

**STATE OF HAWAII OFFICE OF VETERANS SERVICES
ADVISORY BOARD ON VETERANS SERVICES AGENDA**

Microsoft Teams Meeting

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Meeting ID: 263 030 945 278

Passcode: HmTC9b

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[+1 808-829-4853..360453336#](#) United States, Honolulu

Phone Conference ID: 360 453 336#

Office of Veterans' Services (Tripler Army Medical Center)

459 Patterson Rd. E Wing, Rm 1-A103 Honolulu, HI 96819

Friday, August 1, 2025

9:00 a.m. - 11:00 a.m.

AGENDA

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**
- III. ADVISORY BOARD MEMBER ROLL CALL**
- IV. COMMUNICATIONS & PUBLIC NOTICE** - Request all written testimony be received by the State of Hawaii Office of Veterans' Services 48 hours prior to the meeting to facilitate timely distribution to board members. Written testimony will still be accepted after this timeframe and every attempt will be made to distribute to board members for review. If submitting written testimony, please note the board and agenda item(s) your testimony concerns. Send to: State of Hawaii Office of Veterans' Services (Tripler Army Medical Center) 459 Patterson Rd. E Wing, Rm 1-A103 Honolulu, HI 96819 Fax: (808) 433-0385. Email: ovs@hawaii.gov
- V. APPROVAL OF AGENDA**
- VI. APPROVAL OF MEETING MINUTES OF July 11, 2025**
- VII. ANNOUNCEMENTS**
- VIII. PUBLIC TESTIMONY ON ANY AGENDA ITEM** - Oral testimony will be taken at any time during the meeting.
- IX. DEPARTMENT REPORTS** - Reports limited to 5 minutes (Written reports are required before meeting begins and does not have to be restated)
 1. Department of Veterans Affairs – Benefits – No Report This Meeting.
 - Veteran's Benefit Update
 - Highlight Benefit Programs
 - Upcoming Events
 2. Department of Veterans Affairs – Medical – Attachment A
 - Veteran's Healthcare Update
 - Highlight Healthcare Programs
 - Upcoming Events
 3. Director, OVS – Attachment B
 - Provide update on OVS operations
 - Provide latest info on OVS projects
 - Upcoming events
 4. Department of Defense, Engineering Office – Attachment C
 - Brief OVS State Facility and Cemetery Projects
 - Highlight project timelines and construction milestones
 5. Yukio Okutsu Veterans Home in Hilo – Attachment D
 - Update Facility Operations
 - Provide the latest staff and census numbers.

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6. Daniel Kahikina Akaka State Veterans Home - Attachment E
 - Update Facility Operations
 - Provide the latest staff and census numbers.
7. Department of Health – No Report This Meeting.
 - Healthcare Update
 - Highlight Healthcare Programs
 - Upcoming Events
8. Department of Human Services – Attachment F
 - Human Services Update
 - Highlight Human Services Programs
 - Upcoming Events
9. Department of Labor and Industrial Relations – No Report This Meeting.
 - Labor and Industrial Relations Update
 - Highlight Labor and Industrial Relations Programs
 - Upcoming Events
10. U.S. Department of Labor, Veterans' Employment and Training Service - No Report This Meeting.
 - US DOL VETS Update
 - Highlight US DOL VETS Programs
 - Upcoming Events
11. National Cemetery of the Pacific – No Report This Meeting.
 - Punchbowl Update
 - Highlight Punchbowl Construction Projects
 - Upcoming Events

X. BOARD MEMBER REPORTS - Shall be in writing and submitted to OVS before the meeting begins.

1. Kauai - Ms. Mary Kay Hertog, Vice Chair - No Report This Meeting.
2. Oahu - Ms. Bridget Komine - No Report This Meeting.
3. Oahu - Mr. Blair Suzuki, Chair - No Report This Meeting.
4. Oahu - Ms. Roxanne (Rocky) Bruhn - No Report This Meeting.
5. West Hawaii - Mr. James Hussey - No Report This Meeting.
6. Maui - Mr. Aris Banaag - No Report This Meeting.
7. Oahu - Vacant
8. East Hawaii - Vacant

XI. COMMITTEE REPORTS

- A. Legislative Committee - (Mr. Blair Suzuki) – No Report This Meeting.
- B. By Laws and Procedures - (Ms. Mary Kay Hertog) – Attachment G
- C. Recognition and Awards - (Open) - No Report or Update.
- D. Women's Committee - (OVS Staff - Tau Moe) - No Report or Update.
- E. Projects and Events Committee - (Open) - No Report or Update.

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XII. NEW BUSINESS – Items will be discussed the next meeting.

XIII. OLD BUSINESS

1. SAB 2025-1. Continuation of the Discussion and decision making to establish goals and objectives for the SAB in 2025. Board members will convene immediately following the regular Advisory Board meeting.
2. SAB 2025- 2. Continuation of the Discussion and decision making to approve the recommended changes to the Bylaws for the Advisory Board on Veterans Services.

XIV. ADJOURN

***** **IMPORTANT** *****

If you require special assistance, auxiliary aid and/or service to participate in this event (i.e., sign language interpreter; interpreter for language other than English, or wheelchair accessibility), please contact Yolanda Ehere at (808) 433-0423 or email your request to ovs@hawaii.gov at least three (3) business days prior to the meeting.

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Phone Conference ID: 360 453 336#

Office of Veterans' Services (Tripler Army Medical Center)
459 Patterson Rd. E Wing, Rm 1-A103 Honolulu, HI 96819

Friday, July 11, 2025

ATTENDANCE

Board Members:

Mr. Blair Suzuki, Chair
Ms. Mary Kay Hertog, Vice Chair
Ms. Bridget Komine
Mr. James Hussey

OVS Staff:

Mr. John Alamodin, Director
Ms. Yolanda Ehre Secretary
Ms. Yam Yi Lee, Administrative Services Assistant

Guests:

Ms. Stacey Bonnett, Director, U.S. Department of Veterans Affairs
Mr. Maurice Martin, Community Outreach Coordinator/Interim Public Affairs Officer,
VA Pacific Islands Health Care System – Medical
Mr. Wade Ishii, Asst. Chief Engineering Officer, State of Hawaii DOD Engineering
Ms. Kauai Chartrand, Long Term Care Administrator, Yukio Okutsu State Veterans Home
Ms. Cheree Wee, Administrator, Daniel K. Akaka State Veterans Home
Mr. Kenneth Fink, Director, Department of Health
Ms. Katherine Korenaga, Family Resource Center Coordinator,
Department of Human Services
Ms. Ann Greenlee, U.S. Department of Labor, VETS
Mr. Jim Horton, Cemetery Director, National Cemetery of the Pacific

Absent:

Ms. Roxanne (Rocky) Bruhn
Mr. Aris Banaag
Maj. Shaoyu Lee, Chief Engineering Officer, State of Hawaii DOD Engineering
Ms. Carol Kanayama, Department of Labor and Industrial Relations
Ms. Nicole Gray - Congresswoman Jill Tokuda Office Representative
Senator Mazie Hirono's Office Representative

I. PLEDGE OF ALLEGIANCE & CALL TO ORDER – A Moment of Silence

Chair Blair Suzuki led the Pledge of Allegiance. After a moment of silence, Chair Blair Suzuki called the meeting to order at 0908 hours.

II. ANNOUNCEMENTS

None

III. APPROVAL OF MEETING AGENDA OF JULY 11, 2025

The Board reviewed July 11, 2025 agenda. Mary Kay Hertog motion to approve the agenda. Bridget Komine seconded.

IV. APPROVAL OF MEETING MINUTES OF MAY 2, 2025

The Board reviewed May 2, 2025 minutes. Bridget Komine motion to approve the minutes. Mary Kay Hertog seconded as amended.

V. COMMUNICATIONS

None

VI. DEPARTMENT REPORTS

Ms. Stacey Bonnett, Director, U.S. Department of Veterans Affairs – Benefits

Briefed on: Nothing to add.

Question from Yolanda to Director Bonnett: Is Samuel Ariza the person our office contacts for our VSC staff getting access to VBMS and all the VA systems? Director Bonnett answered yes, he is Assistant Service Center Manager. Please contact him

Chair Suzuki asked if every department could give us an updated point of contact list?

