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KŪKULU KE EA A KANALOA
KAHO'OLAWÉ ISLAND RESERVE COMMISSION

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MEETING MINUTES

Tuesday, May 15, 2012

9:00 am

Kalanimoku Building
1151 Punchbowl St, Room 322C
Honolulu, Hawaii

COMMISSION MEMBERS

PRESENT: Michele McLean, Chairperson; A. Nāmaka Whitehead, Vice Chair; William Aila, Jr.; N. Emmett Aluli, M.D.; Kaiulani Murphy (arrived at 9:35 am)

EXCUSED: C. Kaliko Baker; Colette Y. Machado

KIRC STAFF: Michael Nāho'opi'i, Executive Director (ED); Ka'ōnohi Lee, Administrative Officer (AO); Rowena Somerville, Deputy Attorney General (DAG); Terri Gavagan, Commission Coordinator (CC)

GUESTS: Eric Brundage (Zapata, Inc.)

I. CALL TO ORDER

Chair McLean called the meeting to order at 9:20 a.m. A quorum was established with four Commissioners present.

II. COMMUNITY AND PUBLIC COMMENTS

There were no public comments made regarding any agenda items.

The Commission decided to move **Item IV. A. Discuss and Approve Proposed FY2013 Budget** before **Item III. A. Executive Director's Report**.

IV. ACTION ITEM

A. Discuss and Approve Proposed FY2013 Budget

Staff explained there was a correction to the total. The amount should be \$2,795,309.

The budget is structured into six program areas:

- 1) Commission
- 2) Administration
- 3) Reserve Operations
- 4) Natural Resources Management (Restoration)
- 5) Ocean Resources Management
- 6) Cultural Resources Management

Each program has projects. Each project has labor costs, transportation (with the exception of the „Ohua which is covered under the Reserve Operations budget), materials & equipment, and other direct costs.

Staff is not anticipated to be paid full salary next year. There have been no salary increases since 2010. Commissioner Aluli requested an organizational chart.

Commissioner Aluli asked if staff keeps track of Restoration using the „Ohua for transportation. ED Nāho,,opi,,i responded no because every boat run has a combination of program staff and volunteers on it. Commissioner Aluli asked if staff tracks the cost of transportation for the restoration volunteers. ED Nāho,,opi,,i responded that the KIRC cannot charge schools for transportation; it can only charge access fees. Staff has developed a formula for grant purposes. The costs of the „Ohua for the entire year is divided by the number of people that traveled on the „Ohua during that year.

The State manages at the program level which is divided between personnel and nonpersonnel costs. The KIRC breaks it down two more steps below that. The cost management system is very detailed. The State accounting system does not allow for this type of detail. Staff uses a separate program to track costs. Staff cautioned that when the State does an audit they do not audit what staff does, they audit in the State’s Fiscal Office. They audit the way money is spent.

ED Nāho,,opi,,i stated the proposed budget contains a 3% reduction from the previous year. Staff is proposing a \$2.79 million budget. The KIRC is approaching the threshold of where it can operate and provide necessary services. If the budget were any smaller it would be necessary to rethink what services the KIRC would provide. The KIRC is providing core services.

It is proposed to keep current staffing levels.

The proposed budget contains a reduction in nonpersonnel costs in all programs except Operations. The increase in nonpersonnel costs in Operations is due to increased fuel prices and increased maintenance of the 'Ohua. There is a constant requirement to maintain the boat.

The overall budget is split almost 50-50 between personnel and nonpersonnel costs. Staff is trying to reduce non personnel costs and has been able to renegotiate the Base Camp contract.

Individual program budget highlights:

❖ Commission budget:

The Commission Coordinator salary will be placed in the Commission budget full time rather than 60% of the time as in the current budget. This is because most of her time is spent conducting Commission business. This part of the budget also includes Commissioners’ travel costs and per diem. Six

Commission Meetings have been planned for FY2013. The cost of two anticipated public evening meetings for strategic planning is also included. It is anticipated that there will also be two offsite (other than on Maui or O,ahu) meetings for listening sessions or strategic planning meetings.

❖ Administrative budget:

This includes all the office support and administrative supplies. There was a 3% decrease due to lower printing and mailing costs.

