

DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM (DBEDT)
MINUTES OF THE COMMISSION ON THE 13TH FESTIVAL OF
PACIFIC ARTS & CULTURE (FestPAC) MEETING

TUESDAY, NOVEMBER 10, 2020 AT 1:00PM

VIA VIRTUAL APPLICATION ZOOM: VIDEO / AUDIO CONFERENCE

Commission Members Present were:

J. Kalani English, Chair	-	Senate President's Designee
Kalani Ka'anā'anā	-	Hawai'i Tourism Authority (HTA) Designee
Māpuana de Silva	-	Community Member At-Large
Mehanaokalā Hind	-	Office of Hawaiian Affairs (OHA) Designee
Richard Onishi	-	House Speaker's Designee
Monte McComber	-	Governor's Designee
Jamie Lum	-	Department of Business, Economic Development and Tourism (DBEDT)

Guests:

Jacob Aki	-	Senator English's Office
Honey Maltin-Wisot	-	Strategies 360
Kanoe Takitani-Puahi	-	Mayor's Office of Culture and Arts (MOCA)
Lynn Martin Graton	-	--
Maka Casson-Fisher	-	Hawai'i Tourism Authority
Malia Sanders	-	Native Hawaiian Hospitality Association
T. Ilihia Gionson	-	Native Hawaiian Hospitality Association
Dede Howa	-	Hawai'i Tourism Authority
June Matsumoto	-	Pacific Islands Institute

Staff:

Margaret Ahn	-	Attorney General
Marlene Hiraoka	-	DBEDT
Timothy Tiu	-	DBEDT
Scott Tome	-	DBEDT

Apologies:

Snowbird Bento	-	Community Member At-Large
Misty Kela'i	-	City and County of Honolulu Designee

CALL TO ORDER

Call to order: The meeting was called to order by Chair English at 1:05pm., who welcomed everyone present via Zoom. Quorum was met with 7 members present: Ms. de Silva, Chair English, Mr. Ka'anā'anā, Ms. Lum, Mr. McComber, Representative Onishi.

Chair English called upon Ms. Hind for the *wehena* (opening).

PUBLIC TESTIMONY ON AGENDA ITEMS

Chair English invited members of the public to testify on the agenda items. Hearing none, he continued with agenda items.

APPROVAL OF OCTOBER 20, 2020 MEETING MINUTES

Chair English requested a motion to approve minutes of October 20, 2020. Motion to approve by Representative Onishi and seconded by Ms. de Silva. No further discussion.

A roll call vote was requested with the following Commissioners approving the motion: Chair English, Ms. de Silva, Mr. Ka'anā'anā, Ms. Hind, Ms. Lum, Mr. McComber, Representative Onishi.

Chair English turned the meeting over to the facilitator for this meeting, Mr. Ka'anā'anā.

Review and Discussion of Commission's Organizational Chart and Roles & Responsibilities

Commissioner Ka'anā'anā started discussion on the Roles & Responsibilities list.

Mr. McComber: I reviewed and looks good. Question on what "Network Weaver" means.

Mr. Ka'anā'anā: Role of Network Weaver is the bridge/liaison between local and global efforts.

Mr. McComber: I have a concern regarding having (or not having) a "Festival Director"-Would like to discuss this issue later.

Representative Onishi: One question/clarification regarding fundraising. How does fundraising role work as it is also in Mr. Ka'anā'anā's area of kuleana (responsibility)?

Mr. Ka'anā'anā: I will coordinate slide deck and essentially all commissioners will have fundraising kuleana. I will handle logistics to ensure that we are not making requests to the same persons/organizations. I will be the hub for all commissioners.

Chair English: I agree with Representative Onishi and Mr. Ka'anā'anā. This is our area and will work together.

Ms. de Silva: I would like to change "Omiyage package" to "Makana Aloha."

Ms. de Silva: I did not see a couple items on the list and have questions/comments about other items: 1) Uniforms—I assume this will go under Mr. Ka'anā'anā's kuleana. 2) Preliminary paperwork from delegates to create credentials is very important so "Credentialing" should possibly be removed from Ms. Kela'i's kuleana since she has so much. That information goes to the committee that creates the credentials and there needs to be a certain amount of security around that. Let's just be aware of that item as we move forward. 3) Need clarification on Ms.