Mr. Maurice Martin, Community Outreach Coordinator /Interim Public Affairs Officer, VA Pacific Islands Health Care System – Medical

Briefed on: Nothing to add.

Updated answer to question from Rocky: Federal Tort Claim Act: Will massage therapists be required to apply for this and do they have to do this? Maurice answered No. The Federal Tort Claim Act is how individuals would file a claim against the government against the federal government. They still need to have their own liability insurance. If veteran were to file a case for malpractice at a VA facility, for example, that would be a tort claim that he would file against the federal government.

Mr. John Alamodin, Director, OVS

Briefed on: ACT 119, relating to the Veterans Cemetery's Board was enacted into law on May 29th, 2025. We will be trying schedule for first veteran cemetery board meeting in late August. We're awaiting some guidance on bylaws from the AG's office. Act 250 related to the governor's state biennium budget was signed into law June 30th, 2025 and confirms inclusion of the \$35 million state veteran home match. On May 15th, the Daniel Akaka State Veterans Home successfully completed his VA recognition survey. The Maui OVS staff has been doing quarterly outreach to Molokai. They completed one on June 20th, serving 18 veterans and they're planning another one in September.

Question from Mary Kay to John: The veteran cemetery board - Are members being solicited for that yet? John answered The way a law is written. There are embedded members from County departments that are currently responsible for the maintenance of care of all our veterans cemeteries. Jim Horton and OVS Director is also members with the OVS Director being the Chairperson.

Mr. Wade Ishii, Asst. Chief Engineering Officer, State of Hawaii DOD Engineering

Briefed on: Nothing to add.

Ms. Kauai Chartrand, Long Term Care Administrator, Yukio Okutsu State Veterans Home

Briefed on: Exciting news, we reached our staffing grid that we have been working on tirelessly for the past four years. Our census is 65 today with a capacity of 88.

Ms. Cheree Wee, Administrator, Daniel K. Akaka State Veterans Home

Briefed on: On June 23rd, we had a CMS survey and I'm still waiting for the correction. There were some minor citations, so we have to submit the plan of correction for already working on that. Our census currently is 24 veterans.

Mr. Kenneth Fink, Director, Department of Health – Present, but no submitted report.

Ms. Katherine Korenaga, Family Resource Center Coordinator, Department of Human Services - Present and no additions to the report.

Ms. Carol Kanayama, Department of Labor and Industrial Relations - Not present. No submitted report.

Ms. Ann Greenlee, U.S. Department of Labor, VETS - Present. No submitted report.

Mr. Jim Horton, Cemetery Director, National Cemetery of the Pacific

Briefed on: Kauai Veteran Cemetery gravesite locator is online.

Ms. Nicole Gray - Congresswoman Jill Tokuda Office Representative - Present. No submitted report.

Senator Mazie Hirono's Office Representative - Not present. No submitted report.

VII. BOARD MEMBER'S REPORTS

1. Kauai - Ms. Mary Kay Hertog - Report submitted. No additions.
2. West Hawaii - James Hussey - No report submitted. No additions.
3. Oahu - Mr. Blair Suzuki, Vice Chair - No report submitted. No additions.
4. Oahu - Ms. Bridget Komine, Chair - No report submitted. No additions.
5. Oahu - Ms. Roxanne (Rocky) Bruhn - No report submitted. No additions.
6. Maui - Mr. Aris Banaag - Report submitted. No additions.

VIII. OLD BUSINESS

None

IX. NEW BUSINESS

SAB 2025-1: SAB 2025-1. Discussion and decision making to establish goals and objectives for the SAB in 2025. Board members will convene immediately following the regular Advisory Board meeting.

ACTION:

- Look at the legislative incentives for the upcoming legislative session
- Look into the status of the state maintenance of monuments and memorials
- Keep on the agenda for more discussion

SAB 2025- 2. Discussion and decision making to approve the recommended changes to the Bylaws for the Advisory Board on Veterans Services.

ACTION:

- Suggested that certain sections be added for example, all meetings have to be conducted Under the provisions of the Sunshine Law and all meetings are required to be open to the public.
- A new subparagraph to that section would be open meetings. We're now allowed to have remote meetings and people come in from remote. They don't have to be on camera, they have to. We have to give them a zoom link so they can provide remote testimony.

- Pigs (Permitted Interaction groups) can meet outside of normal meetings and then report back to the board for their decision. This will codify our use of pigs if we need them in the future.
- Add to the August meeting for a vote

X. COMMITTEE REPORTS

- A. Legislative Committee – No Report or Update
- B. By Laws and Procedures – No Report or Update
- C. Recognition and Awards – No Report or Update
- D. Women's Committee
 - OVS Staff Tau Moe introduced himself as the new VSC III (women's coordinator).
- E. Projects and Events Committee - No Report or Update

XI. ADJOURN – 10:37 am

Mary Kay Hertog motioned, and James Hussey seconded.
Yolanda Ehere – Recorder

**Attachment A -
Department of
Veterans Affairs -
Medical**



U.S. Department of Veterans Affairs

Veterans Health Administration
Pacific Islands Health Care System

VAPIHCS Director's Report

Thandiwe Nelson-Brooks, MPH, FACHE

July 24, 2025

Honoring VA's 95th Birthday

This week, we recognize an important milestone in our history. [On July 21, 1930](#), President Herbert Hoover signed an executive order that created what we now know as the Department of Veterans Affairs. For 94 years, VA has grown, changed, and adapted to better serve those who serve our country.

From its early days to today, VA's mission has remained clear: to care for Veterans, their families, caregivers, and survivors. Every advancement we make, whether it's new facilities, expanded services, or stronger partnerships—is rooted in that promise.

As we celebrate the VA's birthday, we recommit ourselves to honoring your service by continuing to improve the care and benefits you have earned.

Public Works Sewer Line Work on Jarrett White Road – Starting August 11, 2025

The Department of Public Works will be replacing 600 ft of sewer line on Jarrett White Rd (north of Ala Mahamoe St.), upgrading from an old 18" line to a new 24" one. This important project will run August 11, 2025, through February 2026, Monday to Friday from 8:30 AM to 2:30 PM.

What to expect:

Lane closures: 2 of 3 lanes heading uphill to Tripler Army Medical Center (TAMC) will be closed during work hours. HPD officers will be on site directing traffic. Access to TAMC will be slower—please plan extra travel time.

Veterans: If you are delayed due to construction traffic and risk being late for appointments, please call **1-800-214-1306** for assistance.

To improve traffic flow and reduce congestion on campus during ongoing construction, TAMC will implement new entry procedures for patients and staff:

From 5 a.m. to 8 a.m. (Mon–Fri), vehicles entering via the left lane will be diverted to Krukowski Road. Vehicles entering via the right lane will stay on Jarrett White Road during these hours. These changes aim to ease delays and improve safety near the H201 exit ramp.

Wheeling into the Games

As the largest adaptive sports and rehabilitation event for Veterans with disabilities, the [National Veterans Wheelchair Games](#) took place in Minneapolis, Minnesota.

We are thrilled to announce that four extraordinary athletes from our Pacific Islands community showcased their talents at this year's 44th Annual National Veterans Wheelchair Games. Among them, we had two seasoned competitors returning to the games and two inspiring newcomers who were participating for the very first time. The Games officially commenced with the opening ceremony on July 17 and continued through July 22nd.

Celebrating Our Veteran Caregivers in July

The VA knows how important caregivers are to our Veterans. We really appreciate everything they do and offer a special [Caregiver Support Program](#) to help them. This program provides caregivers with the resources and training they need to take care of their loved ones. By helping our caregivers, we ensure our care is focused on both the patient and their family. In July, we celebrate the hard work of caregivers in our program and focus on activities that help them feel rested and ready to take care of themselves too. This support helps both Veterans and their caregivers stay healthy and happy.

Our Caregiver Support Program Annual Summit took place on July 24, 2025, at the Daniel K. Akaka VA Clinic at 91-1051 Franklin D. Roosevelt Avenue, Kapolei, HI 96707 from 10 a.m. to 2 p.m. This event is dedicated to celebrating and acknowledging our incredible caregivers. It will feature training sessions, presentations, and detailed information on the Caregiver Support Program. We invite all caregivers enrolled in the Caregiver Support Program to join us for this special day to gain new skills, connect with fellow caregivers, and learn more about the resources available to support them.

