Activities for the Month of October 2020
November 12, 2020
Submitted by: Denise Iseri-Matsubara, Executive Director
Hawaii Housing Finance and Development Corporation

IV. Report of the Executive Director

A. Activities Related to Housing Development

10/30/20 Together with Francis Keeno, Dean Minakami, and Carianne Abarra, held a teleconference with DOT Highways Deputy Director Ed Sniffen, and Honolulu Board of Water Supply Ernest Lau regarding Waiahole Valley emergency water service needs.

B. Activities Related to Housing Finance

Consulted with Housing Finance Specialist, Dean Sakata on housing finance matters.

C. Activities Related to Fiscal Management

10/28/20 Together with Francis Keeno, met with Chief Financial Officer, Holly Osumi and Melissa Loy regarding variance report.

D. Activities Related to Planning, Evaluation and Compliance

10/1/20 Together with Janice Takahashi and Donna Ho, held a teleconference with DHS Malia Taum-Deenik and Meredith Nichols regarding outreach for HHFDC rental and mortgage assistance.

Participated in the DBEDT Managers teleconference meeting.

10/2/20 Teleconference call with President and CEO of Harold K.L. Castle Foundation Terrence George to discuss how they can support the Rent Relief and Housing Assistance Program. Terry rallied IT support from HPH and the HBR to assist Aloha United Way with their issues with smartsheets.

Together with Janice Takahashi and Kent Miyasaki, held a weekly teleconference with Aloha United Way and Catholic Charities regarding the Rent Relief and Housing Assistance Program.

10/5/20 Together with Janice Takahashi and Donna Ho, held a teleconference with Aloha United Way regarding the Rent Relief and Housing Assistance Program.

Teleconference call with Janice Takahashi regarding the Rent Relief and Housing Assistance Program.

Participated in DBEDT 2.0 Follow-up meeting.

10/6/20 Together with Janice Takahashi, participated in a teleconference with President and CEO of Harold K.L. Castle Foundation Terrence George, City and County of Honolulu, Department of Community Services Director Pam Witty-Oakland, Aloha United Way, and Catholic Charities to understand the IT issues surrounding the State and Honolulu County rental and mortgage assistance programs new smartsheets database system.

Teleconference call with Hawaii Tourism Authority Chief Administrative Officer Keith Regan to arrange use of the Convention Center to support the Rent Relief and Housing Assistance Program.

10/7/20 Together with Janice Takahashi, Francis Keeno, and Kent Miyasaki, held a weekly teleconference with Aloha United Way and Catholic Charities regarding the Rent Relief and Housing Assistance Program.

Together with Janice Takahashi and Kent Miyasaki, held a weekly teleconference with Anthology regarding the Rent Relief and Housing Assistance Program.

10/8/20 Participated in the DBEDT Managers teleconference meeting.

10/9/20 Together with Francis Keeno, participated in a site visit of the Hawaii Convention Center.

10/13/20 Co-chaired the Hawaii Interagency Council for TOD meeting. Reviewed TOD projects seeking planning monies for infrastructure projects.

10/14/20 Together with Janice Takahashi, Francis Keeno, and Kent Miyasaki, held a weekly teleconference with Aloha United Way and Catholic Charities regarding the Rent Relief and Housing Assistance Program.

Together with Janice Takahashi and Kent Miyasaki, held a teleconference with Anthology and Catholic Charities regarding the Rent Relief and Housing Assistance Program.

10/15/20 Together with Janice Takahashi, Holly Osumi, Francis Keeno, and Krystal-Lee Tabangcura, held a teleconference with Deputy Attorney General Matthew Dvonch regarding the Rent Relief and Housing Assistance Program.

Participated in the DBEDT Managers teleconference meeting.

Together with Kent Miyasaki, held a teleconference with Sara Lin regarding an update of the Rent Relief and Housing Assistance Program to prepare her for Think Tech presentation on housing.

