

HANA ADVISORY COMMITTEE  
TO THE MAUI PLANNING COMMISSION  
REGULAR MINUTES  
DECEMBER 1, 2020

**A. CALL TO ORDER**

The regular meeting of the Molokai Planning Commission was called to order by Clayton Yoshida, Planning Program Administrator, at approximately 3:10 p.m., Tuesday, December 1, 2020, via BlueJeans Meeting No. 872355665.

Mr. Yoshida: . . . nine or ten months of Covid, this Covid-19. I'm Clayton Yoshida, with the Planning Department, and with me, we have our Planning Director, Michelle McClean, and we have your board secretary, Suzette Esmeralda, and from the Department, we have our Administrative Planning Officer, Jacky Takakura, and from the Office of the Corporation Council, we have Mimi Desjardins, and we have the returning members David Kawika Kaina, Lehua Cosma, Lipoa Kahaleuahi, Ward Marfin or D. Ward Mardfin, and Dean Wariner, and we have Maya Ross, and Linda Clark should be joining us from Kaupo, and we're trying to do a trial meeting of the Hana Advisory Committee to the Maui Planning Commission so we can have regular meetings or virtual meetings via BlueJeans. So, maybe the first thing is --

Ms. Esmeralda: Clayton, sorry, this is Suzie. Can I just --

Mr. Yoshida: Yes.

Ms. Esmeralda: Just for your information, Dean Warner, I haven't received his oath of office yet, it's in the mail, so just for your information.

**B. INTRODUCTION OF NEW MEMBERS: DOUGLAS MARDFIN and DEAN WARINER**

Mr. Yoshida: Oh, okay. So -- so, we lost two members, Gale Notestone and -- yeah, Gale, and so but we got two new members, Dean Wariner and D. Ward, well, Ward Mardfin. So, I don't know. I know Ward from I guess he was on the Planning Commission and he was on the Hana Advisory Committee before, but maybe, Dean, you want to say anything to the group? No. Do the members want to say anything, introduce yourselves, starting with Kawika Kaina. Oh, I guess Linda is here.

Mr. Kaina: Aloha. I'm Kawika Kaina, and I think I've been on the board for two years, this is my second term, and I'm always thankful to be able to participate in our community and help in whatever ways we can.

Mr. Yoshida: Okay. Thank you. Lipoa.

Ms. Kahaleuahi: Aloha kakou. Lipoa Kahaleuahi. Shucks, I forget what my term is, but I think I was right after Kawika, I think, but fairly new since, you know, especially with the pandemic, we haven't had a lot of meetings so still, you know, understanding the process, but, yeah, I just wanted to help out my community and be a voice.

Mr. Yoshida: Lehua.

Ms. Cosma: Hi. Aloha. Lehua Cosma here. I believe this is -- I served two terms, next year my term expires, but I'm here because I care about our Hana community, and I also want to mahalo the outgoing members, Gale Notestone and I believe Scott Crawford, and thank you for everything. Mahalo.

Mr. Yoshida: Okay, Maya.

Ms. Ross: Sorry I missed the prompt. I'm still at school. It's my name, how much I've served, and what was the third thing?

Mr. Kaina: Nah, just introduce yourself. That's all.

Ms. Ross: Oh, okay. My name is Maya Ross. I'm a teacher here at Hana School, and I believe I might be terming out pretty soon, but I guess, you know, I've really enjoyed being on the Committee and working for the community, serving the community, so thank you for the opportunity.

Mr. Yoshida: Okay, Linda Clark, you want to say a few words, Linda, introduce yourself.

Ms. Clark: Hi. Aloha. I'm Linda Clark, and I've enjoyed the time I had on the Hana Advisory, but my term not up yet? Just kind of wondering. It feels like it's been a long time. But anyway, whenever my ...(inaudible)... I'm ready. It's good to see everyone, really nice to see everyone.

Mr. Yoshida: D. Ward Mardfin.

Ms. McLean: He's not on the call yet, Clayton.

Mr. Yoshida: Oh, he's not on the call yet.

Ms. McLean: No.

Mr. Yoshida: Dean Wariner?

Ms. McLean: Dean Wariner, can you unmute your audio or Suzie can do it for you if you can't?

Ms. Esmeralda: This is Suzie. I can't unmute him for some reason.

Ms. McLean: He was also on by phone and his phone number is still up. Oh, his name went away, but his phone number is still up. Dean, can you still hear us?

Ms. Esmeralda: No, his phone number is not on there either.

Ms. Cosma: It showed he left.

Mr. Kaina: Oh, there. He just joined again. He's probably out in Koali that's why. The reception isn't that great.

Ms. Wariner: Hello. Can you hear? Can you hear?

Mr. Kaina: Hi. Is that you, Tad?

