

Meeting Minutes
 Kekaha Host Community Benefits Fund
Meeting No. 52
 Kekaha Neighborhood Center, Kekaha, Kauai, HI
 May 7, 2014
 Meeting Time: 6:00 pm – 9:00 pm

CAC Attendees Present: Chair, Bruce Pleas; Vice-Chair, Tony Ricci; Robert Jackson, Treasurer; Evelyn Olores, Thomas Nizo, Myra Elliott, Absent: Big Boy Kupo and Stanley Lazaro Non-Voting Members Present: Beth Tokioka, Yvonne Hosaka		
Agenda Item	Minutes	Action
I. Call To Order/Roll Call	Meeting Called to order by Chair Bruce Pleas. Roll Call: Present: Bruce Pleas, Robert Jackson, Thomas Nizo, Myra Elliott, Evelyn Olores and Tony Ricci arrived 6:07 pm Absent: Big Boy Kupo and Stan Lazaro (Excused)	Meeting Called to order at 6:05 pm
II. Approval of Agenda	Tony moved to approve the agenda. Seconded by Evelyn. No discussion.	Motion to approve Agenda. All in favor. Motion passed unanimously.
III. Public Testimony	At this time we will take public testimony which will be limited to 3 minutes and will also be taken at any time during the meeting.	
Jose Bulatao	Mr. Jose Bulatao would like to share some concerns with regards to the Solarize Kekaha Project. Would like to know how E Ola Mau has retained its' responsibility.	
Bruce Pleas	Please submit a letter with your concerns to Yvonne to forward to the Solarize Kekaha Project Staff for their response and copy also E Ola Mau for their response as well.	
Jose Bulatao	Ok. Thank you. Also wanted to inform the CAC that our project did not meet the 05/01/14 deadline date therefore wanted to inform the CAC that this was discussed with Yvonne and we will consider submitting to the CAC at a later time. Thank you.	
IV. Approval of the Minutes	Thomas moved to approve minutes dated 04/21/14 Workshop #3 and CAC Meeting #51. Seconded by Evelyn. No discussion.	Motion to approve minutes dated 04/21/14 Workshop #3 and CAC Meeting #51. No Further discussion. All in favor. Motion passed unanimously.
V. Financial Report	Robert Jackson, Treasurer reported that our financial report as of the beginning of this year dated 02/19/14 is \$1,001,200.00. Activity since last financial report dated 04/21/14 was final payout to St. Theresa School PV Project in the amount of \$5,500.00 leaving a balance of \$995,700.00. With Interest Final balance as of 05/07/14 and available to grant is \$1,013,682.88.	
Bruce Pleas	Ok. Thank you. Beth could you please follow up on interest calculation and if it was paid out?	
Beth Tokioka	Yes I can do that. If you add the total recommended adjustment in the amount of \$17,982.88 to the \$995,700.00 the total is \$1,013,682.88 but I will find out.	
Bruce Pleas	Thank you. Also since we are on the financial report, what was the proposed budget?	
Beth Tokioka	\$176,796 and tipping fee \$2.38/ton	
Public Testimony Mr. Jose Bulatao	May I suggest that the CAC follow up on what the percentage is that HCB gets from the tipping fee. A record of what was originally set aside per ton.	
Bruce Pleas	That's a good idea. Beth do you think you could find out?	
Beth Tokioka	I will follow up on that.	

