

**STATE OF HAWAII**  
**OFFICE OF HAWAIIAN AFFAIRS**  
**560 N. NIMITZ HIGHWAY, SUITE 200**  
**(In-Person Meeting)**

The OHA Board of Trustees meeting can be viewed and observed via livestream on OHA's website at [www.oha.org/livestream](http://www.oha.org/livestream) or listened by phone: (213) 338-8477.

A physical meeting location open to the general public will be available at the  
A physical meeting location open to the general public will be available at 560 N. Nimitz Hwy.,  
Suite 200, Honolulu HI 96817.

These written minutes are summarized. The meeting in its entirety can be viewed at [Youtube/ohahawaii](https://www.youtube.com/watch?v=ohahawaii)

**Minutes of the**  
**BOARD OF TRUSTEES MEETING**  
**MINUTES**  
**March 6, 2025**  
**8:30 a.m.**

**ATTENDANCE:**

Chairperson Kaiali'i Kahele  
Trustee Dan Ahuna  
Trustee Kalei Akaka  
Trustee Keli'i Akina  
Trustee Luana Alapa  
Trustee Brickwood Galuteria  
Trustee Carmen Hulu Lindsey  
Trustee Keoni Souza  
Trustee John Waihe'e

**ADMINISTRATION:**

Stacy Ferreira, CEO  
Kēhaulani Pu'u, COO  
Ramona Hink, CFO  
Everett Ohta, Interim General Counsel  
Nietzsche Ozawa, Sr. Legal Counsel  
Naiwi Wurdeman, Board Counsel  
Hailama Farden, Dir. of Hawaiian Culture  
Elena Farden, Sr. Dir. of Strategy & Implementation  
Leina'ala Ley, Dir. of Advocacy  
Bill Brennan, Dir. Communications  
Ku'uleianuhe Awo-Chun, Dir. of Education &  
Cultural base Learning  
Poni Askew, Dir. of Economics  
Chantelle Belay, Education Strategy Consultant  
Corey Nakamoto, HR Director  
Dan Santos, IT  
Arlene Aguinaldo, IT

**BOT STAFF:**

Summer Sylva, Chief of Staff  
Lehua Itokazu, Board Secretary  
Kauikeaolani Wailehua, Trustee Aide  
Kanani Iaea, Trustee Aide  
LeiAnn Durrant, Trustee Aide  
Anuheia Diamond, Trustee Aide  
Kauai Robello, Trustee Aide  
Nathan Takeuchi, Trustee Aide  
Remi Keli'ihō'omalū, Trustee Aide  
Amber Kalua, Trustee Aide

**GUEST:**

David Minkin, External Counsel  
Germaine Meyer

## **Call to Order**

**Chair Kaiali'i Kahele** Calls the Board of Trustees Meeting to order for Thursday, March 6, 2025 at 8:36 a.m. Board Secretary, please do a roll call.

MEMBERS			Present	Notes
TRUSTEE	DAN	AHUNA	X	
TRUSTEE	KALEI	AKAKA	X	
TRUSTEE	KELI'I	AKINA	X	Left mtg at 1:30 pm
TRUSTEE	LUANA	ALAPA		Joins mtg at XX and leaves at 1:18 pm
TRUSTEE	BRICKWOOD	GALUTERIA	X	
TRUSTEE	CARMEN "HULU"	LINDSEY	X	
TRUSTEE	KEONI	SOUZA	X	
TRUSTEE	JOHN	WAIHE'E		Joins mtg at 8:45am and leaves at 12:50
CHAIRPERSON	KAIALI'I	KAHELE	X	Leaves mtg at 1:00 pm
			7	

At the Call to Order, **seven (7)** Trustees are PRESENT, thereby constituting a quorum.

**Chair Kaiali'i Kahele** This meeting can be viewed via live stream on all his website at [www.oha.org/livestream](http://www.oha.org/livestream) For those joining us on Zoom to testify or listen, please note that we are using the webinar platform rather than the standard Zoom meeting format. As an attendee, you will be able to watch and listen to the proceedings. If you wish to testify on a specific agenda item, please follow these steps:

1. Raise your hand to indicate that you would like to speak.
2. We will change your status from attendee to panelist when it is your turn. This may take a few seconds, so we appreciate your patience.
3. As a panelist, you will have the option to turn on your camera and unmute yourself to provide testimony.
4. Once you have finished testifying, please mute yourself, and you will be returned to attendee status.

*Chair announces that the board of trustees will be heading into executive session first. He asks if there are testifiers signed up to speak on any executive session items.*

*There are no testifiers signed up.*

## **Executive Session**

**Chair Kaiali'i Kahele** asks for a motion to recuse into executive session.

**Trustee Souza** Moves to move the Board into executive session.

**Trustee Lindsey** Seconds the motion.

**The Board recuses into Executive Session at 8:40 a.m.**

Motion to recuse into executive session pursuant to HRS Section§92-5						
	1	2	‘AE (YES)	‘A‘OLE (NO)	KANALUA (ABSTAIN)	EXCUSED
TRUSTEE DAN <b>AHUNA</b>			<b>X</b>			
TRUSTEE KALEI <b>AKAKA</b>			<b>X</b>			
TRUSTEE KELI‘I <b>AKINA</b>			<b>X</b>			
TRUSTEE LUANA <b>ALAPA</b>						<b>X</b>
TRUSTEE BRICKWOOD <b>GALUTERIA</b>			<b>X</b>			
TRUSTEE CARMEN HULU <b>LINDSEY</b>		<b>X</b>	<b>X</b>			
TRUSTEE KEONI <b>SOUZA</b>	<b>X</b>		<b>X</b>			
TRUSTEE JOHN <b>WAIHE‘E</b>						<b>X</b>
CHAIRPERSON KAI <b>KAHELE</b>			<b>X</b>			
<b>TOTAL VOTE COUNT</b>			<b>6</b>			
<b>MOTION:</b> [ ] UNANIMOUS [ <b>X</b> ] PASSED [ ] DEFERRED [ ] FAILED						
<b>Motion passes with a six (6) Yes votes, Zero (0) No votes and Zero (0) Excused vote.</b>						

**Board returns to open session at 11:09 a.m**

**Chair Kaiali‘i Kahele** reports the following the Board of Trustees had a discussion and reviewed agenda items with Interim General Counsel Everett Ohta and Board Counsel Richard Naiwieha Wurdeman on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities pertaining to

1. the settlement agreement terms in Laeha v. Office of Hawaiian Affairs,
2. a complaint and claim for a wrongful employment action against the Office of Hawaiian Affairs,
3. OHA’s involvement in lawsuit against the State of Hawai‘i for mismanagement of Mauna Kea,
4. AND OHA’s involvement in lawsuit against the establishment of the Mauna Kea Stewardship and Oversight Authority under Act 255. No action was taken.

*A recess is taken at 11:12 am*

*The Board reconvenes at 11:37 am*

*Chair announces he will take the agenda out of order. He procedes to celebrations before moving on to item III.D. on the agenda*

**Chair Kaiali'i Kahele** recognizes our Chair Emerita, Trustee Hulu Lindsay, while also simultaneously calling up a special person that's in our presence today who will be leaving the Office of Hawaiian Affairs next week.

Amber Kalua is called to the front and honored with a certificate, oli, and aloha by the Board of Trustees and Staff. (11:40 am)

### New Business

#### **D. Committee on Budget and Finance – March 5, 2025**

**1. Action Item BF #25-09: Approval of OHA funding for a Ho‘ākoakoa Lāhui Event Sponsorship to Nurture Cultivate Inc. for the 2025 Panina Makahiki Event on March 8, 2025, in the amount of \$5,000.**

**Trustee Waihe‘e** Your Committee on Budget and Finance, having met on March 5, 2025; and after full and free discussion, recommends approval of the following motions to the Board of Trustees:

**Motion:**

**Approve and authorize FY 2025 sponsorship funding for Nurture Cultivate Inc.’s 2025 Panina Makahiki Event on March 8, 2025, in the amount of \$5,000.**

Organization Name	Event	Award Amount Recommendation
Nurture Cultivate Inc.	2025 Panina Makahiki  March 8, 2025 6:30AM - 5:00PM  57-091 Kamehameha Hwy  Kahuku, HI 96731	\$5,000
<b>Total Recommendations (1)</b>		<b>\$5,000</b>

