

POLICY ADVISORY BOARD FOR ELDER AFFAIRS (PABEA)
IN-PERSON AND VIA ZOOM
No. 1 Capitol District | 250 South Hotel Street | Conference Room 410
Friday, November 7, 2025 | 12:00 p.m. (noon)

MEETING MINUTES

CALL TO ORDER

Beverly Gotelli called the meeting to order at 12:00 p.m.

ROLL CALL

Appointed members present: Beverly Gotelli, Louise Johnson, William Kinaka, Stephen Lung, Sara Lenzer Medeiros, Shelly Ogata, Marilyn Seely, Barbara Service, Gary Simon, Lisa Spencer, Rick Tabor, Leslie Tanoue, and Raelene Tenno.

Appointed members excused and absent: Poki'i Balaz, Suzie Schulberg, and Charlene Taketa.

(A quorum was established as thirteen members were present at roll call. This board requires eight members to be present in order to establish a quorum.)

Ex-officio members present: Alan Burdick, Department of Labor and Industrial Relations (DLIR) Office of Community Services (OCS); Justin Lam, Department of Health (DOH); and Jordan Lewis, University of Hawai'i at Mānoa Center on Aging (COA).

Executive Office on Aging (EOA) staff and Area Agencies on Aging (AAA) staff present: Candice Bryant, Caroline Cadirao, Rowena Dagdag-Andaya, James Davenport, Kauionalani Fukuda, Emily Ishida, Norma Kop, James Marchant, John McDermott, Candace Nakamoto, Deborah Niyongabo, Lani Sakamoto, Tani Salazar, Cristina Valenzuela, Jazlyn Wandasan, Joy Windham, Jason Wong, and Jeffrey Woodland.

Guests present: Audrey Suga-Nakagawa, Advocacy Associate Director, AARP Hawaii; and Gina LeTourneur.

The meeting attendees introduced themselves.

APPROVAL OF MEETING MINUTES:

The draft of the minutes of the October 3, 2025 in-person and Zoom PABEA meeting was corrected by adding "**MEETING MINUTES**" to the header on page 1 before "**CALL TO ORDER**." The draft of the minutes of the October 3, 2025 in-person and Zoom PABEA meeting was approved as corrected.

The approved September 10, 2025 in-person and Zoom PABEA meeting minutes were amended by adding immediately after "**ROLL CALL**," "*Roll call was disrupted by a Zoom bomber who displayed inappropriate video. The Zoom was immediately terminated, relaunched, and Zoom attendees rejoined the meeting.*" The amended minutes of the September 10, 2025 in-person and Zoom PABEA meeting were approved.

EOA DIRECTOR'S REPORT

Attached is Caroline's report. Caroline provided highlights from her report:

- As of November 2, 2025, the Federal Government was still shut down. Senators appear to be moving toward bipartisan negotiations to pass a short-term continuing resolution (CR) and final Fiscal Year 2026 appropriations bills. Senate Majority Leader Thune told reporters on October 30, 2025 that a deal to advance final appropriations bills will proceed only after a short-term continuing resolution is passed to end the shutdown.
- EOA and the Area Agencies on Aging are strategizing to support older adults with both state and federal funds and are reviewing whether flexibility can be granted for supporting older adults.
- EOA has transitioned from its standalone server to the Department of Health (DOH) server.
- EOA is participating in the DOH Project Hire pilot. DOH provides a list of applicants who have not been screened. EOA offers interviews to interested applicants. If EOA selects a candidate for a position, then the applicant's name is submitted and DOH examines whether the applicant qualifies for the position before hiring proceeds.

Deborah provided a presentation on the Healthy Brain Tracker (attached).

CHAIR'S REPORT

Beverly has been in touch with Caroline regarding today's PABEA meeting and future PABEA meetings and what would be of interest to PABEA members to present at PABEA meetings. In addition to EOA and PABEA, Beverly also supports the AAAs and their work.

LEGISLATIVE COMMITTEE

Rick reported that legislative proposals will be presented at Kupuna Caucus today. The Kupuna Caucus will support the five proposals which receive the most votes. (Online voting will take place next week.) Rick suggests that PABEA advocate for eight to ten bills this year. Rick strongly recommends submitting testimony in-person and visiting with legislators. Guests from community agencies will be invited to present their legislative priorities.

Rowena reported that MCOA is advocating for tax relief for seniors.

