

HAWAII BOARD ON GEOGRAPHIC NAMES (HBGN)

Notice of Meeting and Agenda

235 S. Beretania Street

6th floor Library

Honolulu, HI 96813

Tuesday, July 2, 2024

2:00 p.m.

As authorized under Act 220, Session Laws of Hawai'i 2021, this meeting will be held with Board Members, Staff, and Agencies participating in-person at the above location or via Zoom online meeting venue.

Zoom meeting information:

URL: https://bit.ly/hbgn_2024

or dial: (253) 205 0468 [audio only]

Meeting ID: 810 5134 5336

Passcode: 542392

A G E N D A

1. Call to Order
2. Review and approval of meeting minutes for June 4, 2024
The Board will review/amend the minutes from the previous meeting and will vote on whether or not to approve them at this time. [Action item]
3. Public comments.
Participants may provide comments about issues not on the agenda for possible inclusion on a future agenda. [Not an action item]
4. Announcements.
Participants may share information not requiring Board discussion, action, or decision making. [Not an action item]
5. Discussion about using Hawaiian terminology instead of English descriptors in feature names and suggesting Hawaiian terminology in the GNIS Feature Class descriptions.
Board members will discuss the possibility of standardizing naming conventions using Hawaiian terminology to replace English descriptors such as "Gulch," "Crater," and "Stream." The Board will also review the GNIS Feature Class descriptions to suggest corrections in the use of Hawaiian terminology and to suggest additional Hawaiian terminology that might be appropriate. [Action item]
6. Discussion and decision on establishing a Permitted Interaction Group to research the name of the Island of Hawai'i.
Board members will discuss the option of establishing a Permitted Interaction Group (PIG) to research the name of the Island of Hawai'i and to facilitate engaging with community members and stakeholders. The discussion will include identifying members of the PIG, setting the scope of the investigation, and setting the scope of each member's authority. [Action item]

7. Discussion and decision on selected feature names on O‘ahu.
Board members are reviewing and researching feature names from its review list. Board members will discuss the results of their research and may make naming decisions. [Action item]
8. Adjourn

Meeting Materials:

Meeting materials will be available in advance of the meeting on HBGN’s website (<https://planning.hawaii.gov/gis/hbgn/hbgn-meeting-materials>).

Zoom meeting information:

To participate via the Zoom link provided, you will need a computer or mobile device with internet access, video camera (recommended), and microphone. You will be muted during the meeting unless you are testifying or actively participating in a discussion. You may also access the Zoom meeting by phone only by using the dial-in phone number, meeting ID, and meeting passcode information provided at the top of this agenda. Further instructions for how to use Zoom are available at:

<https://planning.hawaii.gov/ghgstf/agendas-and-minutes>.

If connection is lost, the meeting may reconvene when either audiovisual communication or audio-only communication is established within thirty minutes. The public may access the reconvened meeting by clicking the link again.

If it is not possible to reconvene the meeting within 30 minutes after an interruption, then check HBGN’s website (<https://planning.hawaii.gov/gis/hbgn>) for information as to whether the meeting will be continued to an alternative date and time, or the meeting may be terminated.

Information about submitting and providing testimony:

Written testimony may be submitted on any agenda item:

by email: arthur.j.buto@hawaii.gov or

by postal mail: Office of Planning and Sustainable Development
ATTN: Hawai‘i Board on Geographic Names
P.O. Box 2359
Honolulu, HI 96804-2359

Written testimony should include the word “testimony” with the agenda item number and description in the Subject line, and should be received no later than **Friday, June 28, 2024, 4:30 p.m.**, in order to be included in the meeting packet. Testimony received after that time will be distributed at the meeting and posted on the website but may not be included in the meeting packet.