**Trustee Souza** Seconds the motion.

11:46 a.m. Trustee Waihe‘e moves to		
Approve and authorize FY 2025 sponsorship funding for Nurture Cultivate Inc.’s 2025 Panina Makahiki Event on March 8, 2025, in the amount of \$5,000.		
Organization Name	Event	Award Amount Recommendation
Nurture Cultivate Inc.	2025 Panina Makahiki  March 8, 2025 6:30AM - 5:00PM  57-091 Kamehameha Hwy  Kahuku, HI 96731	\$5,000
<b>Total Recommendations (1)</b>		<b>\$5,000</b>

<b>Trustee Souza seconds the motion</b>						
Vote: 11:47 a.m.	<b>1</b>	<b>2</b>	<b>‘AE (YES)</b>	<b>‘A‘OLE (NO)</b>	<b>KANALUA (ABSTAIN)</b>	<b>EXCUSED</b>
<b>TRUSTEE DAN AHUNA</b>			<b>X</b>			
<b>TRUSTEE KALEI AKAKA</b>			<b>X</b>			
<b>TRUSTEE KELI‘I AKINA</b>			<b>X</b>			
<b>TRUSTEE LUANA ALAPA</b>			<b>X</b>			
<b>TRUSTEE BRICKWOOD GALUTERIA</b>			<b>X</b>			
<b>CHAIRPERSON HULU LINDSEY</b>			<b>X</b>			
<b>TRUSTEE J. KEONI SOUZA</b>		<b>X</b>	<b>X</b>			
<b>TRUSTEE JOHN WAIHE‘E</b>	<b>X</b>		<b>X</b>			
<b>CHAIR KAIALI‘I KAHELE</b>			<b>X</b>			
<b>TOTAL VOTE COUNT</b>			<b>9</b>			
<b>MOTION: [X] UNANIMOUS [ ] PASSED [ ] DEFERRED [ ] FAILED</b>						
<b>Motion passes with Nine (9) Yes votes, Zero (0) No votes</b>						

2. Action Item BF #25-10: Approval of OHA funding for a Ho‘ākoakoa Lāhui Event Sponsorship to St. Andrew's Schools for the 2025 Queen Emma Ball Lū'au on the Square Event on March 13, 2025, in the amount of \$5,000

Trustee Waihe‘e moves to Approve and authorize FY 2025 sponsorship funding for St. Andrew's Schools' 2025 Queen Emma Ball Lū'au on the Square Event on March 13, 2025, in the amount of \$5,000.

Organization Name	Event	Award Amount Recommendation
St. Andrew's Schools	2025 Queen Emma Ball Lū'au on the Square March 13, 2025 5:00 PM St. Andrews Schools 224 Queen Emma Square Honolulu, HI 96813	\$5,000
<b>Total Recommendations (1)</b>		<b>\$5,000</b>

Trustee Souza Seconds the motion.

11:47 a.m. Trustee Waihe'e moves to

Approve and authorize FY 2025 sponsorship funding for St. Andrew's Schools' 2025 Queen Emma Ball Lū'au on the Square Event on March 13, 2025, in the amount of \$5,000.

Organization Name	Event	Award Amount Recommendation
St. Andrew's Schools	2025 Queen Emma Ball Lū'au on the Square March 13, 2025 5:00 PM St. Andrews Schools 224 Queen Emma Square Honolulu, HI 96813	\$5,000
Total Recommendations (1)		\$5,000

Trustee Souza seconds the motion

Vote: 11:48 a.m.	1	2	'AE (YES)	'A'OLE (NO)	KANALUA (ABSTAIN)	EXCUSED
TRUSTEE DAN AHUNA			X			
TRUSTEE KALEI AKAKA			X			
TRUSTEE KELI'I AKINA			X			
TRUSTEE LUANA ALAPA			X			
TRUSTEE BRICKWOOD GALUTERIA			X			
CHAIRPERSON HULU LINDSEY			X			
TRUSTEE J. KEONI SOUZA		X	X			
TRUSTEE JOHN WAIHE'E	X		X			
CHAIR KAIALI'I KAHELE			X			
TOTAL VOTE COUNT			9			
MOTION: [X] UNANIMOUS [ ] PASSED [ ] DEFERRED [ ] FAILED						
Motion passes with Nine (9) Yes votes, Zero (0) No votes						

3. **Action Item BF #25-11: Approval for funding for a Ho‘ākoakoa Lāhui Event Sponsorship to Ho‘oulu ‘Ike Center for Hula and Mele for the 2025 ‘Āina Ho‘opulapula Mele and Hula Conference Event on March 15, 2025, in the amount of \$13,500.**

**Trustee Waihe‘e I would like to move to approve for funding for a Ho‘ākoakoa Lāhui Event Sponsorship to Ho‘oulu ‘Ike Center for Hula and Mele for the 2025 ‘Āina Ho‘opulapula Mele and Hula Conference Event on March 15, 2025, in the amount of \$13,500.**

Organization Name	Event	Award Amount Recommendation
Ho‘oulu ‘Ike Center for Hula and Mele	‘Āina Ho‘opulapula Mele and Hula Conference 3/15/2025 9:00 AM – 3:00 PM 89-102 Farrington Hwy, Wai‘anae, HI 96792	\$13,500
<b>Total Recommendations (1)</b>		<b>\$13,500</b>

**Trustee Souza Seconds the motion.**

11:48 a.m. Trustee Waihe‘e moves to Approve and authorize FY 2025 sponsorship funding for Ho‘oulu ‘Ike Center for Hula and Mele’s 2025 ‘Āina Ho‘opulapula Mele and Hula Conference Event on March 15, 2025, in the amount of \$13,500.

Organization Name	Event	Award Amount Recommendation
Ho‘oulu ‘Ike Center for Hula and Mele	‘Āina Ho‘opulapula Mele and Hula Conference 3/15/2025 9:00 AM – 3:00 PM 89-102 Farrington Hwy, Wai‘anae, HI 96792	\$13,500
<b>Total Recommendations (1)</b>		<b>\$13,500</b>

**Trustee Souza seconds the motion**

Vote: 11:48 a.m.	1	2	‘AE (YES)	‘A‘OLE (NO)	KANALUA (ABSTAIN)	EXCUSED
<b>TRUSTEE DAN AHUNA</b>			<b>X</b>			
<b>TRUSTEE KALEI AKAKA</b>			<b>X</b>			
<b>TRUSTEE KELI‘I AKINA</b>			<b>X</b>			
<b>TRUSTEE LUANA ALAPA</b>			<b>X</b>			

<b>TRUSTEE BRICKWOOD GALUTERIA</b>			<b>X</b>			
<b>CHAIRPERSON HULU LINDSEY</b>			<b>X</b>			
<b>TRUSTEE J. KEONI SOUZA</b>		<b>X</b>	<b>X</b>			
<b>TRUSTEE JOHN WAIHE'E</b>	<b>X</b>		<b>X</b>			
<b>CHAIR KAIALI'I KAHELE</b>			<b>X</b>			
<b>TOTAL VOTE COUNT</b>			<b>9</b>			
<b>MOTION: [X] UNANIMOUS [ ] PASSED [ ] DEFERRED [ ] FAILED</b>						
<b>Motion passes with Nine (9) Yes votes, Zero (0) No votes</b>						

4. Action Item BF #25-12: Approval of OHA funding for a Ho'ākoakoa Lāhui Event Sponsorship to Pōhāhā I Ka Lani for the 2025 Ka'e Lehua Event on March 15, 2025, in the amount of \$5,000.

Trustee Waihe'e moves to approve and authorize FY 2025 sponsorship funding for Pōhāhā I Ka Lani's 2025 Ka'e Lehua Event in the amount of \$5,000.

Organization Name	Event	Award Amount Recommendation
Pōhāhā I Ka Lani	Ka'e Lehua March 15, 2025 12:00pm Waipi'o Valley Ti House	\$5,000
<b>Total Recommendations (1)</b>		<b>\$5,000</b>

Trustee Akina Seconds the motion

11:49 a.m. Trustee Waihe'e moves to

Approve and authorize FY 2025 sponsorship funding for Pōhāhā I Ka Lani's 2025 Ka'e Lehua Event in the amount of \$5,000.

