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| **HO`OPONO** | **BUSINESS ENTERPRISE PROGRAM**  SERVICES FOR THE BLIND BRANCH  PHONE: (808) 586-5283 FAX: (808) 586-4143 |
| DIVISION OF VOCATIONAL REHABILITATION | |
| STATE OF HAWAII DEPARTMENT OF HUMAN SERVICES | |
| 1901 BACHELOT STREET, HONOLULU, HAWAII 96817 | |

M I N U T E S

STATEWIDE MEETING of the HAWAII STATE COMMITTEE OF BLIND VENDORS

DATE: Saturday, June 18, 2016

PLACE: Ho`opono Auditorium

1901 Bachelot Street

Honolulu, Hawaii 96817

PRESENT:

1. Committee: Kyle Aihara, Chris Akamine, Ivy Galariada, Don Patterson, Steve Kim, Dane Alani, and Joel Cho

Excused: Clyde Ota and Lyn Pasak

1. Members: David Cameron, Stan Young, Norman Ota, Tom Morikami, Lespaul Naki, Doug Moises, Ted Chinn, Virgil Stinnett, Shontel Jones, Gail Sakamoto, and Evelyn Racpan
2. Ho’opono: SBA Lea Dias, BEP Manager Kat Fujimoto, VFS Susan Chong, VFS Tad Matsuno, and VFS Chris Tamanaha
3. Guests: Mike Miyashiro, Dyllon Asami, and Justin Shim

CALL TO ORDER:

Noting the presence of a quorum, Chair Kyle called the meeting to order at 1:00 p.m.

PROGRAM REPORT:

Business Manager Kat reported that the next BEP training class will be sometime this fall and that there are 4 trainees on the waiting list, with one present today, Mike Miyashiro.

She announced that 2 vendors are currently doing their 6-month probation and both were present, Dyllon Asami and Justin Shim.

She announced we have 3 new licensed vendors in the past year: Evelyn Racpan, Shontel Jones and Gail Sakamoto.

She announced that we also had 2 blind vendors who left the program: Tony Fuimaono and Jeanette.

She added that sadly we loss Perlita Manginsay who passed away.

Currently, we have 43 licensed blind vendors and 42 vending sites.

She provided the RSA 2015 report to the feds as follows:

Average Annual Income in Hawaii BEP Program $92,624

Median Annual Income $38,006

She announced that we have 2 new employees: Tad Matsuno and Chris Tamanaha. We also have back our Account Clerk III, Janis Maraya, who’s on emergency hire right and we hope to hire on a 1-year term.

She announced that we have 2 limited term positions which are reviewed annually: 1 Vending Facilities Specialist and the Account Clerk positions. She noted we need to try and convert these to permanent positions and asked for the vendors support.

Business Manager Kat reported that the current balance of the RSRA as of June 12, 2016 was $1,424,086.00 and provided the following budgetary report:

Total Revenue SFY 2016 $614,393

Total Expenditure SFY 2016 $625,291

She reported the upcoming budget for SFY 2017, as approved by the committee:

Projected Income $564,000

Projected Expenditures $561,000

She noted that we will be receiving $750,000 in VR 110 funds for renovations and equipment.

Joel asked for an update on DOT renovations. Kat responded that she had no updates.

Joel asked that as far as the DOT renovations and any other renovations, if she intends not including the blind vendors in communications or meetings with the building management. She responded that she intends to include the blind vendors whenever there are discussions on decisions that affect the blind vendors.

Kat gave several reasons why she would include the blind vendor in a meeting with the host building management of the facility that they are assigned, but she could not give a reason why she would meet with the building management without them and he asked her if she would inform them if she was planning on meeting without them.  She said that she would make every effort.

NEW BUSINESS:

1. HSCBV Report for SFY 2016: Chair Kyle reported that we had a successful training conference in April at the Pagoda Hotel and noted that we will continue to try to do this on a yearly basis and try to hold small types of training events throughout the year.

He noted that he is working with Susan to revamp the training to improve the content and try to meet the needs of the program and concerns expressed by the blind vendors.

2. Approval of Medical and Retirement Benefits for SFY 2017: Chair Kyle reported that the committee proposed and approved $4,000 for retirement; $4,000 for medical; $2,000 medical supplement to be paid out in September; and an additional $2,000 medical supplement in February of next year, contingent on the availability of funds at that time. He asked for a motion to approve this expenditure.

Stan moved to approve $4,000 for retirement; $4,000 for medical; $2,000 medical supplement in September; and an additional $2,000 medical supplement in February 2017, contingent on availability of funds. The motion was seconded by Ivy and passed unanimously by voice vote.

NEXT MEETING: To be announced.

ADJOURNMENT: There being no further business to discuss, Chair Kyle asked for a motion to adjourn. Dane moved to adjourn. Hearing no objections, the meeting was adjourned at 1:19 p.m.

Transcribed by:

mra/SBB/Employment Section