



KA HĀLĀWAI KŪMAU A KE KŌMIKE MO'OHELU KĀLĀ, 'OIHANA KĀLĀ,  
A ME KE KIKOWAENA HĀLĀWAI O HAWAII  
KE'ENA KULEANA HO'OKIPA O HAWAII

**BUDGET, FINANCE, AND CONVENTION CENTER  
STANDING COMMITTEE MEETING  
HAWAII TOURISM AUTHORITY**

**HĀLĀWAI KELEKA'A'IKE**  
**VIRTUAL MEETING**

June 24, 1:30 p.m.  
**June 24, 2024, 1:30 p.m.**

*E ho'olele 'iwa'ia ka hālāwai ma o ka Zoom.* Meeting will be live streaming via Zoom.

<https://us06web.zoom.us/j/86972249802>

*E noi 'ia paha 'oe e kāinoa me kou inoa a leka uila paha. E 'olu'olu, e ho'okomo i kou inoa piha akā hiki nō iā 'oe ke ho'ohana i ka inoa kapakapa e like me kou makemake.*

**You may be asked to enter your name or email. The Board requests that you enter your full name, but you may use a pseudonym or other identifier if you wish to remain anonymous.**

*Kelepona / Call In:* 16699006833  
*Helu Hālāwai / Webinar ID:* 869 7224 9802

*Hiki i ka lehulehu ke hō'ike mana'o ma o ka palapala a i 'ole ma o ka waha. E kau palena 'ia ka hō'ike mana'o waha (ma ke kino a i 'ole ma o ka Zoom) he 'elima minuke ka lō'ihī no kēlā me kēia kumuhana. E kāinoa no ka hō'ike mana'o waha ma ke pākaukau ho'okipa ma ka lumi hālāwai. E kāinoa no ka hō'ike mana'o waha ma o ka Zoom ma o ke pihi "Q&A."*

**Members of the public may provide written or oral testimony on agenda items. Oral testimony (in-person or via Zoom) will be limited to five minutes for each testifier per agenda item. Signup for oral testimony via Zoom will be accepted through the Q&A feature on Zoom.**

*E ho'ohui 'ia nā palapala hō'ike mana'o i hiki ma ka pū'olo hālāwai. E leka uila 'ia nā palapala iā Carole Hagihara-Loo ma [carole@gohta.net](mailto:carole@gohta.net), a i 'ole, e lawe kino 'ia i ke ke'ena. No nā palapala hō'ike mana'o i hō'ea mai ma hope o ka pa'a o ka pū'olo hālāwai ('elua lā ma mua o ka hālāwai), e kāka'ahi 'ia nā kope i ke kōmike a e mākaukau no ka 'ike 'ia e ke anaina ma ka hālāwai.*

**Written testimony received ahead of the preparation of the committee packet will be included in the packet. Email written testimony to Carole Hagihara-Loo at [Carole@gohta.net](mailto:Carole@gohta.net) or hand-deliver or send via postal mail to the Hawaii'i Tourism Authority office, 1801 Kalākaua Avenue, 1<sup>st</sup> Floor, Honolulu, HI 96815. Written testimony received after the issuance of the committee packet (two business days prior to the meeting) will be distributed to the committee.**

