



Kaipo Kukahiko, Chair
Grant Kagimoto, Vice Chair
Vincent L. Baldemor, Commissioner
Camron Hurt, Commissioner
David Sgan, Commissioner
Sandra Larsen, Commissioner
Kimberly W. Yoshimoto, Commissioner

Grants in Aid Advisory Commission

Kōmike A 'oa 'o Ho 'olako Kāko 'o

CITY AND COUNTY OF HONOLULU

925 Dillingham Boulevard, Suite 200 • Honolulu, Hawai'i
96817

MEETING MINUTES

Thursday, May 23, 2024

11:30 a.m.

Kapalama Hale, Conference Room 277

925 Dillingham Boulevard, Honolulu, Hawai'i

In-Person and by Zoom

1. Call to Order

The meeting of the Grants in Aid (GIA) Advisory Commission (Commission) was called to order by Chair Kaipo Kukahiko at 11:35 a.m. with seven (7) Commissioners present. Chair welcomed new Commissioner, David Sgan.

Chair read from the Meeting Notice/Agenda on the Public Participation, Viewing the Meeting, Oral Testimony and Written Testimony framework for this meeting.

Attendance

Commissioners present: By Zoom: Chair Kaipo Kukahiko, Vice Chair Grant Kagimoto, Vincent L. Baldemor, Camron Hurt, Sandra Larsen, David Sgan and Kimberly W. Yoshimoto. All Commissioners indicated that no one was with them at their location.

Commissioners Excused: None

Staff Resources Personnel present:

By Zoom: Shane Akagi, Administrator, Department of Community Services (DCS), Office of Grants Management (OGM)

Aedward Los Banos, Deputy Director, DCS

Rebecca Espinoza, DCS/OGM

Lynn Wakatsuki, Deputy Corporation Counsel, assigned to the Commission

In-Person: Katherine Hutchinson, DCS/OGM

Spenser Kunishige, DCS/OGM

Tammy Ngo, DCS/OGM

Blessing Quon, DCS/OGM

Marsha Tamura, DCS/OGM

Guest By Zoom: Dinna Schwiering, Chief of Staff, Councilmember Radiant Cordero

2. Approval of Minutes: February 20, 2024 Meeting

Chair asked for a motion to approve and file the Minutes of the February 20, 2024 meeting. Commissioner Hurt made the motion, Commissioner Kagimoto seconded the motion.

Discussion: None

Hearing no objections or abstentions from the Commissioners present, the minutes were approved unanimously.

3. Oral Testimonies and Written Testimonies from the Public

No oral (in-person or online by Zoom) testimony.

4. Testimony/Comments from Department/Agencies

a. Presentation from the Department of Community Services for Fiscal Year (FY) 2025

Mr. Akagi introduced DCS Deputy Director, Aedward Los Banos who joined the meeting via Zoom. He also welcomed new Commissioner, David Sgan.

b. Proposed City Council Resolution No. 24-118, introduced April 26, 2024, and City Council Resolution 20-263, CD1

Mr. Akagi shared with the Commissioners the legislative changes that are coming up regarding the GIA program. First is Resolution 24-118, which seeks to decrease the Grants in Aid ceiling from \$200,000 to \$150,000 beginning Fiscal Year 2026 (FY2026). Second is a 2024 budget bill proviso introduced by Councilmember Say in which DCS is submitting a new Commission Report to reflect the reduction of the grant ceiling to \$150,000 so that FY2025 grants can be funded at \$150,000 as well as in future years. Mr. Akagi shared that the ceiling reduction to \$150,000 will increase the number of grants being funded from 62 to 78. Further, Mr. Akagi shared that a revised Commission Report reflecting the ceiling reduction is being submitted to City Council (Council) and transmitted to Councilmember Cordero. As a public record of this reduction, the Council will also incorporate the departmental communication of this revised Commission Report by reference to its Department Communication number in the budget ordinance.

Mr. Akagi stated that the fully funded organizations were kept the same with respect to the specific and exclusive requirements set forth by the Council. He shared due to a tie in the scores, Adult Friends for Youth and Sounding Joy Music Therapy had to split the funding amount so both will be funded at \$74,556. Mr. Akagi mentioned that the Council wanted to have the Commission's opinion regarding the reduction of the ceiling and since the Commission has requested that the Council lower the ceiling before, he suggested that the Commission could meet with Budget Chair Cordero regarding the opinion of the Commission if the Commission still supports lowering the ceiling to \$150,000. He shared that the next step is the hearing on the resolution which is set to be sometime next

month.