Members of the public may also provide oral testimony and participate in discussions for any agenda item during the meeting. If attending in person, please indicate that you wish to speak by raising your hand. When recognized by the Chairperson, you may present your testimony. If attending virtually, please indicate that you wish to speak by using the raise hand function in Zoom, or if calling in by telephone, entering * and 9 on your phone keypad. When recognized by the Chairperson, you will be unmuted. If calling in by phone, you can unmute and mute yourself by pressing * and 6 on your keypad. When testifying, you will be asked to identify yourself and the organization, if any, that you represent.

Information about attending the meeting in person:

Persons may attend the meeting in person at: Leiopapa A Kamehameha, 235 S. Beretania Street, 6th Floor Conference Room, Honolulu, HI 96813. Visitors will be asked to:

- Present a government issued picture ID at the security desk in the lobby;
- Wear a mask which covers both the nose and mouth;
- Maintain social distance of minimum 6 feet apart from others whenever possible.

Information about auxiliary aids:

If you need an auxiliary aid/service or other accommodation due to a disability, contact Arthur Buto at (808) 587-2894 or by email at arthur.j.buto@hawaii.gov as soon as possible. Requests made as early as possible will allow adequate time to fulfill your request.

Upon request, this notice is available in alternate formats such as large print, Braille, or electronic copy.

MINUTES DRAFT
FOR THE MEETING OF THE
HAWAI‘I BOARD ON GEOGRAPHIC NAMES

DATE: June 4, 2024
TIME: 2:00 p.m.
PLACE: Leiopapa A Kamehameha Building
Office of Planning and Sustainable Development
235 S. Beretania Street, 6th Floor Library
Honolulu, Hawai‘i 96813

[0:00:00] **AGENDA ITEM 1: Call to Order**

Mr. Cummings called the meeting to order at 2:03 p.m.

The following were in attendance:

MEMBERS: Meyer Cummins (Land Survey Division) [remote]
Arthur Buto for Mary Alice Evans (Office of Planning and Sustainable
Development) [in-person]
Holly McEldowney (Department of Land and Natural Resources) [in-person]
Lilliane Makaila (Department of Hawaiian Home Lands) [remote]

ABSENT: Marques Marzan (Bishop Museum)
Keith Gutierrez (Office of Hawaiian Affairs)
Kapā Oliveira (University of Hawai‘i at Mānoa)

GUESTS: Jenny Runyon (Staff, US BGN, USGS) [remote]
Dr. Shellie Zahniser (Executive Secretary, Domestic Names Committee
(DNC), US BGN, USGS) [remote]
Regina Hilo (Department of Land and Natural Resources) [remote]
KITV4 News [remote]

[0:01:05]

AGENDA ITEM 2: Review of Meeting Minutes for May 7, 2024

[0:02:57]

MOTION: Ms. Makaila moved to approve the minutes of May 7, 2024. Ms. McEldowney seconded the motion.

[0:03:14]

The members present voted unanimously to approve the meeting minutes of May 7, 2024.

[0:03:23]

AGENDA ITEM 3: Public Comments

Mr. Buto received an email from Ms. Shelby Bourquein, contractor for the US BGN asking about the status of the Name Request for **Reyes Beach**. Mr. Buto recalled that the Board deferred discussion and decision while waiting to hear from the applicant about attending an HBGN meeting. Mr. Buto will reach out to the family.

Mr. Buto received an email from David Fogel from Apple asking about a spreadsheet of authoritative names for Hawai‘i. He saw the pdf lists on the HBGN website. Mr. Buto directed him to the downloadable GNIS file on the USGS website.

Ms. Runyon confirmed that Shelby is the new contractor with the US BGN. She is following up on new name proposals.

Ms. Runyon noted that David Fogel is a cartographer with Apple Maps. He is interested in using official names from state and federal naming authorities in Apple Maps and would like to learn more about the naming process at those jurisdictional levels.