Organization Name	Event	Award Amount Recommendation
Pōhāhā I Ka Lani	Ka'e Lehua March 15, 2025 12:00pm Waipi'o Valley Ti House	\$5,000
Total Recommendations (1)		\$5,000

Trustee Souza seconds the motion

Vote: 11:49 a.m.	1	2	'AE (YES)	'A'OLE (NO)	KANALUA (ABSTAIN)	EXCUSED
TRUSTEE DAN			X			



<b>AHUNA</b>						
<b>TRUSTEE KALEI AKAKA</b>			<b>X</b>			
<b>TRUSTEE KELI'I AKINA</b>		<b>X</b>	<b>X</b>			
<b>TRUSTEE LUANA ALAPA</b>			<b>X</b>			
<b>TRUSTEE BRICKWOOD GALUTERIA</b>			<b>X</b>			
<b>CHAIRPERSON HULU LINDSEY</b>			<b>X</b>			
<b>TRUSTEE J. KEONI SOUZA</b>			<b>X</b>			
<b>TRUSTEE JOHN WAIHE'E</b>	<b>X</b>		<b>X</b>			
<b>CHAIR KAIALI'I KAHELE</b>			<b>X</b>			
<b>TOTAL VOTE COUNT</b>			<b>9</b>			
<b>MOTION: [X] UNANIMOUS [ ] PASSED [ ] DEFERRED [ ] FAILED</b>						
<b>Motion passes with Nine (9) Yes votes, Zero (0) No votes</b>						

5. Action Item BF #25-13: Approval of OHA funding for a Ho‘ākoakoa Lāhui Event Sponsorship to Hui O Kuapā for the 2025 Ke Aupuni Palapala Professional Development Workshop Event on March 17, 2025, in the amount of \$10,000.

Trustee Waihe‘e I move to approve and authorize FY 2025 sponsorship funding for Hui O Kuapā’s 2025 Ke Aupuni Palapala Professional Development Workshop Event on March 17, 2025, in the amount of \$10,000.

<b>Organization Name</b>	<b>Event</b>	<b>Award Amount Recommendation</b>
Hui O Kuapā	2025 Ke Aupuni Palapala Professional Development Workshop Event 3/17/2025 - 3/19/2025 9:00AM - 3:30PM Bishop Museum, Atherton Hālau 1525 Bernice Street, Honolulu, HI 96817	\$10,000
<b>Total Recommendations (1)</b>		<b>\$10,000</b>

Trustee Souza Seconds the motion.

11:49 a.m. Trustee Waihe'e moves to

Approve and authorize FY 2025 sponsorship funding for Hui O Kuapā's 2025 Ke Aupuni Palapala Professional Development Workshop Event on March 17, 2025, in the amount of \$10,000.

Organization Name	Event	Award Amount Recommendation
Hui O Kuapā	2025 Ke Aupuni Palapala Professional Development Workshop Event 3/17/2025 - 3/19/2025 9:00AM - 3:30PM Bishop Museum, Atherton Hālau 1525 Bernice Street, Honolulu, HI 96817	\$10,000
Total Recommendations (1)		\$10,000

Trustee Souza seconds the motion

Vote: 11:49 a.m.	1	2	'AE (YES)	'A'OLE (NO)	KANALUA (ABSTAIN)	EXCUSED
TRUSTEE DAN AHUNA			X			
TRUSTEE KALEI AKAKA			X			
TRUSTEE KELI'I AKINA			X			
TRUSTEE LUANA ALAPA			X			
TRUSTEE BRICKWOOD GALUTERIA			X			
CHAIRPERSON HULU LINDSEY			X			
TRUSTEE J. KEONI SOUZA		X	X			
TRUSTEE JOHN WAIHE'E	X		X			
CHAIR KAIALI'I KAHELE			X			
TOTAL VOTE COUNT			9			

**MOTION: [X] UNANIMOUS [ ] PASSED [ ] DEFERRED [ ] FAILED**

**Motion passes with Nine (9) Yes votes, Zero (0) No votes**

6. Action Item BF #25-14: Approval of OHA funding for a Ho'ākoakoa Lāhui Event Sponsorship to Kuana'ike for the Spirit Fest 2025 Event on March 21, 2025, in the amount of \$15,000.

**Trustee Waihe'e Approve and authorize FY 2025 sponsorship funding to Kuana'ike for the Spirit Fest 2025 Event on March 21, 2025, in the amount of \$15,000.**

Organization Name	Event	Award Amount Recommendation
Kuana‘ike	2025 Spirit Fest March 21, 2025 8:00AM – 6:00 PM March 22, 2025 9:00 AM – 6:00 PM March 23, 2025 9:00 AM – 5:00 PM 2424 Kalākaua Avenue Honolulu, Hawai‘i 96815	\$15,000
<b>Total Recommendations (1)</b>		<b>\$15,000</b>

**Trustee Souza Seconds the motion.**

**11:50 a.m. Trustee Waihe'e moves to**

**Approve and authorize FY 2025 sponsorship funding to Kuana'ike for the Spirit Fest 2025 Event on March 21, 2025, in the amount of \$15,000.**

Organization Name	Event	Award Amount Recommendation
Kuana‘ike	<b>2025 Spirit Fest</b> <b>March 21, 2025</b> <b>8:00AM – 6:00 PM</b> <b>March 22, 2025</b> <b>9:00 AM – 6:00 PM</b> <b>March 23, 2025</b> <b>9:00 AM – 5:00 PM</b> <b>2424 Kalākaua Avenue</b> <b>Honolulu, Hawai‘i 96815</b>	<b>\$15,000</b>
<b>Total Recommendations (1)</b>		<b>\$15,000</b>

### Trustee Souza seconds the motion

Vote: 11:50 a.m.	1	2	'AE (YES)	'A'OLE (NO)	KANALUA (ABSTAIN)	EXCUSED
<b>TRUSTEE DAN AHUNA</b>			<b>X</b>			
<b>TRUSTEE KALEI AKAKA</b>			<b>X</b>			
<b>TRUSTEE KELI'I AKINA</b>			<b>X</b>			

TRUSTEE LUANA ALAPA			X			
TRUSTEE BRICKWOOD GALUTERIA			X			
CHAIRPERSON HULU LINDSEY			X			
TRUSTEE J. KEONI SOUZA		X	X			
TRUSTEE JOHN WAIHE'E	X		X			
CHAIR KAIALI'I KAHELE			X			
TOTAL VOTE COUNT			9			
MOTION: [X] UNANIMOUS [ ] PASSED [ ] DEFERRED [ ] FAILED						
Motion passes with Nine (9) Yes votes, Zero (0) No votes						

### Approval of Minutes

A. February 6, 2025

B. July 23, 2024 site visit summary - Kāneiolouma Heiau\*

C. July 23, 2024 site visit summary - Ko'olau Limu Project\*

D. July 23, 2024 Kaua'i Island Community Meeting\*

E. July 24, 2024 Kaua'i Island Board of Trustees Meeting\*

Trustee Lindsey I move to approve all the minutes.

Trustee Akina Seconds the motion.

Chair Kaiali'i Kahele Do we have anyone signed up to speak on this item?

Board Secretary No one has signed up to speak on item.

Chair Kaiali'i Kahele Please do a roll call vote for the approval of the minutes.

11:52 a.m. Trustee Lindsey moves to						
Approve the following minutes:						
A. February 6, 2025						
B. July 23, 2024 site visit summary - Kāneiolouma Heiau*						
C. July 23, 2024 site visit summary - Ko'olau Limu Project*						
D. July 23, 2024 Kaua'i Island Community Meeting*						
E. July 24, 2024 Kaua'i Island Board of Trustees Meeting*						
Trustee Akina seconds the motion						
Vote: 11:53 a.m.	1	2	'AE (YES)	'A'OLE (NO)	KANALUA (ABSTAIN)	EXCUSED
TRUSTEE DAN AHUNA			X			

TRUSTEE KALEI AKAKA			X			
TRUSTEE KELI'I AKINA		X	X			
TRUSTEE LUANA ALAPA			X			
TRUSTEE BRICKWOOD GALUTERIA			X			
CHAIRPERSON HULU LINDSEY	X		X			
TRUSTEE J. KEONI SOUZA			X			
TRUSTEE JOHN WAIHE'E			X			
CHAIR KAIALI'I KAHELE			X			
TOTAL VOTE COUNT			9			
MOTION: [X] UNANIMOUS [ ] PASSED [ ] DEFERRED [ ] FAILED						
Motion passes with Nine (9) Yes votes, Zero (0) No votes						

- A. Action Item BOT #25-04: Revision to the Office of Hawaiian Affairs Board of Trustees Bylaws addressing inconsistencies with HRS chapter 92 Public Agency Meetings and Records as well as inconsistencies with HRS chapter 10 Office of Hawaiian Affairs, the establishment of the Chair Emerita/Emeritus, succession of a Board officer and Committee Chairperson, approval of Committee agendas by the Committee Chairperson, requirements for meeting presentations and testifiers, revisions to the Board of Trustee staff positions, and miscellaneous revisions for consistency, clarity, statutory compliance and technical amendments\*, *First Reading***

*There is one testifier for this item. Testimony start at 11:54 am and can be viewed at <https://www.youtube.com/user/OHAHawaii>*

**Germaine Meyers summarized.** offer testimony on the revision of Bylaws that will be up for discussion. She questions Article II, descriptions, the word the is struck out and replaced with a. She shares that the means one and only and a means one of. She peaks on the minutes and refers to HRS92-9(b) and the requirements listed.

