Climate Change Commission
CITY AND COUNTY OF HONOLULU
650 South King Street, 11th Floor • Honolulu, Hawai‘i 96813

COMMISSIONERS
Charles Fletcher, Ph.D., Chair
Rosanna Alegado, Ph.D., Vice Chair
Makena Coffman, Ph.D.
Melanie Islam, AIA, NCARB, LEED AP BD+C, LFA
Victoria Keener, Ph.D.

Climate Change Commission
Friday, January 21, 2022, 9:00 AM
Zoom Virtual Meeting
DRAFT Meeting Minutes

Members Present: Chair Charles Fletcher, Vice Chair Rosie Alegado, Melanie Islam, Victoria Keener

Members Absent: Makena Coffman

Public: Matthew Gonser, Hayley Cook, Coranne Park-Chun (Office of Climate Change, Sustainability and Resiliency); Courtney Sue-Ako (Corporation Counsel); Laura Mo (Department of Planning and Permitting); Walter Bilingsley, Terry Chan (Department of Design and Construction); Dave Martin; Gernot Presting; Julie Yunker; Katie Rooney; Ryan Ringuette; Stephanie Ratte; Susan Mukai.

1. Call to Order: Chair Fletcher called the meeting to order at 9:02 AM. Recess was called for at 9:07 AM due to Commissioner Keener's technical difficulties. Recess ended at 9:08 AM when Commissioner Keener's technical difficulties were resolved.

2. Roll Call: Four out of five Commissioners were present. Quorum was established.

3. Approval of the Minutes:
   a. Approval of the Meeting Minutes of October 28, 2021: Approval of the meeting minutes of October 28, 2021 were added to agenda by unanimous vote (AYE: Keener, Alegado, Islam, Fletcher; NAY: None; ABSTAIN: None). The meeting minutes of October 28, 2021 were adopted. (AYE: Keener, Alegado, Islam, Fletcher; NAY: None; ABSTAIN: None).
   b. Approval of the Meeting Minutes of November 23, 2021: The meeting minutes of November 23, 2021 were adopted as amended. (AYE: Keener, Alegado, Islam, Fletcher; NAY: None; ABSTAIN: None).
      i. The Commission requested further review of Hawai‘i Act 16 (2020) to confirm the accuracy of statements in the notes related to Justine Nihipali’s presentation.
   c. Approval of Meeting Minutes of December 17, 2021: The meeting minutes of December 17, 2021 were adopted as amended. (AYE: Keener, Alegado, Islam, Fletcher; NAY: None; ABSTAIN: None).
      i. Chair Fletcher requested that alphanumerics be used for bullet points in the future.

4. Communications and Correspondence from the Public:
   a. The Commission discussed correspondence from Ken Kozuma, an agriscience teacher from Waipahu Intermediate School, which requested advice from the Commission on how to integrate climate change into the school’s video submission for the next round of the Samsung’s Solve for Tomorrow STEM challenge competition on a project to reduce the school’s waste through composting.
   b. Commissioner Keener noted recent discussions on the siting of a new landfill may be related to the project.
   c. Director Gonser mentioned CCSR’s food waste recovery project with the U.S. Department of Agriculture in Chinatown.
d. Chair Fletcher asked that CCSR staff make the meeting’s recording available to Mr. Kozuma.

5. Report on the Activities of the Office of Climate Change, Sustainability and Resiliency (CCSR):

Executive Director Matthew Gonser presented the following report:

a. Director Gonser shared that CCSR's VISTA Leader has left after 1.5 years of service. CCSR has onboarded a new VISTA Leader, Daniel Traylor, who is the 50th VISTA member at the City. On Martin Luther King, Jr. Day of Service, the City VISTAs connected with the Pacific America Foundation and volunteered at Waikalua Loko I’a.

b. Director Gonser joined the Executive Director of Blue Planet Foundation, Melissa Miyashiro, at the 2022 Student Energy Summit.

c. CCSR presented to the Honolulu Youth Commission and relayed the interest of the Honolulu Climate Change Commission in connecting with the Honolulu Youth Commission.

d. CCSR held the first Better Buildings Benchmarking Program Open House, and is holding another open house next week Wednesday at 6:00 p.m.

e. The City is hosting a career fair at the Blaisdell Center, virtually and in-person, on January 26th from 10:00 a.m. to 4:00 p.m.

f. The City submitted an additional competitive application to the Bloomberg Harvard City Leadership Initiative for Innovation and will participate in a year-long accelerator program for recruitment, hiring, development, and retention.

Questions and comments that followed:

a. Commissioner Keener and Vice Chair Alegado reiterated the Commission’s interest in connecting with the Honolulu Youth Commission on a future meeting agenda. Vice Chair Alegado also noted her interest in beginning a rotation of meetings to hear from individuals from different parts of the island.

b. Vice Chair Alegado asked if CCSR has identified any bills at the State Legislature the Commission should be aware of. Director Gonser replied that CCSR has just begun to review the bills that were introduced and can share what CCSR is tracking at the Commission’s next meeting.

Comments and public testimony that followed: None.

