

JOSH GREEN, M.D.  
GOVERNOR  
  
KEITH A. REGAN  
ACTING LT. GOVERNOR



**STATE OF HAWAII  
AGRIBUSINESS DEVELOPMENT CORPORATION  
BOARD OF DIRECTORS**

235 SOUTH BERETANIA STREET, ROOM 205  
HONOLULU, HAWAII 96813

JAYSON M. WATTS  
CHAIRPERSON  
  
JASON OKUHAMA  
VICE CHAIRPERSON  
  
JESSE COOKE  
DAVE HINAZUMI  
GLENN HONG  
SHARON HURD, Ex-Officio  
CIARA W.K. KAHAHANE, Ex-Officio  
DEAN OKIMOTO  
KAREN SEDDON  
NATHAN TRUMP  
DANE K. WICKER, Ex-Officio

## Notice of Administration Committee Meeting

Held via Teleconference with In-Person Location

THURSDAY, MAY 14, 2026  
1:30 p.m.

Pursuant to section 92-3.7, *Hawai'i Revised Statutes (HRS)*, this meeting will be held using interactive conference technology (ICT). Board members, staff, persons with business before the Committee, and the public may participate remotely online using ICT, or may participate via the in-person meeting site which provides ICT.

Interested persons may submit written testimony in advance of the meeting, which will be distributed to Committee members prior to the meeting. If possible, we request that testimony be received by our office not less than seventy-two hours prior to the meeting to ensure that staff have time to disseminate it and that Committee members have time to review it. Written testimony may be submitted electronically to [dbedt.adc@hawaii.gov](mailto:dbedt.adc@hawaii.gov) or sent via U.S. Postal Service, or delivered to:

Agribusiness Development Corporation  
235 South Beretania Street, Suite 205  
Honolulu, Hawai'i 96813

When testifying via ICT, via telephone, or in-person, you will be asked to identify yourself and the organization you represent, if any. Each testifier is allowed up to two minutes of testimony per agenda item pursuant to determination of the Board on November 20, 2025.

The public may participate in the meeting via:

ICT: <https://us06web.zoom.us/j/86501294771>  
Telephone: (669) 900-6833, Webinar ID: 86501294771  
In-Person: State Office Tower  
235 South Beretania Street, Room 204  
Honolulu, Hawai'i 96813

## **ICT ACCESS**

To view the meeting and provide live oral testimony, please use the link above. You will be asked to enter your name in order to access the meeting as an attendee. The Committee requests that you enter your full name, but you may use a pseudonym or other identifier if you wish to remain anonymous. You will also be asked for an email address. You may fill in this field with any entry in an email format, e.g. abcd@efgh.com.

As an attendee, your microphone will be automatically muted. When the Chairperson asks for public testimony, you may click the Raise Hand button found on your screen to indicate that you wish to testify about that agenda item. The Chairperson or staff will individually enable each testifier to unmute their microphone. When recognized by the Chairperson, please unmute your microphone before speaking and mute your microphone after you have finished speaking.

For ICT, telephone, and in-person access, when testifying, you will be asked to identify yourself and the organization, if any, that you represent. Each testifier is allowed up to two minutes of testimony per agenda item pursuant to determination of the Board on November 20, 2025.

## **TELEPHONE ACCESS**

If you do not have ICT access, you may get audio-only access by calling the telephone number listed above.

Upon dialing the number, you will be prompted to enter the Meeting ID that is listed next to the telephone number above. After entering the Meeting ID, you will be asked to either enter your panelist number or wait to be admitted into the meeting. You will not have a panelist number. Please wait until you are admitted into the meeting.

When the Chairperson asks for public testimony, you may indicate you want to testify by entering “ \* ” and then “9” on your telephone’s keypad. After entering “ \* ” and then “9”, a voice prompt will let you know that the host of the meeting has been notified. When recognized by the Chairperson, you may unmute yourself by pressing “ \* ” and then “6” on your telephone. A voice prompt will let you know that you are unmuted. Once you are finished speaking, please enter “ \* ” and then “6” again to mute yourself.

For ICT, telephone, and in-person access, when testifying, you will be asked to identify yourself and the organization, if any, that you represent. Each testifier is allowed up to two minutes of testimony per agenda item pursuant to determination of the Board on November 20, 2025.

## **IN-PERSON ACCESS**

There will also be one meeting location, open to the public, which will have an audio-visual connection. That meeting will be held at:

State Office Tower  
235 South Beretania Street, Room 204  
Honolulu, Hawai‘i 96813

For ICT, telephone, and in-person access, when testifying, you will be asked to identify yourself and the organization, if any, that you represent. Each testifier is allowed up to two minutes of testimony per agenda item pursuant to determination of the Board on November 20, 2025.