**Chair Kaiali'i Kahele summarized.** Explains for contexts that Trustee Ahuna was not present at the last Board meeting. The Bylaws had two amendments made and some changes. He explains after consulting with counsel, the Bylaws are not compliant with current sunshine law. The move to adopt the Bylaws is to become compliant with the sunshine law. He has asked Everett and Naiwi to look over the Bylaws, page by page and to see if there were any inconsistencies or contradictions with Chapter 10. He shares that the Bylaws in front of them now are the revised updated set of Bylaws that includes the current sunshine law provisions and compliance with chapter 10, and additions of Chair Emerita provisions along with clear language of staffing. Also, included in this revision is the deputy chief of staff position (DCOS). He has scoped out the DCOS position and what this position would do, the minimum requirements that would be needed to serve in this position. And just to be clear, if the board does adopt this, it gives the current chair or a future chair the ability to take one of their

authorized 2 positions and repurpose them into a deputy chief of staff position should one of those individuals meet the current requirements

**Trustee Lindsey** states she has one question. Page 6 on the clean version of the Bylaws, the word vice person is plural. She would like to have the s taken off, found under officer.

**Chair Kaiali'i Kahele** Everett will incorporate these changes, re-publish the Board Bylaws for the second reading on the 20th of March.

**Trustee Lindsey** initially not in favor of the Deputy Chief of Staff position but are now willing to move forward with it. She emphasized the importance of ensuring the salary remains reasonable and expressed concern that the current structure could allow it to exceed appropriate limits. She asked that this be considered without it being viewed as a constraint.

**Chair Kaiali'i Kahele** The HR team and Corey collaborated to review the proposed scope of the position and compared it with similar roles. Corey then provides a recommendation based on the applicant's qualifications, such as academic background and years of experience, which determines their placement within the salary range. If the position moves forward, the plan is for Corey to review the wage band, which will be included in the job posting. The position is scheduled to be posted on OHA's website on March 21, with a one- to two-week application window. Applicant screening would begin mid-April, with a target selection date by the end of April. Everett, can you go over things that Germaine mentioned?

**Everett Ohta, Interim General Counsel** Page 27 of the clean version, it was noted that while the minutes did not explicitly include language stating they are an accurate reflection of the meeting proceedings, such a requirement is already outlined in HRS §92-9. Compliance with the Sunshine Law and related statutory provisions is implicit in the preparation of meeting minutes. Some content requirements are listed for staff reference but are also supported by statute. Additionally, HRS §92-9(b) requires that meeting recordings be supported by a written summary, which, while not detailed in the bylaws, are referenced appropriately. Corrections regarding titles for the Vice Chair and Vice Chairpersons, as pointed out by Trustee Lindsey, were acknowledged and noted for revision. For the Board's reference, it was noted that the action item includes a summary of the changes made to the bylaws, specifically detailed in Section III (Background) of the action item. This section outlines the major revisions, and the presenter offered to answer any additional questions regarding the proposed amendments.

**Chair Kaiali'i Kahele** It was noted that the Board updated its bylaws during the October meeting solely to divide the R&M Committee into two separate committees: Land and Investments and Budget and Finance, with properly defined scopes. No other bylaw provisions were amended. During the Chair's initial days in office, a meeting with Everett highlighted the need to ensure compliance with the Sunshine Law and Chapter 10, prompting further review.

**Trustee Ahuna** when are we doing incorporating language to align with the executive policy about the trustee aide.

**Everett Ohta, Interim General Counsel** Article 14, page 34, there is a specific language that actually was added in the prior revision stating that each trustee aide or trustee secretary should report directly to and be managed by the respective board member.

**Chair Kaiali'i Kahele** To your point, by adopting, these bylaws, that then allows us to go and update the executive policy manual, which is my intent to do next. Are you saying there is language that needs to be included in ours? Can you read what it says?

**Trustee Ahuna** *The CEO shall have general supervision and direction of all other employees of OHA and shall be responsible for the proper performance of their respective duties, with the exception of employees whose duty shall require supervision and direction by the BOT.*

**Chair Kaiali'i Kahele** I actually think it's clearer. But when we do update the executive policy manual, we can address that for consistency.

**Trustee Souza** I referenced proposed change Item L under Article 14 of the bylaws, which appears on page 41 of the redlined version. I don't have an issue with the wording as it stands, but I would like clarification on where the responsibility for Board staff salaries currently resides—whether it falls under the administration or remains a gray area.

**Stacy Ferreira, CEO** By policy, all salaries fall under administrator under the administrator model station.

**Trustee Lindsey** The board has the authority to change anything.

**Trustee Ahuna** Seeks clarification on the positions of Deputy Chief of Staff and the Aide position, and is wondering if one of the Aide positions will be removed. Also, if a Board Counsel can be inserted to assist with all the information from the past.

**Chair Kaiali'i Kahele** That is in Administrations wheel house and it has been talked about that in our previous meeting about adding to that team.

*As there is no more discussion Chair ask for the following motion be moved:*

**Motion:**

**Approve revisions to the Office of Hawaiian Affairs Board of Trustees Bylaws addressing inconsistencies with HRS chapter 92 Public Agency Meetings and Records as well as inconsistencies with HRS chapter 10 Office of Hawaiian Affairs, the establishment of the Chair Emerita/Emeritus, succession of a Board officer and Committee Chairperson, approval of Committee agendas by the Committee Chairperson, requirements for meeting presentations and testifiers, revisions to the Board of Trustee staff positions, and miscellaneous revisions for consistency, clarity, statutory compliance and technical amendments, as set forth in Attachment A. (1<sup>st</sup> reading)**

**Trustee Waihe'e adopts the motion**

**Trustee Souza Seconds the motion**

11:25 a.m. Trustee Waihe'e adopts motion

Approve revisions to the Office of Hawaiian Affairs Board of Trustees Bylaws addressing inconsistencies with HRS chapter 92 Public Agency Meetings and Records as well as inconsistencies with HRS chapter 10 Office of Hawaiian Affairs, the establishment of the Chair Emerita/Emeritus, succession of a Board officer and Committee Chairperson,

approval of Committee agendas by the Committee Chairperson, requirements for meeting presentations and testifiers, revisions to the Board of Trustee staff positions, and miscellaneous revisions for consistency, clarity, statutory compliance and technical amendments, as set forth in Attachment A. (1 <sup>st</sup> reading)						
Trustee Akina seconds the motion						
Vote: 12:26 a.m.	1	2	'AE (YES)	'A'OLE (NO)	KANALUA (ABSTAIN)	EXCUSED
TRUSTEE DAN AHUNA			X			
TRUSTEE KALEI AKAKA				X		
TRUSTEE KELI'I AKINA			X			
TRUSTEE LUANA ALAPA			X			
TRUSTEE BRICKWOOD GALUTERIA			X			
CHAIRPERSON HULU LINDSEY			X			
TRUSTEE J. KEONI SOUZA		X	X			
TRUSTEE JOHN WAIHE'E	X		X			
CHAIR KAIALI'I KAHELE			X			
TOTAL VOTE COUNT			8	1		
MOTION: [X] UNANIMOUS [ ] PASSED [ ] DEFERRED [ ] FAILED						
Motion passes with Eight (8) Yes votes, Zero (0) No votes						

At 12:26 pm Trustee Akaka expresses that she seeks clarification on what is being voted on due to the track changes and would like her edits to be included. Everett Ohta, Interim General Counsel, goes over the additional revisions.

Everett states that this is for the adoption of the revised bylaws as set forth in attachment A to action item BOT 25-04, that is the clean version of the proposed revised bylaws with the additional revisions to Article 2 definitions, under the definition for officer, removing the parenthetical S, page 6, under officer.

page 7, under the vice chair or vice chairperson definition, replace the word A with the in the first instance. It would state vice chairperson or vice chair or vice chairperson means, the vice chairperson of the Board of Trustees of the Office of Hawaiian Affairs.

This includes all red lines and the additional two changes

Trustee Akaka offers for consideration In the red line version, page 18 under article under D function or says the administrator shall function as a chief executive officer. This does not match up with other red lines in the in the document, page 18.