## **AGENDA**

1. *Ho'omaka a Wehena*  
**Call to Order and Opening Protocol**
2. *Kikolā*  
**Roll Call to Announce Name of Participating Board Members and to Identify Who Else is Present with Board Member if Location is Nonpublic**
3. *'Āpono Mo'olelo Hālāwai*  
**Approval of Minutes of the May 17, 2024, Budget, Finance, and Convention Center Standing Committee Meeting**
4. *Noi, Hō'ike'ike, Kūkā, a Hana no ko ke Ke'ena Kuleana Ho'okipa o Hawai'i Mo'olelo Kālā no Mei 2024*  
**Motion, Presentation, Discussion, and Action on the Hawai'i Tourism Authority (HTA's) May 2024 Financial Report; Recommend Approval**
5. *Noi, Hō'ike'ike, Kūkā a Ki'ina Hana no ko ke Kikowaena Hālāwai o Hawai'i Palapala Hō'ike Kālā no 'Apelila 2024 a me ka 'Ikepili Hou ma ko ke Kikowaena Hālāwai o Hawai'i Papahana Ho'oponopono me ka Mālama 'Ana no 6 Makahiki*  
**Motion, Presentation, Discussion, and Action on the Hawai'i Convention Center's May 2024 Financial Report and Update on the Hawai'i Convention Center's 6-Year Repair and Maintenance Plan; Recommend Approval**
6. *Noi, Hō'ike'ike, Kūkā, a Ki'ina hana no Ka Papa Hana a me ka Lawelawe 'ana no ka Mo'ohelu Kālā Hana*  
**Motion, Presentation, Discussion, and Action for Policies and Procedures on Operating Budget Amendment Procedures**
7. *Noi, Hō'ike'ike, Kūkā, a Ki'ina hana no ka Mo'ohelu Kālā o ke Kōmike 'Imina o ka Pelekikena a CEO*  
**Motion, Presentation, Discussion, and Action for the President and CEO Search Committee Budget**
8. *Noi, Hō'ike'ike, Kūkā a Ki'ina Hana no ka Mo'ohelu Kālā Hana FY25*  
**Motion, Presentation, Discussion, and Action on Fiscal Year 2025 Hawai'i Tourism Authority Operating Budget; Recommend Approval**
9. *Ka Papahana Ho'oponopono Kaupoku o ka HCC*  
**HCC Roof Repair Project**
  - a. *Ka Nūhou no ka Pāhana Ho'oponopono Kaupoku o ka HCC*  
**Status of HCC Roof Repair Project**

- b. *Ka Papa Manawa a Papa Hana no ka Pāhana HTA*  
**HTA Project Timeline and Dashboard**
  - c. *Nā Kuleana Limahana*  
**Staff Assignments**
10. *Kūkā a Hō'ike'ike no ke Noi Kālā i ka 'Aha'ōlelo no ka Makahiki Kālā 2025*  
**Status and Recent Communication Relating to the HTA FY 25 Budget Request to the Legislature**
11. *Ka Ho'oka'a'ike 'ana aku i ka Holomua o ka Mo'ohelu Kālā no ka HTA a me ke Kikowaena Hālāwai o Hawai'i, a Pēia Pū Ho'i ka 'Aha'ōlelo*  
**Status and Communications Regarding the Hawai'i Convention Center (HCC) FY 25 Budget**
- a. *Ke Noi Mo'ohelu Kālā FY25 i ka 'Aha'ōlelo no ka HCC*  
**FY 25 HCC Budget Request to the Legislature**
  - b. *Ka Mo'ohelu Kālā Hana FY25 no ka HCC*  
**FY 25 HCC Operating Budget**
  - c. *Ka Mo'ohelu Kālā FY25 Ho'olaha no ka HCC*  
**FY 25 HCC Sales and Marketing Budget**
12. *Ke Kālā Pōulia 'Oihana Ho'okipa*  
**Tourism Emergency Special Fund**
- a. *Ka Nūhou no Ke Kulekele Ho'olilo Kālā Pōulia*  
**Status of Use of the Tourism Emergency Special Fund**
  - b. *Ka Papa Hana, Lawelawe 'ana, a me nā Palapala e Pili Pū ana i ke Kālā Pōulia*  
**Policies, Procedures, and Reports Relating to the Use of the Tourism Emergency Special Fund**
  - c. *Ka Nūhou no ka Ho'ihō'i Kālā Pekelala no ke Noi Kālā 'Āpanakahi*  
**Status of Federal Reimbursement for Wildfire Budget Requests**

