

UPDATE TO COMPILATION OF CPAC AGREEMENTS AND SURVEY COMMENTS

<u>Line</u>	<u>Topic</u>	<u>Agreement Text</u>	<u>Comment Subject</u>	<u>Comment</u>
1	MEETING FRAMEWORK	<p>Agreement by Consensus 8/22/2007:</p> <p>Having a framework for conducting advisory working group business would be helpful.</p>		
2	NAME	<p>Agreement by Consensus 8/22/2007:</p> <p>The advisory working group's name will be the "Kaka'ako Makai Community Planning Advisory Council" (CPAC)</p>		
3	JURISDICTION		Jurisdiction	Should the DOTH retain control of Kewalo, any DOTH plans for Kewalo need to conform to the master plan.
4	PURPOSE	<p>Agreement by Consensus 8/22/2007:</p> <p>The CPAC will be a working group to "meaningfully participate in the development, acceptance, and implementation of any future plans for the development of Kaka'ako Makai," as consistent with the Legislative advisory that formed this working group.</p>		
5	VISION AND GUIDING PRINCIPLES	<p>Agreement by Consensus 8/22/2007:</p> <p>The CPAC will take the next steps to develop a Vision, Guiding Principles, and Action Plan to move the vision and guiding principles forward.</p>		
6			Vision	Although I am unable to serve I am a concerned senior citizen and interested in preserving the use of the park land for the people.
7			Vision	We must get CPAC moving. Its beginnings have dragged on too long. We need to have the rest of Kaka'ako Makai given to a major public facility – not pittered away with a bunch of little unrelated projects. And we can do this and form lei of green that stretches from the Honolulu Harbor to Waikiki.

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8	PUBLIC PARTICIPATION		Public Participation	The CPAC needs to have regular and open communications with the public at large, providing meaningful opportunities for both presentations and feedback outside the regular meeting process. The CPAC should not become a closed, exclusive or insular group.
9			Public Participation	RESPONSE TO SURVEY The establishment of the Kaka'ako Makai Working Group is the Hawaii State Legislature's attempts to form a " <u>Community Based Voluntary Public Planning Process</u> " (HCR-30). I believe this predicated on the general public's inherent constitutional and civil rights to participate in our governments community planning process, in any way, shape or form, actively or inactively, as the public so freely chooses. These rights cannot be limited nor compromised in any way by any rules, even for the sake of convenience, expedience or continuity of planning process. It is the responsibility of the Working Group to guard and protect these rights for ourselves, as well as for the general public. Therefore, I disagree with the principles of this survey.
10	MEMBERSHIP	<i>Pending agreement at the November 14 CPAC meeting, 94% Agreement on Survey:</i> Participating members may include any member of the general public who wishes to meaningfully participate as a working group member.		
11			Membership as General Public	Within limits of reasonable/meaningful group size
12		<i>Pending agreement at the November 14 CPAC meeting, 98% Agreement on Survey:</i> Participating members share a commitment to work together in the public interest for the good of the whole.		
13		<i>As stated in the September 19 Draft Meeting Notes:</i> For the time being the CPAC will continue to define the membership as those people who attend meetings and sign in.		

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14			Membership	I think it's very important to define explicitly what "membership" means. If one constituency is over-represented, they can easily have members attend meetings and influence voting to reflect their own agendas.
15			Membership	"Working together in the public interest for the good of the whole" community is of utmost importance. Each member should affirm in joining that, as a member of CPAC, they will do this rather than base their work in CPAC on any special interest.
16			Membership	3. I think there should be a formalization process for becoming a CPAC member - for example: a. A CPAC member should attend a minimum of 4 meetings per year b. A CPAC member should serve on a minimum of 1 committee c. A CPAC member should respond to surveys, email correspondence, etc. ...some basic guidelines that will establish a commitment to the process. I think you can still do this without excluding others. To make the process open, any person can attend any meeting on any date. Perhaps we devote 15 minutes at the end of each meeting for members of the general public who are interested to voice opinions. If someone joins late and wants to become a member, perhaps it becomes "official" after they've attended a certain number of meetings. Again, not excluding anyone, but setting some benchmarks to illustrate their commitment to the process.
17			Membership	Finally, regarding membership, I disagree basically for the reasons articulated by Sol Nalua'I. An alternative would be to clarify levels of membership: members (anyone who agrees to the values and decision making structure in principle) and voting members (e.g. anyone who attends at least three meetings can vote on their third meeting, or perhaps anyone who has attended at least half of the last four meetings). Members would be allowed to speak on any issue, but not vote. One can only serve as a steering committee member if they are also a voting member. Mahalo
18			Membership	Will there be another category of participation other than "Regular Participating Member"? I believe that the two categories of "Public Participant" and "Regular Participating Member" should be inclusive enough for all concerned.
19			Membership and Committees	It is important that membership and committees be committed to include a variety of public opinions and not be weighted to include just anti-development and or pro-development