Vice Chair Kagimoto and Commissioner Hurt shared that they support lowering the ceiling to \$150,000 to help more organizations.

5. FOR DISCUSSION: Evaluation and Review of FY2025 Grant Cycle

At the last meeting, the Commissioners indicated their interest in reviewing ways to simplify the application process for FY2026 and to specifically look at the Tier I grant application for the \$5,000 to \$10,000 grants. Mr. Akagi stated that one of the items to consider removal from the Tier 1 application is the Community Need requirement and the question regarding capacity. Mr. Akagi shared that the question regarding capacity could be reworded to simplify the language and to reduce the amount of paperwork that is needed to apply for a Tier 1 grant. If the Commissioners find that certain attachments are not needed, he pointed out that the number of attachments required could be reduced. Mr. Akagi asked for the Commissioners recommendations for changes to the grant application process and stated that the Commission can schedule another meeting to review and evaluate the proposed changes presented to the Commission before the FY2026 cycle.

Chair Kukahiko and Commissioner Hurt both stated that they would like some time to go through the application process before presenting their ideas for improvements. Vice Chair Kagimoto mentioned that he has heard complaints of how difficult it is to apply for the Tier I grant and some organizations have actually stopped applying for it because of how difficult they find it to be.

Chair Kukahiko suggested that the Commission meet in 4-6 weeks to give the Commissioners some time to go through the application process and be able to present suggestions for improvement.

Chair Kukahiko welcomed Dinna Schwiering from Councilmember Radiant Cordero's office. Dinna shared that Councilmember Cordero is the Chair of the Budget Committee and she is sitting in on the GIA meeting because of the Resolution that will be on the Budget Committee Agenda. She wanted to gather the Commissioner's opinion regarding the Resolution so she can report back to Councilmember Cordero regarding the Commission discussion. She thanked the Commissioners for their support on the resolution and lowering the ceiling from \$200,000 to \$150,000. Dinna suggested that the Commissioners attend the third reading for the FY2025 annual budget meeting which will be held on June 5, 2024 to provide testimony, either written or in-person. Chair Kukahiko asked the Commissioners if anyone was available to attend in person to testify. Vice Chair Kagimoto stated he needed to check his schedule however, he would volunteer to submit written testimony. Chair Kukahiko stated he also needs to look at his schedule but will try to make the meeting in-person if he is able to. Chair asked if written testimony can come from the Commission as a whole. Ms. Wakatsuki stated the written testimony can be similar to the letter that the Commissioners submitted earlier this year regarding the recommendation to lower the ceiling that was signed by all the Commissioners. Dinna stated she would reach out to Shane for the

Commissioner's emails so she can send the Agenda for the meeting once it is available.

Commissioner Hurt left the meeting at 12:05 p.m.

6. Next Meeting Date: The next meeting is to be determined.

7. Adjournment

Chair asked for a motion to adjourn the meeting, as there was no additional business on the agenda. Commissioner Baldemor made the motion and Commissioner Yoshimoto seconded. Hearing no objections or abstentions, the motion carried unanimously and Chair adjourned the meeting at 12:08 p.m.

Respectfully Submitted,

Shane Akagi, OGM Administrator

APPROVED:

Kaipo Kukahiko, Chair

Date

The minutes of the Commission Meeting on
May 23, 2024 was approved at the _____,
2024 Commission Meeting

	<u>Aye</u>	<u>No</u>	<u>Comment</u>
Kaipo Kukahiko	<input type="checkbox"/>	<input type="checkbox"/>	
Grant Kagimoto	<input type="checkbox"/>	<input type="checkbox"/>	
Vincent L. Baldemor	<input type="checkbox"/>	<input type="checkbox"/>	
Camron Hurt	<input type="checkbox"/>	<input type="checkbox"/>	
Sandra Larsen	<input type="checkbox"/>	<input type="checkbox"/>	
David Sgan	<input type="checkbox"/>	<input type="checkbox"/>	
Kimberly W. Yoshimoto	<input type="checkbox"/>	<input type="checkbox"/>	