❖ Reserve Operations:

This includes all facets of getting people, material and services to the island as well as safety requirements. This program also provides support for the three main program areas: Ocean, Restoration and Culture. There is a 2% increase due to fuel prices as noted earlier.

❖ Ocean:

There is a 21% reduction in nonpersonnel costs due to the completion of the NOAA grant. Ocean staff would also like to add a boater's education class as part of the vessel registration program.

❖ Restoration Program:

There is a 14% reduction due to the overestimation of the amount of materials and equipment required for the NRCS wetland grant.

❖ Culture Program:

There is a 23% reduction mostly due the reduction of the hiring cost of the new CPRC and in the travel budget. It is anticipated that he will focus on implementing cultural training programs for the staff and volunteers as well as coordinating with the stewardship organizations.

Impact on the Trust Fund:

The estimated balance of the trust fund at the beginning of FY2013 will be \$8,334,051. Estimated revenue includes grant income (\$50,000), trust fund interest (\$200,000) and other revenue [access fees, boater registration fees, etc.] (\$58,000). The total estimated expenditure for FY2013 is \$2,794,109. Staff anticipates the ending trust fund balance at the end of FY2013 will be \$5,799,942. ED Nāho,,opi,,i estimated that the KIRC has one more year of full operations and one year to decide which direction the KIRC should go.

Vice Chair Whitehead commented it would be more prudent to have a reduced budget and try to stretch it out for 4-5 years. ED Nāho,,opi,,i responded services would need to be eliminated as staff has made all possible incremental cuts; it would require slashing. Chair McLean stated she doesn't necessarily agree with that. In her opinion it would mean laying people off which nobody wants to do. It might result in fewer accesses per year but that is not slashing. She is not in favor of laying people off. Commissioner Aluli added the Commission needs to know what the slashing would look like and would need to make sure the KIRC is around

for the transition. The legislature will be the future source of funding because grants will only cover so much and there are fewer grants available. This current plan is based on no funding from the legislature. Commissioner Aila observed if the Commission is looking at dedicated funding from the legislature, the further the trust fund is stretched, the less likely the legislature will take the funding issue seriously. Commissioner Aluli felt it was not a good way to proceed. Staff stated to achieve a significant reduction in the budget an entire program would need to be cut. ED Nāho,,opi,,i stated there would have to be a change in philosophy regarding the island: maintenance versus improvement of the island in order to have significant savings.

Vice Chair Whitehead observed that the Restoration Program has shifted focus from large scale projects to smaller areas; she would like to see the program making large impacts; most of the large impacts are due to previous large projects. ED Nāho,,opi,,i responded that there have been changes in grant requirements. For example, grantors are requiring specific percentage reduction in soil loss. Plants for large scale planting projects have been donated by volunteer groups.

Chair McLean stated she is afraid of paring the budget down and then seeking funding based on the reduced budget. KIRC would still want to show that things can be accomplished with a \$3 million budget. Staff cautioned that any future funding from any source will come with stipulations. Chair McLean asked Commissioner Aila if he viewed the KIRC as operating appropriately or leanly based on its assets in comparison with DLNR. Commissioner Aila stated his department has gone through same consolidation and he thinks the approach past Commissioners have taken has been reasonable. The budget needs to be approached in terms of what is realistic. A possible option is that KIRC gets attached to the Office of Hawaiian Affairs since they are currently the only entity that has money.

Commission Budget:

Staff clarified that there are eight meetings plus two offsite meetings budgeted. The sites of the offsite meetings are unknown. The Commission wanted more funding for travel for strategic planning meetings as it is important to include Kona, Hilo, Lana,,i, Moloka,,j and Kaua,,i. DAG Somerville added that the legislature passed a bill pending governor approval allowing participation via audio only (not video) at a public meeting. It is conceivable that a public meeting can be held as long as the person that is on the telephone is in a public place. Commissioner Aluli stated it is important to get community input. ED Nāho,,opi,,i stated that public listening sessions would provide good input for strategic planning. Commissioner Aila agreed and stated the meetings would provide a good opportunity to inform the public about what is happening with Kaho,,olawe. The Commission was open to having a couple of Commission meetings off-site (outside of Maui or O,,ahu) and then have listening sessions after the meetings.

