Hawaii Energy Policy Forum - Governance Structure

- Adopted: May 31, 2005
- Revised: November 22 2006; and July 24, 2007; December 31 2012

I. Organizational Structure

A. General Membership:
   i. Members:
      • All members of the Forum
      • Ex-officio members
   
   ii. Roles & Responsibilities:
      • Provides input on overall policy and project direction
      • Represents views of respective stakeholder community(ies)
      • Provides networks and support in implementing the approved action plans/10 Point Plan
      • Supports Forum positions and testifies as appropriate
      • Actively participates in Forum activities, including but not limited to
        attendance at meetings and responding to vetting requests in a timely manner
      • Works collaboratively in a non-adversarial and collegial manner

B. Working Groups:
   i. Members:
      • Chairs and Vice-chairs of the Working Group
      • Other Forum members
   
   ii. Roles & Responsibilities:
      • Provides in-depth planning and analysis on major substantive priorities
      • Work products integrate into overall HEPF’s 10 Point Action Plan
      • Includes outreach and communications activities
      • Working Groups address substantive areas:
        o Renewable Energy
        o Energy Efficiency/Conservation
        o Regulatory Reform
        o Hydrocarbon Future/Energy Security
        o Communication & Outreach
        o Transportation

1 Ex Officio Members are all government (Federal, State, County) members. Although they are non-voting members, they may provide input on all Forum matters and otherwise participate as full Forum members.
C. Steering Committee:
   i. Members:
      • Co-Chairs of the Working Groups
      • Project Team
   
   ii. Roles & Responsibilities:
      • Ensures that work products achieve HEPF vision, mission, and the HEPF 10 Point Plan
      • Coordinates activities of the HEPF Working Groups
      • Provides information and input for outreach and communications activities
      • Submits issue and nominee proposals to Working Groups for vetting & reports to HEPF
      • Implements project priorities and activities in the interim between HEPF meetings
      • Works with HEPF project team to implement project goals

D. Project Team:
   i. Members:
      • UHM Social Sciences Public Policy Center (SSPPC)
      • Research Corporation of the University of Hawaii (RCUH)
      • UHM Hawaii Natural Energy Institute (HNEI)
   
   ii. Roles and Responsibilities:
      • Project Management
      • Neutral Convener
      • Policy and activities coordination and follow-up
      • Administrative and fiscal sponsors
      • Obtaining and administering grants and contracts to support the Forum’s work

E. Steering Committee Members:
   i. Co-Chairs
      • Mike Hamnett
      • Sharon Moriwaki

   ii. Working Group Chairs and Vice-Chairs:
      • Renewable Energy: Warren Bollmeier & Leslie Cole-Brooks
      • Energy Efficiency/Conservation: Ray Starling & Darren Kimura
      • Regulatory Reform: Carl Freedman
      • Hydrocarbon Future: Lance Tanaka & Joe Boivin
      • Communication & Outreach: Jay Fidell, Peter Rosegg & Mitch Ewan
      • Transportation: Maria Tome & Laura Dierenfield