Ms. Wariner: Can you hear Dean? Can you hear him?

Mr. Kaina: I can hear you.

Ms. Wariner: Okay.

Mr. Wariner: Okay, I'm here.

Mr. Kaina: Hey, Dean.

Mr. Wariner: Yes, I'm a former school teacher. I've been in Hana 20 years, and I was a fellow with Ward Mardfin, and was Lipoa's teacher at one time in sixth grade and seventh grade and eighth grade, and I'm now retired, and I'm happy to be with you folks.

Ms. McLean: Well, thank you, everyone. I'm Michele McLean, the Planning Director, and this is a test meeting for everyone to try the BlueJeans platform if you hadn't tried it before. What we have done with our other boards and commissions is we tried to mute the video of anyone who isn't a commissioner or a staff person who is participating in the discussion and that way the members can see each other and not be distracted by other people on the video, and then we make sure that everyone is muted except for commissioners or committee members and that just helps the -- the meeting go a little more smoothly. Suzie is the moderator so she has the ability to mute your audio or your video, which we've had to do with -- with, not with committee members, but with other participants if they're talking

out of turn, but it's gone pretty smoothly for the most part. So, thank you for joining today. You can play around with the little icons at the top of the screen to mute your audio and video. There is a share screen option that presenters will use from time to time. At the meeting on Friday, Jackie will be using that to do a quick PowerPoint. It's a pretty simple platform and it's worked pretty well for us so far. So, thanks everyone for joining in.

### **C. ELECTION OF CHAIR AND VICE CHAIR FOR THE 2020 – 2021 BOARD YEAR**

Ms. McLean: It looks like we need to, not we, you need to elect a new chair and vice chair, and usually with that, either -- either Mimi, our County attorney, or myself would ask for nominations and then take votes on that, so are there any nominations for the chair for the upcoming 2020-2021 term?

Mr. Kaina: I'd like to nominate Maya to be the chair since this is her last year.

Ms. McLean: Okay. Are there any other nominations?

Ms. Cosma: I'd like to nominate a Kawika Kaina as the co-chair.

Ms. McLean: Okay. For the vice-chair?

Ms. Cosma: Yes. Yes.

Ms. McLean: Okay. Are there other nominations? ...(inaudible)... Dean and Linda? Don't wanna leave Dean and Linda out.

Ms. Clark: I'll second the nominations, if that's what we need to do here.

Ms. McLean: Alright. Okay, well, it doesn't sound like there are any other nominations so if you want to go with a full slate, all those in favor of Maya as chair and Kawika as vice chair, you can raise your hands.

Ms. Cosma: Aye.

Ms. Clark: Aye.

Mr. Kaina: Aye.

Mr. Wariner: Aye.

Ms. McLean: Alright.

Ms. Kahaleuahi: Aye. Sorry.

Ms. McLean: That looks like it's unanimous.

**A nomination was made by Committee Member Kawika Kaina that Committee Member Maya Ross serve as Chair, and**

**A nomination was made by Committee Member Lehua Cosma that Committee Member Kawika Kaina serve as Vice-Chair.**

**Committee Member Linda Clark seconded the nominations, then unanimously**

**VOTED: that Committee Member Maya Ross serve as Chair, and Committee Member Kawika Kaina serve as Vice-Chair for the 2020-2021 board year.**

(Assenting - L. Clark; L. Cosma; L. Kahaleuahi; D. Kaina; M. Ross)  
(Excused - D. Mardfin)  
(Non-Voting - D. Wariner-No Oath of Office on Record)

Ms. McLean: Oh, congratulations. So, we can turn it over to Chair Maya.

Ms. Cosma: Right on, Maya.

Chair Ross: Hi. Aloha, you guys. That was very unexpected. I'm super honored and humbled for the nomination and the second for motion, so thank you. Mahalo.

Mr. Kaina: Yeah, I just -- just to add to that. I feel that all of us should serve in -- in that capacity at some point in our terms just so that we have diversification on our board.

## **D. NEW BUSINESS**

### **1. Training for conducting board business using the videoconferencing platform BlueJeans**

Ms. McLean: Well, Chair, the -- the next item, under New Business, is training. We just went over that a little bit, but are there any questions from any members on the platform or, Jacky, did you want to do -- were you gonna do a little trial screen share thing?

Ms. Takakura: Yes, if that's alright. Hello, everyone. My name's Jacky Takakura. I'm born and raised in Kahului, but back in high school, we did the Hana relays, and Hana's a beautiful place. But, anyways, I'm just going to do a screen share right now just to show

you what that's like, and then what I usually ask for the commission members to do is give me a thumbs up so that I know you're seeing what I think you're seeing, so let me just do that, and I'm just going to show you an image of a map. So, do you see this of the kind of the north shore area of the island of Maui? Okay, just as a -- a preview for what we're going to talk about on Friday. The red that you see is that urban reserve district. That's just FYI. And so, like, if I have a PowerPoint, then you would see it on the screen, I'll go through it, then when I'm done, I just stop sharing. Then you go back to seeing everybody.