*Recess is at 12:33 pm*  
*Reconvened at 12:33 pm*

**Chair Kaiali'i Kahele** We're going to continue to vote and finish this because that's what's in front of the board. To answer her question, would she have the ability to make an amendment on the bylaws for final passage next week ?

**Everett Ohta, Interim General Counsel** I think it would require and go back to a first reading.

**Chair Kaiali'i Kahele** Notes the changes for page 18 and states the vote is before the board to be consistent with Robert's Rules of Order, we need to move forward.

*The vote continues – please see above the roll call sheet.*

**Trustee Akaka** Would like to know moving forward how would she make any edits. Would the board have to vote down these bylaws for the second reading to then start the process again?

**Everett Ohta, Interim General Counsel** The revision that would be made would have to start from the first reading. So, it would have to be adopted by two readings. Again, it cannot be made at the second reading. The chief, the executive officer language, it's also reflective of the constitutional language, Section 6 that states the board shoved the power to exercise control over the Office of Hawaiian Affairs through its executive officer, the administrative office of Hawaiian Affairs, who should be appointed by the board. That is more a functional description as opposed to titling as it had previously

**Trustee Akaka** With the other edits that I believe I have recommendations on I think should be made, is that something that can be done now or is this a discussion moving on to another subject? Can this be discussed at a later meeting or at this current time?

**Naiwi Wurdeman, Board Counsel** The motion's already carried. If there's any issues that you may have, you can attempt to move at second reading.

### **Committee on Beneficiary Advocacy and Empowerment**

#### **1. 2025 Legislature: OHA Position on Bills Affecting Native Hawaiian Housing - Matrix 5\***

**Trustee Galuteria** Your Committee on Beneficiary Advocacy and Empowerment, having met on March 5, 2025 and after full and free discussion, recommends approval of the following motions to the Board of Trustees:

**to approve of the staff's recommendations for positions on bills affecting Native Hawaiian housing, as reflected in Matrix 5.**

**Trustee Waihe'e** Seconds the motion.

<b>12:39 p.m. Trustee Galuteria adopts motion</b>  <b>to approve of the staff's recommendations for positions on bills affecting Native Hawaiian housing, as reflected in Matrix 5.</b>  <b>Trustee Waihe'e seconds the motion</b>						
Vote: 12:40 p.m.	<b>1</b>	<b>2</b>	<b>'AE (YES)</b>	<b>'A'OLE (NO)</b>	<b>KANALUA (ABSTAIN)</b>	<b>EXCUSED</b>
<b>TRUSTEE DAN AHUNA</b>			<b>X</b>			
<b>TRUSTEE KALEI AKAKA</b>			<b>X</b>			
<b>TRUSTEE KELI'I AKINA</b>			<b>X</b>			
<b>TRUSTEE LUANA ALAPA</b>			<b>X</b>			
<b>TRUSTEE BRICKWOOD GALUTERIA</b>	<b>X</b>		<b>X</b>			
<b>CHAIRPERSON HULU LINDSEY</b>			<b>X</b>			
<b>TRUSTEE J. KEONI SOUZA</b>			<b>X</b>			
<b>TRUSTEE JOHN WAIHE'E</b>		<b>X</b>	<b>X</b>			
<b>CHAIR KAIALI'I KAHELE</b>			<b>X</b>			
<b>TOTAL VOTE COUNT</b>			<b>9</b>			
<b>MOTION: [X] UNANIMOUS [ ] PASSED [ ] DEFERRED [ ] FAILED</b>  <b>Motion passes with Nine (9) Yes votes, Zero (0) No votes</b>						

## 2. 2025 Legislature: OHA Position on Bills Affecting Native Hawaiian Health - Matrix 6\*

Trustee Galuteria I move for the approval of the staff's recommendations for positions on bills affecting Native Hawaiian health as reflected in Matrix 6.

Trustee Waihe'e Seconds the motion.

12:40 p.m. Trustee Galuteria adopts motion						
approval of the staff's recommendations for positions on bills affecting Native Hawaiian health as reflected in Matrix 6.						
Trustee Waihe'e seconds the motion						
Vote: 12:40 p.m.	1	2	'AE (YES)	'A'OLE (NO)	KANALUA (ABSTAIN)	EXCUSED
TRUSTEE DAN AHUNA			X			
TRUSTEE KALEI AKAKA			X			
TRUSTEE KELI'I AKINA			X			
TRUSTEE LUANA ALAPA			X			
TRUSTEE BRICKWOOD GALUTERIA	X		X			
CHAIRPERSON HULU LINDSEY			X			
TRUSTEE J. KEONI SOUZA			X			
TRUSTEE JOHN WAIHE'E		X	X			
CHAIR KAIALI'I KAHELE			X			
TOTAL VOTE COUNT			9			
MOTION: [X] UNANIMOUS [ ] PASSED [ ] DEFERRED [ ] FAILED						
Motion passes with Nine (9) Yes votes, Zero (0) No votes						

**3. Action Item BAE #25-04: Approve the addition of a resolution to the OHA 2025 Legislative Package ("Establishing a Working Group to Examine and Consider the Transfer or Partial Transfer of Native Hawaiian Burial Site Duties under Hawai'i Revised Statutes Chapter 6E From the Department of Land and Natural Resources State Historic Preservation Division to the Office of Hawaiian Affairs.").**

**Trustee Galuteria Chair, I move to approve the addition of a resolution to the OHA 2025 Legislative Package ("establishing a working group to examine and consider the transfer or partial transfer of Native Hawaiian burial site duties under Hawaii Revised Statute Chapter 6E from the Department of Land and Natural Resources, State Historical Preservation Division to the Office of Hawaiian Affairs has set forth in Attachment A to Action Item BAE 25-04 with the revisions attached.")**

**Trustee Waihe'e Seconds the motion.**

12:41 p.m. Trustee Galuteria moves  to approve the addition of a resolution to the OHA 2025 Legislative Package (“establishing a working group to examine and consider the transfer or partial transfer of Native Hawaiian burial site duties under Hawaii Revised Statute Chapter 6E from the Department of Land and Natural Resources, State Historical Preservation Division to the Office of Hawaiian Affairs has set forth in Attachment A to Action Item BAE 25-04 with the revisions attached.”)  Trustee Waihe‘e seconds the motion						
Vote: 12:42 p.m.	1	2	‘AE (YES)	‘A‘OLE (NO)	KANALUA (ABSTAIN)	EXCUSED
TRUSTEE DAN AHUNA			X			
TRUSTEE KALEI AKAKA			X			
TRUSTEE KELI‘I AKINA			X			
TRUSTEE LUANA ALAPA			X			
TRUSTEE BRICKWOOD GALUTERIA	X		X			
CHAIRPERSON HULU LINDSEY			X			
TRUSTEE J. KEONI SOUZA			X			
TRUSTEE JOHN WAIHE‘E		X	X			
CHAIR KAIALI‘I KAHELE			X			
TOTAL VOTE COUNT			9			
MOTION: [X] UNANIMOUS [ ] PASSED [ ] DEFERRED [ ] FAILED						
Motion passes with Nine (9) Yes votes, Zero (0) No votes						

**B. Status of OHA Activities: Ka Pouhana/CEO and Administration’s Update on OHA’s activities.\***

1. OHA Employee Handbook & Timeline Updates
2. Status update of the OHA 2024 Financial Audit Report
3. Performance Management Update (Current and Future)
4. Mana I Maui Ola (OHA Strategic Plan) status of outcomes and possible updates

Testimony starts at 12:46 pm and can be viewed at [BOT 03/06/2025 video.](#)

**Germaine Meyers summarized.** She expresses how important an employee hand book is to the organization. She suggests that once the book is completed that a hard copy and digital copy be available to every employee.

**1. OHA Employee Handbook & Timeline Updates**

**Stacy Ferreira, CEO summarized.** Provided a status update and revised timeline regarding the employee handbook. Due to recent internal emergencies, the initial deadline for the first draft was extended. The revised deadline is now March 17, 2025. While most of the Executive Leadership Team (ELT), excluding the COO and

HR Director, have reviewed and provided feedback on the first draft, further revisions from HR and the COO are still pending. A representative from the Hawai'i Employers Council has also reviewed the initial draft. Following internal revisions, a second draft will be created and submitted for external legal review by an attorney specializing in HR matters. Any recommended changes will be incorporated by April 10. The communications team will then format the document and update the design, including the cover and internal imagery. Trustees will receive the near-final version for review by April 21<sup>st</sup>, with a one-week period allotted for feedback. All trustee input will be integrated by April 30<sup>th</sup>, and the final version will be completed by June 1<sup>st</sup>. Training for supervisors will begin first, followed by team-wide sessions. The handbook will be distributed in print and made accessible via the organization's intranet. An updated employee acknowledgment form will be included in the handbook. All employees, new and existing will be required to sign and submit the form following their training sessions. The importance of aligning all governing documents, including the handbook, with executive policies and bylaws. They also committed to conducting an annual review of the handbook each May or June to ensure it remains current for the start of each new fiscal year.

