

**AGRIBUSINESS DEVELOPMENT CORPORATION**

Minutes of the Administration Committee Meeting held Virtually on May 14, 2024

Via Zoom Teleconference and/or In-Person at 235 S. Beretania St., Rm. 204, Honolulu, HI 96813

*Pursuant to section 92-3.7, Hawaii Revised Statutes (HRS), this meeting was held remotely with Committee members, Staff, Applicants, and the Public participating via Zoom meeting venue, and an In-Person meeting location available for public participation at the State of Hawai'i, Leiopapa A Kamehameha, State Office Tower Building, 235 S. Beretania St., Room 204, Honolulu, HI 96813.*

**Members Present, virtually:**

Warren Watanabe, Member-At-Large (Mr. Watanabe)  
Lyle Tabata, Kauai County Member (Mr. Tabata)  
Dane Wicker, Designated Representative, DBEDT, (Mr. Wicker)

**Members Excused:**

Jayson Watts, Maui County Member

**Counsel Present, virtually:**

Delanie Prescott-Tate, Deputy Attorney General

**Staff Present, virtually:**

Wendy Gady, Executive Director (Ms. Gady)  
Mark Takemoto, Sr. Executive Assistant (Mr. Takemoto)  
Lyle Roe, Asset Manager (Mr. Roe)  
Ingrid Hisatake, Secretary

**Guests Present, virtually:**

None.

**Guests Present, physical location:**

None.

**A. Call to Order**

Mr. Tabata called the meeting to order at 1:35 p.m. and conducted a roll call of Administration Committee (Committee) members. Mr. Tabata, Mr. Wicker, and Mr. Watanabe all acknowledged their presence and noted that they were alone.

**B. Approval of Minutes**

1. March 7, 2024 Administration Committee Minutes: Motion by Mr. Watanabe to approve the minutes as presented; Second by Mr. Wicker. Motion passed without objection.

**C. Action Items**

1. **Committee discussion regarding scoring process and procedure; approval of scoring matrix**

## **AGRIBUSINESS DEVELOPMENT CORPORATION**

Minutes of the Administration Committee Meeting held Virtually on May 14, 2024

Via Zoom Teleconference and/or In-Person at 235 S. Beretania St., Rm. 204, Honolulu, HI 96813

Mr. Roe provided a broad overview of the application rating sheet. Mr. Roe asked the Committee members to utilize the “comments/notes” section of the rating sheet so that feed back could be provided to applicants who did not make the cut. Mr. Watanabe asked about scoring for worker protection standard and safe pesticide use. Mr. Roe noted farm inspections would occur after preliminary scoring by the Committee which would evaluate such concerns.

Ms. Gady described the GAP services that various entities offer for GAP certification.

Mr. Takemoto asked if the application specified GAP requirements, or farmer documentation/records about pesticide use or worker protection. Mr. Roe noted the request for application specified that farming practices would be evaluated but that we had not, in the past, looked at farm violations or record-keeping.

Mr. Wicker asked if GAP certification was currently required for licensees? Mr. Roe responded no, that this would be the first time. Mr. Wicker supported the requirement.

Mr. Tabata asked about approved conservation plans. Mr. Roe noted that current license terms require licensees to obtain an approved conservation plan within one year of executing a license and then to bring conservation practices in line once a plan was approved by the appropriate soil and water conservation district. Ms. Gady noted that staff was attempting to develop high-level and basic conservation planning for an entire property that would provide guidance immediately upon execution of the license.

### **2. Approval of tentative review and approval schedule for applications**

Mr. Roe provided a broad overview of the tentative timeline for review and approval schedule for the committee, noting a desire to have initial requests for tenant approval at the July 18<sup>th</sup> meeting. Members agreed that the timeline seemed realistic if there were not any unexpected issues that cropped up. Mr. Watanabe moved to approve the draft schedule; second by Mr. Wicker; there were no objections.

## **D. Informational Items**

### **1. Staff presentation summarizing the land applications received by ADC (this agenda item was taken first)**

Mr. Roe provided a broad overview of the applications received to the Committee. Mr. Watanabe asked how strict the Committee should be on incomplete applications. Mr. Roe noted his recommendation that the Committee consider full and complete applications first. If there is space leftover, the Committee may wish to look at some of the incomplete applications.

Mr. Wicker asked about the organization of the applications; was there a way to categorize the applications into complete and incomplete. Mr. Roe concurred, noting that was how he envisioned the organization of the applications. Mr. Tabata concurred and asked staff to organize the applications into Tier 1 applications which would be considered complete, and Tier 2 applications which would be considered incomplete.

## **E. Adjourn**

Mr. Tabata noted that they were at the end of the meeting and called for a motion to adjourn. Motion by Mr. Wicker, Seconded by Mr. Watanabe. Motion passed without objection.

The meeting was adjourned at 2.15 p.m.

**AGRIBUSINESS DEVELOPMENT CORPORATION**

Minutes of the Administration Committee Meeting held Virtually on May 14, 2024

Via Zoom Teleconference and/or In-Person at 235 S. Beretania St., Rm. 204, Honolulu, HI 96813

**Date of Next Meeting:** The next meeting was not yet scheduled.

DRAFT