Ms. McLean: Jacky, can you go back to sharing that for a second? I want to point out the little toggle function. If you go to the lower left of your screen, you'll see there's a little blue bar with a dot on it, and you can move that back and forth and that changes whether you see the map or you see your fellow committee members. So, when her screen share screen, you can -- you can move that around and see -- you'll set your screen up however you want to. See that? And if you move that little dot toward the left, then you get the squares next to it that says, "People View," "Speaker View," or "Gallery View." That's just another option of how you see folks on the screen so you can, you know, each one of you could set that however you want.

Ms. Takakura: Is that okay? I'm going to stop sharing then. And then, usually, like say you want to go back to, like, look at a map or something in particular, you can just -- I can always pull it up again because I have it on -- or, you know, like if we need to go back to review something. And then there are times where I accidentally mute my mike because I'm moving my mouse around so then you'll just let me know and then I can turn it back on. So, that's basically how it works. I also try to put these into PDF format and email them to you so you have them for reference like either like before the meeting or after, you know, as soon as I can. Anyways, yeah, look forward to talking with you on Friday. Thank you.

Ms. Cosma: Thank you, Jacky.

Chair Ross: Thank you.

Ms. McLean: You're the Chair.

Chair Ross: Can I ask a question? Sorry, I'm raising my hand like I'm a student over here. We do that, I had a UH program, and we did that, and so I'm used to it, but for -- on the agenda for Friday, it says that there's two different options for submitting testimony, they can either submit written testimony or jump on the call, and it's saying that, sorry, that they're asked to sign up using the chat function to send a direct message to Suzie and provide your name and item, are they doing this at during the time of the meeting or are they doing that ahead of time before we get to Friday?

Ms. McLean: That is a great question.

Chair Ross: And do we have an idea of how many testifiers there are?

Ms. McLean: Yep, that's a great question. So, if you go up to the upper right of your screen, you'll see there's a square that says chat and -- and it gives you the option of sending a message to everyone or a direct message to one person at a time who is on the call. And for testimony, a lot of people just use the regular chat to everybody and I'll just type a message now. So, I do something like that, and then Suzie would say, okay, or sometimes the name doesn't show up, it'll display as guest and so we'll have to say, oh, what is your name? Or you can do direct message too and that would just go to Suzie. When we've had meetings with a lot of people signed up to testify, I'll use the -- the full chat function and say this is a list of who we have to testify so far, and we'll just list, you know, the five names. So that's -- that's worked pretty well.

Mr. Kaina: Is that chat function all on public record too?

Ms. McLean: I don't know. Suzie, does the chat get recorded as well ...(inaudible)...

Mr. Kaina: I just want to make sure we're not in violation of any of the Sunshine --

Ms. McLean: That's a great point. We have had to say that the chat function is not used to provide testimony or to talk with committee members 'cause sometimes people will stop -- will start typing in, you know, rebutting something that another testifier is saying or -- so we'll have to say you cannot use the chat function for that purpose.

Mr. Kaina: Okay. Okay.

Ms. McLean: Yeah. That's --

Ms. Desjardins: And so, folks, I kinda monitor that from the side and if I see it getting out of control, I'll type something in from Corp Council and just say, you know, please don't use it. Mahalo for your cooperation. You know, just -- people don't know.

Mr. Kaina: Okay.

Ms. Desjardins: If people continue to insist on doing it, then, you know, we'd have to probably bring it to the Chair's attention. I've never seen that happen. People have been really polite about not stepping over boundaries on that. But if they did, you know, you could then say something and that eventually take them off the call if necessary, but again, we've never had that. I've never seen that situation.

Mr. Kaina: Okay. Yeah, we've got John -- John out here so I just want to --

Ms. Desjardins: Right.

Mr. Kaina: Make sure we're -- we got all our ducks in a row or he will call us on it.

Ms. Desjardins: Yeah.

Ms. Cosma: You're right.

Chair Ross: And what -- what -- how does it go, what's the scenario if we wanted to recess for five minutes, and we have all these people on the call, how do we then or is there a private room we go to or how does that work?

Ms. McLean: Another great question. When you recess, you -- we would put a message in the chat function that says the -- the committee has recessed until 3:45 so that anyone who is on the call can see that, and then members can mute their video so you block yourself out, mute your audio too, and so nothing is displayed on the screen and we just put the message in the chat function.