Ms. Makaila commented on the name proposal for **Reyes Beach**. The proposal states that this is an unnamed feature, but she would like to see some research either from the applicant or from the Board providing historical information and identifying traditional names for that place, and she would like to see some level of consultation with lineal and cultural descendants and community groups in that area. It is near Pāhōnu Pond, the historical turtle pond in Waimānalo that several community groups are associated with – Waimānalo Limu Hui, Ke Kula Nui o Waimānalo, and community members who work on the pond. Establishing a memorial name for a geographic feature might be a more difficult task for the applicant than naming a building or a park.

[0:12:03]

AGENDA ITEM 4: Announcements

None.

[0:12:15]

AGENDA ITEM 5: Discussion about the possibility of using Hawaiian terminology instead of English descriptors in feature names.

Mr. Buto provided a listing of the GNIS Feature Classes and their descriptions. The descriptions include several different Hawaiian terms, like “moku” and “awāwa.”

Mr. Cummins expressed a concern that dropping a descriptor entirely from the name might lead to ambiguity or difficulty understanding what feature is being referenced on a map. He suggested including a descriptor in parentheses in the name as a way of clearly and unambiguously identifying a feature, e.g., “gulch.”

Ms. Makaila supports including Hawaiian words in the descriptions of the GNIS Feature Class. Although the Board would review specific feature names individually, generally she favors removing English descriptors, e.g., O‘ahu Island should be O‘ahu, with the Feature

Class identifying it as an island and the Feature Class description including the Hawaiian term “mokupuni.”

Ms. Runyon will find out about the process for revising the Feature Class descriptions. She noted that for a feature in the GNIS database, there’s not a way to show descriptions for the Feature Classes along with the feature name.

Ms. Makaila responded that she is interested in modifying the descriptions of some of the Feature Classes. She noted as an example that for Feature Class “stream” the Hawaiian term “awāwa” is included in the description. But in Hawaiian, “kahawai” is the more common term for the flowing of the water, while “awāwa” refers to the land that is carved out by the stream, e.g., a gulch.

Ms. Makaila will send to Ms. Runyon and Mr. Buto a list of Hawaiian terms that should be included in Feature Class descriptions or terms that are incorrectly applied or terms that are misspelled. This might be a work in progress that Ms. Oliveira (not present at this meeting) can ask Hawaiian language program students to help with.

Ms. McEldowney noted that one of the purposes of the authoritative names in the GNIS is to standardize feature names on USGS maps (and Google and Apple maps). The feature names should be descriptive and complete enough to enable people to communicate their location unambiguously to first responders or to people who are unfamiliar with the Hawaiian language. Historically, the English descriptor was included in the feature name for that purpose. There may be unintended consequences of removing the English descriptor. The Board should consider this on a case-by-case basis.

This discussion will continue next meeting.

[0:33:02]

AGENDA ITEM 6: Discussion and decision on establishing a Permitted Interaction Group to research the name of the Island of Hawai‘i.

At the last meeting the Board started the conversation about establishing a Permitted Interaction Group (PIG), the pros cons, and the potential cost (to visit Island of Hawai‘i). Because a full Board wasn’t present, the discussions was tabled.

Mr. Cummins asked if any of the members present today would be willing to serve on the PIG. Ms. Makaila said that she would be happy to participate.

Mr. Cummins thought that Ms. Makaila and Ms. Oliveira would be good candidates, because of their knowledge of ‘ōlelo Hawai‘i and their interest in the topic. However, neither was present at the last meeting; Ms. Oliveira is not present today.

Ms. Oliveira's 'ōlelo Hawai'i expertise extends to both language and geography. Mr. Cummins also volunteered to provide an additional mapping expertise from a surveyor's perspective.

[0:46:58]

MOTION: Mr. Buto moved that the Board table this discussion until the next meeting where there are at least five Board members present. Ms. Makaila seconded the motion.

[0:47:18]

The members present voted unanimously to table this discussion until the next meeting where there are at least five Board members present.

[0:47:27]

AGENDA ITEM 7: Discussion and decision on selected feature names on O'ahu.

[0:47:48]

[363581] **Punchbowl.**

Mr. Camara is not present to discuss Puakea Nogelmeier's research into Pūowaina.

