



**STATE OF HAWAII  
OFFICE OF HAWAIIAN AFFAIRS**

**MEETING OF THE BOARD OF TRUSTEES**

**DATE:** Thursday, May 7, 2020  
**TIME:** 9:30 am  
**PLACE:** Virtual Meeting (viewable at [www.oha.org/livestream](http://www.oha.org/livestream))

**Due to the threat of COVID-19, Governor Ige issued an Emergency Supplementary Proclamation dated March 16, 2020 and another Emergency Sixth Supplementary Proclamation dated April 25, 2020 suspending Hawai'i Revised Statutes Chapter 92, Public Agency Meetings and Records, to enable boards to conduct business without holding meetings open to the public while considering reasonable measures to allow for public participation consistent with social distancing practices.**

**The OHA Board of Trustees will be holding virtual meetings until further notice. The meetings will be livestreamed on OHA's website at [www.oha.org/livestream](http://www.oha.org/livestream)**

**AGENDA**

- I. Call to Order
- II. Approval of Minutes
  - A. March 5, 2020†
- III. Public Testimony on Items Listed on the Agenda\* (*Only written testimony will be accepted*)
- IV. New Business
  - A. Request for approval to waive the following Standing Committee matters to be directly considered by the Board of Trustees pursuant to the Office of Hawaiian Affairs Board of Trustees Bylaws (approved March 5, 2020) Article VIII, Section L:
    1. Native Hawaiian Trust Fund (NHTF) Performance Review and Market Outlook with Segal Marco Consultants, John Marco and Craig Chaikin
    2. Action Item BOT #20-03: Approval to Fund Responses to COVID-19.
  - B. Native Hawaiian Trust Fund (NHTF) Performance Review and Market Outlook with Segal Marco Consultants, John Marco and Craig Chaikin
  - C. Action Item BOT #20-03: Approval to Fund Responses to COVID-19
- V. Announcements
- VI. Adjournment

If you require an auxiliary aid or accommodation due to a disability, please contact Raina Gushiken at telephone number 594-1772 or by email at: [rainag@oha.org](mailto:rainag@oha.org) no later than three (3) business days prior to the date of the meeting.

Meeting materials will be available to the public on Monday, May 4, 2020 and posted to OHA's website at: [www.oha.org/bot](http://www.oha.org/bot)



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OFFICE OF HAWAIIAN AFFAIRS**

\*Notice: Persons wishing to provide testimony on items listed on the agenda should submit testimony via email to [BOTmeetings@oha.org](mailto:BOTmeetings@oha.org) 24 hours prior to the scheduled meeting. Any testimony received after this time will be late testimony and distributed to the Board after the scheduled meeting.

† Notice: The 72 Hour rule, pursuant to OHA BOT Operations Manual, Section 49, shall be waived for distribution of new committee materials.

Colette Y. Machado  
Trustee Colette Y. Machado  
Chairperson, Board of Trustees

May 1, 2020  
Date

Board of Trustees May 7, 2020 Meeting Agenda Continued

Office of Hawaiian Affairs  
Board of Trustee Meeting  
May 7, 2020  
9:30 am

- II. Approval of Minutes
  - A. March 5, 2020

**STATE OF HAWAII  
OFFICE OF HAWAIIAN AFFAIRS  
560 N. Nimitz Highway, Suite 200  
Honolulu, HI 96817**

**Minutes of the Office of Hawaiian Affairs Board of Trustees  
Thursday, March 5, 2020  
10:30 am**

**ATTENDANCE:**

TRUSTEE COLETTE MACHADO  
TRUSTEE BRENDON KALEI'ĀINA LEE  
TRUSTEE LEINA'ALA AHU ISA  
TRUSTEE DAN AHUNA  
TRUSTEE KALEI AKAKA  
TRUSTEE W. KELI'I AKINA  
TRUSTEE CARMEN HULU LINDSEY  
TRUSTEE ROBERT K. LINDSEY  
TRUSTEE JOHN WAIHE'E IV

ROBERT KLEIN, BOARD COUNSEL

**ADMINISTRATION STAFF:**

SYLVIA HUSSEY, CEO  
RAINA GUSHIKEN, CC  
LISA WATKINS-VICTORINO, ICOO  
JOCELYN DOANE, PP  
DANIEL SANTOS III, IT  
KEOLA LINDSEY, CA

**BOT STAFF:**

CAROL HO'OMANAWANUI  
DAYNA PA  
LAURENE KALUAU-KEALOHA  
KAUIKEAOLANI WAILEHUA  
KAMA HOPKINS  
ALYSSA-MARIE KAU  
MARK WATANABE  
MARIA CALDERON  
ANUHEA PATOC  
BRANDON MITSUDA  
NATHAN TAKEUCHI  
PAUL HARLEMAN  
BETHANN AHSING

**GUESTS:**

BO KAHUI

**I. CALL TO ORDER**

Trustee Colette Machado Calls the Board of Trustees meeting to order at 10:37 am. Roll call is taken; Trustees Ahu Isa, Ahuna, Akaka, Akina, Lee, Carmen Hulu Lindsey, Robert Lindsey, Waihe'e and Machado are present, constituting a quorum.

I would like to acknowledge the 72 Hour rule, pursuant to OHA BOT Operations Manual, Section 49, shall be waived for the following items:

**V. New Business**

- A. Committee on Beneficiary Advocacy and Empowerment
  - 2. 2020 OHA Legislative Positioning – Matrix 2, March 4, 2020
  - 3. Action Item BAE #20-02: Approval of Nominee(s) for the Moloka'i Burial Council
- C. Action Item BOT #20-02: Approval of a Scope of Services for a professional consultant to assist the Board of Trustees in conducting its performance appraisal of OHA's CEO pursuant to Section V of Contract 3356

With that said we will move on to II. for the approval of the minutes.

**II. APPROVAL OF MINUTES**

**A. February 20, 2020**

**Trustee Brendon Kalei‘āina Lee – Madame Chair.**

**Chair Colette Machado – Trustee Lee.**

**Trustee Brendon Kalei‘āina Lee moves to approve the Board of Trustees meeting minutes of February 20, 2020.**

**Trustee Robert Linsdsey seconds the motion.**

**Chair Colette Machado –Is there any discussion? Hearing none, roll call vote please.**

Trustee Brendon Kalei‘āina Lee moves to approve the Board of Trustees meeting minutes February 20, 2020. Trustee Robert Linsdsey seconds the motion.						
TRUSTEE	1	2	‘AE (YES)	A‘OLE (NO)	KANALUA (ABSTAIN)	EXCUSED
TRUSTEE LEINA‘ALA AHU ISA			X			
TRUSTEE DAN AHUNA			X			
TRUSTEE KALEI AKAKA			X			
TRUSTEE KELI‘I AKINA			X			
TRUSTEE BRENDON KALEI‘ĀINA LEE	x		X		X – 1 <sup>st</sup> .	
TRUSTEE CARMEN HULU LINDSEY			X			
TRUSTEE ROBERT LINDSEY		x	X			
TRUSTEE JOHN WAIHE‘E			X			
TRUSTEE COLETTE MACHADO			X			
TOTAL VOTE COUNT			9			
MOTION: [ x ] UNANIMOUS [ ] PASSED [ ] DEFERRED [ ] FAILED Motion unanimously passes with nine (9) yes votes.						

**III. PUBLIC TESTIMONY**

**Chair Colette Machado – Before we move on to public testimony. Were we able to verify?**

**Dayna Pa – That was not on the matrix.**

**Chair Colette Machado – We will now move on to unfinished business V. I will call on the CEO.**

**IV. UNFINISHED BUSINESS**

**A. OHA CEO’s 15-Minute Update on Ho‘oulu Lāhui Aloha and OHA Activities**

**Sylvia Hussey – Good morning Trustees. A recent announcement, jus this morning the cancellation of the CommonFund event. A number of large events on the continent as well as locally have been cancelled. This impacts Trustees and staff travel for both of the investment training events. Travel services are already working on cancellations. Operationally that has already been taken care of. As it relates to our commercial and out property management pieces. We have plans in place so we look forward to bring that to Trustees long term plans for Na**

Lama Kukui as well as our continuing discussion for Kakaako Makai. We had a number of workshops scheduled to bring forward, now with some resourcing we will bring back to the Resource Committee a new schedule of information to bring back to you in workshops before a final decision is discussed. That is it Chair.

**Trustee Carmen Hulu Lindsey** – Madame Chair.

**Chair Colette Machado** – Trustee Carmen Hulu Lindsey.

**Trustee Carmen Hulu Lindsey** – In the light of the four of us are still going to be here now, do we reschedule meetings that were cancelled next week?

**Chair Colette Machado** – I believe the notice to schedule has passed already because you need at least 7 days.

**Trustee Carmen Hulu Lindsey** – We could have it on a Thursday?

**Trustee John Waihe'e IV** – We could do it. We should try.

**Chair Colette Machado** – I will leave that up to the Chairs to determine if they want to file an agenda timely to accommodate meetings for next week.

**Trustee Leina'ala Ahu Isa** – I will not be here.

**Chair Colette Machado** – You folks work that out with the two chairs and just notify us when you are ready to file. That would be the best Trustee Hulu. I have one person that would like to address the Board. But he is comments are for community concerns. So I would like to take him out of order and move Community Concerns to accommodate Bo Kahui. Are you still here?

## **VII. COMMUNITY CONCERNS**

**Chair Colette Machado** – Bo since you are the only person signed up for Community Concerns you would like to address the Trustees you can come now. We are in Community Concerns to allow you to address the Board.

**Bo Kahui** – Good morning Trustees, thank you Chairman Machado for this consideration in making this accommodation for me to present before the Trustees. I provided you a letter and basically there was a letter requesting support for Senate Bill 2113 related to the Department of Hawaiian Home Lands, and HRS 171 that is the procurement law. We feel that the Department has used this as a cloak to provide the open public process. And really, really prohibits us the opportunity, our Native Hawaiian people to do economic development. Case in point, in October of last year we had a \$30 million PV project, we were prepared to finance, we were doing this project and we had asked the Department for a right of entry. And they denied our request because of the, William Aila felt that they needed to put it out for bid. Under the Act it doesn't say, we made a case under this Senate Bill, which died last Friday. So we are trying to create a resolution to have further discussion at the Senate and the House about the nature of the Act, how the Act is supposed to be employed for the beneficiaries. As a Native owned and controlled corporation, both as a nonprofit and for profit entity we should be given these opportunities if we can show we have the capacity, if we show we have the money, if we show we have the plan and if we show. I have to quarrel with the Department saying no if you cannot do that. I was pretty set a back over not giving us that opportunity. The resolution will be posted hopefully tomorrow afternoon, I'll be forwarding that to the Board.

I think one of the things that concerns me is that former Commissioner of Hawaiian Home Lands and staff member of Trustee Lindsey, Kama Hopkins, we have been in communication. Kama and I have agreed to disagree, quite frankly. He did not like the bill. But I had hoped that the policy committee, your legislative branch would have made an opinion on it. I don't know if it reached, or it got to that point. I think given the chance maybe the opportunity will have other sets of eyes on this. Maybe there could be a broader discussion on that. As a former Commission I respect Kama. I respect him as a Hawaiian, I respect him his candor and honesty. But for us on the

ground doing the heavy lifting, doing the ground work, spending huge amounts of resources, free, all manawai, we need results. We need to find a way to help our people. This is not just for La'i'Ōpuia Community Development Corporation, certainly not just for our village. But it's intended to serve all of our beneficiaries across the State. Maui County supported the bill, they came in in support of the bill. Looking at the record I did not see any opinion by the Board. Of course Kama Hopkins as an individual opposed it but as a former commission I can understand so. The Commission felt the use of its land was best use highest return that is their policy. That's the Department's policy that is not what the Act says. The Act says beneficiaries first, then the public. So beneficiaries go ask for the land, they got to give us a chance first and if we cannot demonstrate that we can deliver then they should put it out for public bid. I am ok with that. But just saying no, not even have a hearing, not even look at the substance of our project. Our 100 acre PV project that would yield substantial income, reduce the rates for our villages. What was the problem? What the highest return, for who, the Department? We see the need to build more houses, quite frankly there were going to get a return on that lease. But we didn't even get a chance for that discussion. I share this with OHA because as time moves on, soon enough OHA and Hawaiian Homes got to speak from the one vessel, one mind, got to kōkua. I don't know how that is going to work. Again I am open to any discussion outside of this board about our attempts to create economic independence, self-sufficiency, self-determination, self-reliance through our own project. Lastly,

**Chair Colette Machado** – Bo your time is up so quick, wrap it up.

**Bo Kahui** – One more. I created a water project four years ago for the homesteads, for Hawaiian Homes, they finally gave a million dollars this year. After 4 years it got a million dollars. Going to the Legislature and going to the Department to deliver 2 million dollars. Now I may need to come back to this Board to seek monies for support that initiative. This will build 800 more homes in our community of which the Department cannot build any more homes it has no more water. We can do our economic development initiative to include a community center facilities development as well as our PV project and our commercial centers. We need your help with this in respect because the Department given this procurement process, the policy all the stuff might take two years. Where was our nonprofit corporation if given a loan we can purchase the two or three acres on a loan until the funding falls then we can pay back. But it's intended to secure the water for our beneficiaries. Thank you, I'll take any questions.

**Chair Colette Machado** – We are not permitted to ask questions in Community Concerns.

**Bo Kahui** – Thank you, Mahalo.

**Chair Colette Machado** – Thank you Bo. I would also suggest that you talk to Jocelyn.

**Jocelyn Doane** – Or Keola.

**Chair Colette Machado** – And get that information to them because they meet weekly to take positions. So if you are talking about the upcoming reso, talk to them. Members we will now move on to V. New Business A.

## **V. NEW BUSINESS**

**Chair Colette Machado** - We will be reviewing two action items I will call on Trustee John Waihe'e IV as the BAE Chair. Positioning on February 26, 2020 followed by March 4, 2020.

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

#### **1. 2020 OHA Legislative Positioning – Matrix 2, February 26, 2020**

**Trustee John Waihe'e IV** moves to approve Administration's recommendations on:

**NEW BILLS (Items 1 - 3) and BILL POSITIONS FOR RECONSIDERATION (Items 4 - 8), along with the following revision:**

**CHANGE item:**

- 24, HB1821, from ~~Monitor~~ to **OPPOSE**;

on the OHA Legislative Positioning Matrix dated February 26, 2020, as amended.

**Trustee Kalei Akaka seconds the motion.**

**Chair Colette Machado** – It has been moved and seconded. Any further discussion, hearing none roll call vote.

Trustee John Waihe'e IV moves to approve Administration's recommendations on: NEW BILLS (Items 1 - 3) and BILL POSITIONS FOR RECONSIDERATION (Items 4 - 8), along with the following revision: CHANGE item: • 24, HB1821, from <del>Monitor</del> to <b>OPPOSE</b> ; on the OHA Legislative Positioning Matrix dated February 26, 2020, as amended. Trustee Kalei Akaka seconds the motion.						
TRUSTEE	1	2	'AE (YES)	A'OLE (NO)	KANALUA (ABSTAIN)	EXCUSED
TRUSTEE LEINA'ALA AHU ISA			X			
TRUSTEE DAN AHUNA			X			
TRUSTEE KALEI AKAKA		x	X			
TRUSTEE KELI'I AKINA			X			
TRUSTEE BRENDON KALEI'AINA LEE			X			
TRUSTEE CARMEN HULU LINDSEY					XX	
TRUSTEE ROBERT LINDSEY			X			
TRUSTEE JOHN WAIHE'E	x		X			
TRUSTEE COLETTE MACHADO			X			
TOTAL VOTE COUNT			8		1 abstention	
MOTION: [ ] UNANIMOUS [ x ] PASSED [ ] DEFERRED [ ] FAILED Motion passes with eight (8) yes votes and one (1) abstention.						

**2. 2020 OHA Legislative Positioning – Matrix 2, March 4, 2020**

**Chair Colette Machado** – Trustee Waihee.

**Trustee John Waihe'e IV moves to approve Administration's recommendations on:  
NEW BILLS (Items 1 - 14) and where BILL POSITIONS FOR RECONSIDERATION  
Items are changed as follows:**

- 15; HB2297 from ~~Comment~~ to **OPPOSE**
- 16; SB2036 from ~~Comment~~ to **OPPOSE**
- 17; SB2308 from ~~Monitor~~ to **COMMENT**
- 18; SB2648 from ~~Monitor~~ to **OPPOSE**
- 19; SB3104 from ~~Comment~~ to **OPPOSE**;

**along with the following revision:**

- **ADD both SCR70 and SR37 as SUPPORT**

on the OHA Legislative Positioning Matrix dated March 4, 2020, as amended.

**Trustee Kalei Akaka seconds the motion.**

**Chair Colette Machado** – It has been moved and seconded members. If there is no further discussion I will call for the roll.

Trustee John Waihe'e IV moves to approve Administration's recommendations on:  
NEW BILLS (Items 1 - 14) and where BILL POSITIONS FOR RECONSIDERATION Items are changed as follows:

- 15; HB2297 from ~~Comment~~ to OPPOSE
- 16; SB2036 from ~~Comment~~ to OPPOSE
- 17; SB2308 from ~~Monitor~~ to COMMENT
- 18; SB2648 from ~~Monitor~~ to OPPOSE
- 19; SB3104 from ~~Comment~~ to OPPOSE;

along with the following revision:

- ADD both SCR70 and SR37 as SUPPORT

on the OHA Legislative Positioning Matrix dated March 4, 2020, as amended.

Trustee Kalei Akaka seconds the motion.

TRUSTEE	1	2	'AE (YES)	A'OLE (NO)	KANALUA (ABSTAIN)	EXCUSED
TRUSTEE LEINA'ALA AHU ISA					X- 1st. X-2nd	
TRUSTEE DAN AHUNA			X			
TRUSTEE KALEI AKAKA		x	X			
TRUSTEE KELI'I AKINA					X- 1st. X-2nd	
TRUSTEE BRENDON KALEI'AINA LEE			X			
TRUSTEE CARMEN HULU LINDSEY					X- 1st. X-2nd	
TRUSTEE ROBERT LINDSEY			X			
TRUSTEE JOHN WAIHE'E		x	X			
TRUSTEE COLETTE MACHADO			X			
TOTAL VOTE COUNT			6		3-abstentions	
MOTION: [ ] UNANIMOUS [ x ] PASSED [ ] DEFERRED [ ] FAILED						
Motion passes with six (6) yes votes and three (3) abstentions.						

**3. Action Item BAE #20-02: Approval of Nominee(s) for the Moloka'i Burial Council**

**Chair Colette Machado** – Trustee Waihee before you proceed with Action Item #20-02. I would like to thank public policy for wiping off my tears and my whining by providing one name that will eventually get to the Moloka'i Burial Council so that they can conduct business. The Chief Advocate Keola Lindsey, I'd like to thank him and his staff very much for finding a suitable nominee that applied and met all the criteria for consideration so that now we can have an operating island burial council for the island of Moloka'i. Thank you so much. Trustee John Waihe'e IV.

**Trustee John Waihe'e IV** moves to approve the Office of Hawaiian Affairs' 2020 Nomination of Ms. Frances "Makanani" Cobb-Adams for immediate appointment to the Moloka'i Island Burial Council.

**Trustee Kalei Akaka** seconds the motion.

**Chair Colette Machado** – It has been moved and seconded.

**Trustee Brendon Kalei'aina Lee** – Madame Chair.

**Chair Colette Machado** – Trustee Lee.

**Trustee Brendon Kalei‘āina Lee** – I would like it noted that should it pass, that the Board is so approving, me and Trustee Ahuna’s friend from High School, Frannie, on her 50<sup>th</sup> Birthday. Today is Frannie’s birthday.

**Chair Colette Machado** – With that said roll call vote please.

Trustee John Waihe‘e IV moves to approve the Office of Hawaiian Affairs’ 2020 Nomination of Ms. Frances “Makanani” Cobb-Adams for immediate appointment to the Moloka‘i Island Burial Council.						
Trustee Kalei Akaka seconds the motion.						
TRUSTEE	1	2	‘AE (YES)	A‘OLE (NO)	KANALUA (ABSTAIN)	EXCUSED
TRUSTEE LEINA‘ALA AHU ISA			X			
TRUSTEE DAN AHUNA			X			
TRUSTEE KALEI AKAKA		x	X			
TRUSTEE KELI‘I AKINA			X			
TRUSTEE BRENDON KALEI‘ĀINA LEE			X			
TRUSTEE CARMEN HULU LINDSEY			X			
TRUSTEE ROBERT LINDSEY			X			
TRUSTEE JOHN WAIHE‘E	x		X			
TRUSTEE COLETTE MACHADO			X			
TOTAL VOTE COUNT			9			
MOTION: [ x ] UNANIMOUS [ ] PASSED [ ] DEFERRED [ ] FAILED						
Motion unanimously passes with nine (9) yes votes.						

**Trustee Carmen Hulu Lindsey** – I wanted to say that I am really grateful for the people that serve on these Burial Councils because it’s very difficult to get people that qualify and are interested into serve. Many, many councils have gone without meetings because they are not able to have quorum. Because people don’t want to serve on it. That goes to the note that I made about the person that is willing to serve on the Maui Council from Kona, if we can have follow up on that.

**Chair Colette Machado** – Yes, so noted. I will call on the Vice Chair Lee.

**B. Action Item BOT #20-01: Approve the Office of Hawaiian Affairs, Board of Trustees’ Updated By-Laws, 2<sup>nd</sup> Reading**

**Chair Colette Machado** – We will review for second reading the PIG By-Laws recommendation. Trustee Lee.

**Trustee Brendon Kalei‘āina Lee** moves to approve the Office of Hawaiian Affairs, Board of Trustees’ Updated By-Laws as amended.

**Trustee Dan Ahuna** seconds the motion.

**Chair Colette Machado** – Any discussion members, hearing none, roll call vote please.

Trustee Brendon Kalei‘aina Lee moves to approve the Office of Hawaiian Affairs, Board of Trustees’ Updated By-Laws as amended.

Trustee Dan Ahuna seconds the motion.

TRUSTEE	1	2	‘AE (YES)	A‘OLE (NO)	KANALUA (ABSTAIN)	EXCUSED
TRUSTEE LEINA‘ALA AHU ISA			X			
TRUSTEE DAN AHUNA		x	X			
TRUSTEE KALEI AKAKA			X			
TRUSTEE KELI‘I AKINA			X			
TRUSTEE BRENDON KALEI‘AINA LEE	x		X			
TRUSTEE CARMEN HULU LINDSEY			X			
TRUSTEE ROBERT LINDSEY			X			
TRUSTEE JOHN WAIHE‘E			X			
TRUSTEE COLETTE MACHADO			X			
TOTAL VOTE COUNT			9			
MOTION: <input checked="" type="checkbox"/> UNANIMOUS <input type="checkbox"/> PASSED <input type="checkbox"/> DEFERRED <input type="checkbox"/> FAILED						
Motion unanimously passes with nine (9) yes votes.						

**Chair Colette Machado** – How about a big hand for the committee and the oversight manger which is Sylvia. We are now going to roll right into, I would like Carol to come to the table.

**C. Action Item BOT #20-02: Approval of a Scope of Services for a professional consultant to assist the Board of Trustees in conducting its performance appraisal of OHA’s CEO pursuant to Section V of Contract 3356**

**Carol Ho’omanawanui** – Madame Chair, Trustees and Ka Pouhana, Good morning. Real quick Action Item BOT #20-02 is basically asking the Trustees to approve the scope of services that is attached noted as Attachment A. This is for a professional service consultant, or actually I should say a professional consultant to assist the Board of Trustees in conducting the performance appraisal of the CEO. When the Board hired Sylvia for a 5 year contract, the contract did stipulate that the board will do an annual performance appraisal so this is helping the Board to actually fulfill its contractual obligation. This is similar, the scope of services is similar to the services that we put out for procurement last year. The only difference is that we do have one of the items in there, item number 6 is basically having the professional consultant assist you in coming up with performance goals or metrics on how you want to measure the performance of the CEO. So that’s basically the difference.

The other difference in your approval of this action is that you would be doing it for a two year period and then also approving an extension of an additional 36 months. The idea there is typically we do one year, or 24 months to go with the Biennium period when you approve the funds. But because the contract is for 5 years and the Trustees need to do at least 5 annual performance appraisals, the idea is to have the professional consultant contract coincide with that. That would help with the continuity in the performance appraisal. It also minimizes the amount of time you have to go out for procurement for this professional consultant. If you do approve it. This will go through a procurement process, if you do approve the multi-year, what they call multi-term contract that would have to be in the solicitation as well. And the first term is for 245 months, it is actually following what the Board has approved in the Biennium budget for the funding. Currently there is \$40,000 for each fiscal year, fiscal year 20 and then fiscal year 21 both have \$40,000 budgeted for this purpose. It is \$80,000 total that the Board had already approved.

**Trustee Carmen Hulu Lindsey** - But we don’t have to spend it all, right?

**Carol Hoomanawanui** – Yes, you don’t have to spend it all. In fact when the Board did, last year the performance appraisal, the contract was awarded to Marie Kumabe and the contract was for \$26,700 so it was under \$30,000. We did ask out of courtesy, we had Ka Pouhana look at this and she made minor changes. I am not sure if she wanted to

add anything. That's basically it. Any questions that Trustees had? If you wondering why we are looking at this early is because it does need to go through a procurement process, we do want to encumber the funds for this fiscal year and it's also an election year so the assumption is the current board would be in the best position to evaluate the CEO so you want to have that completed before elections. The idea is to have at least the 1<sup>st</sup> year performance appraisal completed by October 30<sup>th</sup>, no later than.