Commissioner Aluli asked who is going to prepare the strategic plan. ED Nāho,,opi,,i stated he will write it. Commissioner Aluli commented he needed to be more than just the writer but needed to be involved in the discussions. Chair

McLean stated she liked the idea of having a facilitator as long he or she is the right facilitator. It needs to be someone who can really listen to both the public and staff. Commissioner Aila asked Commissioner Aluli what is meant by strategic planning. Commissioner Aila saw strategic planning as the KIRC having two to four years of operations in the worst case scenario. Another option is to try to get funding to maintain the Reserve for a while until the sovereign governing entity is established. The other option would be to try to find funding to increase the budget beyond \$2.7 million which is harder to do. The focus of the strategic plan would be to gather from people their thoughts on these options. Commissioner Aluli agreed that should be the focus of the strategic plan and suggested Dawn Chang, Stanton Enomoto or Norma Wong as possible facilitators.

Vice Chair Whitehead added that ED Nāho,,opi,j could write the strategic plan but that a facilitator could help with the meetings. She sees strategic planning as making sure the Commission is on track with the long term vision and thinks there is a great foundation within the previous strategic plans. She also thinks the KIRC needs to be prepared to provide a strong foundation for the transition. Staff agreed that the long term vision of Kaho,,olawe needs to be discussed with the broader public.

Chair McLean stated the previous strategic plan was overly ambitious especially in light of a smaller budget. There is a need for broader input in narrowing down the top priorities. She requested a blank line in the budget for a facilitator. Commissioner Aluli suggested that a plan for resources be developed. Commissioner Aila stated the original vision of the KIRC and PKO should remain; how to achieve the vision is more challenging. Both the KIRC and PKO need to be ready for the transition.

Commissioner Aluli asked about the timing of the strategic planning process. Chair McLean responded it would start at the beginning of FY2013.

Administrative Budget:

Commissioner Aluli asked about the dues listed in the proposed budget. Staff explained they are mainly subscriptions to newspapers, magazines, and journals. Chair McLean asked Vice Chair Whitehead and Commissioner Aluli since they were on the Commission when ED Nāho,,opi,i was hired what was the original understanding regarding the budgeted allowance for ED Nāho,,opi,i's travel. Commissioner Aluli confirmed the understanding was the Commission would pay for his midweek travel and the limit was \$5,000. Staff explained that the airfare line includes travel for ED Nāho,,opi,i and AO Lee to Commission meetings as well. Chair McLean thought that more than 1 trip per year should be budgeted for Outreach/Fund Development. ED Nāho,,opi,i has been conducting the orientations on O,,āhu. The programs have been conducting their own orientations on Maui and on the other islands. Commissioner Aila asked if orientations could be done via DVD. ED Nāho,,opi,i responded it is a safety issue so he would prefer to have personal contact.

Reserve Operations Budget:

It contains a request of \$15,000 for a new small boat to replace the zodiac Kia,,i. Staff is unsure of type at this time. It would be used for access to other parts of the island; for the Ocean Program to do surveillance and intercepts from island and to do ocean and burial surveys around the coastline. Commissioner Aluli asked if the Kia,,i is dead. Staff responded it will last for a few more years but the bottom of the hull will not last much longer due to beach landings. Chair McLean asked if a new boat is needed. ED Nāho,,opi,,j explained the Ocean Program wants to expand out to Honokanai'a and are spending more time out on the island. The Kia,,i will be retired to Kanapou. The Commission asked if \$15,000 was a good number. ED Nāho,,opi,,i responded yes.

Chair McLean commented the budgeted amount for fueling supplies seems quite low. Staff responded the necessary equipment such as a spare pump has already been purchased.

Chair McLean stated that the boathouse utilities need to be higher if \$3,552.72 has already been spent as of 4/30/12. Perhaps \$4700 or \$4800 needs to be budgeted.

Chair McLean asked for more details about the \$44,000 for contracts. ED Nāho,,opi,,i responded one is for welding on the ,,Ohua and there may also be a need for a vessel operations contract because KIRC Logistics Specialist Keone Laepa'a will be leaving the KIRC which leaves the KIRC short one captain. The solicitation would be for a part time on-call boat captain. DAG Somerville cautioned that this may not be possible if there is already a captain on staff. Staff explained that captain is not a position within the KIRC. Charles Lindsey is a vessel manager. Chair McLean stated there could be labor savings realized from this vacant position. Staff would like to hire for the logistical specialist at the lower rate. Two staff are being cross trained and there is an additional staff that could be trained as an internal captain. The contract would only be temporary until the other staff are trained. Vice Chair Whitehead suggested reallocating the duties of the logistical specialist to the existing staff.

