

DA: 7.08.2024

TO: ADC Board of Directors & AG's Office

FR: Wendy Gady, Executive Director, ADC

RE: Weekly Report for week of 7/08/24 - 7/12/2024

### **End of Week Debrief**

- The Governor's Budget Worksheets were released, and ADC has been given the funding to pursue major initiatives. . .
  - Hiring Staff: Kauai Property Manager, Kauai Water Manager, 3 East Kauai Water Workers, and a Climate-Resilient Food & Product Innovation Network Manager
  - Funding for Concept Development of a forage drying facility
  - Capital Improvements: Aahoaka Reservoir, Christian Crossing Bridge, Kekaha Ditch Bridge Crossing and a Kekaha Post Harvest Processing Center
- Friday was our Farewell Lunch for our McKinley High School Senior Interns (see photo attached)
  - Established a Document Management System
  - Scanned/loaded Reports to populate
  - Organized paper copies for State Archives
- Please review the attached Project Tracker showing the Agribusiness Projects across Oahu and Kauai
- For New ADC Board Members:
  - Please complete the Ethics Training & Provide Ingrid with the Certificate and
  - Please complete the Financial Disclosure Forms
- Met with Spire to Outline Priorities as Follows:
  - Implement Yardi in Phases Quickly:
    - Phase 1 is the Water Use Agreements,
    - Phase 2 is the Waiahole Irrigation System,
    - Phase 3 is the land agreements.
  - Forensic Accounting for Key Projects
- Met with HCDA regarding their RFP Process & they will be making a presentation to the ADC BOD 7/18
- Attended Aquaculture event at NELHA & spoke with key stakeholders regarding future opportunities
- Military Partnership:
  - Kauai electrical outage cancelled the PMRF Meeting
  - Ongoing Operation & Maintenance of pumps
  - Conservation Easement for Oahu in last stages of closing
  - \$19.7M Federal Grant Application decision 9/24
- Developing a better budget moving forward:
  - Mark is working with Waiahole Team on an Operations & Maintenance Plan & Budget
  - Developing CIP budgets for other key assets
- Met with the PR Firm
  - Reviewed July NL copy & pictures centered on ADC BOD on the Move via PIGs

- Please see attached revised logo based on June BOD feedback
- Reviewed upcoming calendar – which will be shared with Marketing Communications Standing Committee after 7/18
- Met with Ag Leadership Conference planning committee regarding topics
- Met with two Kauai Citizens
- Working with Keoni Lee of HIR on presentation
- The Permitted Information Groups (PIG) are continuing to meet, and gather information for decision making and consensus with the Distribution Services PIG on Kauai on Saturday- showing the dedication of the volunteer BOD who gave time from their weekend and families to invest in ADC's future
- Met with HTA regarding a Survey of the current Agritourism landscape in the state and how to build capacity- RFP eta 8/24
- Met with Senator Awa regarding ADC opportunities in district
- Continuing to Work on Addressing Audit Items including documentation of processes and better internal file management
- Planning Meetings with regards to the Central Oahu Agriculture and Food Hub continue
- Planning Meetings for HPP – see more information in the Project Tracker
- Due diligence meetings regarding the Wahiawa Irrigation System
- Strategic Discussion with users of a small animal slaughterhouse continue
- Working with Skog Rasmussen on the presentation for the Governor's Federal Grant Summit (7/16/24)
- Meetings with staff for both short- and long-term budgeting for FY26 based on stakeholder meetings over the past year, and assessments of current assets
  - The Goal is to have a much longer plan for budgeting: creating savings for emergencies, planning asset maintenance, evaluating equipment needs, etc.

### **Events/Conferences**

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

### **Upcoming Events:**

- 7/16-18: Governor's Federal Grant Summit - Oahu
- 7/18: ADC BOD on Oahu in person
- 8/15: ADC Board on Kauai in person PLEASE plan for a FULL day
- 11/7 & 11/8: Hawaii Ag Summit @ the Convention Center
  - ADC Working Session on Strategic Plan Input from the Ag Industry
- 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

- Reviewed MOU for OPSD to post the RFP for additional work on the ADC Strategic Plan
  - Timeline:
    - 10/17: Draft plan to the board
    - 11/21 Final plan completed
    - 12/15: ADC Annual Report due to Leg with Strat Plan included
  - Use the outline that Amanda Shaw had created
    - We provided her with the Literature Review Documents (other ag strategic plans & documents)
    - Staff provided ADC documentation re land, water & infrastructure holdings
  - Stakeholder Meetings using the attached Strategic Priority List
    - **Use the attached survey to gather stakeholder input**
      - Survey may become more targeted based on ADC BOD feedback 7/18
      - Survey will be posted on ADC Website for public feedback after BOD meeting
    - Consider online survey tools as well
    - Consolidate information from the survey by participant code (producer, supplier, legislator, industry association, or stakeholder)
  - Stakeholder Meetings with Industries:
  - Additional Information Needed Short-Term:
  - Local Buyer's Landscape
    - What are they buying currently
    - What they want
    - Current GAP footprint
    - Identify opportunities for GAP to scale and meet demand
  - Ag Economic Impact
  - Current Ag Water Landscape/Baseline
- 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