Bruce Pleas	Thank you. Moving on to New Business	
VI. NEW BUSINESS	a. CAC Action to complete scoring grid and ratify recommendation of approval for funding for The W Basketball Clinic Proposal dated April 21, 2014.	
Bruce Pleas	Because we got caught up on the moment and this was a returning applicant, we forgot to complete the scoring grid process at the time this proposal was presented so we will take a few minutes to complete and ratify this tonight.	
Yvonne Hosaka	Final calculations of all scoring grids turned in is as followed: Total Score of 576 with an average score of 96	
Bruce Pleas	We need a motion to ratify recommendation and send letter to Mayor for recommendation of funding this project.	
Thomas Nizo	I move to ratify recommendation and approval letter approving funding be sent to the Mayor.	Thomas Nizo moved to ratify recommendation and approval for funding letter be sent to Mayor. Seconded by Evelyn. No further discussion. All in favor. Motion passed unanimously.
Bruce Pleas	Ok. Beth do we need to submit another letter?	
Beth Tokioka	No.	
Bruce Pleas	Next agenda item. Presentation, discussion and possible decision-making, The W Volleyball Clinic.	
New Business	b. Presentation, Discussion and Possible Decision-Making – Project Proposal, The W Volleyball Clinic.	
Bruce Pleas	Josh, you may come forward.	
Josh Burton	<p>Good evening everyone. The W is requesting funding from KHCB for our first volleyball clinic. This volleyball clinic will offer youth improve in volleyball skills with focus on life skills, self-confidence, self-discipline and team work. This will be a brand new clinic experience for us. The clinic is co-ed and open to participants ages 9 to 17. Our target goal is 100 participants in which 30 would be from Kekaha. We are asking for your support in the amount of \$2,292.00 which will cover the registration fee for 30 Kekaha participants.</p> <p>I have with me tonight 3 members who would like to come up and share some testimony to you regarding their experiences. They are my daughter, Brandee Burton, Kuulei Martins who is also a board member for The W and her daughter Momilani Martins.</p>	
Brandee Burton	Want to share how attending the NBC Basketball for the past 3 years not only assisted with improving her skills in basketball but also gave her the tools to be more confident, self-disciplined and work in a group environment as well as had fun while doing so.	
Kuulei Martins	As a parent wanted to share how she saw not only an improvement in her daughter's basketball skills but also in her behavior and her confidence. Believes that this is a wonderful program and how it provided a life skills learning environment for youth. Believes that this volleyball clinic will also benefit the youth of Kekaha as well as the island of Kaua'i. Shared how her daughter as well as Brandee were recognized and MVP's which was inclusive of on the court and off the court skills with connection with the life skills group breakout sessions throughout the week long program.	
Momilani Martins	Shared how much she enjoyed the basketball clinic and looks forward to the volleyball clinic. She had learned a lot at the basketball clinic. Learned not only how to be a better basketball player but a better person and how to take responsibility of your own actions.	
Josh Burton	That concludes our presentation. Any questions.	
Thomas Nizo	So I noticed that the only are for the registration fees for the 30 Kekaha kids, t-shirts and volunteers? I personally would like to see in the future the budget for your entire costs including any other expenses.	

Josh Burton	Because we are having the basketball clinic the week before, and this is the first time we are doing this, the same coaches that will be here to do the Basketball Clinic will do the Volleyball clinic. Eventually if we have a good turnout we would do the two at different times according to the season of the sport.	
Thomas Nizo	Ok. Thank you.	
Bruce Pleas	Is there any further discussion?	
Thomas Nizo	I move to defer scoring and decision of approval for recommendation of funding of the W Volleyball Clinic at the end of New Business agenda item "e".	Moved to defer decision of approval for recommendation of funding of the W Volleyball Clinic at the end of New Business following agenda item "e". Seconded by Robert. No further discussion. All in Favor. Motion passed unanimously.
Bruce Pleas	Josh, you may stick around or Yvonne can notify you of our decision following the meeting. It's up to you. Ok. Our next agenda item is New Business, Presentation of Grant Proposals. Yvonne	
New Business	c. Presentation of Grant Proposals	
Yvonne Hosaka	In your packet you will find a spreadsheet listing all of the grant proposals that were submitted by the May 1 st deadline date. There was a total of 10 proposals submitted and a total of \$667,320.09. Available KHCB Funds to grant are \$311,682.88 with a short fall of \$366,584.21. We will not be discussing these grants tonight. These proposals are for you to take home for your review and completion of the score grid.	
Bruce Pleas	How do we do these score grids?	
Yvonne Hosaka	The score grids are broken down by 6 categories with a total of 100 maximum. Each category description of what should be included in the proposal can be found in the Process Manual we discussed a few months back. For example, the abstract should include a brief description of the project's purpose. Population and number of persons to be served and the activities that will be implemented to achieve goals and objectives. Scoring for that section will be for you to decide if the project provides a benefit to the community and supports the goals of the Kekaha HCB with emphasis to the Kekaha Community. So utilize the descriptions to score each category. What I would recommend is for you to read through the proposal and write down your questions or concerns as you read through it. Submit your questions and scoring grid to me when you are done.	
Tony Ricci	Ok. So when do we turn these in to you? How are we doing this?	
Yvonne Hosaka	You will all have until the end of May to review and submit the score grids to me. There are a few County persons also doing peer review of the grants and I have / will ask them to also complete a score card for each of the proposals as well as provide their comments, concerns, and/or suggestions. When all of the score cards are received as well as comments, they will be combined and any questions will then be forwarded to the applicant. I would recommend that the process not be rushed through and you all have ample time to carefully review each proposal because as you can see based on the spreadsheet, there are some fairly large proposals.	
Thomas Nizo	I would like my score card back though. When they present I would like to have something to refer back to as to remind me what I wrote down for each proposal.	
Yvonne Hosaka	Yes. I will provide all of you with a copy of all of the score grids as well as a compilation of all of the questions.	
Bruce Pleas	Wouldn't it be better to score them after the presentation? I would feel more comfortable doing that.	
Yvonne Hosaka	I believe it is important to complete the scoring grid after you've reviewed each proposal. You are scoring them based on what they have presented on their application. They can then be ranked based on those scores and scheduled for presentation according to their rank of their application.	

