

SCHOOL FACILITIES AUTHORITY BOARD

MEETING MINUTES

Date: January 9, 2024

Time: 9:00 a.m.

Teleconference via Zoom

2759 South King Street, Room C5

Honolulu, Hawaii 96826

*\*This meeting was a remote meeting under Section 92-3.7, Hawaii Revised Statutes. The meeting recording is available on our website at*

*<https://www.hisfa.org/board-meetings/>*

**Members Present:**

Alan Oshima, Chairperson

Edmund Aczon

Harold Edwards

Jan Iwase

Bettina Mehnert

**Staff Present:**

Chad Keone Farias, Executive Director

Alison Kunishige, Deputy Executive Director

Cindy Watarida, Business Manager

Kenyon Tam, Policy and Program Officer

Wilmurf de Vera, Project Manager

Jiaping Fouse, Project Manager

**Guest Present:**

Emily Gillmar, Project Lead, University of Hawaii Community Design Center

Sophia Burger, Student, University of Hawaii Community Design Center

Joyce Lin, Student, University of Hawaii Community Design Center

Kayci Kumashiro, Student, University of Hawaii Community Design Center

**AGENDA**

**I. Call to Order**

Chairperson Alan Oshima called the meeting to order at 9:00 a.m.

**II. Roll Call and Determination of a Quorum**

Chairperson Oshima and Members Edmund Aczon, Harold Edwards, Jan

Iwase, and Bettina Mehnert were present at roll call. Quorum was established.

**III. Approval of Meeting Minutes of December 12, 2023**

**Motion: Move to approve the December 12, 2023 meeting minutes (Edwards/Aczon). 5 Ayes (Oshima, Aczon, Edwards, Iwase, Mehnert), 0 Nos, 0 Abstentions. Motion carries; minutes are approved.**

**IV. Public Testimony**

There was no public testimony.

**V. Report of the School Facilities Authority Executive Director**

**A. Update on Expanding Inspiring Learning Spaces**

1. Pre-Kindergarten. Executive Director (ED) Chad Farias reported the following:

- a) ED Farias reported that SFA has identified a total of 45 classrooms and eight more classrooms may be added to the list of renovations for this school year.
- b) ED Farias reported that work on some of the classrooms may require permits, which will affect SFA's ability to complete renovations before the beginning of next school year.

(1) Chairperson Oshima requested clarification regarding permitting challenges. ED Farias provided a brief summary of Department of Human Services (DHS) requirements and added that SFA will work with the Department of Education (DOE) with regards to any permits or permit exemptions.

(2) Board Member Iwase asked about the number of classrooms that would be completed for the 2024-2025 school year. ED Farias reported that the eight classrooms that he visited yesterday could fill the gap if some classrooms will not be completed in time because of permitting issues.

- c) ED Farias reported that Nanakuli Elementary School held a ribbon cutting ceremony on January 8, 2024 to celebrate the opening of two new pre-kindergarten classrooms. He reported that Board Member Aczon attended the ceremony.

2. New Schools.

- a) ED Farias reported that SFA continues to stand by and support DOE with its efforts to construct a temporary West Maui elementary school campus. ED Farias added that SFA will add sixty new pre-kindergarten seats on Maui by 2024.

**B. Update on Spearheading Housing Solutions**

1. Maui County.

- a) ED Farias reported that SFA intends to post a Request for Proposals (RFP) for teacher housing on Maui within the next couple of months.
- b) ED Farias reported that he met with staff from Governor Josh Green's Office last week on temporary teaching housing on Maui. He noted that efforts may include working with the Hawaii State Department of Transportation (DOT) and the Federal Emergency Management Agency (FEMA).
- c) ED Farias continues to meet weekly with Maui County officials and leadership from other state agencies on housing for Maui residents.

2. City and County of Honolulu.

- a) ED Farias reported that the Mililani Workforce Housing RFP was posted on December 15, 2024. He stated that the deadline to submit a Notice of Intent was last week and that SFA received a total of eight submittals.

**C. Update on Laying an Operational Foundation**

- 1. Office Space. ED Farias reported that SFA continues to work with the Department of Accounting and General Services (DAGS) to negotiate office space at 600 Kapiolani Boulevard.

- a) Chairperson Oshima asked ED Farias to reconsider previous locations viewed a year ago and revisit requests to use DOE space. He also asked that ED Farias keep the Board apprised of progress on the office space between SFA Board meetings.
2. Personnel. ED Farias reported that he selected a candidate for the vacant Project Manager position. SFA continues to work with DOE's Office of Talent Management on its remaining positions.
3. Administrative Rules. ED Farias reported that the Office of the Attorney General approved the draft rules as to form. He stated that if the Board approves rules to go to public hearing, the next step is Governor Green's approval of the public hearing request. ED Farias noted that this work on the Administrative Rules goes towards achieving SFA Goal 3d, the creation of SFA's legal framework.
4. Governance Structure. ED Farias reported that later in the meeting, the SFA Board will consider approving bylaws, which includes things like establishing a vice chairperson position and subcommittees.
5. Kaimuki Planning Study. ED Farias reported that later in the meeting, he will present on the study together with the University of Hawaii Community Design Center (UHCDC).
6. 2024 Legislative Session. ED Farias reported January 17th is the Opening Day of the 2024 Legislative Session. He stated that SFA has informational briefings scheduled with the Senate Committee on Ways and Means (WAM), the House Committee on Finance (FIN), and the House Committee on Education (EDN) next week.

