

**HAWAII HOUSING FINANCE AND DEVELOPMENT CORPORATION  
BOARD OF DIRECTORS  
SPECIAL MEETING**

**March 31, 2023**

**MINUTES**

The Board of Directors (Board) of the Hawaii Housing Finance and Development Corporation (HHFDC) held its Special Meeting on Friday, March 31, 2023, at 10:00 a.m., in the HHFDC Board Room, located at 677 Queen Street, Suite 300, Honolulu, Hawaii. The meeting was also livestreamed via Zoom and YouTube.

**I.  
CALL TO  
ORDER/  
ROLL CALL**

A roll call was taken with a quorum present. Those present and excused were as follows:

Present: Director Donn Mende, Chair (in-person)  
Director Gary Mackler, Vice Chair (in-person)  
Director Sean Sasaki, Secretary (remote)  
Director Jay Kimura (remote; arrived at 10:01 a.m.)  
Director Jason Bradshaw (remote)  
Designee Roderick Becker for Director Luis Salaveria (remote)  
Designee Dane Wicker for Director Chris Sadayasu (remote)  
Director Nani Medeiros (remote)

Excused: Director Carol Reimann

Staff: Sandra Ching, Deputy Attorney General  
Ryan Kanakaole, Deputy Attorney General  
Delmond Won, Executive Assistant  
Chris Woodard, Chief Planner  
David Oi, Housing Finance Manager  
Dean Minakami, Development Branch Chief  
Holly Osumi, Chief Financial Officer  
Evahn Beresiwsky, Housing Development Specialist  
David Partin, Project Coordinator and Inspector  
Lanz Dong, Real Estate Portfolio Manager  
Marc Orbito, Information Technology Systems Analyst  
Helmer Betiong, Information Technology Intern  
Gordon Pang, Housing Information Officer  
Esa Pablo, Secretary to the Board

Guests: Hakim Ouansafi, Hawaii Public Housing Authority  
Colleen - Representative Hashimoto (screen name)  
Ha OUA (screen name)

Chair Mende confirmed that no one was present at the remote locations of Directors Sasaki, Bradshaw, Medeiros, and Designees Wicker and Becker.

Chair Mende noted Director Kimura was in attendance (10:01 a.m.).

Executive Assistant Delmond Won announced HHFDC's protocol for providing public testimony.

With the recent departure of the executive director, Chair Mende asked that the Board create an Executive Director Search and Selection Permitted Interaction Group (PIG), to oversee the search and selection process of a new executive director for HHFDC.

Chair Mende stated that the search and selection process will be taken over 3 meetings of the full Board: (1) The first meeting PIG members are to be identified and the scope

of the investigation is defined; (2) the PIG will then present its findings and recommendations to the full board; and (3) deliberation and decision-making on the selection of an executive director will be done at the third meeting.

Chair Mende appointed the following members to the Executive Director Search and Selection PIG:

- 1. Donn Mende
- 2. Gary Mackler
- 3. Carol Reimann
- 4. Nani Medeiros

With HHFDC being an attached agency of the Department of Business, Economic Development and Tourism (DBEDT), Designee Wicker suggested that the PIG include a member from DBEDT. Chair Mende stated that the Board can have further discussion and finalize the PIG members later in the meeting.

Given that the search and selection process may take 3 to 4 months to complete, Chair Mende stated that it is incumbent upon the Board to immediately appoint an interim executive director to ensure the continuity of the agency’s operations.

Chair Mende asked for a motion to go into executive session pursuant to Section 92-5(a)(2), Hawaii Revised Statutes (HRS), to consider the hire of an employee, and Section 92-5(a)(4), HRS, to consult with the Board’s attorney on questions and issues pertaining to the Board’s powers, duties, privileges, immunities, and liabilities.

**II.  
EXECUTIVE  
SESSION**  
9:06 a.m.

Director Sasaki moved, seconded by Director Medeiros, to convene in executive session at 10:06 a.m.

The motion was carried unanimously.  
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Chair Mende reconvened the meeting at 11:05 a.m.

**RECONVENED**  
11:05 a.m.

Chair Mende stated that further information is needed to be explored to establish the members of the Executive Director Selection and Search PIG. In the interim, Chair Mende asked for a motion to appoint Dean Minakami as the interim executive director.

Director Kimura moved, seconded by Vice Chair Mackler, to appoint Dean Minakami as the interim executive director, effective immediately, at a salary of \$154,812.

There being no further discussion or testimony provided by the public, the motion was carried unanimously.

There being no further business on the agenda, Director Medeiros moved, seconded by Director Sasaki, to adjourn the meeting at 11:07 a.m.

**III.  
ADJOURNMENT**  
11:07 a.m.

*Sean Sasaki*  
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SEAN SASAKI  
Secretary