**Chair Kaiali'i Kahele** For clarity, we are looking at mid-April for review?

**Stacy Ferreira, CEO** This is important because you are supervisors as well. This handbook is basically going to be your guidebook.

## **2. Status update of the OHA 2024 Financial Audit Report**

**Ramona Hink, CFO** The fiscal 2024 over financial statements and single audit status report was submitted for your review. It provides the objectives of the audit, the audit process and the timeline.

**Chair Kaiali'i Kahele** You guys are also juggling our upcoming biennium budget. How is your timeline in producing the final product for us? When do you think it will be published for our trustees to be able to review?

**Ramona Hink, CFO** Next week Friday, we'll submit the action item with full report with the material. Both, both audits for OHA and for the single audit, the federal grant audit.

**Chair Kaiali'i Kahele** We can expect it on the 14th and it will be agenda'd for the Wednesday 19th meeting. And so you know, if we need more time to come back in and schedule a special board meeting for adoption the week of March 28th, then we can do that unless we feel comfortable moving it on the 20th.

## **3. Performance Management Update (Current and Future)**

**Kēhau Pu'u, COO** An interim performance management process has been implemented for the remainder of fiscal year 2025, as the organization prepares to launch a new performance management system using the platform Quantum for fiscal year 2026. The interim approach incorporates components from the FY2023 evaluation form, elements of the upcoming system, and feedback from internal stakeholders including the CEO, HR, and the Chair. The interim process is designed to be transparent and supportive, with a focus on accountability and growth. Its objectives are to align individual goals with organizational priorities, address areas for development, and promote a culture of continuous improvement. The timeline for this process includes distribution of the evaluation form by HR, completion of a Q3 review by the end of the month, and required monthly one-on-one meetings for coaching and feedback. The final evaluations will take place through August, which coincides with the rollout of training for the new performance management system. The evaluation form consists of:

- A visual timeline and overview of the process
- A self-assessment section for employee reflection, including alignment with organizational values and job performance
- A manager's section for final evaluation and performance summary

This interim process ensures a structured and value-aligned performance management approach until the permanent system is launched.

**Trustee Galuteria** A question was raised regarding whether it is appropriate to inquire into a candidate's background concerning unethical behavior, ongoing litigation, or initiating litigation against the organization. The discussion focused on whether such inquiries are permissible and relevant when evaluating applicants.

**Corey Nakamoto, HR Director** Prior to hiring, reference checks are conducted to review an applicant's past performance, though these checks may not always reveal detailed concerns such as unethical behavior. Current policy does not include criminal background checks as part of the hiring or performance evaluation processes unless a matter directly involves the organization. Discussion emphasized that employers are limited by legal guidelines regarding what information may be asked or used during recruitment. Many employers only confirm employment status and dates to avoid liability. Protections also exist concerning the use of criminal convictions, with rules governing when and how such information can be considered during the hiring process.

**Trustee Galuteria** Will the performance evaluation process could reveal unseemly behavior or conduct, with the intention of ensuring that employees uphold the highest standards?

**Corey Nakamoto, HR Director** Criminal background checks are not currently part of the hiring or review process, unless the matter directly involves the organization.

**Stacy Ferreira, CEO** While prospective employers can ask questions of an applicant's previous employer, the level of information shared depends on that organization's policy. Most companies typically only verify employment status and dates of employment.

**Corey Nakamoto, HR Director** There are legal protections and specific rules regarding what can be asked or considered about convictions during the hiring process, both before and after an offer is extended. To ensure compliance and integrity in hiring, the organization conducts reference checks and follows established procedures to help select the most qualified individuals.

#### **4. Mana I Maui Ola (OHA Strategic Plan) status of outcomes and possible updates**

**Elena Farden, Senior Director of Strategy Implementation** The Mana I Maui Ola provisional update matrix outlines three key components for each of the 26 strategic outcomes across four strategic directions:

1. Strategic Outcome – The goal or objective being pursued.
2. Baseline Data – The current starting point for each outcome, used to measure progress.
3. Target for 2035 – The aspirational endpoint for each outcome, representing success by that year.

The metaphor of Hōkūle'a's voyage is used to illustrate the journey from baseline (starting point) to target (destination). Each strategic direction is broken down as follows:

- Educational Pathways – Begins on page 1
- Health Outcomes – Begins on page 3
- Quality Housing – Begins on page 5
- Economic Resiliency – Begins on page 7

Each direction includes six to seven strategic outcomes. While ambitious, these goals are considered achievable. The strategy emphasizes understanding where we begin, where we are going, and how we will get there. Trustees are introduced to the approved strategic outcomes, baseline data, and 2035 targets as a foundation to begin engaging with the strategy.

The next step is to share with the trustees the specific programs and initiatives aligned with achieving the 2035 strategic targets. Each program will include:

- **Tactics** – Contracts, Memoranda of Understanding (MOUs), or partnerships required for implementation.
- **Actions** – Daily operational steps necessary to achieve each tactic.

These elements will be presented after establishing a clear foundation with the strategic plan. Significant progress has already been made, with 12 proposed programs across the four strategic directions included in the budget bill. Trustees can expect substantial updates in the near future.

**Trustee Souza** Acknowledges the value in understanding both the process and approach for measuring progress under the strategic plan, now entering its fourth year. They noted that a review should be occurring around this time and expressed appreciation for receiving a housing-related draft. When will the board have the opportunity to formally discuss and possibly amend the plan, particularly in areas of strong trustee interest such as housing? Also, there is a need to assess whether current goals are overly ambitious and emphasized the importance of board engagement in evaluating progress and determining next steps.

**Stacy Ferreira, CEO** To clarify that the strategic plan, Mana I Maui Ola, including its 26 outcomes, was approved by the Board. These outcomes represent the priorities the Office of Hawaiian Affairs (OHA) should focus on within four strategic directions. The Strategy and Implementation team is responsible for executing the plan. It was emphasized that many tactics being developed span multiple strategic outcomes due to the interconnected nature of issues such as health, education, and economic resilience. The team is deliberately crafting tactics that have cross-cutting impacts to address several outcomes simultaneously.

**Trustee Souza** Many of us were not here when this was created. I wasn't part of the initial conversations around creating the strategic plan. Since we're now in year four, I would like the opportunity to weigh in. I'm not asking to change the overall categories or titles, but rather to look at what falls under each and how those areas are being measured. I want to understand how I can contribute meaningfully to the conversation—maybe by suggesting a new approach or recommending adjustments. Things are shifting, especially at the federal level, and I'd like to explore how those changes might impact areas like housing. I hope we can place this discussion on a future agenda.

**Stacy Ferreira, CEO** A key focus area missing from the current strategic plan is air quality. While the health outcome section references it as a heading, there is no specific strategic outcome addressing it in detail. A recent discussion between Trustee Galuteria and myself highlighted the need for structural improvements similar to the ILM committee's process. As a result, we are proposing a pre-BAE meeting structure—modeled after the pre-ILM real estate meetings—that would allow for early BAE input as the Strategy and Implementation group develops tactics. This approach would ensure meaningful trustee engagement prior to full board consideration.

**Trustee Akina** Elena and Ka Pouhana, congratulations. For the strategic outcomes provided, recalling their participation in the initial development. One key outcome identified was increasing Native Hawaiian homeownership. The baseline data indicates that 62.9% of Native Hawaiians owned homes last year, with a target goal of 82.4% by 2035. This data clearly communicates OHA's objectives and actions. The importance of visual progress tracking, suggesting that celebrating measurable improvements would boost morale and

transparency. This type of data-driven approach provides clear insight into funding priorities—highlighting where resources are needed and where adjustments may be required. If the framework is maintained and updated, it has the potential to significantly enhance OHA’s impact.

**Elena Farden, Senior Director of Strategy Implementation** Opportunities for Board of Trustees’ input are integrated into the strategic planning process. The team has established short-term, medium-term, and long-term outcomes, with built-in summative and formative assessments. During these phases, especially in the short- and medium-term stages, evaluations are conducted regularly to assess progress, determine if adjustments are needed, and identify relevant data and expertise to inform those decisions. Community and trustee input is welcomed and encouraged throughout these stages, and formal mechanisms for engagement are already in place.