National Veterans Creative Arts Festival

VA medical facilities across the nation use creative arts to help Veterans reach their rehabilitation goals. The annual National Veterans Creative Arts Festival is a wonderful opportunity to highlight the tremendous progress and recovery made through these therapies and to showcase the incredible creative talents of our Veterans.

Here at VAPIHCS, we are proud to offer our local Veterans the chance to participate in this inspiring event. Each year, Veterans enrolled at VA health care facilities across the country compete in a local [creative arts competition](#). Categories include visual arts such as oil painting, leatherwork, and paint-by-number kits, as well as creative writing and performing arts like dance, drama, and music. Winners from our local competition have the chance to advance to a national level, where first, second, and third-place winners will be chosen. First place winners will be invited to attend the National Veterans Creative Arts Festival, hosted by a different VA facility each year.

Join us for our Local Creative Arts Festival, which will be held in the main lobby of the Akaka VA Clinic located at 91-1051 Franklin D. Roosevelt Ave, Kapolei, HI 96707. The event will take place on Thursday, August 28th, from 12 PM to 4 PM. Don't miss this wonderful opportunity to celebrate and enjoy the artistic talents within our community. I encourage all Veterans to participate and showcase their talents. Please note that the deadline for submissions is August 14th.

For more information, please contact Melissa Crawford, VAPIHCS Recreation & Creative Arts Therapy Department Supervisor at Melissa.Crawford5@va.gov.

Upcoming Events

VIRTUAL
NEW PATIENT ORIENTATION
 ★ ★ ★
August 19, 2025
 1:00PM - 3:30PM (HST)
 12:00PM - 2:30PM American Samoa (SST)
 9:00AM - 11:30AM Guam (ChST)
 Wednesday August 20, 2025

Topics covered will include:

- Primary Care
- Women's Health
- Scheduling appointments
- VBA- Veterans Benefits Administration
- Pharmacy
- Suicide Prevention and Crisis Line
- Vet Centers
- Additional topics covered



Register here

**JOIN US VIRTUALLY TO LEARN MORE ABOUT
 THE VA PACIFIC ISLANDS HEALTH CARE SYSTEM**

PLEASE NOTE: NO Q&A DURING THIS INFORMATIONAL SESSION. HIGHLY RECOMMENDED THAT
 YOU ATTEND ON A LAPTOP, TABLET OR DESKTOP FOR THE BEST VIEWING EXPERIENCE.
 QUESTIONS? EMAIL V21HONNPO@VA.GOV

HONORING ALL WHO SERVED

★ **VA** |  **U.S. Department of Veterans Affairs**
 Veterans Health Administration
 Pacific Islands Health Care System ★

Virtual New Patient Orientation

When: Tuesday, August 19th – 1:00pm – 3:30pm

Where: [Microsoft Teams Online Meeting](#)

VA Pacific Islands Health Care System

Ukulele

**LESSONS FOR
BEGINNERS**



Free for Veterans, Spouses, and Caregivers

Class will be on Fridays starting

May 23, 2025 12:00-2:00pm

Daniel K. Akaka VA Medical Center

91-1051 Franklin D. Roosevelt Avenue

Kapolei, HI 96707

To register, please contact

Al Domingo

808-433-4772



VAPIHCS is offering Ukelele lessons for Veterans, caregivers, and spouses at the Daniel K. Akaka Va Clinic in Kapolei. The lessons begin on May 23rd, and Veterans can register by calling CDCE Voluntary Services Specialist and Army Veteran Alfred Domingo at 808-433-4772.

CHAPLAINS AND TEA

Veterans are invited to enjoy refreshments
with the VAPIHCS Chaplains

~ at the ~

Spark Matsunaga
Ambulatory Care
Center



Every Third Monday
9 am to 11 am

The next VAPIHCS Chaplain and Tea event will be Monday, August 18th, from 9am to 11am at the Spark Matsunaga Ambulatory Care Center

Join us for Chaplains and Tea

When: Monday, August 18th – 9am-11am

Where: 459 Patterson Rd, Honolulu, HI 96819





ARMED SERVICES YMCA HAWAII
& DANIEL KAHIKINA AKAKA VA CLINIC

'OHANA OPEN MARKET

10am – 12pm

COST-COVERED GROCERIES FOR MILITARY FAMILIES IN NEED

**91-1051 Franklin D Roosevelt Avenue
Kapolei, HI 96707**

This 'Ohana Open Market is a community food distribution hosted by Armed Services YMCA for Veterans. Available items include things like fruits, veggies, a variety of bread, dessert items, child and adult snacks, and more.



- Participation is first come, first served. Event ends when all food has been distributed. We may finish before 12.
- Please bring your VA or military ID.
- Scan the QR Code to learn more about ASYMCA Hawai'i Food Assistance programs.
- Questions? Contact your VA representative or Armed Services YMCA Hawai'i at (808) 448-1972 or email ktaniguchi@asymcahi.org.

ARMED SERVICES YMCA OF HAWAII | WWW.ASYMCAHI.ORG | (808) 448-1972
 STAY CONNECTED ON SOCIAL MEDIA @ASYMCAHAWAII ON FACEBOOK & INSTAGRAM

Ohana Open Market

When: Friday, August 8, 2025, 10am-12pm

Where: Daniel K. Akaka VA Clinic 91-1051 Franklin D. Roosevelt Ave, Kapolei, HI 96707

For More Information:

Maurice Martin, Public Affairs Specialist and Outreach Coordinator

Cell: (808) 927-0477

Email: maurice.martin@va.gov

Website: <https://www.hawaii.va.gov>

Facebook: <https://www.facebook.com/VAPacificIslands>

Instagram: https://www.instagram.com/va_pacific_islands/

VAPIHCS USAJOBS: <https://www.hawaii.va.gov/careers/index.asp>

**Attachment B -
Director,
Office of Veterans'
Services**

1. ACT 119 RELATING TO VETERANS CEMETERIES. SB 1377, S.D. 2, H.D. 1, C.D.1.
Signed into law on May 29, 2025. Establishes the Veterans Cemeteries Board within the Office of Veterans' Services of the Department of Defense to provide veterans cemeteries in the State with guidance, education, technical assistance, and to ensure compliance with standards set by the National Cemetery Administration. Inaugural meeting set for Thurs 28 August 2025.
2. ACT 250 RELATING TO THE STATE BUDGET. HB 300, H.D. 1, S.D. 1, C.D. 1.
Signed into law on June 30, 2025. \$35M State Match for Hawai'i State Veterans Home on Maui (incorporating \$58M Federal Match) has been included in the Governor's Executive Budget. State Letter certifying the \$35M and Department of Veterans Affairs State Veterans Home pre-application packet submitted with confirmed receipt on 22 July 2025.
3. Daniel Kahikina Akaka State Veterans Home (DKA SVH) tour conducted for State Senator Angus McKelvey, District 6 and staff. Hawai'i State Veterans Home on Maui project overview brief provided.
4. Meeting for House of Representatives Committee on Finance, Chair, Representative Chris Todd, District 2 and Vice-Chair, Representative Jenna Takenouchi, District 27. Hawai'i State Veterans Home on Maui project overview and brief provided.
5. 2025 Legislative Session overview of bills relating to Veterans not passed:
 - a. HB59 – RELATING TO DISABLED VETERANS. Exempts qualifying disabled veterans from county vehicle registration fees, highway beautification fees, and vehicle weight taxes.
 - b. HB574 – RELATING TO TAXATION. Establishes an income tax credit of \$3,000 for retired service members of the Hawai'i National Guard.
 - c. HB652- RELATING TO VETERANS RIGHTS AND BENEFITS. Regulates persons receiving compensation for providing advice or assistance regarding veterans benefits.
 - d. HB657 – RELATING TO DISABLED VETERANS. Exempts disabled veterans from the State's vehicle weight tax and repeals the exemption for disabled veterans from the State's annual vehicle registration fee. Effective 7/1/3000. (HD1)
 - e. HB656 – RELATING TO OFFICE OF VETERANS' SERVICES. Appropriates moneys to the Office of Veterans' Services to perform its statutory duties, including maintaining a center that provides information, counsel, aid, and assistance to veterans, their families, and their

dependents; and cooperating with federal agencies responsible for the administration of rights and benefits granted to veterans, their families, and their dependents. Introduced by: HASHEM, AMATO, CHUN, GARCIA, KAHALOA, LEE, M., MARTEN, MATAYOSHI, MIYAKE, MORIKAWA, OLDS, POEPOE, SAYAMA, TAKAYAMA, TAKENOUCI, TAM, TODD

- f. HB628 – RELATING TO EDUCATION. Authorizes the Department of Education to establish a program to award high school diplomas to persons who did not receive a diploma as a result of compulsory or voluntary induction into the armed services and persons whose high school education was interrupted due to wartime practices during World War II, the Korean War, or the Vietnam War. Effective 7/1/3000. (HD1).

