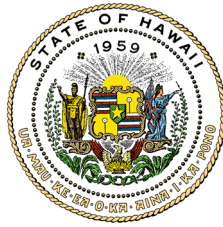


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GOVERNOR OF HAWAII
KE KIA'ĀINA O KA MOKU'ĀINA 'O HAWAII

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KA 'OIHANA OLAKINO
EXECUTIVE OFFICE ON AGING
NO. 1 CAPITOL DISTRICT
250 SOUTH HOTEL STREET, SUITE 406
HONOLULU, HAWAII 96813-2831**

**Plans and Projects Review Committee
POLICY ADVISORY BOARD FOR ELDER AFFAIRS (PABEA)**

In Person Location: Executive Office on Aging
No. 1 Capitol District | 250 South Hotel Street | Conference Room 410
Friday, September 4, 2026 9:30 a.m.

Meeting Minutes

PPRC Members in Attendance: Sara Lenzer Medeiros, Raelene Tenno, Louise Johnson, Leimomi Shearer

Absent: NONE

Non-Voting Participant: Beverly Gotelli (PABEA board chair)

EOA Staff Members in Attendance: Candice Bryant

Community Member: Brent Tapat with Access to Independence (Joined Zoom 9:41 AM)

- I. CALL TO ORDER by Chair at 9:30 AM
- II. ROLL CALL
- III. MINUTES: Adoption of meeting minutes of 08/07/2026
A motion was made and seconded to adopt the August 7, 2026 meeting minutes.
The motion passed with one abstention.

The Committee discussed the importance of providing PPRC updates during PABEA meetings so that the full board is aware of the Committee's activities.
- IV. UNFINISHED BUSINESS –
 1. Noted that references to past documents or handouts will be included with minutes for reference
The Committee agreed that references to past documents and handouts will be included with meeting minutes, as appropriate, for reference.
 2. Selection and voting on Vice Chair after discussion and agreement of the role and responsibilities

The Committee discussed the roles and responsibilities of the Chair and Vice Chair. The Vice Chair will conduct meetings in the Chair's absence. For a planned short-term absence, the Chair will continue to prepare the agenda; during an extended absence, the Vice Chair will assume the Chair's responsibilities.

Raelene Tenno volunteered to continue serving as Vice Chair and was appointed by the Chair with her consent.

V. NEW BUSINESS

1. Introduction of new members

The Committee discussed members' backgrounds and experiences related to caregiving, aging, and senior services.

2. Additional thoughts regarding responsibilities and concerns/ideas for committee

The Committee discussed emergency preparedness and community resilience, particularly the need for emergency plans within condominiums and other residential communities. Discussion included community-based emergency hubs, coordination among residents and service providers, and the importance of identifying and assisting kūpuna and individuals who may need additional support during emergencies.

The group discussed potential legislative approaches to strengthening emergency preparedness requirements. It was noted that the issue may be raised with the Kūpuna Caucus and could also be highlighted during the PPRC report to PABEA.

3. Review draft outline of handbook for new and returning members

The Committee briefly reviewed the outline draft. The Committee will continue this discussion at the next meeting.

4. Consideration of adding Hawaiian Values to recommend and guide the new and revised state goals for EOA. See Hawaii Statue (5-7.5) "Aloha Spirit" (Summary attached) *Do we need to form a small adhoc committee?*

The committee discussed incorporating Hawaiian values, especially the Aloha Spirit, along with concepts such as aloha, ohana, and laulima, into the state plan on aging and into Area Agencies on Aging materials.

The Committee discussed writing to EOA to recommend integrating Hawaiian values into the state aging plan, and the committee agreed that this should be part of the next state plan review process.

The Committee noted the importance of making sure any proposed goals tied to Hawaiian values can be measured and tracked.

Motion for PPRC to recommend that PABEA draft a statement to EOA and the Hawai'i Department of Health to incorporate the "Aloha Spirit" and other values such as lōkahi, laulima, kuleana, and 'ohana, into plans and other materials.

Motion passed.

5. Review EOA goals in terms of "actionable" items for our most vulnerable Kupuna. How would we know if these are achieved? Indicators that measure well being?

The Committee reviewed the timeline and benchmarks for development of the 2027–2031 State Plan on Aging and discussed PPRC’s role in reviewing and providing input on the needs assessment, demographic profile, goals, objectives, strategies, and outcomes.