Bento's responsibility for ceremonies protocol; will Ms. Bento take all protocol? What about everything else besides ceremonies as we have protocol in everything? 4) Need to add Liaisons to Tricky Items list. 5) Need to recognize there are different types of Makana Aloha. There are official country gifts from government to government, individuals, and gifts for all delegates. Should we break up this kuleana and just add to Tricky Items for now? 6) Please also add Hawai'i Delegation under Tricky Items for now also. 7) Festival Village is not on the list. Where does it fit - Ms. Bento or Ms. Kela'i?

Representative Onishi: I thought we decided to gather Makana Aloha for all types of delegates.
Chair English: The intent was to acquire Makana Aloha and then collectively decide how to distribute.

Ms. Lum: Question to Ms. de Silva: please explain what you mean by Liaisons.

Ms. de Silva: The structure of the festival includes a number of liaisons for each delegation including translators. Liaisons are responsible to contact heads of different areas for assistance during their entire stay at the festival; like a "conciierge" for that delegation for their whole stay. Liaisons can make or break your festival, requiring the highest standards of behavior.

Ms. Lum: DBEDT kuleana has been reviewed and we are fine with it. DBEDT has an active contract with UH & Convention Center. DBEDT will work together with other commissioners in those areas. Question on Unified Procurement – want to clarify whether this means that DBEDT is the central point to procure. Up to this point, all funding has been state funding through Legislative appropriation to DBEDT so it makes sense. We still have the trust account for non-state funds that we are responsible for.

Mr. Ka'anā'anā: DBEDT has statutory control of the funds but will work with the Commissioner that has the kuleana. An example of what unified procurement means is if an event under one Commissioner's kuleana needs chairs and an event under another Commissioner's kuleana needs chairs, then DBEDT would procure it as one transaction for the same service versus separate transactions for the two separate events.

Ms. de Silva: DBEDT is keeping track of the money but needs to work with everyone else.

Mr. Ka'anā'anā: DBEDT is the Admin, Fiscal, and Legal front.

Chair English: Instead of 'Meeting Administration' change to 'General Administration' under Mike McCartney.

Ms. Hind: Reviewed my kuleana. Catering and Transportation overall reviewed and looks correct.

Mr. Ka'anā'anā: I would like to remove the Symposiums from my kuleana and move it to Ms. Bento.

Mr. Ka'anā'anā: In the Tricky Item section- call attention to Motorcade (security function and protocol function) because it has overlaps. How do we address it as a commission? Do we make it an agenda item?

Chair English: It will depend on the level of the delegate the comes in. They may have their own security.

Mr. Ka'anā'anā: That's a good example, but how do we address it as a process for the Commission? Do we clarify in a meeting? Or do we want to coordinate individually with Commissioners who hold this kuleana? What's the process to resolve and clarify the Tricky Items? Do we look at best practices? Do we address it in a full Commission meeting or in a Permitted Interaction Group (PIG)?

Chair English: I would like to look at it as a best practice and address it.

Mr. Ka'anā'anā: Shall we address it as an agenda item or as a PIG?

Chair English: As a PIG.

Ms. de Silva: The kuleana in each Commissioner's box will be delegated to others to do the work. Are the people that Commissioners recruit to be in charge of carrying out the kuleana allowed to meet and make decisions legally?

Ms. Ahn: As far as the Sunshine Law, any person who is not a commission member can meet all they want. Looking at the organization chart, it is up to Commissioners if they want to assign each Commissioner their kuleana to implement, then bring it back to the Commission for additional direction.

Mr. Ka'anā'anā: Reconfirming Ms. Ahn's point. As long as they are not Commissioners, they can meet. We should separate Commissioners' work and work done by others.

Chair English interjected that he received messages that today's meeting was not Facebook Live. Ms. Lum stated that staff tested the link previously and it worked but that it was not working today, so the recorded meeting would be uploaded later to Facebook. Chair English emphasized that this needs to be resolved by the next meeting.

Ms. de Silva and Chair English: Ms. Kela'i is not present. Asked if Ms. Takitani-Puahi can speak for Misty Kela'i.

Ms. Takitani-Puahi: We are happy to put credentials elsewhere and not handle it. Couple of questions regarding motorcade. This is an example of the difference in what the Honolulu Police Department (HPD) says we need and the Commissioner in charge of protocol says we need. It crosses Commissioners' kuleana. Can you clarify venue security vs. all of security? Is it different?