Mr. Eric Brundage commented the current logistics system has not been working well. Other staff has had to help because things were not getting done. There needs to be a person who will track supplies from the time they are ordered to the time they are delivered to the island. There have been instances when a part needed by on-island staff to make repairs has either been misplaced or the wrong part has been ordered. It is his opinion that there has been a breakdown in the internal routing system.

AO Lee agreed the glitch has been in Operations but that the system has been tweaked so that things do not get left on the computer. Chair McLean stated it is the Executive Director's responsibility to insure all work gets done. There are a couple of people who might be able to help; she would like to see if existing staff can step up if the additional duties are clearly assigned. Staff would still like to keep the position open in the Reserve Operations' budget.

Commissioner Aluli was excused from 11:14 am until 11:46 am. Commissioner Aila was excused at 11:15 am. There was a recess from 11:15 am until 11:46 am. The meeting reconvened at 11:46 am.

Commissioner Aluli inquired about the status of the Kihei Executive Order. ED Nāho,,opi,,i responded he is trying to find out the status; Daniel Ornellas has not responded to ED Nāho,,opi,,i's inquiries. However, there is no cost impact to the budget.

Commissioner Aluli asked if the costs for the Hakioawa Hale were included in the proposed budget. ED Nāho,,opi,,i replied that there are no trust fund moneys involved so it is not included in budget.

Commissioner Aluli asked if the cost of the proposed emergency landing pad for Hakioawa was included. KIRC had brought down what materials were required but they were never used. Staff noted two passenger flights and 1 cargo flight were included in the budget.

Commissioner Aluli asked for more details about access support. Staff explained this category includes Access Specialist Tina Keko,,olani who provides support for all accesses (except PKO), prepares the „Ohua schedule and assists with volunteer transportation. The travel allowance is in the event the other programs cannot send a person to do an orientation on the Big Island or Kaua,,i.

Ocean Budget:

Labor costs remain the same; there is a decrease in nonpersonnel costs. A boating education class has been added. It will be part of the vessel registration process. Staff clarified that the aerial surveys are scheduled quarterly.

Vice Chair Whitehead noted that the Ocean staff is spending over half its time conducting surveys. The Commission should be seeing more results; they do not need to be long, academic papers but reports which are shorter and provide meaningful use of the data. Staff distributed presented "Ocean Resources Management Program Hawaiian Monk Seal Aerial Survey Summary" and "Ocean Resources Management Program Hawaiian Sea Turtle Aerial Survey Summary" to the Commission. Vice Chair Whitehead suggested Ocean staff develop a simpler report that tracks the progress of all the different surveys.

It is the Ocean Staff's commitment to spend one week on island per month and while on island spend more time with the volunteers. The Commission appreciated the reports and stated they wanted to know more about everything in the ocean: limu, shells, invertebrates, etc. and these life forms should be tracked annually if not more often. It was also suggested Ocean Program staff revisit questions previously asked and combine them with the results. Staff commented the silverfish report is still pending. The Commission suggested staff can also update these reports on a regular basis as well as others especially limu and opihi.

It was suggested maybe one heavy lift should be budgeted for marine debris cleanup or make sure debris is placed way inside. Staff will add in one heavy lift and notify the Commission of the cost.

Chair McLean offered to help find a suitable location to hold the boaters' education classes. It was also suggested the classes could be held at the boat house.

Restoration Program Budget:

Vice Chair Whitehead suggested focusing on landscape type projects if possible such as large scale seeding and faunal restoration that will make large scale impacts. Staff responded Restoration is still doing the paper bag project, seed balls, plate barriers, erosion control and large scale planting. Staff stated that the budget does not reflect what has been done on island. According to the Department of Health the EPA wants focused results with regard to grant projects. They want to see actual physical changes within a smaller area. Chair McLean noted "DOH" needed to be deleted from Other Plantings category under the Native Polynesian and Coastal Plantings Project.

