

JOSH GREEN, M.D.
GOVERNOR



**STATE OF HAWAII
AGRIBUSINESS DEVELOPMENT CORPORATION
BOARD OF DIRECTORS**

235 SOUTH BERETANIA STREET, ROOM 205
HONOLULU, HAWAII 96813

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CHAIRPERSON

JASON OKUHAMA
VICE CHAIRPERSON

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JOSHUA UYEHARA
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Notice of Regular Meeting of the Board of Directors

Hybrid Meeting: this meeting is being held at the in-person meeting location indicated below and via Zoom as authorized by section 92-3.7, Hawaii 'i Revised Statutes (HRS). Board members, staff, and the public are encouraged to attend at the meeting's in-person location but have the option to participate remotely via the link below. The agenda begins on page 5.

**THURSDAY, SEPTEMBER 17, 2026
10:00 a.m.**

Pursuant to section 92-3.7, HRS, this meeting will be held using interactive conference technology (ICT). Board members, staff, persons with business before the Board, and the public may participate remotely online using ICT, or may participate via the in-person meeting site which provides ICT.

Interested persons may submit written testimony in advance of the meeting, which will be distributed to Board members prior to the meeting. If possible, we request that testimony be received by our office not less than seventy-two hours prior to the meeting to ensure that staff have time to disseminate it and that Board members have time to review it. Written testimony may be submitted electronically to dbedt.adc@hawaii.gov or sent via U.S. Postal Service, or delivered to:

Agribusiness Development Corporation
235 S Beretania St., Ste 205
Honolulu HI 96813

When testifying via ICT, via telephone, or in-person, you will be asked to identify yourself and the organization you represent, if any, however all interested individuals will be permitted to speak. Each testifier is allowed up to two minutes of testimony per agenda item pursuant to determination of the Board on November 20, 2025.

The public may participate in the meeting via:

ICT: <https://us06web.zoom.us/j/88311142690>

Telephone: (669) 900-6833, Webinar ID: 883 1114 2690

In-Person: Hawai‘i Department of Agriculture and Biosecurity
 Plant Quarantine Branch Conference Room
 1849 Auiki St.
 Honolulu HI 96819

ICT ACCESS

To view the meeting and provide live oral testimony, please use the link above. You will be asked to enter your name in order to access the meeting as an attendee. The Board requests that you enter your full name, but you may use a pseudonym or other identifier if you wish to remain anonymous. You will also be asked for an email address. You may fill in this field with any entry in an email format, e.g. abcd@efgh.com.

As an attendee, your microphone will be automatically muted. When the Chairperson asks for public testimony, you may click the Raise Hand button found on your screen to indicate that you wish to testify about that agenda item. The Chairperson or staff will individually enable each testifier to unmute their microphone. When recognized by the Chairperson, please unmute your microphone before speaking and mute your microphone after you have finished speaking.

For ICT, telephone, and in-person access, when testifying, you will be asked to identify yourself and the organization, if any, that you represent. Each testifier is allowed up to two minutes of testimony per agenda item pursuant to determination of the Board on November 20, 2025.

TELEPHONE ACCESS

If you do not have ICT access, you may get audio-only access by calling the telephone number listed above.

Upon dialing the number, you will be prompted to enter the Meeting ID that is listed next to the telephone number above. After entering the Meeting ID, you will be asked to either enter your panelist number or wait to be admitted into the meeting. You will not have a panelist number. Please wait until you are admitted into the meeting.

When the Chairperson asks for public testimony, you may indicate you want to testify by entering “ * ” and then “9” on your telephone’s keypad. After entering “ * ” and then “9”, a voice prompt will let you know that the host of the meeting has been notified. When recognized by the Chairperson, you may unmute yourself by pressing “ * ” and then “6” on your telephone. A voice prompt will let you know that you are unmuted. Once you are finished speaking, please enter “ * ” and then “6” again to mute yourself.

For ICT, telephone, and in-person access, when testifying, you will be asked to identify yourself and the organization, if any, that you represent. Each testifier is allowed up to two minutes of testimony per agenda item pursuant to determination of the Board on November 20, 2025.

IN-PERSON ACCESS

There will also be one meeting location, open to the public, which will have an audio-visual connection. That meeting will be held at:

Hawai'i Department of Agriculture and Biosecurity
Plant Quarantine Branch Conference Room
1849 Auiki St.
Honolulu HI 96819

For ICT, telephone, and in-person access, when testifying, you will be asked to identify yourself and the organization, if any, that you represent. Each testifier is allowed up to two minutes of testimony per agenda item pursuant to determination of the Board on November 20, 2025.

