HO’OPONO

Business Enterprise Program

Services for the Blind Branch

Division of Vocational Rehabilitation

State of Hawaii Department of Human Services

1901 Bachelot Street, Honolulu, HI 96817

Phone: 808-586-5283

Fax: 808-586-4143

M I N U T E S

REGULAR COMMITTEE MEETING of the HAWAII STATE COMMITTEE OF BLIND VENDORS (HSCBV)

DATE: Saturday, December 9, 2023

PLACE: Ho'opono Auditorium

 1901 Bachelot Street

 Honolulu, HI 96817

1. ROLL CALL AND ESTABLISHMENT OF QUORUM:
	* 1. Committee: Kyle Aihara, Dane Alani, Ivy Galariada, Steve Kim, Don Patterson, Wanda Takaesu, and Stan Young

Excused: Chris Akamine and Lespaul Naki

* + 1. Licensed Blind Operators: Evelyn Ah San, James Chinn, Joel Cho, Ron Flormata, Shontel Jones, Gerard Lonergan, Mike Miyashiro, Lynn Schempp, Virgil Stinnett, Wanda Takaesu, Myles Tamashiro, and Martha Vo
		2. Ho’opono: Temporarily Assigned Services for the Blind Administrator (TA SBA) Gavan Abe, Temporarily Assigned Business Manager (TA BM) Tad Matsuno, Vending Facilities Specialist (VFS) Bruce Chin, and Business Enterprise Program (BEP) Secretary Mary Jane (MJ) Andres
		3. Guests: Certified Trainees Emily Cruz, Clifford Miyashiro, and Jessica Parsell, and Trainee Dane Waltjen

Noting the presence of a quorum, the meeting was called to order at 11:17 a.m.

1. APPROVAL OF JULY 15, 2023 REGULAR COMMITTEE MEETING MINUTES: Stan Young noted that the minutes were mailed and asked if there were any objections or corrections to the minutes. Hearing none, Don Patterson moved to accept the minutes as submitted. Steve Kim seconded the motion and the motion carried unanimously with Kyle Aihara, Dane Alani, Ivy Galariada, Steve Kim, Don Patterson, Wanda Takaesu, and Stan Young voting in favor.
2. PROGRAM REPORT: Update on Facilities by the State Licensing Agency (SLA): TA-SBA Gavan Abe reported that the agency interviewed applicants for BEP Manager and 2 candidates were recommended for hire. We’re hoping 1 of 2 the candidates will accept the position. We also have a third Vending Facilities Specialist and the Account Clerk III out for recruitment.

A. Opening and Closing of Facilities: We’ve had 2 new blind operators open stores, Emily Cruz and Jessica Parsell, who are doing very well and have received great comments and feedback.

He also reported that David Cameron’s vendor? license at the State Capitol was terminated noting it went through the administrative hearing process and was upheld by the hearing officer. A vacancy announcement should be forthcoming.