### **LOSS OF CONNECTIVITY**

In the event of a loss of ICT connectivity, the meeting will be recessed for a period not to exceed thirty minutes to restore connectivity with all board members and the public in-person access location noted above. If audio connectivity is re-established within thirty minutes without video connectivity, interested participants can access the meeting via the telephone number and Meeting ID number noted above. In the further event that connectivity is unable to be restored within thirty minutes, the meeting will be automatically continued to a date and time to be posted on the ADC website at <https://dbedt.hawaii.gov/adc/> no later than close of business the next business day. New ICT, telephone, and in-person access information will be posted on the website no less than twenty-four hours prior to the continued meeting date. Alternatively, if a decision is made to terminate the meeting, the termination will be posted on the ADC website.

### **SPECIAL ASSISTANCE**

If you require special assistance, accommodations, modifications, auxiliary aids, or services to participate in the public meeting process, including translation or interpretation services, please contact staff at (808) 586-0186 or by email at [dbedt.adc@hawaii.gov](mailto:dbedt.adc@hawaii.gov).

Please allow sufficient time for ADC staff to meet requests for special assistance, accommodation, modifications, auxiliary aids, translation, or interpretation services.

**NOTE: MATERIALS FOR THIS AGENDA WILL BE AVAILABLE FOR REVIEW IN THE ADC OFFICE, 235 S. BERETANIA STREET, SUITE 205, HONOLULU, HAWAII 96813 A MINIMUM OF THREE FULL BUSINESS DAYS (WEEKENDS AND STATE AND FEDERAL HOLIDAYS EXCLUDED) PRIOR TO THE MEETING.**

### **Agribusiness Development Corporation Non-Discrimination Statement**

The Agribusiness Development Corporation does not discriminate on the basis of race, color, sex, national origin, age, or disability, or any other class as protected under applicable federal or state law, in administration of its programs, or activities, and the Agribusiness Development Corporation does not intimidate or retaliate against any individual or group because they have exercised their rights to participate in actions protected by, or oppose action prohibited by, 40 C.F.R. Parts 5 and 7, or for the purpose of interfering with such rights.

If you have any questions about this notice or any of the Agribusiness Development Corporation's non-discrimination programs, policies, or procedures, you may contact:

Mark Takemoto  
Acting Title VI Non-Discrimination Coordinator  
Agribusiness Development Corporation  
235 South Beretania Street, Suite 205  
Honolulu, Hawai'i 96813

*Notice of Administration Committee Meeting*  
May 14, 2026

Phone: (808) 586-0186

Email: [dbedt.adc.titlevi@hawaii.gov](mailto:dbedt.adc.titlevi@hawaii.gov)

If you believe that you have been discriminated against with respect to an Agribusiness Development Corporation program or activity, you may contact the Acting Non-Discrimination Coordinator identified above.

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## **AGENDA**

A. Roll Call & Call to Order

B. Approval of Minutes

1. None

C. Action Items

1. Discussion and Action Regarding Proposed Amendments to the Corporation Bylaws. The Committee will review and may take action to recommend that the Full Board of Directors adopt specific amendments to the Agribusiness Development Corporation Bylaws. These updates are intended to address governance, fiscal, and recordkeeping deficiencies identified in the 2021 State Performance Audit.

### Expansion of Officer Positions (Article 3, Section 1):

- Amending Section 1 (Regular Officers): To establish the additional board-level positions of Secretary and Treasurer;
- Secretary Duties: To include responsibility for the accuracy of meeting minutes, the maintenance of a centralized filing system, and the certification of official documents as required by law.
- Treasurer Duties: To include high-level oversight of the annual budget, coordination with external auditors to ensure auditable financial records, and providing the Board with regular fiscal reports.

### Alignment of Officer Elections (Article 3, Sections 2 and 3):

- Amending Section 2 (Appointments and Elections): To mandate that regular elections for the Chairperson and Vice-Chairperson are held at the first meeting of the Corporation on or after July 1<sup>st</sup> of each year and that neither of them shall be an ex officio member.
- Amending Section 3 (Terms of Office): The terms of office for the Chairperson and Vice-Chairperson shall be for twelve calendar months, commencing immediately upon their election at the first meeting of the Corporation held on or after July 1<sup>st</sup>, and concluding upon the election of their successor in the following fiscal year.
- Proviso for New Members: In accordance with state law and gubernatorial appointment cycles, officers shall be elected by board members currently seated as of July 1<sup>st</sup>. No officer election shall take place prior to July 1<sup>st</sup> to endure that newly appointed and confirmed members have the opportunity to participate in the selection of leadership for the term in which they will serve.

*Notice of Administration Committee Meeting*  
May 14, 2026

2. Review fiscal year 2026 budget and actuals, status update regarding fiscal year 2027 budget, update on active contracts and projects, agency budget planning for the 2028 fiscal year. Committee to discuss milestones to provide the agency's Board of Directors a report and recommendation for fiscal year 2028 budget matters.

D. Informational Items

1. None

E. Adjourn

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*The Board may go into executive session on any agenda item pursuant to the exceptions provided under section 92-5, Hawai'i Revised Statutes.*