6. HOVS Recruitment

- Kauai Office
 - Office Assistant IV (1)
- East Hawai'i Office
 - Veterans Services Counselor II (1)
- West Hawai'i Office
 - Veterans Services Counselor III (1)

**Attachment C -
Department of
Defense,
Engineering Office**

Department of Defense
Engineering Office (HIENG)
3949 Diamond Head Road
Honolulu, Hawaii 96816-4495

ENGINEERING REPORT
Advisory Board on Veterans Services
August 1, 2025

I. Veteran Services Projects Funding

Table 1: State Capital Improvement Project (CIP) Funding							
No.	Project Title	FAI No. ²	State Funding Amount ³	State Appropriation (Lapse Date)	VA Grant Amount/Est. VA Share ^{2,4}	VA Status^{1, 2}	FY25 VA Priority ²
1	Molokai Veterans Cemetery, Improvements [25-14-7655]	HI-10-22	\$65,000	Act 163/23 [F-5] (06-30-2030)	\$750,750	P	TBD
2	Hawaii State Veterans Cemetery, Upgrades and Improvements [12-14-7628] [CONSTRUCTION 100% COMPLETE]	HI-13-32	\$0	Act 106/12 [F-1] (06-30-2018)		A	Funded
			\$500,000	Act 122/14 [F-3.02] (6-30-2020)			
			\$1,000,000	Act 40/20 [F-5] (6-30-2026)		A	Funded
				Act 40/20 [F-5] (6-30-2026)	5,901,475	A	Funded
3	Molokai Veterans Center ⁷	N/A	\$4,000,000	Act 124/16 [F-3.01] (06-30-2018)	N/A	N/A	N/A
4	Hawaii State Veterans Home, Oahu [22-14-7679] [CONSTRUCTION ON-GOING]	15-002	\$101,542	Act 122/14 General Fund for Planning (06-30-2015)	N/A	N/A	N/A
			\$2,000,000	Act 122/14 [E-7.02] (06-30-2020)	\$3,500,000	N/A	Funded
			\$25,384,000	Act 119/15 [F-2] Second year of Biennium (FY17)	\$40,358,357		
			\$26,275,000	Act 6/20 [4-F5.1] (6-30-2026)	N/A	N/A	Funded
			N/A	Act 6/20 [4-F5.1] (6-30-2026)	\$3,825,000	N/A	Funded
5	West Hawaii Veterans Cemetery, Expansion and Improvements	HI-20-36	\$500,000	Act 88/21 [F-1] (6-30-2028)	\$2,500,000 \$4,900,000	P	Funded Conforming PG 3, #50 (FY24)
6	3 rd Hawaii State Veterans Home, Maui	TBD	\$35,000,000	TBD	\$57,793,561	TBD	TBD
7	Veterans Cemetery Restoration and Improvements, Statewide	TBD	\$1,100,000	Act 164/23 [F-3] (6-30-2030)	\$6,000,000	TBD	TBD
8	Hawaii State Veterans Cemetery Global War on Terrorism Memorial, Oahu	TBD	\$250,000	Act 164/23 [F-4] (6-30-2026)	\$0	N/A	N/A
9	East Hawaii Veterans Cemetery II – Expansion and Improvements	HI-25-37	\$218,663	TBD	\$2,186,625	TBD	TBD

Table 2: OVS Projects Funding (Operating Funds)

No.	Project Title	FAI No. ²	State Funding Amount (Contract Amount) ³	State Appropriation (Lapse Date)	VA Grant Amount/Est. VA Share ^{2,4}	VA Status ^{1, 2}	FY25 VA Priority ²
1	Kauai/Hanapepe, Appearance & Improvement (O&M)	HI-10-23	\$1,100,000	Act 64/23 General Operating Fund (06-30-2030)	\$2,376,000	P	TBD
2	Hawaii/Kaneohe, Appearance & Improvement (O&M)	HI-10-24			\$2,376,000	P	TBD
3	East Hawaii 1/Hilo 1, Appearance & Improvement, (O&M)	HI-10-28			\$563,000	P	-
4	East Hawaii 2/Hilo 2, Appearance & Improvement, (O&M)	HI-10-29			\$2,376,000	P	TBD
6	Maui Multi-Service Complex [Note: Grant-in-Aid funds may be appropriated in the future for this project.] [DOE unable to support. VA seeking approval from Board of Regents for Maui College site.]	N/A	\$80,000	Act 122/14 General Operating Fund (06-30-2015)	\$10,000,000 (for CBOC)	A	N/A

Table 3: Grant-In-Aid Projects Funding

No.	Project Title	FAI No. ²	State Funding Amount ³	State Appropriation (Lapse Date)	VA Grant Amount/Est. VA Share ^{2,4}	VA Status ^{1, 2}	FY21 VA Priority ²
1	West Hawaii Veterans Center	N/A	*	*	*	*	*
2	National Guard Conference Corporation	N/A	\$300,000	Act 248/SLH 2022 (12-30-2023)	N/A	N/A	N/A
3	Hawaii Island Veterans Memorial	N/A	\$90,000	Act 164, SLH 2023	N/A	N/A	N/A
4	442 nd Legacy Center	N/A	\$300,000	Act 164, SLH 2023	N/A	N/A	N/A
*Note: Funding and Phase TBD							

Table 4: Other Capital Improvement Projects (CIP) Funding

No.	Project Title	FAI No. ²	State Funding Amount ³	State Appropriation (Lapse Date)	VA Grant Amount/Est. VA Share ^{2,4}	VA Status ^{1, 2}	FY21 VA Priority ²
1	Kauai Veterans Cemetery Pavilion Renovation [County of Kauai is the Expending Agency for this project.] Project complete.	N/A	\$400,000 ⁵	ACT 119/15 (6-30-2018) Appropriated under the Office of the Governor	N/A	N/A	N/A
		N/A	\$700,000 ⁵	ACT 124/16 (6-30-2018) Appropriated under the Office of the Governor	N/A	N/A	N/A

Notes:

- 1 A – Approved/funded by VA; P – Grant pre-application submitted; pre-approved by VA; project placed on VA Priority List
- 2 N/A – Not applicable; TBD – To be determined. PG – Priority Group
- 3 Amount of State Funds that have been ~~appropriated, allotted and~~ programmed for the project.
- 4 Actual grant amount where VA Status is "A"; Amount of Federal Funds noted on the VA Priority List where VA Status is "P".
- 5 Pending Governor's release of funds or submittal of an allotment request by the expending agency.
- 6 "General Fund" = State Operating Funds.
- 7 Error in funding appropriation. State funding amount should be \$400,000 and appropriated in a GIA. Expending agency for this project has been changed from DOD to DHHL.

A. Federal Veterans Affairs (VA) Grants Activities/Correspondence

1. Grant Pre-Applications

- a. West Hawaii Veterans Cemetery (\$4.9M) – Pre-application submitted
 - a. Expansion and Improvements
 - i. Listed in FY24 Priority List as Funded Conforming (PG 3), #50
- b. 3rd Hawaii State Veterans Home – Maui (~\$35M State, ~\$58M Fed)
 - a. New construction 38%, 62%
 - i. March 30, 2023: Submitted Pre-Application Grant.
- c. Molokai Hoolehua Improvement (\$750,750) – Updated Pre-application submitted
 - a. New construction.
- d. Hawaii State Veterans Cemetery (\$2,376,000) – Updated Pre-application submitted
 - a. Operations / Maintenance
- e. Hilo II Cemetery (\$2,376,000) – Updated Pre-application submitted
 - a. Operations / Maintenance
- f. Kauai Veterans Cemetery (\$2,376,000) – Updated Pre-application submitted
 - a. Operations / Maintenance
- g. East Hawaii Veterans Cemetery II – Expansion and Improvements (\$2,186,625) – Pre-Application Submitted.
 - a. Expansion and Improvements

B. State Capital Improvement Program

1. Proviso

- a. Due to changes in the VA policy regarding the reimbursement of funds to the States, funds that were appropriated in prior years may not be eligible for 100% federal reimbursement. The Office of Veteran Services (OVS) will include language in future appropriation requests to allow up to 10% of the appropriation to not be required for 100% federal reimbursement.