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20	Meeting Attendance	<p><i>Pending agreement at the November 14 CPAC meeting, 92% Agreement on Survey:</i></p> <p>Participating members regularly attend CPAC meetings to become informed on Kaka'ako Makai planning issues.</p>		
21			Membership	I'm leaving [the survey choice] blank because I don't know what regularly means.
22			Membership	The working and voting membership should be defined by a history of attending meetings and the commitment to regularly attend meetings over the long term to ensure collection of information for informed decisions.
23			Membership	"Regular" needs to be defined regarding attendance expectation.
24			Membership	CPAC Council should be informed on issues and circumstances in the planning of Kaka'ako Makai. CPAC members must be reliable and <u>STRIVE</u> to attend all meetings and remain informed about issues discussed at missed meeting. Advanced noticed of unavailability for meetings may be required. CPAC members must also be accountable for any reports or studies that they are held responsible. CPAC members should be honest and able to deal with situations in a positive light. CPAC members that do not participate in a meaningful manner should be relinquishing their membership.
25			Meeting Attendance	While I do keep abreast of the proceedings and the issues associated with Kaka'ako Makai, I am currently unable to consistently attend meetings or take on additional committee responsibilities. I am asking other members of the Surfrider Foundation Oahu chapter if they would like to participate on the advisory committee, but thus far no one has accepted that role.
26	DECISION MAKING	<p><i>Pending agreement at the November 14 CPAC meeting, 98% Agreement on Survey:</i></p> <p>Participating members will develop informed recommendations based on evaluation of comprehensive information and in consideration of public input.</p>		

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27			Decision Making	PROPOSAL <u>MEETING GUIDELINES</u> I do not believe this Working Group need any by laws to function and operate. On the contrary, we only need simple, common sense and “ <u>Inclusive</u> ” meeting guidelines for consensus, whereby every-and-all public views and input are important, and all proposals, complete and incomplete are on the table for consideration, in whole and in part, where each part combined will make for a final and comprehensive master plan recommendation to HCDA.
28	Consensus	Agreement by Consensus 9/19/2007, 92 % Agreement on Survey: The CPAC will strive to reach consensus.		
29	Majority Vote	Agreement by Consensus 9/19/2007: In the absence of consensus, a 2/3 majority vote by those present would be needed for decision making, with reaffirmation at the following meeting. <i>Note: 75%Agreement on Survey showed majority vote would carry with fifty percent plus one of the CPAC membership.</i>		
30			Decision Making Q 2	Regarding the second question on decision-making: it needs to be a little more nuanced. There are clear decisions that need to be made, most notably on how the group organizes, what constitutes membership, and setting agendas. For those issues, I do not have a problem with the consensus / majority vote model. However, for most other tasks of the CPAC, I don't think that “decisions” are necessarily what is needed to fulfill the groups' advisory role. I envision the most important thing CPAC will or could do is develop alternative planning scenarios for HCDA, and then vote on which of those the members prefer. But this vote can simply tally what the members think, by raw votes or percentages. That would give the HCDA a much better sense of what the folks who make up CPAC think.
31			Decision Making Consensus	CPAC positions must be seen to be consensus or all but unanimous by HCDA or they will discount the opinion or position as non existent.