## **VI. Board Reports**

### **A. Board Member Report on events attended: (1) January 8, 2024 Nanakuli Elementary School pre-kindergarten classroom ribbon cutting ceremony**

1. Board Member Aczon reported on the value and the great work that results when multiple agencies work together.

2. Chairperson Oshima asked if SFA staff can ask the Board's Deputy Attorney General (DAG) whether more than two Board members can attend events. ED Farias stated that staff will inquire with the Board's DAG.

## **VII. Action Items**

- A. Board Action on proposed Chapter 8-600, Hawaii Administrative Rules, entitled "School Facilities Authority Rules of Practice and Procedure"**

**Motion: Move to approve proposed HAR Chapter 8-600, attached as Exhibits A and B to ED Farias's memorandum dated January 9, 2024, for public hearing and authorize ED Farias to appoint a hearing officer to conduct the hearing (Edwards/Aczon). 5 Ayes (Oshima, Aczon, Edwards, Iwase, Mehnert), 0 Nos, 0 Abstentions. Motion carries.**

- B. Board Action on School Facilities Authority bylaws**

**Motion: Move to approve the proposed bylaws, attached as Exhibit A to Chairperson Oshima's memorandum dated January 9, 2024 (Aczon/Iwase). 5 Ayes (Oshima, Aczon, Edwards, Iwase, Mehnert), 0 Nos, 0 Abstentions. Motion carries; bylaws adopted.**

- C. Board Action on selection (election) of vice-chairperson and appointment of a chairperson and member for each subcommittee (Subcommittee on Learning Spaces, Subcommittee on Workforce Housing, and Subcommittee on Operations)**

**Motion: Move to select (elect) Harold Edwards as vice-chairperson of the Board (Iwase/Mehnert). 5 Ayes (Oshima, Aczon, Edwards, Iwase, Mehnert), 0 Nos, 0 Abstentions. Motion carries.**

**Motion: Move to:**

- (1) Appoint Jan Iwase as chairperson and Bettina Mehnert as a member of the Subcommittee on Learning Spaces;**
- (2) Appoint Harold Edwards as chairperson and Bettina Mehnert as a member of the Subcommittee on Workforce Housing;**
- (3) Appoint Bettina Mehnert as chairperson and Edmund Aczon as a member of the Subcommittee on Operations; and**
- (4) Dissolve any existing workgroups and permitted interaction groups (Edwards/Aczon).**

**5 Ayes (Oshima, Aczon, Edwards, Iwase, Mehnert), 0 Nos, 0 Abstentions. Motion carries.**

## **VIII. Public Testimony**

There was no public testimony.

## **IX. Discussion Items**

### **A. Presentation on University of Hawaii Community Design Center's pre-report on Kaimuki and Kalani Complexes**

*Note: This item was taken out of order and before agenda item VII, Action Items.*

1. ED Farias presented the background and context for the report, including how the study was initiated, the MOA with UHDCDC, the expansion of the project to include both the Kaimuki and Kalani Complexes. He explained that SFA initiated this project because Act 164 (Session Laws of Hawaii 2023) appropriated \$100,000 to SFA to plan and design for the redevelopment of the Queen Liliuokalani Elementary School property to pre-kindergarten classrooms and teacher housing. ED Farias explained that SFA opted to first study and facilitate a broader conversation about the greater Kaimuki area, not just the Queen Liliuokalani Elementary School property. He stated that UHDCDC later offered to expand the study area to include the Kalani Complex since the Kaimuki Complex does not cover all of the Kaimuki area. ED Farias expressed his hope that SFA can use this study to determine whether there are any sites in these complexes that could be developed in alignment with SFA's strategic goals. He reported that the next step would be SFA selecting potential opportunity sites for UHDCDC to conduct further analysis.
2. Emily Gillmar presented on the process UHDCDC used to create the preliminary report, the filtering methodology, data sources, workflow, examples of how the report could be used, and next steps.
3. Chairperson Oshima requested clarification on the use of identified sites. Gillmar stated that the sites could be used for pre-kindergarten, workforce housing, or office space. Next steps may help to determine whether revenue generation is a possibility with any of the sites.

- a) Board Member Edwards commented that SFA is focused on DOE-occupied parcels and its charge is to figure out how to better utilize those, so need to see the capacity of the real estate and how to get them to a higher or better use.
- b) ED Farias clarified that going forward the focus can be on DOE-occupied parcels.
- c) Chairperson Oshima stated that the first priority should be a DOE-occupied site and as SFA expands it can look at the other identified parcels.
- d) Board Member Mehnert stated that the study is a solid base, that the data needs to be applied with what SFA is tasked with, and that the next steps will help SFA achieve its goals.
- e) Board Member Aczon noted that this is a process and this discussion is part of that process.
- f) Board Member Iwase agreed with previous statements and expressed her appreciation for the data and report.
- g) ED Farias confirmed that SFA staff will work with the subcommittees on the next steps.
- h) Board Member Edwards suggested narrowing the study to DOE-occupied sites, regardless of land ownership or use.
- i) Gilmar asked about the possibility of SFA working with them to define and find a different term for underutilized properties.

## **X. Adjournment**

**Motion to adjourn the meeting (Iwase/Mehnert). 5 Ayes (Oshima, Aczon, Edwards, Iwase, Mehnert), 0 Nos, 0 Abstentions. Motion carries; meeting adjourned at 10:15 a.m.**