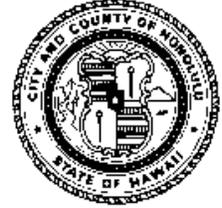


# Charter Commission

CITY AND COUNTY OF HONOLULU

Honolulu Hale • 530 South King Street • Honolulu, Hawaii 96813



## SUBMISSION AND INFORMATION COMMITTEE COUNCIL COMMITTEE MEETING ROOM HONOLULU HALE August 18, 2016

### MINUTES

#### Submission and Information Committee Members Present:

John D. Waihee, III, Chair  
Cheryl D. Soon, Vice Chair  
Reginald V. Castanares, Jr.

Kevin Mulligan  
Nathan Okubo

#### Others Present:

Dana Viola, Deputy Corporation Counsel  
John Williamson, Writer, Anthology Marketing Group  
Linda Luli Nakasone Oamilda, Executive Administrator, Honolulu Charter Commission  
Mary James, Research Analyst, Honolulu Charter Commission  
Norma Reyes, Secretary, Honolulu Charter Commission

#### I. CALL TO ORDER

With a quorum present, Governor Waihee called the meeting to order at 2:07 p.m.

There was no public testimony.

#### II. DISCUSSION AND ACTION

*Discussion and decision-making on a recommended action plan to acquaint the electorate with the proposed Charter amendments; potentially includes print campaign, mail campaign, online outreach, media appearances and community informational events, technical assistance with each of the preceding tasks and written explanatory information for the proposals (summary of each proposal and a brief narrative explaining the current situation and the situation if a proposal is adopted by the electorate).*

John Williamson gave an update on his work. He noted that the brochure is essentially the same but does not include the digests. Introductory information in the brochure includes information on the Commission and its purpose. It also reviews the process and encourages everyone to vote.

Governor Waihee noted that staff and the Department of the Corporation Counsel are tracking the proposals for accuracy. He also noted that John Williamson is leaving and will pass his work on to the public relations firm which the Committee is in the process of retaining.

At 2:10 p.m. the Committee recessed.

At 2:27 p.m. Governor Waihee called the meeting back to order.

Governor Waihee introduced Neal Yokota of Stryker Weiner & Yokota, the public relations firm for the Committee.

Mr. Yokota, President and CEO, stated that he and his firm are very excited to work with the Honolulu Charter Commission and gave a brief background of his firm which was founded in 1979. He introduced members of his firm who will be working with him on this project, and gave a brief background of each. They are: Dawn Hirai, Julie Kaneko, and Angela Behm. He noted that his company does not work on election campaigns for individual candidates.

At 2:31 p.m. Reginald Castanares arrived.

Governor Waihee noted that the Commission needs to provide information to the public in a timely manner. To assist the Commission in this task, bids were solicited and the Committee received a response from two bidders. Neither of the submissions were perfect but Stryker Weiner & Yokota provided the best value.

At 2:33 p.m. the Committee recessed.

At 2:34 p.m. Governor Waihee called the meeting back to order.

### III. EXECUTIVE SESSION

*The Committee anticipates convening in Executive Session pursuant to Hawaii Revised Statutes sec. 92-5(a)(4) to consult with its attorneys regarding the committee's powers, duties, privileges, immunities, and liabilities in connection with the draft plain English questions and written explanatory information for the 27 final proposals.*

None.

IV. ANNOUNCEMENTS

None.

V. ADJOURNMENT

With no further business at this time, Governor Waihee called for a motion to adjourn. Commissioner Mulligan so moved and Commissioner Okubo seconded the motion. The meeting was adjourned at 2:34 p.m.