building community support, then assuring the code of conduct with committee acting as delegation liaisons.

FD Salā then called upon the Administrative Committee and Commissioner Lum to meet within the week regarding potential affiliate partners with the convention center. He intends to see through that funds will begin to be deployed, and they will be in a large manner, and asked of the Administrative Committee be part of this task, then to present those financial reports back to the Commission at every meeting. FD Salā then invited Chair Ka'anā'anā to speak on the next agenda items.

Chair Ka'anā'anā added, that FD Salā requested support from the Admin Committee in terms of the dispersing of funds as Gravitas Pasifika had not received funding until about a couple of weeks ago. As funds have been released, this may now escalate. Chair then stated that HTA's Vice President of Finance, Isaac Choy, has asked understand the Festival's financial controls.

PRESENTATION, DISCUSSION AND/OR ACTION REGARDING ADMINISTRATIVE COMMITTEE UPDATE

The Committee did not meet prior to today's Commissioner meeting. Chair Ka'anā'anā deferred this agenda item.

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

The Committee did not meet prior to today's Commissioner meeting. Chair Ka'anā'anā deferred this agenda item.

PUBLIC TESTIMONY ON AGENDA ITEMS

Chair Ka'anā'anā invited public testimony. Hearing and seeing none, Chair moved on to announcements

ANNOUNCEMENTS

Chair announced that the next meeting is scheduled for Wednesday, March 25th at 3:00pm via Zoom, with wehena (opening) by Commissioner Bento.

Hearing no further announcements, the Chair asked for unanimous consent to adjourn the meeting, at 3:30PM

Respectfully Submitted,

Kalani Ka'anā'anā
Chair

Date

FestPAC Administrative Committee Meeting
Thursday, March 21, 2024
10:00am via Zoom

Meeting Notes

Attendees: Commissioner Ferreira, Commissioner Lum; Festival Director Aaron Salā; Guest – Hailama Farden, OHA.

Excused: Commissioner Keohokālolo, Commissioner McClellan

Discussion Recap:

The primary purpose of today's meeting was to discuss the Affiliated Events* that are scheduled during FestPAC and consider whether we should have a policy for assessing a fee to those Affiliate organizations for the use of the Hawai'i Convention Center (HCC).

*Affiliated Events are not a part of the FestPAC Strategic Programming. These are events planned by outside organizations that have asked to hold their event at the HCC during FestPAC because the topic is relevant to the Pacific Region or Pacific Islanders.

DBEDT holds the master license for use of the HCC during FestPAC and the entire center is blocked out for FestPAC events. For these Affiliated Events, HCC is able to execute a separate contract with the Affiliate organization for all costs (food & beverage, audio-visual, etc.), but the space is still under DBEDT's master license, and therefore, room rental is covered. FD Salā pointed out that these Affiliate organizations are benefitting from "attaching" their event to FestPAC, and therefore it would be reasonable to ask them to support FestPAC. Committee members agreed with FD Salā's point but did not have a specific recommendation as to how to go about doing this.

Follow-up:

Commissioner Lum will work with FD Salā to come up with a proposal.



Festival Director Report

Aaron J. Salā, PhD

25 March 2024

Order of Report

- Fundraising Engagements
- Program and Content
 - Opening/Closing Ceremonies
- Operations
 - Festival Village
 - Hawai'i Convention Center
- Logistics and Accommodations
- Marketing and Promotion
- Community Engagement



Fundraising Engagements

- Private-hosted Fundraising Engagements
 - 09 April
 - 23 April
 - 28 April

Goal – \$3M



Program and Content

- Program updates:
 - Fashion
 - Ho'okani Pila (Live Music)
 - Film
- Program Jotforms
- Digital Platform schedule



Opening/Closing Ceremonies Preparation

- Lālākea Foundation
 - Initial meetings
 - 14 Jan – Kumu/Ho'opa'a
 - 16, 17 March – Kumu/ho'opa'a/'ōlapa
 - O'ahu Rehearsal dates
 - 19, 20, 21 April
 - 17, 18, 19 May



Operations

- Delegation Count: **2,312**
- Accommodation Request Form
- Biosecurity
 - SPC Training (04/15 – 18)
 - Storage Locations
- Festival Village – Hale Mock-Build



Hale Build Out and Progress



Hawai'i Convention Center

- **Move in**

- Exhibit Halls - Hale build in (Festival Village opening, 7 June)
 - Exhibit Hall 1: 31 May
 - Exhibit Hall 2-3: 2 June
- ALL rooms – 3rd floor, rooftop, ballroom
 - 2 June

- **Move out**

- Exhibit Halls
 - Exhibit Hall 1: 18 June
 - Exhibit Hall 2-3: 19 June
- ALL rooms – 3rd floor, rooftop, ballroom
 - 19 June



Logistics and Accommodations

- Accommodation Request Form (submissions by 04/15)
- UH Housing Agreement (03 – 17 June 2024)
- Hotel updates



Marketing and Promotion

- Hotel Partner Meeting (03/20)
- Art at the Capitol (04/12)
- KHON, KITV, HNN
- Website – News Updates



Community Engagement

- Consular Corps
 - Delegation Liaisons
- Local Performance Groups
- Community Town Halls
 - NHEA Maui (03/22)
 - Code of Conduct
 - Individual Meetings





Mahalo

 festpachawaii.org

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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 |
| 03/18/2024 | https://us06web.zoom.us/j/81597278055 | At-Large (de Silva) |
| 03/25/2024 | https://us06web.zoom.us/j/89779421828 | At-Large (Bento) |
| 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.