



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



Pacific  
Community  
Communauté  
du Pacifique

## Commission on the 13th Festival of Pacific Arts & Culture (FestPAC) MEETING

Monday, October 9, 2023  
3:00 p.m.

### Commission on the 13th Festival of Pacific Arts & Culture

#### Chair

Kalani Ka'anā'anā  
*Hawai'i Tourism Authority*

#### Commissioners

Shanty Asher  
*City & County of Honolulu*

Snowbird Bento  
*Community*

Māpuana de Silva  
*Community*

Sen. Jarrett Keohokālole  
*Hawai'i State Senate*

Colin Kippen  
*Office of Hawaiian Affairs*

Jamie Lum  
*Dept. Of Business, Economic  
Development & Tourism*

Makana McClellan  
*Governor's Designee*

Rep. Richard Onishi  
*Hawai'i State House of  
Representatives*

Mail:  
Hawai'i Tourism Authority  
1801 Kalākaua Avenue, 1st Floor  
Honolulu, Hawai'i 96815

[festpachawaii.org](http://festpachawaii.org)  
Facebook Instagram Twitter [festpachawaii](https://www.facebook.com/festpachawaii)

This meeting will be via teleconference as authorized by and in accordance with the requirements of Act 220 (SLH 2021).

Meeting will be live streaming via ZOOM  
<https://us06web.zoom.us/j/83550590909>

You may be asked to enter your name. The commission requests that you enter your full name, but you may use a pseudonym or other identifier if you wish to remain anonymous. You may also be asked for an email address.

You may fill in this field with any entry in an email format, e.g.,  
[\\*\\*\\*\\*\\*@\\*\\*\\*mail.com](mailto:*****@***mail.com).

See page 2 for more information on connecting via Zoom or phone.

Materials for this agenda and minutes of this meeting will be available at:  
<https://invest.hawaii.gov/international/festival-of-pacific-arts-culture-festpac/>

### AGENDA

- I. Call to Order
- II. Wehena
- III. Public Testimony on Agenda Items
- IV. Report on Permitted Interactions, pursuant to Act 103, Session Laws of Hawai'i 2021
- V. Approval of September 25, 2023 Meeting Minutes
- VI. Presentation, Discussion and/or Action Regarding the Festival Director Report
- VII. Presentation, Discussion and/or Action Regarding Administrative Committee Update
- VIII. Presentation, Discussion and/or Action Regarding Venues and Programming Committee Update

IX. Public Testimony on Agenda Items

X. Announcements

XI. Next Meeting – October 23, 2023

XII. Adjournment

Members of the public who attend the meeting in-person are encouraged to wear masks; however, it is not required. Masks are to be provided if requested.

Venue Location for those attending the in-person meeting:

Hawai'i Convention Center  
1801 Kalākaua Avenue  
1st Level / HTA Conference Room  
Honolulu, Hawai'i 96815

Parking: Public parking is available at Hawai'i Convention Center (entrance on Kalākaua Avenue) and will be validated.

If you need an auxiliary aid/service or other accommodation due to a disability, contact Irina De La Torre at (808) 973-2274 or email [idelatorre@gohta.net](mailto:idelatorre@gohta.net) as soon as possible, preferably by two (2) business days prior to the meeting. Requests made as early as possible have a greater likelihood of being fulfilled.

Upon request, this notice is available in alternate/accessible formats.

Members of the public may submit written testimony via e-mail to [idelatorre@gohta.net](mailto:idelatorre@gohta.net), or via fax to (808) 973-2253, or via postal mail:

FestPAC Testimony  
c/o Hawai'i Tourism Authority  
1801 Kalākaua Avenue, 1st Floor  
Honolulu, HI 96815

Please include the word "testimony" and the subject matter following the address line.

For Public Internet access: You will be asked to enter your name in order to access the meeting as an attendee. The Commission requests that you enter your full name, but you may use a pseudonym or other identifier if you wish to remain anonymous. You will be asked for an email address. You may fill in this field with an entry in an email format, e.g., \*\*\*@\*\*mail.com. As an attendee, your microphone will be automatically muted during the meeting unless you are providing testimony. The Chair will call for public testimony during the meeting.

For Public Phone access: You may get audio-only access by calling the Zoom Phone Number listed on the confirmation email. Upon dialing the number, you will be prompted to enter the Meeting ID which is also listed at the top of the agenda. After entering the Meeting ID, wait to be admitted into the meeting. When the Chair asks for public testimony, you may indicate you want to testify by entering "\*" and then "9" on your phone's keypad. After entering "\*" and then "9", a voice prompt will let you know that the host of the meeting has been notified. When recognized by the Chair, you may unmute yourself by pressing "\*" and then "6" on your phone. A voice prompt will let you know that you are unmuted. Once you are finished speaking, please enter "\*" and then "6" again to mute yourself.