**Chair Colette Machado** – Questions members?

**Carol Hoomanawanui** – Madame Chair, I do apologize, I caught this because we are asking the Trustees to approve a multi-term contract. When we look at the motion we have there, I would like to suggest that where we see “not to exceed \$40,000” that we include “for each 12 month period”. This is to clarify that the \$40,000 does not cover the 24 months or the full 5 years. I apologize for that having that done early. But I just wanted to make that clear that the \$40,000 would be an annual basis versus the full term of the contract.

**Trustee Brendon Kalei'aina Lee** moves to approve the Scope of Services in Attachment A for a professional consultant in an amount not to exceed \$40,000 for each 12 month period to assist the Board of Trustees in conducting its annual performance appraisal of the OHA CEO, Sylvia M. Hussey, Ed.D., pursuant to Section V of Contract 3356; and to approve a 24-month contract with an option to extend the contract for an additional 36 months, subject to availability of funds.

**Trustee Dan Ahuna** seconds the motion.

**Chair Colette Machado** – Any further discussions?

**Trustee Carmen Hulu Lindsey** – I have a question.

**Chair Colette Machado** – Trustee Carmen Hulu Lindsey.

**Trustee Carmen Hulu Lindsey** – Didn't we sign Sylvia up for 5 years?

**Trustee Brendon Kalei'aina Lee** – That is the extension of 36 months to make the 5 years.

**Trustee Carmen Hulu Lindsey** – I wouldn't call that an extension I guess that is the point I am trying to make. She has a 5 year contract. This review that we are going to do, a performance review is maybe for 24 months but it's not for an extension, it's just for 24 months. She had a 5 year contract. This looks like she only has a 24 month contract. We know she had a 5 year contract.

**Trustee Brendon Kalei'aina Lee** – I am assuming that it is done this way because the contract isn't for Sylvia it's for the people that we are going to hire to evaluate her. The reason why I am assuming its done for only 2 years is because if the Board isn't happy with the job they are doing then we can hire someone else to do the evaluation.

**Trustee Kalei Akaka** – Based on the election cycle.

**Trustee Brendon Kalei'aina Lee** – It has nothing to do with the election cycle. It's just the two year that will fall out of election cycle. If we are not happy with the job that the evaluators are doing we don't like the job they are doing then after two years we can tell them we are done with you we will hire someone else. If we like what they are doing we can extend them out for the whole 5 years. It has nothing to do with Sylvia's contract.

**Trustee Carmen Hulu Lindsey** – I see. That's fine, another set of eyes look at it at different way.

**Carol Hoomanawanui** – That is correct, thank you. Trustees just to clarify, the reason why it is 24 months the first term is because that is what is approved. The funds available is approved for that 24 months. So when you do a multi-term contract you can only do it for the first term has to be for the time period that you have funds

available. Which is why we did 24 and extended, you have the option to extend. You don't have to but you have the option to extend subject to availability of funds to actually coincide with the remainder of Sylvia's contract. That is correct. I apologize Trustee.

**Trustee Carmen Hulu Lindsey – Mahalo.**

**Chair Colette Machado – Robert Klein, Board Counsel.**

**Robert Klein, Board Counsel –** Not to add confusion but hopefully clarity. I think if your contractor is not doing a good job after one year on the first review, there is no reason you can't terminate the contract. So this is more about the funding and budgeting then it is about performance. I don't want it left on the table that we cannot terminate somebody because of that job, we have to wait two years, pay \$80,000 before we can terminate a contract.

**Chair Colette Machado –** Members are we ready to take vote?

**Trustee Carmen Hulu Lindsey –** Yes.

**Chair Colette Machado –** Roll call vote please.

Trustee Brendon Kalei'aina Lee moves to approve the Scope of Services in Attachment A for a professional consultant in an amount not to exceed \$40,000 for each 12 month period to assist the Board of Trustees in conducting its annual performance appraisal of the OHA CEO, Sylvia M. Hussey, Ed.D., pursuant to Section V of Contract 3356; and to approve a 24-month contract with an option to extend the contract for an additional 36 months, subject to availability of funds.						
Trustee Dan Ahuna seconds the motion.						
TRUSTEE	1	2	AE (YES)	A'OLE (NO)	KANALUA (ABSTAIN)	EXCUSED
TRUSTEE LEINA'ALA AHU ISA			X			
TRUSTEE DAN AHUNA		x	X			
TRUSTEE KALEI AKAKA			X			
TRUSTEE KELI'I AKINA			X			
TRUSTEE BRENDON KALEI'AINA LEE	x		X			
TRUSTEE CARMEN HULU LINDSEY			X			
TRUSTEE ROBERT LINDSEY			X			
TRUSTEE JOHN WAIHE'E			X			
TRUSTEE COLETTE MACHADO			X			
TOTAL VOTE COUNT			9			
MOTION: [ x ] UNANIMOUS [ x ] PASSED [ ] DEFERRED [ ] FAILED Motion unanimously passes with nine (9) yes votes.						

**Chair Colette Machado –** Members thank you for moving all of our action items.

**VI. EXECUTIVE SESSION**

**Chair Colette Machado –** We are not moving to Executive Session. The Chair would like to entertain a motion to recuse ourselves subject to HRS § 92-5(a)(4).

**Trustee Brendon Kalei'aina Lee moves to recuse into executive session pursuant to HRS § 92-5(a)(4).**

**Trustee Robert Lindsey seconds the motion.**

**Chair Colette Machado** – It has been moved and seconded. Roll call vote please.

Trustee Brendon Kalei‘āina Lee moves to recuse into executive session pursuant to HRS § 92-5(a)(4). Trustee Robert Lindsey seconds the motion.						
TRUSTEE	1	2	‘AE (YES)	A‘OLE (NO)	KANALUA (ABSTAIN)	EXCUSED
TRUSTEE LEINA‘ALA AHU ISA			X			
TRUSTEE DAN AHUNA			X			
TRUSTEE KALEI AKAKA			X			
TRUSTEE KELI‘I AKINA			X			
TRUSTEE BRENDON KALEI‘ĀINA LEE	x		X			
TRUSTEE CARMEN HULU LINDSEY			X			
TRUSTEE ROBERT LINDSEY		x	X			
TRUSTEE JOHN WAIHE‘E			X			
TRUSTEE COLETTE MACHADO			X			
TOTAL VOTE COUNT			9			
MOTION: [ <input checked="" type="checkbox"/> ] UNANIMOUS [ <input type="checkbox"/> ] PASSED [ <input type="checkbox"/> ] DEFERRED [ <input type="checkbox"/> ] FAILED Motion unanimously passes with nine (9) yes votes.						

**Chair Colette Machado** – We are in executive session, prepare the room.

**The Board resolved into Executive Session at 11:07 am**

- A. Consultation with Board Counsel Robert G. Klein, Esq. re: questions and issues pertaining to the Board’s powers, duties, privileges, immunities, and liabilities regarding Civil No. 17-1-1823-11 JPC, OHA v. State, et. al. Pursuant to HRS § 92-5(a)(4).
- B. Consultation with Board Counsel Robert G. Klein, Esq. re: questions and issues pertaining to the Board’s powers, duties, privileges, immunities, and liabilities regarding Petitioner’s Writ of Certiorari in Makekau v. OHA, State of Hawai‘i, et al. Pursuant to HRS § 92-5(a)(4).
- C. Approval of Minutes
  - 1. February 6, 2020
  - 2. February 20, 2020

**The Board reconvenes in open session at 11:52 am.**

**Chair Colette Machado** – Members we are now in open session. Do we have any community concerns?

**VII. COMMUNITY CONCERNS**

None

**VII. ANNOUNCEMENTS**

**11:53 am Trustee Keli‘i Akina returns to the meeting.**

**Chair Colette Machado** - Members we have one Trustee who would like to make an announcement. I’ll call on Trustee Lee.

**Trustee Brendon Kalei‘āina Lee** – Mahalo Madame Chair. Pursuant to HRS § 92-2.5e, I need to announce to the Board of Trustees that on February 26<sup>th</sup> in the Joint Senate Committee Hearing of Ways and Means and Judicial. Myself, Trustee Waihee, and Trustee Carmen Hulu Lindsey were all in attendance. Thank you Madame Chair.

**Chair Colette Machado** – Thank you. Anyone else has an announcement? We are waiting on the two Chairs to try and schedule a meeting for next week, either Wednesday or Thursday.

**IX. ADJOURNMENT**

**Chair Colette Machado** – With that said is there a motion to adjourn.

**Trustee Carmen Hulu Lindsey** – Madame Chair.

**Chair Colette Machado** – Trustee Carmen Hulu Lindsey.

**Trustee Carmen Hulu Lindsey moves to adjourn the meeting.**

**Trustee Robert K. Lindsey seconds the motion.**

**Chair Colette Machado** – It has been moved and seconded. Roll call vote please.

Trustee Carmen Hulu Lindsey moves to adjourn the meeting Trustee Robert K. Lindsey seconds the motion.						
TRUSTEE	1	2	‘AE (YES)	A‘OLE (NO)	KANALUA (ABSTAIN)	EXCUSED
TRUSTEE LEINA‘ALA AHU ISA			X			
TRUSTEE DAN AHUNA			X			
TRUSTEE KALEI AKAKA			X			
TRUSTEE KELI‘I AKINA			X			
TRUSTEE BRENDON KALEI‘ĀINA LEE			X			
TRUSTEE CARMEN HULU LINDSEY	x		X			
TRUSTEE ROBERT LINDSEY		x	X			
TRUSTEE JOHN WAIHE‘E			X			
TRUSTEE COLETTE MACHADO			X			
TOTAL VOTE COUNT			8			
MOTION: [ x ] UNANIMOUS [ ] PASSED [ ] DEFERRED [ ] FAILED Motion unanimously passes with nine (9) yes votes.						

The meeting was adjourned at 11:54 am.

Respectfully submitted,

\_\_\_\_\_  
Dayna Pa, Board Secretary

As approved by the Board of Trustees on \_\_\_\_\_.

\_\_\_\_\_  
Colette Y. Machado, Chairperson  
Board of Trustees

Office of Hawaiian Affairs  
Board of Trustee Meeting  
May 7, 2020  
9:30 am

IV. New Business\*

A. Request for approval to waive the following Standing Committee matters to be directly considered by the Board of Trustees pursuant to the Office of Hawaiian Affairs Board of Trustees Bylaws (approved March 5, 2020) Article VIII, Section L:

1. Native Hawaiian Trust Fund (NHTF) Performance Review and Market Outlook with Segal Marco Consultants, John Marco and Craig Chaikin
2. Action Item BOT #20-03: Approval to Fund Responses to COVID-19.

\*- Material regarding this item will be distributed once it is received.

## **Information and Recommendations on the Request for approval to waive Standing Committee matters to be directly considered by the Board of Trustees**

Discussion of the Native Hawaiian Trust Fund (NHTF) Performance Review and Market Outlook with Segal Marco Consultants, John Marco and Craig Chaikin (“Native Hawaiian Trust Fund Performance Review”) and Action Item BOT #20-03: Approval to Fund Responses to COVID-19 (“Action Item BOT #20-03”), listed on the May 7, 2020 agenda under Item IV.B and IV.C respectively, should be considered first by the appropriate Standing Committee which has responsibility for such matters followed by recommendations, if any, to the Board of Trustees for final ratification and approval. The Native Hawaiian Trust Fund Performance Review falls under the purview of the Committee on Resource Management (“RM Committee”) and Action Item BOT #20-03 fall under the Committee on Beneficiary Advocacy and Empowerment (“BAE Committee”) and the RM Committee due to the proposed authorization of grants in the action item.

Due to the COVID-19 pandemic which resulted in Governor Ige issuing a Stay at Home<sup>1</sup> order (“Order”) to slow the spread of the novel coronavirus, coupled with the Governor’s Emergency Supplementary Proclamations<sup>2</sup> to suspend the Hawaii Revised Statutes Chapter 92, Public Agency Meetings and Records, to enable boards to conduct business through remote technology during the Order, the recommendation is for both matters to be considered directly by the Board of Trustees for deliberation and decision-making, if any, to minimize the number of meetings scheduled during this time.

The OHA Board of Trustees Bylaws (“Bylaws”), approved on March 5, 2020, Article VIII – Committees of the Board, Section L (refer to “Attachment A”) requires a waiver for any matter by Committee to the Board of Trustees. The waiver requires 2/3 vote of all members to which the Board is entitled, or six (6) affirmative votes. The Chair’s staff received consent from RM Committee Chair Ahuna and BAE Committee Chair Waihe‘e to waive the matters from the Committee(s) directly to the Board of Trustees. The waiver should be approved before proceeding to discuss these matters. Hence, the recommended action below is to comply with the Bylaws to approve a waiver.

### **Recommended Action:**

**To approve a waiver of the matters listed below from the RM Committee and Joint BAE/RM Committees directly to the Board of Trustees pursuant to the OHA BOT Bylaws (approved March 5, 2020) Article VIII, Section L:**

- 1. Native Hawaiian Trust Fund (NHTF) Performance Review and Market Outlook with Segal Marco Consultants, John Marco and Craig Chaikin.**
- 2. Action Item BOT #20-03: Approval to Fund Responses to COVID-19.**

<sup>1</sup> See the State of Hawai‘i, Office of the Governor: [Emergency Third Supplementary Proclamation dated March 23, 2020](#), [Emergency Sixth Supplementary Proclamation dated April 25, 2020](#), and [Emergency Seventh Supplementary Proclamation dated May 5, 2020](#)

<sup>2</sup> See the State of Hawai‘i, Office of the Governor: [Emergency Supplementary Proclamation dated March 16, 2020](#), [Emergency Sixth Supplementary Proclamation dated April 25, 2020](#), and [Emergency Seventh Supplementary Proclamation dated May 5, 2020](#)

**ARTICLE VIII. COMMITTEES OF THE BOARD**

- A. **Establishment of Standing Committees.** To facilitate consideration of policy matters that must be approved by the Board, Standing Committees are established. Authority to act on all matters is reserved to the Board, and the functions of each Standing Committee shall be to consider and make recommendations to the Board.

There shall be a minimum of two (2) Standing Committees of the Board. Each Committee shall be led by a Chairperson and a Vice-Chairperson. The Board may increase the number of Standing Committees, but the membership of the Standing Committees shall be all nine (9) Trustees. The two (2) Standing Committees, subject to increase, shall consist of the Committee on Resource Management (RM) and Committee on Beneficiary Advocacy and Empowerment (BAE).

1. **Committee on Resource Management.** The Committee shall:
  - a. handle all fiscal and budgetary matters and ensure proper management, planning, evaluation, investment and use of OHA's trust funds;
  - b. review, approve. or disapprove all acquisition expenditures that have a multi-year implication;
  - c. review and approve all acquisition expenditures that impact the OHA Debt Management, Economic Development, Investment and Spending policies;

## ATTACHMENT A

- d. develop policies that strengthen OHA's fiscal controls and financial management;
- e. oversee the use and condition of OHA's real estate and execute policy for the proper use of such lands including land in which OHA shall have an interest;
- f. develop policies on land use, native rights, and natural and cultural resources, including: the inventory, identification, analysis and treatment of land, native rights, and natural and cultural resources;
- g. develop policies and criteria for OHA's land acquisitions, dispositions, development, management, and the use of real property in which OHA has an interest;
- h. develop policies relating to OHA's real estate asset allocation, desired returns, and balancing OHA's real estate portfolio including legacy lands, corporate real property, programmatic lands and investment properties;
- i. oversee the use and condition of OHA's real estate and develop policy for the proper use and stewardship of such real property;
- j. develop policies and programs for OHA's ownership, financing and development of real property, including capital improvements, debt management, economic development, investment and spending policies and forms of ownership for OHA's real property.

- k. oversee the performance of OHA's rights and obligations with respect to real estate not owned by OHA in its own name;
- l. review, approve, or disapprove appropriate grants that support OHA's overall mission;
- m. evaluate OHA programs to determine their effectiveness to decide whether to continue, modify, or terminate a program's;
- n. in consultation with the Chairperson of the Committee on Beneficiary Advocacy and Empowerment and other resources (e.g., Corporation Counsel, Ethics Commission), develop training and orientation programs for Trustees and staff, including materials relating to Trustees roles, fiduciary responsibilities, and ethical obligations, as provided by HRS Chapter 84, as amended;
- o. in consultation with the Chairperson of the Committee on Beneficiary Advocacy and Empowerment carry out the recruitment and selection of the OHA Administrator; and
- p. provide oversight of Special Councils or Commissions as assigned by the Board.

**2. Committee on Beneficiary Advocacy and Empowerment. The committee shall:**

- a. plan, coordinate, and implement programs and activities that encourage Hawaiians to participate in governance;

## ATTACHMENT A

- b. facilitate OHA's legislative agenda and advocacy efforts with federal, state, and county officials, private and community organizations, and groups involved in Hawaiian issues;
  - c. review and support the passage of legislation that benefits Hawaiians and supports Hawaiian issues, and work to defeat legislation which is contrary to the interest of OHA and its beneficiaries;
  - d. review, approve, or disapprove program grants that support OHA's legislative and advocacy efforts
  - e. develop programs that focus on beneficiary health, human services, economic stability, education, and native rights;
  - f. develop policies and programs relating to housing, land use, the environment, and natural resources;
  - g. evaluate all OHA programs to ensure that the programs have a positive impact on beneficiaries, and;
  - h. provide oversight of Permanent Special Councils or Commissions as assigned by the Board.
- B. Each Standing Committee shall consider all matters referred to it in accordance with Section L, Article VIII, of these Bylaws and make appropriate recommendations to the Board in a timely manner, but no later than twelve (12) calendar days before a Board meeting, and shall make progress reports to the Board periodically or when requested by the Chairperson of the Board.

C. Standing Committees may meet in joint session when subject matter falls under the purview of more than one of the Standing Committees. In the case of an unbudgeted funding decision, a joint meeting of the Beneficiary Advocacy and Empowerment Committee and the Resource Management Committee, led by the Chairperson of the Resource Management Committee, shall be mandatory.

**D. Advisory Committees.**

1. Standing Committees may create Advisory Committees as necessary to serve in an advisory capacity to the Standing Committees. Advisory Committees shall assist in the resolution or study of issues arising in the specific areas of concern assigned to their respective Standing Committee. To avoid duplication in the consideration of issues, the Standing Committees shall create only one Advisory Committee to study or undertake the resolution of a single subject or issue. Each Standing Committee shall have no more than three (3) Advisory Committees at any one time. All communications and advice from an Advisory Committee shall be made to the Chairperson of the Standing Committee, no later than twelve (12) calendar days before a Standing Committee Meeting. All communication and advice to an Advisory Committee shall be made by the Chairperson of the Standing Committee or designee.
2. The Advisory Committee Chairperson and membership shall be appointed by the Standing Committee Chairperson, upon advice and counsel of Standing Committee members. The term of the Advisory Committees shall expire with the completion of the assigned task or at

the discretion of the Standing Committee Chairperson. There shall be no less than three (3) members to each Advisory Committee, at least one (1) of whom shall be a member of the Board of Trustees of the Office of Hawaiian Affairs, who shall be appointed by the Standing Committee Chairperson. All Advisory Committee members, with the exception of members of the Board of Trustees, shall serve on a voluntary basis without compensation, other than reasonable expenses, such as travel, parking, and meals.

**E. Ad Hoc Committees.**

1. From time to time, there shall be such Ad hoc Committees, as designated by the Chairperson, the members of which shall be appointed by the Chairperson, and subject to approval of the Board by a simple majority (5) vote. There shall be a minimum of three (3) members on each Ad hoc Committee, at least one of whom shall be a member of the Board and who shall be the Chairperson of the Ad hoc Committee.
2. The term of the Ad hoc Committees shall expire at the completion of the assigned task or at a specific time that is determined for each Ad hoc Committee at the time of the appointment of said Committee or at the discretion of the Chairperson.
  - a. All communications and advice from an Ad hoc Committee shall be made to the Chairperson of the Board no later than ten days before a Board meeting.

- b. All communications and advice to an Ad hoc Committee shall be made by the Chairperson of the Board.
- c. All Ad hoc Committee members, with the exception of members of the Board of Trustees, shall serve on a voluntary basis without compensation, other than reasonable expenses, such as travel, parking, and meals.
- d. In the event that three (3) or more Board members are appointed to an Ad Hoc Committee, HRS Chapter 92, as amended, will apply.

**F. Permitted Interaction Groups ("PIG").**

- 1. The Chairperson may place on the agenda for Board consideration a request for the formation of a PIG in accordance with HRS § 92-2.5, as amended. The request shall set forth the title of the PIG, its scope, its suggested membership, and duration.
- 2. The purpose of the PIG shall be either to: (a) investigate a matter relating to the official business of the Board ("Investigative PIG") or (b) to present, discuss, or negotiate any position that the Board has adopted ("Negotiating PIG").
- 3. The membership, purpose, scope, and duration of the PIG shall be approved by the Board prior to the commencement of an investigation or presentation, discussion, or negotiation of any position adopted by the Board at a meeting of the Board.

4. Upon creation of an Investigative PIG, the members shall proceed to investigate the matter within their purview and prepare a report together with the PIG's findings and recommendations that shall be presented to the Board for consideration by the Trustees. No discussion, deliberation, or decision making shall occur at the time that the report is presented.
5. A Negotiating PIG shall present the results of its negotiations to the Board for deliberation and decision making by the Trustees at the same time or subsequent meeting.
6. Deliberation and decision making on the matter investigated, if any, must occur only at a duly noticed meeting of the Board held subsequent to the meeting at which the finding and recommendations of the Investigative PIG were presented at the Board.
7. The report of any PIG may be accepted, rejected, recommitted subjected to the PIG for further consideration or dissolved at the deliberation and decision making meeting, upon majority vote of the Trustees.

**G. Permanent Special Councils or Commissions.**

1. There shall be such Permanent Special Councils or Commissions as the Board deems appropriate to create. The Board shall designate a Standing Committee that shall exercise oversight of said Council or Commission. The Special Council shall determine the duration of said Council or Commission.
2. Council Members or Commissioners shall be appointed by the Standing Committee to which oversight authority is granted pending confirmation

of the Board through a simple majority (5) vote of all members to which the Board is entitled.

3. Membership of each Council or Commission shall be composed of at least one (1) member of the Board of Trustees.
4. The subject matter and purview of said Councils or Commissions shall be clearly defined and limited to only those areas so recommended by the Standing Committee having oversight thereof and subject to the approval of the full Board by a simple majority (5) vote of all members to which the Board is entitled. Oversight by the appropriate Standing Committee shall include, but not be limited to, review of budgetary concerns for the operation of said Council or Commission, and affirmation of requests for actions by such Council or Commission for the continued operations of such Council or Commission.
5. Such Council Members or Commissioners with the exception of any Members of the Board of Trustees, shall serve terms as established by the Board and shall serve terms as established by the Board and shall serve on a voluntary basis without compensation, other than reasonable expenses, such as travel, parking, and meals.

**H. Quorum and Voting for Committees, Councils and Commissions .**

1. For Advisory, Ad hoc, and Standing Committees, Councils and Commissions, a majority of the members of the Committee, Council or Commission shall constitute a quorum. Except for Ad Hoc

## ATTACHMENT A

Committees, three (3) members shall constitute a quorum to do business.

2. The concurrence of a quorum shall be required for any Committee (other than a Standing Committee), Council or Commission to make any recommendation to the Board or Standing Committee where appropriate, for Board or Standing Committee approval.
3. A simple majority (5) of the Members present at a Standing Committee meeting shall be required for it to make any recommendation to the Board, provided that a quorum is present at the time of the vote.
4. When Standing Committees meet jointly, each Committee shall vote separately as individual Committees.

I. Authority to act on all matters is reserved to the Board and the functions of the Advisory and Ad hoc Committees, Councils, Commissions, and Permitted Interaction Groups shall be to investigate, consider, and make recommendations to the Standing Committee and the Board, respectively.

J. **Staff Assignments.** The Administrator shall assign to each Standing, Advisory, and Ad hoc Committee, and to each Council, Commission and Permitted Interaction Group, appropriate Administration staff to conduct research, analyze data, draft findings, and report and provide project management and support for and to advise the respective Committee, Council, Commission or Permitted Interaction Group and to maintain records of the proceedings of same.

K. **Committee Recommendations.** The Chairperson of the Board of Trustees shall place a Committee recommendation on a Board of Trustees agenda no later than

## ATTACHMENT A

thirty (30) calendar days after receipt of the recommendation. All Standing Committees shall do the same with respect to any matter referred to the committee by a Member.

- L. Waiver of any matter by committee to the Board of Trustees shall require two-thirds (2/3) vote of all Members to which the Board is entitled.