Chair English: All the different manifestations of motorcade do eventually end up with the City and County of Honolulu (City) being involved.

Mr. Ka'anā'anā: to Ms. Takitani-Puahi: Venue-specific security is referring to University of Hawai'i (UH) security or private security that might be hired for an event.

Ms. de Silva: Mr. McComber would you take credentials?

Mr. McComber: OK, and Ms. de Silva says she would help.

Ms. Takitani-Puahi: The only reason credentials are on Ms. Kela'i's list is because it was HPD people that wanted to be involved in that and how they are created and handed out. We can maintain the security aspect of credentials but work with Mr. McComber on the logistics and paperwork regarding credentials.

Ms. de Silva: Most of Mr. McComber's preparation for credentials will be done in advance. This will be a big kuleana before the festival.

Chair English: Can pre-credentialling be possible for some things in advance? We have time to do this as the festival is in the future.

Representative Onishi: One clarification. During registration, people check in, they get their credentials. Registration for those that come late. How is this handled?

Ms. de Silva: All credentials go to the head of delegations. Mr. McComber will be sending them to the head of delegations. Not individual registration. Immunization records, flights, etc., are all done up front. 75% might be done in advance. The rest will be done late and last minute. Only

heads of delegations get it. Or we create a portal for delegates to do their own. But typically it's heads of delegations that handle it.

Chair English: Request a vote for accepting the roles and responsibilities (kuleana) chart that we just worked on with the understanding that we will make edits as kuleana evolves. Motion to approve by Ms. de Silva and seconded by Representative Onishi. No further discussion. A roll call vote was requested with the following Commissioners approving the motion: Chair English, Ms. de Silva, Mr. Ka'anā'anā, Ms. Hind, Ms. Lum, Mr. McComber, Representative Onishi. None opposed.

Festival Program Offerings

Mr. Ka'anā'anā to facilitate.

Mr. Ka'anā'anā: I am mindful that Program Offerings is mostly Ms. Bento's kuleana. I request that since she is not here today we refrain from formal action but that we refine these offerings for action at the next meeting.

Mr. Ka'anā'anā reviewed each section and asked for comments.

Mr. Ka'anā'anā: Slides were included in the meeting minutes package that was sent earlier to all.
Slide 7: Program Offerings: Performing Arts

- Oral Traditions: Any suggestions or thoughts?
 - None.
- Music: Any suggestions or thoughts?
 - None.
- Dance: Any suggestions or thoughts?
 - None.

Slide 8: Program Offerings: Media Arts

- Mixed Media: Any suggestions or thoughts?
 - Mr. McComber: Does academic works include dissertations?
 - Mr. Ka'anā'anā: Yes.
- Visual Arts: Any suggestions or thoughts?
 - None.
- Indigenous Languages: Any suggestions or thoughts?
 - None.

Slide 9: Program Offerings: Living Arts

- Carving: Any suggestions or thoughts?
 - None.
- Kapa: Any suggestions or thoughts?
 - None.
- Tattooing/Body Ornamentation: Any suggestions or thoughts?
 - None.
- Voyaging: Any suggestions or thoughts?
 - Mr. Ka'anā'anā: We will defer to Ms. Bento to work with the Polynesian Voyaging Society (PVS).
- Weaving: Any suggestions or thoughts?
 - None.

Slide 10: Program Offerings: Health & Wellness

- Food Security/Sovereignty: Any suggestions or thoughts?
 - None.
- Healing Arts: Any suggestions or thoughts?
 - Mr. McComber: Would this include ho‘oponopono?
 - Mr. Ka‘anā‘anā: Suggest definition of ho‘oponopono – conflict resolution
 - Ms. de Silva: Please include Hula as a healing art, not just a dance form
 - Mr. Ka‘anā‘anā: Please add Cultural Practices for Wellness. Possibly a symposium about hula as a healing art
- ‘Ohana: Any suggestions or thoughts?
 - None.

Slide 11: Program Offerings: Special Events

- Program Offerings Special Events:
 - Opening Ceremony
 - Closing Ceremony
 - ‘Awa/‘Ai Ceremony
 - Fashion/Wearable Arts Show
 - Queens Pageant
 - Other suggestions or thoughts? None.