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32			Decision Making Majority Vote and Consensus	Regarding Decision Making, I am of the opinion that a 50% of the vote is a strong indication that the vote is unequivocally split, and the blatant lack of consensus will not be ameliorated with just one vote of a CPAC member. Inasmuch as a Majority Vote resonates with the thinking that most of the voting members are behind the vote, I would support at least a 65%-70%, with or without one of the CPAC member's vote.
33			Decision Making Majority Vote and Consensus	If a consensus cannot be attained, majority vote should be at least 50% plus one, or even 2/3, of the total membership to ensure a majority without question for key decisions, such as final recommendations to the HCDA.
34			Decision Making Majority Vote	Let's clarify <ul style="list-style-type: none"> ▪ majority of those present ▪ majority assuming quorum of ... ▪ majority of those present and absent that are on the list
35			Decision Making Majority Vote	Majority vote based on membership in attendance at the meeting or by email survey sent out before the meeting this is returned by the day of the meeting.
36			Decision Making Majority Vote	Majority Rule seems alright for all vote related actions.
37			Decision Making Majority Vote	Decision making should be by majority vote. Thank you for all your hard work.
38			Decision Making Majority Vote	Majority vote: If CPAC membership is 60 and only 30 members show up at a CPAC meeting, we will never have a majority vote of 50% of the total membership plus 1. Majority vote should be 50% of the total votes plus 1. A restriction on voting could be stated such as "A vote on an issue can take place only if there are more then ??% of the total membership present."
39			Decision Making Majority Vote	I am voting my agreement with a majority vote with the understanding that the committee is free to select a more appropriate voting method.
40			Decision Making Majority Vote	Majority vote should be 60%
41			Decision Making Majority Vote	Majority vote at 50% plus one is far too low. If everyone is going to come to an agreement on a plan for Kaka'ako Makai, any proposals should have had the input of all constituencies and reflect a combination that a true majority will support. I suggest a majority vote of no less than 75% of the CPAC membership.

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42			Decision Making Majority Vote	Majority vote: If CPAC membership is 60 and only 30 members show up at a CPAC meeting, we will never have a majority vote of 50% of the total membership plus 1. Majority vote should be 50% of the total votes plus 1. A restriction on voting could be stated such as "A vote on an issue can take place only if there are more then ??% of the total membership present."
43			Decision Making Majority Vote	The 50% plus one should be of the entire CPAC membership and not of the membership present at a particular meeting. Therefore, at the start of each meeting and prior to any vote at that meeting the chair of the meeting should announce what the current membership number is and what 50% plus one would be to avoid any conflict following any possible vote later in the meeting. There are also occasions (to be spelled out in the bylaws and/or operating procedures) when a super majority of 2/3 of the entire CPAC membership is needed.
44			Decision Making Majority Vote	I am concerned about the 50% +1 majority of "CPAC membership"; I specifically question the ability of the group to take any action given past attendance history (i.e. if "membership" comprises everyone who completed a "blue sheet" it is my understanding the "membership" would be approximately 75 members. The average attendance at the last few meeting has only been approximately 30-35 making taking action very difficult).
45			Decision Making Majority Vote	Regarding decision making, I disagree with a 50% "plus one" vote to carry a majority decision. Because the attendance at CPAC meetings can vary and change the weight of the "plus one" vote, I recommend that the majority vote be carried based on an agreed upon minimum percentage. I suggest a minimum percentage of 60% to carry a majority vote.
46	Notification on Decision Items	Agreement by Consensus 9/19/2007: Agendas will be posted with notification of decision items well ahead of meeting dates.		
47			Decision Making Voting	Voting procedures may vary depending on the situation. Voting on internal matters may be a membership only vote. Other matters may require stakeholders and may call for a larger majority percentage. If CPAC has a near split vote there should be a tie breaking process.
48			Decision Making Quorum	Will there be a quorum requirement? Will the majority be of those present or the entire membership? What if attendance is not at least 50% of those on the CPAC? Voting should be based on a quorum and a majority of those present. MMK