Office of Hawaiian Affairs  
Board of Trustee Meeting  
May 7, 2020  
9:30 am

IV. New Business\*

C. Action Item BOT #20-03: Approval to  
Fund Responses to COVID-19



OFFICE OF HAWAIIAN AFFAIRS

Action Item  
Board of Trustees  
May 7, 2020

BOT #20-03

Action Item: Approval to Fund Responses to COVID-19

Prepared by:  05/03/20  
Sylvia M. Hussey, Ed.D, Date  
Ka Pouhana, Chief Executive Officer and  
Ka Pou Kihi Kanaloa Wai Kūikawā, Interim Chief Financial Officer

Reviewed by: *Gloria Li* 05/03/20  
Gloria Li Date  
Pou Kako`o Ho`opono, Controller

Reviewed by: *Lisa M. Watkins-Victorino* 05/03/20  
Lisa Watkins-Victorino, Ph.D. Date  
Ka Pou Nui Kūikawā, Interim Chief Operating Officer

Reviewed by:  05/03/20  
Raina Gushiken Date  
Ka Paepae Puka, Senior Legal Counsel

Reviewed by: *Colette Y. Machado* May 4, 2020  
Colette Y. Machado Date  
Ke Kauhuhu o ke Kaupoku, Chair, Board of Trustee

**Action Item BOT #20-03: Approval to Fund Responses to COVID-19**

**I. Proposed Actions**

Administration recommends the following actions to the Board of Trustees to fund responses to COVID-19:

**Motion #1 – Emergency Financial Assistance Program - \$2,170,000**

To approve and authorize the disbursement of \$2,170,000 from the Fiscal Year 2020 Core Operating Budget (Grants Category) to fund the Emergency Financial Assistance Program grant.

**Motion #2 – COVID-19 Community Impact Grant Solicitation - \$830,000**

To authorize \$830,000 for an accelerated COVID-19 community impact grants solicitation process with recommendations presented to the Board of Trustees for action no later than May 31, 2020.

**Motion #3 – FY2020 Budget Adjustments to OHA’s Core Operating Budget - \$3,000,000**

To approve and authorize a total of \$3,000,000 in budget adjustments to OHA’s FY2020 Core Operating Budget to fund the Emergency Financial Assistance (EFA) Program Grant and the COVID-19 Community Impact Grant executed by the following actions:

1. Repurpose \$455,921 for the EFA Program Grant from the FY2020 Budget available in the Grants category and originally budgeted for the purposes below:

Budget Line Item	Amount
<b>Grants Category:</b>	
Kūlia Grants	\$ 250,000.00
BOT Sponsorships	\$ 135,000.00
CEO/Kaiāulu Sponsorships	\$ 70,921.00
<b>TOTAL FY2020 Budget Repurpose</b>	<b>\$ 455,921.00</b>

2. Reallocate \$2,544,079 by transferring the funds to the Grants category for the EFA Program Grant and the COVID-19 Community Impact Grants from the FY2020 Budget available in the following budget categories:

Budget Category	Total
<b>Category</b>	
Personnel	\$ 1,234,079
Overhead	\$ 400,000
Travel	\$ 100,000
Program	\$ 450,000
Contracts	\$ 360,000
<b>Total FY2020 Budget Reallocation</b>	<b>\$ 2,544,079</b>

**II. Issue**

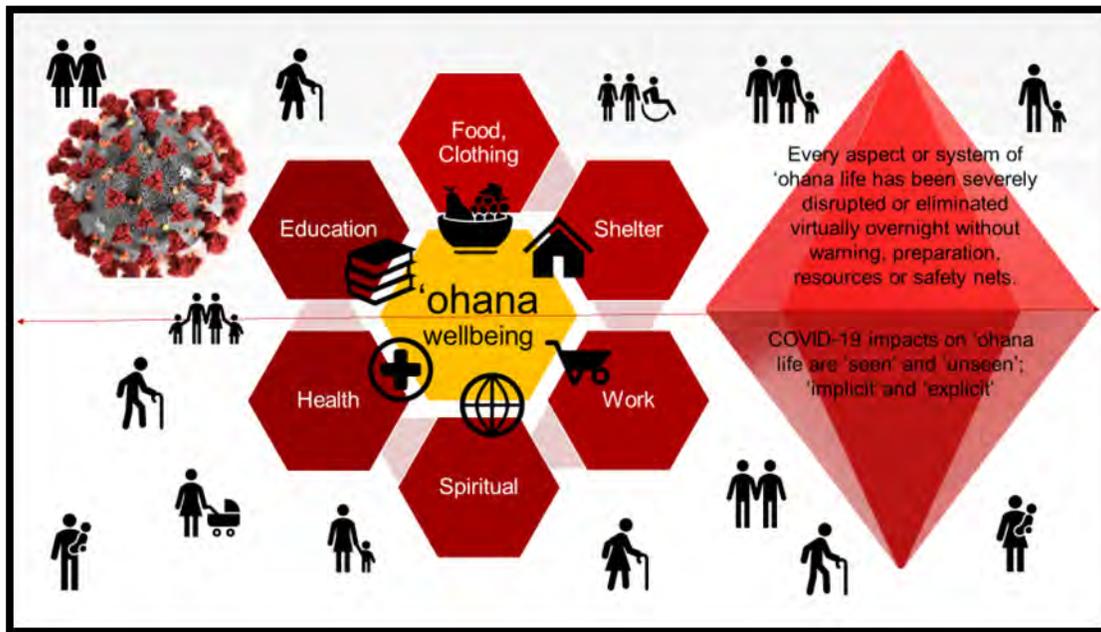
Should the Board of Trustees (BOT) approve Administration’s recommendations to increase the Emergency Financial Assistance (EFA) grant program operating budget; and/or implement an accelerated COVID-19 community impact grant solicitation and awarding process.

**III. Background and Context of the Coronavirus or COVID-19**

Refer to: **Attachment A** regarding the background and context for this action due to the coronavirus or COVID-19; **Attachment B** for OHA’s Issue Brief: COVID-19 and Native Hawaiian Communities, Native Hawaiians Over-Represented in COVID-19 At-Risk Populations; and **Attachment C** for Governor David Ige’s emergency proclamation re: COVID-19 dated March 4, 2020.

**IV. Beneficiary Needs as a Result of COVID-19 Disruptions**

**A. Overall Disruption.** Every aspect or system of ‘ohana life has been severely disrupted or eliminated overnight without warning, preparation, resources or safety nets. COVID-19 impacts on ‘ohana life are ‘seen’ and ‘unseen’; ‘implicit’ and ‘explicit’.



**B. Data.** As noted in Attachment C, Native Hawaiian communities and Native Hawaiians are overrepresented in COVID-19 At-Risk populations. Noting the absence of COVID-19 disaggregated data reporting on State department websites, OHA requested disaggregated data from the Departments of Health (DOH), Labor & Industrial Relations (DLIR) and Human Services (DHS), via the Governor’s Office (letter dated April 23, 2020). In the interim, various inquiries and organizational sources have made the following data available to OHA:

**Action Item BOT #20-03: Approval to Fund Responses to COVID-19**

- DLIR – Unemployment Filing/Claims Information** for January to March 2020; 25% of the Q1 claimants identified as Hawaiian. This figure indicates an over-representation of Native Hawaiians filing for unemployment, as Native Hawaiians constitute only 19% of the total working-age population of Hawai‘i (over 16 years of age)<sup>1</sup>.

Department of Labor & Industrial Relations  
 Selected Statistics re: Unemployment Claims  
 Characteristics of Claimants who filed for unemployment insurance benefits in Hawaii for the week containing the 12th of each month

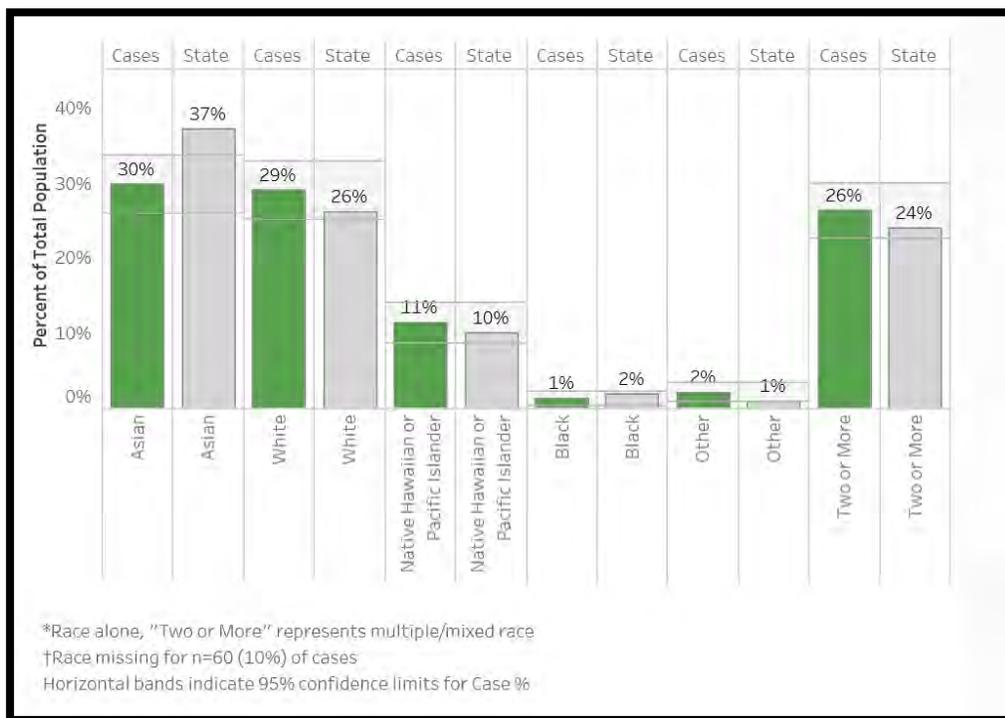
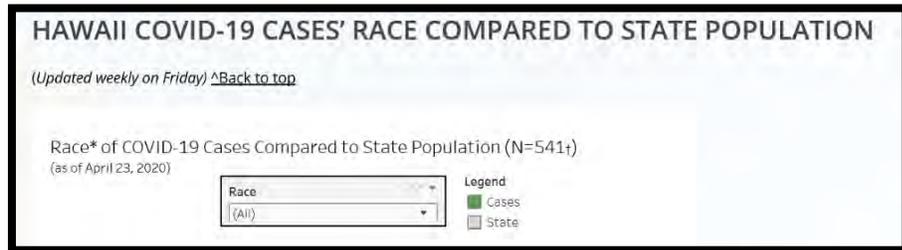
Description	January	February	March	Q1
Total Claims Filed	6,118	5,933	6,612	18,663
<b>RACE</b>				
American Indian	48	43	49	
Chinese	162	147	224	
Filipino	1,080	1,025	1,248	3,353
Japanese	485	483	529	
Other Asians	149	159	197	
Black	82	82	81	
<b>Hawaiian</b>	<b>1,555</b>	<b>1,473</b>	<b>1,590</b>	<b>4,618</b>
Other Pacific Island	385	391	389	
White & Latino	1,383	1,337	1,459	4,179
Others	788	791	844	
Information N/A	1	2	2	
	6,118	5,933	6,612	18,663

- DLIR – Unemployment Filing/Claims Information by Island.** The islands of O‘ahu and Hawai‘i comprise approximately 80% of statewide claims filed in Q1.

Description	January	February	March	Q1
Total Claims Filed	6,118	5,933	6,612	18,663
Oahu	3784	3578	4192	11,554
Maui/Lana‘i	813	847	824	2,484
Hawaii	1084	1090	1173	3,347
Kauai	399	385	394	1,178
Molokai	38	33	29	100
Total Claims Filed	6,118	5,933	6,612	18,663

<sup>1</sup> American Community Survey, 2018 U.S. Census Bureau, Table S0201

- Health Data<sup>2</sup>.** Health data advocates have shared data with OHA regarding disproportionate impacts of COVID-19 on Native Hawaiians and Other Pacific Islanders from counties on the continent (e.g., Los Angeles, CA; Clark County, NV). The State of Hawai‘i, Department of Health’s disaggregated race data is very limited and combined with Pacific Islander data or ‘mixed’ in “two or more” classifications. OHA in conjunction with health data advocates will continue to advocate for disaggregated data from the DOH.



- Human Services Data.** OHA met with the leadership team of DHS on 4/30/2020. Director Bhanot and team have been timely and responsive to the initial data request (refer to the following section); and we look forward to the data for further analysis.

<sup>2</sup> State of Hawaii, Department of Health, <https://health.hawaii.gov/coronavirusdisease2019/what-you-should-know/current-situation-in-hawaii/#race>, retrieved April 30, 2020.

**5. Data Disaggregation Advocacy.** OHA requested the following data points disaggregated by Native Hawaiian status for each of the State departments. In addition to the specific data elements below, OHA also requested information on how race data is currently being collected, including if individuals are able to select multiple race categories and if those categories include Native Hawaiian/ Part Hawaiian as a separate category from Other Pacific Islander; if race data is not currently being collected, that changes in data collection methodology are implemented immediately to allow for disaggregation by Native Hawaiian/ Part Hawaiian in reporting; and to receive data tabulation that reports on the entire population of Native Hawaiian/ Part Hawaiian (not aggregated by Native Hawaiian and Other Pacific Islander nor by Multiple Races) or, alternatively, the raw data sets, so OHA may conduct our own analysis. We requested such data tabulations or raw datasets from January 1, 2020 and updates minimally on every first of the month until all federal, state and county emergency and social distancing orders relating to COVID-19 expire.

Detail data elements requested included:

**a. Department of Health**

- i. COVID-19 Data (e.g., Number of individuals tested, Number of positives cases , Number of hospitalizations, Number of deaths)
- ii. Special Supplemental Nutrition Program for Women, Infants and Children (WIC) applications and approvals

**b. Department of Labor and Industrial Relations**

- i. Unemployment Insurance claims and approvals

**c. Department of Human Services**

- i. General Financial Assistance applications and approvals
- ii. Supplemental Nutrition Assistance Program applications and approvals
- iii. Med-Quest applications and approvals

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V. Emergency Financial Assistance Program

A. **Overview.** OHA’s Emergency Financial Assistance (EFA) Program grant was awarded to the Council for Native Hawaiian Advancement (CNHA) in the fall of 2019 and branded as the Kahiau Community Assistance Program with a FY20 budget authorization of \$830,000.

B. **Kahiau Community Assistance Program (KCAP).** Launched on February 1, 2020, the March 23, 2020 KCAP report provided the following program statistics:

<p>The distribution of funds by county is as follows:</p> <p>Honolulu County: \$78,156.90 Hawaii County: \$16,785.27 Maui County: \$16,098.31 Kauai County: \$7,512.20 Total: \$118,525.68</p> <p>The number of awarded households by county is as follows:</p> <p>Honolulu County: 47 Hawaii County: 13 Maui County: 12 Kauai County: 5 Total: 77</p> <p>The types of financial assistance awarded is as follows:</p> <p>Housing assistance: 55 Utility Assistance: 15 Funeral or Auto Repair: 7</p>
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- a. 1,108 applications received;
- b. \$118,526<sup>3</sup> in aid distributed to 77 Native Hawaiian households statewide facing emergency situations (unrelated to COVID-19);
- c. Distribution and awards are found at left;
- d. Prior to KCAP, CNHA fielded approximately 290 calls per week; current calls per week increased to 820 calls per week; with the duration of calls increasing from 3.03 minutes to 12.4 minutes—76% increase; approximately 40 calls per day were missed; and
- e. Staff re-allocations and staffing increased.

C. **Updated KCAP Application Information as of April 23, 2020.** Approximately a month after the initial report, the number of applications increased to approximately 2,500 (125% increase from the March report). At this point, for projection purposes, if only 60% of the total applications were eligible for the maximum award of \$1,500, the total need would be \$2,250,000 (2,500 x 60% x \$1,500) just with the applications in the system.

D. **EFA Program Grant Recommendations.** Because of the emergency financial needs of beneficiaries as it relates to the impacts of COVID-19, Administration recommends a budget repurpose to the FY2020 Core Operating Budget in the amount of \$455,921; and a budget reallocation of \$1,714,079 to increase the EFA program grant budget for FY2020 to a total program budget authorization of \$2,170,000. The initial FY2020 budget of \$830,000 plus \$2,170,000 for a new authorization of \$3,000,000 in FY2020 (refer to Table 1 below); add in the initial FY2021 EFA budget of \$830,000 and the total FY2020-2021 financial commitment to the EFA program grant equals \$3,830,000.

<sup>3</sup> Pre-COVID-19 maximum award amount was up to \$2,000; In-COVID-19 award amount was lowered to a maximum of \$1,500 to provide for more awards and targeted to housing and utilities assistance; auto repair and funeral expenses were redirected to OHA and CNHA’s consumer micro loan programs.

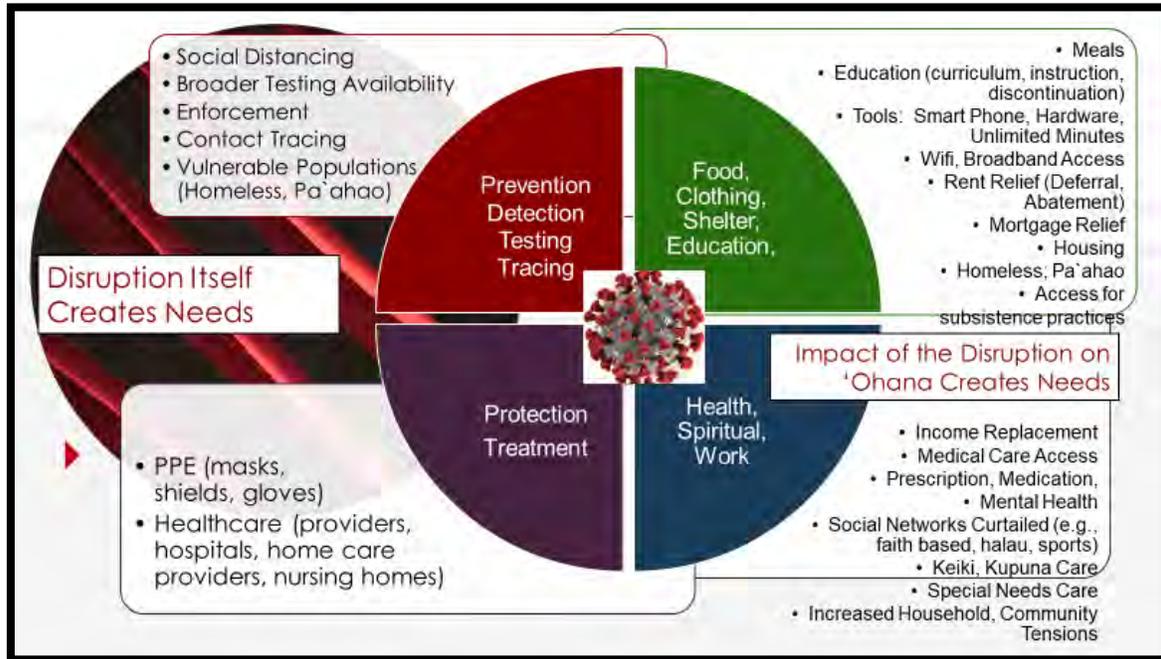
Table 1: Emergency Financial Assistance Grant (EFA) – FY20 Budget Increase

Description	Amount
<b>FY20 Original Approved EFA Budget</b>	<b>\$ 830,000</b>
<b>Repurpose Available FY20 Grants Budget for EFA</b>	
Kūlia Grants	\$ 250,000
BOT Sponsorships	\$ 135,000
CEO/Kaiāulu Sponsorships	\$ 70,921
<b>Subtotal - Repurpose</b>	<b>\$ 455,921</b>
<b>Reallocate Estimated FY20 Surplus Budget for EFA From:</b>	
Personnel	\$ 1,234,079
Overhead	\$ 180,000
Travel	\$ 100,000
Program	\$ 200,000
<b>Subtotal - Reallocation</b>	<b>\$ 1,714,079</b>
<b>Subtotal - Repurpose and Reallocation</b>	<b>\$ 2,170,000</b>
<b>Total FY20 Revised EFA Budget</b>	<b>\$ 3,000,000</b>

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VI. Accelerated COVID-19 Community Impact Grants Solicitation and Awarding

In the past weeks, Administration received several unsolicited COVID-19 proposals for funding from a variety of organizations with ‘asks’ ranging from operational support to addressing immediate housing, living and/or social services needs of beneficiaries and communities.



Administration’s beneficiary assesment of needs and responses focused on proposals that:

- Directly address immediate needs (e.g., loss of employment, mortgage or rent relief, food, clothing, shelter, living supplies);
- Fill geographic location or beneficiary population gaps (e.g., kupuna, pa`ahao, houseless);
- Are not duplicative;
- Extend or are additive to federal, state, county, philanthropic and other resourcing programs, efforts and time periods
- Strengthen ‘ohana, mo‘omeheu and ‘āina;
- Are community based (e.g., originated, developed, deployed); and
- Advances community, ‘āina based and/or cultural implementation mechanisms.

While Administration developed a high-level COVID-19 response priority framework (above), practically, the following exists to ensure OHA trust resources are applied to community based COVID-19 response proposals, efficiently and effectively, the need for:

- Community based data** regarding **beneficiary needs** (e.g., food, clothing, shelter, education, health, spiritual, work);
- An **established process** for consistent COVID-19 impact consideration and evaluation of proposals;
- Awarding budget and priority criteria** responsive to COVID-19 related impacts and needs;
- To avoid perception of favoritism** in COVID-19 grant awarding.

**Action Item BOT #20-03: Approval to Fund Responses to COVID-19**

To address the above needs, Administration recommends an accelerated COVID-19 community impact grants solicitation process for a maximum of \$830,000 and offers the following sample timeline:

1. **Launch of Solicitation:** Thursday, May 7, 2020<sup>4</sup>;
2. **Deadline of Response:** Friday, May 15, 2020;
3. **Internal Packaging for Award Deadline:** Friday, May 22, 2020; and
4. **Presentation for Awarding with Recommendation to the Board:** Thursday, May 28, 2020 (Board Meeting)

Refer to **Attachment D** for a sample COVID-19 community impact grant solicitation.

**VII. FY2020 Budget Available for Repurpose and Reallocation.**

The BOT took the following actions relating to the FY2020-2021 Biennium Budget and Realignment #1 of the Biennium Budget:

1. **Board Action re: FY2020-2021 Authorized Biennium Budget.** Action Item RM #19-09 – OHA Biennium Budget for the Fiscal Biennium Periods 2019-2020 (FY2020) and 2020-2021 (FY2021) approved on June 18, 2019. The Total Core Operating Budget for FY2020 adopted by the BOT via this Action Item is \$37,266,044.
2. **Board Action re: FY2020-2021 Realignment #1 of Biennium Budget.** Action Item RM #19-17 – Realignment #1 of the OHA Biennium Budget for the Fiscal Biennium Periods 2019-2020 (FY2020) and 2020-2021 (FY2021) approved on September 25, 2019. The Total Core Operating Budget for FY2020 adopted by the BOT via this Action Item increased to \$39,696,870.

Administration has identified \$3,000,000 in the FY2020 Core Operating Budget that is available to repurpose and reallocate in order to increase the EFA Program Grant by \$2,170,000 and to fund the COVID-19 Community Impact Grants in the amount up to \$830,000.

- A. **Repurpose:** \$455,921 is currently available in the Grants category to repurpose and use for the EFA Program Grant. It was originally budgeted for the following purposes:

Budget Line Item	Amount
<b>Grants Category:</b>	
Kūlia Grants	\$ 250,000.00
BOT Sponsorships	\$ 135,000.00
CEO/Kaiāulu Sponsorships	\$ 70,921.00
<b>TOTAL FY2020 Budget Repurpose</b>	<b>\$ 455,921.00</b>

<sup>4</sup> Subject to Board approval

**Action Item BOT #20-03: Approval to Fund Responses to COVID-19**

B. **Reallocation:** \$2,544,079 is currently available from the following Budget categories to be reallocated for EFA Program Grant and the COVID-19 Community Impact Grants:

Budget Category	COVID-19 Emergency Financial Assistance	COVID-19 Community Impact Grants	Total
<b>Category</b>			
Personnel	\$ 1,234,079	\$ -	\$ 1,234,079
Overhead	\$ 180,000	\$ 220,000	\$ 400,000
Travel	\$ 100,000	\$ -	\$ 100,000
Program	\$ 200,000	\$ 250,000	\$ 450,000
Contracts	\$ -	\$ 360,000	\$ 360,000
<b>Total FY2020 Budget Reallocation</b>	<b>\$ 1,714,079</b>	<b>\$ 830,000</b>	<b>\$ 2,544,079</b>

An explanation of the funds available in the Budget categories are provided below:

- Personnel:** The historic low unemployment rate and tight labor market in 2018 to 2019 lengthened the recruitment process leaving many positions unfilled. The positive variance in the Personnel budget category was a result of vacancies at all levels within the agency ranging from executive director to manager and staff positions. Based on an analysis completed as of March 2020, the projected positive variance for the fiscal year was approximately \$1.4MM.
- Overhead:** Year-to-date overhead expenses incurred were less than budgeted due to reduced demands for the following line items: Leasehold Improvements, Rental of Land and Building-Common Area Maintenance, Electricity, Insurance, Parking and Supplies. Current forecast estimates actual consumption for the fiscal year to be less than budgeted due to the COVID-19 situation with OHA offices closed and employees telecommuting.
- Travel and Program:** To slow the spread of COVID-19, the President announced travel restrictions for travel into the United States on January 31, 2020. On March 17, Governor Ige ordered an automatic two-week quarantine for people traveling to Hawai‘i. The COVID-19 pandemic has brought the travel industry to a standstill. Many conference organizers cancelled or postponed their events and travel plans were cancelled or postponed accordingly. Current forecast estimates substantial savings due to coronavirus situation and shelter in place order through end of May 2020.
- Contracts:** Positive variance resulted due to unspent budget for the following: financial consultant, legislative lobbyist, parliamentarian services, and media relations.