10/16/20 Together with Janice Takahashi, Francis Keeno, and Kent Miyasaki, held a weekly teleconference with Aloha United Way and Catholic Charities regarding the Rent Relief and Housing Assistance Program.

10/19/20 Together with Janice Takahashi and Kent Miyasaki, held a teleconference with Jill Tokuda of Hawaii Data Collaborative and Anthology regarding the Rent Relief and Housing Assistance Program.

Teleconference with Janice Takahashi, Holly Osumi and Krystal-Lee Tabangcura regarding the Rent Relief and Housing Assistance Program.

10/20/20 Together with Francis Keeno, visited the Hawaii Convention Center.

Together with Janice Takahashi and Chris Woodard, held a teleconference with Deputy Attorney Sandra Ching and Leighton Yuen of Goodsill Anderson Quinn & Stifel regarding closing the sale of Kamakee Vista.

10/21/20 Teleconference call with Senator Mazie Hirono's office regarding status of spenddown of the Rent Relief and Housing Assistance Program and answered questions regarding reasons for backlog in processing.

Together with Janice Takahashi, Francis Keeno, and Kent Miyasaki, held a weekly teleconference with Aloha United Way, Catholic Charities, and Jill Tokuda of Hawaii Data Collaborative regarding the Rent Relief and Housing Assistance Program.

10/22/20 Teleconference call with Janice Takahashi, Francis Keeno, and Krystal-Lee Tabangcura regarding the Rent Relief and Housing Assistance Program.

Together with Janice Takahashi, Francis Keeno, and Kent Miyasaki, held a teleconference with Anthology regarding the Rent Relief and Housing Assistance Program.

Participated in the DBEDT Managers teleconference meeting.

Participated in a teleconference call with Catholic Charities and UH Professor Dr. Philip Garboden regarding forecasts on the demand for rent subsidy in 2021.

10/23/20 Participated in the State Housing Director's teleconference meeting. Provided directors with a status on the Rent Relief and Housing Assistance Program.

Together with Holly Osumi and Chris Woodard, held a teleconference with DAGS Tracy Kitaoka regarding Kamakee Vista.

Together with Janice Takahashi, Francis Keeno, and Kent Miyasaki, held a weekly teleconference with Aloha United Way and Catholic Charities regarding the Rent Relief and Housing Assistance Program.

10/26/20 Participated in NCSHA General Membership and Board of Directors teleconference meeting and Executive Directors Forum.

Participated in NCSHA Annual Business teleconference meeting.

10/27/20 Delivered Opening Remarks at the 902 Alder Street (Hale Kalele) Ground Blessing. Project represents a prototype for intergovernmental collaboration on underutilized State lands for this LIHTC project/Juvenile Shelter and Support Services Center.

Participated in DBEDT 2.0 Talk Story.

10/28/20 Teleconference call with DHS Malia Taum-Deenik regarding manpower assistance for the Rent Relief and Housing Assistance Program.

Together with Janice Takahashi and Francis Keeno, held a teleconference with Catholic Charities regarding the Rent Relief and Housing Assistance Program.

Together with Janice Takahashi, Francis Keeno, and Kent Miyasaki, held a teleconference with Aloha United Way, Catholic Charities, and Jill Tokuda of Hawaii Data Collaborative regarding the Rent Relief and Housing Assistance Program.

10/29/20 Participated in the DBEDT Managers teleconference meeting.

Presented a status update on the spenddown and issues related to the Rent Relief and Housing Assistance Program to the Governor's Laulima group.

10/30/20 Together with Janice Takahashi, Francis Keeno, and Kent Miyasaki, held a teleconference with Aloha United Way, Catholic Charities, and Jill Tokuda of

Hawaii Data Collaborative regarding the Rent Relief and Housing Assistance Program.

E. Activities Related to DBEDT and Internal HHFDC Management

10/5/20 Teleconference call with Chair Donn Mende to prepare for the October 8, 2020 Board meeting.

10/6/20 Held weekly meeting with Executive Assistant.

