



Grants in Aid Advisory Commission

CITY AND COUNTY OF HONOLULU

925 Dillingham Boulevard, Suite 200 • Honolulu, Hawaii 96817

Avelino J. Halagao, Jr., Chair
Vincent L. Baldemor, Vice Chair
Helen H. Hamada, Commissioner
Grant Kagimoto, Commissioner
Kenneth T. Uemura, Commissioner
Kimberly W. Yoshimoto, Commissioner

MINUTES

MEETING

THURSDAY, SEPTEMBER 12, 2019

1:30 P.M.

AMERICAN JOB CENTER CONFERENCE ROOM

1. CALL TO ORDER

The meeting of the Grants in Aid (GIA) Advisory Commission (Commission) was called to order by Chair Avelino J. Halagao at 1:33 pm.

2. ATTENDANCE

Commissioners present: Vincent L. Baldemor, Avelino J. Halagao, Helen H. Hamada Grant Kagimoto, and Kenneth T. Uemura.

Staff Resources Personnel present:

Shane Akagi, Office of Grants Management (OGM), Department of Community Services (DCS)
Rebecca Soon, Deputy Director Department of Community Services (DCS)

Lauren Jagla, DCS/OGM

Crysttal Steiner, DCS/OGM

Rebecca Espinosa, DCS/OGM

Spenser Kunishige, DCS/OGM

Lynn Wakatsuki, Deputy Corporation Counsel, assigned to the Commission

3. APPROVAL OF MINUTES– December 18, 2018

A motion was made by Commissioner Kagimoto to accept the December 18, 2018 minutes, Commissioner Baldemor seconded the motion and hearing no objections from the Commission, the minutes were approved unanimously.

4. TESTIMONY/COMMENTS FROM DEPARTMENT/AGENCIES AND THE PUBLIC

a. Presentation from the Department of Community Services (DCS) for Fiscal Year (FY) 2021

1. Grant Process for FY2021 and Tier I and Tier II Grants

a. Mr. Akagi proposed a more formal scoring procedure for Tier 1 Grants. The purpose of this criteria would be to create a clear distinction between those that would get funded vs. those that did not submit a strong enough proposal. This potential scoring criteria would eliminate grantees who did not submit a strong proposal but may be funded any way due to the amount of funds available.

2. Proposed Bill and Resolution to submit to City Council

a. Mr. Akagi proposed to eliminate the wording of "exclusive" for funding of districts to remove the requirement to fund a grantee who had a low score but was exclusive to a district.

b. Mr. Akagi also proposed to raise the ceiling of Tier II awards from \$125,000 to \$200,000 to allow for capital improvement projects, increased program and staff support and to allow OGM staff to provide more in-depth technical assistance to grantees.

5. FOR DISCUSSION AND FOR ACTION: Grant Evaluation Process, Tier I and Tier II Grants- Commissioners discussed whether to create a bright line rule based on averages of past scores or keep it as a case by case basis.

Chair Halagao called for recess at 1:59 pm which allowed for analysis of past scoring averages. The meeting reconvened at 2:12 pm.

Chair tabled this item for future discussion.

6. FOR DISCUSISON:

1. Proposed Bill to amend Revised Ordinance of the City and County of Honolulu 1990 Sections 6-52.4 (increase from 45 to 75 days to award and encumber funds after the beginning of the fiscal year) and 6-52.6 (increase from 1 month after fiscal year to 60 days after calendar years to provide annual report to the City Council) –

Deputy Director Soon outlined the reasons for the proposed administrative changes which would allow more time for grantees to provide the necessary paperwork and to submit the annual report at a more appropriate time which would give a more accurate picture of grantees progress. The Commission did not voice any concerns regarding these changes and stated they would show support to the council if necessary.

2. Proposed Resolution to replace Resolution No. 17-201 by increasing the amount of a grant from \$125,000 to \$200,000 and by reducing the total minimum grant amount awarded to organizations that provide services specific to a Council district from \$250,000 to \$200,000 for each district.

Deputy Director Soon and Mr. Akagi reiterated the reasons for increasing the funding ceiling from \$125,000 to \$200,000. Commissioners discussed the benefits and consequences of raising the ceiling which would lead to greater funding for fewer grantees. No motion was given

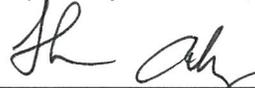
7. NEXT MEETING:

To be Determined at a later date.

8. ADJOURNMENT

There being no further business, Chair Avelino J. Halagao, Jr. asked for a motion to adjourn the meeting. Commissioner Uemura moved and Vice Chair Baldemor seconded the motion. Chair Halagao, Jr. adjourned the meeting at 3:12 p.m.

Respectfully Submitted,



Shane Akagi, OGM Administrator

APPROVED:



Chair Avelino J. Halagao, Jr.

Date

The minutes of the Commission Meeting on
January 11, 2019 were approved at the
February 11, 2019 Commission Meeting

	<u>Aye</u>	<u>No</u>	<u>Comment</u>
Vincent L. Baldemor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Avelino J. Halagao, Jr.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Helen H. Hamada	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Grant Kagimoto	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Kenneth T. Uemura	<input checked="" type="checkbox"/>	<input type="checkbox"/>	