Ms. Desjardins: And along those same lines, another thing to remember is that even when the meeting hasn't started to remember that the public has access to your conversations so, again, sometimes people start talking about items before the meeting convenes or you're talking about personal things and you just want to be cognizant that everybody's listening. We've had a couple of ...(inaudible)... where we were all trying to learn that with the council and stuff so that's another thing just to kind of keep in mind. Michele, did you talk about muting their microphones to not get the echo. That's kind of important sometimes.

Ms. McLean: Yeah, sometimes if everyone has their microphone unmuted at the same time, you can get feedback or, you know, so if that happens, just go ahead and mute your mike. But when there's dialogue and a couple people have their microphone open, it usually -- it's usually okay. Suzie just reminded me, every now and then, if we have an executive session, that can get a little tricky. What happens with that is that all members would -- would hit the red dot and exit the meeting. Suzie would send around a new link to a new meeting that's just executive session that just goes to member, and you would join that and hold that meeting, then come out of that, go back in and click on the link for the original meeting where the public is already there waiting. So, you would join that again. That can be a little bit tricky. We haven't had to do that too often but it has worked when we've done that that you use the one link, then come out of that, go to the new link,

come out of that, and then go back to the original link. But if that time comes, then we can -- we can walk through it as we go.

Chair Ross: Sorry, raising my hand again. What is the, I guess, legalities based around two members sitting in the same room during the meeting on the call? Are they -- are we allowed to do that? Say, if like myself and Lipoa work on the same campus, the meetings at three o'clock, if I wanted to run up to her office and we sit together for the meeting, is that permitted?

Ms. Desjardins: That's fine. But that raises another point too and that is that if you do end up going into executive session, you want to make sure that you're in a space where there aren't other people present and overhear what's being said since it's completely confidential, so that's something that I think if you know that ahead of time, it might be easier to find that space where you might have to do your executive session, throw your family out of the way for a little while, but yes, you can definitely share the same space during either the executive or the regular meeting as members.

Mr. Kaina: Alrighty. It's your meeting, Maya.

**E. NEXT SCHEDULED REGULAR MEETING DATE: DECEMBER 4, 2020**

**F. ADJOURNMENT**

Chair Ross: Thank you for the reminder. I'm still absorbing what just happened. Sorry, I'm looking at the wrong agenda. I'm already on Friday's 'cause I just wanted to go through all those. We've gone through -- so we have our next scheduled regular meeting date on December 4th. If anybody -- does anybody have any questions or does anybody want to nominate for adjournment? Is there anything else that you feel that we need to cover? Well ...(inaudible)... is there a motion to adjourn?

Ms. Clark: To adjourn. Yeah.

Ms. Cosma: I'd like to make a motion we adjourn and continue December 4<sup>th</sup> with the following agenda has set forth before us.

Ms. Desjardins: Okay, so you want to call for a second to that motion, Chair?

Ms. Clark: I second the motion.

Chair Ross: Sorry. I'll make the call for the second motion to adjourn.

Ms. Clark: I'll second the motion. Linda Clark.

Ms. Desjardins: Okay, then any further discussion? Usually, you say that, and then just vote and then you're done.

Chair Ross: If there's any further discussion, please speak now. Otherwise, let's everybody who wishes to adjourn say aye.

Ms. Cosma: Aye.

Chair Ross: Anyone who is opposed, say nay.

**It has been moved by Committee Member Lehua Cosma, seconded by Committee Member Linda Clark, then unanimously**

**VOTED: to adjourn the meeting**

(Assenting - L. Clark; L. Cosma; L. Kahaleuahi; D. Kaina; M. Ross)  
(Excused - D. Mardfin)  
(Non-Voting - D. Wariner-No Oath of Office on Record)

Chair Ross: Okay, this meeting is adjourned.

Ms. Desjardins: See you Friday.

Chair Ross: See you guys Friday.

Ms. Cosma: Good job, Maya ...(inaudible)...

**The meeting adjourned at approximately 3:38 p.m.**

Submitted by,

SUZETTE ESMERALDA  
Secretary to Boards & Commissions II

### **RECORD OF ATTENDANCE**

#### **Present:**

Maya Ross, Chairperson  
David "Kawika" Kaina, Vice-Chairperson  
Linda Clark  
Lehua Cosma

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Lipoa Kahaleuahi  
Dean Wariner (Non-Voting - No Oath of Office Recorded)

**Excused:**

D. Ward Mardfin

**Others:**

Michele McLean, Planning Director, Department of Planning  
Clayton Yoshida, Planning Program Administrator, Current Division, Department of Planning  
Jacky Takakura, Administrative Planning Officer, Department of Planning  
Mimi Desjardins, Deputy Corporation Counsel, Department of the Corporation Counsel  
Suzette Esmeralda, Secretary to Boards & Commissions II, Current Division, Department of Planning