The Committee discussed the importance of developing actionable goals and measurable indicators, particularly for assessing the well-being of vulnerable kūpuna. Discussion included the availability and consistency of service-delivery data, differences in county implementation and reporting, and challenges in evaluating whether services are reaching rural and other underserved communities.

VI. Public Testimony - NONE

VII. ANNOUNCEMENTS:

1. Review draft of Plans and Projects Guide handbook

The Committee will continue its review of the Plans and Projects Guide handbook at the next meeting on October 2, 2026.

2. Next meeting 10/02/2026

VIII. ADJOURN at 11:02 AM



Plans and Project Review Committee

September 4, 2026



Aloha Spirit

- §5-7.5 "**Aloha Spirit**". (a) "Aloha Spirit" is the coordination of mind and heart within each person. It brings each person to the self. Each person must think and emote good feelings to others. In the contemplation and presence of the life force, "Aloha", the following unuhi laula loa may be used:
 - "Akahai", meaning kindness to be expressed with tenderness;
 - "Lokahi", meaning unity, to be expressed with harmony;
 - "Oluolu", meaning agreeable, to be expressed with pleasantness;
 - "Haahaa", meaning humility, to be expressed with modesty;
 - "Ahonui", meaning patience, to be expressed with perseverance.

Aloha Spirit

- These are traits of character that express the charm, warmth and sincerity of Hawaii's people. It was the working philosophy of native Hawaiians and was presented as a gift to the people of Hawaii. "Aloha" is more than a word of greeting or farewell or a salutation. "Aloha" means mutual regard and affection and extends warmth in caring with no obligation in return. "Aloha" is the essence of relationships in which each person is important to every other person for collective existence. "Aloha" means to hear what is not said, to see what cannot be seen and to know the unknowable.
- (b) In exercising their power on behalf of the people and in fulfillment of their responsibilities, obligations and service to the people, the legislature, governor, lieutenant governor, executive officers of each department, the chief justice, associate justices, and judges of the appellate, circuit, and district courts may contemplate and reside with the life force and give consideration to the "Aloha Spirit". [L 1986, c 202, §1]

State master plan for elders

- **§349-6 State master plan for elders.** The executive office on aging shall be responsible for the continued development, implementation, and continuous updating of a comprehensive master plan for elders which shall include, but not be limited to, the following:
 - (1) Compilation of basic demographic data on elders in the State;
 - (2) Identification of the physical, sociological, psychological, and economic needs of elders in the State;
 - (3) Establishment of immediate and long-range goals pursuant to programs and services for elders in the State;
 - (4) Establishment of priorities for program implementation and of alternatives for program implementation; and
 - (5) Organization of administrative and program structure, including the use of facilities and personnel.

Plans, Projects and Review Committee (PPRC) Timeline and assistance with State Plan 2027 - 2031

- *The PPRC shall provide valuable input on the components of the state plan, reviewing the needs assessment, the demographic profile, and the Goals, Objectives, and Strategies and outcomes of the State Plan on Aging for 2027 - 2031 in accordance with the Administration for Community Living (ACL) guidelines.*

Timeline

October 2026	EOA to share the ACL guidance on State Plan development. EOA to seek input the draft of the state and area plan goals.
November 2026	EOA to present to PPRC the draft report of the community needs and the
December 2026	EOA to present to PPRC a discussion on topic areas 1 and 2 of the state plan.
February 2026	EOA to present to PPRC the topic areas 3 and 4
March/April 2026	EOA to present an overall review of the State Plan
May 2026	Final review of the state plan to PPRC and PABEA

Welcome

Purpose of Handbook

Bylaws/Description of PPRC Role(s)

PABEA Organization Chart

Meetings

- how often

- how long

- who attends

Considerations

- Hawaiian Values

- Roberts Rules of Order (as way of conducting business)

- Separation of Church and State

- Spell and Grammar Check for Public Written Communications

Committee Make up Roles and Duties

- Chair

- Vice Chair

- Recorder

- Members

- Public

Transportation

Parking

Definitions / Glossary of Common Executive Office on Aging Acronyms

Important EOA phone / email information

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The state master plan for elders shall be developed in accordance with the requirements of the executive budget act. [L 1976, c 217, pt of §2; am L 1990, c 67, §8]

Case Notes

Justifying age sixty-five retirement policy on basis of conserving state funds would be inconsistent with this section. 56 H. 601, 546 P.2d 1005 (1976).