LOSS OF CONNECTIVITY

In the event of a loss of ICT connectivity, the meeting will be recessed for a period not to exceed thirty minutes to restore connectivity with all board members and the public in-person access location noted above. If audio connectivity is re-established within thirty minutes without video connectivity, interested participants can access the meeting via the telephone number and Meeting ID number noted above. In the further event that connectivity is unable to be restored within thirty minutes, the meeting will be automatically continued to a date and time to be posted on the ADC website at <https://dbedt.hawaii.gov/adc/> no later than close of business the next business day. New ICT, telephone, and in-person access information will be posted on the website no less than twenty-four hours prior to the continued meeting date. Alternatively, if a decision is made to terminate the meeting, the termination will be posted on the ADC website.

SPECIAL ASSISTANCE

If you require special assistance, accommodations, modifications, auxiliary aids, or services to participate in the public meeting process, including translation or interpretation services, please contact staff at (808) 586-0186 or by email at dbedt.adc@hawaii.gov.

Please allow sufficient time for ADC staff to meet requests for special assistance, accommodation, modifications, auxiliary aids, translation, or interpretation services.

NOTE: MATERIALS FOR THIS AGENDA WILL BE AVAILABLE FOR REVIEW IN THE ADC OFFICE, 235 S. BERETANIA STREET, SUITE 205, HONOLULU, HAWAII 96813 A MINIMUM OF THREE FULL BUSINESS DAYS (WEEKENDS AND STATE AND FEDERAL HOLIDAYS EXCLUDED) PRIOR TO THE MEETING.

Agribusiness Development Corporation Non-Discrimination Statement

The Agribusiness Development Corporation does not discriminate on the basis of race, color, sex, national origin, age, or disability, or any other class as protected under applicable federal or state law, in administration of its programs, or activities, and the Agribusiness Development Corporation does not intimidate or retaliate against any individual or group because they have exercised their rights to participate in actions protected by, or oppose action prohibited by, 40 C.F.R. Parts 5 and 7, or for the purpose of interfering with such rights.

If you have any questions about this notice or any of the Agribusiness Development Corporation's non-discrimination programs, policies, or procedures, you may contact:

Notice of Regular Meeting of the Board of Directors
September 17, 2026

Mark Takemoto
Acting Title VI Non-Discrimination Coordinator
Agribusiness Development Corporation
235 S Beretania St., Ste 205
Honolulu HI 96813
Phone: (808) 586-0186
Email: dbedt.adc.titlevi@hawaii.gov

If you believe that you have been discriminated against with respect to an Agribusiness Development Corporation program or activity, you may contact the Acting Non-Discrimination Coordinator identified above. Agenda items may be taken out of order.

[The remainder of this page is intentionally blank. Agenda follows on the next page.]

AGENDA

- A. Roll Call & Call to Order
- B. Approval of Minutes
 - 1. None
- C. Chairperson's Report
 - 1. None
- D. Committee and Permitted Interaction Group Reports
 - 1. None
- E. Action Items
 - 1. Request to amend that certain Right-of-Entry Agreement dated July 6, 2026 between Agribusiness Development Corporation and Hawai'i Department of Agriculture and Biosecurity, and their agents and contractors, to include two additional land parcels to be used for purposes of a construction base yard related to the ongoing modifications of the Wahiawa Dam and spillway, situated in Wahiawā, District of Wahiawā, City and County of Honolulu, State of Hawai'i, Tax Map Key Nos. (1) 7-3-013:010 (portion); (1) 7-1-012:014; (1) 7-3-012:002; (1) 7-3-013:003.
 - 2. Request to establish a permitted interaction group on Emergency Preparedness, Response & Tenant Recovery.
 - **Source & Context:** Item F-2(A), (B), & (C). Addresses post-storm impacts across Kauai and Oahu, backup generator deployments, road washouts, tenant damage assessments, and emergency pre-approval protocols.
 - **Scope of Work:**
 - Coordinate with staff on damage assessments and cost estimates for Kalepa, Kekaha, Wahiawa, and Waiahole.
 - Formulate board-level emergency pre-approval policies (e.g., asset/generator deployment and rapid emergency procurement).
 - Coordinate with inter-agency partners (DAB, DLNR, DOT, BWS) on reservoir safety protocols and the Wahiawa Reservoir Emergency Siphon project.
 - **Composition & Authority:** 2–5 Board Members (fewer than a quorum) authorized to examine storm response files, confer with staff and inter-agency partners, and report findings to the Board.
 - **Process & Timeline:** Investigate through October 2026; submit written report at the October 2026 Board meeting pursuant to HRS § 92-2.5(b)(1)(B); Board action scheduled for the November 2026 meeting pursuant to HRS § 92-2.5(b)(1)(C).