**Trustee Galuteria** Will there be a pathway in the area of EA? Is there something that aims us towards a reorganized Native Hawaiian governing entity?

**Elena Farden, Senior Director of Strategy Implementation** My perspective on the strategic plan Mana I Maui Ola, noting that while the plan does not explicitly mention "EA" (sovereignty or self-determination), its intent is to create the conditions in which EA can thrive. EA has multiple meanings—life, breath, practice—and emphasized its relevance in cultural contexts such as wayfinding. EA in practice is reflected in the work of organizations like the Waipā Foundation, Paepae o He‘eia, Huli o Maui Ola, and Ho‘oulu ‘Āina, which embody self-determined practices in education, community building, and justice. Although EA is not named directly, the plan is designed to support its flourishing.

**Trustee Galuteria** Mahalo and I agree with it. EA (sovereignty or self-determination) will endure, emphasizing the importance of managing the existing governance model while simultaneously working toward the development of a restructured Native governance model. They supported this with a metaphor about navigating double-hulled canoes, highlighting the need to remain agile and strategic in advancing both current and future models of self-governance.

**Stacy Ferreira, CEO** Some tactics will require resources and will be presented to the Board in the budget requests. These tactics may involve systems and infrastructure needed for self-governance, which will be developed in parallel. An example of ongoing activation of the Mana i Maui Ola plan is the legislation to change the composition of island burial councils. The goal is to ensure cultural practitioners and lineal descendants have control over decision-making regarding Ea, kupuna (elders), which aligns with the health outcome of mālama (caring for) Ea kupuna. It is important to demonstrate how Mana I Maui Ola is being implemented through existing work.

**Trustee Akaka** Expressed appreciation for the direction and focus of the work being presented, especially the discussion around navigation and Kaho‘olawe. They referenced a previous question to staff about DLNR funding and sought clarification on any line items related to Kaho‘olawe, particularly in the context of a possible conveyance of the land to the Office of Hawaiian Affairs. She acknowledged the importance of stewardship over such lands and thanked the team for their efforts. They look forward to future meetings that will offer more clarity and opportunities for collaboration.

**Poni Askew, Director of Economic and Business Resilience** A beneficiary of the AHO program shared a heartfelt message, expressing gratitude for the opportunity to pursue homeownership in Hawai‘i amid challenging circumstances. Since the program launched, it has received strong interest, with 157 initial inquiries and 138 completed intake forms within the first two weeks. Of these, 19 individuals became eligible for referral



to ASB, and 10 have already been sent for pre-qualification. Applicants indicated interest in purchasing homes primarily on O‘ahu (88), followed by Hawai‘i Island (23), and Maui (19). Intake forms also gathered data on how many Native Hawaiians would live in the homes if loans were approved—showing a potential impact of housing 479 Native Hawaiians based on current inquiries.

The program has gained significant public attention, generating over 7,200 web clicks and media coverage from outlets including KGMB, Hawai‘i News Now, and various island-specific news sites. This early response highlights the strong demand and meaningful reach of the AHO initiative. The BSA team, led by Ilima, has been actively assisting beneficiaries with the AHO program by fielding calls and helping them complete the application forms. Appreciation was also expressed for Bill Brennan and the communications team for their role in launching the program and continuing outreach efforts in partnership with Pointy. The goal is to fully utilize the funding allocated for AHO, demonstrate its impact, and potentially return to the Board with data supporting the need for continued or expanded funding, should the Board choose to do so.

**Kēhau Pu‘u, COO** The Board was provided an update on the Kanaaho Program, which officially closed on December 31, 2024. Nearly \$2.7 million in assistance was awarded to 483 beneficiaries on Maui, consisting of 153 homeowners and 330 renters. Trustee Lindsey and her team have offered kōkua in assisting applicants who had not submitted required forms, despite ongoing communication efforts from staff. Mahalo was extended to Ilima and her team, the BONA staff, and temporary administrative assistant Micah Kahiwa for managing the program. At Trustee Lindsay’s request, the program will be reopened through June 30, 2025. Although a large influx of new applications is not anticipated, outreach will continue through upcoming community meetings to ensure any remaining impacted residents have access to aid and support. This summary concludes the current update on the Kanaaho Grant

**Trustee Lindsey** How many machines do we have signing up our beneficiaries?

**Kēhau Pu‘u, COO** There are two, one here, and one on Maui.

**Poni Askew, Director of Economic and Business Resilience** A survey will be distributed on March 17 to AHO awardees to gather their mana‘o and experiences. The goal is to refine the program and determine how any unspent funds can be redirected to best serve the community. Although the full \$5 million may not be expended, efforts are underway to explore other meaningful uses of the remaining funds. Community feedback from previous research highlighted strong needs in the areas of support for kūpuna and housing. While details are still being finalized, the intention is to return to the Board with specific recommendations based on these priorities. Trustees will be consulted throughout the process, particularly considering how this may intersect with the needs of those on the Hawaiian Homes waiting list.

**Trustee Ahuna** Maybe we can explore collaboration with the Department of Hawaiian Home Lands to serve as a third option in supporting beneficiaries, especially kūpuna, who often do not qualify under current criteria. The intent is to better address the needs of beneficiaries who are impacted by such limitations.

**Trustee Akaka** referenced the organization's bylaws, emphasizing its responsibility to develop programs that address beneficiary health, human services, economic stability, education, and Native rights, along with policies related to housing, land use, the environment, and natural resources. It was noted that these priorities align with the Mana I Maui Ola strategic plan.

**Trustee Souza** Encourages Elena and her team to engage directly with trustees, possibly through one-on-one meetings. This collaboration would support the implementation of trustee ideas, provided they align with the organization's strategic plan. Also, this department may have been established, in part, to support such efforts.

**Chantelle Belay** A brief update was provided on the Ola Ka 'Ī initiative, a collaborative project involving the education program, community engagement, and the communications team. The team attended six total events: three on O'ahu, and one each on Maui, Kaua'i, and Hilo. Data from Kaua'i will be updated in the final report. An activity book was created and distributed to trustees' offices, receiving positive feedback. Over 900 books were distributed at the events, which engaged more than 2,000 individuals—a number expected to rise with the inclusion of Kaua'i's data. Through coordination with the communications team, social media outreach reached over 27,000 individuals. The event successfully partnered with organizations such as Ka'ānāi 'O Ka 'Āina and included grantees from various islands. It was a meaningful opportunity to celebrate 'Ōlelo Hawai'i and demonstrated strong community engagement.

**Community Concerns and Celebrations** takes place at 1:48pm and can be viewed at [BOT 03/06/2025 video](#)

**Germain Meyers summarized.** Speaks on SB903 SD1, the global settlement bill. She feels that administration and Chair Kahele should inform the members of Committees on Ways and Means and Hawaiian Affairs that OHAs written testimony given to them on February 18, 2025, was given to them with out the full boards knowledge and approval.

### **Announcements**

*No announcements are made.*

### **Adjournment**

**Vice Chair Souza** asks for a motion to adjourn.

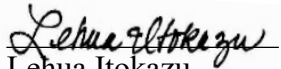
**Trustee Lindsey Moves to adjourn.**

**Trustee Galuteria Seconds the motion.**

Adjournment							
TRUSTEE		1	2	'AE (YES)	A'OLE (NO)	KANALUA (ABSTAIN)	EXCUSED
DAN	AHUNA			X			
KALEI	AKAKA			X			
KELI'I	AKINA						Left mtg at 1:30 pm
LUANA	ALAPA						Left mtg at 1:18 pm
BRICKWOOD	GALUTERIA		X	X			
CARMEN HULU	LINDSEY	X		X			
KEONI	SOUZA			X			
JOHN	WAIHE'E						Left mtg at 12:50 pm
CHAIR KAIALI'I	KAHELE						Left mtg at 1:00 pm
<b>TOTAL VOTE COUNT</b>				<b>5</b>			

**Vice Chair Souza** Adjourns the Board of Trustees meeting at 1:52 p.m.

Respectfully submitted,



Lehua Itokazu  
Board Secretary

As approved by the Board of Trustees on April 7, 2025



Kaiali'i Kahele  
Chairperson, Board of Trustees

**Attachments:**

- 1. Action Item BOT#25-04**



**OFFICE OF HAWAIIAN AFFAIRS**  
Action Item

**BOARD OF TRUSTEES**

*March 6, 2025*

**BOT #25-04**

**Action Item Issue:** Revision to the Office of Hawaiian Affairs Board of Trustees Bylaws addressing inconsistencies with HRS chapter 92 Public Agency Meetings and Records as well as inconsistencies with HRS chapter 10 Office of Hawaiian Affairs, the establishment of the Chair Emerita/Emeritus, succession of a Board officer and Committee Chairperson, approval of Committee agendas by the Committee Chairperson, requirements for meeting presentations and testifiers, revisions to the Board of Trustee staff positions, and miscellaneous revisions for consistency, clarity, statutory compliance and technical amendments