**VIII. Compliance of Recommendations with Board Policies**

Administration’s recommendations will require Board approval to be compliant with the following Board Policies:

**A. Board Policy on Budget Preparation, Format and Reporting Requirements – OHA BOT Executive Policy Manual, Subseries 3050 – Fiscal:**

The BOT approved Action Item RM #18-12 which updated the budget preparation, format and reporting requirements by approving amendments to the Executive Policy Manual (“Policy Manual”) and Board of Trustees Operations Manual (“Operations Manual”) as described in Attachments “A” and “B” excluding the amendments on Fiscal Transparency 3.4.k. through 3.4.1. in Attachment “A” and “C”. Implementation of the approved updates was deferred to the FY22-23 biennium.

Therefore, the current policy adopted by the BOT via Action Item RM #18-01 relating to Budget Adjustments is in effect and is outlined below:

1. **Budget Adjustments and Limitations:** Changes to the budget that are not comprehensive enough to require realignment are to be handled through budget adjustments. Management is delegated the authority to approve budget adjustments that fall within the lesser of \$100,000 or 5% of each expenditure category. Expenditure categories are defined as the Personnel, Program, Contracts, Grants, Travel, Equipment, Overhead, and Debt Service Budgets as included in the approved Total Operating Budget. Budget adjustments in and out of the Grants Budget and between the Core Operating, Fiscal Reserve, Commercial Properties, Legacy Properties, and Special Program Budgets are prohibited. Any adjustments that exceed management’s authorities must be approved by the BOT and shall be presented to the BOT in Action Item format. [EPM<sup>5</sup> 3.5.f] *Current proposed budget adjustments exceed Management’s authority, therefore Board approval needed.*

**B. Board Policy on Grants - OHA BOT Executive Policy Manual, Subseries 2020 – Grants:**

1. The CEO is granted authority to approve Grants Program funding requests up to \$25,000. Grant requests \$25,000 and over require the concurrence of a majority (5) of all members to which the BOT is entitled. The exception is for Community Based Economic Development (CBED) Grants, for which the CEO can approve grant requests up to \$50,000. [EPM 2.2.d] - *Current proposed grant authorizations exceed the CEO’s authority, therefore Board approval needed.*

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<sup>5</sup> EPM=Executive Policy Manual

**IX. Recommendations**

Administration recommends the following actions to the Board of Trustees to fund responses to COVID-19:

**Motion #1 – Emergency Financial Assistance Program - \$2,170,000<sup>6</sup>**

To approve and authorize the disbursement of \$2,170,000 from the Fiscal Year 2020 Core Operating Budget (Grants Category) to fund the Emergency Financial Assistance Program grant.

**Motion #2 – COVID-19 Community Impact Grant Solicitation - \$830,000**

To authorize \$830,000 for an accelerated COVID-19 community impact grants solicitation process with recommendations presented to the Board of Trustees for action no later than May 31, 2020.

**Motion #3 – FY2020 Budget Adjustments to OHA’s Core Operating Budget - \$3,000,000**

To approve and authorize a total of \$3,000,000 in budget adjustments to OHA’s FY2020 Core Operating Budget to fund the Emergency Financial Assistance (EFA) Program Grant and the COVID-19 Community Impact Grant executed by the following actions:

1. Repurpose \$455,921 for the EFA Program Grant from the FY2020 Budget available in the Grants category and originally budgeted for the purposes below:

Budget Line Item	Amount
<b>Grants Category:</b>	
Kūlia Grants	\$ 250,000.00
BOT Sponsorships	\$ 135,000.00
CEO/Kaiāulu Sponsorships	\$ 70,921.00
<b>TOTAL FY2020 Budget Repurpose</b>	<b>\$ 455,921.00</b>

2. Reallocate \$2,544,079 by transferring the funds to the Grants category for the EFA Program Grant and the COVID-19 Community Impact Grants from the FY2020 Budget available in the following budget categories:

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<sup>6</sup> Current BOT approved FY20 EFA grant budget is \$830,000 + \$2,170,000 as proposed by Motion #1 = \$3,000,000 for FY20. Coupled with BOT approved FY21 EFA grant budget of \$830,000, the total EFA grant budget for FY20 and FY21 = \$3,830,000.

Budget Category	Total
<b>Category</b>	
Personnel	\$ 1,234,079
Overhead	\$ 400,000
Travel	\$ 100,000
Program	\$ 450,000
Contracts	\$ 360,000
<b>Total FY2020 Budget Reallocation</b>	<b>\$ 2,544,079</b>

**X. Alternatives**

- 1) Take no action; 2) Authorize more than the recommendations; 3) Authorize less than the recommendations; 4) Add new actions; 5) Amend proposed actions.

**XI. Time Frame**

This action shall be effective immediately upon approval by the BOT.

**XII. Attachments**

- A. Attachment A** – Background and Context of the Coronavirus or COVID-19.
- B. Attachment B** - ISSUE BRIEF: COVID-19 AND NATIVE HAWAIIAN COMMUNITIES, Native Hawaiians Over-Represented in COVID-19 At-Risk Populations, March 2020.
- C. Attachment C** – State of Hawaii, Governor David Ige’s Emergency Proclamation dated March 4, 2020.
- D. Attachment D** – Sample COVID-19 Community Impact grants solicitation.

**Action Item BOT #20-03: Approval to Fund Responses to COVID-19**  
**Attachment A – Background and Context of the Coronavirus or COVID-19**

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**Background and Context<sup>1</sup> of the Coronavirus or COVID-19**

- A. Origins and Declaration.** From an initial reported cluster of cases of pneumonia, seemingly localized in Wuhan, Hubei Province, China on December 31, 2019, to the announcement by World Health Organization (WHO) Director-General, Dr Tedros Adhanom Ghebreyesus, on January 30, 2020, that the outbreak constituted a Public Health Emergency of International Concern (PHEIC), this high level chronology provides background and context for the unprecedented global impact of the novel coronavirus or COVID-19.

Date	Activity
31 Dec 2019	China reported a cluster of cases of pneumonia in Wuhan, Hubei Province. A novel coronavirus was eventually identified.
1 Jan 2020	WHO had set up the IMST (Incident Management Support Team) across the three levels of the organization: headquarters, regional headquarters and country level, putting the organization on an emergency footing for dealing with the outbreak.
4 Jan 2020	WHO reported on social media that there was a cluster of pneumonia cases – with no deaths – in Wuhan, Hubei province.
5 Jan 2020	WHO published our first Disease Outbreak News on the new virus. This is a flagship technical publication to the scientific and public health community as well as global media. It contained a risk assessment and advice, and reported on what China had told the organization about the status of patients and the public health response on the cluster of pneumonia cases in Wuhan.
10 Jan 2020	WHO issued a comprehensive package of technical guidance online with advice to all countries on how to detect, test and manage potential cases, based on what was known about the virus at the time. This guidance was shared with WHO's regional emergency directors to share with WHO representatives in countries.  Based on experience with SARS and MERS and known modes of transmission of respiratory viruses, infection and prevention control guidance were published to protect health workers recommending droplet and contact precautions when caring for patients, and airborne precautions for aerosol generating procedures conducted by health workers.
12 Jan 2020	China publicly shared the genetic sequence of COVID-19.
13 Jan 2020	Officials confirm a case of COVID-19 in Thailand, the first recorded case outside of China.

<sup>1</sup> World Health Organization, <https://www.who.int/news-room/detail/08-04-2020-who-timeline---covid-19>, retrieved April 15, 2020

**Action Item BOT #20-03: Approval to Fund Responses to COVID-19**  
**Attachment A – Background and Context of the Coronavirus or COVID-19**

Date	Activity
14 Jan 2020	WHO's technical lead for the response noted in a press briefing there may have been limited human-to-human transmission of the coronavirus (in the 41 confirmed cases), mainly through family members, and that there was a risk of a possible wider outbreak. The lead also said that human-to-human transmission would not be surprising given our experience with SARS <sup>2</sup> , MERS and other respiratory pathogens.
20-21 Jan 2020	WHO experts from its China and Western Pacific regional offices conducted a brief field visit to Wuhan.
2 Jan 2020	WHO mission to China issued a <u>statement</u> saying that there was evidence of human-to-human transmission in Wuhan but more investigation was needed to understand the full extent of transmission.
22- 23 Jan 2020	The WHO Director- General <u>convened</u> an Emergency Committee (EC) under the International Health Regulations (IHR 2005) to assess whether the outbreak constituted a public health emergency of international concern. The independent members from around the world could not reach a consensus based on the evidence available at the time. They asked to be reconvened within 10 days after receiving more information
28 Jan 2020	<p>A senior WHO delegation led by the Director-General <u>travelled to Beijing to meet China's leadership</u>, learn more about China's response, and to offer any technical assistance.</p> <p>While in Beijing, Dr. Tedros (WHO Director-General) agreed with Chinese government leaders that an international team of leading scientists would travel to China on a mission to better understand the context, the overall response, and exchange information and experience.</p>
30 Jan 2020	The WHO Director-General reconvened the Emergency Committee (EC). This was earlier than the 10-day period and only two days after the first reports of limited human-to-human transmission were reported outside China. This time, the EC reached consensus and advised the Director-General that the outbreak constituted a Public Health Emergency of International Concern (PHEIC) <sup>3</sup> . The Director-General accepted the recommendation and declared the novel coronavirus outbreak (2019-

<sup>2</sup> SARS=Severe Accute Respiratory Syndrome; MERS=Middle East Respiratory Syndrome

<sup>3</sup> The term Public Health Emergency of International Concern is defined in the International Health Regulations (IHR), 2005, as “an extraordinary event which is determined, as provided in these Regulations: to constitute a public health risk to other States through the international spread of disease; and to potentially require a coordinated international response”. This definition implies a situation that: is serious, unusual or unexpected; carries implications for public health beyond the affected State's national border; and may require immediate international action. World Health Organization, Retrieved April 15, 2020, <https://www.who.int/ihr/procedures/pheic/en/>

**Action Item BOT #20-03: Approval to Fund Responses to COVID-19**  
**Attachment A – Background and Context of the Coronavirus or COVID-19**

Date	Activity
	nCoV) a PHEIC. This is the 6th time WHO has declared a PHEIC <sup>4</sup> since the International Health Regulations (IHR) came into force in 2005.

**B. Adjective and Noun.** The adjective and noun use of “pandemic” has been used to more commonly describe the PHEIC itself as well as its impact throughout the world.

**pandemic** adjective

Save Word

pan·dem·ic | \ pan-'de-mik \

**Definition of pandemic (Entry 1 of 2)**

: occurring over a wide geographic area and affecting an exceptionally high proportion of the population

// pandemic malaria

// The 1918 flu was *pandemic* and claimed millions of lives.

**pandemic** noun

pan·dem·ic | \ pan-'de-mik \

**Definition of pandemic (Entry 2 of 2)**

: an outbreak of a disease that occurs over a wide geographic area and affects an exceptionally high proportion of the population : a pandemic outbreak of a disease



**C. National Impacts and Responses - CDC.** The Centers for Disease Control (CDC) is one of the major operating components of the United States Department of Health and Human Services.<sup>5</sup> CDC works 24/7 to protect America from health, safety and security threats, both foreign and in the U.S. Whether diseases start at home or abroad, are chronic or acute, curable or preventable, human error or deliberate attack, CDC fights disease and supports communities and citizens to do the same. CDC increases the health security of our nation. As the nation’s health protection agency, CDC saves lives and protects people from health threats. To accomplish its mission, CDC conducts critical science and provides health information that

**KEEPING COMMUNITIES SAFE**

CDC provides guidance to keep people safe

Travel	Retirement Communities
Community Events	Businesses & Employers
Schools & Child Care	First Responders & Law Enforcement

<sup>4</sup> Previous PHEICs include: 1) 2009 Swine Flu declaration; 2) 2014 Polio declaration; 3) 2014 Ebola declaration; 4) 2016 Zika virus declaration; and 5) 2018-2020 Kivu-Ebola declaration, retrieved April 15, 2020; [https://en.wikipedia.org/wiki/Public\\_Health\\_Emergency\\_of\\_International\\_Concern#Declarations](https://en.wikipedia.org/wiki/Public_Health_Emergency_of_International_Concern#Declarations)

<sup>5</sup> The Centers for Disease Control, <https://www.cdc.gov/about/organization/mission.htm>, retrieved April 15, 2020

**Action Item BOT #20-03: Approval to Fund Responses to COVID-19**  
**Attachment A – Background and Context of the Coronavirus or COVID-19**

**GUIDANCE**  
 View CDC's Guidance on COVID-19 >

protects our nation against expensive and dangerous health threats and responds when these arise.

**HEALTHCARE & PUBLIC HEALTH**

- Healthcare professionals >
- Laboratories >
- Health departments >

The CDC is the United States, national response agency coordinating all aspects of the impacts and responses to COVID-19, including keeping communities safe, guidance, national case tracking, healthcare & public health, individual preventative information, etc.



**CASES IN THE U.S.**  
 COVID-19 Cases in the U.S. >



**CASES & SURVEILLANCE**  
 Cases, Hospitalization, Deaths >

**IF YOU ARE SICK**

Stay home, call a healthcare provider if you have symptoms

[Learn more >>](#)

- [Should you get tested? >](#)
- [Caring for someone >](#)
- [Daily life & coping >](#)

**D. National Impacts and Responses – Legislation<sup>6</sup>.** There have been to date, three major funding bills to address the national impacts of COVID-19:

- 1. COVID-1, PL 116-123, H.R. 6074:** The Coronavirus Preparedness and Response Supplemental Appropriations Act, 2020, (H.R. 6074) was, **an \$8.3 billion emergency funding bill** designed to treat and prevent the spread of COVID-19. Significant portions of the funding went to the Department of Health and Human Services (HHS) to develop vaccines and testing kits for local communities, to state and local health departments to be used for staffing increases and additional laboratory equipment and to the federal government to aid in the international containment of the virus.

The bill includes \$950 million for grants and cooperative agreements to be administered through the Centers for Disease Control (CDC) for state and local governments, tribal governments, tribal organizations, and urban Indian organizations. The funding is for public health preparedness and response activities, including epidemiology, lab capacity, infection

<sup>6</sup> National Congress of American Indians, <http://www.ncai.org/Covid-19/legislative-updates/legislative-overview>, retrieved April 16, 2020

**Action Item BOT #20-03: Approval to Fund Responses to COVID-19**  
**Attachment A – Background and Context of the Coronavirus or COVID-19**

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control, communications, and other efforts. Of the \$950 million, not less than \$40 million is set aside specifically for tribal nations, tribal organizations, and urban Indian organizations. The CDC has since allocated \$80 million dollars in funding to Indian Country and is now in the process of disbursing those funds.

Additionally, H.R. 6074 includes language authorizing the use of funds to reimburse federal agencies, such as Indian Health Service, in addition to tribal nations, tribal organizations, and urban Indian organizations that may have incurred costs related to coronavirus response and mitigation prior to the enactment of the supplemental funding package.

- 2. COVID-2, PL 116-127, H.R. 6201:** The Families First Coronavirus Response Act (H.R. 6201) focuses on targeted relief for both individuals and businesses, as well as an expansion of coverage for COVID-19 testing and was funded in an amount of \$2.5 billion, the package included two weeks of qualified sick leave wages for those employees who must self-quarantine or seek treatment due to the virus, employer tax credits for paid sick and paid family and medical leave, guaranteed coverage of testing by public and private payers and additional health provisions regarding Medicare and Medicaid.

The bill included \$64 million to be appropriated into the Indian Health Services Account. Additionally, H.R. 6201 includes coverage of testing for COVID-19 at no cost-sharing to American Indians and Alaska Natives regardless of where services have been authorized. Lastly, \$10 million was set aside for grants for Indian programs within the Older Americans Act (OAA). These grants are the primary vehicle for providing nutrition and other direct support services to American Indian, Alaska Native, and Native Hawaiian elders.<sup>7</sup>

- 3. COVID-3, PL 116-136:** The Coronavirus Aid, Relief, and Economic Security (CARES) Act, S.3548 2019-2020, funded in an amount of \$2 Trillion, includes a breadth of remedies and resources, including:<sup>8</sup>

116TH CONGRESS  
2D SESSION

**S. 3548**

To provide emergency assistance and health care response for individuals, families, and businesses affected by the 2020 coronavirus pandemic.

**a. Hospitals and health care workers** – provides more than \$130 billion to help hospitals, nursing homes, health centers, and health care workers across the country.

Billions for personal and protective equipment for health care workers, testing supplies, increased workforce and training, new construction to house patients, an increase of the Strategic National Stockpile, medical research into COVID-19 and Medicare payment increases to all hospitals and providers.

<sup>7</sup> In the State of Hawaii, Alu Like, through the City & County of Honolulu received \$170k of supplemental federal funds to from the Nutrition Services for Native Americans program as part of COVID-2, PL 116-127, H.R. 6201

<sup>8</sup> Senator Brian Schatz website, <https://www.schatz.senate.gov/press-releases/senate-passes-major-coronavirus-aid-package-includes-at-least-12-billion-for-hawaii-expanded-unemployment-assistance-direct-cash-payments>, retrieved April 15, 2020

**Action Item BOT #20-03: Approval to Fund Responses to COVID-19****Attachment A – Background and Context of the Coronavirus or COVID-19**

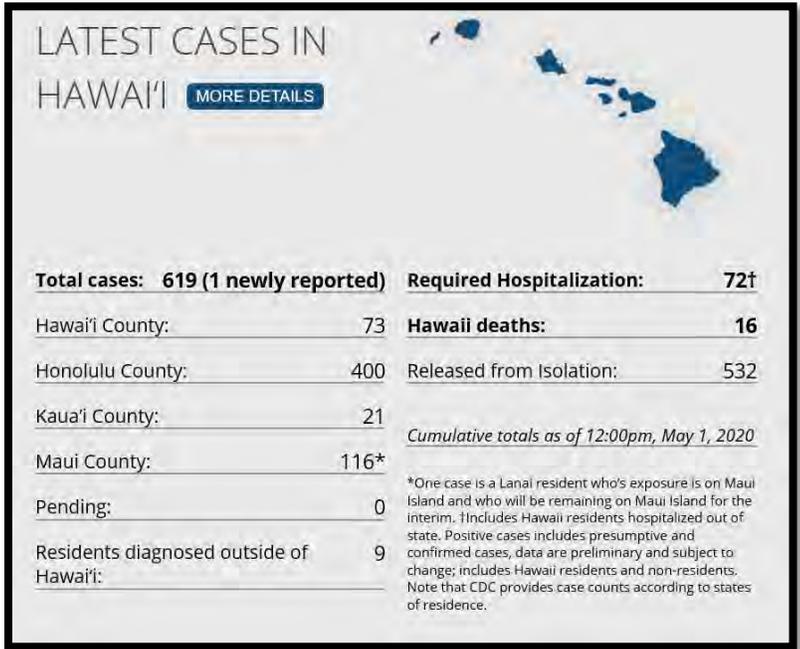
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- b. **Unemployment assistance** – provides \$260 billion to help those who have lost their jobs or are experiencing reduced incomes. Available to self-employed individuals, part-time workers, independent contractors, and gig workers, including ride-sharing drivers. Covers those who are sick, quarantined, furloughed, or whose family circumstances keep them from working or reduce their pay as a result of the coronavirus outbreak or government containment efforts. Aid will cover salaries up to about \$65,000 for 4 months.
  - c. **At least \$1.2 billion for Hawai‘i** – funding to the state and county governments that will help pay for Hawai‘i’s response efforts.
  - d. **Direct cash payments** – provides a one-time cash payment to millions of Americans. Individuals will get \$1,200 (joint filers get \$2,400) plus \$500 per child. Benefits start to phase out for those with incomes exceeding \$150,000 for married couples, \$75,000 for singles, and \$112,500 for single parents. Payments will not go to single filers earning more than \$99,000; head-of-household filers with one child, more than \$146,500; and more than \$198,000 for joint filers with no children.
  - e. **Small businesses and non-profits** – provides \$377 billion for small employers, including restaurants, hotels, and non-profits. \$350 billion in partially forgivable loans to small businesses and non-profits to maintain existing workforce and help pay for other expenses like rent, mortgage, and utilities. \$10 billion for Small Business Administration (SBA) emergency grants of up to \$10,000 to provide immediate relief for small business operating costs. \$17 billion for SBA to cover 6 months of payments for small businesses with existing SBA loans.
  - f. **Large employers** – provides \$500 billion to keep the biggest employers, including airlines, and their workers on the job. Protects collective bargaining agreements and prevents employers from firing employees. Extends health care benefits for airline contract workers. Prohibits stock buybacks or dividends for the length of any loan provided by the Treasury plus one year. Restricts increases to pay for top executives.
4. **Congressional Delegation:** Hawai‘i’s congressional delegation have been vital in assisting with navigating the intents of federal policy in Washington, D.C. with effective policy implementation in Hawai‘i. OHA’s Washington, D.C. Bureau staff and their relationships with congressional delegation members and their staff, have been invaluable in navigating the policy intents, funding, resourcing and alignment with other native communities (e.g., American Indians and Alaska Natives). Of particular value and assistance has been Senator Brian Schatz and Congressman Ed Case and their offices. Webinars, e-mails, flyers, summaries, websites, town hall meetings and daily communication continue to be valuable advocacy resources provided by congressional delegation members.

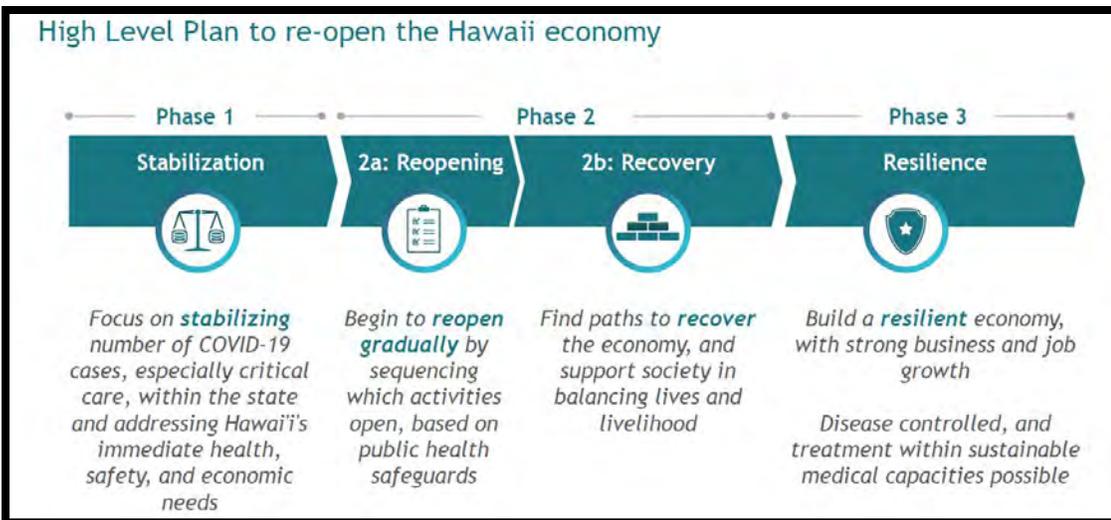
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**E. State Impacts and Responses – Executive, Legislative and Judiciary Responses**

**1. The Executive Branch.** The Executive Branch responses are led by Governor David Ige, who identified Maj. Gen. Kenneth Hara, Hawaii adjutant general and director of the Hawaii Emergency Management Agency, as the COVID-19 incident commander. General Hara works with the State Health Director Bruce Anderson on the State’s responses. Daily briefings are provided by the Governor, Director Anderson, General Hara; and include other department heads, subject matter industry or sector participants (e.g., business, tourism, health care, social services, county). Lt. Governor Josh Green, because of his professional training and experiences as an emergency room physician, has been able to provide front line insights and recommendations regarding COVID-19 testing, tracing, treatment, personal protective equipment, social distancing, and homeless and housing impacts. The Department of Health is the lead department for COVID-19 related dissemination of information and links to the national CDC and international WHO websites.



**Economic and Community Pathway to Recovery.** On April 8th, Governor Ige, joined by



Senate President Kouchi and House Speaker Saiki, issued a proclamation announcing the appointment of veteran business executive and community leader Alan M. Oshima to lead Hawai'i's efforts to develop and

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implement a plan for economic and community stabilization, recovery and resiliency.

- 2. The Legislative Branch.** Organized via House Resolution No. 54 in early March 2020, the House Select Committee on COVID-19 Economic and Financial Preparedness was established.

**Members**

Speaker Scott K. Saiki, Co-chair, House of Representatives  
Mr. Peter Ho, Co-chair, President & CEO, Bank of Hawaii

Rep. Della Au Belatti, Majority Leader, House of Representatives  
Rep. Richard H.K. Onishi, House Tourism & International Affairs Committee Chair, House of Representatives  
Rep. Kyle T. Yamashita, House Capitol Improvement Projects Chair, House of Representatives  
Rep. Bob McDermott, House Minority, House of Representatives  
Dr. Carl Bonham, UHERO Executive Director and Professor of Economics, UHERO  
Mr. Mufi Hanneman, President & CEO, Hawaii Lodging and Tourism Association  
Mr. Peter Ingram, Chairman, Airlines Committee of Hawaii  
Mr. Micah Kane, President & CEO, Hawaii Community Foundation  
Mr. James Koshiba, Co-Founder, Hui Aloha  
Mr. Nathaniel Kinney, Executive Director, Hawaii Construction Alliance  
Ms. Wendy Laros, Executive Director, Kona-Kohala Chamber of Commerce

House Resolution No. 54 established the House Select Committee on COVID-19 Economic and Financial Preparedness to work with representatives from local and state government, private industry, and nonprofit agencies and organizations to inform the House of Representatives on the State's economic and financial preparedness in the event that a COVID-19 outbreak occurs in Hawaii. The Select Committee is tasked with examining economic and financial issues including:

- 1) Identifying the potential economic and financial impact to the State;
- 2) Developing short-term and long-term mitigation plans; and
- 3) Monitoring COVID-19 conditions and outcomes.