Robert Jackson	Maybe we can do the scoring grid after the proposal and submit that and then do another one after we have seen their presentation.
Bruce Pleas	I would feel comfortable with doing that.
Yvonne Hosaka	I think that is an excellent idea and can be done that way.
Tony Ricci	Ok. So we are to review all of these proposals, complete the scoring grid for each, return them to you by the end of May? Is that going to be enough time to get the questions to the applicants before they present?
Yvonne Hosaka	I am hoping to schedule the presentations sometime towards the middle of June. Please keep in mind that if you feel that the goals and objects as well as the plan and implementation of the project doesn't support the budget then you can either recommend a different amount for funding.
Beth Tokioka	Also keep in mind that you do not have enough to fund all of the proposals as well as some may have time constraints. For example, the 4 th of July event.
Bruce Pleas	We may have to add that one on the agenda beginning June.
Public Testimony	Dennis Eguchi. When is public testimony being accepted?
Bruce Pleas	At any time during the meeting.
Dennis Eguchi	Well I just wanted to remind the CAC that wasn't the funds supposed to be for the Kekaha Community and it's residents? I thought that was supposed to be the first priority and not all this scoring stuff?
Bruce Pleas	Yes it still is. That has not changed.
Yvonne Hosaka	If you look at the KHCB grant application it specifically states that all programs and services must be targeted for and are restricted to the Kekaha Community.
Dennis Eguchi	Ok. Thank you
Public Testimony Buddy Ayudan	Wanted to share some concerns from the community and would like to see the community more involved in the voting process of these proposals. <i>"Inaudible"</i>
Tony Ricci	<i>"Inaudible"</i>
Beth Tokioka	<i>"Inaudible"</i>
Buddy Ayudan	<i>"Inaudible"</i> That's all I really have to say and like I said, the first process was one of the hardest process and everybody went through that hard knocks through those years but we have learned a lot. So hopefully and I entrust all the values that you guys put into the whole thing and that we do as much as we can during this run. Thank you.
Bruce Pleas	Ok. I listened to Buddy. I think we should add one thing to our proposals for the people that are putting in for proposals that due to concerns from the community that if these grant proposals that are being presented to us would like to schedule a separate presentation for the public, not with the CAC but with the public to ask questions as an informational meeting, I have no problem myself with that.
Tony Ricci	But isn't their presentation to the CAC a public presentation? What would be the difference with them notifying the public vs. when it's going to be here?
Bruce Pleas	What I'm looking at is, I understand what it is from the public because I've been in the public, so what it is it's a separate thing where if these grant proposals actually feel that they want to talk to the people and not us before the meeting that they hold a meeting here that is not CAC related but is for the public for the community and answer the questions of the community and then we'll have an interested community to come forward to talk with us at the meeting. It would have nothing to do with us, it is just a suggestion to these grant proposals to get with the community themselves.
Thomas Nizo	Right. So you can make that suggestion to do that but at no way, already, we are giving up all of our time, Beth guys are doing overtime to make these things happen so if those grants want to create their