C. Grant-in-Aid (GIA) Projects [No Updates]

II. Veteran Services Projects

A. Island of Oahu [Updated]

- 1. Hawaii State Veterans Home, Oahu [Daniel K. Akaka State Veterans Home (DKASVH)] [updated]

- a. June 28, 2025: CMS survey complete.
- b. June 30, 2025: DKASVH passed the final Life Safety portion of CMS Survey.
- c. July 8, 2025: 23 residents have been admitted to the home so far.
- d. July 10, 2025: Site visit with Senator McKelvey.

B. Island of Hawaii [No updates]

C. County of Kauai [No updates]

D. County of Maui (Maui/Molokai/Lanai) [Updated]

- 1. Hawaii State Veterans Home – Maui (New Project)
 - a. \$35M State match (w/ \$58M in Federal funds) included in HB300_CD1 / Act 250.
 - b. July 10, 2025: Project information brief to Senator McKelvey at DKASVH.
 - c. July 18, 2025: Submitted Certification of State Matching funds to VA. VA acknowledged receipt and acceptance on July 23, 2025.
 - d. July 23, 2025: OVS/DAGS/HHSC met with House Finance Committee (FIN) Chair Representative Todd and Vice Chair Representative Takenouchi to provide information and update on subject project.

E. Statewide [No Updates]

III. Miscellaneous

The DOD Engineering Office (HIENG) is at 57% staffing for the “Engineering” positions within the office. Out of the seven (7) engineering positions, there are three (3) vacancies. This will have a significant impact on the department’s ability to provide full-service engineering support on all its projects. Priority will be given to projects that involve health and safety, and projects with funds that are in jeopardy of lapsing at the end of the federal and/or State fiscal years.



MAJ SHAOYU LEE
Chief Engineering Officer

**Attachment D -
Yukio Okutsu
Veterans Home in
Hilo**

Date: July 23, 2025

From: Liaison, Yukio Okutsu State Veterans Home

To: Chair, Governor's Advisory Board on Veterans' Services

Subj: Monthly Status Report

CENSUS: Census on July 23, 2025 = 68

June: Admissions = 8 Discharges = 8

CMS ANNUAL SURVEY: Our Annual CMS Survey occurred November 12, 2024, through November 15, 2024. Preliminary report received during exit on 11/15/24. Confirmed 11 tags, no harm.

F 550 Resident Rights/Exercise of Rights SS:D

F 623 Notice Requirements Before Transfer/Discharge SS:D

F 561 Self-Determination SS:D

F 656 Develop/Implement Comprehensive Care Plan SS: D

F 684 Quality of Care SS: D

F 698 Dialysis SS: D

F 726 Competent Nursing Staff SS: D

F 759 Free of Medication Error Rates 5 Percent or More SS: D

F 812 Food Procurement, Store/Prep/Serve-Sanitary SS: D

F847 Entering into Binding Arbitration Agreements SS: E

F 883 Influenza and Pneumococcal Immunizations SS: D

VA ANNUAL SURVEY: Our Annual VA Survey was conducted (virtually) on June 25-28, 2024. Preliminary results: No clinical deficiencies, 1 Administration/Fiscal and 2 Life Safety citations. Official VA Survey Report received 07/29/24. POC submitted and accepted 08/29/24. Requested for extension for CAP RE: **51.210 (h) Use of outside resources**. Approval for Extension to 01/31/2025. CAP completed on 01/30/25. **VA Full Certification received on 02/27/25.**

STAFFING:

- **June:** Staff Turnover = Total: 4- 2 CNAs, 1 Rec Dir, 1 NA

New Hires = 5- 2 LPN Traveler, 2 RN, 1 HR

CENSUS GOAL: Our facility has reached our staffing goal. We are able to release the CAP and open census to full capacity.

QUALITY MEASURES: Our facility is currently focusing on the following quality measures as we currently exceed national averages. No Quality Measure s triggered for the month of June.

Falls: Total Falls in June = 11

- Falls on Ohana 1 = 2 Falls on Ohana 2 = 9
- Falls on Day Shift =1 Eve shift = 5 Night shift =5
- Falls in Resident rooms = 9
 - Residents at high risk for repeat falls = 2
 - Roll out of new Fall Program was initiated. Regional DON assisting with follow-up in IDT meeting with review of recommendations specific to resident's needs.
 - Continue to focus on fall prevention and anticipating resident needs.
 - High fall risk residents are positioned in high visibility areas.
 - Licensed nurse to continue to notify DON with each fall.
 - Continue discussion of falls during Clinical Morning Meeting with IDT members.
 - Licensed nurse to initiate fall huddle at time of occurrence.
 - Increased staff rounds in high traffic areas and during shift changes.

OHCA Reports: 5

4 – Serious Bodily Injury

1 Resident to Resident allegation of abuse

Infection Control:

Total Infections in June = 2 Community Acquired = 0
In House Acquired = 2

Infections per 1000 resident days: CA = 0 IHA = 1.06 Total = 1.06

COVID Cases in June: 0 Residents = 0
Employees = 0

- We are currently in Outbreak Mode effective 12/28/24 and continue to follow CDC and CMS guidelines for COVID-19 outbreak management.
- We also continue utilizing an Infection Control Spotter Checklist for observations of isolation rooms, PPE in halls, handwashing, ABHS, PPE donning and doffing.
- Communicate with DOH regarding new cases and also provide reporting to VA.

**Attachment E -
Daniel Kahikina
Akaka State
Veterans Home**

Date: July 25, 2025

From: Liaison, Daniel K. Akaka State Veterans Home

To: Chair, Governor's Advisory Board on Veterans' Services

Subj: Monthly Status Report

CENSUS: Census on July 25, 2025 = 26

July: Admissions = 26

Discharges = 0

CMS ANNUAL SURVEY: Our Annual CMS Survey occurred June 23, 2025 – June 26, 2025.

Confirmed 6 tags, no harm.

F 557 Resident Rights/Exercise of Rights SS: D

F 656 Develop/Implement Comprehensive Care Plan SS: D

F 657 Care Plan Timing and Revision SS: D

F 679 Activities SS: D

F 690 B/B Incontinence, Catheter, UTI SS: D

F 692 Nutrition/Hydration Maintenance Status SS: D

F 812 Food Procurement, Store/Prep/Serve-Sanitary SS: D

VA RECOGNITION SURVEY: Our Recognition Survey was conducted on May 13-15, 2025.

No deficiencies found.

STAFFING:

- **July:** Staff Turnover = Total: 4 (2 PRN LPN, 1 PRN RN, 1 FT CNA)

New Hires = Total: 11

Our facility **maximum census** is **120**. We continue to recruit and hire new staff to allow our census to increase. We were holding steady at 22 residents until we passed our CMS survey and we are now starting to increase census since passing survey in late June.

QUALITY MEASURES: Not applicable due to not being set up with CMS yet.

OHCA Reports: 0

Infection Control:

Total Infections in July = 0 Community Acquired = 0
In House Acquired = 5

COVID Cases in July: 0 Residents = 0
Employees = 0

Attachment F - Department of Human Services

**STATE OF HAWAI'I
DEPARTMENT OF HUMAN SERVICES (DHS)**

**Governor's State Advisory Board on
Veterans Services**

DHS Report

Friday, August 1, 2025





**Receive \$177
per child for
groceries
during the summer!**

**APPLY BY
AUG 3,
2025!**



Check if your child is eligible by visiting
hawaiiifoodhelp.com/summer_ebt

For more information on Summer EBT or SUN Bucks, visit the
Department of Human Service's SUN Bucks FAQs page:
<https://sunbucks.dhs.hawaii.gov/InitialDetails/faq/>



FREQUENTLY ASKED QUESTIONS

To Report Lost, Stolen, or Damaged EBT card

Call FIS 1-888-328-4292
1-877-447-5990 (TTY)

To Check EBT Account Balance

<https://www.ebtedge.com>

To Apply Online

<http://pais-benefits.dhs.hawaii.gov>

Not what you're looking for?