Chair McLean wondered if the amount budgeted for the Kanaloa plant recovery project is too low based on what has been spent so far this fiscal year. Staff explained that the spending is finished for this year. Staff also explained that the project name has been change from „Ale,ale to Kanaloa plant recovery because staff would like to spend time with the nurseries as well as with the on-island plant. Staff has requested a hold be placed on cross pollination because of a fungus at Maui Nui Botanical Garden. The Plant Extinction Prevention Program is making contact with the National Tropical Botanical Garden to find out what happened to the Kanaloa plant there. Staff is also trying to determine what happened to the wood of the plant and request the return of all the wood. Staff is also looking at the possibility of a DNA study to determine the plant's nearest living relative for grafting purposes. Lyon Arboretum has also been contacted regarding their tissue culture program.

The Commission asked why only \$4,972.56 is being proposed for the labor costs for conferences/meetings/training when \$18,420.81 has already been spent as of 4/30/12. Staff explained that KIRC Staff Paul Higashino attended the Hawaii Wildlife Society national meeting in which he made a presentation. The Commission noted the budgeted conference labor costs needs to be increased. ED Nāho,,opi,,i explained that staff is allowed one conference per year if they wish to attend any other conferences he will give them the hours if they can get the conference to waive the registration fees and if the conference can cover some of the travel costs. The Commission also inquired if \$8,000 was adequate funding for interns. Staff will follow up.

Culture and Education Program Budget:

Staff noted the new Cultural Resources Project Coordinator did not participate in preparing this budget. His primary functions are to provide training and facilitate

cultural training for staff, volunteers and to integrate with stewardship organizations. Vice Chair Whitehead requested the Cultural Training Program be amended to Cultural Training/Integration. She also wanted increased funding in non personnel costs to help the new person. She asked where the Pohaku Kaneloa was located in the budget. Staff explained it was included in the site stabilization project. Vice Chair Whitehead wanted to know what needs to be done to stabilize the site. Staff responded data is needed so that the plan can be written. A determination also needs to be made as to where it will be relocated so that a plan can be written for that as well. There is free archaeological labor available. Vice Chair Whitehead also wanted more funding for the Cultural Working Group (CWG). Staff explained travel cannot be funded. Staff explained staff can be sent but KIRC cannot pay for people to come. Vice Chair Whitehead requested that staff examine how to develop the relationship between the Cultural Coordinator and the previous members of the CWG. Staff asked for clarification of what the CWG's function would be as far as advising the cultural person. It was unclear in the past. Commissioner Aluli responded the most important thing would be to share information regarding burials which would not be shared over the phone. ED Nāho,,opi,,i commented he hoped Commissioner Baker can take over the working group since he has expressed interest in participating in the CWG and can be brought to the island as a Commissioner.

Chair McLean asked if a 1 1/2 hour helicopter survey was adequate for site stabilization and restoration monitoring. Staff responded only one survey was conducted last year. Burial surveys should be done every year by statute. The helicopter time can be increased to 8 hours. Chair McLean requested staff check on the costs with the new vendor.

Vice Chair Whitehead noted nonpersonnel budget seems low. The cultural person will be spending most of his time on island. The needed equipment is already there. Most of the work required involves volunteer labor more than material. This person's job description involves facilitating and coordinating different activities on the island. Vice Chair Whitehead stated the staff should come back to the Commission if the Cultural Coordinator needs additional budget.

Chair McLean thought more money for materials and supplies should be allocated for the Ala Loa Project and the Kaholo Ka Lani Planting Ceremony. Staff noted that most necessary materials are donated. It was suggested allocating an additional \$250 each for the Ala Loa Project and the Kaholo Ka Lani Planting Ceremony.

Vice Chair Whitehead stressed the importance of the Cultural Coordinator documenting observations and reporting them to the Commission.

Commissioner Aluli asked how many conferences are in the budget for the Cultural Coordinator to attend. Staff responded one technical and one cultural. It was suggested that the Cultural Coordinator attend 6E training.

Chair McLean summarized that the two most sweeping changes in the budget should be additional funding for strategic planning including airfare, per diem for more off island meetings, possible money for a facilitator and looking to see if staff can manage without a logistics specialist.

Vice Chair Whitehead suggested there might be areas in administration which could be cut if there is a need.

