

Harry Kim  
Mayor



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**County of Hawaii**  
**DEPARTMENT OF RESEARCH AND DEVELOPMENT**  
**ENERGY ADVISORY COMMISSION**

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**Energy Advisory Commission**  
**Thursday, July 3, 2008**  
**Maluhia Conference Room**  
**891 Ululani Street**  
**Hilo, Hawai'i**

**MINUTES**

**Commission Members:**

*Present:* Steven Burns, Richard Ha, Jacqui Hoover, Michael Kramer and Riley Smith

**Others Present:** Molly Lugo, Deputy Corporation Counsel  
Nelson Ho, Deputy Director, Department of Environmental  
Management

**R&D Staff:** Jane Testa, Diane Ley, Arlene Takahashi and Marcia Yoshiyama

**1. Call to Order**

The meeting was called to order at 10:17 a.m. by Chair, Jacqui Hoover.

**2. Welcome, Introductions, Review of Agenda**

a. Introductions

- Nelson Ho
- Commission members

b. Review of Agenda

R. Smith suggested adding a Department Update as a standing agenda item.

**3. Statements from the Public**

No one from the public was in attendance.

**4. Approval of Minutes – June 20, 2008**

**Motion:** R. Smith made a motion to accept the minutes of June 20, 2008, and M. Kramer seconded the motion.

Discussion: S. Burns requested that the minutes be amended to reflect his full statement in support of the committee structure so that the rationale is reflected in the minutes.

J. Testa suggested that written material be submitted to the Department staff in the future for attachment to the minutes.

**Motion to Amend:** R. Smith moved to amend the motion to reflect S. Burns' request. The motion was seconded by M. Kramer and unanimously carried.

Acceptance of minutes from the June 20, 2008 meeting was deferred pending inclusion of S. Burns' full statement. (See Exhibit A)

## 5. Unfinished Business

### a. Formation of Committees and Process to be Utilized by Committees

J. Hoover cautioned members to not be caught up in the process due to the need for timeliness of action.

S. Burns offered his recommended approach for formulating the committees (see Exhibit B), which included Building, Land, Utilities, Transportation and a fifth committee, entitled "Planning Considerations."

A question was raised by M. Kramer if a vote is needed to establish committees.

M. Lugo responded that consideration whether to go with a particular committee format would not require a vote.

S. Burns read a statement highlighting global climatic changes; oil reaching new price records and the worldwide demand rapidly expanding with production capabilities to be exceeded within a few years. Other entities within the State are taking action, but the County of Hawai'i seems to be falling behind; hence, he recommended establishing a Planning Committee to start the process of incorporating sustainability into work of the other committees.

J. Testa asked if the proposed Planning Committee's work would be a suggested amendment to the County's Energy Sustainability Plan, which was not adopted by ordinance but rather adopted as a plan with which to take action.

S. Burns stated that he does not consider that Plan to achieve sustainability, but it is rather a compilation of recommended actions.

J. Hoover clarified that the Energy Advisory Commission advises the Mayor and not the County Council. The Council considers it a Plan and the Mayor appointed the Energy Advisory Commission to address what came out of the Plan.

S. Burns stated that the intent of the first four committees was to address the Plan, but he is now suggesting that the committees go beyond that.

J. Hoover suggested utilizing the National Association of Counties' (NACo) "Cool Counties" structure (see Exhibit C) as a model for the establishment of the Commission's committees. This structure identifies seven solution areas: 1) Energy Efficiency, 2) Renewable Energy, 3) Fleets/Vehicles/Equipment, 4) Land Use, 5) Transportation, 6) Education and Outreach and 7) Water Conservation. Establishment of such committees would be in alignment with the approaches of NACo and the State Association of Counties. Consideration could also be given to adding the Planning Committee.

R. Smith stated that it would take a minimum of three meetings to establish committees and to research and report; hence, the need to take action in short order to make progress.

R. Ha stated that the Commission should go after the low hanging fruit and that with five committees the issues can be addressed and combined as necessary.

J. Hoover noted that regardless of the titles of the committees, there will be crossover in work and that the Commission will not address all the needs.

J. Testa added that the Commission was created to address the recommendations within the Energy Sustainability Plan and there is only four months left. It was assumed that the Commission's work would focus on the Plan recommendations and new recommendations as appropriate.

**Motion:** R. Smith made a motion to approve the establishment of the following committees: 1) Energy Efficiency, 2) Renewable Energy, 3) Fleet Vehicles/Transportation, 4) Land Use/Water Conservation, and 5) Education/Outreach. R. Ha seconded the motion.

Discussion: M. Kramer and S. Burns stated that they would not vote for the aforementioned committees.

**Amended Motion:** R. Smith amended his motion to identify the following standing committees for the Commission's work: 1) Water Supply/Use/Other, 2) Transportation/Biofuels, 3) Building, 4) Utilities/Efficiency/Renewable/Electricity Generation, and 5) Planning. R. Ha seconded the Amended Motion, and it was carried unanimously.

