

Hawaii Energy Forum Meeting

May 31, 2005 Meeting

State Capitol Room 312

Summary Notes

IN ATTENDANCE:

Robbie Alm, Warren Bollmeier, Albert Chee, John Cole, Kyle Datta, Jeff Deren, Carl Freedman, Steve Golden, Mike Hamnett, Shad Kane, William Kaneko, Maurice Kaya, Larry Lau, Sharon Miyashiro, Rep Hermina Morita, Melissa Pavlicek, Rick Reed, Peter Rosegg, Glenn Sato, Susan Shintani, Don Thomas; Steven Alber, Dave Waller, Susan Asam. Facilitator/recorder: Donna Ching, Roberta Lee-Driscoll.

INTRODUCTIONS:

Introductions of members and affiliations. New members: Jeff Deren, KIUC, who will be replacing Mike Yamane; and Peter Rosegg, HECO.

LEGISLATIVE UPDATE:

Rep Morita provided energy highlights of the 2005 legislative session. A copy of the document is available upon request. Measures passed included 9 bills and 2 resolutions addressing renewable and alternative energy such as net metering, solar energy devices, seawater air conditioning. The HEPF was funded in the amount of \$100,000 for FY2006 from the Environmental Response Revolving Fund, Department of Health.

PLANNING SESSION:

Donna Ching facilitated the session covering the mission/vision, governance, Forum process, membership, and action plan.

Summary of the discussion follows.

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FORUM VISION:

Rep Morita, Chair of Vision/Mission Committee presented vision statement, which should embody the values that guide the Forum's decisions and actions:

“Smart energy solutions to sustain a healthy, prosperous and secure Hawaii.”

Forum action: Discussion on the vision statement and operational definitions of the vision terms followed. The Committee was asked to revise the vision document considering the following comments; and bring to the revised document to the next meeting for further discussion and adoption.

Comments:

- “Smart”—why not use “akamai”.
 - Response: trying to keep the statement simple
- “Smart” is subjective; should we be looking at the ethical issue? Perhaps “pono” is what we mean, ie the right thing to do
 - Delete “dumb”
 - Should minimize global impacts of our local decisions
 - What does “economically feasible” mean? Can we spend more on solution(s) or must we only reduce costs
 - Responses to query:
 - Means “willingness to pay”
 - Depends on what costs
 - Addressed through state policy and includes eg life cycle costing
- I like it (vision statement); it is plain, simple, accessible language
- “Security”—need to define this term; consider:
 - “uninterruptible supply”
 - “not volatile pricing”
 - affordable

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- “resilient in the face of uncertainty” eg pricing, climate change, terrorist attack
- Committee did a good job; the vision is transparent and short
- “Sustainable” should be a verb (“sustain”)
 - Add “renewable resources”
 - Delete “affordable” and place under “smart solutions”
 - Add less dependent on “imported fossil fuel sources” so focus is also on energy conservation
- “Healthy”—does this pertain only to Hawaii or to the world environment?
 - Response: Focuses on Hawaii, and what the Forum can address v. global actions.

FORUM MISSION:

Rep Morita presented the mission statement as follows:

The mission of the Hawaii Energy Policy Forum is to facilitate the achievement of the preferred energy vision for Hawai‘i by:

- *Establishing a forum for sharing information and diverse viewpoints in order to:*
 - *Reach understanding*
 - *Identify common ground for collaborative action*
 - *Present options for informed decision-making to implement the energy vision;*
- *Establishing policies and relationships among members to:*
 - *Raise the level of trust, knowledge, and public information*
 - *Support implementation of the energy vision; and*
- *Promoting civic participation in implementing the energy vision and actions*

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Forum action: Discussion on the mission statement followed. Comments were made; and after discussion, the above mission statement was **adopted** in its entirety (See Attachment 1. HEPF Mission Statement).

Comments:

- “Facilitate”—what does this mean? Should it be “support” instead?
 - Response: “facilitate” means that Forum’s actions will enable something meaningful to happen versus supporting others’ efforts. If so, the term “facilitate” should stand.
- “Facilitate”—if we want a stronger term should we not use “implement”?
 - Response: “implement” may not be practical as actions/outcomes will happen through organizations represented by Forum members. “facilitate” is a more practical approach and should stand.
- We need to discuss the road map for achieving the vision.

GOVERNANCE:

Bill Kaneko presented the proposed governance structure, which provides the structure for the Forum comprised of:

- ***Project Team*** (administrative and fiscal sponsors) – to manage and serve as neutral conveners of the Forum. Comprised of UHM Public Policy Center, Research Corporation of the UH, and Hawaii Institute for Public Affairs)
- ***Hawaii Energy Policy Forum*** (decision-making authority) to provide overall policy and project direction; develops project priorities; creates and implements plans; provides funding assistance
- ***Steering Committee*** (provides continuity in decision-making/projects on behalf of the HEPF) to coordinate activities of the HEPF Working Groups; implement project priorities and activities in interim between HEPF meetings; work with HEPF Project Team to implement project goals

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- **Working Groups** (provides in-depth planning and analyses of major substantive priority areas for HEPF) to provide action plans and activities in priority areas to meet the vision and goals of the HEPF. It is proposed that the following Working Groups be co-chaired: (1)Regulatory Reform, (2) Renewable Energy, (3) Socioeconomic/Cultural Issues, (4) Energy Efficiency, (5) Hydrocarbons, and (6) Communication/Outreach.