[0:48:12]

[358537] **Alapena Pool.**

Mr. Cummins found a few maps of the area, but the names are not on them. He also found File Plan 184, ca. 1917 that shows **Alapena Pool** labeled. Alapena Falls shows up on more modern maps. There were no references in field books. Ms. McEldowney noted that it is one of three pools in the area. She has some maps, because this area is next to the Royal Mausoleum, which is a State Park. Mr. Cummins will also look at Grant 3691, which abuts the pool, to see if it references the pool.

[0:51:44]

[358539] **Alau Gulch**

[358546] **Alei Pali**

On Registered Map 1784, of the Ka'ena area, Mr. Cummins found **Alau** and **Alei** (which might be the location of the trig station with that name), but not **Alau Gulch** or **Alei Pali**. Mr. Cummins will look at the field book associated with the map to learn more about the naming convention for the labeled features, e.g., **Alau**, **Alei**, and Holoihonuamea Rocks. Ms. McEldowney noted that Emerson did maps of some of the grants in the area. He was trying to preserve native rights to certain activities like collecting salt and drying nets, even if they weren't the grant owner.

[1:01:23]

[358606] **Aniani Nui Ridge.** Mr. Cummins was unable to find a map with the ridge but did find **Aniani** on Registered Map 72, circa 1872, of the Waimānalo area.

Ms. Makaila found **Aniani Nui** in both the Papakilo and Ulukau databases, but both cite USGS map as the source. **Aniani** is referenced as well in Ulukau in reference to Maunawili. Unable to find definitive references to it. She hasn't looked at the nūpepa yet for **Aniani** or **Aniani Nui**.

Mr. Buto will leave the same list of names to review for the next meeting.

[1:08:04]

AGENDA ITEM 8: Adjourn

[1:08:08]

Dr. Shellie Zahniser, the new Executive Secretary for the US BGN Domestic Names Committee (DNC) introduced herself. The DNC will review the decisions of the HBGN and if approved, will incorporate those decisions into the GNIS database.

[1:09:37]

MOTION: Mr. Buto moved to adjourn the meeting. Ms. McEldowney seconded the motion.

[1:09:54]

The members present voted unanimously to adjourn the meeting.

Mr. Cummins adjourned the meeting at 3:13 pm.

Status Key: 1 = Not Hawaiian; 2 = Not Reviewed; 3 = More Research Needed; 4 = HBGN Corrected; 5 = Already Correct in GNIS; 6 = Name Change; 7 = HBGN partial correction, exhausted available reference and research resources							
Stat	Feat ID	Feature Name	Feature Class	Corrected Name	Source	Notes	USGS Quad Name
3	358537	Alapena Pool	Lake			PNH: not listed; HBGN: more research needed, 05-07-2024 HBGN: found on File Plan 184 (ca. 1917); will check State Parks maps and Grant 3691 abutting Alapena Pool, 06-04-2024	Honolulu
3	358539	Alau Gulch	Valley			HBGN: "Alau" and "Aleī" found on Registered Map 1784; will check Field Book associated with map for information about naming conventions, 06-04-2024	Kaena
3	358546	Alei Pali	Cliff			HBGN: "Alau" and "Aleī" found on Registered Map 1784; will check Field Book associated with map for information about naming conventions, 06-04-2024	Kaena
3	358606	Aniani Nui Ridge	Ridge			PNH: not listed; more research needed; 05-07-2024; HBGN: Registered Map 72 (ca. 1872) shows "Aniani;" online resources Papakilo Database and Ulukau both include records related to "Aniani Nui;" will check nūpepa, 06-04-2024	Koko Head

Buto, Arthur J

From: Runyon, Jennifer E <jrunyon@usgs.gov>
Sent: Friday, June 7, 2024 4:08 AM
To: Buto, Arthur J; Marques marzan [REDACTED];
[REDACTED]
Cc: Zahniser, Shellie R
Subject: [EXTERNAL] Hawaiian generics in geographic names
Attachments: GNIS Feature Classes_Generic Terms.pdf

Good morning and Aloha to all,

Thank you once again for inviting us to attend your HBGN meetings and for welcoming Shellie as the new BGN Exec Sec. Hopefully she'll be able to attend a meeting in person soon.

