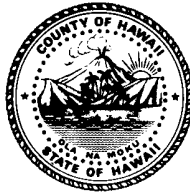


Mitchell D. Roth
Mayor

Deanna S. Sako
Managing Director



Zendo Kern
Director

Jeffrey W. Darrow
Deputy Director

County of Hawai'i PLANNING DEPARTMENT

PUNA COMMUNITY DEVELOPMENT PLAN ACTION COMMITTEE

Aupuni Center • 101 Pauahi Street, Suite 3 • Hilo, Hawai'i 96720

Phone (808) 961-8288 • Fax (808) 961-8742

Monday, December 11, 2023

DRAFT Meeting Minutes

CALL TO ORDER

Chair Brewer called the Puna Community Development Plan (PCDP) Action Committee (AC) meeting to order at 4:07 P.M. This meeting was held in-person at the Kamehameha School East Hawaii Resource Center Conference room and online via Zoom. Quorum was established at this meeting.

The YouTube video of this meeting can be found here:

<https://www.youtube.com/watch?v=zBqINRalkXw>

ROLL CALL

AC Members Present: Frannie Brewer, Susan Osborne, Leila Kealoha, Leilani DeMello, Kanoe Wilson, Jennifer Scheffel, and Martha Morishige

AC Members Absent-Excused: David Huerta

County Staff: Planners-Maryam Palma, Janice Hata, and Jessica Lahip

County Officials: Deputy Corporation Counsel, Suzanna Tiapula

Members of the public: 1 in person, also via Zoom

ANNOUNCEMENTS:

None

APPROVAL OF MINUTES:

Chair Brewer made a motion to approve the May 5, 2022 & February 27, 2023 minutes. Motion seconded by Committee member Osborne. Motion passed with 6 votes aye, 0 votes nay.

PUBLIC COMMENT ON AGENDA ITEMS: One (1) member of the public provided public oral testimony.

Thunderfoot public testimony [SEE YOUTUBE TIME STAMP 6:03- 10:12]

26 **BUSINESS:**

- 27 1. **Training on Permitted Interaction Groups and the Duties and Responsibilities of the**
28 **Community Development Plan Action Committees:** Presentation by Deputy
29 Corporation Counsel Suzanna Tiapula. Suzanna explains that PIGs can form to allow 2 or
30 more members but less than quorum, to meet outside of sunshine law. Once a PIG gives
31 a report on their findings the group dissolves. [SEE YOUTUBE TIME STAMP 17:50-37:00]
32

33 2. **Election of Committee Chairperson and Vice Chairperson for 2023**

34 This item was reordered due to loss of a committee member. Action Committee member
35 Jennifer Scheffel and Martha Morishige gave introductions [SEE YOUTUBE TIME STAMP
36 11:25-13:50]

37 Committee member Osborne nominated Kanoe Wilson as Chair. Motion Seconded by
38 Committee member Kealoha. Motion passed with 7 votes aye, 0 votes nay.

39 Committee member Wilson nominated Leilani DeMello as Vice Chair. Motion seconded
40 by Committee member Kealoha. Motion Passed with 7 votes aye, 0 votes nay.
41

42 3. **Puna Action Committee Meeting Schedule Discussion:** The Action Committee will
43 discuss and create a meeting schedule for 2024. [SEE YOUTUBE TIME STAMP 38:00-
44 48:10]

45 Meeting cadence set every other month, first Thursday at 4-6PM. Motion made by Chair
46 Brewer. Seconded by Committee member Osborne. Motion passed with 7 votes aye, 0
47 votes nay.

48 **PROPOSED AGENDA ITEMS FOR NEXT MEETING: [SEE YOUTUBE TIME STAMP 48:35-1:24:02]**

49 Hannah Public Testimony [SEE YOUTUBE TIME STAMP 48:45-55:44]

- 50 1. General plan update from Bethany Morrison, moved up due to March deadline for public
51 comment.
52 2. Pahoa Transit hub update from Mass Transit Agency Administrator Victor Kandle
53 3. Future agenda items for 2024: Connectivity of roads, Friends of Glenwood park,

54 **ADJOURNMENT:**

55 *Without objection, Chair Brewer adjourned the meeting at 5:31 P.M.*

56 These minutes and all related documents are available in the Planning Department's Puna
57 Community Development Plan Action Committee folder via the [County of Hawai'i Public](#)
58 [Documents Repository](#). These documents may also be requested from the Planning Department
59 by calling (808) 961-8288 or emailing cdp@hawaiiicounty.gov.