



Ke'ena Kuleana Ho'opipa O Hawai'i  
Hawai'i Convention Center  
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**Josh Green, M.D.**  
Kia'aina Governor

**John De Fries**  
Pelekikena & Luna Ho'okele  
President and Chief Executive Officer

**ADMINISTRATIVE AND AUDIT STANDING COMMITTEE MEETING  
HAWAII TOURISM AUTHORITY  
Tuesday, March 28, 2023, at 1:30 p.m.**

Hybrid In-Person & Virtual Meeting

**MINUTES OF ADMINISTRATIVE AND AUDIT STANDING COMMITTEE MEETING**

<b>MEMBERS PRESENT:</b>	George Kam (Chair), Kimberly Agas (Zoom), Keone Downing, Ben Rafter (Zoom)
<b>MEMBER NOT PRESENT:</b>	Dillon Ching, James McCully
<b>HTA STAFF PRESENT:</b>	John De Fries, Daniel Nāho'opi'i, Ilihia Gionson, Maka Casson-Fisher, Carole Hagihara
<b>GUESTS:</b>	None
<b>LEGAL COUNSEL:</b>	John Cole

**1. Call to Order and Opening Protocol**

Chair Kam called the meeting to order at 1:33 p.m., and Mr. Casson-Fisher did the opening cultural protocol.

**2. Roll Call to Announce Name of Participating Board Members and to Identify Who Else is Present with Board Member if Location is Nonpublic**

Mr. Gionson did the roll call, and Members who attended via Zoom were by themselves.

**3. Discussion, Recommendations and/or Action Regarding the Annual Evaluation of the HTA President & Chief Executive Officer's Performance**

Mr. Cole said The Board is Entering an Executive Session, pursuant to Hawai'i Revised Statutes (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.

Mr. Downing motioned to approve entering the Executive Session, Ms. Agas seconded it. Mr. Gionson did the roll call, and the motion passed unanimously.

[Executive Session]

Upon returning from the Executive Session, Chair Kam said the committee members came up with recommendations, which will be shared in the March 30, 2023, Board meeting. Mr. Downing motioned to discuss the recommendations the Administrative and Audit Standing Committee members put together with the Board members, and Ms. Agas seconded it.

#### **4. Adjournment**

Chair Kam adjourned the meeting. Mr. Casson-Fished concluded the meeting at 3:10 p.m.

Respectfully submitted,



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Sheillane Reyes

Recorder