

PUNA COMMUNITY DEVELOPMENT PLAN (CDP) ACTION COMMITTEE (AC)

Updated: March 9, 2026

PURPOSE: The purpose of the CDP Action Committee is to be a proactive, community-based steward responsible for implementing resident-driven solutions from the Community Development Plan that positively transform the community in partnership with a network of businesses, non-profits, and community leaders.

AUTHORITY: Hawai'i County Code, [Chapter 16](#)

FULL MEMBERSHIP: Nine members

SPECIFIC REPRESENTATION: Primary residence must be in the Planning area of the CDP.

REQUIRED COMMITMENTS: Possess a deep love for their community; a passion for equity; and a motivation to work for the greater good of their community.

Commit to a term of up to four years; attend regular meetings; invest a minimum of 8 hours of work each month advancing CDP implementation; organize/attend public meetings, workshops, and trainings; identify capacity building needs and opportunities within community; and agree to follow rules and operating principles of the committee and the Planning Department.

Commit to intentionally and explicitly engaging all factions of the community equitably while working to develop partnerships with individuals, non-profits, businesses, and community groups/associations to implement grass roots actions; serve as a point of contact for CDP and AC initiatives; and transmit project updates and opportunities to community within the CDP region.

MEETINGS: Meetings are scheduled as required to address new and existing actions. Please visit <https://www.planning.hawaiicounty.gov/about-us/planning-department-calendar> for up-to-date meeting information.

REAPPOINTMENT: Reappointment shall be in compliance with Hawai'i County Code §16-5(b).

CURRENT MEMBERS:	<u>Seat #</u>	<u>Committee Member</u>	<u>Seat Term Expiration</u>
	1	<i>Vacant</i>	2027-12-31
	2	SCHEFFEL, Jennifer	2027-12-31
	3	<i>Vacant</i>	2027-12-31
	4	<i>Vacant</i>	2028-12-31
	5	DeMELLO, Melissa Leilani [Holdover]*	2028-12-31
	6	BATH, Stephanie	2028-12-31
	7	KEALOHA, Leila [Holdover]*	2029-12-31
	8	OSBORNE, Susan [Holdover]*	2029-12-31
	9	BREWER, Frances [Holdover]*	2029-12-31

*Holdover seats are eligible for replacement

CONTACT INFORMATION: cdp@hawaiicounty.gov; <https://www.planning.hawaiicounty.gov/home>

ATTORNEY ASSIGNED: Jean Campbell, Deputy Corporation Counsel

****Please note that the information on this sheet is condensed. For full information see appropriate Sections of the County Charter, County Code and/or Hawai'i Revised Statutes.***