



# MEETING MINUTES OF THE HAWAII TECHNOLOGY DEVELOPMENT CORP (HTDC) BOARD OF DIRECTORS

September 29, 2023  
Entrepreneurs Sandbox – Purple Box  
643 Ilalo St., Honolulu, HI 96813

## Member(s) Present

Craig Nakanishi, Chairperson (Mr. Nakanishi)  
Sandra Fujiyama, Vice Chair (Ms. Fujiyama)  
Edward Barnabas, (Mr. Barnabas) (arrived at 10:33am)  
Gregory Kim, (Mr. Kim)  
Matthew Sullivan, (Mr. Sullivan)  
Vincent Kimura, (Mr. Kimura)  
Vassilis Syrmos, (Mr. Syrmos) (arrived at 10:33am)  
Dane Wicker, (Mr. Wicker)

## Staff Present

Wayne Inouye, Acting Executive Director  
(Mr. Inouye)  
Sandi Kanemori, (Ms. Kanemori)  
Wayne Layugan, (Mr. Layugan)  
Dave Molinaro, (Mr. Molinaro)  
Cassidy Wong (Ms. Wong)  
Kristy Carpio, (Ms. Carpio)  
Umma Berkelman (Ms. Berkelman)

## Member(s) Absent

Rick Volner Jr., (Mr. Volner Jr.)

## Counsel Present

Elise Amemiya, Deputy Attorney General  
(Ms. Amemiya)

## Guest(s) Present

None

## Members of the Public Present

None

### 1. Call to Order

Meeting started at 10:30 a.m.

### 2. Roll Call

Members Present: Chair, Vice Chair Fujiyama, Mr. Kimura, Mr. Kim, Mr. Sullivan, and Mr. Wicker. Noted that Mr. Barnabas and Mr. Syrmos arrived at 10:33 am.

### 3. Approval of August 25, 2023 Minutes

Motion to approve the August 25, 2023 minutes made by Mr. Wicker / Second by Mr. Kimura

Amendments to the August 25, 2023 minutes as follows:

Line item 4E Paragraph 5 - Executive Directors Report – Hawai'i Small Business Capital Program (HI-CAP)

From: Maua Up  
To: Mana Up

Chair calls for a motion to approve the August 25, 2023 minutes with amendments made by Mr. Kimura / Second by Mr. Wicker

Motion approved, 8-0.

### 4. Executive Director's Report

Mr. Inouye provides an update on the activities performed in collaboration with the Department of Business, Economic Development, and Tourism (DBEDT) in response to the Lahaina Fire. Ecommerce website training class will be launched to leverage the lack of in-person tourists to an online platform when the business community is ready. In a partnership with Amazon, a Made in Hawaii Marketplace focused on Maui will be created to build an online ecommerce platform. National Institute of Standards and Technology (NIST) Manufacturing Extension Program (MEP) has approved a disaster relief grant for manufacturers. The Department of Commerce is willing to allow a no match grant due to the Lahaina disaster site being Federal Emergency Management Agency (FEMA) approved. The Innovate Hawaii program worked with Small Business Development Centers (SBDC) Wayne Wong on Maui to provide priority services to manufacturers or technology companies in need of consulting services or support.

Mr. Inouye briefs on the admin bills HTDC submitted for the 2024 legislative session. One bill relating to the research and development tax credit, which will move application process from time stamp to date stamp. Secondly, one bill relating to Small Business Innovation Research (SBIR) and Manufacturing Development Grant Program to

amend the Phase 0 cap for awards from \$3,000 to \$6,000 as was suggested by the board.

Mr. Inouye states that a letter was received from the Governor's office stating that HTDC will receive \$6 million for core programs, but with commitments to use it with emphasis to support Maui recovery efforts. They are currently in the process of figuring what that looks like.

Mr. Wicker questions how much of the three core programs is distributed per county percentage wise.

Mr. Layugan briefs about his attendance at the PackExpo hosted in Las Vegas in partnership with Hawaii Food Manufacturers Association (HFMA).

Mr. Layugan briefs about his trip with Mr. Inouye to attend the Manufacturing Extension Partnership National Network Forum in Buffalo, New York.

Mr. Layugan states that Cindy Matsuki will be traveling to California to attend the FATHOMWERX Summit.

Mr. Molinaro provides an update on the Microgrid project and states that the plan is to start operating and testing at the end of October or beginning of November.

Mr. Inouye states that the four new positions for HTDC was approved and waiting to be released.

Mr. Wicker shares that each new positions need to be separately requested and that HTDC is asking to get the positions established to move forward with the hiring process.

## **5. Program Review**

Mr. Layugan briefs on the Manufacturing Extension Partnership (MEP) and Manufacturing Assistance Program (MAP).

Mr. Sullivan questions what manufacturing looks like in Hawaii.

Mr. Layugan states that over 40% is food and beverages. If going off annual revenue, high tech companies that work with Department of Defense (DoD) or types of programs

such as Small Business Innovation Research (SBIR) and Small Business Technology Transfer (STTR) are doing well.

Mr. Sullivan questions if SBIR and STTR counts as manufacturing.

Mr. Layugan states that SBIR and STTR fall into research and development that National Institute of Standards and Technology (NIST) accepts as manufacturing.

Mr. Kimura questions if there is a standardization of collecting data to figure out the priorities of manufacturing, and how is it captured quantitatively and qualitatively.

Mr. Layugan states that for the federal program a quarterly survey is pushed out to ask about manufacturing variables and impacts from projects.

Mr. Wicker suggests that it would be helpful to provide more information regarding the data of Hawaii's manufacturing industry, so board members can provide input.

Mr. Sullivan questions how we are balancing growing the manufacturing industry, but also sustaining the manufacturing industry.

Mr. Wicker suggests outlining the processes and set targets for growing and sustaining the manufacturing industry.

Mr. Syrmos questions what percentage of the manufacturing is for commercialization purposes and what percentage is for research and development.

Mr. Kim questions what MEP and MAP is looking for in clients.

My. Layugan states that food and beverage does very well.

Mr. Wicker suggests focusing on capturing growth to present to legislators grow the program for manufacturers.

Ms. Fujiyama questions if there is still a time to increase the budget for the program.

## **6. Executive Director Search Permitted Interaction Group – Report and Presentation of Findings and Recommendations**



Chair calls for a motion to move into executive session made by Mr. Wicker / Second by Mr. Sullivan

Motion approved, 8-0.

Executive Session convened at 11:25 am

Executive Session adjourned at 12:30 pm

Open Meeting reconvened at 12:30 pm

Executive session summary announced in the open session after exiting executive session pursuant to Act 019, SLH 2023.

During the executive session, the board discussed the outline of the process to interview the four potential candidates for the executive director position and allowing HTDC to conduct several interviews. The board decided to allow HTDC staff to conduct separate interviews and report their findings with a specification that their findings would not sway decisions of the board, and the board will listen to presentations by candidates and follow up with a question-and-answer session.

Chair calls for a motion to adopt the recommendations of the PIG contained in its report. Motion made by Mr. Wicker/Second by Mr. Syrmos.

No testimony received.

Motion approved, 8-0

## **7. Announcements**

## **8. Adjournment**

Meeting adjourned at 12:32 p.m.

Respectfully submitted,

Cassidy Wong