Visit <https://humanservices.hawaii.gov/>

or scan the QR-Code below
for more information.



Recommended browsers for viewing:
Google Chrome and **Mozilla Firefox**

CONTACT INFORMATION FOR SNAP/ FINANCIAL ASSISTANCE

1-855-643-1643

<https://pais-benefits.dhs.hawaii.gov/>

Available 24 hours

7 days a week

CALL CENTER LIVE AGENTS

Available Monday - Friday

8:00 am - 4:15 pm

Except Holidays

Interpreter Services available during this time

SCHEDULED INTERVIEW HOURS

Available Monday - Friday

8:30 am - 3:30 pm

Except Holidays

STATE OF HAWAII DEPARTMENT OF HUMAN SERVICES



BENEFIT, EMPLOYMENT AND SUPPORT SERVICES DIVISION (BESSD)

Supplemental Nutritional Assistance Program (SNAP) and Financial Assistance



3 WAYS TO CONNECT

Scan the **QR-Code** below for
Processing Center locations
and lobby hours



WHEN TO USE



CALL CENTER
855-643-1643

QUESTIONS ABOUT...

- SNAP
- Financial Assistance

Hours of Operation

*Available 24 hours / 7 days a week
If you would like to speak to an agent,
Call Center Hours are **Monday - Friday, 8:00 am - 4:15 pm**, except holidays.

Case Information

*Available Mon-Fri 6:45 am - 5:45 pm, except holidays.

- Payment History
- Case status

Have a Scheduled Interview

Available Mon-Fri 8:30 am - 3:30 pm, except holidays.

- Have your case no. available along with any documents related to your income and expenses.

*Interactive Virtual Agent

*Services currently available in English Only

WHEN TO USE



CHATBOT

QUESTIONS ABOUT...

- SNAP
- Financial Assistance

Hours of Operation

Available 24 hours / 7 days a week through Interactive Virtual Assistant.

WHEN TO USE



CONTACT FORM

QUESTIONS ABOUT...

- Your application
- Your case
- How to update your address

How to Use

- Go to pais-benefits.dhs.hawaii.gov
- Select "Contact Us"
- Complete our short form

Check our helpful resources

Head Start

Head Start & Early Head Start:
<https://www.hcapweb.org/headstart/>
(808) 847-2400

POD

Preschool Open Doors (POD) for 3- and 4-year-old children prior to kindergarten entry:
<https://www.patchhawaii.org/programs/preschool-open-doors/>

CC R&R

Locate a child care provider in your community and receive information and referrals through Child Care Resource and Referral:
<https://www.patchhawaii.org>

TANF

Temporary Assistance for Needy Families: <https://human.services.hawaii.gov/bessd/tanf/>
(855) 643-1643

SNAP

Supplemental Nutrition Assistance Program: <https://humanservices.hawaii.gov/bessd/snap/>
(855) 643-1643

H-HEAP

Home Energy Assistance Program: <https://humanservices.hawaii.gov/bessd/>

WIC

Women, Infants, and Children:
<https://health.hawaii.gov/wic/>
(808) 586-8175 or
1-888-820-6425 (toll-free)

Get in touch!

855-643-1643

Visit the Public Assistance Information System to learn more about Child Care Subsidy.

Apply online at

<https://childcaresubsidyapplication.dhs.hawaii.gov/>



Child Care Subsidy Unit
94-275 Mokuola St., Room 105
Waipahu, Hawaii 96797

Email: HawaiiCCSU@dhs.hawaii.gov
<https://humanservices.hawaii.gov/bessd/ccch-subsidies/>



Apply Now!



CHILD CARE SUBSIDY

*Department of Human Services
Benefit, Employment and
Support Services Division*

Vision & Mission

Our Vision:

The people of Hawaii are thriving.

Our Mission:

To encourage self-sufficiency and support the well being of individuals, families, and communities in Hawaii.

The Child Care Subsidy Program in Hawaii supports low- to moderate-income families by subsidizing child care provided by approved providers, enabling parents to work, pursue education, or job training.



Child Care Subsidies:

Families must meet specific income and activity criteria to be eligible for the Child Care Subsidy Program.

Each family selects their child care provider based on their unique needs and preferences. Providers must meet DHS health and safety standards, including background checks, training, and inspections.

Child care subsidy payments depend on provider type, family co-payments, DHS sliding fee scale, family size, and gross monthly income.

How can I apply for Child Care Subsidy?

You can apply online through the designated website or submit the application by mail or email to the Child Care Subsidy Unit.

Submit your application.

Please complete all required fields and submit your application along with the necessary eligibility documents.





Med-QUEST Division

Med-QUEST Launches Automatic Telephonic Campaign

UPDATE:
Med-QUEST will be texting
from **45421**

**STAY WELL
STAY COVERED**

Please be aware of texting scams from other numbers
To contact our service center, call 1-800-316-8005

Med-QUEST will send telephonic messages to members prior to and shortly after their coverage renewal dates. Automated phone calls will be sent through a **dedicated phone number, 808-556-5748**. SMS text messages will be sent through a **dedicated SMS short code, 45421**. These numbers are only being used to facilitate outbound communications and will not accept inbound calls or texts from members. If members have questions, they are encouraged to call Med-QUEST at 1-800-316-8005.





Apply for Medicaid

The Med-QUEST Division accepts applications for medical assistance coverage online, over the phone, by mail or Fax. Fill out the application as completely as possible. Completed applications ensure more timely determination. If additional information is needed, the Med-QUEST Division will contact you.

You have three ways to apply for a health plan:

1. [Apply Faster Online](https://medical.mybenefits.hawaii.gov) at <https://medical.mybenefits.hawaii.gov>

2. **Call Med-QUEST Customer Service:**

1-800-316-8005 toll-free TTY users, call 1-855-889-4325 toll-free or 711

3. **Fillable PDF Application**

Fill out the application as completely as possible. Print the completed application then mail or fax to the [Med-QUEST Division Eligibility Office](#) nearest you.



MAUI SURVIVORS

DISASTER CASE MANAGEMENT PROGRAM UPDATE

There are five (5) Community Based Organizations (CBOs) that comprise the Disaster Case Management Program (DCMP). **Call Aloha United Way at 2-1-1 to start the process.**

- Aloha House
- Catholic Charities Hawaii
- Family Life Center
- Family Promise of Hawaii
- Pacific Gateway Center (PGC)

For more information, email dhsdcmp@dhs.hawaii.gov.

The Disaster Case Management Program (DCMP) is a time-limited Federal Emergency Management Agency (FEMA)-funded program that connects survivors of disasters with specially trained case managers to help assess and address their needs and develop a unique disaster recovery plan for each survivor household and works to connect each survivor with referrals for resources to meet each of those identified unmet needs, identify decision-making priorities, provide guidance, and other tools so the survivor can work towards recovery.



MAUI SURVIVORS

Maui Relief TANF Program

The Maui Relief TANF (Temporary Assistance to Needy Families) Program is designed to provide survivors of the 2023 Maui wildfires who have at least **one** dependent child in their household, with financial support for housing, transportation, utilities and other specific needs.

DHS contracted with Maui Economic Opportunity, (MEO) Inc. to administer the Program. MEO is a nonprofit community action agency with expertise in providing services to families and children on Maui.

The [application](#) is now available online via MEO's website.

For more information:

- Call: (808) 243-4316
- Email: NRST@meoinc.org
- Visit [Maui Relief TANF Program webpage](#)



ATTACHMENT G BY LAWS AND PROCEDURES

**BY-LAWS FOR
ADVISORY BOARD ON VETERANS' SERVICES
Hereinafter referred to as "The Board"**

**ARTICLE I
PURPOSE**

The Governor's Advisory Board is the State's primary advocate on behalf of veterans to the State of Hawaii Director, Office of Veterans' Services.

