

PROCUREMENT POLICY BOARD
Meeting Minutes
Tuesday, June 6, 2017, 1:00 p.m.
Comptroller's Conference Room
Kalanimoku Building Room 410, 1151 Punchbowl Street
Honolulu, Hawaii 96813

Members Present

Roderick K. Becker
Lena Mobin Cullison
Howard Garval
Gary Kurokawa
Kathy Suzuki-Kitagawa
Elizabeth Webb

Members Absent

Jim Mastin

Attorney

Stella Kam, Department of the Attorney General

State Procurement Office

Sarah Allen, Administrator
Ruth Baker
Corinne Higa
Stacey Kauleinamoku
Mara Smith
Kevin Takaesu

Others

Shannon Alivado, General Contractors Association of Hawaii
June Burke, Grainger
Lance Inouye, General Contractors Association of Hawaii
Gregory King, County of Maui Division of Finance
Ken Takenaka, General Contractors Association of Hawaii

I. Call to Order, Public Notice, Quorum

Roderick K. Becker called the Procurement Policy Board (PPB) meeting to order at 1:01 pm., with quorum present.

II. Approval of January 19, 2017, Meeting Minutes

Howard Garval made a motion to accept the minutes of the January 19, 2017, meeting as presented. Kathy Suzuki-Kitagawa seconded the motion, and the PPB members unanimously agreed to approve the minutes.

III. Election of Officers pursuant to HRS §103(D)-201(3)(e)

Mr. Garval made a motion to take the agenda item "Election of Officers" out of order, which was seconded by Gary Kurokawa, and the Board members unanimously agreed.

The PPB voted to approve the following officers:

- Chair: Howard Garval
- Vice Chair: Elizabeth Webb
- Secretary: Kathy Suzuki-Kitagawa

IV. Introduction of incoming and expression of appreciation to outgoing Procurement Policy Board Members

Mr. Garval thanked Gregory King for his years of service to the State of Hawaii as a member and chair of the PPB, and presented Mr. King a certificate of appreciation.

The PPB members introduced themselves and welcomed new members Gary Kurokawa and Lena Mobin Cullison. Mr. Kurokawa is the Chief of Staff for the Office of Honolulu Mayor Kirk Caldwell (county employee position on the PPB), and Ms. Cullison is the Corporate Services Category Manager, Strategic Procurement, for Hawaiian Airlines, Inc. (PPB position with business and professional procurement experience).

V. PPB Nominating Committee

Ruth Baker of the State Procurement Office (SPO) reported that with the recent confirmation of Mr. Kurokawa, Ms. Cullison, and Jim Mastin to the PPB, the PPB Nominating Committee has been discharged from their duties. Melissa Pavlicek, Douglas Murdock, Raynard Soon, and Douglas Luiz were thanked for their dedication to serving on the PPB Nominating Committee, and for their valuable time spent reviewing applications for vacant positions.

Mr. Garval and Ms. Suzuki-Kitagawa's terms will end on June 30, 2017, and Ms. Webb's will end on June 30, 2018, however, they may remain as holdovers pursuant to HRS §26-34. With these upcoming vacancies, a new PPB Nominating Committee is being formed. In accordance to §103D-201(3), State Rep. Aaron Ling Johanson has been appointed by House Speaker Scott Saiki, and James Kurata of the University of Hawaii has been appointed by Senate President Ronald Kouchi to the Nominating Committee. Governor David Ige will appoint two members.

Mr. Garval expressed a desire to stagger the two Health and Human Services positions on the PPB, which will end the same time. A change in the terms and the HRS would need to be accomplished via legislation.

VI. Executive Session pursuant to HRS §92-5(a)(2) to discuss personnel matters in the recruitment for Administrator, State Procurement Office

The PPB went into executive session at 1:25 p.m., and reconvened the regular meeting at 2:32 p.m.

VII. 2017 Legislative Session

Ms. Allen provided a written report on bills and resolutions, highlighting

- SCR 59, SD1 (adopted) – Urging all State Departments or and Agencies to consider women-, veteran, and Native Hawaiian-owned businesses when awarding state contracts.
- SB 149, HD1, CD 1 (Act 034) – Repeals the requirement that all applicants for procurement contracts for health and human services possess all licenses
- HB 1382, HD1, SD1, CD1 (Act 042) – Assists small business in the state procurement process by establishing a temporary small business assistance initiative

X. Announcements

There were no announcements.

XI. Next Meeting

The next meeting will take place July 12 or 13, 2017. Ms. Baker will take a poll on the availability of the members.

XII. Adjournment

The meeting was adjourned at 2:52 p.m.

Respectfully submitted,



Howard Garval, Chair
Procurement Policy Board