10/7/20 Teleconference call with Chair Donn Mende and Director Gary Mackler regarding Rental Housing Revolving Fund.

HHFDC is proposing to reorganize in an effort to improve operational efficiencies and effectiveness. Changes primarily affect Finance Branch and Development Branch.

Held teleconference meeting with Branch Chiefs.

10/8/20 Participated in the October 8, 2020 Board of Directors teleconference meeting.

10/13/20 Held weekly meeting with Executive Assistant.

10/20/20 Held weekly meeting with Executive Assistant.

10/22/20 Held teleconference meeting with Branch Chiefs.

10/26/20 Conducted the Pre-Board teleconference meeting to discuss the November 12, 2020 Board meeting agenda.

10/27/20 Held weekly meeting with Executive Assistant.

F. Activities Related to Legislature

10/7/20 Teleconference call with House Finance Chair Sylvia Luke, Representatives Della Au Belatti and Aaron Ling Johanson regarding the Rent Relief and Housing Assistance Program.

10/8/20 Teleconference call with House Finance Chair Sylvia Luke regarding the Rent Relief and Housing Assistance Program.

10/9/20 Together with Janice Takahashi, held a teleconference with House Finance Chair Sylvia Luke, Representatives Nadine Nakamura, Della Au Belatti, Linda Ichiyama, and Aaron Ling Johanson, and Aloha United Way regarding the Rent Relief and Housing Assistance Program.

Together with Janice Takahashi and Kent Miyasaki, held a teleconference with House Finance Chair Sylvia Luke, Representatives Nadine Nakamura, Della Au Belatti, Linda Ichiyama, and Aaron Ling Johanson, B&F Deputy Director Robert Yu, and Catholic Charities regarding an update on the Rent Relief and Housing Assistance Program.

10/12/20 Monitored the House Select Committee on COVID-19 Economic and Financial Preparedness Informational Briefing.

Together with Janice Takahashi, held a teleconference with House Speaker Scott Saiki, House Finance Chair Sylvia Luke, Representatives Nadine Nakamura,

Della Au Belatti, Linda Ichiyama, and Aaron Johanson regarding the Rent Relief and Housing Assistance Program.

Together with Dean Minakami, held a teleconference with Senator Jarrett Keohokalole regarding affordable housing development.

10/14/20 Together with Janice Takahashi, held a teleconference with House Finance Chair Sylvia Luke, Representatives Nadine Nakamura, Della Au Belatti, Linda Ichiyama, and Aaron Ling Johanson, B&F Deputy Director Robert Yu, and Aloha United Way regarding an update on the Rent Relief and Housing Assistance Program.

Together with Janice Takahashi, held a teleconference with House Speaker Scott Saiki, House Finance Chair Sylvia Luke, Representatives Nadine Nakamura, Della Au Belatti, Linda Ichiyama, and Aaron Ling Johanson, B&F Deputy Director Robert Yu regarding the Rent Relief and Housing Assistance Program.

10/15/20 Together with Janice Takahashi, Francis Keeno, and Kent Miyasaki, held a teleconference with Senator Sharon Moriwaki regarding the Rent Relief and Housing Assistance Program.

Together with Janice Takahashi and Kent Miyasaki, held a teleconference with Representative Della Au Belatti and Governor's office regarding the Rent Relief and Housing Assistance Program.

10/16/20 Together with Janice Takahashi, Francis Keeno and Kent Miyasaki, held a teleconference with House Finance Chair Sylvia Luke, Representatives Nadine Nakamura, Della Au Belatti, Linda Ichiyama, and Aaron Ling Johanson, Director of Finance Craig Hirai and Deputy Director Robert Yu, Aloha United Way, and Catholic Charities regarding the Rent Relief and Housing Assistance Program.