For both internet and phone access, when testifying, you will be asked to identify yourself and the organization, if any, that you represent. If you wish to remain anonymous, you may state this.



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Hawai'i 2024

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

**MONDAY, SEPTEMBER 25, 2023 AT 11:30 A.M.**

VIRTUAL APPLICATION 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
Sen. Jarrett Keohokāhole	-	Hawai'i State Senate
Jamie Lum	-	Department of Business, Economic Development and Tourism (DBEDT)
Rep. Richard Onishi	-	Hawai'i State House of Representatives

Guests:

Aaron Salā	-	Festival Director
Letila Mitchell	-	SPC

Staff:

Elise Amemiya	-	Office of the Attorney General
Micah 'Ākau	-	Hawai'i Tourism Authority
Maka Casson-Fisher	-	Hawai'i Tourism Authority
Irina De La Torre	-	Hawai'i Tourism Authority

Apologies:

Shanty Asher	-	City & County of Honolulu
Colin Kippen	-	Office of Hawaiian Affairs (OHA)
Makana McClellan	-	Governor's Designee

**CALL TO ORDER**

The meeting was called to order by Chair Kalani Ka'anā'anā at 11:33 a.m., who welcomed everyone present via ZOOM.

The Chair called upon Commissioner de Silva to provide the wehena (opening).

Commissioner de Silva shared about her experience with Hālau Mōhala 'Ilima and their attendance to the 8th FestPAC held in New Caledonia in the year 2000. She offered the oli Eia Hawai'i, Here is Hawai'i – that ties us as Hawai'i to the rest of the Pacific.

Point of Privilege, Chair Ka'anā'anā reiterates that Eia Hawai'i – Hawai'i intends to host the festival. On record that Hawai'i intends to welcome everyone in June. There might have been questions and concerns regarding Maui but Hawai'i is hosting and excited to do so.

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

Commissioner Asher, Commissioner Kippen, and Commissioner McClellan were excused.

Also in attendance were Deputy Attorney General Elise Amemiya, Festival Director (FD) Aaron Salā, as well as HTA support staff: Micah 'Ākau, Maka Casson-Fisher and Irina De La Torre.

### **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 Admin Committee met on Thurs, Sept 21 8:30-9:30a via Zoom and that the Programming/Venue Committee met on Thurs, Sept 14 9:00 am - 9:30 am via Zoom. Hearing no additional meetings, the Chair continued with the next agenda item.

### **APPROVAL OF THE SEPTEMBER 11, 2023 MEETING MINUTES**

The minutes were previously distributed and reviewed by Commissioners. Chair Ka'anā'anā requested a motion to adopt the September 11, 2023 minutes. Commissioner Onishi motioned and it was Seconded by Commissioner Bento. In discussion, Commissioner Bento requested that the attendance be revised to reflect her presence. Staff to make changes. With no further discussion, Chair Ka'anā'anā conducted a roll-call vote. Chair Ka'anā'anā, and Commissioners Bento, de Silva, Keohokālole, Lum, and Onishi voted in favor of approving the amended minutes of the September 11th, 2023 meeting. Commissioner Asher, Commissioner Kippen, and Commissioner McClellan were excused. Motion passed.

### **PRESENTATION, DISCUSSION AND/OR ACTION REGARDING THE FESTIVAL DIRECTOR'S REPORT**

Festival Director Salā provided an update regarding the following items:

- 1) Budget & Financial Status
- 2) Program and Content
- 3) Logistics & Operations
- 4) Marketing & Promotion
- 5) Community Engagement

FD mentioned that First Lady Green is calling a meeting with members of the FestPAC Commission to discuss operations and logistical support. Those invitations will be going out soon. Chair Ka'anā'anā reminded commissioners of the need to stay in alignment with Sunshine laws.

FD Salā updated the Commission that there will be partnership with Windard Community College to bring performing arts to the Windward side of O‘ahu.

FD Salā would like to encourage the Admin Committee to revisit the Media/Broadcast Contract discussion.

The FestPAC website is Live. In an effort to streamline communications with the region, there will be a Delegation Portal on the FestPAC website. Documents, Forms and General Information is being made available there.