Mr. Chris Tatum, President & CEO, Hawaii Tourism Authority  
Dr. Eugene Tian, State Economist – Research and Economic Analysis Division Administrator, State Department of Business, Economic Development and Tourism  
Ms. Pamela Tumpag, President/Secretary, Maui Chamber of Commerce  
Mr. Raymond Vara, President & CEO, Hawaii Pacific Health  
Ms. Tina Yamaki, President, Retail Merchants of Hawaii  
Mr. Miles Yoshioka, Executive Director, Big Island Chamber of Commerce  
Mr. Robert Yu, Deputy Director, State Department of Budget and Finance  
Ms. Lauren Zirbel, Executive Director, Hawaii Food Industry Association

Ms. Lisa Maruyama, President & CEO, Hawaii Alliance of Nonprofit Organizations  
Ms. Sheryl Matsuoka, Executive Director, Hawaii Restaurant Association  
Ms. Sherry Menor-McNamara, President & CEO, Hawaii Chamber of Commerce  
Dr. Mark Mugiishi, President & CEO, Hawaii Medical Service Association  
Mr. Scott Murakami, Director, State Department of Labor and Industrial Relations  
Dr. Sarah Park, State Epidemiologist, Disease Outbreak Control Division, State Department of Health  
Mr. Kuuhaku Park, Vice President, Government & Commercial Relations Matson, Inc.  
Mr. Mark Perriello, President & CEO, Kauai Chamber of Commerce  
Ms. Noelani Schilling-Wheeler, Executive Director, Oahu Visitors Bureau  
Mr. Gino Soquena, Executive Director Hawaii Building & Construction Trades Council

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**Chair**



Donovan M. Dela Cruz  
 Senate District 22  
 Hawaii State Capitol, Room 208  
 phone: 808-586-6090  
 fax: 808-586-6091  
[sendelacruz@capitol.hawaii.gov](mailto:sendelacruz@capitol.hawaii.gov)

On March 16, 2020, the State Legislature recessed the 2020 Legislative Session; and on March 18, 2020 Senate President Ron Kouchi convened the Senate Special Committee on COVID-19 chaired by Senator Donovan M. Dela Cruz. It is unclear at this point, whether the State Legislature will reconvene, though it is obvious there will need to be executive budget adjustments in FY 2021.

**Members**

- Sen. Jarrett Keohokalole
- Sen. Michelle Kidani
- Sen. Donna Mercado Kim
- Sen. Sharon Moriwaki
- Sen. Kurt Fevella

Appointed by Senate President Ronald D. Kouchi on March 18, 2020, the Senate Special Committee on COVID-19 will assess and advise the Senate regarding the State of Hawaii's COVID-19 plans and procedures to include, but not be limited to:

- 1) Confirm the development of the state departmental plans and procedures;
- 2) Review and assess current state departmental plans and procedures;
- 3) Review and assess whether state departmental plans and procedures are properly and timely implemented to safeguard public health and safety; and
- 4) To communicate and disseminate information obtained therefrom.

**3. The Judiciary Branch.** Similar to other State branches, the Judiciary's responses continue to evolve: with ramped up adjustments to practices; limiting access to facilities; postponing cases until after April 30th; closing courthouses to the public except for official business; addressing petitions to release certain detainees to



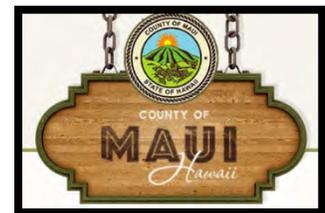
prevent COVID-19 impacts on overcrowded prisons, jails and facilities; and the recent appointment of a Special Master to work with the parties in a collaborative and expeditious manner to address the issues raised in the petitions, and to recommend a resolution while protecting public health and safety.

OHA continues to advocate and support criminal justice reform as it relates to paahao, including CDC guidelines related to COVID-19 and in support of the Hawaii Correctional Systems Oversight Commission.



**F. County Impacts and Responses.** For the most part, the County impacts and responses have been led by the respective County Mayors---

Kawakami (Kaua'i), Caldwell (City & County of Honolulu), Victorino (Maui) and Kim (Hawai'i), often ahead of State actions and responses. Each Mayor issued their respective county emergency proclamations and



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rules, including nighttime curfews. The most visible and stringent responses were announced by Mayor Derek Kawakami on March 19th, “Kaua`i is on vacation!”

**G. Social Services Impacts, including Philanthropy Responses.** Two major entities have emerged in systemic responses to COVID-19 within the state: Aloha United Way and the Hawai`i Community Foundation.



**1. Aloha United Way (AUW).** *“Aloha United Way has been serving Hawaii for 100 years and working to help our community become stronger, more resilient, and better for everyone. That is why we are focusing on what we do best and are taking a bold, new approach to tackling tough challenges*



*facing our community. We are addressing problems at the root and supporting solutions that will have lasting, sustainable change.*

*We work with 1,500+ companies and 300+ nonprofit partner agencies. In our daily work we reach every part of the community. We understand our community’s greatest needs and opportunities, as well as the people and programs that can help.*

*Aloha United Way is a natural convener. We pull key stakeholders together to advance the health, education and financial stability of every person in our community. This collaborative approach makes for a bigger impact, a collective impact.”*

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**2019 ALOHA UNITED WAY PARTNER AGENCIES**

This year, Aloha United Way is celebrating 100 years of creating change together. Through a simple donation, you support our efforts to unite people, resources and ideas to address the greatest needs in our community.

Page 3	Aloha United Way Designations
Page 4	Donor Choice Agencies
Page 27	Neighbor Island United Ways and Agencies

Aloha United Way’s **Hawaii COVID-19 Response and Recovery Fund** was activated to swiftly raise and deploy flexible resources to local nonprofit agencies supporting those affected by the coronavirus outbreak. Through trusted partnerships, the Fund will provide support for local nonprofit organizations to address:

- Food insecurity
- Housing and shelter needs
- Rent/utility access
- Disaster/crisis response
- Medical needs
- Childcare and eldercare

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2. **Hawai'i Communication Foundation (HCF).** *“The Hawaii Community Foundation helps people make a difference by inspiring the spirit of giving and by*



*investing in people and solutions to benefit every Island community. At the Hawaii Community Foundation, we strive to use both our heads and our hearts to help Hawaii in meaningful and measurable ways. Using the collective wisdom from our network of supporters, we are able to make effective decisions, powered by*

*philanthropic passion, to improve our communities.”*

**Donors.** Based on a review of donors to the Hawaii Resilience Fund, the fund began with a \$1,000,000 donation from the Omidyar ‘Ohana Fund, matched by the HCF; and recently the

### Hawai'i Resilience Fund

As of 4/6/2020

Grants to the community:  
**\$3,769,825**

Gifts from the community:  
**\$8,405,810\***

DONATE NOW

\*Bank of Hawaii Foundation gift of \$3 million donated on 4/6

Bank of Hawaii Foundation donated \$3MM. The Hawai'i Resilience Fund is not accepting

## The Hawai'i Resilience Fund

The Hawai'i Resilience Fund was created to rapidly deploy resources to community nonprofits and health care providers who are working on the ground to address the COVID-19 pandemic in Hawai'i.

HCF is working in close collaboration with state leaders, non-profit organizations, businesses, and philanthropists to get a clear understanding of the quickly-evolving priorities in our community. Grant reviews happen daily using our four-phase approach to resilience, outlined below. If you are a nonprofit in need of funding, [please visit our grantee page here.](#)

restricted donations, however, Island Strong Funds are available for island community restricted donations.

[Hawaii Island Strong Fund](#)

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[Kauai Strong Fund](#)

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[Laura Jean Armstrong Fund](#)

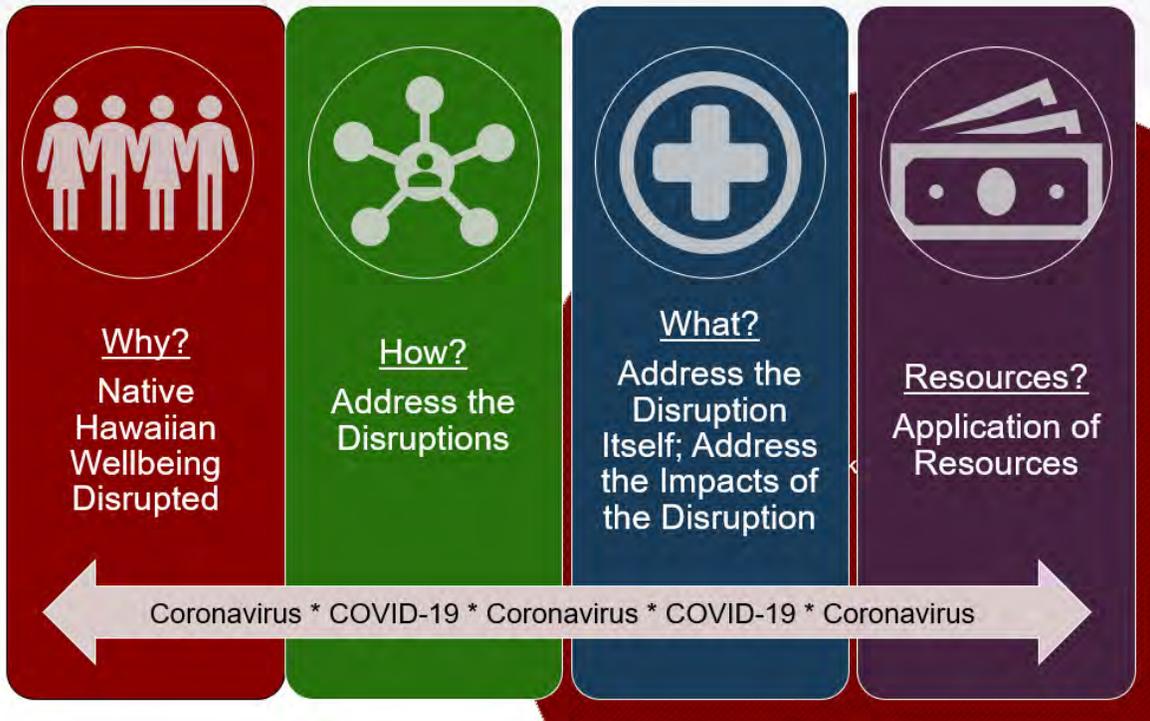
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[Maui County Strong Fund](#)

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[Oahu Strong Fund](#)

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**H. Framing OHA’s Analyses and Responses to COVID-19 Impacts**

In devising OHA’s systemic responses to COVID-19 impacts, the following questions and prompts will be examined in this Action Item and forms the basis and rationale for the final recommendations.

**1. The Why ? Addressing the Disruption of COVID-19 on Native Hawaiian Well-Being**

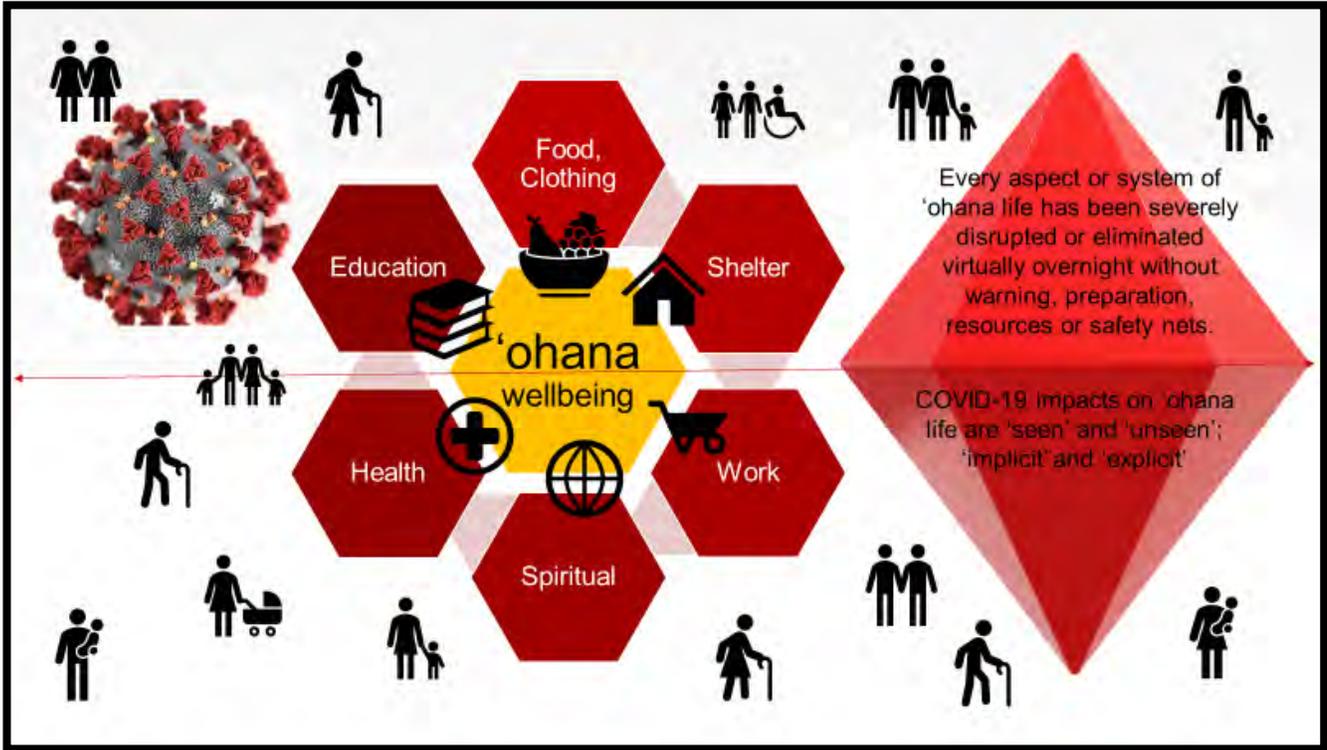
COVID-19 is severely disrupting Native Hawaiian well-being as illustrated by the Kūkulu Kumuhana framework<sup>9</sup>---spirituality, quality relationships, self-determination, cultural identity, shared wealth and healthy lands and people---are all being disrupted by the

COVID-19 disease itself or the impacts of the responses to COVID-19 (e.g., job loss, need for food, clothing, medication, diapers, social distancing, closure of schools, reduction in tourist, hotel occupancy, layoffs, multi-generational needs in the

household, inequitable access to technology).

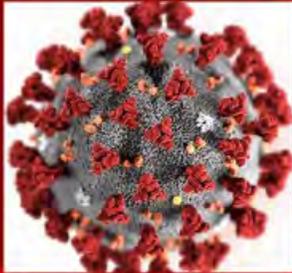
<sup>9</sup> Lili‘uokalani Trust, Kūkulu Kumuhana is a wellbeing framework built on the six principles of Ea, ‘Āina Momona, Pilina, Waiwai, ‘Oiwī and Ke Akua Mana. <https://onipaa.org/pages/culturally-sustaining-r-e-practice>, retrieved April 16, 2020

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2. The How? Addressing Native Hawaiian Well-Being Disruptions as a Result of COVID-19

- a. Address through 'ōlelo no'eau—finding shelter in and taking care of our community.



## He hālau loa na 'Ī – 561

A longhouse belonging to 'Ī.

“

'Ī was a wise and generous chief and because he was an ancestor of many, he was referred to as the owner of the longhouse in which all were sheltered.

## He hulu makua – 601

A feather parent.

When most of the relatives of the parents' generation were gone, the few left were referred to as hulu mākuā and considered as precious and choice as feathers. Hulu can refer to relatives as far back as three generations.

'ōlelo no'eau

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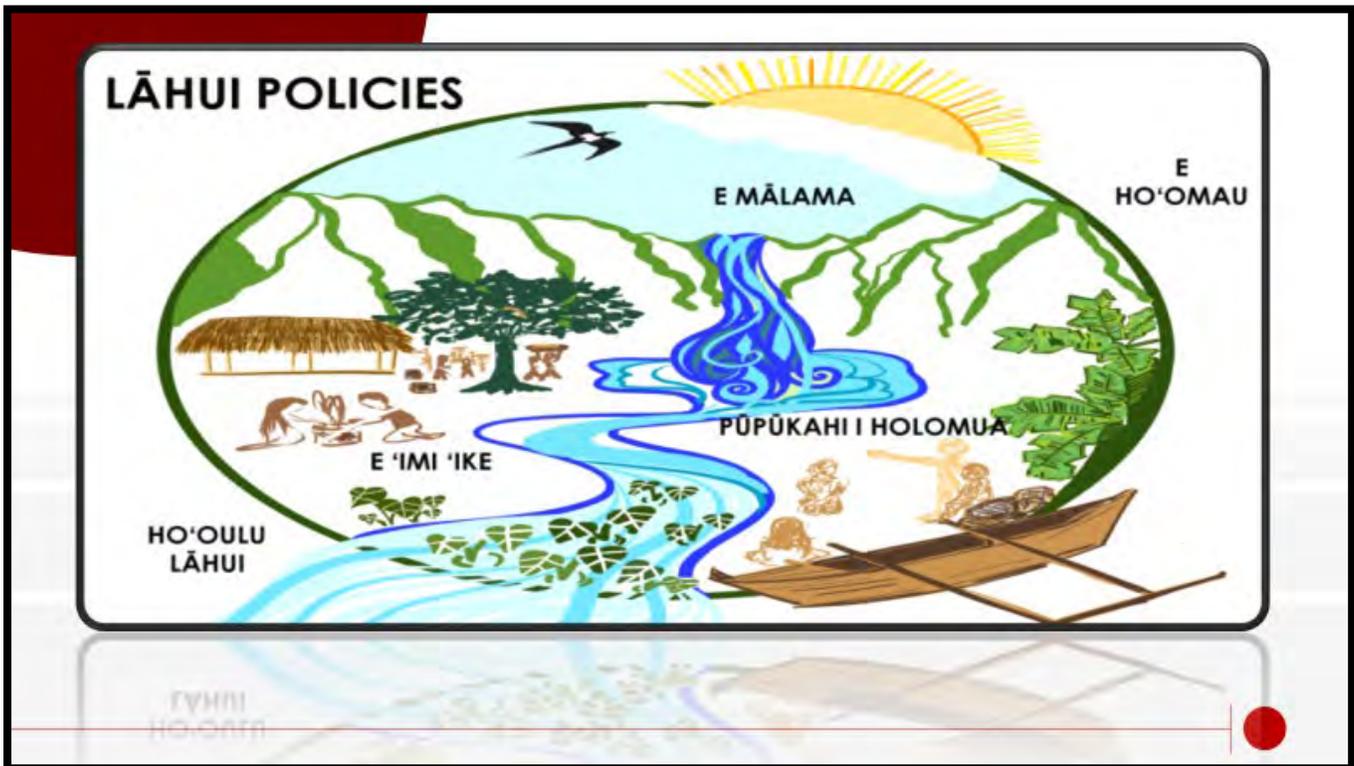
- b. Address through mandate, HRS Chapter 10-3, the Purpose of the Office of Hawaiian Affairs.

**HRS Chapter 10-3**

**§10-3 Purpose of the office.** The purposes of the office of Hawaiian affairs include:

- (1) The betterment of conditions of native Hawaiians. A pro rata portion of all funds derived from the public land trust shall be funded in an amount to be determined by the legislature for this purpose, and shall be held and used solely as a public trust for the betterment of the conditions of native Hawaiians. For the purpose of this chapter, the public land trust shall be all proceeds and income from the sale, lease, or other disposition of lands ceded to the United States by the Republic of Hawaii under the joint resolution of annexation, approved July 7, 1898 (30 Stat. 750), or acquired in exchange for lands so ceded, and conveyed to the State of Hawaii by virtue of section 5(b) of the Act of March 18, 1959 (73 Stat. 4, the Admissions Act), (excluding therefrom lands and all proceeds and income from the sale, lease, or disposition of lands defined as "available lands" by section 203 of the Hawaiian Homes Commission Act, 1920, as amended), and all proceeds and income from the sale, lease, or other disposition of lands retained by the United States under sections 5(c) and 5(d) of the Act of March 18, 1959, later conveyed to the State under section 5(e);
- (2) The betterment of conditions of Hawaiians;
- (3) Serving as the principal public agency in this State responsible for the performance, development, and coordination of programs and activities relating to native Hawaiians and Hawaiians; except that the Hawaiian Homes Commission Act, 1920, as amended, shall be administered by the Hawaiian homes commission;
- (4) Assessing the policies and practices of other agencies impacting on native Hawaiians and Hawaiians, and conducting advocacy efforts for native Hawaiians and Hawaiians;
- (5) Applying for, receiving, and disbursing, grants and donations from all sources for native Hawaiian and Hawaiian programs and services; and
- (6) Serving as a receptacle for reparations.

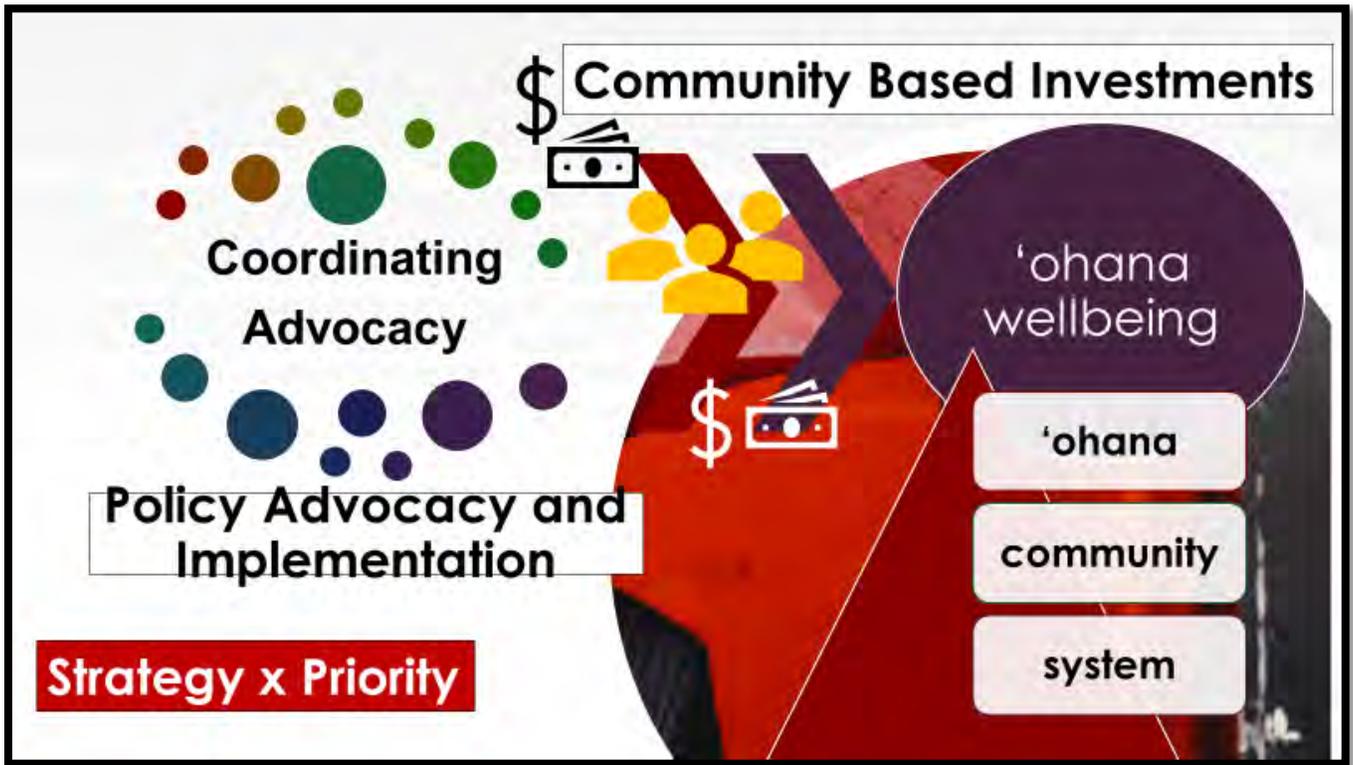
- c. Address through policy, Lāhui policies approved by the Board in May 2019.