**Prepared by:**  
(By request)

03/03/2025

Everett Ohta  
Interim General Counsel

Date

**Reviewed by:**

Stacy K. Ferreira  
Ka Pouhana, Chief Executive Officer

Date

**Reviewed by:**

03/03/2025

Kaiali'i Kahele  
Chairperson, Board of Trustees

Date

**I. PROPOSED ACTION**

Approve revisions to the Office of Hawaiian Affairs Board of Trustees Bylaws addressing inconsistencies with HRS chapter 92 Public Agency Meetings and Records as well as inconsistencies with HRS chapter 10 Office of Hawaiian Affairs, the establishment of the Chair Emerita/Emeritus, succession of a Board officer and Committee Chairperson, approval of Committee agendas by the Committee Chairperson, requirements for meeting presentations and testifiers, revisions to the Board of Trustee staff positions, and miscellaneous revisions for consistency, clarity, statutory compliance and technical amendments, as set forth in Attachment A.

**II. ISSUE**

Whether the Office of Hawaiian Affairs Board of Trustees will approve revisions to the Office of Hawaiian Affairs Board of Trustees Bylaws relating to addressing inconsistencies with HRS Chapter 92 Public Agency Meetings and Records as well as inconsistencies with HRS Chapter 10 Office of Hawaiian Affairs, the establishment of the Chair Emerita/Emeritus, succession of a Board officer and Committee Chairperson, approval of Committee agendas by the Committee Chairperson, requirements for meeting presentations and testifiers, revisions to the Board of Trustee staff positions, and miscellaneous revisions for consistency, clarity, statutory compliance and technical amendments, as set forth in Attachment A.

**III. BACKGROUND & DISCUSSION**

At the request of the BOT Chairperson, Kaiali'i Kahele, a proposed revision to the OHA BOT Bylaws was drafted to implement revisions proposed by the BOT Chairperson.

Initial proposed revisions to the Bylaws were presented to the BOT on January 23, 2025. The Bylaws were further revised and presented for vote on February 6, 2025. The revised Bylaws were not approved by the required 2/3<sup>rd</sup> of the members (6) of the BOT.

Following the February 6<sup>th</sup> BOT meeting, Chair Kahele directed additional revisions to be made to the revised BOT Bylaws, specifically the removal of the additional Vice-Chairperson provision and further revisions to address inconsistencies with state law.

The overall revisions, with special note for these additional, February 6<sup>th</sup> revisions (“[NEW]”) are identified and described in the sections below:

- A. [NEW] Changed titling of Chief Executive Officer to Administrator (universal change)** – Replaced reference to the OHA Chief Executive Officer or CEO with Administrator, consistent with HRS § 10-10.

- B. Succession language for Chairperson Pro Tempore in the event that the BOT Chairperson and Vice-Chairperson positions are vacant (Article V. Officers, sections B and D.)** – Added new language for a Chairperson Pro Tempore to serve as Chairperson in the event of a vacancy in the Chairperson and Vice-Chairperson positions.
- C. Chairperson Emerita and Chairperson Emeritus (Article V. Officers, section E)** – New section E that allows for designation of Chairperson Emerita/Emeritus by simple majority vote of the Board.
- D. Removal of Standing Committee Chairperson and Vice-Chairperson (Article VI. Duties of Officers and Members, section A.1.)** – Added “remove” Chairperson and Vice-Chairperson of all Standing Committees to the duties of the Board Chairperson, subject to the approval of the Board.
- E. Standing Committee Chairperson authority to set agenda (Article VIII. Committees of the Board, section B)** – Added language that the Standing Committee Chairperson is responsible for approving agenda items for all meeting under the Chairperson’s Committee, similar to the responsibility of the Board Chairperson.
- F. Succession language for Committee Vice Chairperson in the event of the absence of the Committee Chairperson (Article VIII. Committees of the Board, section B)** – Added succession language for the Committee Vice-Chairperson in the absence of the Committee Chairperson.
- G. [NEW] Revised guidance for Ad Hoc Committees (Article VIII. Committees of the Board, section E)** – Due to the reporting of Ad Hoc Committees to the Chairperson, revised Bylaw language to avoid a serial communication and violation of the Sunshine Law when an Ad Hoc Committee comprised of more than one Trustee reports back to the Chairperson, unless the Chairperson is the second member of the Ad Hoc Committee.
- H. [NEW] Removed separate vote requirement for joint meetings of Standing Committees (Article VIII. Committees of the Board, section H.4.)** – Pursuant to a request by Trustee Waihe‘e at the February 6, 2025 BOT meeting, removed requirement for separate votes by the Standing Committees meeting jointly, as both Committees are committees of the whole and are comprised of the same membership.
- I. Committee referrals by a majority of the Board (Article VIII. Committees of the Board, section L)** – Added language to clarify the referral of matters to a Committee, Council, Commission, or Permitted Interaction Group by a Simple Majority (5) vote that followed the procedures of a Committee Recommendation to the Board.

- J. Verbal presentation time limit of fifteen (15) minutes for agendized presenters, subject to further extension by the Chairperson of the Board or Committee (Article IX. Meetings, section F.1 – F.3)** – Changed verbal presentation on an agenda item time limit to fifteen (15) minutes, unless the requirement is waived by the Chairperson. Deleted requirement that presenting testimony must be requested and submitted 72 hours in advance as this requirement is contrary to the Sunshine Law. Also deleted requirement for thirteen (13) copies of written testimony to be provided, as this requirement is contrary to the Sunshine Law.
- K. [NEW] Revisions to requirements for meeting minutes (Article IX. Meetings, section G)** – Revised written meeting minute requirements for consistency with HRS § 92-9(a) and added new option for meeting recordings and written summaries to be provided in lieu of written meeting minutes.
- L. Revisions to Board of Trustees Staff positions (Article XIV. Board of Trustees Staff)** -- Added language to clarify the specific responsibilities and expectations of the Chief of Staff and Board Secretary positions under the Board Chairperson and to make Trustee staff compensation subject to BOT approval.
- Added language to the Trustee Aide and Secretary positions to clarify that the positions report directly to their respective Trustee.
- Added an additional description for a Deputy Chief of Staff position as an option for the Board Chairperson to reallocate one of the Chairperson's two staff positions.
- M. Conflict of Interest (Article XV. Conflict of Interest)** – Added language to ethics training requirement to make Bylaws consistent with HRS § 84-42.
- N. Disorderly Conduct (Article XVII. Order and Decorum, section H)** – Added section to cover removal procedures for disruptive meeting participants, as provided by HRS § 92-3.

The proposed revisions are presented in clean (Attachment A) and redline (Attachment B) versions, along with the current, the unamended OHA BOT Bylaws (October 31, 2024).

#### **IV. TIMEFRAME**

If adopted as an amendment to the OHA BOT Bylaws, the changes to the Bylaws will take effect immediately following the second reading and approval vote of the BOT.

Under Article XIII of the OHA BOT Bylaws “Proposed Bylaw amendments shall be submitted to the Board in writing. Before these Bylaws may be amended by a proposed Bylaw, it must be approved by Super Majority (6) vote of all Board members at least twice.”

**V. BUDGET AUTHORIZATION**

No funding is required.

**VI. RECOMMENDATION**

Approve revisions to the Office of Hawaiian Affairs Board of Trustees Bylaws addressing inconsistencies with HRS chapter 92 Public Agency Meetings and Records as well as inconsistencies with HRS chapter 10 Office of Hawaiian Affairs, the establishment of the Chair Emerita/Emeritus, succession of a Board officer and Committee Chairperson, approval of Committee agendas by the Committee Chairperson, requirements for meeting presentations and testifiers, revisions to the Board of Trustee staff positions, and miscellaneous revisions for consistency, clarity, statutory compliance and technical amendments, as set forth in Attachment A.

**VII. ALTERNATIVES**

- A. Take no action.
- B. Approve only certain revisions to the OHA BOT Bylaws.

**VIII. ATTACHMENTS**

- A. Updated BOT By-Laws (clean version containing proposed amendments)
- B. Updated BOT By-Laws (redline version containing proposed amendments)
- C. Current OHA BOT Bylaws (October 31, 2024)