**ARTICLE II
AUTHORITY**

Section 363-3.5, Hawaii Revised Statutes, establishes an Advisory Board on Veterans' Services, hereinafter referred to as The Board.

**ARTICLE III
MEMBERSHIP**

Section 1. Appointment. All members, except ex-officio members, shall be nominated and, by and with the advice and consent of the Senate, appointed by the Governor. Ex-officio members are specified in HRS Section 363-3.5.

Section 2. Number of Members. The Board shall consist of nine members.

Section 3. Composition. Three members shall be female. The Directors of Health, Human Services, and Labor and Industrial Relations, shall serve as ex-officio non-voting members. Representatives from other community/ government agencies such as the Department of Defense, Engineering Office, the Yukio Okutso Veterans Home in Hilo and Daniel Akaka State Veterans Home on Oahu, and the Director of the National Cemetery of the Pacific May also be asked to serve as ex-officio members without a vote. The Director of the Office of Veterans Services' shall serve as an ex-officio voting member."

The Board shall consist of nine members appointed by the governor as provided in section 26-34. Five members shall be veterans, and there shall be at least one member residing in each of the counties of Maui and Kauai. The county of Hawaii shall be represented by two members, one member shall reside in east Hawaii and one member shall reside in west Hawaii. Four members shall reside in the city and county of Honolulu.

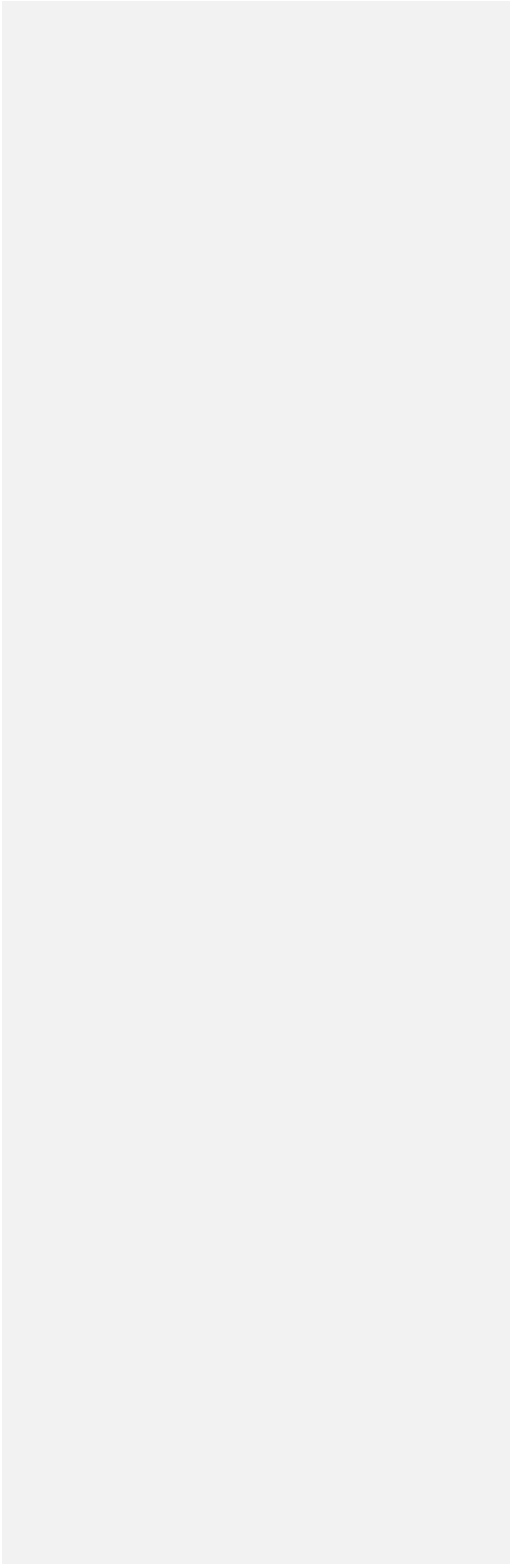
Three members shall be female. The director of health, the director of human services, the director of labor and industrial relations, and the adjutant general shall serve as ex-officio non-- voting members. The director for the office of veterans' services shall serve as ex-officio voting member. Representatives from other community/government organizations may be asked to serve as ex-officio members without a vote.

Section 4. Term.

- a. All members appointed by the Governor, with the advice and consent of the Senate, shall be appointed to a term of four years. No person shall be appointed to more than two consecutive terms.
- b. When an initial appointment is made to fill the unexpired term of a former Board member, the term of the new member shall be reduced accordingly to provide for the expiration of an equal number of terms at one-year intervals. Upon the expiration of a member's initial term, such member may continue in office as a holdover member and be re-nominated and reappointed to a second term or until a successor is nominated and appointed as a replacement. A holdover member who is not reappointed to a second term and not replaced by a successor shall not hold office beyond the end of the second regular legislative session following the expiration of the member's term of office
- ~~e.~~ After the expiration of a member's second term, a member whose membership on The Board has not exceeded eight consecutive years, may continue in office as a holdover member until a successor is nominated and appointed, provided that a holdover member shall not hold office beyond the end of the second regular legislative session following the expiration of the member's term of office or beyond the end of the eighth consecutive year of service on the Board, whichever

**BY-LAWS FOR
ADVISORY BOARD ON VETERANS' SERVICES
Hereinafter referred to as "The Board"**

occurs first.



**BY-LAWS FOR
ADVISORY BOARD ON VETERANS' SERVICES
Hereinafter referred to as "The Board"**

- c. Section 5. Vacancies. Vacancies shall exist on the death, resignation, or removal of any member.
- a. Resignation shall take effect upon acceptance by the Governor.
 - b. A member appointed to fill a vacancy shall hold office for the remainder of the unexpired term of his/her predecessor.
 - c. When the Senate is not in session and a vacancy occurs, the Governor may fill the vacancy which shall, unless confirmed by the Senate, expire at the end of the next session. A person receiving an interim appointment such as in this paragraph shall not be eligible for another interim appointment to such vacancy if the appointment shall have failed to receive confirmation by the Senate.
 - d. The Governor may remove or suspend for cause any member after due notice and public hearing.
 - e. Notwithstanding the term of office as stated above, the term of a board member shall expire upon the failure of the member, without valid excuse, to attend three consecutive meetings duly noticed to all members of the board and where the board failed to constitute quorum necessary to transact business. The chair or acting chair of the board shall determine if the absence of the member is excusable. The expiration of the member's term shall be effective immediately after the third consecutive unattended meeting and unexcused absence. This provision shall not apply to ex-official members of the board.

Section 6. Compensation. The members shall serve without compensation but shall be allowed their actual and necessary expenses incurred in the performance of their duties.

**ARTICLE IV
RESPONSIBILITIES**

Advise the Director of the Office of Veterans' Service on all matters relating to veterans including:

- a. The reviewing, implementation, and administration of plans for veterans' services.
- b. Help develop strategies designed to inform veterans of the services and entitlements available to them within the State.
- c. Raise the consciousness of all segments of the State to the needs of veterans and to exercise their influence to bring about greater attention to veterans issues from various private and public sectors.
- d. Interpret community needs, recommend services and/or activities to ameliorate needs, and suggest program changes to address high priority needs.
- e. Develop and support legislation relating to veterans

**ARTICLE V
MEETINGS
(Chapter 92, HRS)**

Section I. Open Meetings. All meetings must be conducted subject to the provisions of the Sunshine Law. All meetings are required to be open to the public, and all persons are required to be permitted to attend. However, any person who willfully disrupts a meeting to prevent and compromise the conduct of the meeting may be removed. If such a situation arises, The Board shall take official action and reasons for such a removal shall be recorded and entered into the minutes of the meeting.

All remote meetings require that testifiers be given the option of a Zoom link or similar option for remote testimony. However, any person who willfully disrupts or compromises a meeting, or the conduct of a meeting, can be blocked or removed.

An exception to the Open Meeting requirement is for Permitted Interaction Groups (PIGs) as set forth in 92-2.5(b)(1), which allows a government board to set up a PIG outside the context of a meeting to investigate an issue."