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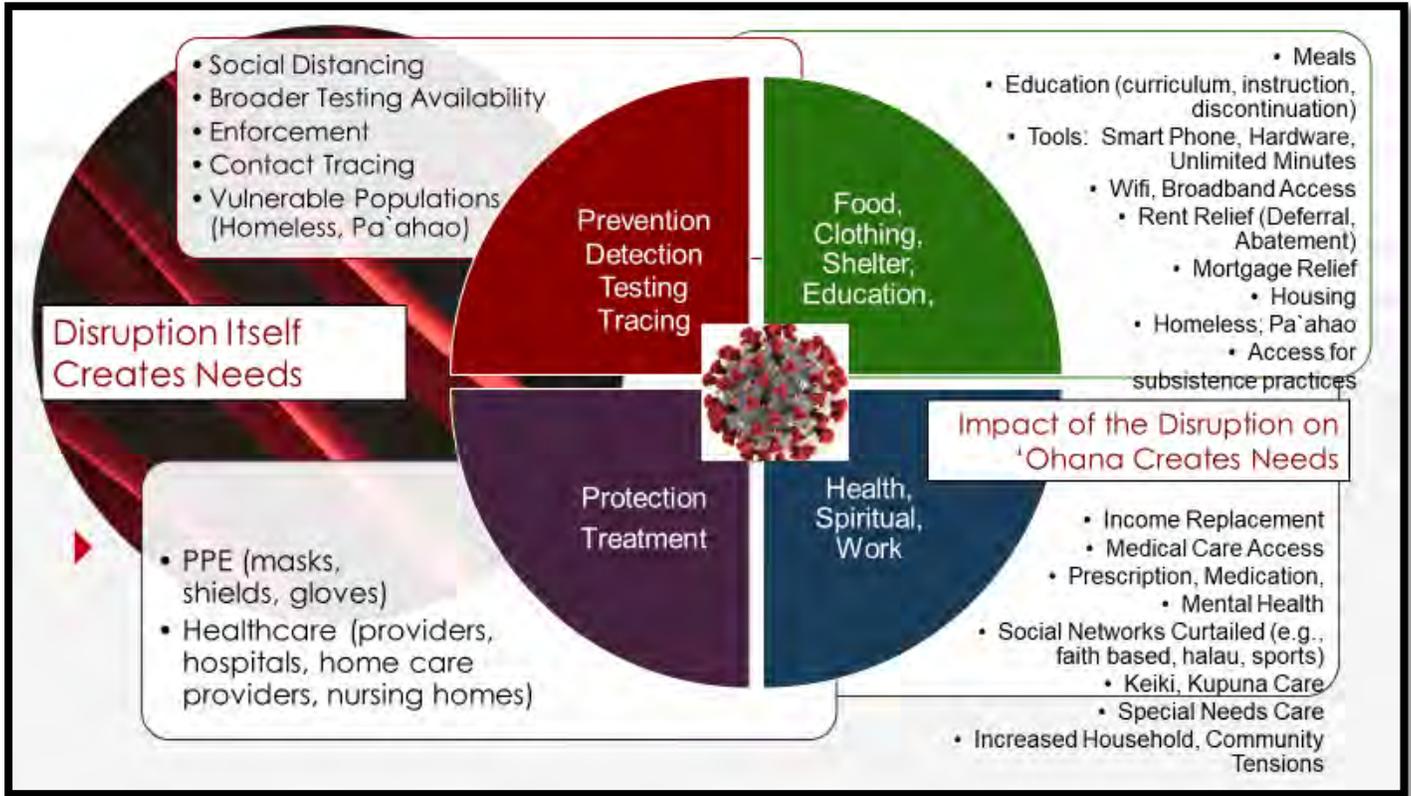
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- d. Address through community based investments and policy advocacy and implementation to address ‘ohana well-being.



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**3. The What? Address Disruption Itself & Address Impact of the Disruption on the ‘Ohana**



Administration recommends the above quadrant analysis be used to guide donor restricted grant funding or direct funding opportunities for COVID-19 responses.

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**4. The Resources? Application of Resources**

**a. SWOT Analysis for OHA to Respond to the Disruption Immediately.** The Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis below assisted Administration in the recommendations contained in this Action Item.

Resource SWOT Analysis for OHA to Respond to the Disruption Immediately (04/2020)	
<p><b><u>Strengths</u></b></p> <ul style="list-style-type: none"> <li>➤ \$1,660,000 for FY20-21 for Emergency Financial Assistance approved by Trustees;</li> <li>➤ NHTF estimated at \$340-\$345MM as of 3/31/2020;</li> <li>➤ FY20 Grantees can submit COVID-19 Impact Assessment and re-purpose grant activities to address COVID-19;</li> <li>➤ Able to access cash quickly via NHTF or Commercial Property accounts;</li> <li>➤ Fiscal Stabilization Policy approved 09/2019;</li> <li>➤ Access to network of Hawaiian organizations, systems, networks and communities;</li> <li>➤ \$150K in cash from Hawaii Community Foundation from multiple prior year grants received;</li> <li>➤ About \$3.0MM in FY20 unspent, unencumbered, unreserved \$ from Core Budget;</li> <li>➤ \$450K, 12-week (April-June) meal service coordinating contractor;</li> </ul>	<p><b><u>Weaknesses</u></b></p> <ul style="list-style-type: none"> <li>➤ NHTF estimated at \$397MM as of 12/31/2019; NHTF estimated at \$340-\$345MM as of 3/31/2020;</li> </ul>
<p><b><u>Opportunities</u></b></p> <ul style="list-style-type: none"> <li>➤ Funding direct solicitation of OHA contributory asks;</li> <li>➤ Request re: Carryover Forward Trust Holding account (about \$22MM);</li> <li>➤ Reallocate \$250K in unawarded FY-20 Kūlia Grants;</li> <li>➤ Reallocate approx \$206K in unawarded FY20 Sponsorships;</li> <li>➤ Consideration of approximately \$200MM in real property value on Spending Policy;</li> </ul>	<p><b><u>Threats</u></b></p> <ul style="list-style-type: none"> <li>➤ NHTF 'recovery' fluid, tenuous, uncertain;</li> <li>➤ Suspended Act 37 State Audit and \$3.0MM in General Funds appropriation for FY21;</li> <li>➤ Funding the \$3.0MM General Funds loss + approximately \$0.6MM related fringe rates;</li> <li>➤ Impacts of Commercial Property tenant/lessee rent relief;</li> <li>➤ Stalled Kaka`ako Makai development;</li> <li>➤ Delayed strategic plan implementation;</li> </ul>

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- b. OHA’s Ability to Meet all of the Needs of its Beneficiaries.** It is not reasonable for OHA to meet all of the needs of its beneficiaries, therefore OHA’s strategies to address the COVID-19 disruption will be systemic, multi-faceted, including additive monetary investments and community networks.



-----End of Attachment A-----

## ISSUE BRIEF: COVID-19 AND NATIVE HAWAIIAN COMMUNITIES

# Native Hawaiians Over-Represented in COVID-19 At-Risk Populations

## Purpose:

To demonstrate the needs, impacts, and vulnerabilities of the Native Hawaiian community amid the Coronavirus Disease 2019 (COVID-19) public health crisis.

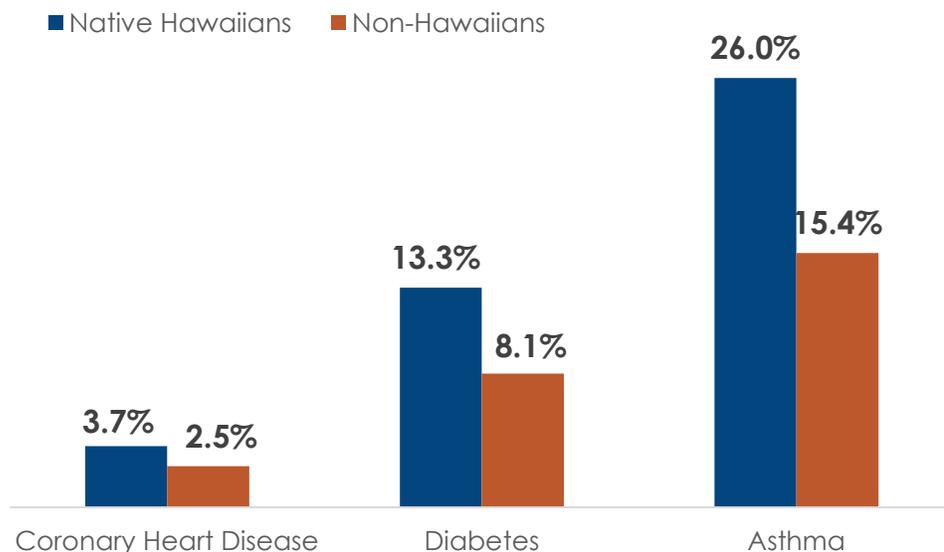
## Findings:

### Health Risk:

#### Native Hawaiians are at greater risk due to existing Medical Conditions

- Native Hawaiians have a greater prevalence of all known medical conditions that put individuals at greater risk of serious illness resulting from COVID-19, including coronary heart disease, diabetes and lung disease.

#### Prevalence Rates of Medical Conditions, At-Risk Populations



- Throughout the State of Hawai'i, 4,300 Native Hawaiians suffer from Coronary Heart Disease, or 3.7% of the Native Hawaiian population, in comparison to 2.5% of the Non-Hawaiian population.
- Throughout the State of Hawai'i, 15,700 Native Hawaiians suffer from Diabetes, or 13.3% of the Native Hawaiian population, in comparison to 8.1% of the Non-Hawaiian population.

## ISSUE BRIEF: COVID-19 AND NATIVE HAWAIIAN COMMUNITIES

- Throughout the State of Hawai'i, 36,100 Native Hawaiians suffer from Asthma, or 26.0% of the Native Hawaiian population, in comparison to 15.4% of the Non-Hawaiian population
- In addition to being at greater risk of serious illness resulting from COVID-19, some Native Hawaiians are also unable to quickly and appropriately address the illness as 7.8% of our population report having no health care coverage.

Source. Hawai'i Health Data Warehouse, Hawai'i State Department of Health, Behavioral Risk Factor Surveillance System, [5-year estimates, 2013-2017]. <http://ibis.hhdw.org/ibisph-view/>

#### Many Native Hawaiians are members of Vulnerable Populations

- Native Hawaiians are over-represented in populations that are at greater risk of contracting and spreading COVID-19 due to housing conditions.
- Native Hawaiians make-up 43% of the homeless population on O'ahu alone, and 39% of the prison population. These populations do not have access to proper hygiene resources and do not have the private space available to create social distance, which are the recommended methods of preventing spread.  
Source. Partners in Care: O'ahu Continuum of Care. (2019). O'ahu 2019 Point in Time Count: Unsheltered [Data file]. Unpublished raw data; Creating Better Outcomes, Safer Communities Final Report of the House Concurrent Resolution 85 Task Force on Prison Reform to the Hawai'i Legislature 2019 Regular Session. (2018) Creating Better Outcomes, Safer Communities Final Report of the House Concurrent Resolution 85 Task Force on Prison Reform to the Hawai'i Legislature 2019 Regular Session. Pg. 27. [https://19of32x2y133s8o4xa0gf14-wpengine.netdna-ssl.com/wp-content/uploads/HCR-85-Task-Force-on-Prison-Reform\\_Final-Report\\_12.28.18.pdf](https://19of32x2y133s8o4xa0gf14-wpengine.netdna-ssl.com/wp-content/uploads/HCR-85-Task-Force-on-Prison-Reform_Final-Report_12.28.18.pdf)
- Native Hawaiians may also be at greater risk of higher death rates resulting from COVID-19, as some sources suggest that due to increased barriers to health care, rural communities are experiencing more related deaths. In Hawai'i, approximately 12% of Native Hawaiians live in rural areas in comparison to 8.5% of the total state population.  
Source. U.S. Census Bureau. (2000). Census 2000 Summary File 2 100-Percent Data. Table PCT002 -Urban and Rural [6]. Decennial Census. Retrieved 3.20.2020.
- Hawaiian kūpuna (elderly) constitute only 10.5% of the Native Hawaiian population in the State due to the shorter life-expectancy of Native Hawaiians. In comparison, the elderly in Hawai'i comprise 18.4% of the total population. In fact, Native Hawaiians have the shortest life-expectancy of the six major ethnic groups in the state.  
Source. U.S. Census Bureau. (2018). Selected Population Profile in the United States, 2017 American Community Survey 1-Year Estimates. Retrieved 3.19.2020.  
[https://data.census.gov/cedsci/all?q=s0201%202018%20hawaii&hidePreview=false&tid=ACSSPP1Y2018.S0201&y=2018&cid=S0201\\_001E&vintage=2018&q=0400000US15](https://data.census.gov/cedsci/all?q=s0201%202018%20hawaii&hidePreview=false&tid=ACSSPP1Y2018.S0201&y=2018&cid=S0201_001E&vintage=2018&q=0400000US15); Office of Hawaiian Affairs. (2017). Kānehō'ālanī – Transforming the Health of Native Hawaiian Men. Honolulu, HI: Office of Hawaiian Affairs. Pg. 32.  
[https://19of32x2y133s8o4xa0gf14-wpengine.netdna-ssl.com/wp-content/uploads/Kane\\_Health\\_Report\\_Final\\_web-REV.pdf](https://19of32x2y133s8o4xa0gf14-wpengine.netdna-ssl.com/wp-content/uploads/Kane_Health_Report_Final_web-REV.pdf)

### **Economic Impact:**

#### Native Hawaiian Communities are poised to suffer disproportionate finance hardship

- Native Hawaiians are at greater risk of suffering financial hardship from the negative economic conditions that are likely to result from the spread of COVID-19.

## ISSUE BRIEF: COVID-19 AND NATIVE HAWAIIAN COMMUNITIES

- Native Hawaiians have fewer financial resources to weather financial emergencies due to their already lower per capita income (\$25,590) in comparison to the total state population (\$35,255); and their lower median household income (\$75,708) compared to the total state population (\$80,212). In fact, 12.3% of all Native Hawaiians live in poverty, compared to 8.8% of the total state population.

Source. U.S. Census Bureau. (2018). Selected Population Profile in the United States, 2017 American Community Survey 1-Year Estimates. Retrieved 3.19.2020.  
[https://data.census.gov/cedsci/all?q=s0201%202018%20hawaii&hidePreview=false&tid=ACSSPP1Y2018.S0201&y=2018&cid=S0201\\_001E&vintage=2018&q=0400000US15;](https://data.census.gov/cedsci/all?q=s0201%202018%20hawaii&hidePreview=false&tid=ACSSPP1Y2018.S0201&y=2018&cid=S0201_001E&vintage=2018&q=0400000US15;)
- Native Hawaiians also have less access to financial services which provide credit and capital in times of economic crisis. Although no state level statistics are available, nationally, 6.1% of Native Hawaiian/ Pacific Islander households were unbanked and 25.1% were underbanked, indicating that although Native Hawaiians have access to checking or savings accounts, many utilize alternative financial services, such as non-bank check cashing services, payday loans, pawn shops, etc., to meet their financial needs. In times of decreased hours, or temporary and permanent lay-offs, reliance on these high-interest, high-fee financial services will increase Native Hawaiian debt and create long-term barriers to financial recovery.

Source. Federal Deposit Insurance Corporation. (2014) National Survey of Unbanked and Underbanked Households. <https://www.fdic.gov/householdsurvey/2013/2013report.pdf>
- Like other Hawai'i residents, many Native Hawaiians rely on the service and tourist industries to financially support their families. 33,279, or 23.6%, of working Native Hawaiians are employed in service occupations, which are currently the occupations most impacted by the economic conditions resulting from the spread of COVID-19.

Source. U.S. Census Bureau. (2018). Selected Population Profile in the United States, 2017 American Community Survey 1-Year Estimates. Retrieved 3.19.2020.  
[https://data.census.gov/cedsci/all?q=s0201%202018%20hawaii&hidePreview=false&tid=ACSSPP1Y2018.S0201&y=2018&cid=S0201\\_001E&vintage=2018&q=0400000US15;](https://data.census.gov/cedsci/all?q=s0201%202018%20hawaii&hidePreview=false&tid=ACSSPP1Y2018.S0201&y=2018&cid=S0201_001E&vintage=2018&q=0400000US15;)
- Additionally, 13,147 businesses in Hawai'i are owned by Native Hawaiians, representing 11.1% of all businesses statewide. Thirty-three percent of these businesses rely directly on the tourism sector.

Source. U.S. Census Bureau, 2012 Survey of Business Owners, File SB1200CSA01, lines 14-3; Native Hawaiian-Owned Firms in Hawai'i's Tourism Sector, March 2017. Retrieved from  
[http://files.hawaii.gov/dbedt/economic/reports/Native\\_Hawaiian\\_Owned\\_Business\\_in\\_Tourism.pdf](http://files.hawaii.gov/dbedt/economic/reports/Native_Hawaiian_Owned_Business_in_Tourism.pdf)

## Education and Caregiving

### Native Hawaiians students and caregivers are losing substantial supports

- Native Hawaiian families are more dramatically impacted by the changes in caregiver supports resulting from the spread of COVID-19.
- A higher percentage of Native Hawaiian families include children (31.8%) in comparison to the total state population (25.7%) and therefore, are more directly and dramatically impacted by school closures. These closures not only impact the children's education, but also require parents to stay home presenting families with barriers to sustain their employment and income.

Source. U.S. Census Bureau. (2018). Selected Population Profile in the United States, 2017 American Community Survey 1-Year Estimates. Retrieved 3.19.2020.  
[https://data.census.gov/cedsci/all?q=s0201%202018%20hawaii&hidePreview=false&tid=ACSSPP1Y2018.S0201&y=2018&cid=S0201\\_001E&vintage=2018&q=0400000US15;](https://data.census.gov/cedsci/all?q=s0201%202018%20hawaii&hidePreview=false&tid=ACSSPP1Y2018.S0201&y=2018&cid=S0201_001E&vintage=2018&q=0400000US15;)

## ISSUE BRIEF: COVID-19 AND NATIVE HAWAIIAN COMMUNITIES

- Approximately 46,800 Native Hawaiian students are impacted by the Hawai'i State Department of Education's (HIDOE) closure of all 289 public and charter schools in the State; set to extend from March 16<sup>th</sup> to April 6<sup>th</sup>, 2020. Seventy percent of these Native Hawaiian students depend on the food provided through the schools' free or reduced-price meal program. At this time, the Department provides grab-and-go student meals only at select locations throughout the State.

Source. Hawai'i State Department of Education. HIDOE extends school closure, implements remote work to maintain essential functions. <http://www.hawaiipublicschools.org/ConnectWithUs/MediaRoom/PressReleases/Pages/HIDOE-extends-school-closures-implements-remote-work-to-maintain-essential-functions.aspx>; Haliniak, C.L. (2017). A Native Hawaiian Focus on the Hawai'i Public School System, SY2015. (Ho'ona'auao (Education) Fact Sheet, Vol. 2017, No.1). Honolulu, HI: Office of Hawaiian Affairs, Research Division, Special Projects. <https://19of32x2yl33s8o4xza0qf14-wpengine.netdna-ssl.com/wp-content/uploads/A-Native-Hawaiian-Focus-on-the-Hawaii-Public-School-System.pdf>
- Although the HIDOE has not officially moved classes online, many parents attempt to continue student learning online. Native Hawaiian students may face additional barriers to this solution, as 9.5% of Native Hawaiian households do not have a computer in their homes and 18.4% do not have internet access, compared to 8.4% and 14.3% of the total State population, respectively.

Source. U.S. Census Bureau. (2018). Selected Population Profile in the United States, 2017 American Community Survey 1-Year Estimates. Retrieved 3.19.2020.
- Additionally, more Native Hawaiians in Hawai'i report caregiving for a person with health conditions or disabilities (23.5%) in comparison to the total state population (16.7%).

Source. Health Data Warehouse, Hawai'i State Department of Health, Behavioral Risk Factor Surveillance System, [5-year estimates, 2013-2017]. <http://ibis.hhdw.org/ibisph-view/>

OFFICE OF THE GOVERNOR  
STATE OF HAWAII**PROCLAMATION**

By the authority vested in me by the Constitution and laws of the State of Hawai'i, in order to provide relief for disaster damages, losses, and suffering, and to protect the health, safety, and welfare of the people, I, DAVID Y. IGE, Governor of the State of Hawai'i, hereby determine, designate and proclaim as follows:

**WHEREAS**, the United States Centers for Disease Control and Prevention has determined and is monitoring an outbreak of respiratory illness caused by a novel coronavirus that was first identified in Wuhan, Hubei Province, China and has become commonly identified as COVID-19; and

**WHEREAS**, COVID-19 has rapidly expanded and is reportedly spreading from person-to-person; and

**WHEREAS**, on January 30, 2020, the World Health Organization declared the outbreak of COVID-19 a public health emergency of international concern; and

**WHEREAS**, on January 31, 2020, the United States Secretary of Health and Human Services declared the outbreak of COVID-19 a public health emergency for the United States; and

**WHEREAS**, COVID-19 has rapidly spread around the globe and has been found in 78 countries; and

**WHEREAS**, the United States has at least 108 confirmed and presumptive positive cases of COVID-19; and

**WHEREAS**, COVID-19 continues to evolve and spread around the globe and is now spreading in the community, not just from travelers to China; and

**WHEREAS**, COVID-19 is highly contagious; and

**WHEREAS**, as of March 4, 2020, the World Health Organization reported 93,090 confirmed cases of COVID-19 worldwide; and

**WHEREAS**, COVID-19 has proven to be fatal with 2984 deaths reported in China and 214 deaths reported outside of China as of March 4, 2020; and

**WHEREAS**, on January 31, 2020, the President of the United States declared a health emergency and issued an order subjecting certain Americans returning from China to mandatory quarantine or active screening, and limiting incoming flights from China to seven designated United States Airports, including Daniel K. Inouye International Airport in Honolulu; and

**WHEREAS**, the United States Centers for Disease Control and Prevention has directed the quarantine of people traveling from China and taken other actions to control the spread of COVID-19; and

**WHEREAS**, despite efforts to contain COVID-19, the World Health Organization and the United States Centers for Disease Control and Prevention indicate that it is expected to spread; and

**WHEREAS**, based upon the actions and directives of the President of the United States, the World Health Organization, and the United States Centers for Disease Control and Prevention, and current conditions, the danger is significant so as to warrant preemptive and protective actions in order to provide for the health, safety, and welfare of the people of the State; and

**WHEREAS**, pursuant to section 127A-2, Hawaii Revised Statutes, an emergency is any occurrence, or imminent threat thereof, which results or may likely result in substantial injury or harm to the population or substantial damage to or loss of property; and

**WHEREAS**, pursuant to section 127A-2, Hawaii Revised Statutes, a disaster is any emergency, or imminent threat thereof, which results or may likely result in loss of life or property and requires, or may require, assistance from other counties or states or from the federal government.