3. Request to establish a permitted interaction group on West Kauai Infrastructure and Navy Pacific Missile Range Facility Alignment.
 - **Source & Context:** Item F-2(A.2.ii & D.4). Addresses west Kauai tenant power continuity, KAA microgrid stability, and contracting for Pacific Missile Range Facility (PMRF) Kawaiele pump operations and replacement.
 - **Scope of Work:**
 - Guide completion of PMRF operational contracting (~60% complete) and expedite approval of the \$612,609 replacement pump procurement.
 - Coordinate with the Kekaha Agriculture Association (KAA) on microgrid recovery, emergency generator support, and long-term grid reliability.
 - **Composition & Authority:** 2–5 Board Members (fewer than a quorum, including Kauai representation) authorized to review utility agreements, pump procurement documentation, and Navy/KAA correspondence, and report findings to the Board.
 - **Process & Timeline:** Investigate through October 2026; submit written report at the October 2026 Board meeting pursuant to HRS § 92-2.5(b)(1)(B); Board action scheduled for the November 2026 meeting pursuant to HRS § 92-2.5(b)(1)(C).
4. Request to establish a permitted interaction group on State Audit Compliance and Governance Review.
 - **Source & Context:** Item F-2(E.1) and State Auditor Report No. 21-01. Staff is reviewing the State Operational and Financial Audit to confirm completion of responses; PIG is established to conduct a governance review to ensure Corporation compliance with Report No. 21-01.
 - **Scope of Work:**
 - Evaluate records, policies, and workflows against State Auditor Report No. 21-01 recommendations:
 - **Planning & Programs:** Agricultural lands inventory (Rec. 3), abandoned infrastructure inventory (Rec. 4), diversified agriculture programs (Rec. 6), legislative strategies (Rec. 10), Hawaii Agribusiness Plan preparation/revision (Rec. 11), strategic export/crop plans (Rec. 12), and technical consultant retention (Rec. 14).
 - **Governance & Board Oversight:** Written policies on Board oversight and Executive Director delegated authority (Rec. 18.a & 31), Sunshine Law training (Rec. 32), and meeting minutes compliance under HRS § 92-9(a)(3) (Rec. 33).
 - **Procurement & Operations:** SPO opinion on tenant rent credits for services/materials (Rec. 24), Chapter 103D procurement training (Rec. 25), timely filling of vacant

positions (Rec. 26), and staff performance goals and annual evaluations (Rec. 27 & 28).

- Assist staff in drafting a comprehensive response package and corrective action milestone schedule for the State Auditor.
 - **Composition & Authority:** 2–5 Board Members (fewer than a quorum) authorized to review Corporation records, written plans, personnel and procurement documentation, and administrative files, and report findings to the Board.
 - **Process & Timeline:** Investigate through October/November 2026; submit written report at the designated Board meeting pursuant to HRS § 92-2.5(b)(1)(B); Board action scheduled for the subsequent meeting pursuant to HRS § 92-2.5(b)(1)(C).
5. Request to establish a permitted interaction group on Corporate Budget Creation, Financial Controls, and Independent Audit.
- **Source & Context:** Item F-2(D.3, E.2, & E.3), ADC Bylaws, and statutory reporting requirements. Staff is coordinating with DBEDT Fiscal on budget submissions and vacancies, requiring formalization of annual budget workflows, financial controls, and independent audit oversight.
 - **Scope of Work:**
 - Enforce Executive Director bylaws compliance to annually prepare and submit a comprehensive corporate operating and capital budget to the Board Chair for Board review and approval.
 - Establish recurring institutional financial reporting standards, including monthly Profit & Loss (P&L) statements, balance sheets, and budget-to-actual variance reports.
 - Coordinate with DBEDT Fiscal to resolve salary funding models for vacant positions and ensure all accounts maintain auditable financial records.
 - Scope and evaluate procurement options to retain an independent CPA firm to conduct a comprehensive financial audit of ADC records, revenues, and expenditures.
 - **Composition & Authority:** 2–5 Board Members (fewer than a quorum) authorized to examine fiscal ledgers, DBEDT accounting protocols, procurement scopes, and budget drafts, and report findings to the Board.
 - **Process & Timeline:** Investigate through October 2026; submit written report at the October 2026 Board meeting pursuant to HRS § 92-2.5(b)(1)(B); Board action scheduled for the November 2026 meeting pursuant to HRS § 92-2.5(b)(1)(C).
6. Request to establish a permitted interaction group on Comprehensive Operations, Infrastructure, and Governance Oversight.