10/19/20 Scheduled a Zoom conference call with Senators Sharon Moriwaki and Donovan Dela Cruz in response to the letter from the Senate COVID Committee's concerns on the Rent Relief and Housing Assistance Program. Together with Janice Takahashi and Kent Miyasaki, held a teleconference with House Speaker Scott Saiki, House Finance Chair Sylvia Luke, Representatives Nadine Nakamura, Della Au Belatti, and Linda Ichiyama, Senator Donovan Dela Cruz, Aloha United Way, Catholic Charities, and Anthology regarding the Rent Relief and Housing Assistance Program. Senator Sharon Moriwaki did not show up for this meeting.

10/23/20 Together with Janice Takahashi and Kent Miyasaki, held a teleconference with House Finance Chair Sylvia Luke, Representatives Nadine Nakamura, Della Au Belatti, Linda Ichiyama, B&F Deputy Director Robert Yu, Aloha United Way, Catholic Charities, and Anthology to provide an update on the Rent Relief and Housing Assistance Program.

10/30/20 Teleconference call with Representative Takashi Ohno regarding the Rent Relief and Housing Assistance Program.

Together with Janice Takahashi, held a teleconference with Representatives Nakamura, Della Au Belatti, Linda Ichiyama, B&F Deputy Director Robert Yu to provide an update on the Rent Relief and Housing Assistance Program.

G. <u>Activities Related to Hawaii Economic and Community Recovery & Resiliency Navigator</u>

10/1/20 Participated in daily check-in teleconference with Economic and Community Recovery & Resiliency Navigator Team.

10/2/20	Participated in daily check-in teleconference with Economic and Community Recovery & Resiliency Navigator Team.
10/5/20	Participated in daily check-in teleconference with Economic and Community Recovery & Resiliency Navigator Team.
10/7/20	Participated in daily check-in teleconference with Economic and Community Recovery & Resiliency Navigator Team.
10/8/20	Participated in daily check-in teleconference with Economic and Community Recovery & Resiliency Navigator Team.
10/9/20	Participated in daily check-in teleconference with Economic and Community Recovery & Resiliency Navigator Team.
10/12/20	Participated in daily check-in teleconference with Economic and Community Recovery & Resiliency Navigator Team.
	Participated in teleconference with Economic and Community Recovery & Resiliency Navigator Team and Charleen Aina regarding Act 72 Resilience Planning.
10/14/20	Participated in daily check-in teleconference with Economic and Community Recovery & Resiliency Navigator Team.
10/15/20	Participated in daily check-in teleconference with Economic and Community Recovery & Resiliency Navigator Team.
10/16/20	Participated in daily check-in teleconference with Economic and Community Recovery & Resiliency Navigator Team.
10/19/20	Participated in daily check-in teleconference with Economic and Community Recovery & Resiliency Navigator Team.
10/21/20	Participated in daily check-in teleconference with Economic and Community Recovery & Resiliency Navigator Team.
10/22/20	Participated in daily check-in teleconference with Economic and Community Recovery & Resiliency Navigator Team.
10/23/20	Participated in daily check-in teleconference with Economic and Community Recovery & Resiliency Navigator Team.
10/28/20	Participated in daily check-in teleconference with Economic and Community Recovery & Resiliency Navigator Team.
10/29/20	Participated in daily check-in teleconference with Economic and Community Recovery & Resiliency Navigator Team.
	Participated in teleconference with Economic and Community Recovery & Resiliency Navigator Team regarding Hawaii 2.0 Strategy.
	Participated in teleconference with Economic and Community Recovery & Resiliency Navigator Team and Charleen Aina regarding Act 72.
10/30/20	Participated in daily check-in teleconference with Economic and Community Recovery & Resiliency Navigator Team.

H. **Monthly Report on HHFDC Program Resources**

See Exhibit A: Major Programs

I. **Monthly Report on Contracts and Change Orders Over $25,000**

See Exhibit B: Contracts and Change Orders Over $25K

J. **Monthly Report on housing-related House and Senate Bills**

See Exhibit C: House and Senate Bills

K. **Monthly Status Reports**

See Exhibit D: Development Branch, Finance Branch, and Real Estate Portfolio and Compliance Section