**WHEREAS**, this occurrence of a severe, sudden, and extraordinary event has the potential to cause damages, losses, and suffering of such character and magnitude to affect the health, welfare, and living conditions of a substantial number of persons,

and to affect the economy of the State, and is expected to be of such a nature as to warrant rehabilitative assistance from the State; and

**WHEREAS**, the danger of disaster is of such magnitude to warrant preemptive and protective action in order to provide for the health, safety, and welfare of the people; and

**WHEREAS**, this occurrence, or threat thereof, may likely result in substantial injury or harm to the population or may likely result in loss of life or property and require, or may require, assistance from other counties or states or from the federal government; and

**WHEREAS**, the Legislature of the State of Hawai'i has appropriated from the general revenues of the State monies as may be necessary for expenditure by or under the direction of the Governor for the immediate relief of the conditions created by the disaster; and

**WHEREAS**, in expending such monies, the Governor may allot any portion to any agency, office, or employee of the state or to any county for the most expeditious and efficient relief of the conditions created by the disaster; and

**WHEREAS**, pursuant to sections 127A-14 and 127A-16, Hawaii Revised Statutes, the Governor may determine whether an emergency or disaster has occurred, or whether there is an imminent danger or threat of an emergency or disaster and authorize actions under chapter 127A, Hawaii Revised Statutes, and the expenditure of funds thereunder; and

**WHEREAS**, pursuant to section 127A-13(a)(3), Hawaii Revised Statutes, the Governor may suspend any law that impedes or tends to impede or is detrimental to the expeditious and efficient execution of, or that conflicts with, emergency functions, including laws specifically made applicable to emergency personnel; and

**WHEREAS**, pursuant to section 127A-13(a)(2), Hawaii Revised Statutes, the Governor may relieve hardships and inequities, or obstructions to the public health, safety, and welfare found by the Governor to exist in the laws and to result from the operation of federal programs or measures taken under chapter 127A, Hawaii Revised

Statutes, by suspending laws, in whole or in part, or by alleviating the provisions of laws on such terms and conditions as the Governor may impose; and

**WHEREAS**, pursuant to section 127A-12(b)(8), Hawaii Revised Statutes, the Governor may suspend chapter 103D and sections 103-50, 103-53, 103-55, 105-1 to 105-10, and 464-4, Hawaii Revised Statutes, in whole or in part, if these provisions impede or tend to impede the expeditious discharge of emergency disaster relief functions for this occurrence and that compliance therewith is impracticable due to existing conditions; and

**WHEREAS**, pursuant to section 127A-12(b)(9), Hawaii Revised Statutes, the Governor may appoint, employ, train, equip, and maintain, with compensation, or on a volunteer basis without compensation and without regard to chapters 76, 78, and 88, such agencies, officers, and other persons as the Governor deems necessary to carry out emergency management functions; determine to what extent any law prohibiting the holding of more than one office or employment applies to the agencies, officers, and other persons; and subject to the provisions of chapter 127A, Hawaii Revised Statutes, provide for the interchange of personnel, by detail, transfer, or otherwise, between agencies or departments of the State; and

**WHEREAS**, pursuant to section 127A-12(b)(19), Hawaii Revised Statutes, the Governor may take any and all steps necessary or appropriate to carry out the purposes of chapter 127A, Hawaii Revised Statutes, notwithstanding that powers in section 127A-13(a) may only be exercised during an emergency period; and

**NOW, THEREFORE**, I, DAVID Y. IGE, Governor of the State of Hawai'i, hereby determine that the conditions described herein are of such character and magnitude to constitute an emergency or disaster as contemplated by sections 127A-2 and 127A-14, Hawaii Revised Statutes, that threatens the State of Hawai'i and hereby proclaim an Emergency Period for the purpose of authorizing the expenditure of State monies as appropriated for the speedy and efficient protection and relief of the damages, losses, and suffering resulting from the emergency, and hereby authorize and invoke the following measures under the Hawaii Revised Statutes:

1. Section 127A-16, Hawaii Revised Statutes, by activating the Major Disaster Fund.
2. Sections 127A-13 and 127A-12, Hawaii Revised Statutes, in order for county and state agencies to provide emergency relief and engage in emergency management functions as defined in section 127A-2, Hawaii Revised Statutes, as a result of this event, to suspend as allowed by federal law, the following statutes to the extent necessary for county and state agencies to accomplish the emergency management functions contemplated under this Proclamation:
  - a. Section 37-41, Hawaii Revised Statutes, **appropriations to revert to state treasury.**
  - b. Section 37-74(d), Hawaii Revised Statutes, **program execution**, except for sub-sections 37-74(d)(2) and 37-74(d)(3), Hawaii Revised Statutes, and any such transfers or changes considered to be authorized transfers or changes for purposes of section 34-74(d)(1) for legislative reporting requirements.
  - c. Section 40-66, Hawaii Revised Statutes, **lapsing of appropriations.**
  - d. Chapter 46, Hawaii Revised Statutes, **county organization and administration** as any county ordinance, rule, regulation, law, or provision in any form applies to any county permitting, licensing, zoning, variance, processes, procedures, fees, or any other requirements that hinder, delay, or impede the purpose of this Proclamation.
  - e. Chapter 89, Hawaii Revised Statutes, **collective bargaining in public employment.**
  - f. Chapter 89C, Hawaii Revised Statutes, **public officers and employees excluded from collective bargaining.**

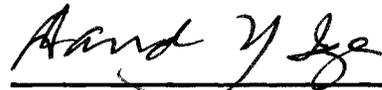
- g. Section 102-2, Hawaii Revised Statutes, **contracts for concessions in government buildings; bid requirements.**
  - h. Section 103-2, Hawaii Revised Statutes, **general fund.**
  - i. Section 103-53, Hawaii Revised Statutes, **contracts with the State or counties; tax clearances, assignments.**
  - j. Section 103-55, Hawaii Revised Statutes, **wages, hours, and working conditions of employees of contractors performing services.**
  - k. Chapter 103D, Hawaii Revised Statutes, **Hawaii public procurement code.**
  - l. Chapter 103F, Hawaii Revised Statutes, **purchases of health and human services,**
3. Section 127A-30, Hawaii Revised Statutes, relating to any prohibited increase in the selling price of any commodity, whether at the retail or wholesale level, in the area that is the subject of this disaster Proclamation shall continue for the period of this Proclamation for all:
- a. Food, water, or ice; and
  - b. Medical supplies, medical protective measures, medications, vitamins, or any other commodity intended to help the population stay well, recover from any illness, or protect them from any illness; and
  - c. Personal hygiene, paper or disposable cleaning products including but not limited to paper towels, napkins, toilette paper, hand sanitizer, alcohol, hydrogen peroxide, cleaning supplies of any kind, or any other commodity intended to help sanitize or clean individuals, items, or areas; and
  - d. Any other commodity that the seller or contractor knows or should know are intended for use by any member of the public or entity of

any type to prepare for, respond to, or use because of the circumstances giving rise to the emergency that is the subject of this Proclamation.

4. Section 127A-12(b), Hawaii Revised Statutes, and in order to provide emergency disaster relief, hereby direct all state agencies and officers to cooperate with and extend their services, materials, and facilities as may be required to assist in all efforts to eliminate the danger.

**I FURTHER DECLARE** that the disaster emergency relief period shall commence immediately and continue through April 29, 2020, or by a separate proclamation, whichever occurs first.

Done at the State Capitol, this  
4th day of March, 2020.



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DAVID Y. IGE  
Governor of Hawai'i

APPROVED:



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Clare E. Connors  
Attorney General  
State of Hawai'i

Action Item BOT #20-03: Approval to Fund Responses to COVID-19  
Attachment D – Sample COVID-19 Community Impact Grants Solicitation and Timeline

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**Grant Solicitation No. OHA 20-XX**

**COVID-19 COMMUNITY IMPACT GRANTS**

**May 7, 2020**

All applications must be submitted online at [www.oha.org/grants](http://www.oha.org/grants) on  
Friday, May 15, 2020 by 4:00 p.m. (HST)

For assistance with this grant solicitation, please email:

[grantsinfo@oha.org](mailto:grantsinfo@oha.org)

For technical assistance with the online application, please email:

[grantsadmin@oha.org](mailto:grantsadmin@oha.org)

Note: If this Grant Solicitation was downloaded from the OHA website, an applicant must provide contact information to [grantsinfo@oha.org](mailto:grantsinfo@oha.org) to be notified of any changes to this Solicitation. OHA shall not be responsible for any missing addenda, attachments or other information regarding the Solicitation if a proposal is submitted from an incomplete Grant Solicitation.

**Action Item BOT #20-03: Approval to Fund Responses to COVID-19  
Attachment D – Sample COVID-19 Community Impact Grants Solicitation and Timeline**

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May 7, 2020

Dear Applicant:

RE: SOLICITATION FOR COVID-19 COMMUNITY IMPACT GRANTS

The Office of Hawaiian Affairs (OHA) is soliciting applications from qualified applicants to specifically address COVID-19 community impacts.

The enclosed materials outline the application requirements of this Solicitation. Included for your information are the administrative requirements, service specifications, application instructions, budget instructions, as well as other reference materials. Prior to application submittal, it is imperative that applicants review all information and follow detailed instructions provided.

Applicants shall submit an online application, accessed through [www.oha.org/grants](http://www.oha.org/grants) on or before **4:00 p.m. Hawaii Standard Time (HST), Friday, May 15, 2020.**

OHA reserves the right to amend the terms of this Solicitation, to issue addenda, or to withdraw this Solicitation at any time.

We appreciate your interest in applying and for working with us to provide quality services and programs for our Native Hawaiian community during this challenging time.

Mahalo,

Maile Lu'uwai  
Grants Manager  
Office of Hawaiian Affairs

**Action Item BOT #20-03: Approval to Fund Responses to COVID-19**  
**Attachment D – Sample COVID-19 Community Impact Grants Solicitation and Timeline**

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## Section 1 – Administrative Overview

### I. Solicitation Organization

Each applicant is advised to read all sections of this solicitation. The solicitation is organized into five sections:

**Section 1 – Administrative Overview:** Provides an overview of the solicitation process.

**Section 2 – Service Specifications:** Provides a general description of the tasks to be performed, delineates grantee responsibilities, and defines deliverables.

**Section 3 – Application Instructions<sup>1</sup>:** Provides general instructions to complete the application.

**Section 4 – Application Evaluation:** Provides eligibility requirements and how applications will be evaluated by OHA.

**Section 5 – Attachments:** Provides examples of the forms that must be completed for the grant eligibility requirements and the application

### II. Grants Program

The Grants Program is responsible for overseeing OHA’s granting process including solicitation development, application review, award recommendation, contract negotiation, and monitoring grantee performance. Contact information for Grants is:

Grants\_Program  
 Office of Hawaiian Affairs  
 560 North Nimitz, Suite 200  
 Honolulu, Hawai‘i 96817  
 E-mail: [grantsinfo@oha.org](mailto:grantsinfo@oha.org)

### III. Solicitation Timetable

This timetable of activities represents OHA’s estimated schedule and is provided for planning purposes only. OHA–Grants Program reserves the right to cancel any activity or revise the timetable if needed.

Activity	Scheduled Date
Availability of Solicitation and online application	Thursday, May 7, 2020
Final application deadline	Friday, May 15, 2020
Grantee selection and notice of award	Thursday, May 28, 2020
Estimated grant agreement negotiations and terms finalized	June 12, 2020
Estimated grant start date	June 15, 2020

<sup>1</sup> Sections 3, 4 and 5 are not included in this sample but will be consistent with OHA’s grant solicitation documents and process.

**Action Item BOT #20-03: Approval to Fund Responses to COVID-19**  
**Attachment D – Sample COVID-19 Community Impact Grants Solicitation and Timeline**

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#### **IV. Applicant Eligibility Requirements**

##### ***A. Applicant Responsibility***

The Solicitation outlines the application requirements. Prior to application submittal, it is imperative that applicants to review all information contained in this solicitation and follow the detailed instructions provided.

##### ***B. Minimum Qualifications***

This Solicitation is issued under the provisions of the Hawai‘i Revised Statutes (HRS) Chapter 10-17 HRS, as well as other applicable state laws. All prospective applicants should familiarize themselves with the requirements of HRS section 10-17, as applicants will need to certify their understanding and compliance with these requirements.

1. Have IRS tax-exempt non-profit status or be a government agency;
2. Be registered to do business in the State of Hawai‘i;
3. Have a Hawai‘i Compliance Express Certificate of Vendor Compliance issued by the State of Hawai‘i that is “Compliant” within three (3) months of the application deadline;
4. Demonstrate to OHA that they are in good standing and in compliance with all laws governing entities doing business in the State of Hawai‘i;
5. Be eligible for OHA grants;
6. Be in good standing with required licensing bodies, and in compliance with professional standards and requirements in all licenses, permits, accreditations, and meet all standards required by applicable federal, state and county laws, ordinances, codes and rules to provide services. ;
7. Certify that the applicant has bylaws and/or policies that govern how business is conducted which includes conflicts of interest and nepotism policies;
8. Certify that board members have no material conflicts of interest and that they serve without compensation;
9. Certify that authorized signatory has the power delegated by an organization’s authoritative body (such as the Board of Directors) to sign and submit the OHA Grant Application;
10. Have a minimum of three (3) years of experience providing the proposed or related services in this solicitation;
11. Have a minimum of three (3) years of experience serving Native Hawaiians in the State of Hawai‘i;
12. Be able to purchase required insurance coverage and add OHA/State of Hawai‘i as additional insureds: Commercial General - \$1,000,000 per occurrence/\$2,000,000 general aggregate; Automobile Insurance-If using automobiles owned by the organization for grant - \$1,000,000 bodily injury liability limits of each person/\$1,000,000 per accident/\$1,000,000 per accident property damage **OR** \$2,000,000 combined single limit. If using non-owned vehicles-\$1,000,000 personal injury/\$2,000,000 general aggregate (can be included on commercial liability coverage); If compensating employees with grant funds-Workers Compensation Insurance-\$100,000 for each accident/\$500,000 disease policy limit/\$100,000 disease policy limit per employee; and Agree to indemnify and hold OHA and the State of Hawai‘i harmless for activities undertaken with grant funding, if

**Action Item BOT #20-03: Approval to Fund Responses to COVID-19  
Attachment D – Sample COVID-19 Community Impact Grants Solicitation and Timeline**

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awarded.

***C. FB 20-21 Grant Grantees & Fiscal Sponsors Ineligible<sup>2</sup>***

An applicant that has or serves as a fiscal sponsor for a FB 20-21 OHA Grant is ineligible to apply for this grant.

***D. Program Specific Requirements***

Program specific requirements are included in *Section 2, Service Specifications* and *Section 3, Application Instructions*, as applicable.

***E. Confidential Information***

Solicitation applications shall be open to public inspection after grantee selections and notice of awards, subject to the Uniform Information Practices Act (UIPA).

If an applicant believes any portion of an application contains information that should be withheld as confidential, such information shall be clearly marked and include justification to support confidentiality.

**V. Submission of Applications**

***A. Application Deadline***

All applicants shall submit an online application that addresses all of the requirements contained in *Section 3* of this Solicitation. Access the online application through the Grants Program page of the OHA website, <http://www.oha.org/grants>. The deadline to submit a completed application is **Friday, May 15, 2020, 4:00 p.m.** Hawaii Standard Time (HST).

No late applications will be allowed. Submission of an application in hard copy, by fax, or by email shall be rejected. There are no exceptions to this requirement.

Upon submittal of a final application and receipt by OHA, applicants will receive an automatic acknowledgement of receipt through an e-mail.

***B. Multiple Applications***

Only one (1) application may be submitted by an organization for this Solicitation. It is the responsibility of the applicant to understand the requirements of the Solicitation.

***C. Additional Materials and Documentation***

Upon request from OHA, each applicant shall submit any additional materials and documentation reasonably required by OHA in its review of the applications.

***D. Solicitation Amendments***

OHA reserves the right to amend this Solicitation at any time prior to the closing date for the

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<sup>2</sup> Under review

**Action Item BOT #20-03: Approval to Fund Responses to COVID-19  
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final revised applications.

***E. Cancellation of Solicitation***

The Solicitation may be canceled and any or all applications may be rejected in whole or in part, when it is determined to be in the best interest of OHA.

***F. Rejection of Applications***

OHA reserves the right to consider only those applications submitted in accordance with all requirements set forth in this Solicitation and comply with the service specifications. An application offering any other set of terms and conditions contradictory to those included in this Solicitation may be rejected without further notice.

**VI. Grant Awards**

***A. Grant Award Amount & Grant Award Period***

Subject to the availability of funds, a total of \$XXX,XXX in FY20 OHA funds will be provided for this solicitation with an anticipated start date of June 15, 2020 to September 30, 2020 (120 days or 4 months)<sup>3</sup>. Funding will be allocated based on proposals submitted.

***B. Notice of Award***

A Notice of Award shall be mailed to all applicants who have received award approvals.

***C. Grant Agreement***

All awards will be issued via a grant agreement with OHA. The grant agreement arising out of this Solicitation is subject to the approval of OHA Corporation Counsel as to form, and to all further approvals, as required by statute, regulation, rule, order or other directive. No work is to be undertaken by the awardee prior to the grant commencement date. OHA is not liable for any costs incurred prior to the official starting date.

***D. General and Special Conditions of the Grant Agreement***

The general conditions that will be imposed contractually will be made available upon award. Special conditions may also be imposed contractually by OHA, as deemed necessary.

***E. Availability of Funds***

The award of a grant is subject to approval by OHA's Board of Trustees and subject to the availability of funding.

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<sup>3</sup> Under review

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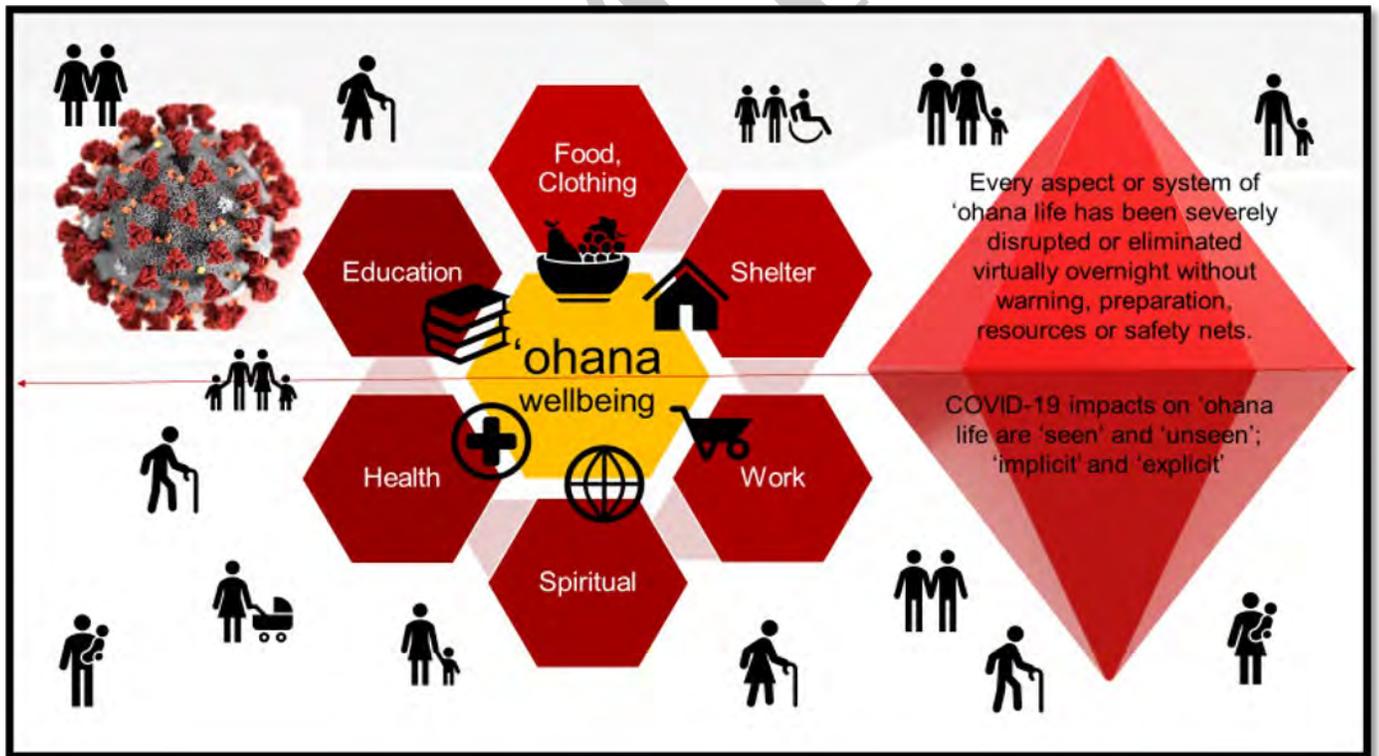
**Section 2 – Service Specifications**

**I. Overview & Purpose**

*A. Overview, Purpose or Need*

Every aspect or system of ‘ohana life has been severely disrupted or eliminated virtually overnight without warning, preparation resources or safety nets. COVID-19 impacts on ‘ohana life are ‘seen‘ and ‘unseen‘; ‘implicit‘ and ‘explicit‘.

OHA seeks to partner with communities and/or organizations to meet the immediate day to day needs of Native Hawaiian ‘ohana and communities impacted by COVID-19 within an immediate period of the next 90 to 120 days (3 to 4 months)<sup>4</sup>. OHA seeks proposals and responses that: a) Directly address immediate needs (e.g., loss of employment, mortgage or rent relief, food, clothing, shelter, living supplies); b) Fill geographic location or beneficiary population gaps (e.g., kupuna, pa`ahao, houseless); c) Are not duplicative; d) Extend or are additive to federal, state, county, philanthropic and other resourcing programs, efforts and time periods; e) Strengthen ‘ohana, mo`omeheu and ‘āina; f) Are community based (e.g., originated, developed, deployed); and g) Advance community, ‘āina based and/or cultural implementation mechanisms.



<sup>4</sup> Under review

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Examples of desired community-based goods and/or services needed because of COVID-19 may include, but not be limited to:

1. COVID-19 prevention, detection, testing, tracing, protection and treatment;
2. Living supplies (e.g., food, personal protective equipment, masks, hand sanitizers, diapers, toilet paper, wipes, personal hygiene items, medication, transportation, laundry, farm to table, farm to car, community food boxes);
3. Learning and living technology and supplies (e.g., school supplies, hardware, internet access service, mifis, software);
4. Support services (e.g., mental health, behavioral, counseling, wellness services, direct assistance with completing applications for services/programs such as food stamps, unemployment, nutrition and feeding, pa`ahao, kupuna, pregnant and domestic violence support services, suicide, youth, cultural).

***B. Description of the Target Population to be Served***

The target population for these goods and services are individuals and families of Hawaiian ancestry who are directly or indirectly impacted by COVID-19. Grantees must maintain proper documentation to demonstrate that program participants meet the Native Hawaiian ancestry requirement.

***C. Geographic Coverage of Service***

Service areas may include the islands of O`ahu, Hawai`i, Maui, Kaua`i, Moloka`i, and Lāna`i. Services may be provided to multiple islands or Statewide.

***D. Funding Restrictions***

OHA reserves the right to offer partial awards and/or restrict OHA funds from being used for disallowed costs, inappropriate or restricted expenses and/or expenses that are not in the applicant's budget and expenses for purchases and services that will not be used for grant purposes within the grant period.

**II. Scope of Work**

***A. Performance Measurements***

The applicant must be able to target, track, and report to OHA re: commodities distribution and/or service metrics. Program outputs reported to OHA must be a direct result of OHA's funding for this program and shall include the following:

**1. Outputs**

**Action Item BOT #20-03: Approval to Fund Responses to COVID-19**  
**Attachment D – Sample COVID-19 Community Impact Grants Solicitation and Timeline**

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- Number of individual Native Hawaiians served
- Number of Native Hawaiian Families served, if applicable
- Commodities or other distribution metrics; and/or
- Service metrics.

**2. Qualitative Measures**

- Participant survey

The applicant may propose additional measures of effectiveness and impact.

If applying to serve multiple areas/islands, the applicant shall submit individual Performance Measures for each service area.

**III. General Requirements**

**A. Administrative**

The applicant shall have facilities adequate for the proposed services and must provide reasonable accommodations to assure capacity to deliver services to those participants with limited physical limitations in compliance with the American with Disabilities Act (ADA) requirements, as applicable.

The applicant must assure and be responsible for the continuity of service activities in the event of staff illness, medical emergencies, vacancies, or other situations resulting in program resources that are less than proposed in the application. The applicant must not require nor depend on OHA's staff to provide service activities in the event program resources are not available.

The applicant shall possess sufficient funds available for its effective operations of activities for the purpose funded by this grant.

Upon request, the applicant shall make available to OHA all records relating to operations, programs and services that are funded by this grant.

**B. Reporting Requirements for Program and Fiscal Data**

Grantee shall be required to complete contracted progress reports in the OHA Grants Portal and upload reports on OHA forms to the OHA Grants Portal. In addition to contracted progress reports, performance measurement reports, expenditure reports, and Assurance of Benefit to Native Hawaiians forms are required. Additional reports may be required. Timely compliance with reporting requirements is required to continue to receive funding under the award.

OHA may conduct on-site monitoring visit(s) to review conformance with grant requirements and to ensure services are provided as reported. Site monitoring visits may include interviews with staff and participants, review of program files and expenditures

**Action Item BOT #20-03: Approval to Fund Responses to COVID-19**  
**Attachment D – Sample COVID-19 Community Impact Grants Solicitation and Timeline**

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(receipts, contracts), accounting practices, record keeping, including invoice testing and internal control supports.

**C. Compensation**

- 1. Automated Clearing House (ACH) Payments.** If awarded, grant payments to the Grantee shall be done via automatic ACH payments. Grantee will be required to complete OHA's ACH setup process.
- 2. Scheduled Payments.** An initial payment shall be made upon execution of the grant agreement and the submission of an invoice requesting payment and grantee press release announcing the award. Grant work cannot commence until Grantee submits an approved certificate of liability insurance.

Subsequent payments shall be made to the applicant in contracted disbursements, upon submission by the applicant, and approval by OHA, of required reports. All reports must be completed in and support documents uploaded to the OHA Grants Portal.

OHA shall retain up to ten percent (10%) of the total amount awarded for a final payment.

- 3. Method of Payment.** The method of payment shall be cost reimbursement. The cost reimbursement will provide for payment of allowable incurred costs on the contracted basis prescribed in the grant agreement.
- 4. Disallowed Costs.** OHA reserves the right not to fund any budget expenses it deems inappropriate, unreasonable, or unallowable. OHA grant funds may not be used to support costs incurred prior to the grant start date or not related to the grant. OHA grant funds cannot be used to support costs for services that do not occur within the grant period for grant purposes or for purchases that will not be used/installed within the grant period for grant purposes. In addition, in general, OHA does not allow the following:
  - Purchase of land or buildings;
  - Purchase of motorized vehicles which includes boats;
  - Out-of-state travel;
  - Purchase of alcohol;
  - Purchase of food;
  - Entertainment or gratuities;
  - New construction; and
  - Indirect costs.

Equipment purchased with OHA grant funding must be purchased and used for the grant purposes within the grant period and continue to be used to benefit the Native Hawaiian community after the grant term.



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OFFICE OF HAWAIIAN AFFAIRS  
Memorandum

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**Date:** May 6, 2020

**To:** Board of Trustees (BOT)

**Cc:** BOT Staff; CEO Team; Maile Lu`uwai, Grants Manager

**From:** Sylvia M. Hussey, Ed.D., Ka Pouhana, Chief Executive Officer 

**Subject:** Island Strong Funds Administered by Hawaii Community Foundation

**Attachment:** Island Strong Funds Sub-Grantee Recommendations

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**I. Background and Context.** In response to the rapid COVID-19 impacts, Administration reached out to community based intermediaries such as Aloha United Way and the Hawaii Community Foundation (HCF) to understand how OHA might extend its reach to address beneficiary needs in addition to its existing Emergency Financial Assistance (EFA) grant program. HCF's donor directed Island Strong Funds (ISF) appealed to Administration as: 1) the funds (from OHA) could be donor directed to HCF; 2) ISFs are community based collaborations with public (e.g., county, state) and private organizations (e.g., non-profits, philanthropy, foundations) facilitated by HCF; and 3) ISFs would be able to reach neighbor island communities more directly and effectively. Note: Because the City and County of Honolulu qualified (based on citizenry count/size) for direct COVID-19/CARES Act funding (\$387,000,000 in COVID-19 response dollars), Administration pursued neighbor island networks such as the ISFs.