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**BY-LAWS FOR
ADVISORY BOARD ON VETERANS' SERVICES
Hereinafter referred to as "The Board"**

Section 2. Regular Meetings. Regular Meetings shall be held the first Friday of each month, unless that date falls on a legal State and Federal holidays, then the regular meeting may be the second Friday of that month. Any business of The Board may be transacted at regular meetings. The Board may hold its regular meeting on other than the stipulated dates, provided that proper notice is given of the changes.

Section 3. Emergency Meetings. An Emergency Meeting may be held without advance notice if The Board finds that an imminent peril to the public health, safety, or welfare exist, provided:

- a. The Board states in writing the reasons for its findings.
- b. Two-thirds of all members to which The Board is entitled, agree that the findings are correct and an emergency exists.
- c. The Board files its findings and the emergency agenda with the Office of the Lieutenant Governor and with the Office of Veterans' Services; and
- d. Persons on the Board's mailing list are contacted by email, mail, and telephone as soon as practicable.

Section 4. Quorum. The presence of a majority (more than 50%) of all voting members shall constitute a quorum for the transaction of business. Wherever this section conflicts with statutes or regulations, said statutes or regulations shall apply. The only motion that the Chair shall entertain without a quorum is a motion to adjourn.

Section 5. Presiding Officer. The Chair or, in the absence of the Chair, the Vice Chair shall preside at all meetings of the Board.

**ARTICLE VI
VOTING**

Section 1. Voting Members. Each member shall have one (1) vote. There shall be no voting by proxy. Each act or decision done or made at which a quorum is present is the act of The Board.

Section 2. Voting. Voting shall be done at the discretion of the Chair.

Section 3. Ex-Officio. Members have no vote, except the director of the Office of Veterans' Services.

**ARTICLE VII
OFFICERS**

Section 1. Board Officers. The officers of The Board shall consist of a Chair and a Vice Chair who are elected for a two-year term from the non-governmental members of The Board.

Section 2. Nomination. The Chair shall appoint a committee of at least two members who shall review the Board's membership and recommend a slate of nominees for the offices of the Chair and Vice Chair. The nomination slate shall be presented as part of the regular meeting held in the month of June or as soon as practical, at which time nominations will be accepted from the floor during the meeting.

Section 3. Election. Officers shall normally be elected at the regular meeting held in the month of July and shall assume their respective offices on August first. Should there be a requirement for a mid-term election, it will be announced to the board members and an election will take place at the next scheduled meeting.

Section 4. Duties of the Chair. The duties and responsibilities of the Chair shall include, but not be limited to the following:

- a. Prepare agenda items.
- b. Preside at Board meetings.

**BY-LAWS FOR
ADVISORY BOARD ON VETERANS' SERVICES
Hereinafter referred to as "The Board"**

- c. Appoint members and Chairs of standing and ad hoc committees and organize the work of The Board.
- d. Serve ex-officio, without vote, on all standing and ad hoc committees, except the Nominating Committee.
- e. Perform other duties and responsibilities incident to the office, including the preparation and presentation of speeches and testimonies.
- f. Convene an annual planning session to establish Advisory Board goals.

**BY-LAWS FOR
ADVISORY BOARD ON VETERANS' SERVICES
Hereinafter referred to as "The Board"**

Section 5. Duties of the Vice Chair. In the absence of the Chair, the Vice Chair shall perform all duties and responsibilities of the Chair, and when so acting, shall have all the powers of such office. The Vice Chair shall perform other duties as assigned by The Board.

**ARTICLE VIII
COMMITTEES**

Section 1. Standing-Committees. Committees of The Board shall include, but not be limited to the following:

a. Legislative Committee

This committee makes recommendations to the Advisory board to develop, monitor and support or oppose legislation relating to veterans.

Section 2. Ad Hoc Committees. Members of The Board may authorize the establishment of temporary committees as may be necessary.

b. By-Laws and Procedures Committee

This committee shall have responsibility for reviewing and proposing amendments to these by-laws as may be appropriate and proposing procedures for adoption and use by The Board.

c. Recognition and Awards

This committee shall have responsibility for planning, coordinating and conducting recognition and awards activities, as appropriate, and proposing award and recognition methods and criteria for a variety of the purposes as may be needed, including members of The Board.

d. Public Relations Committee

This committee shall be responsible for developing and carrying out a public relations program for The Board and for providing the Director of the Office of Veterans' Services appropriate public relations advice.

e. Women's Committee

This committee will assist the Office of Veterans Services to address the needs of Women Veterans.

f. Projects and Events Committee

This committee shall have the responsibility for conducting projects and events as directed by the Advisory Board. Advisory Board members may serve as liaisons to veteran events or projects supported by the Board in their annual planned goals.

Section 3. Appointment. Members and Chair of standing and ad hoc committees shall be appointed by the Chair of The Board.

Section 4. Composition. Each committee will have at least one Advisory Board member assigned. Membership may include other community members as appropriate.

Section 5. Term. A term shall be for a period of one year. Members may serve successive terms at the discretion of the Board's Chair.

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Section 6. Quorum. A majority of committee members constitutes a quorum

Section 8. Reports and Recommendations. Committees shall prepare and present reports and minutes of meetings to The Board. Reports and actions of committees shall be advisory only and shall not be binding on The Board; and where action by The Board is requested or required, such reports and recommendations shall be placed on the agenda of The Board for action.

**ARTICLE IX
STAFF ASSISTANCE**

Section 1. Office of Veterans' Services. Staff services shall be provided where necessary to enable The Board to carry out its responsibilities on a timely basis.

Section 2. Duties. Staff assistance shall include, but not be limited to the following:

- a. Draft by-laws and maintain an up-to-date copy, including the original, of these by-laws at the Office of Veterans' Services.
- b. Take, transcribe, and print minutes of meetings, and maintain a book of minutes at the Office of Veterans Services.
- c. Prepare, print, and disseminate notices of meetings in accordance with these by-laws or as required by law.
- d. Exhibit, at any reasonable time during office hours, records of The Board on request to which the requestor has the right of access.
- e. Establish and maintain an up-to-date list of names and addresses of persons who request notification of meetings and email and/or mail a copy of notices to such persons at their last recorded address no later than the time the notice is filed with the Office of the Lieutenant Governor.

**ARTICLE X
CONFLICTS OF INTEREST**

Members of The Board or its committees shall comply with the provisions of Chapter 84, Hawaii Revised Statutes.

**ARTICLE XI
GENERAL PROVISIONS**

Section 1. Parliamentary Procedure. All meetings shall be conducted in accordance with Robert's Rules of Order, as most recently revised.

Section 2. Notice of Meetings. Written public notices of meetings, except emergency meetings, shall be emailed to the Office of the Lieutenant Governor and posted in the Office of Veterans Services for public inspection at least six (6) calendar days before the scheduled time of the meeting.

- a. Notice Materials shall include an agenda listing all items to be considered, and the date, time, and place of the meeting. Notice shall be posted at the site of the meeting prior to the time of the meeting whenever feasible.
- b. Continued Meetings to a later date or time due to unfinished business shall be announced at the present meeting to inform attendees of the date, time, and place of the continued meeting, and also the items to be considered at that continued meeting.
- c. Dissemination of Notices shall be verified by email lists, and it shall be deemed that proper notice is given by email request to the Office of Veterans Services.
- d. Agenda Changes may not be made once the notice is filed in the appropriate offices and disseminated through email, unless The Board, at the meeting, by at least two-thirds recorded vote of all members to which The Board is entitled, approves such changes. Reasons for making changes shall be given and recorded in the minutes of the meeting.

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Section 3. Minutes of Meeting. Written minutes shall be prepared for all meetings. They shall reflect the matters discussed and the views of individual participants.

- a. The date, time and place of the meeting.
- b. The members of The Board recorded as either present or absent.
- c. The substance of all matters proposed, discussed, or decided.
- d. A record, by individual member, of the votes taken; and.
- e. Any other information that any member of the Board requests must be included or reflected in the minutes.

Minutes of a meeting are public records and shall be made available within 30 days after the meeting is held.

Section 4. Speaking for The Board. Members may speak in the name of The Board as specifically authorized by these by-laws.

**ARTICLE XII
AMENDMENTS OF THE BY-LAWS**

These by-laws may be revised or amended by a majority vote of The Board. (Revised 6/27/2024)