



# 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  
Kaipo Kukahiko, Commissioner  
Kimberly W. Yoshimoto, Commissioner

## MINUTES

MEETING

TUESDAY, FEBRUARY 14, 2020

1:30 P.M.

KAPALAMA HALE ETHICS HEARING ROOM #153

### 1. CALL TO ORDER

The meeting of the Grants in Aid (GIA) Advisory Commission (Commission) was called to order by Chair Avelino J. Halagao, Jr. (Chair) at 1:30 p.m.

### 2. ATTENDANCE

Commissioners present: Avelino J. Halagao, Jr., Grant Kagimoto, Kimberly W. Yoshimoto, and Kaipo Kukahiko.

Commissioners Excused: Vincent L. Baldemor and Helen H. Hamada

Staff Resources Personnel present:

Shane Akagi, Office of Grants Management (OGM), Department of Community Services (DCS)

Lauren Jagla, DCS/OGM

Blessing Quon, DCS/OGM

Crysttal Steiner, DCS/OGM

Lynn Wakatsuki, Deputy Corporation Counsel, assigned to the Commission

3. Welcome New Commissioner – Kaipo Kukahiko

Chair introduced and welcomed new Commissioner Kukahiko.

4. APPROVAL OF MINUTES– January 21, 2020

Chair asked for a motion to approve and file the minutes of the January 21, 2020 meeting. Commissioner Kagimoto made the motion, Commissioner Yoshimoto seconded the motion, and hearing no objections from the Commissioners present, the minutes were approved unanimously.

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

a. Presentation from the Department of Community Services for fiscal Year (FY) 2020

Mr. Akagi welcomed Commissioner Kukahiko and introduced GIA staff. He also reported that approximately \$9.538 million would be available for funding of the FY 2021 Grants in Aid.

i. Presentation of Score Variances

Mr. Akagi presented the Score Variances. There were no variances for Tier I proposals. There were several variances for Tier II proposals. Mr. Akagi explained that variance is when the individual Commissioner's score is 40% greater or lower than the Commission mean, which is approximately two points on a five point criteria item or approximately four points on a ten point criteria item. Mr. Akagi further explained that variances are not bad and are normal. If individual Commissioners want to make variance adjustments, the new scores are due by 9 am on Tuesday, February 18, 2020.

Mr. Akagi thanked the Commission for all their hard work, their diligence and professionalism.

b. Agency/Public Testimonies on All Agenda Items: There was no public testimony.

6. FOR DISCUSSION: FY 2021 Grants in Aid Proposals – Score Variances

Variances in score sheets were reviewed by each Commissioner. There was no further discussion.

7. FOR DISCUSSION: FY 2021 Grants in Aid Proposals – Adoption of Scores

Scores will be reviewed and considered at the Commission meeting on February 18, 2020.

8. NEXT MEETING

The Commission's next meeting date is scheduled for Tuesday, February 18, 2020 at 1:30 p.m. in the Kapalama Hale Ethics Hearing Room.

9. ADJOURNMENT

Chair asked for a motion to adjourn the meeting. Commissioner Kagimoto made the motion and Commissioner Yoshimoto seconded. There being no further business, Chair adjourned the meeting at 1:44 p.m.

Respectfully Submitted,



Shane Akagi, OGM Administrator

APPROVED:



Chair Avelino J. Halagao, Jr.

1/18/20

Date

The minutes of the Commission Meeting on  
February 14, 2020 were approved at the  
February 18, 2020 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 type="checkbox"/>	<input type="checkbox"/>	
Kaipo Kukahiko	<input type="checkbox"/>	<input type="checkbox"/>	
Kimberly W. Yoshimoto	<input checked="" type="checkbox"/>	<input type="checkbox"/>	