III. ADMINISTRATIVE BUSINESS

A. Executive Director's Report

1. Status Update on Budget, Finance and Funding

There were two budget variances this period. One was in the Ocean Program due to timing of the NOAA grant and difficulty with the helicopter contract. The adjustments have been made. It should not cause an overrun at the end of the fiscal year. The second variance was in the Reserve Operations and was caused by the long delay in replacing the generator and increase in fuel cost.

2. Status Update on Plans, Policies, and Procedures

Staff reviewed the long range schedule. There were no questions.

3. Status Update on Administration, Staffing and Personnel

Kui Gapero has been hired as the new Cultural Resources Project Coordinator. Staff is still working with MEO to replace intern Roland Ramos. Additional interns are anticipated from Hawaii Youth Conservation Corps, Kupu Program, MEO AMERICORP, and the University of Manoa Hawaiian Studies Program. Natashja Tong and MiQe Klemme will be volunteering to help with the HYCC trips. Chair McLean commented that UH Maui College also has interns available.

Staff has received a response from the Boards and Commissions office stating that Vice Chair Whitehead can serve until June 2013. Vice Chair Whitehead commented that she has not received any correspondence from the Boards and Commissions office. She wanted to know who follows up on her status. Staff responded KIRC is no longer responsible for Commission nominations based on current procedures.

Commissioner Aluli asked about Commissioner Murphy's position. ED Nāho,opi, replied he received a call from the Boards and Commissions office asking if Commissioner Murphy was interested in continuing on the Commission. He referred them to the letter completed by Commissioner Murphy stating she was not interested in serving a second term. This letter was sent to them twice as well as an e-mail notifying the Boards and Commissions office that the seat needed to be filled. Commissioner Aluli asked if Commissioner Murphy was interested in serving another year. She responded the main reason she chose not to serve a second term was because of the Hokule, a voyage starting next year. She did not consider the option of serving a partial term. If the seat is not filled she is willing to stay until the

voyage starts. ED Nāho,,opi,,i will follow up with the Boards and Commissions office and Guy Kaulukukui of DLNR to see if Commissioner Murphy can continue to serve until a replacement is named.

4. Status Update on Public Information, Outreach and Government Relations

The legislative update was reviewed. Three items passed this session: SCR 63, the request to conduct a fiscal audit of the Kaho,,olawe Rehabilitation Trust Fund, and the confirmation hearings for Commissioners Aluli and Baker. Chair McLean asked when the audits would start. ED Nāho,,opi,,i responded there are still outstanding DLNR audits that have not been completed and that the state audit could begin at any time.

DAG Somerville reported that, under SB 2859, Commissioners would be able to ask questions and receive testimony if a meeting is cancelled due to lack of quorum. The exact language is “(d) Board members present at a meeting that must be cancelled for lack of quorum or terminated pursuant to section 92-3.5(c) may nonetheless receive testimony and presentations on items on the agenda and question the testifiers or presenters provided that:

- 1) deliberation or decisionmaking on any item . . . occurs only at a duly noticed meeting of the board held subsequent to the meeting . . .
- 2) the members present shall create a record of the oral testimony or presentation in the same manner as would be required by section 92-9 . . .
- 3) Before its deliberation or decisionmaking at a subsequent meeting, the board shall:
 - A. Provide copies of the testimony and presentations received at the canceled meeting to all members of the board; and
 - B. Receive a report by the members who were present at the canceled or terminated meeting about the testimony and presentations received.”

If signed into law by the Governor, this legislation would be helpful with strategic planning hearings where members of the public have come to testify since the meeting would not need to be canceled due to lack of quorum or if quorum is subsequently lost.

DAG Somerville also pointed out a provision in SB 2859 regarding permitted interactions:

- “(e) Two or more members of a board, but less than the number of members which would constitute a quorum for the board, may attend an informational meeting or presentation on matters relating to official board business, including a meeting of another entity, legislative hearing, convention, seminar, or community meeting; provided that the meeting or presentation is not specifically and exclusively organized for or directed toward members of the board. The board members in attendance may participate in discussion, including discussions among themselves; provided that the

discussions occur during and as part of the informational meeting or presentation; and provided further that no commitment relating to a vote on the matter is made or sought.

At the next duly noticed meeting of the board, the board members shall report their attendance and the matters presented and discussed that related to official board business at the informational meeting or presentation.”

In the past only two PKO Commissioners could go to the PKO meetings; now three may go as long as the purpose of the meeting is not to influence the Commissioners and the attending Commissioners need to report back to the Commission the content of the meeting.