At this week's meeting, you were discussing the issue of generics in Hawaiian names, or more specifically, the list of GNIS feature classes; see attached. Bobby had asked if kepula could be corrected to kīpuka, and Lillie mentioned that awāwa should be under valley (gulch) rather than stream. I believe there was at least one other that she questioned.

I just checked with the GNIS staff and they confirmed that these should be an easy fix. However, since it requires a correction to a table embedded in the schema, they'd prefer to take care of them all at once. If you're aware of any other Hawaiian terms on the list that need correction/addition, could you send those to me in an email so I can pass them along to the developers? If you want to hold off and discuss the list at the next HBGN meeting, I assume that would be fine.

Regards,
Jenny

Jenny Runyon, research staff
U.S. Board on Geographic Names
U.S. Geological Survey
Reston, Virginia 20192
(703) 648-4550 / (703) 217-2762 (cell)
<https://usgs.gov/geonames/domestic-names>

Feature Classes

This list shows all feature classes catalogued in the GNIS and their definitions and provides examples of generic names associated with the feature class.

Arch

Natural arch-like opening in a rock mass (bridge, natural bridge, sea arch).

Area

Any one of several areally extensive natural features not included in other categories (badlands, barren, delta, fan, garden).

Arroyo

Colloquial usage in southwestern United States. The valley of an ephemeral stream with a flat floor and steep banks or the ephemeral stream flowing through a valley with a flat floor and steep banks, either hydrographic or hypsographic (draw, wash, gully).

Bar

Natural accumulation of sand, gravel, or alluvium forming an underwater or exposed embankment (ledge, reef, sandbar, shoal, spit).

Basin

Natural depression or relatively low area enclosed by higher land (amphitheater, bolson, cirque, depression, hole, pit, sink).

Bay

Indentation of a coastline or shoreline enclosing a part of a body of water; a body of water partly surrounded by land (arm, bahía, bight, cove, estuary, gulf, inlet, sound).

Beach

The sloping shore along a body of water that is washed by waves or tides and is usually covered by sand or gravel (coast, shore, strand).

Bench

Area of level to gently sloping land on the flank of an elevation such as a hill, ridge, or mountain where the slope of the land rises on one side and descends on the opposite side (first bottom, flood-plain step, level, terrace, tread).

Bend

Curve in the course of a stream or the land within the curve; A curve in a linear body of water (bottom, loop, meander).

Canal

Waterway, primarily manmade, used by watercraft or for drainage, irrigation, mining, or waterpower (ditch, lateral, sluice).

Cape

Projection of land extending into a body of water (lae, neck, peninsula, point).

Census

A statistical area delineated locally specifically for the tabulation of Census Bureau data (census designated place, census county division, unorganized territory, various types of American Indian/Alaska Native statistical areas). Distinct from Civil and Populated Place.

Channel

Linear deep part of a body of water through which the main volume of water flows and is frequently used as a route for watercraft (passage, reach, strait, thalweg, thoroughfare, throughfare). Not a Stream or Valley.

Civil

A political division formed for administrative purposes (borough, county, incorporated place, municipio, parish, town, township). Distinct from Census and Populated Place.

Cliff

Very steep or vertical slope on one side (bluff, crag, escarpment, head, headland, nose, palisades, precipice, promontory, rim, rimrock, scarp).

Crater

Circular-shaped depression at the summit of a volcanic cone or one on the surface of the land caused by the impact of a meteorite; a manmade depression caused by an explosion (bowl, caldera, lua, maar).

Crossing

A place at which a river or stream may be crossed (landing, ferry, ford).