- **Source & Context:** Item F-2(A), (B), (C), (D.3), (D.4), & (E), ADC Bylaws, and State Auditor Report No. 21-01. In response to recent storm impacts across Kauai and Oahu, pending west Kauai utility and pump infrastructure contracts, state audit compliance deadlines, and ongoing budget and staffing coordination with DBEDT Fiscal, a consolidated Permitted Interaction Group (PIG) is established pursuant to HRS § 92-2.5(b)(1) to provide streamlined board oversight and directly support staff execution across these interconnected operational mandates.
- **Scope of Work:**
 - **Emergency Preparedness & Response:** Coordinate with staff on damage cost assessments for Kalepa, Kekaha, Wahiawa, and Waiahole; formulate board-level emergency pre-approval protocols (e.g., asset/generator deployment and rapid emergency procurement); and align with inter-agency partners (DAB, DLNR, DOT, BWS) on reservoir safety protocols and the Wahiawa Reservoir Emergency Siphon project.
 - **West Kauai Infrastructure & Navy PMRF Alignment:** Guide staff through finalizing the Pacific Missile Range Facility (PMRF) Kawaie operational pump contract (~60% complete) and expediting the \$612,609 replacement pump procurement; coordinate with the Kekaha Agriculture Association (KAA) on microgrid stability, backup generator operations, and tenant power reliability.
 - **State Audit Compliance & Governance Review:** Evaluate Corporation records, policies, and workflows against State Auditor Report No. 21-01 recommendations—focusing on agricultural land/infrastructure inventories (Rec. 3 & 4), agribusiness planning (Rec. 11 & 12), board oversight policies and delegated authority (Rec. 18.a & 31), Chapter 103D procurement and SPO rent credit reviews (Rec. 24 & 25), vacant position recruitment (Rec. 26), and staff performance evaluations (Rec. 27 & 28); assist staff in preparing a formal corrective action plan and milestone schedule for the State Auditor.
 - **Corporate Budget Creation & Financial Controls:** Establish formal procedures and timelines to ensure Executive Director compliance with Corporation bylaws to annually submit an operating and capital budget to the Board Chair for Board approval; structure standard internal financial reports (recurring Profit & Loss statements, balance sheets, and variance analyses); resolve vacant position salary funding models with DBEDT Fiscal to maintain auditable financial records; and evaluate the scope and procurement pathway to retain an independent Certified Public Accountant (CPA) firm to audit Corporation accounts, revenues, and expenditures.
- **Composition & Authority:** 2–5 Board Members (fewer than a quorum) authorized to examine Corporation records, property files, engineering proposals, fiscal ledgers, DBEDT communications, and personnel/procurement documentation, as well as confer with staff and inter-

agency partners as necessary to formulate findings and actionable recommendations for the Board.

- **Process & Timeline:** Investigate through October/November 2026; submit a comprehensive written report at the designated Board meeting pursuant to HRS § 92-2.5(b)(1)(B); Board discussion, deliberation, and formal action scheduled for the subsequent meeting pursuant to HRS § 92-2.5(b)(1)(C).

F. Informational Items

1. Presentation by Anneliese Tanner, Administrator, School Food Services Branch, Hawai‘i Department of Education regarding central kitchen and Farm to School progress, expanding local farmer engagement and local purchasing, value-added processing, and areas of collaboration between the department and Agribusiness Development Corporation.
2. Acting Executive Director’s Report including update and discussion regarding recent storm damage to agency-held property on O‘ahu and Kaua‘i, agency prioritization of projects and land acquisitions in Fiscal Year 2027, and scheduling of agency standing committees.

G. Adjourn

The Board may go into executive session on any agenda item pursuant to the exceptions provided under section 92-5, Hawai‘i Revised Statutes. Agenda items may be taken out of order at the discretion of the Chair.