

**Hawai`i 2050 Sustainability Task Force
Hawai`i State Capitol, Room 211
November 18, 2005
Minutes**

Members Present: Russell Kokubun, Lyla Berg, Corinne Ching, Suzanne Chun Oakland, Ian Costa, Donald Fujimoto, David Goode, Marion Higa, Gary Hooser, Karl Kim, Keith Kurahashi, Keith Rollman, Laura Thielen, Stacie Thorlakson, Pamela Tumpap, Ryan Yamane

- I. **Call to Order.** The task force meeting was called to order at 9:24 a.m. by Chair Russell Kokubun on Friday, November 18, 2005, in Room 211 at the Hawai`i State Capitol. Introduction of task force members present.
- II. **Review and Approve Minutes.** It was moved by Ian Costa and seconded by Gary Hooser that the task force approve the minutes of the first task force meeting held on October 25, 2005. The task force unanimously approved the minutes.
- III. **Adopt Rules of Order for Task Force Meetings.** The task force was presented with six proposed Rules of Order (see attached). Chair Kokubun opened discussion to adopt rules. Three rules were added—Robert’s Rules of Order will be followed; all media inquiries will be referred to the chair of the task force; and members of the task force will be allowed to (1) be represented at meetings by a designee, and (2) authorize that designee to vote by proxy for the task force member when a written statement is submitted to the task force 48 hours prior to the scheduled meeting. The Task Force unanimously approved the nine Rules of Order.
- IV. **Adopt Policies for Public Testimony.** Policy adopted under the Task Force Rules of Order.
- V. **Review Requirements of Act 8, SSLH 2005.** Marion Higa stated that Act 8 allows the Auditor to contract for technical assistance in the creation of the Hawai`i 2050 Sustainability Plan. A Request for Proposal was issued, and the Hawaii Institute for Public Affairs (HIPA) was awarded the contract. HIPA has partnered with University of Hawai`i faculty to provide expert technical advice and assistance to the Auditor and the Task Force.

William Kaneko, HIPA President and CEO reviewed the requirements of Act 8, which includes an initial deadline to submit an interim report to the Legislature at the end of the year, and an overall goal to develop a Hawaii 2050 Sustainability Plan before the convening of the 2007 legislative session.

VI. **Provide Background and Overview on the Hawai`i State Plan.** Ralph Ukishima, a retired planner with the Department of Business and Economic Development who was instrumental in the formulation of the Hawaii State Planning Act (“Plan”) in the 1970s, presented background information to the Task Force. The Plan became law in 1978 and was intended to be a comprehensive guide for the future long-range development in the State, providing for the individual, family, and community needs of Hawaii’s people. The goals, objectives, and policies embodied in the Plan addressed all areas of concern – population, economy, environment, facilities systems, social/cultural advancement, employment, etc. Those involved in the planning process understood that it would not be possible to achieve the goals all at once; rather, the Plan would assist in helping to focus resources and determine priorities to address statewide areas of concern. The Plan included implementation mechanisms that recognized existing budgeting and land use decision making processes.

Mr. Ukishima explained that those involved in the planning effort wanted to create a living, workable plan to which all state programs and the county plans would conform. The state functional plans were intended to set forth the policies and priorities for a specific area of activity -- not to be plans for particular state agencies -- recognizing all actions and policies in both government and the private sector. The Plan also established an advisory committee comprised of representatives from the state and counties, members of the public, and field experts from the private sector for each functional plan. These advisory committees effectively created a network of linkages throughout government.

A policy council was established to review the Plan and make recommendations on the administration, amendment, and review of the Plan. This component was the mechanism to keep the Plan updated, coordinated, and relevant. However, the law establishing the council was repealed in 1991.

An outreach and education campaign was launched to inform and gather input from the public about the Plan. An extensive mailing list was put together with input from the state, county, and federal governments including the military. A number of public service announcements on radio and television were aired and staff developed slide presentations and brochures for the community meetings. Twelve meetings were held: O`ahu-4; Maui-2; Moloka`i-1; Lana`i-1; Hawai`i-2; Kaua`i-2.

Upon completion of the community meetings, a preliminary draft document was prepared which included follow-up on public inquiries. The draft was distributed as a newspaper tabloid insert in all of the major papers throughout the state. Handouts, charts, and diagrams that were easy to read and understand were developed and widely distributed to businesses, chambers of commerce, state boards and commission, rotary clubs, public libraries, county planning agencies, etc. An interim joint House-Senate committee was established to keep apprised of the development of the Plan.

