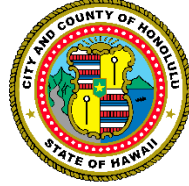


OFFICE OF ECONOMIC REVITALIZATION
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Economic Revitalization Commission

City and County of Honolulu
711 Kapi'olani Blvd., 12th Floor
Waimea & Kāne'ōhe Conference Rooms
Honolulu, Hawaii 96813
Agenda – Sixth Meeting
November 28, 2023
11:00 a.m. to 1:00 p.m.

Meeting Minutes

Commissioners Present In Person: Chair Olin Lagon, Vice Chair Eliza Talbot, 'Olu Campbell, Reid Chung, Meli James, Greg Kim, Keoni Lee, Deb Lui-Anderson, Tony Mizuno

OER Staff Present In Person: Amy Asselbaye, Kym Sparlin, Patrick Williams

Facilitator: Bill Fulton

1. Call to Order: The chair called the meeting to order at 11:20 a.m.
 - a. Approval of the Minutes. The chair requested members review and approve the minutes of the October 24, 2023 meeting; Commission Member Campbell made a motion to approve. Commission Member Lui-Anderson seconded the motion. Commission Members Campbell, Chung, James, Kim, Lagon, Lui-Anderson, Mizuno, and Talbot voted by voice to approve the minutes as drafted. Commission Member Lee abstained, citing that he was not at the October 24 meeting.

2. Facilitator Bill Fulton presented the revised draft Economic Revitalization report
 - a. The facilitator reviewed a presentation that summarized the report and the Commission's recommended revisions to the report.
3. Discuss draft report and approve
 - a. The Commission agreed with the revised draft report, with the addition of this language to the end of "Idea 2: Launch "O'ahu Business Connector" Program to Expand the City's Engagement of Local Business." *This approach should continue with the private sector to create connections between local businesses. It will build belief and investment in O'ahu businesses to create the opportunity for others to do the same.*
4. Set date for January 2024 Commission Meeting
 - a. The Commission agreed their next meeting will be on January 23, 2024, from 11 a.m. to 1 p.m., at the OER office (711 Kapi'olani Blvd., 12th floor).
5. Discuss and approve the creation of a Permitted Interaction Group(s) for the purpose of creating a 2024 Commission work plan
 - a. The Commission decided to create a PIG that will make recommendations on how to move forward with the three ideas identified in the Commission's 2023 report. The PIG will also develop plans to spend the \$50,000 in the Commission budget in alignment with the report. The PIG will present their recommendations at the January 23 meeting.

Commission Member Lee made a motion for approval. Commission Member James seconded the motion. The Commission unanimously agreed to the motion for approval by voice vote.

- b. Commission Member Chung, James, Lee, and Liu-Anderson volunteered to serve in the PIG. Commission Member Mizuo made a motion for approval that was seconded by Commission Member James. The Commission unanimously agreed to the motion for approval by a voice vote.

The meeting was adjourned at 12:41 p.m. by the call of the Chair.

Note: A video of the Commission's meeting is available on the Office of Economic Revitalization's channel by clicking this link:

<https://www.youtube.com/watch?v=tv2Nah8zk6Q&t=18s>

KYM'S MEETING NOTES:

Chair called to order at 11:2?

Approve Previous Meeting Minutes:

Eliza moved to approve, Deborah seconded,

Vote:

Keoni abstained as he was not present at previous meeting

Meli – not present for the vote (arrived following)

Greg, Reid, Tony, Olu, Olin, Eliza, Deb all approved

Report Review

Meli: clarifying question about what does “certification” mean

Greg: set example to support local businesses, why can't we change the law, we need to grow the law,

Jumped to discuss PIG potential in 2024 in support of the report

Tony: Will there be OER staff to assist PIG? Most don't know what is possible within context of government

Discussion on content of report:

Olu: idea 2: stretch to have connector become business to business connections and not just, want a short list of vendors to hire that have been vetted, city and state have lists of preapproved not sure why it cannot be shared, can we communicate to national/ international companies that come to do business here, make sure not duplicative

(KS: look at vendor list for state/ city – is this published?)

Meli: always looking for trusted vendors, do within their own cohorts

Added language to report: “This approach should continue with the private sector to create connections... (Sorry, Bill was standing in front of the screen so I missed the end of the sente

Greg move to accept, Meil second, all approved

Olin: should include training for new skill sets

Took agenda out of order: to discuss PIG before next commission meeting schedule

Greg: alternatives: 1- Chair/ VC create; 2 – commission do this in January; 3 – create PIG;

Eliza – feel there is a need a PIG for the procurement, need to understand what can be done in order to make suggested changes

Greg: volunteered to review procurement laws, figure out what can be changed, look at other models,

Tony: there are rules and practices

Olin: if OER ran a program would we have to “procure”? – Yes, would need to put a solicitation out on the street

Deb: is there is a list of “government” vendors that would could tag work on to?

Keoni: want PIG for agenda and schedule for 2024 to be voted on in January

Motion: establish PIG to draft approach to move 3 ideas from report forward in 2024 to set work plan for 2024, including proposal to spend the \$50k

Keoni – move, Meli, second

Unanimous approval

PIG members – Meli, Keoni, Reid, Deb

Tony: move for approval

Unanimous approval

Next meeting: 1/23 11am – 1pm @ OER

Deb out of country 1/19 – Feb 5

Eliza – out of country until 1/7

Olu - 1/12-16

AMY’S MEETING NOTES

Commission called to order at 11:20 am

Approved minutes: Olin moved & Olu seconded

Meli - how to understand the training mention in section 2 - what does that mean?

Greg - my comments are action oriented, the Council asked us to be bold so I suggest we propose a policy similar to the federal government to preference women & minority owned biz

Discussion on “what is a PIG?”

How could we use the \$50,000?

Connection for vetting other biz to biz local work - could we market some of the Cities pre- vetted vendor lists

How do you create a vetting entity to help

Language on local biz connection was drafted in the WORD document re: Olu’s suggestion.

Language was agreed to

Greg moved to accept the report and Meli seconded approval - Commission unanimously approved the report

PIG

What r PIG alternatives? Could Olin & Eliza just meet to do it? Commission could meet in January to determine annual schedule, meeting

“Request the PIG draft an approach that’s going to move the 3 ideas in the report & plans to spend the \$50,000 in alignment with the year 1 report”

- select 4 people to layout a road map for 2024
- Meli, Reid, Deb, Keoni

Move to approve Tony, second Eliza

Greg is going to conduct some research on laws relating to procurement

The PIG can create a plan that requires individual PIGs to create other PIGs on certain issues to investigate

Jan. 23 Commission will meet from 11 am to 1 pm at Pacific Park Place

Olin moves to adjourn and Eliza seconded the motion