Mr. Ka‘anā‘anā: We will distribute this to the Commissioners with today’s edits for review in preparation for the next meeting.

Festival Program Schedule

Mr. Ka‘anā‘anā to facilitate.

Mr. Ka‘anā‘anā called for edits or suggestions.

Mr. McComber: For Youth Ambassadors, can we make this a two-day event – one day outside and one day inside?

Ms. de Silva: Can we move it to Day 2 and 3 instead? Then the youth are meeting in the beginning of the festival and going out into the community during the remaining days.

Chair English: Request vote to adopt the Festival Program Schedule with the understanding that as it needs to be revised it will be. Motion to approve by Mr. McComber and seconded by Representative Onishi. No further discussion. A roll call vote was requested with the following Commissioners approving the motion: Chair English, Mr. Ka‘anā‘anā, Ms. de Silva, Representative Onishi, Mr. McComber, Ms. Hind, Ms. Lum. None opposed.

Festival Venues

Opening Ceremony, Festival Village, and Closing Ceremony; Mr. Ka‘anā‘anā to facilitate.

Mr. Ka‘anā‘anā: All of these venues are available. Are we ready to vote, or should we wait?

Mr. McComber: Rather we should think about the kuleana and function regarding how these considerations work or don't work with each venue.

Ms. Takitani-Puahi: Four years is too far in advance for the City to hold or reserve venues. Typically, the City waits a year or two out before making decisions. I hear Mr. McComber's suggestion and feel it is appropriate to take the time to figure out logistics of which venues may work best. Feasibility is next – which venues support the function of these locations.

Mr. Ka'anā'anā: Let's spend some time in our areas of kuleana to figure out what our needs are. Maybe we should have a goal to finalize program offerings with Ms. Bento.

- Finalize program offerings at December meeting.
- January we do check in meeting in the new year.
- Target February for decision date for venues.

Festival Logo:

Mr. Ka'anā'anā to facilitate.

Mr. Ka'anā'anā: Logos by no means are final but it will allow us to see visually to help us conceptualize where we can go. Mr. Gionson presented slides of logos.

Mr. Ka'anā'anā: Help us to conceptualize where to go. Take a look at the logo presented in 3 different variations. Slide 15 & 16 for variations and coloring.

(Slide 15: Logo – layout – black and white versions)

(Slide 16: Logo – layout – color versions)

Chair English: I like the logos. It can be used for different uses. Question regarding font?

Mr. Ka'anā'anā: Let's stick with a font that is easy but we can change it.

Ms. de Silva: I like the traditional look of the font so that it doesn't take away from the petroglyph. Slide 15- can we use all 3 variations?

Mr. Ka'anā'anā: Ideally, we'd like to narrow it down to 1 logo on Slide 15 and then make variations like on Slide 16.

Chair English: I like the top left logo (Slide 15).

Ms. de Silva: I like the top left logo (Slide 15).

Mr. McComber: I like top left logo (Slide 15).

Mr. Ka'anā'anā: I will pull out top left logo and add it to the slide for review and approval.

Chair English: Request to vote now.

Ms. de Silva: It would better to wait for Ms. Bento and Ms. Kela'i to be present to vote.

Chair English: Excellent job on logo. Can we have it before us before we contemplate.

Mr. Ka'anā'anā: Logo slide and program offerings will be sent to DBEDT to distribute to commissioners to review for the next meeting.

Chair English: Thank you to Kalani and team for getting us to this point.

PUBLIC COMMENTS

Chair English opened up for public testimony. Hearing none, he moved on to the next agenda item.

NEXT MEETING

Next Meeting – TBD

Ms. de Silva: Please confirm with Ms. Bento and Ms. Kela‘i before setting date.

Mr. Ka‘anā‘anā: Suggests cutting down meeting time to 3pm as there are fewer big decisions to be made.

Chair English: Please change meeting time to 1pm-2:30pm.

Ms. Lum: We will confirm date 2 weeks prior.

Suggested date: Tuesday, December 1, 2020 at 1pm-2:30pm (end time approximate).

ADJOURNMENT

Senator English adjourned meeting at 2:33pm

Respectfully Submitted,



Senator J. Kalani English
Chair

November 30, 2020

Date