



**Budget, Finance, and Convention Center
STANDING COMMITTEE MEETING
HAWAII TOURISM AUTHORITY**

VIRTUAL MEETING

Tuesday, May 21, 2025, 10:00 a.m.

The Meeting Will Be Live-Streamed via ZOOM.

You may be asked to enter your name or email. The Board requests that you enter your full name, but you may use a pseudonym or other identifier if you wish to remain anonymous.

<https://us06web.zoom.us/j/88231410060>

**Call In: 1 253 205 0468
Webinar ID: 882 3141 0060**

Members of the public may provide written or oral testimony on agenda items. Oral testimony (in-person or via Zoom) will be limited to five minutes for each testifier per agenda item. Signup for oral testimony via Zoom will be accepted through the Q&A feature on Zoom.

Written testimony received ahead of the preparation of the committee packet will be included in the packet. Email written testimony to Carole Hagihara-Loo at Carole@gohta.net or hand-deliver or send via postal mail to the Hawaii Tourism Authority office, 1801 Kalākaua Avenue, 1st Floor, Honolulu, HI 96815. Written testimony received after the issuance of the committee packet (two business days before the meeting) will be distributed to the committee.

AGENDA

- 1. Opening Protocol and Call to Order**
- 2. Roll Call to Announce Name of Participating Board Members and to Identify Who Else is Present with Board Member if Location is Nonpublic**
- 3. Approval of the Minutes of the April 15, 2025, Committee Meeting**
- 4. Motion, Presentation, Discussion, and Action on the Hawaii Tourism Authority's (HTA) April 2025 Financial Report; Recommend Approval**
- 5. Motion, Presentation, Discussion, and Action on the Hawaii Convention Center's (HCC) April 2025 Financial Report and Update on the HCC's 6-Year Repair and Maintenance Plan; Recommend Approval**
- 6. Motion, Presentation, Discussion, and/or Action on the U.S. Maui Emergency Marketing Campaign*****

7. Motion, Presentation, Discussion, and/or Action on the HTA Fiscal Year 2026 Budget***

8. Motions, Presentations, Discussions, and Actions on HTA Budget Issues, Comments, and Suggestions Raised by Legislators, Board Members, Staff, Stakeholders, etc., including the following:

- a. Fiscal Biennium 2025-2027 Budget Request to the Legislature
(Request: \$80,000,000; Budget approved by the Legislature:
\$63,000,000)**
- b. HTA Policies and Procedures for Communications Regarding HTA
Budget, including Prompt Transmittal to Board, Timely Responses,
and Follow-up Actions**
- c. 2023 Legislative Audit Pursuant to HRS 23-13**
 - i. Budget, Finance, and Accounting Issues, including Invoice
Payments, Procurement Violations, Contracts, etc.**
- d. Tourism Emergency Special Fund**
 - i. Status of Use of the Tourism Emergency Special Fund**
 - ii. Policies, Procedures, and Reports Relating to the Use of the
Tourism Emergency Special Fund**
- e. Wildfire Incremental Budget Requests and ROI**
 - i. Campaign Effectiveness and Cost/Benefit Ratio**
 - ii. Status of Contracts and Payments for all Wildfire Branding
Incremental Requests**
- f. HTA Budget & Finance Issues, Policies and Procedures**
 - i. HTA Past Due Accounts: Status, Budget & Finance Policies
and Procedures, and Reporting**

- ii. **HTA Contract Modifications: Status and Discussion; Budget & Finance Policies and Procedures, Board Approval, and Reporting**
 - iii. **HTA Executive Employment Contracts and Bonuses: Budget & Finance Policies and Procedures, Board Approval, and Reporting**
 - iv. **HTA Travel Policies: Budget & Finance Policies and Procedures, Approval of Requests, and Reporting**
 - v. **New Policies and Procedures: Budget & Finance Policies and Procedures, Approval of Requests, and Reporting**
- g. **Hawai'i Convention Center Budget & Finance Issues**
- h. **Motion, Discussion, and Action on HTA Leadership Positions and Supervision*****

9. Adjournment

***** Executive Meeting:** The Board may conduct an executive meeting closed to the public pursuant to Hawai'i Revised Statutes (HRS) § 92-4. The executive session will be conducted pursuant to HRS § 92-5 (a) (2), § 92-5 (a)(4), § 92-5 (a)(8) and §201B-4(a)(2) for the purpose of consulting with the board's attorney on questions and issues pertaining to the board's powers, duties, privileges, immunities, and liabilities; to consider hiring and evaluation of officers or employees, where consideration of matters affecting privacy will be involved; and to discuss

Information that must be kept confidential to protect Hawai'i's competitive advantage as a visitor destination.

If you need an auxiliary aid/service or other accommodation due to a disability, contact Carole Hagihara-Loo at (808) 973-2289 or carole@gohta.net as soon as possible, preferably no later than 5 days prior to the meeting. **Requests made as early as possible have a greater likelihood of being fulfilled.** Upon request, this notice is available in alternative/accessable formats.

In accordance with HRS section 92-3.7, the Hawai'i Tourism Authority will establish a remote viewing area for members of the public and board members to view and participate in meetings held using interactive conference technology (ICT). The ICT audiovisual connection will be located on the 1st Floor in the Lobby area fronting the Hawai'i Tourism Authority at the Hawai'i Convention Center at 1801 Kalākaua Avenue, Honolulu, Hawai'i, 96815.