Falls

Perpendicular or very steep fall of water in the course of a stream (cascade, cataract, waterfall).

Flat

Relative level area within a region of greater relief (clearing, glade, pan, park, playa lake, salina, upland).

Gap

Low point or opening between hills or mountains or in a ridge or mountain range (col, notch, pass, saddle, water gap, wind gap).

Glacier

Body or stream of ice moving outward and downslope from an area of accumulation; an area of relatively permanent snow or ice on the top or side of a mountain or mountainous area (icefield, ice patch, snow patch).

Gut

Relatively small coastal waterway connecting larger bodies of water or other waterways (creek, inlet, slough).

Island

Area of dry or relatively dry land surrounded by water or low wetland (archipelago, atoll, cay, hammock, hummock, isla, isle, key, moku, rock).

Isthmus

Narrow section of land in a body of water connecting two larger land areas.

Lake

Natural body of inland water (backwater, lac, lagoon, laguna, oxbow, pond, pool, resaca, tank, tarn, waterhole).

Lava

Formations resulting from the consolidation of molten rock on the surface of the Earth (kepula, lava flow, māwae, traps).

Levee

Natural or manmade embankment flanking a stream (bank, berm).

Military

Place or facility used for various aspects of or relating to military activity.

Pillar

Vertical, standing, often spire-shaped, natural rock formation (chimney, hoodoo, monument, pinnacle, pōhaku, rock tower).

Plain

A region of general uniform slope, comparatively level and of considerable extent; can refer to the flat area of a large mesa (desert, grassland, highland, kula, plateau, savanna).

Populated Place

Place or area with clustered or scattered buildings and a permanent human population (city, settlement, town, village). A populated place is usually not incorporated and by definition has no legal boundaries. However, a populated place may have a corresponding "civil" record, the legal boundaries of which may or may not coincide with the perceived populated place. Distinct from Census and Civil classes.

Range

A single mass of hills or mountains; a complex, interconnected series of mountain ranges having a well-defined longitudinal trend (cordillera, mountain belt, sierra).

Rapids

Fast-flowing section of a stream with turbulent flow, often shallow and with exposed rock or boulders, where discharge is mostly influenced by velocity rather than width and depth (dalles, riffle, ripple).

Reservoir

Artificially impounded body of water (lake, tank).

Ridge

Elevation with a narrow, elongated crest that can be part of a hill or mountain (arête, crest, chenier, cuesta, divide, esker, hogback, mogote, lae, ridge, spur).

Sea

Large body of salt water (gulf, ocean).

Slope

A gently inclined part of the Earth's surface (grade, pitch).

Spring

Place where underground water flows naturally to the surface of the Earth (seep).

Stream

Linear body of water flowing on the Earth's surface (anabranh, awāwa, bayou, branch, brook, creek, distributary, fork, kill, pup, rio, river, run, slough).

Summit

Prominent elevation rising above the surrounding level of the Earth's surface; does not include pillars, ridges, or ranges; can occur as a single isolated mass or in a group (ahu, ballon, berg, bald, butte, cerro, colina, cone, cumbre, dome, head, hill, horn, knob, knoll, mauna, mesa, mesita, mound, mount, mountain, peak, pu'u, rock, sugarloaf, table, volcano).

Swamp

Poorly drained wetland, fresh or saltwater, wooded or grassy, possibly covered with open water (bog, cienega, everglades, fen, marais, marsh, pocosin, slough).

Valley

Linear depression in the Earth's surface that generally slopes from one end to the other (barranca, canyon, chasm, cirque, cove, coulee, draw, fjord, glen, gorge, gulch, gulf, gully, hollow, ravine).

Woods

Small area covered with a dense growth of trees; does not include an area of trees under the administration of a political agency.

Quick Review: Who Board Members Can Talk To and When (Part 3) (Revised December 2022)

OIP often is asked whether board members can talk to one another in various situations when not in a meeting. To help board members understand what they can talk about when they are not in a meeting, OIP put together a three-part Quick Review. The entire series can be found online on [OIP's Sunshine Law training webpage at oip.hawaii.gov](https://oip.hawaii.gov).