PLANS AND PROJECTS REVIEW COMMITTEE (PPRC)

Lisa requests AAA Executives to include in their monthly reports under "*Goal 2: Hawaii's older adults are prepared for future health threats and disasters*" the methods and processes that the AAAs use to identify vulnerable and at-risk populations during emergencies. Lisa thanked Area Agencies on Aging for using PPRC's report template.

RECOGNITION AND AWARDS COMMITTEE (RAC)

Rick reported that the Committee met yesterday. The Committee will use the same Older Americans Month (OAM) celebration planning format which was used to plan for the 2025 celebration. The December PABEA agenda will include items to discuss potentially changing the date, time, location, and menu for the 2026 OAM celebration. PABEA members are asked to consider a theme for OAM should the Administration for Community Living not issue a theme

for 2026. The next meeting of the Committee will be at 9:30 a.m. on Thursday, December 4, 2025.

PABEA HAWAII REVISED STATUTES 349-4

Caroline is seeking clarification from the Office of Information Practices (OIP) on potential alternatives to revising the statutes to decrease the required minimum of 12 PABEA meetings per year to a required minimum of 7 PABEA meetings per year.

OFFICE OF INFORMATION PRACTICES: TIME LIMIT ON TESTIMONY

Beverly reported that the OIP reminds State boards and commissions that a State board must have a written rule to limit time on oral testimony or a documented decision adopting a rule to limit time on oral testimony in order to enforce a time limit on oral testimony.

PUBLIC TESTIMONY

No public testimony was offered.

APPOINTED MEMBERS' REPORTS

No appointed members' reports were offered.

EX-OFFICIO MEMBERS' REPORTS

Jordan announced that the University of Hawai'i has joined the Age-Friendly University Global Network through the successful efforts of Christy Nishita. COA participated in World Town Planning Day.

Attached is Alan's report. Alan commented that his report is focused on emergency food aid. OCS has one federal food program, The Emergency Food Assistance Program (TEFAP), that is functioning. SNAP is under orders to continue providing at full levels.

CITY AND COUNTY OF HONOLULU ELDERLY AFFAIRS DIVISION (EAD)

Attached is Derrick's report. Beverly reported that Derrick is absent from today's meeting as he and the EAD staff are moving today from their current office on Dillingham Boulevard to their new office on School Street. EAD plans to be open at their new site on Monday, November 10, 2025

HAWAII COUNTY OFFICE OF AGING (HCOA)

Attached is Kauionalani's October 2025 Executive Report for HCOA.

Kauionalani reported that HCOA is working on food security, including supporting the food banks and receiving food donations.

KAUAI AGENCY ON ELDERLY AFFAIRS (KAEA)

Attached is Emily's October 2025 Executive Report for KAEA.

Emily reported that KAEA is focusing on aiding SNAP recipients. KAEA is examining using surplus congregate meal funds for meal kits for SNAP recipients. An RSVP staff member has retired after 32 years of service. The position has been modified to include some program specialist duties.

MAUI COUNTY OFFICE ON AGING (MCOA)

Rowena reported that MCOA is working with older adults to participate in congregate meals while SNAP benefits are suspended. One of MCOA's program specialists is working with the Maui County Department of Agriculture and Kaunoa Senior Services to provide locally sourced fruits and vegetables to seniors. MCOA, the Department of Agriculture, and Kaunoa are finalizing the request for proposal (RFP). The Maui County Council on Aging and MCOA are advocating for property tax relief and for home retrofit tax credits for seniors to support seniors who wish to age in place. MCOA is preparing its FY 2026 budget. MCOA is preparing for the Maui County Senior Fair to be held from 10:00 a.m. to 2:00 p.m. on November 15, 2025 at the Queen Kaahumanu Shopping Center. More than 70 agencies, nonprofits and businesses will offer information and giveaways to help seniors in their daily lives. Informational tables will be staffed by nonprofits. The Fair will feature a caregiver panel and Bingocize and EnhanceFitness demonstrations.

ANNOUNCEMENTS

- PABEA Monthly Meeting: Friday, December 5, 2025, 12:00 p.m.
- Kupuna Caucus Meeting: Friday, November 7, 2025, 2:00 p.m. via Zoom. The agenda includes the presentation of legislative proposals and two additional presentations.
- Rick announced that the 2025 Walk to End Alzheimer's is at Magic Island on November 8, 2025 beginning at 7:30 a.m.

ADJOURNMENT OF PABEA MEETING

Beverly adjourned the meeting at 1:00 p.m.