

**STATE OF HAWAII  
HAWAII COMMUNITY DEVELOPMENT AUTHORITY  
GENERAL MEETING**

**Wednesday, November 3, 2021**

**MINUTES**

**I. CALL TO ORDER/ROLL CALL**

The Hawaii Community Development Authority (“Authority” or “Board”), a body corporate and a public instrumentality of the State of Hawaii met virtually (utilizing the state-supported Zoom Meeting platform) for a meeting on November 3, 2021.

Board Vice Chairperson, Chason Ishii, called the meeting to order at 10:10 a.m.  
Those present were as follows:

**Members Present:**

Chason Ishii, Vice Chairperson  
Susan Todani  
Wei Fang  
Peter Apo  
David Rodriguez, DOT (Ex-Officio)  
Gloria Chang, B&F (Ex-Officio)  
Eugene Takahashi, DPP (non-voting)  
Pearlyn Fukuba, DHHL (non-voting)  
Kevin Sakoda  
Phillip Hasha  
Vernon Inoshita  
Mitchell Tynanes  
Joe Lewis  
Jo Ann Leong  
Punihei Lipe  
Donna Camvel

**Members Excused:**

David Rae

**Legal Counsel:**

Kelly Suzuka, Deputy Attorney General

**Staff Present:**

Deepak Neupane, HCDA Executive Director  
Garet Sasaki, HCDA Administrative Services Officer  
Craig Nakamoto, HCDA Compliance Assurance & Community Outreach Officer  
Francine Murray, HCDA Program Specialist  
Tommilyn Soares, HCDA Secretary

A quorum was present.

## **Acknowledgement that the Meeting is Being Convened Virtually**

Vice Chair Ishii reiterated the wording contained in the Meeting Agenda regarding the state's response to the COVID-19 pandemic, the state's efforts to slow the community spread of the virus and Governor David Y. Ige's issuance of Supplementary Emergency Proclamations which suspended Chapter 92 of the Hawaii Revised Statutes to the extent necessary to enable public boards and commissions to conduct business without holding meetings open to the public.

With regard to the foregoing, Vice Chair Ishii reiterated wording contained in the Meeting Agenda noting that HCDA welcomes public attendance via the Zoom link and HCDA's YouTube Channel contained in the meeting agenda, HCDA also welcomes public comment and public participation via submission of written and or verbal testimony (consistent with the social distancing guidelines and Emergency Proclamation directives in effect).

Vice Chair Ishii stated that individuals, if any, from the public who have requested to provide testimony are on standby and will be permitted to speak during the public testimony session of the specific agenda item.

## **II. APPROVAL OF MINUTES**

### **1. Regular Meeting Minutes of September 1, 2021**

Minutes were approved as presented.

### **2. Regular Meeting Minutes of August 5, 2020**

Minutes were approved as presented.

## **III. INFORMATION & DISCUSSION**

### **3. Legislative Budget Package for the 2022 Legislative Session**

HCDA Executive Director, Mr. Deepak Neupane, referred to the staff report and noted the information will be submitted as part of HCDA's budget request for the 2022 Legislative session.

Member Todani asked what the nature of the Honuakaha Capital Improvements are. Mr. Neupane said funds would be for renovations of the units that are vacated, and may include replacing appliances, flooring, AC units, etc. He added, the work could depend on the length of the previous occupancy of the unit and would help to extend the life of the project, which is why it is under a Capital Improvement Project (CIP) request.

Member Sakoda asked Mr. Neupane to review the process for the CIPs, specifically the Fisherman's Wharf Bulkhead Repair project; he asked if there will be a bidding process for that project. Mr. Neupane answered saying HCDA had started working on this project years ago and gotten far along in the process but did not have enough funding at the time. He added that there would be a competitive bidding process if funding is given for the project.

There were no additional questions or comments from board members.

**Public Testimony**

Vice Chair Ishii called for public testimony. There was no public testimony.

**4. Authority’s Recognition and Appreciation of HCDA’s Former Chairperson Jason Okuhama**

On behalf of the Board and HCDA Staff, Vice Chair Ishii thanked former Board Member and Chairperson, Jason Okuhama, for his service to HCDA.

Member Rodriguez and Member Hasha shared their thoughts and thanked Mr. Okuhama for his service. Mr. Okuhama thanked everyone and expressed his honor to have served on the Board.

**IV. DECISION MAKING**

**5. Re-Election of the FY 2021 – 2022 Board Officers of the Hawaii Community Development Authority**

Vice Chair Ishii asked for nominations for Chairperson. He added that if a current Board Officer is elected as Chairperson, nominations can be made for that position following the election of the Chairperson.

**Motion**

Member Apo nominated Member Todani. Member Chang seconded Member Todani’s nomination.

Member Leong nominated Vice Chair Ishii for Chairperson. Member Hasha seconded Vice Chair Ishii’s nomination.

**Public Testimony**

Vice Chair Ishii called for public testimony. There was no public testimony.

**Comments/Discussion**

Member Apo stated that Member Todani’s experience and skillset is his reason for nominating her for Chairperson.

Member Fang asked if this vote is only for the Chairperson role. Vice Chair Ishii confirmed.

**Roll Call Vote**

Members Fang, Apo, Rodriguez, Chang, Sakoda, Inoshita, Tynanes, Lewis, Todani, and Ishii voted in favor of Member Todani’s nomination.

Member Lipe chose to abstain from voting. Member Rae was excused.

The motion passed with Member Susan Todani’s nomination as Chairperson for the FY 2021 – 2022.

Member Tynanes asked for clarification on the other Board Officers and if those roles need to be re-elected. Mr. Neupane stated the language of the item was written to account for the possibility of a current Officer being elected as Chairperson.

**V. REPORT OF THE EXECUTIVE DIRECTOR**

**6. Monthly Financial Highlights of September 2021**

Mr. Neupane deferred to the report provided in the board packet and noted Mr. Gareth Sasaki, Administrative Services Officer is present to help answer any questions.

There were no questions or comments from board members.

**Public Testimony**

Vice Chair Ishii called for public testimony. There was no public testimony.

**VI. ADJOURNMENT**

There being no further comment or questions on the Report of the Executive Director, Vice Chair Ishii thanked those who joined the meeting on Zoom and adjourned the meeting at 10:38a.m.

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Wei Fang, Secretary

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Date