Comissioner Onishi asked FD Salā to clarify if the Youth Ambassador Program is part of the overall FestPAC budget or separate. FD Salā confirmed that it is not part of the original \$20mil as a specific line item but that there are components of the overall budget that point to that type of engagement.

Commissioner Keohokālole requested that other online sources (ie. NaHHA and DBEDT) clean up their information to include prominent links to the live FestPAC website.

Chair Ka‘anā‘anā commended Festival Director Salā and the communications team for their work in updating the website, communications, and social media efforts. Hearing no additional comments from Commissioners, the Chair continued with the next agenda item.

### **PRESENTATION, DISCUSSION AND/OR ACTION REGARDING ADMINISTRATIVE COMMITTEE UPDATE**

Chair Ka‘anā‘anā mentioned that the Admin Committee met on Thurs, Sept 21 8:30-9:30a via Zoom. He called upon the committee’s Chair to provide the report. Chair Lum shared that they discussed the following items: Funding Updates, Budget, Fundraising Efforts, Invitation to the Council of Indigenous People (CIP) in Taiwan, and Website Launch

The committee did submit a request to release/contract the \$5 million Legislative appropriation. It is moving through B&F. Commissioner McClellan will contact B&F Director to ask them to expedite. DBEDT also submitted a second request for an additional \$5 million from the Governor’s discretionary fund to support FestPAC. Commissioner Lum assured the Committee and Commissioners that pending receipt of all approvals, a contract can be executed and at least a portion of the funds paid by the end of the calendar year.

FD and Admin Committee will be updating the budget to reflect 2023/2024 prices and to be more in alignment with the current timeframe.

Chair Ka‘anā‘anā asked for clarification regarding the funding. Chair will go off-line and work with agencies to have the Legislative appropriation out as soon as possible. He sees it necessary as the FD is already executing contracts on behalf of the Commission.

Commissioner Keohokālole strongly advocates that the Committee have a conversation expeditiously with local funders, especially those that will be involved in the Festival, like OHA.

## **PRESENTATION, DISCUSSION AND/OR ACTION REGARDING VENUES AND PROGRAMMING COMMITTEE**

The newly constituted Venues & Programming Committee met on Thursday, September 14<sup>th</sup> via Zoom. A unanimous decision was made to accept Commissioner Bento's offer to Chair the Committee. Chair Bento will be meeting with Festival Director Salā to review the schedule of items that need attention by the Committee.

Chair Ka'anā'anā reminded the Commissioners about the Venue Fact Sheets prepared by NaHHA. Some delegations are asking questions regarding venues. Chair asks that the FD reach out to NaHHA to obtain those fact sheets. In further reflection, Chair Ka'anā'anā, Commissioner Bento and Commissioner Lum were part of the first commission meeting in January 2018.

Commissioner de Silva brought up the situation regarding invitation to Taiwan. She understands that an invitation was sent out to Taiwan in 2018 but she was reminded by SPC that if Hawai'i would like to move forward with the invite to Taiwan, it needs to go to CPAC first. Hawai'i cannot make the call to put Taiwan on the list. Each time the festival

Commissioner Lum seeks clarification as it's the same festival that should have taken place in 2020. Commissioner de Silva reiterated that it should still be brought before CPAC for confirmation.

Chair Ka'anā'anā requested that Commissioners Lum and de Silva work offline to confirm and clarify the process that needs to be followed. He sought the Commissioners support in honoring that invitation.

Commissioner de Silva reiterated that she would like to work with Commissioner Lum but that the Commission needs to be cautious of what is being communicated directly to CIP/Taiwan because there are protocols and channels of communication that need to be followed.

Hearing no additional comments from Commissioners, the Chair continued with the next agenda item.

## **PUBLIC TESTIMONY ON AGENDA ITEMS**

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

## **ANNOUNCEMENTS**

Hawai'i Tourism Conference October 2-3, 2023 at the Hawai'i Convention Center  
The FestPAC Working Group Meeting is being held today at 3p HST  
To be Chaired by Commissioner de Silva and on behalf of Hawai'i, Chair Ka'anā'anā will attend.

## **NEXT MEETING**

The next meeting will be held virtually on Zoom on October 9, 2023 at 3pm (unless otherwise noted). Wehena to be provided by Commissioner Asher.

**ADJOURNMENT**

Chair Ka'anā'anā adjourned the meeting at 12:22 p.m.