Boards subject to the Sunshine Law, Part I of Chapter 92, Hawaii Revised Statutes (HRS), are generally required to conduct all business in open meetings that have been properly noticed to allow for public participation. This Quick Review discusses an exception to the open meeting requirement for “permitted interaction groups” or “PIGs,” as set forth in section 92-2.5(b), HRS. While other types of permitted interactions were previously discussed in Part 2 of this Quick Review series, this article explains how members of a board may form a PIG to investigate or to negotiate a matter.

PIGs Established to Investigate

Two or more members of a board, but less than the number of members which would constitute a quorum, may be assigned to investigate a matter relating to the official business of their board.

In order for a board to take action on a matter investigated by a PIG, **three separate board meetings must occur** in the order described below. At the **FIRST** meeting of the full board, the investigative PIG is formed and the scope of the investigation and the scope of each member's authority are defined. No new members or issues can be added to the PIG after the first board meeting. The PIG may then conduct its investigation outside of open meetings, which may take months to complete.

At a **SECOND** meeting of the full board, the findings and recommendations of the PIG are presented to the board, **but the board cannot discuss or act on the report at this meeting.**

- A PIG may present its findings to the full board in an executive session *if* the reason for entering into the executive meeting is one of those set forth in section 92-5(a), HRS, or other law. For example, if a PIG was created to investigate whether to take certain disciplinary action against an employee, it may present its findings to the full board in accordance with section 92-5(a)(2), HRS, which allows boards to enter executive meetings to consider the discipline of an employee. In such a situation, OIP generally recommends

that the PIG also present a “sanitized” report during the public session that omits the confidential information but informs the public of the general nature of the PIG’s findings and recommendations, so the public is at least generally informed of the PIG’s work and has something upon which to base testimony at the subsequent meeting where the board will discuss and perhaps act on the report.

After the PIG makes its report to the board at the second meeting, the PIG is automatically dissolved and should not continue working. The Sunshine Law does not allow a PIG to make more than one report or to continue working on its assignment after its report, so a PIG should not be providing “updates” on its work or more than one report. See [OIP Op. Ltr. No. F23-01](#) on OIP’s [Opinions page](#) for an in-depth discussion on investigative PIGs.

The board cannot discuss, deliberate, or make any decisions regarding the PIG’s report until a THIRD meeting held separately and after the meeting at which the findings and recommendations of the investigation were presented by the PIG.

Waiting until a subsequent board meeting to discuss and act on the PIG’s report gives the public the opportunity to present informed testimony at the meeting where the board will discuss and act on the report.

Some Practical Considerations for Investigative PIGs

- A PIG is fundamentally a permitted interaction with detailed reporting requirements, not a special type of committee.
- Because they are a permitted interaction rather than a type of committee, PIGs are not subject to the Sunshine Law’s requirements for giving notice, holding open meetings, or keeping minutes.
- PIG members may communicate by interactive technology (Skype, teleconference, etc.), and by email, telephone, etc., on matters within the scope of the PIG’s authority without violating the Sunshine Law.
- Although a PIG is not required to hold public meetings, it can choose to do so if it wishes.
- PIGs may solicit input from the public as part of an investigation without the need of filing a meeting agenda in accordance with the Sunshine Law.