5. Status Update on Capital Improvements, Reserve Operations and Logistics

Hakioawa Hale plans are undergoing final reviews by DLNR Engineering. Part of the contractor’s costs will be transportation to the island. They may utilize the „Ohua on a space available basis. Staff is hoping to have a designated contractor by the end of June.

B. Review April 2012 Expenditure Report

The expenditure report for April 2012 was reviewed. There were no questions.

V. PROGRAM STATUS UPDATES

A. Status Update on current Restoration Program Project:

Update on the plant *Kanaloa kahoowawensis* (Ka palupalu o Kanaloa) was provided to the Commission. Staff is looking at grafting and micropropagation as well as looking for its nearest living relative. The Commission commented it was a good update.

B. Status Update on current Ocean Program Projects:

Volunteers on island seem to be enjoying their interaction with the Ocean Program staff.

Effective September 2012 the boating schedule will shift from Monday and Thursday to Tuesday and Friday. This is being done for planning purposes and will save on holiday pay and compensation time off. It will also allow for more time to pre-stage supplies and makes Zapata administration easier since their staff’s work week will end on Fridays rather than Thursdays.

VI. ANNOUNCEMENTS/FYI

ED Nāho,,opi,,i reported a request to show “*Mai Ka Piko Mai*” has been received from Mr. Chad Baybayan of „Imiloa Astronomy Center of Hawaii. ED Nāho,,opi,,i will work with DAG Somerville to work out the terms of use for the documentary. DAG Somerville asked if staff is sending the requestors the DVD. ED Nāho,,opi,,i responded that they already have it. The Commission wanted to know who has been distributing them. ED Nāho,,opi,,i responded they are borrowing them from Donne Dawson. The Commission

wanted to know if he had spoken to Matt Yamashita about permission forms from the interviewees. ED Nāho,,opi,,i responded that Mr. Yamashita has no permission forms. Chair McLean requested ED Nāho,,opi,,i follow up with Donne Dawson regarding the MOU with ,,Oiwī TV.

Chair McLean also requested an update on staff contact with the Congressional delegation. ED Nāho,,opi,,i responded he is still waiting for the NOSSA letter.

Commissioners Aluli wants to get started on the next ,,Aelike meeting because he thinks things are changing fast. Staff reported they have been unable to meet with PKO. The participants used to be Craig Neff, Kylee Mar, Davianna McGregor, AO Lee, DAG Somerville and ED Nāho,,opi,,j. Commissioner Aluli stated that there are other organizations that should be given the opportunity to become stewardship organizations with the same criteria. DAG Somerville commented that State Parks has a curatorship program and the KIRC could follow that but the difference is in the logistics. PKO is not like other groups because its knowledge of the island is so vast. When looking at another group, it will be a little bit more difficult because they will have to go through access guide training or have KIRC supervision. DAG Somerville stated there is a misconception when people say they are “covered” under KIRC. When a person is acting as an employee of the state, workmen’s compensation and the State Torte Liability Act could apply. It is not blanket coverage. That is why insurance is needed when the volunteers are not acting in their capacity as employees. Commissioner Aluli commented that this was not made clear in the legislative hearings regarding the insurance resolution. DAG Somerville stated she was sent to field questions on the insurance resolution. Staff stated that there will be a meeting with the PKO very soon to review the implementation of those approved activities. AO Lee commented a clear picture of where the KIRC is going is needed. The KIRC does not have all the tools to get to the final goal. The strategic plan needs to have attainable goals. The staff needs to have a strategic plan to help guide them in their work.

The next meeting was tentatively scheduled for June 19th and possibly to be held on Maui. Items to be included on the next agenda: a) 2013 Budget, b) determination of the participants for ED Nāho,,opi,,j,s evaluation and c) Ocean program’s silverfish program. Vice Chair Whitehead asked if there should be more discussion about strategic planning at the next meeting. Chair McLean responded as part of the budget the Commission can determine how many meetings, whether there should be a facilitator, or anything else that is budget related.

VII. ADJOURNMENT

MOTION: Commissioner Aluli moved to adjourn the meeting. Vice Chair Whitehead seconded the motion.

ACTION: The motion was approved by all Commissioners present.

The meeting was adjourned at 2:10 pm.