Respectfully Submitted,

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Kalani Ka'anā'anā  
Chair

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Date



# Festival Director Report

Aaron J. Salā

09 October 2023

# Order of Report

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



# Program and Content

- Programming
  - Ceremonies – wa‘a, opening, closing
  - Performing Arts – venue specs
  - Heritage Arts – program and exchange
  - Visual Arts – call to go out
  - Youth Ambassador Program – call to go out
- HOD Dossier Issue #1 – sent out 10/06/2023



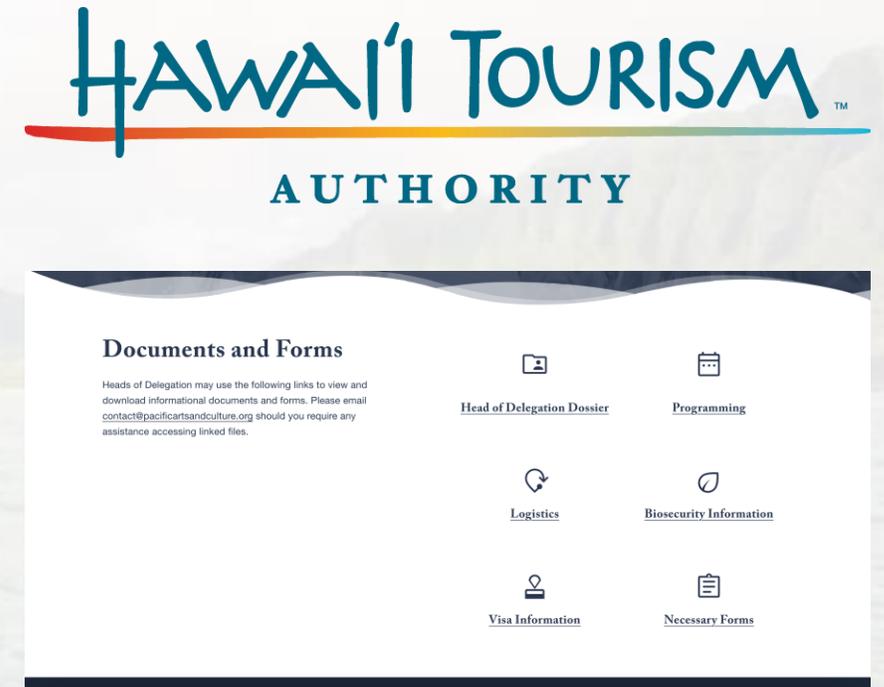
# Logistics and Operations

- Accommodation
  - UH Housing Contract (*pending update*)
  - Hotel Blocks & Promos
- Transportation
  - Main Lifts:
    - Wa‘a Ceremony @ Kualoa
    - Hō‘ike @ Bishop Museum
  - Charter Flight Information (*pending*)
- Invite to Heads of State / Traditional Leaders
- Biosecurity Standing
- **Operations Meeting at the Office of the Governor (10/06/2023)**



# Marketing and Promotion

- HTA
  - Global Marketing Partners
  - Hawai‘i Tourism Conference 2023
- Website
  - Contact Emails
  - Delegation Portal
- Media / Broadcasting
  - Specs & update provided by SPC
  - Contract (*pending update*)
- Social Media





**Mahalo**

FestPAC Administrative Committee Meeting  
Wednesday, October 4, 2023  
2:30PM-3:30PM  
via Zoom

Meeting Notes

Attendees: Jarrett Keohokālōle, Colin Kippen, Jamie Lum; Festival Director Aaron Salā

Excused: Makana McClellan

Funding Update

DBEDT received B&F/Gov approval for the \$5M Legislative appropriation PLUS the \$5M from the Governor's discretionary fund, for a total of \$10M in State funding.

DBEDT expects to receive approval from the State Procurement Office (SPO) for an exemption from procurement.

DBEDT will be working with FD Salā on a supplemental agreement.

Commissioner Lum reminded the Committee that the contract for delegate housing is between DBEDT and UH. She and FD Salā discussed this and agreed that a portion of the \$10M will be held by DBEDT to enable DBEDT to pay UH directly.

Commissioner Lum shared that in their review of the exemption request, the SPO asked if any funds would be returned to the State if the total amount of public funds and private donations exceed the final expenses for the Festival. Committee members discussed this issue and support including language in the contract stating that any funds remaining after all final expenses are paid shall be returned to the State.

Commissioner Kippen advised FD Salā to go ahead and prepare a presentation to the OHA Board for a funding request.

Fundraising Update

FD Salā and Patti Look (fund developer) will begin bi-weekly engagements with private donors beginning next week. Grant proposals to private foundations on the continent are also being prepared.