- A PIG may include among its members people who are not members of the board that created the PIG. A PIG may also consult with others (i.e., staff, members of the public, individuals with expertise in a field, stakeholders, etc.) in furtherance of its investigation, but should NOT consult with other members of its parent board.
- Members of a board who are not part of the PIG may NOT attend PIG meetings or be included in PIG communications.
- Before the PIG reports to the board, PIG members should not discuss the status of their investigation with other board members who are not part of the PIG.
- A standing committee of a board may create a PIG, and such PIGs must follow all the requirements of section 92-2.5(b), HRS, including reporting back to the committee that created them.
- Sometimes, it may be better for a board to establish a temporary committee instead of a PIG, or to delegate authority to one member to perform a task and report back to the board. See OIP Op. Ltr. No. F23-01 at 15-16 for more information.
- A PIG may continue its work after the loss of a PIG member. For example, if a PIG's member's term on the board ends, that member also ceases to be a PIG member, but the PIG can continue working with the remaining original members. The board should not substitute another board member into that vacant PIG position. The PIG's membership was previously established at the initial meeting that created the PIG and new members cannot be added. The PIG can continue without the now-departed member, but if a board wants to change the PIG's membership, it should first allow the current PIG to report back and automatically dissolve. After hearing the investigative PIG's report and waiting until a subsequent board meeting to discuss and act on the report, the board can then create a new PIG to carry on the now-dissolved PIG's work.
- Similarly, once a PIG is formed, the board may not add new assigned tasks to an existing PIG.

PIGs Established to Negotiate

Another less common type of PIG can be formed when two or more members of a board, but less than a quorum, are assigned to present, discuss, or negotiate any position adopted by the board at a meeting. The assignment of members to a PIG for the purpose of negotiation, and the scope of each member's authority, must be defined at a board meeting prior to the presentation, discussion, or negotiation. The three-meeting requirement for investigative PIGs does not apply to PIGs established to negotiate.

As a final note, boards should keep in mind that they may be subject to other laws or rules in addition to the Sunshine Law, which could affect members' ability to discuss pending matters. This may be particularly relevant for boards that exercise adjudicatory functions (which are not subject to the Sunshine Law), as they must generally avoid *ex parte* communications. Similarly, some boards are subject to confidentiality provisions outside the Sunshine Law, and if a board is involved in a procurement, it must follow procurement laws. Boards should consult with their own attorneys on the application of such laws and rules.

HBGN
07/02/2024
Selected O'ahu Names

Status	Feat ID	Feature Name	Feature Class	Corrected Name	Source	Notes	USGS Quad Name
3	358757	Diamond Head	Summit			PNH: Diamond Head; world-famous tuff crater... the highest point is Lē'ahi Peak... formerly called Lae'ahi and sometimes Diamond Hill (Kaimana Hila) in the 1800s. HBGN: The name is almost 200 years old (ca. 1825); designated as a National Natural Landmark; more research needed on variant names and historical context, 04-02-2024	Honolulu
3	363581	Punchbowl	Crater			PNH: Punchbowl; post-erosional tuff cone in Honolulu... The National Cemetery of the Pacific is in the crater... see Pūowaina. HBGN: Puakea Nogelmeier did extensive research; Mr. Camara will reach out to him; DHHL has lands outside of the crater; cultural significance as a leinaaka'uhane; more research needed, 04-02-2024	Honolulu
3	358537	Alapena Pool	Lake			PNH: not listed; HBGN: more research needed, 05-07-2024; HBGN: found on File Plan 184 (ca. 1917); will check State Parks maps and Grant 3691 abutting Alapena Pool, 06-04-2024	Honolulu
3	358539	Alau Gulch	Valley			HBGN: "Alau" and "Aleī" found on Registered Map 1784 will check Field Book associated with map for information about naming conventions, 06-04-2024	Kaena

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3	358546	Alei Pali	Cliff			HBGN: "Alau" and "Alei" found on Registered Map 1784; will check Field Book associated with map for information about naming conventions, 06-04-2024	Kaena
3	358606	Aniani Nui Ridge	Ridge			PNH: not listed; more research needed; 05-07-2024; HBGN: Registered Map 72 (ca. 1872) shows "Aniani;" online resources Papakilo Database and Ulukau both include records related to "Aniani Nui;" will check nūpepa, 06-04-2024	Koko Head
3	358618	Api Spring	Spring			PNH: not listed; more research needed; 05-07-2024	Koko Head
3	358648	Awanui Gulch	Valley				Ewa