Based on his experience with the process for developing the Hawaii State Planning Act, Mr. Ukishima offered the following insights and suggestions to Task Force members:

- Legislative oversight and involvement is important to keep the effort going.

- If possible, review copies of the documents and materials created during the planning process – do not rely on the statutes.
- The focus of the original Plan was on implementation; currently, there are no benchmarks or indicators to measure effectiveness, no accountability mechanisms, no review process—components important to ensuring a vibrant and living plan.

VII. **Explore Best Practices: Community Visioning and Planning Efforts.** The following individuals made presentations on best practice models for community visioning and planning at the county level and in other jurisdictions (PowerPoint presentations and best practices matrix attached):

- Barry Usagawa, Water Resources Principal Executive, Board of Water Supply
- Steve McPeck, Department of Research and Development, County of Hawai`i
- Ian Costa, Director of the Department of Planning, County of Kaua`i
- Pamela Tumpap, President and CEO of Maui United Way, County of Maui
- Dr. Andrew Hashimoto, Dean and Director of the College of Tropical Agriculture and Human Resources, University of Hawai`i at Mānoa
- Jake Dunagan, Hawai`i Research Center for Futures Studies, University of Hawai`i

VIII. **Formulate Framework and Approach to Developing the Hawai`i 2050 Sustainability Plan.** Leland Chang presented a list of components and issues for the Task Force to consider in formulating a process to develop the Hawai`i 2050 Sustainability Plan (see attached). The list was intended as a starting point for discussion. Task Force members made the following general comments about the planning process:

- Legislative involvement is important—should be linked with community outreach through a major public kick-off event to launch the planning process and announce the effort to the community.
- Involvement of the county mayors and county councils is critical.
- Communication and marketing component will play a key role in the success of the effort in engaging all stakeholders.
- Important to design materials that are understandable and can serve as tools for the facilitators and at community meetings; training of facilitators is also important.
- Need to review and understand the legal and constitutional framework of any plan, e.g., the legal and constitutional balance between the host culture and the western paradigm.
- Need to address cultural and ethnic concerns, geographic sensitivities. The manner in which different cultures communicate, participate, and engage needs to be considered, and different approaches and styles need to be balanced.
- Consider the concept of ahu`pua`a as an overarching value and context for planning.
- Find unifying themes, find common ground to help move the process forward.
- Important to evaluate last plan (take accountability back) in order to make progress on future plan.
- There needs to be an economic basis or model to show viability and justifies any recommendation.
- Important to document Task Force activities and keep a record for future review.

The Task Force then discussed the qualities of the ideal / optimal planning process.

- Transparent and open
- Accessible information—interactive website
- Youth involvement
- Multi-generational
- Dynamic, ongoing – need to sustain the process (sustainability with evolvability)
- Quality data and information
- Visible, highly publicized—BIG DEAL!
- Inspires people to be proactive, to take action, and builds motivation
- Continually educational
- Common language—definition of key words
- “Locals”—all cultures included and engaged
- Open, welcoming—different methods to engage people
- Strengths-based—identify weaknesses but plan should be positive; think about the negatives and be proactive early on
- Provide fact-based information relevant to each subject area to frame public input and ground the discussion
- Information presented in culturally relevant context (related to gathering public input)
- Geographically cognizant—recognize the uniqueness of each island; be fair and complete
- Deep probe for input
- Efficient data review and presentation management
- Use technology to optimize the process, crunch data, visually show impact of recommendations, e.g., Hawai`i County GIS computer model
- Use/create “Best” practices
- Involve implementers; develop a cadre of facilitators
- Develop quality feedback mechanisms and process
- Make it FUN/UP/HOPEFUL/TASTY (Food!)
- Need to be flexible, evolutionary
- Be authentic—this is who we are
- Be accountable

- IX. **Planning for Future Meetings.** Chair Kokubun explained that a question had been raised about the appropriateness of proxy voting by Task Force members and requested that this item (adopted as a rule or order earlier in the meeting) be reviewed at the next meeting.

The next task force meeting is scheduled for December 5, 2005 from 9:00 a.m. to 3:30 p.m. in Conference Room 211 at the Hawai`i State Capitol. Future meetings are planned for December 15 and December 21, time and location to be announced.

- X. **Adjourn.** The meeting was adjourned at 3:20 p.m.