

Management Information Consultants

July 3, 2023

***** SENT VIA E-MAIL ONLY *****

Mr. Zendo Kern, Planning Director
Planning Department, County of Hawai'i
101 Pauahi Street, Suite 3
Hilo, Hawai'i 96720

Mr. Douglass Adams, Director of Research & Development
County of Hawai'i,
25 Aupuni Street, Suite 1301
Hilo, Hawai'i 96720

Emailed to: planning@hawaiicounty.gov, chresdev@hawaiicounty.gov

RE: Governance structure for planned housing subdivisions without compulsory homeowner associations in counties with a population greater than 170,000 and less than 300,000; Hawaii 2022 Act 200.

Dear Mr. Kern and Mr. Adams:

Ms. Nakagawa, Deputy Finance Director contacted me by e-mail to provide standard information regarding doing business with the County of Hawaii. I understand this is related to Hawaii 2022 Act 200 and various statutory requirements for vendors.

Based upon Act 200, the categories of our involvement may be one or more of the following:

- 14) Community Planning (Community Planning Assistant: project management support, community organizing, public participation, meeting facilitation)
- 22) Community Planning (Mediation Services: Attorneys or Professional with experience)
- 102) Community Planning (Community and Economic Development, Community Engagement, Strategic Planning, Sustainability/Systems)

I've included a basic resume of my education, training, and qualifications.

The following are a few references you may contact.

Ms. Lois Ekimoto

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If you have any questions, don't hesitate to contact me at your convenience.

Mahalo for your consideration,

Steve Glanstein

Steve Glanstein, President
Professional Registered Parliamentarian

SG:tbs/Attachment

cc: Diane Nakagawa, Deputy Finance Director | County of Hawaii

Steve Glanstein
Professional Registered Parliamentarian®
Parliamentary Experience

Steve has lived in Hawai'i continuously since 1963. He is the president and owner of RPG III, Inc., dba Management Information Consultants, a Hawai'i corporation incorporated July 1, 1977. The firm currently has two employees. After purchasing a condominium in Honolulu, he recognized the need to become skilled in proper parliamentary procedure. While serving on the board of directors at his condominium, Steve attained certification as a Registered Parliamentarian® in 1983 and a Professional Registered Parliamentarian® in 1984. This designation is the **highest credential** issued by the National Association of Parliamentarians® (NAP) - the largest association of parliamentarians in the United States and abroad, founded in June 1930.

Involvement with the NAP led Steve to serve as founder and first president of Hawai'i's largest local parliamentary unit (Aloha-Ohana Unit of Parliamentarians), then as president of the Hawai'i State Association of Parliamentarians. Steve advanced in NAP to serve as a District Director, and ultimately, on the Board of Directors, as Treasurer and Director at Large. He is a frequent sought-after speaker/trainer at national conferences and conventions. He also has taught numerous modules for certification of Registered and Professional Registered Parliamentarians.

Since 1983, Steve has professionally served more than 2,000 meetings. They include condominium associations, cooperatives, community associations, timesharing organizations, professional organizations, as well as unincorporated associations, for-profit and not-for-profit corporations, unions, and churches. He has served both as a Parliamentarian and Professional Presiding Officer. He has also assisted clients in an advocacy role in the audience at various meetings, in addition to providing consulting services regarding governing documents.

He is the longest practicing professional parliamentarian in Hawai'i and is frequently contacted to provide both verbal and written opinions regarding the effect of proposed legislation on condominium and community associations. He has assisted over 40 attorneys in various aspects of parliamentary procedure during his career, also earning the designation of 'expert witness' when providing testimony for various Hawai'i courts.

Steve is clear to inform clients that he is ***not*** a lawyer; he has provided testimony and proposed legislation since 1998 on much of the proposed condominium and community legislation in Hawai'i. He was a member of the Blue Ribbon Advisory Committee that created recommendations that ultimately became HRS Chapter 514B (Condominium Property Act).

During the first six months of 2023, Steve served 106 meetings as a Parliamentarian or Professional Presiding Officer. During that same period, he supervised 2 Professional Registered Parliamentarians serving other organizations, totaling 116 meetings (not including board organizational meetings or miscellaneous out-of-meeting assistance).

Though in high demand for his parliamentary skills, Steve believes knowledge should be shared. In order to increase the number of individuals skilled in parliamentary procedure, he is actively involved in training parliamentarians for advanced service. He frequently instructs for the Hawai'i Chapter of the Community Associations Institute (part of a national group of community associations) of which he is a past president and winner of their highest award, the Richard Gourley Distinguished Service Award.

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