B. New Vendors: TA-SBA Gavan Abe reported that TA-BM Tad Matsuno has 2 new students in BEP training.

1. REFERRAL OF STATE FISCAL YEAR (SFY) 2024 (July 1, 2023 – June 30, 2024) BUDGET UPDATE OF BUDGET AND FINANCE SUB-COMMITTEE
	* 1. Move $5,000 Supplemental Health Benefit in the Spring of SFY 2024 to this Quarter: Don Patterson moved to move the $5,000 Supplemental Health Benefit in the Spring of SFY 2024 up to this quarter. Steve Kim seconded the motion. Stan Young asked if there any public testimony or discussion. Hearing none, the motion passed unanimously with Kyle Aihara, Dane Alani, Ivy Galariada, Steve Kim, Don Patterson, Wanda Takaesu, and Stan Young voting in favor.
		2. Purchase a Special Digital Blind Recorder for each Vendor at a Facility: Don Patterson moved to purchase a digital recorder at $499 for each vendor at a facility. Wanda seconded the motion. Stan Young asked if there were any discussion or public testimony. Hearing none, the motion carried unanimously with Kyle Aihara, Dane Alani, Ivy Galariada, Steve Kim, Don Patterson, Wanda Takaesu, and Stan Young voting in favor.
		3. Proposal to Cover 80% of Travel and Hotel for National Conventions or Trade Shows: Don Patterson noted that the sub-committee revised the motion and moved to cover 100% of national convention or trade show expenses for 3 blind vendors and 2 staff, up to 2 conventions or trade shows each. Dane Alani seconded the motion. Stan Young asked if there were any discussion or public testimony. Hearing none, the motion carried unanimously with Kyle Aihara, Dane Alani, Ivy Galariada, Steve Kim, Don Patterson, Wanda Takaesu, and Stan Young voting in favor.
		4. Propose $10,000 1st Quarter Stimulus Payment with Requirements: Don noted the motion was revised to state 3rd Quarter and moved to approve a $10,000 Stimulus Payment in the 3rd Quarter of SFY 2024, with the possibility to include purchase of standard equipment. Dane Alani seconded the motion. Stan Young noted you need to apply for it and there are requirements: must be current on submission of P&L statements, must turn in receipts, vendor has option to return monies at the end of 120 days, otherwise it will be added to your inventory. Upon call for a vote, the motion carried unanimously with Kyle Aihara, Dane Alani, Ivy Galariada, Steve Kim, Don Patterson, Wanda Takaesu, and Stan Young voting in favor.
		5. Add $3,000 Vacation Benefit (allowed by RSA) to 4th Quarter SFY 2024, together with $5,000 Retirement Benefit: Don Patterson moved to provide a $3,000 Vacation Benefit in the 4th quarter of SFY 2024. Dane Alani seconded the motion. Stan Young noted that their facility must remain open during normal business hours. Stan Young asked if there were any discussion or public testimony. Hearing none, the motion carried unanimously with Kyle Aihara, Dane Alani, Ivy Galariada, Steve Kim, Don Patterson, Wanda Takaesu, and Stan Young voting in favor.
		6. Use Balances of Allotment Funds from the 1st and 2nd Quarters of SFY 2024 for Maui Airport Renovation, up to $227,000: Don Patterson moved to accept use of the balances from 1st and 2nd quarter allotments of SFY 2024 up to $227,000 for Maui Airport Renovation. Steve Kim seconded the motion. Stan Young asked if there were any discussion or public testimony. Hearing none, the motion carried unanimously with Kyle Aihara, Dane Alani, Ivy Galariada, Steve Kim, Don Patterson, Wanda Takaesu, and Stan Young voting in favor.
2. DISCUSSION ON PLANNING TO MAKE CHANGES IN RULES TO MEET CHANGES FROM REHABILITATION SERVICES ADMINISTRATION (RSA) REGARDING:
	* 1. New RSA Spending Restrictions: Stan Young reported the RSA has new rules to restrict spending from federal source funds [(i.e., monies from vending machines on federal properties, set-aside (Hawaii currently doesn’t have set-aside)]. Some of the restrictions include equipment purchases over $5,000, which require RSA approval; purchases under $1,000 must be paid by the blind vendor; monies can’t be spent on renovation unless it’s the first 6 months of a brand-new facility; and monies can’t be spent for inventory except for the initial 6 months for a new blind vendor.
		2. Request Written Statement from the SLA that Defines Funds from Blind Vendors Ohana (BVO) as Funds from a State Source; as Contributions Based on a Settlement Agreement, and These Funds are not Considered Set-Aside Funds. Stan Young noted that for the same reasons, he wants to make sure the funds from BVO are not considered set-aside funds and is asking for a written statement from the SLA to reflect this so that the committee is not violating RSA rules. Don Patterson moved that we asked the SLA to provide a written statement that defines funds from BVO are a state source and is not considered set-aside, it is a contribution based on a settlement agreement. Steve Kim seconded the motion. Stan Young asked if there was any discussion or public testimony. Hearing none, the motion carried unanimously with Kyle Aihara, Dane Alani, Ivy Galariada, Steve Kim, Don Patterson, Wanda Takaesu, and Stan Young voting in favor.
		3. Request the SLA Define Funds in the Randolph Sheppard Revolving Account (RSRA) as Funds from State Sources and Funds from Federal Sources. Stan Young noted the committee is asking the SLA to define the monies in the existing RSRA, which is from state source such as BVO and which is from federal property vending machines, not to establish separate accounts, but to separate out state source from federal funds. Don Patterson moved that the SLA separate the state source from the federal funds. Dane Alani seconded the motion. Stan Young asked if there were discussion or public testimony. Virgil Stinnett noted vending machines from federal properties with no blind vendor. Hearing no further discuss and no public testimony, the motion carried with Kyle Aihara, Dane Alani, Ivy Galariada, Steve Kim, Don Patterson, Wanda Takaesu, and Stan Young voting in favor.
3. ADJOURNMENT:

There being no further business to discuss, Don Patterson moved to adjourn the meeting. Steve seconded the motion. Hearing no objections, the motion carried unanimously with Kyle Aihara, Dane Alani, Ivy Galariada, Steve Kim, Don Patterson, Wanda Takaesu, and Stan Young voting in favor. The meeting was adjourned at 11:48 a.m.

1. NEXT MEETING: To be determined.

Respectfully submitted:

TM:mra

Ho'opono/Employment Section