13. *Ke Noi Kālā 'Āpanakahi*

**Branding Incremental Budget Requests**

- a. *Ka Nūhou no ka Māhuahua o ke Noi Kālā Keu*  
**Update on Campaign Effectiveness, Cost/Benefit Ratio, and ROI for Incremental Budget Requests**
  
- b. *Ka Nūhou no Nā Palapala 'Aelike 'Āpanakahi a me ka Uku*  
**Status of Contracts and Payments for all Branding Incremental Requests**

14. *Nā Nīnūnē Mo'ohelu Kālā o ka HTA, ka Papa Hana, a Lawelawe 'ana*

**Status, Discussion and/or Action Relating to HTA Budget & Finance Issues, Policies and Procedures, etc.**

- a. *Nā Waihona Kālā Lohi: ka Nūhou, Papa Hana, Lawelawe, a Palapala 'ana*  
**HTA Past Due Accounts**
  - i. *Ka Nūhou*  
**Status**
  
  - ii. *Ka Papa Hana a Lawelawe 'ana*  
**Policies and Procedures**
  
- b. *Na Loli o nā Palapala 'Aelike HTA: ka Nūhou a Kūkā no ka Papa Hana, Lawelawe, 'Āpono o ka Papa Alaka'i, a me ka Palapala 'ana o ka 'Oihana Kālā*  
**HTA Contract Modifications**
  - i. *Ka Nūhou*  
**Status**
  
  - ii. *Ka Papa Hana a Lawelawe 'ana*  
**Policies and Procedures**
  
- c. *Nā Kūlana Ho'okō a me ka Uku Keu: ka Nūhou a Kūkā no ka Papa Hana, Lawelawe, 'Āpono o ka Papa Alaka'i, a me ka Palapala 'ana o ka 'Oihana Kālā*  
**HTA Executive Employment Contracts and Bonuses**
  - i. *Ka Nūhou*  
**Status**

ii. *Ka Papa Hana a Lawelawe 'ana*  
**Policies and Procedures**

d. *Ka Papa Hana Huaka'i HTA: ka Nūhou a Kūkā no ka Papa Hana, Lawelawe,*  
*'Āpono o ka Papa Alaka'i, a me ka Palapala 'ana o ka 'Oihana Kālā*  
**HTA Travel Policies**

i. *Ka Nūhou*  
**Status**

ii. *Ka Papa Hana a Lawelawe 'ana*  
**Policies and Procedures**

15. *Hō'ike'ike, Kūkā, a Ho'oholo no nā Kuleana a me nā Mana'o 'Ē A'e e Pili ana i ka*  
*Mo'ohelu Kālā HTA i Hāpai 'ia e nā Lālā o ka 'Aha'ōlelo, ka Papa Alaka'i, nā*  
*Limahana, nā Kāko'o, apwa, e la'a ho'i me ko lalo:*

**Presentation, Discussion, and Action on HTA Budget Issues, Comments, and**  
**Suggestions Raised by Legislators, Board Members, Staff, Stakeholders, etc.,**  
**including:**

a. *a Nūhou no ka Pane i ka Luna Ho'omalua 'Oihana Ho'okipa, 'o Quinlan Ho'i,*  
*no ka Hō'ike 'Ano o ka Mo'ohelu Kālā o ka Makahiki Kālā 2024 a me ka Papa*  
*Hana, Lawelawe 'ana, a me ka 'Āpono o ka Papa Alaka'i*

**HTA Response to House Tourism Chair Quinlan's Review Comments on**  
**FY 2024 Operating Budget: Status, Policies, Procedures and Board**  
**Approval**

b. *Ka Papa Hana a Lawelawe 'ana o ka Ho'oka'a'ike e Pili Pū ana i ko ka HTA*  
*Mo'ohelu Kālā, Ke 'Ano e Lawelawe aku i ka Papa Alaka'i, a me ka Pane a*  
*Ho'oholomua Koke*