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49	LEADERSHIP		Leadership	<p>For CPAC to be viable and provide credible representations of the communities interests for Kaka'ako Makai, it is important for the leadership to be able to represent all views of the membership. As such it is vital that CPAC members select leaders that are:</p> <ul style="list-style-type: none"> • Inclusive and non-divisive • Willing to collaborate, compromise, and are committed to being open to all points of view • Capable of prioritizing the desires of the community for Kaka'ako Makai (above any personal interests) and not being dismissive or dissuasive of minority views. <p>Leadership in this manner will therefore do away with the notion of a 50%+1 majority and instead be more inclusive in capturing all points of view. I don't view the CPAC's role as the "decision-maker" for Kaka'ako Makai, but instead the CPAC is to "advise" HCDA on the views, priorities and interests of the community.</p>
50			Leadership	<p>My main concern is that the leadership positions will fall to those who are the most qualified, versus those who are the most vocal. I feel strongly that the people who are involved in the steering committee and in this planning process as a whole are:</p> <ol style="list-style-type: none"> 1. Qualified individuals with some direct, vested interest in the Kaka'ako area and not just "community activists" who push their opinions on everyone and 2. Operate in the spirit of cooperativeness and consensus building instead of just voicing their own opinion. The 5 leaders must have personalities that lend listening qualities, sensitivity to the inclusion of the whole group's ideas and be leaders that other people respect.
51			Leadership	<p>Regarding leadership, I think one of the officer's roles should be to suggest agendas, but agendas need approval by the whole group. Similarly, it is not the leadership's roles to review (and approve) records: anyone making a statement should have the chance to review and approve the record of their statements.</p> <p>Additionally, the roles of the officers need further explanation before one can approve of them. Finally on leadership, there should be a provision for removal prior to the explanation of their term.</p>

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52			Leadership	<p>Since I'm not really familiar with the intricacies of the Sunshine Law, but recognizing we need to have an "all-inclusive" process, my suggestions would include:</p> <ol style="list-style-type: none"> 1. Agree with forming a formal leadership structure along the lines of President, VP, various heads of committees - 5 sounds reasonable 2. I believe the 5 persons appointed to these leadership positions should represent a broad spectrum of people with a vested interest in Kaka'ako. And in my opinion, they should be direct stakeholders in the area if possible (residents, business owners, employees, park users, etc.). <p>By broad spectrum, I think the 5 leadership positions should represent different areas of expertise i.e.: urban planning expert, arts/music expert, resident, business owner, water-related (boating, surfing, etc.). Something along those lines - different viewpoints, but people with a direct relationship to the area. This isn't meant to exclude anyone, but rather have the leaders be the people who have the most at stake in the area (I would expect the same for a group wanting to improve Kailua, or any other pocket of the island - to draw out leaders who live, work, invest in that particular area).</p>
53			Leadership	<p>I would like the 5 leadership positions to be fleshed out by a sort of election. In other words, the individuals would need to run for this privilege and lobby the rest of us on why they should be appointed or chosen for a particular position. I think it would be a great way to meet and get to know who everyone is, what their background is, why they have a passion for Kaka'ako, and it will shine some light on those that are serious about the process. Then have the CPAC members vote on those 5 positions (anonymously). Anyone should be welcome to run for any position - but they need to make a case for themselves to fill that seat.</p> <p>Since realistically, this process could take years, in my opinion we should allow the continuous opportunity for someone to become a CPAC member (versus a specific cut-off date). Attrition will happen as people move, leave jobs, get bored with the process, etc. and sometimes fresh ideas are a welcome change and a needed shot in the arm.</p>

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54			Leadership	PROPOSAL <u>WORKING GROUP OFFICERS</u> I believe we can effectively operate with three (3) pro-tempora officers, selected from among, and equally representing the three (3) major public interest groups I note within this Working Group: 1) Community <u>Land Based</u> Interest Groups: Park users, neighborhoods, residents, etc. 2) Community <u>Ocean/Harbor Based</u> Interest Groups: Surfers, boaters, fishermen, etc. 3) Community <u>Business/Government Based</u> Interest Groups: Small business, KS/BE, OHA, etc. as our 3-selected officers.
55			Leadership Steering Committee	A steering committee and officers serving a term of 12 months will provide more stability. Annual elections of officers could be assisted by a nominating committee as a standing committee, and there should also be the opportunity for nominations from the floor.
56	COMMITTEES		Committees	I believe it is too early to determine an exact "committee structure".
57			Committees	Depending on size of group that commits and continues to participate in monthly meetings, committees may be redundant
58	Standing Committees	<i>Pending agreement at the November 14 CPAC meeting, 98% Agreement on Survey:</i> Standing committees may be needed over time to facilitate the organization and operations of the CPAC.		
59	Steering Committee	<i>Agreement by Consensus 9/19/07, 50% Agreement on Survey, with 50% in favor of 12 months:</i> The term for the interim Steering Committee to manage the operations of the CPAC shall be 6 months.		
60			Leadership Steering Committee	Participation depends on how much time and how often in-person meeting are required.
61			Leadership Steering Committee	Officers or Steering Committee members should be chosen on an interim basis (6 months) to evaluate their effectiveness. Selection process should be discussed by participants before selections are made.
62			Leadership Removal and Terms	Finally on leadership, there should be a provision for removal prior to the explanation of their term.

