

DA: 6.28.2024

TO: ADC Board of Directors & AG's Office

FR: Wendy Gady, Executive Director, ADC

RE: Weekly Report for week of 6/24/24 - 6/28/2024

End of Week Debrief

- With humble thanks, we wish Chair Watanabe A Hui Hou for his year as Chair of ADC BOD
- Announcing new Chair Lyle Tabata, Vice Chair Jason Okuhama, Nathan Trump Interim Hawaii County Board Member and Dean Okimoto Interim At-Large-Member on the ADC BOD
- Wow. Fiscal year end is complete- with the help of EVERYONE and a lot of OTJ training in the process. Being part of DBEDT, we learned a LOT this year in Best Management Practices from fellow agencies and DBEDT staff and will have a much smoother close next year
 - A special shout out to Linda Goto, our Accountant V, whose contributions these past 10 months are immeasurable. In the last month she generated numerous reports and the foundation for data-driven decisions. Linda also processed a staggering number of transactions to get across the finish line.
- The implementation and launch of Yardi is in the final stages of QC and will be launched in a series of phases, Phase 1 is the Water Use Agreements, Phase 2 is the Waiahole Irrigation System, Phase 3 is the land agreements. The Property Managers (Oahu & Kauai) will have weekly A/R reports moving forward. The next year's financial statements will represent the culmination of months of Forensic Accounting by Spire, QC & data entry by staff.
 - Yardi is a POWERFUL tool relying on quality information to create efficiency, mahalo for your patience with staff in doing the due diligence to ensure quality baselines
 - As we move forward together, we may not always be thrilled with the information, but can trust it's accuracy and make decisions appropriately
 - As the process has unfolded, we're finding more gaps that Spire will help us bridge over the balance of the year
 - We are emerging with an efficient, reliable, quality system to streamline the billing process and provide a STRONG foundation for ADC's future growth
- HB1800/Budget Bill- we are awaiting Governor's line-item decisions before moving forward
 - We've drafted job descriptions for the 3 Kauai Water Workers, Kauai Property Manager, Kauai Water Manager and FPIN/Climate Resilience Manager
 - We are also meeting internally to begin planning a budget for FY26- taking a proactive approach to planning for O&M for the entire ADC Portfolio & recognizing our greatest asset is our people, and investing in creating a team for the future
- Continuing to Work on Addressing Audit Items with drafts **given to staff** of SOP for:
 - Standard Operating Procedure (SOP) for Acquisition Process which will be vetted through the acquisition of the Eat Kauai Irrigation System (EKIS)- reached out to DLNR to understand the process and timeline for the transition
 - SOP and Best Management Practices (BMPs) for Operating a Water Management System
 - SOP & BMP for Right of Entry
 - SOP & BMP for Revocable Permits

- Planning Meetings with regards to the Central Oahu Agriculture and Food Hub continue
- Planning Meetings for HPP – met with the Hawaii Community Development Authority (HCDA) who has an expeditious process for handling RFPs and are looking for BMPs to bring to the ADC BOD for possible use/incorporation
- Attended the Beefing Up Hawaii: Grazing Toward Increased Production
 - Challenges Facing the livestock Industry:
 - Labor Shortage- fewer youths choosing ag, Retirement age- 47% of farmers in Hawaii are 65+, 46% are 35-64
 - Land/Water Availability- Act 90, Conservation vs. production, Real Estate Development/Land Banking, Energy Crops
 - Lack of processing facilities
 - Lack of feed- competition for feed resources
 - ADC has a \$250k Livestock Feed Concept line item in FY25 currently
 - Ag crimes
 - Few large animal vets
 - I'll be following up with the panelists regarding my question which did not have sufficient time to be answered: " What are the industries for doubling food production in order- 1,2 & 3 vs. the industries strategies to double profitability- 1, 2 & 3?"
- Prepared Presentation for Manager's Meeting- which will now be 7/1
- Had my performance evaluation discussion with the ED PIG
- Completed Drug & Alcohol Testing Program for Supervisors Training
- Meetings with staff daily regarding budget wrap up and actions
- Mark led a great Staff Meeting on Friday
- Met with Strategies 360 to discuss future grant opportunities
- PR Releases in Process: 1) Announcing the passing of Vernon Pico who worked as the Assistant Supervisor then Waiahole Water Manager for 15 years, he was 68; and 2) Announcing the new Chair & Vice Chair

Events/Conferences

- 7/16: Speaking at Governor's "Investing in Hawaii's Future: 2024 Federal Funds Summit"
- 8/3 & 8/4: Farm Fair, Wahiawa
- Hawaii Investment Ready Cohort 6 Dates:
 - September 11-15, 2024: Hana
 - October 16-19, 2024 (Final Pitches): Oahu

Upcoming Events:

- 7/6: Distribution PIG on Kauai
- 7/13: Distribution PIG on Oahu
- 7/18: ADC BOD on Oahu in person
- 8/15: ADC Board on Kauai in person
- 12/20/24: New Strategic Plan Target, by statute due

Strategic Planning:

- Land Permitted Interaction Group: Formed, Information Shared, Distribution Services & Value-Add Permitted Interaction Group: Formed, Information Shared, Ongoing Discussion
- Strategic Plan
 - 5/1-7/31: Stakeholder Engagement Round 1
 - 8/1-10/31: Plan Development & Stakeholder Engagement Round 2
 - 11/1-11/30: Board Review/Edit
 - 12/30: Board Approval

Projects: Please see attached GAANT Chart