	<p>own meeting, that's all on them. If I had a proposal and I said I was going to have a meeting on this day and nobody shows up, I think it's counter-productive. If a big project wants to make that happen for the community then that's fine, by all means and if the community says hey these guys actually went forward and presented it to us and then that's cool, but for me, all of our meetings are public and the only thing I have to say to Uncle Buddy is, you can only lead the horse to the water. That horse gotta drink his own or he going die you know what I mean. So other people need to be as passionate as you four uncles and walk the walk. You guys walk the walk. That's all I'm saying, you know what I mean. Look at where you guys are at now and going through different functions and people are like I'm 83 and 104 and they are all happy and I know I've told several of you guys that man you guys did an awesome job because how you guys vetted that whole list. So the passion that you guys have for your project is what separates you guys from other people and those other people just have to start getting as passionate as you guys and Josh and everybody else and walk the walk and that's the main thing. I mean we're here walking the walk for everybody and as far as recusing ourselves, if there is a conflict and we are a part of the project and we don't recuse ourselves and vote for the project, it just doesn't look good and isn't right. But people need to walk the walk. People can talk, but they need to walk. That's the main thing for me.</p>	
Bruce Pleas	<p>Anymore discussion on presentation review and establishing timeline and any other things on that section?</p>	
Bruce Pleas	<p>Now can we get to our deferred section, #7b. Did everyone have the chance to fill out your score sheets? So we are on new business #6b. Discussion and Possible Decision-Making, The W Volleyball Clinic.</p>	
Bruce Pleas	<p>If there is a motion on the floor? We've had the presentation. Is there any more discussion on the volleyball clinic? Ok. I'll be looking for a motion to send a letter of recommendation to the Mayor for the volleyball clinic.</p>	
Thomas Nizo	<p>Moved to send a letter of recommendation to the Mayor for approval of funding for the volleyball clinic.</p>	<p>Thomas Nizo moved to send letter of recommendation for funding the the Mayor for The "W" Volleyball Clinic. Seconded by Tony Rizo. No further discussion. All in favor. Motion passed unanimously.</p>
Josh Burton	<p>I'd like to thank all of you for the hard work you've put into this program for the past three years. Thomas took the words out of my mouth as I sit here and listened to what was discussed earlier. When we first put out our first proposal, it was a learning process as I feel it is for everybody here in this room. It was hard and to be honest, I was going to pull out my proposal the first time because I didn't know what I was doing, I am not a grant writer, I've never had to put a budget together or anything but as Thomas had said, I had passion, I believed whole-heartedly in my program as I believe all of these programs do. I was going to say exactly what Thomas just said, these gentlemen for the past two years and I'm not familiar with their project and not sure where it is, but I do agree that if you keep pushing forward and you know I know there are a lot of people in the community that has an opinion to voice but their voicing it to you guys but unfortunately it all goes to you guys and I also believe that they should be coming to these meetings and voicing it here as well. But just want to thank everybody. I know you guys are here every meeting and doing what you can in moving your project forward. Anyway, Thank you.</p>	
Bruce Pleas	<p>We are now, Section VII. Status of return of equipment. Rainbow Road Crew.</p>	
VII. Unfinished Business	<p>Status of Return of Equipment. Hawaii Rainbow Road Crew.</p>	
Yvonne Hosaka	<p>I have here on this table the equipment that was returned to me by Ron Olen of Hawaii Rainbow Road Crew. The Mac Computer was very dirty and I cleaned that all up. It does not work so Thomas said he would be able to take it and have someone look at it. There is also a video camera and I am not sure what else was in there or what should have been returned. That is everything that was given to me.</p>	
Thomas Nizo	<p>The thing about it for me is, when the request went out, the equipment was not returned in a timely manner, then the status of the equipment was it wasn't working, then it was working, now the status of the equipment is not in working order so for me I'm just suggesting that at the theater we have a full</p>	