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63	CPAC Representation to the HCDA Board	<p>Agreement <i>by Consensus</i> 9/19/07:</p> <p>The Steering Committee members represent the CPAC at HCDA Board meetings and are responsible to CPAC as follows:</p> <ul style="list-style-type: none"> • Reports to the HCDA on the progress of the CPAC • Has an unbiased viewpoint by representing the entire group, not any individual position or special interests. • Does not advocate anything that the group has not discussed and agreed upon • Speaks before the HCDA Board and gathers information from them, and reports this information to the CPAC • Able to attend HCDA Board meetings, which are the first Wednesday of the month from 9 am until approximately 12 pm • Serve in this capacity for 6 months • Helps the facilitators set the CPAC agendas • Reviews CPAC meeting minutes summaries before posting on the HCDA website as final drafts pending approval at the next CPAC meeting 		

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64	Special Purpose Committees	<p><i>Pending agreement at the November 14 CPAC meeting, 96% Agreement on Survey:</i></p> <p>Special Purpose Committees may be needed to assist the CPAC with research, expert consultations, and presentations on specific areas of interest as may be determined to be appropriate by the CPAC membership.</p>		
65			Special Purpose Committees	With regards to Special Purpose Committees, I would be more inclined to giving it further positive consideration once I gained better understanding of how often the tasks benefiting CPAC would be assigned. Also, the committee would be volunteers based, right?
66			Special Purpose Committees	Special purpose committees are needed to do the more focused work of the working group in specific areas, thus sharing the workload specific to the interests of the working group.
67	STAKEHOLDER AND INTEREST GROUPS		Stakeholder Interest Groups	I highly encourage the creation of Kaka'ako Makai stakeholder interest groups and also have forums for public opinion.
68			Stakeholders	There are/is a few strong "business interests" involved that were not majority stakeholders to the Save Our Kaka'ako Coalition movement. They seem to be trying to move in and have things their way that only concerns their interests and profits. HB 2555 states otherwise
69	FACILITATORS		Facilitators	<p><u>PROPOSAL FACILITATORS</u></p> <p>We do not need to spend taxpayer's dollars to contract paid meeting facilitators, since once selected, our 3-officers will then be responsible to preside over and to conduct all Working Group meetings, and can just as easily and effectively facilitate the same, and keep all accurate and publicly accessible meeting records.</p>
70	GENERAL COMMENTS		Meeting Time	I do hope that once the 'ground rules' are established, more rapid progress can be made. If not, perhaps twice monthly meetings should be looked at to speed up the process.
71			File Format	Not all of us have Word on our computers. Please use .pdf or other formats compatible with Mac & Linux as well as PC.

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Survey Responses Received from:

1	Amy Anderson
2	Nancy Bannick
3	Paul Barrett
4	Tim Bostock
5	Randy Ching
6	Bob Crone
7	Mike Dang
8	Matt Dunlap
9	Stanton Enomoto
10	Kiersten Faulkner
11	Bill Feltz
12	Scott Furushima
13	Nancy Hedlund
14	Scott Higa
15	Ron Iwami
16	Edith Iwami
17	Jay Kadowaki
18	Cheryl Kaneshige
19	Tina Kaneshiro
20	Michael M. Kliks
21	Tom Laidlaw
22	David Lizama
23	Bob Loy
24	Janet Mandrell
25	Michelle Matson
26	Carl Mento
27	Neal Morisato
28	Sol Nalua'l
29	Unknown (fax)
30	Robert Oda
31	Dexter Okada
32	John Parkinson (for Karen Tiller)
33	Jonathan Parrish
34	Richard Quinn
35	Jonathan Scheuer
36	Brian Shimokawa
37	Kristen Sohn
38	Wayne Takamine
39	Eric Takeshita
40	Lainie Tamashiro
41	Jennifer Thompson
42	John Thorpe
43	John Valera
44	Linda West
45	Reg White
46	Mark Wong
47	Loretta Yajima
48	Jan Yakota