**HTA Policies and Procedures for Communications Regarding HTA**  
**Budget, including Prompt Transmittal to the Board, Timely Responses,**  
**and Follow-up Actions on Matters Including Possible Violations of Laws**  
**or Contracts**

16. *Ho'oku'u*  
**Adjournment**

**\*\*\* 'Aha Ho'okō:** *Ua hiki i ka Papa Alaka'i ke mālama i kekahi hālāwai kūhelu i kū i ka Hawai'i Revised Statutes (HRS) § 92-4. E mālama 'ia kēia hālāwai kūhelu nei ma lalo o ka § 92-5 (a)(4), § 92-5 (a)(8) and §201B-4(a)(2) no ka pono o ko ka Papa Alaka'i kūkā a ho'oholo 'ana i nā nīnūnē a nīnau i pili i ko ka Papa Alaka'i kuleana me ko ka Papa Alaka'i loio. He hālāwai kūhelu kēia i 'ole paulele 'ia ka 'ikepili a i mea ho'i e mālama kūpono ai i ko Hawai'i 'ano, he wahi i kipa mau 'ia e nā malihini.*

**\*\*\* Executive Meeting:** The Board may conduct an executive meeting closed to the public pursuant to Hawai'i Revised Statutes (HRS) § 92-4. The executive session will be conducted pursuant to HRS § 92-5 (a) (2), § 92-5 (a)(4), § 92-5 (a)(8) and §201B-4(a)(2) for the purpose of consulting with the board's attorney on questions and issues pertaining to the board's powers, duties, privileges, immunities, and liabilities; to consider hiring and evaluation of officers or employees, where consideration of matters affecting privacy will be involved; and to discuss information that must be kept confidential to protect Hawai'i's competitive advantage as a visitor destination.

*Inā he lawelawe a mea like paha e pono ai ke kīnānā, e ho'oka'a'ike aku me Carole Hagihara-Loo ma (808)-973-2289 a ma ka leka uila e like me ka wikiwiki i hiki, 'a'ole ho'i a ma 'ō aku o ka 'elua lā ma mua o ka hālāwai. Inā 'ike 'ia he noi i ka lā ma mua o ka hālāwai, e ho'ā'o mākou e 'imi i ka lawelawe a mea like paha, 'a'ole na'e ho'i e hiki ke ho'ohiki 'ia ke kō o ua noi lā. Ua noa pū kēia ho'olaha ma nā kino 'oko'a e like me ka mea pono.*

If you need an auxiliary aid/service or other accommodation due to a disability, contact Carole Hagihara-Loo at (808) 973-2289 or [carole@gohta.net](mailto:carole@gohta.net) as soon as possible, preferably no later than 4 days prior to the meeting. **Requests made as early as possible have a greater likelihood of being fulfilled.** Upon request, this notice is available in alternative/accessibile formats.

*E like nō me ka 'ōlelo o ke Kānāwai Hawai'i i ho'oholo 'ia māhele 92-32.7, e mālama ana ke Ke'ena Kuleana Ho'okipa o Hawai'i i kekahi wahi e hiki ai ka po'e o ka lehulehu ke noho a komo pū ma nā hālāwai ma o ka ho'ohana 'ana i ka 'enehana pāpaho (ICT). Aia ana kēia 'enehana pāpaho ma ka papahale mua o ka lumi ho'okipa i mua o ke Ke'ena Kuleana Ho'okipa o Hawai'i ma ke Kikowaena Hālāwai O Hawai'i. 'O 1801 Kalākaua Avenue, Honolulu, Hawai'i, 96815 ka helu wahi.*

In accordance with HRS section 92-3.7, the Hawai'i Tourism Authority will establish a remote viewing area for members of the public and board members to view and participate in meetings held using interactive conference technology (ICT). The ICT audiovisual connection will be located on the 1st Floor in the Lobby area fronting the Hawai'i Tourism Authority at the Hawai'i Convention Center at 1801 Kalākaua Avenue, Honolulu, Hawai'i, 96815.