OHA asked HCF to assist with identifying neighbor island community based food security efforts impacted by COVID-19; the intent was to fund community based food security programming including farmers, ranchers, fishermen, hunters, gatherers and other subsistence living practices in Hawaiian communities and/or for benefit of Hawaiian. The opportunity existed for OHA to support such programming (pivoting) in meeting the immediate food and feeding needs of the community rooted in Hawaiian produce and/or practices.

Memo to BOT

Re: Island Strong Funds Administered by Hawaii Community Foundation

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**II. Hawa`i Community Foundation (HCF)<sup>1</sup>.** *“The Hawaii Community Foundation helps people make a difference by inspiring the spirit of giving and by investing in people and solutions to benefit every Island community. At the Hawaii Community Foundation, we strive to use both our heads and our hearts to help Hawaii in meaningful and measurable ways. Using the collective wisdom from our network of supporters, we are able to make effective decisions, powered by philanthropic passion, to improve our communities.*



### Hawai'i Resilience Fund Grantees

Each of the grantees listed below is working in one or more of our four-phased approach to community resilience through the CHANGE framework, which has a specific focus on our most vulnerable island residents. These providers represent a wide range of target populations and geographies.

**PHASE I: Prioritizes risk reduction.** These grantees are taking action to increase screening and reduce the spread of COVID-19, protect front-line health care workers, respond to an increased demand for food, and support vulnerable populations with home health-care visits while sheltering in place. The foundation is actively raising and deploying grant funding aligned with this phase as our state is still at great risk for increased community spread.

**\$3,154,090**

**PHASE II: Supports rapid relief and response.** These organizations focus on supporting ALICE (Asset Limited, Income Constrained, Employed) families, kūpuna, homeless and those who are disproportionately impacted by the economic consequences of the virus. Grants aligned with phase two are currently being distributed to organizations that can assist with rent and utilities, childcare and other necessities.

**\$1,731,402**

**PHASE III: Recovery and stabilization funding** will support interventions and programs designed to strengthen the health of our economy and communities.

**PHASE IV: Rebuilding resilience** will engage communities statewide and convene community leaders across sectors to actively seek lessons learned and to refine our current resilience plans to proactively prepare for future disasters.

**A. Hawai`i Resilience Fund.** The fund was created to rapidly deploy resources to community nonprofits and health care providers who are working on the ground to address the COVID-19 pandemic in Hawaii. Based on a review of donors to the Hawaii Resilience Fund, the fund began with a \$1,000,000 donation from the Omidyar ‘Ohana Fund, matched by the HCF; and recently the Bank of Hawaii Foundation donated \$3MM. The Hawai`i Resilience Fund is not accepting restricted donations, however, Island Strong Funds are, therefore, Administration focused on the ISFs.

**Hawai'i Resilience Fund**

As of 4/6/2020

Grants to the community:  
**\$3,769,825**

Gifts from the community:  
**\$8,405,810\***

[DONATE NOW](#)

\*Bank of Hawaii Foundation gift of \$3 million donated on 4/6

<sup>1</sup> Hawaii Community Foundation website, <https://www.hawaiicomunityfoundation.org/hawaiiresiliencegrants?>, retrieved 5/6/2020

Memo to BOT

Re: Island Strong Funds Administered by Hawaii Community Foundation

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Hawaii Island Strong Fund

Kauai Strong Fund

Laura Jean Armstrong Fund

Maui County Strong Fund

Oahu Strong Fund

**B. Island Strong Funds.** County-specific Strong Funds build community resiliency through providing disaster preparedness, response, and recovery. Refer to the attached list for HCF recommended grantees that address the OHA advised fund parameters re: community based food security programming including farmers, ranchers, fishermen, hunters, gatherers and other subsistence living practices in Hawaiian communities and/or for benefit of Hawaiians.

Administration calls out for Trustees' awareness, the following notes regarding the attached list:

- 1) **‘Āina Momona, Hawai`i Island Strong Fund, \$10,000; and Maui County Strong Fund, Moloka`i - \$10,000**, is currently the statewide contractor to implement OHA's \$450,000 Kaialu Meals program in response to kupuna and Hawaiian communities impacted by COVID-19;
- 2) **Keaukaha-Pana`ewa Farmers Association (KPFA), Hawai`i Island Strong Fund, \$10,000**, Maile Lu`uwai, OHA Grants Manager is the Board President, though was not aware of or involved in HCF's recommendation of KPFA for funding; and
- 3) **Overall alignment to OHA Strategic Foundations and Directions.** A review of the recommended grantee entities are rooted in aina, sustainability, Hawaiian produce (e.g., kalo, uala, ulu, mai`a), Native Hawaiian owned farms, operating in communities that service Hawaiians (e.g., providing poi, restoring lo`i, fishponds), pivoting to address COVID-19 related food needs, former or current OHA grantees and/or Kamehameha Schools awardees---aligned to strategic foundational elements of mo`omeheu and aina as well as education, health and economic development directions.

HCF's administrative fee would be 15% of the distributed amount or \$39,000 to administer, monitor and report on 24 grantees with an average grant value of approximately \$11,000 with a projected 3 to 6 month grant period. The Table 1 summarizes the HCF recommendations including the related administrative fee. The total award to HCF to administer the 24 grantees would be \$299,000.

Memo to BOT

Re: Island Strong Funds Administered by Hawaii Community Foundation

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**Table 1 – Summary of Island Strong Fund Recommendations**

<b>Summary of Island Strong Fund Recommendations Administered by Hawaii Community Foundation</b>		
<b>Strong Fund</b>	<b># of Recs</b>	<b>Total \$</b>
<b>Hawai`i Island Strong Fund</b>	8	\$ 75,000
<b>Kaua`i Island Strong Fund</b>	5	\$ 75,000
<b>Maui County Strong Fund</b>		
<b>Mau`i</b>	7	\$ 72,500
<b>Moloka`i</b>	3	\$ 27,500
<b>Lana`i</b>	1	\$ 10,000
<b>Sub-total Maui County Strong Fund</b>	11	\$ 110,000
<b>Total Island Strong Funds</b>	24	\$ 260,000
<b>Administrative Fee Rate</b>		15%
<b>Administrative Fee</b>		\$ 39,000
<b>Total Distribution to Intermediary Hawaii Community Foundation</b>		\$ 299,000

**C. Board of Governors and Senior Leadership Names**

To facilitate Trustees’ conflict checks prior to any actions, names of the Board of Governors and Senior Leadership of HCF are provided in the tables below.

**Table 2 – Board of Governors**

<b>Board of Governors</b>	
1. Peter Ho	Chair, Chairman, President & CEO Bank of Hawaii
2. Michael Broderick	Vice Chair, President & CEO YMCA of Honolulu
3. Tamar Chotzen	Goodfellow, Vice Chair, Philanthropist & Community Volunteer
4. Jennifer Sabas	Secretary, Director, The Daniel K. Inouye Institute Fund
5. Alan Arizumi	Treasurer, Vice Chairman, First Hawaiian Bank

Memo to BOT

Re: Island Strong Funds Administered by Hawaii Community Foundation

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<b>Board of Governors</b>	
6. Mark E. Agne	Private Investor
7. Jeff Arce	Finance & Audit Committee Chair, Investment Subcommittee Chair, Senior Advisor, The MacNaughton Group
8. Deborah K. Berger	External Engagement Committee Chair, Co-Founder The Learning Coalition
9. Mary G. F. Bitterman	President, The Bernard Osher Foundation
10. Kaleialoha K. Cadinha-Puaa	President & CEO, Cadinha & Co., LLC
11. Roberta F. Chu	Sr. Vice President, Bank of Hawaii
12. John C. Dean	Executive Chair, Central Pacific Bank
13. Robert S. Harrison	Chairman & CEO, First Hawaiian Bank
14. Michael P. Irish	CEO, Halm's Enterprise, Inc.
15. Tyree Lee Jenkins, MD	Owner, Jenkins Eye Care
16. Paul Kosasa	CEO & President, ABC Stores
17. Elliot K. Mills	Nominating and Governance Committee Chair, Vice President & General Manager, Aulani, A Disney Resort & Spa
18. Judy B. Pietsch	Owner, Judy B. Pietsch Consulting
19. Katherine G. Richardson	Community Volunteer
20. Juliette K. Sheehan	Board Member, Atherton Family Foundation, James & Abigail Campbell Family Foundation
21. Toby Taniguchi	President & Chief Operating Officer – KTA Super Stores

Memo to BOT

Re: Island Strong Funds Administered by Hawaii Community Foundation

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**Table 3 – Senior Leadership**

<b>Senior Leadership</b>	
1. Micah Kāne	Chief Executive Officer & President
2. Jamee Kunichika	Vice President & Chief of Staff
3. Wally Chin	Senior Vice President & Chief Financial Officer
4. Sheila Sarhangi	Vice President of Strategic Communications
5. Michelle Kauhane	Senior Vice President of Community Grants & Initiatives
6. Kathryn Nelson	Senior Vice President of Philanthropy
7. Kate Lloyd	Senior Vice President & General Counsel
8. Chris Van Bergeijk	Senior Vice President & Chief Impact Officer

**III. Awarding Options for Trustees’ Consideration**

As the Trustees consider Action Item BOT #20-03 Approval to Fund Responses to COVID19, the following options are available for Trustees’ consideration and action – the HCF award amount would either be deducted (and motion amended) from either:

Motion 1: Emergency Financial Assistance Program - \$2,170,000; or

Motion 2: Accelerated COVID-19 Community Impact Grant Solicitation - \$830,000.

A. **AS IS.** Move to authorize the disbursement of \$299,000 from the Fiscal Year 2020 Core Operating Budget (Grants Category) to fund: 1) Eight (8) grantees in the Hawai`i Island Strong Fund in the amount of \$75,000; 2) Five (5) grantees in the Kaua`i Island Strong Fund in the amount of \$75,000; 3) 11 grantees in the Maui County Strong Fund in the amount of \$110,000; and 4) Hawaii Community Foundation administrative fee of \$39,000.

B. **Without ‘Āina Momona.** Move to authorize the disbursement of \$276,000 from the Fiscal Year 2020 Core Operating Budget (Grants Category) to fund: 1) Seven (7) grantees in the Hawai`i Island Strong Fund in the amount of \$65,000; 2) Five (5) grantees in the Kaua`i Island Strong Fund in the amount of \$75,000; 3) 10 grantees in the Maui County Strong Fund in the amount of \$100,000; and 4) Hawaii Community Foundation administrative fee of \$36,000.

-----END OF ATTACHMENT E-----

COVID – 19 Responses re: Statewide Community Based Food Security  
 Administered through Hawaii Community Foundation and the Island Strong Funds - \$260,000  
 \$75,000 for Hawai`i Island Strong Fund  
 \$75,000 for Kaua`i Island Strong Fund  
 \$110,000 for Maui County Strong Fund – Maui, Molokai and Lana`i  
 Updated: 5/6/2020

**I. Hawai`i Island Strong Fund - Donor Directed Proposals**

Organization	Amount	Location
<p>1. <b>Hui Mālama i ke Ala ‘Ūlili</b> (HuiMAU) cares for KaHua HoAMA, the kipuka aloha ‘āina in the ‘ili of Waipunalau, in the ahupua‘a of Pa‘auilo, by engaging youth of their HoAMA programs and broader community in creating an intergenerational community space for the cultivation ‘ai pono (healthy, organic, local food) and mālama ‘āina (sustainable land stewardship practices), so as to build strong community relationships, increase community resilience, and reestablish food sovereignty in the ahupua‘a of Pa‘auilo and moku of Hāmākua.</p>	<p>\$5,000</p>	<p>Pa‘auilo</p>
<p>2. <b>‘Āina Momona<sup>1</sup></b> is dedicated to restoring nourishment to the lāhui Hawai`i through food sovereignty and the restoration of subsistence practices. It implores our people to join us in restoring ‘ai to the lāhui through revitalizing traditional kalo production practices so that we can end our reliance on less ethical food systems for sustenance. One of the primary goals at ‘Āina Momona is to kanu mea ‘ai, plant edible food, for our people to live off of the land once more. ‘Āina Momona has four primary program areas that the organization focuses on: ‘Āina (land and environmental health), ‘Ai (food and agriculture), Wai (water) and Ea (sovereign, resistance and social justice).</p> <p>‘Āina Momona's current planting initiative is called Huli Ka Honua: distributing tens of thousands of huli across the pae ‘āina. It was a way for the organization to respond to the Covid19 pandemic that aligns with future food security. The 10,000 huli distributed over the last 10 days will start to produce 10,000 pound of luau a month in 6 weeks if planted in good soil and will become 100,000 huli ready to plant in 10 months. That is second base.</p>	<p>\$10,000 to food work on Hawai`i Island</p>	<p>O‘ahu, however is distributing huli statewide</p>
<p>3. <b>Hawai`i Institute of Pacific Agriculture's</b> (Hip Ag) main campus is located in the historically important Niuli‘i ahupuaa. HIP Ag practices pacific agriculture growing diversified polyculture of traditional canoe crops on site</p>	<p>\$15,000</p>	<p>Kohala</p>

<sup>1</sup> Currently the statewide contractor to implement OHA’s \$450,000 Kaiaulu Meals program in response to kupuna and Hawaiian communities impacted by COVID-19.

COVID – 19 Responses re: Statewide Community Based Food Security  
 Administered through Hawaii Community Foundation and the Island Strong Funds - \$260,000  
 \$75,000 for Hawai`i Island Strong Fund  
 \$75,000 for Kaua`i Island Strong Fund  
 \$110,000 for Maui County Strong Fund – Maui, Molokai and Lana`i  
 Updated: 5/6/2020

Organization	Amount	Location
<p>including kalo, uala, uhi, mai'a, awa, niu, and more. Niuli'i traditionally has 500 + loi kalo acting as breadbaskets for Kohala.</p> <p>Hip Ag would like to initiate a workforce development project restoring loi kalo and developing more mala gardens that they link directly to their popular kūpuna box. Hip Ag is ready now to employ and educate more local youth and adults to grow more food for our community and urgently want to increase production to avoid hunger.</p>		
<p>4. <b>OK Farms</b> is a Hawaiian family owned 1,000 acre farm that grows coffee, macadamia nuts, chocolate, spices, lychee, longan, citrus, and more. In response to COVID, O.K. Farms has temporarily shifted its focus from agricultural tours to begin the sale, transportation and delivery of locally grown produce from several local farms to residents who participate in the company's program.</p>	<p>\$10,000 *not a 501c3*</p>	<p>Hilo</p>
<p>5. The <b>Hawai'i Ulu Producers Cooperative</b> is committed to the revival of 'ulu to strengthen Hawai'i's food security and to the value of aloha 'āina (love for the land) by using environmentally responsible growing and production methods.</p>	<p>\$10,000 *not a 501c3*</p>	<p>Island-wide</p>
<p>6. <b>Kalopā Makai Farms</b> is a Native Hawaiian-owned farm in Kalopā. It is located on a 5 acre homestead situated on the scenic Hamakua Coast of Hawai'i Island. Its goal is to build a sustainable food forest that can be a model for the modern homesteader. It grows using the latest permaculture techniques, living and growing in balance with nature. It believes firmly in a polyculture approach to agriculture and are proud of the vast diversity on our land. The farm grows several commodities in large enough quantity to take to market including kalo, dragonfruit, starfruit, white pineapple and its renowned, Estate Grown Coffee that is harvested and processed in small batches entirely by hand on site.</p>	<p>\$5,000 *not a 501c3*</p>	<p>Kalopā</p>
<p>7. <b>Kaunamano Farm</b> is a Native Hawaiian-owned high-quality and pasture raised pork producer and 2014 awardee of Kamehameha Schools' Mahi'ai mashup.</p>	<p>\$10,000 *not a 501c3*</p>	<p>Honoka'a</p>

COVID – 19 Responses re: Statewide Community Based Food Security  
 Administered through Hawaii Community Foundation and the Island Strong Funds - \$260,000  
 \$75,000 for Hawai`i Island Strong Fund  
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 \$110,000 for Maui County Strong Fund – Maui, Molokai and Lana`i  
 Updated: 5/6/2020

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Organization	Amount	Location
8. <b>Keaukaha-Pana‘ewa Farmers Association<sup>2</sup></b> (KPFA) has 1,585 acres of farms across 233 leases and runs the Pana‘ewa Farmers Market, a homestead market supporting all farms on this ‘āina. The farmers market is currently partially opened due to COVID. KPFA is interested in being a passthrough to their many farmers and utilizing some funding to help increase their kalo production at the market. They have been addressing their community needs by passing out free masks and sanitizer to any of their homestead members so they are safe while at the market and after.	\$10,000	Keaukaha & Pana‘ewa
<b>Grand Total to Hawaii Island Strong Fund via HCF</b>	<b>\$75,000</b>	<b>8</b>

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<sup>2</sup> Note: Maile Lu‘uwai, OHA Grants Manager is the Board President

COVID – 19 Responses re: Statewide Community Based Food Security  
 Administered through Hawaii Community Foundation and the Island Strong Funds - \$260,000  
 \$75,000 for Hawai`i Island Strong Fund  
 \$75,000 for Kaua`i Island Strong Fund  
 \$110,000 for Maui County Strong Fund – Maui, Molokai and Lana`i  
 Updated: 5/6/2020

**II. Kaua`i Strong Fund - Donor Directed Proposals**

Organization	Amount	Location
<p>1. <b>Kumano I Ke Ala O Makaweli</b> (Aloha Aina Poi Co) – Kumano is on a mission to rebuild a sustainable Kauai and is heavily focused on engaging youth and growing the next generation of farmers. The org is purchasing food from local farmers and ranchers to provide 100 healthy meals to kupuna every Friday on the Westside. They currently have funding to run this program for 4 more weeks but could use funds to possibly add an additional day or do more plates and for a longer period of time. Funders are Consuelo &amp; HMSA Foundations.</p>	\$15,000	West Kauai
<p>2. <b>Waipa Foundation</b> - Waipā Foundation’s mission is to restore Waipā’s vibrant natural systems and resources and inspire healthy, thriving communities connected to their resources. Providing free or reduced cost poi to kupuna and other families in need.</p>	\$15,000	North Kauai
<p>3. <b>Kukulu Kumuhana O Anahola</b> (KKOA) - KKOAs vision is to build a thriving Hawaiian Community - encouraging the arts, both cultural and modern; utilizing new technologies to enhance the old; and establishing and managing a healthy and sustainable way of living. Funding to support Ulupono Anahola farming project. Growing food for the community of Anahola.</p>	\$15,000	North/East Kauai
<p>4. <b>Hui Maka‘āinana o Makana</b> (Hui) – The Hui is a community-based organization formed in 1998 by lineal descendants of Hā‘ena. Their mission is dedicated to perpetuating and teaching the skills, knowledge, and practices of our kūpuna (ancestors) through the interpretation, restoration, care and protection of the natural and cultural resources that are located within the Hā‘ena State Park. The organization works to restore the fishpond and loi in the area to help feed the community.</p>	\$15,000	North Kauai
<p>5. <b>Malama Huleia</b> - Mālama Hulē‘ia advocates, educates, and leads community efforts to remove red mangrove along the Hule‘ia river, re- establishes native wetland ecosystems and creates an environmental stewardship program honoring Hawaiian values. Their vision is a free-flowing, healthy and</p>	\$15,000	East Kauai

COVID – 19 Responses re: Statewide Community Based Food Security  
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\$110,000 for Maui County Strong Fund – Maui, Molokai and Lana`i  
Updated: 5/6/2020

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<b>Organization</b>	<b>Amount</b>	<b>Location</b>
productive Hulē`ia ecosystem perpetuating community pride. They are in the beginning stages of cultivating limu and oysters in the Alakoko fishpond.		
<b>Grand Total to Kauai Island Strong Fund via HCF</b>	<b>\$75,000</b>	<b>5</b>

COVID – 19 Responses re: Statewide Community Based Food Security  
 Administered through Hawaii Community Foundation and the Island Strong Funds - \$260,000  
 \$75,000 for Hawai`i Island Strong Fund  
 \$75,000 for Kaua`i Island Strong Fund  
 \$110,000 for Maui County Strong Fund – Maui, Molokai and Lana`i  
 Updated: 5/6/2020

**III. Maui County Strong Fund - Donor Directed Proposals**

Organization	Amount	Location
<p>1. <b>Hawaii Farmers Union United Foundation</b> has partnered with Kamehameha Schools to create Ku'ia Agricultural Education Center, an aina-based education center seeking to create a “food forest,” including coconut and ulu trees. During the current crisis, they have organized food hubs that allow farmers to sell produce online and provide curbside pick-up in Lahaina, Central Maui and Hana.</p>	<p>\$15,000</p>	<p>Lahaina</p>
<p>2. <b>Ma Ka Hana Ka Ike</b> cultivates 7 acres at Mahele Farm, producing almost 20,000 pounds of produce per year and engaging 222 students in learning about food production, traditional Hawaiian farming practices and native plants. Produce from the farm is delivered to 38 local kupuna. Their Malama Holoa program is a partnership with the Wendt ‘ohana and Hana School engage students in cultivating and processing kalo using traditional methods and tools.</p>	<p>\$15,000 to Mahele Farm</p>	<p>East Maui</p>
<p>3. <b>Kipahulu Ohana</b> supports traditional resource management practices within the Kipahulu District of Haleakala National Park and surrounding areas, providing education for residents and visitors at Kapahu Farm through kalo production. Their commercial kitchen is used by 100 local producers to process farm, ranch and ocean products.</p>	<p>\$7,500</p>	<p>East Maui</p>
<p>4. <b>Bobby Pahia</b> manages Hoaloha Farms (a subsidiary of Na Hoaloha Ekolu), a 310-acre farm, growing 24 heirloom kalo varieties. He also teaches traditional Hawaiian food preparation and farming practices to small farmers at a hale ku’i in Waikapu.</p>	<p>\$10,000 *not a 501c3*</p>	<p>Central Maui</p>
<p>5. <b>Hui No Ke Ola Pono</b> a member of the Native Hawaiian Health Care System will use 2 acres of land in Maui's Central Valley (owned by Mahi Pono) to grow crops used in traditional Hawaiian medicine in partnership with a pharmacist. This project is still in the planning stages, but support now could make this a valuable resource in the future.</p>	<p>\$10,000</p>	<p>Central Maui</p>
<p>6. <b>Noho‘ana Farm</b> is a small family owned organic farm situated on 2 acres of kuleana land in Waikapu. The farm traditionally cultivates kalo through an ancient lo‘i kalo agricultural system fed</p>	<p>\$7,500 *not a 501c3*</p>	<p>Central Maui</p>

COVID – 19 Responses re: Statewide Community Based Food Security  
 Administered through Hawaii Community Foundation and the Island Strong Funds - \$260,000  
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 \$110,000 for Maui County Strong Fund – Maui, Molokai and Lana`i  
 Updated: 5/6/2020

Organization	Amount	Location
by the fresh waters of the Waikapū Stream as well as produces other Hawaiian food crops.		
7. <b>Halau Ke‘alaokamaile</b> is building a permanent hālau and cultural center in Pi‘iholo, Maui. They have received previous OHA grant funds to restore native trees and propagate cultural practitioner crops on a six-acre parcel.	\$7,500 to forest restoration and crops	Upcountry Maui
<b>Subtotal Island of Maui</b>	<b>\$72,500</b>	<b>7</b>
1. <b>Aina Momona</b> <sup>3</sup> has redirected all staff to concentrating on food production and access during the pandemic. In Keawanui, they have cleared and prepared a 1-acre parcel to start growing fresh produce for community members. They are also distributing fresh produce from Oahu to Molokai.	\$10,000 to food work on Molokai	Molokai
2. <b>Hui O Kuapa</b> manages the historic Keawanui Fishpond (55 acres in size) and stewardship of surrounding lands. It is the largest enclosed and fully operational fishpond in the Hawaiian Islands.	\$7,500	Molokai
3. <b>Sustainable Molokai</b> is working to increase local food production and distribution on Molokai by coordinating deer hunters and the slaughterhouse to make meat available to local residents. They have also shifted their farmer’s market to curbside pick-up during the pandemic, allowing farmers to sell produce to residents and facilitating distribution of food boxes to those in need (boxes include food from Maui Food Bank and produce from Molokai farmers).	\$10,000	Molokai
<b>Subtotal Island of Molokai</b>	<b>\$27,500</b>	<b>3</b>
1. <b>Hawai’i Alliance for Community Based Economic Development</b> is partnering with Kipuka Lana’i Farms, piggery owned by Native Hawaiian farmers, for the Lima Huli Project Lana’i, meant to foster economic, cultural, and environmental well-being among Lanaians in an aina-based, skills-focused, educational context. Via this collaboration, HACBED will work to build KLF’s capacity to steward both the ahupua‘a and the Lāna‘i community overall.	\$10,000 to Lima Huli project	Lana’i

<sup>3</sup> Currently the statewide contractor to implement OHA’s \$450,000 Kaiaulu Meals program in response to kupuna and Hawaiian communities impacted by COVID-19.

COVID – 19 Responses re: Statewide Community Based Food Security

Administered through Hawaii Community Foundation and the Island Strong Funds - \$260,000

\$75,000 for Hawai`i Island Strong Fund

\$75,000 for Kaua`i Island Strong Fund

\$110,000 for Maui County Strong Fund – Maui, Molokai and Lana`i

Updated: 5/6/2020

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<b>Organization</b>	<b>Amount</b>	<b>Location</b>
<b>Subtotal Island of Lana`i</b>	<b>\$10,000</b>	<b>1</b>
<b>Grand Total Maui County – Maui Strong Fund</b>	<b>\$110,000</b>	<b>11</b>