R. Smith stated that each committee can bring in non-commission members, but only two members of the Commission shall participate on a committee. S. Burns expressed concerns about conflict with being on the Utilities Committee, so would like to be on the Building Committee.

**Motion:** R. Smith made a motion to adopt the Chairs and Commission member to serve on the following committees:

COMMITTEES	CHAIR	COMMISSION MEMBER
Water Supply/Use/Other	Riley Smith	Jacqui Hoover
Transportation/Biofuels	Richard Ha	Riley Smith
Building	Michael Kramer	Steve Burns
Utilities/Efficiency/Renewable/Electricity Generation	Jacqui Hoover	Michael Kramer
Planning	Steve Burns	Richard Ha

M. Kramer seconded the motion, and it carried unanimously.

R. Smith suggested that the Chairs take the topic and identify all areas under the topic and submit it to the Department staff before the next meeting. The template would be provided by staff for use by the Commission members.

**Recess Called:** J. Hoover called a recess at 12 noon.

**Reconvened:** J. Hoover called the meeting back to order at 12:17 p.m. All Commissioners were still present.

b. Standard Content Framing; Outline/Template for Committee Reports

Additional discussion occurred regarding the committees' approach to their work or criteria which might include initiatives that can be done right away; correct existing things; jurisdictional authority; crisis or urgent; avoidance of lost opportunities; magnitude of impact and cost effectiveness; barriers; and alignment and engagement with other organizational activities or statewide initiatives. It was recommended that these suggestions be included as a footnote on the working templates.

Commissioner R. Smith left the meeting at 12:51 p.m. There was quorum with the remaining members.

c. Evaluation and Integration into Other Initiatives/Template

S. Burns asked if the committees' effort could involve paid research associates to contribute to work if paid for with a Commissioner's personal funds.

M. Lugo replied that it is okay to hire someone to do research for a committee with personal funds as long as the person is not hired on behalf of the Commission.

S. Burns further inquired about hiring outside consultants as a means to access more information.

J. Testa replied that if the consultant is hired to address a Commissioner's needs personally, then it is okay. However, a Commissioner cannot hire a consultant on behalf of the Commission.

M. Lugo concurred with J. Testa's reply to Commissioner S. Burns.

J. Hoover recommended against hiring consultants and indicated that to gather information for the Commission would be ill advised as it could result in inequity among members.

d. Report on the June 6, 2008 Energy Forum

J. Hoover will transmit electronically her report from the morning session via the Department staff.

**6. New Business**

Overview and Discussion Regarding the State of Hawai'i's Clean Energy Initiative

J. Hoover reported that she sits on the Working Group for the State's Bioenergy Master Plan.

R. Ha indicated that he is interested in participating in the Working Group as a farmer.

M. Lugo replied that there is not a problem with J. Hoover and R. Ha both sitting on the Working Group.

Discussion focused on the handout entitled, "Hawai'i-DOE Clean Energy Initiative" (see Exhibit D) and what the County's role or action is with respect to the State's initiative. It was suggested that the Commission members conduct outreach to other County departments to gather the information they are seeking.

J. Hoover requested that the staff make a request to the Mayor that he notify other departments that the Commission members will be contacting them for information.

**7. Announcements**

a. Set Date and Time of the Next Meeting

Date for the next meeting was set for July 21, 2008.

Time: 10:00 a.m.

Place: North Hawai'i Education and Research Center (first choice, with final meeting site to be determined).

b. Set Agenda for the Next Meeting

It was determined that standing agenda items would include a report from the Department of Research and Development and the standing Commission committees.

Old Business would include an overview and discussion regarding the Hawai'i Clean Energy Initiative; an overview of selected energy policies from other jurisdictions; and continued discussion on committee report templates.

The deadline to submit additions to the Chair for the agenda is July 8, 2008.

c. Other

R. Ha announced he would be attending a "Peak Oil" conference in September 2008.

He also recently attended a bill signing ceremony with the Governor in which several important energy bills were signed into law, including one to allow for renewable energy projects in conjunction with agricultural operations. At that same ceremony, David Murdock asked the Governor to declare a state of emergency with respect to energy so as to allow a Lanai wind farm project to move forward swiftly through the regulatory process.

J. Testa reported that on July 2, 2008, the County Council voted 5/4 against the establishment of an Energy Department/Office.

8. **Adjournment**

**Motion:** M. Kramer made a motion to adjourn the meeting. The motion was seconded by R. Ha and carried unanimously.

The meeting was adjourned at 1:51 p.m.

Respectfully submitted,

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Marcia Yoshiyama  
Administrative Services Assistant

Attachments:

**Exhibit A** – Statement by Commissioner Burns in Support of the Establishment of a Committee to Consider the Development of a Framework for a Plan to Achieve Energy Sustainability within Hawai'i County

**Exhibit B** – Statement by Commissioner Burns in Support of the Establishment of a Planning Considerations Committee

**Exhibit C** – Cool Counties Policies and Programs Template

**Exhibit D** – Hawai'i Clean Energy Initiative