	video suite so we have Mac's and we have cameras and one of my projectionist takes care of those so if the board suggests it, we can take all of the things and he can take a look at it, make sure all of the wires are here and if the equipment is in satisfactory condition, I can bring it back to the board to decide what they would like to do with it. My offer still stands where after we do the diagnostics on the computer, I will pay for any repairs necessary for the Mac Computer. If the board wants that to happen. So that's where it's at and I just wanted to also be the hound dog on this project because the issue may come up this next round because the same people that had this equipment are applying for another grant which requires equipment and it just kind of bothers me.	
Thomas Nizo	Is there any way that we can repair the equipment without it coming from board members pocket. Or do we have to write our own grant for repairs.	
Bruce Pleas	Well I think we need information on that on the different processes we have to follow with the equipment.	
Beth Tokioka	Yes. When you spend County money there are different procurement matters that you have to follow. You can send the request over and I can find out what the process is.	
Bruce Pleas	Can you find out all the processes that we can do and if we can fix it in-house with HCB money.	
Beth Tokioka	I'm assuming the question is can you use HCB funds to repair this?	
Bruce Pleas	Yes and what process we have to go through if a board member wants to fix it and get reimbursed.	
Mr. Pereira	If the fixing is going to cost more than the computer, you might as well throw it away.	
Bruce Pleas	Yes. Also, does the county have the original purchase information because that doesn't look like \$4,000.00 worth of equipment to me.	
Thomas Nizo	The camera, If that was what he was using, I don't know because if I bought a brand new 3 chip HD camera that is way bigger than that and I'm gonna give you that then that would be a cool deal.	Yvonne to follow up and check with Nalani on purchase receipts
Bruce Pleas	Yes please and that's part of our new form which will have all of this new information. Ok. Status of equipment is, it was dirty, not working and if this is what we bought. Ok. So we're done with that item unless there is any more discussion. Ok. So we will have to have an agenda item with regards to the response back from the county with regards to the process.	
Thomas Nizo	I was just going to bring it up to speed. I wasn't planning on using it.	
Bruce Pleas	I would like to put an RFP out for a person to videotape this meeting with this equipment so that the public can go to the website so that we are 100% transparent. Residents from Kekaha can watch these meetings on TV and that may come and bring people to our meeting especially if they have concerns. I think \$100 per night for a Kekaha kid to come in to do the video, getting it on our website may be a good thing. It teaches responsibility and work ethics so that's just something down the line. We'll see, hopefully. Now we are on B. Discussion on equipment and inventory form.	
VII: Unfinished Business – b & C	Agenda Items b & c - Discussion and Possible Decision-Making, Equipment and Inventory Form	
Yvonne Hosaka	Requested the CAC move to defer this as she did not have a chance to meet with Nalani Brun to further discuss the form.	
Thomas Nizo	Moved to defer the equipment and inventory form to next CAC Meeting	Thomas Nizo moved to defer agenda items VII-b and c to next CAC meeting. Seconded by Evelyn Olores. No further discussion. All in Favor. Motion passed unanimously.
Communications	No Communication.	
Thomas Nizo	Today I had a meeting at County housing, parks and rec and the Mayor and I discussed the possibility of us having a space here at Kekaha Neighborhood Center for CAC business to store things, etc.	

Bruce Pleas	Ok. I'd like to thank you for that.	
Thomas Nizo	I don't know exactly when, but Russell and I were going to meet with Ku'ulei and we have to also get it ok'd with Cindy. Lenny was not in the building.	
Beth Tokioka	Who did you meet with?	
Thomas Nizo	Aaron Uyeda, Russell, and Melody Okamoto.	
Bruce Pleas	Ok. This communication section are for CAC members that if there is anything that you want to put forward and discuss at the CAC meetings, get it in writing before the meeting and send to Yvonne at least 10 days prior to the meeting date	
Bruce Pleas	Future agenda items?	
Tony Ricci	Can we create a set date for the same day of the week each month. It would be easy for the community to know and it would be easy for me as well. I'd like to put that on the agenda	
Bruce Pleas	Ok. We can sit down and discuss this.	
Yvonne Hosaka	We did when I first came on board and discussed it and then Monday's were good and then now Mondays are not good for some and in fact, we did have a calendar with all of the meeting days.	
Tony Ricci	Well this is where as board members, we need to be committed to being here unless someone has to come in and take our place.	
Bruce Pleas	And also to I would like to remind everyone that we have in our rules, attendance numbers which we have not been enforcing because you can only miss 3 unexcused and I agree having it a certain day would be easier for the community.	
Beth Tokioka	And also, I would like to say, I think you guys can get your business done in 2 hours now. You guys are tremendously committed and I can't thank you all enough for all the time you've put into this. If you can do it once a month for two hours that would be fantastic and I think you are kinda at that point. So, just a thought.	
Bruce Pleas	That we would have to have longer meetings or more frequent meetings during proposal times. But yeah.	
X. Final Roll Call	Evelyn Olores. Six members present. I move we adjourn this meeting.	Seconded by Thomas Nizo. No further discussion. All in favor
8:24 pm	Meeting Adjourned.	

Drafted by: _____
Yvonne Hosaka, CAC Facilitator

Submitted by: _____
Evelyn Olores, Secretary

Reviewed and Approved by: _____
Bruce Pleas, Chair

() Approved as is
() Approved with amendments
See minutes of _____ meeting.