6. Presentation by Deputy Corporation Counsel on Updates to the Sunshine Law Pursuant to Act 220 (2021)

a. The following are highlights from Deputy Corporation Counsel’s presentation on updates to the Sunshine Law, Act 220:

   i. Resources useful to the Commission are located on the State of Hawai‘i Office of Information Practices site.
   ii. The Governor's Emergency Proclamation on December 29, 2021, suspends one requirement related to the requirement to provide a physical location for meetings held via interactive conference technology. This will be effective until February 28, 2022 unless the proclamation is terminated or superseded.
   iii. There are three meeting types:
      1. In-person
         • Requires every physical location where a Commissioner is present to be open to the public. Requires public notice of the locations where participating Commissioners will be physically present.
         • Loss of connection to ICT requires automatic recess for up to 30 minutes. If unable able to reconnect after 30 minutes, and reasonable notice for reconvening is not made, then the meeting is automatically terminated.
         • Commissioners with disabilities do not need to make their location available to the public and do not need to notice their location.
      3. Remote Meeting via ICT
- ICT must allow audiovisual interaction among all Commissioners participating in the meeting.
- After February 28, one physical location must be made available to public and have audiovisual connection.
- Commissioners do not need to make their location public, but must state who is present at their nonpublic location.
- Public notice must include where the public can access a physical location with audiovisual connection, and inform the public where to view the meeting over the internet and where the public can provide remote oral testimony.
- Instead of a roll call vote, a Commissioner can ask “are there any objections or abstentions?” If there are, roll call vote is necessary.
- Meetings should be recorded and made available to the public. Recordings must remain up until minutes are posted. A recording and written summary may be used in lieu of written minutes.
- Loss of connection requirements are similar to multi-site ICT requirements.

iv. Key differences between multi-site and remote meetings:
   1. Multi-site meetings require multiple, publicly accessible physical locations. Remote meetings require only one, publicly accessible physical location.
   2. Notice requirements differ based on locations available to the public.

Questions and comments that followed:

a. Director Gonser noted that the changes to Sunshine Law parallel the Commission's interest in having meetings in multiple locations around the island.

Comments and public testimony that followed: None.

7. Discussion & Action on Format for Holding Meetings Pursuant to Act 220 (2021)

a. Commissioners discussed the option of using the video recording and brief summary instead of meeting minutes. Commissioners find the meeting minutes helpful.

b. Deputy Corporation Counsel mentioned that multi-site meetings might be a good option for the Commission to consider in regards to the Commission's desire to hold meetings elsewhere on the island. Chair Fletcher noted the flexibility of the options, and that a subset of the Commission could travel to a community while the rest of the Commission remained remote. Commissioner Islam commented that this option would be especially useful if there was a theme to those meetings.

c. Chair Fletcher noted the need to work out logistics as the Commission plans for a new style of meeting. Director Gonser noted that whenever the Commission moves to have more place-based meetings, the intended dates will need to be noticed well in advance. He expressed the current six days' notice may not be enough to generate participation.

d. Chair Fletcher commented the Commissioners could generate interest in Commissions meetings by presenting to Neighborhood Boards.

e. Director Gonser asked whether a Commissioner must be present at a meeting location under the multi-site meeting option. Deputy Corporation Counsel replied that any location a Commissioner is present must be made available to the public, but additional sites may be available to the public without the presence of a Commissioner.

f. Commissioner Keener asked whether in-person meetings will be required to have web streaming. Deputy Corporation Counsel replied she will need to review and get back to the Commission. Director Gonser noted that CCSR would endeavor to continue to support web streaming for in-person meetings.

Comments and public testimony that followed: None.

a. Vice Chair Alegado introduced Bill 48 and discussed the Commission's role in testifying, which would be to establish the connection of the bill to the City’s long-term climate change plans, including the Board of Water Supply's (BWS) Master Plan, among others. She noted Bill 48 as one part of O‘ahu's climate defense. She introduced the draft testimony prepared on behalf of the Commission. She mentioned that she volunteered to draft testimony for the Commission at the Commission's last meeting.

b. Vice Chair Alegado asked CCSR if there were any additional related policies not already included that should be referenced in the testimony. Director Gonser did not have any other policies to share but noted that CCSR looks forward to working with the Commission to move testimony forward.

c. Commissioner Keener recommended incorporating the 2018 National Climate Assessment.

d. Vice Chair Alegado discussed the threat of increased power loss due to the increased frequency of natural disasters from climate change to the BWS water supply systems. She mentioned that the U.S. Navy’s current plans to treat water require power and noted the important role of gravity flow facilities, including the Halawa Shaft, which is closed due to the Red Hill incident, in the emergency disaster plans in the BWS 2016 Water Supply Master Plan.

Action to Adopt Testimony for Submission to the Honolulu City Council on Bill 48 (2021) Relating to Underground Storage Tanks: Vice Chair Alegado moved and Commissioner Keener seconded the motion to adopt the Commission’s testimony on Bill 48 (AYE: Keener, Alegado, Islam, Fletcher; NAY: None; ABSTAIN: None). Testimony was adopted.

Questions and comments that followed: None.

Comments and public testimony that followed:

a. Dave Martin commented that the Honolulu Fire Department requires a permit for storage tanks of flammable materials.

9. Public Input for Matters Not on the Agenda: None.

10. Next Meeting Date: The next meeting date is scheduled for March 4, 2022 at 9:00 AM via Zoom.

11. Announcements:

a. Commissioner Keener announced that the Hawai‘i United States Affiliated Pacific Islands Chapter is hosting a public engagement workshop on January 24, 2022 from 12:00 to 4:30 PM, and described the workshop and how to attend.

12. Adjournment: The meeting was adjourned at 10:55 AM.