Forum action: Discussion followed. The governance proposal was adopted with the following revisions/additions (See Attachment 2. HEPF Governance Structure):

- Delete HEPF Leadership Committee. Steering Committee is adequate coordinating unit.
- Steering Committee will act as membership committee.
- Steering Committee to be co-chaired by co-chairs of the Forum
- Project Team should be ex-officio members of the Steering Committee
- Quorum for the Steering Committee is at least one chair from each of the Working Groups

FORUM PROCESS:

Sharon Miyashiro presented the proposed HEPF “vetting”** process for evaluating projects/proposals that come before it for action.

Forum action: Notes on the discussion follows. The result of the discussion was the adoption of the Forum “Vetting” Protocol (See Attachment 3. Forum Protocol):

Comments:

- What is “vetting”?
 - Response: evaluating
- What if a member does not want to respond? Need an explicit way for members to abstain
- Should there be a “minority report”?

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- What will Forum “vet”—are there any problem items on the list?
 - Response: None identified
- What is the process for identifying issues for vetting?

Response: Proposal is submitted to Steering Committee—See section 1.b. of “Forum Process” document.

Forum will attempt to find a position on which there is agreement, ie. what everyone can live with and support

If there is dissenting position, this will be footnoted with a rationale in the Forum’s position paper

Determining the Forum’s position when there is no agreement shall be by vote.

- Proposal recommends 2/3 vote of membership
- We need to determine membership – should vote be of the members present at the meeting (and if so what would constitute a quorum at the meeting)
 - If voting is to be conducted at meetings, then agendas should indicate issues for decision-making
 - Voting can be conducted by email
 - Rather than have a vote, we should strive for consensus; and if not 100% in favor of position, can we live with it?
 - We should have a majority vote with articulation of minority positions, with the goal being to articulate all positions/diverse viewpoints; we need to prevent tyranny of the minority or extremists

The HEPF is /should be more strategic in outlook and therefore vetting ground rules will enable deliberations and provide unique opportunity to be more strategic

“Vetting” proposals/projects is only one function of the HEPF. It is also to have education/outreach, etc. actions.

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The following was adopted as the protocol for determining HEPF position on proposals submitted:

- *Can we achieve consensus? If yes, Forum will take action*
- *If no consensus, does Forum need to take a position, i.e., is it core to what the Forum does (in line with vision and mission of the Forum)?*
- *If Forum needs to take a position, then 2/3 vote of the Forum is needed to take action. Record will note votes cast “for”, “against” and “abstention” and footnote disagreements and rationale.*

Voting – Need to establish a fixed membership by person or organization to establish the 2/3 vote requirement.

- Do we vote as representative of department or organization? Should be footnoted if not voting for organization
- Do we vote as individuals?
- Silence should not be viewed as consent.
- Should we have roll call vote list for all actions taken with footnote whether individual is representing organization, self, etc. ?
 - Response: Individual is representing organization and should be reporting Forum proposals and actions taken to the organization and vice versa.

Forum needs “measurable outcomes” (and roadmap to get there). This is a major federal issue (EPA); the mantra is “results” so we need to determine and show that we are getting closer to results and if not do we change goals?

- Response: There are energy indicators for sustainable development with guidelines and methodologies that Forum can use. Forum should review these and determine what might be useful for us.

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Clarify 1.b.i. of "Forum Process" document that Steering Committee will move item/proposal forward to appropriate Working Group for review and recommendation back to the Forum.

Forum's decision made at a meeting at which a member is not in attendance shall be accepted by the member as the Forum's decision/action, with the condition that:

- Members are notified in advance of the meeting re: the decision-making items on the agenda
- Proposal materials are sent to members with sufficient time for review prior to the meeting
- Members will be able to vote "for," "against," or "abstain."

Voting alternatives:

- At a meeting
- By email
- By roll call--Provide voting sheets similar to the "legislative voting sheets" indicating votes and whom member is representing (organization or self)

If there are multiple members from one organization, how many votes does the organization have?

FORUM MEMBERSHIP:

Sharon Miyashiro presented proposal on membership criteria, process for selecting new members and process for addressing members who behave inappropriately.

Forum action: Discussion followed and the following comments were made. The Forum membership document will be revised and circulated via email for additional comment. A revised document, including input received, will be submitted for further discussion and adoption at the next meeting.

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Comments:

- Criteria for membership:
 - Add “Keep up with background information/reading”, ie. members will read all background meeting prior to the meeting (if background document is lengthy, authors are asked to also provide an executive summary not to exceed 2 pages)
 - Members should make it clear who they represent, ie individual or organization

Process for selecting new members;

- Need a nomination committee.
- Rather than another committee, the Steering Committee shall act as a nominating/membership committee.
- We should be inclusive and accept anyone who wants to join us
- In voting in new members, we should ensure fair representation of stakeholders
 - Response: criteria have been diversity of stakeholder positions/interests, including consumers, and collaborative
- Look at original members and how they were selected by the 2002 Project.

Response: Members were selected to represent their organizations as energy or community stakeholders; and for their expertise, commitment to Hawaii and its energy future, and collaborative approach to addressing these issues.

Makeup of current group has been led by Mike and Sharon and where missing representatives, they have added these people. This has worked

*What happens when the Forum get so popular that lots of people want to join?

*This is a good problem and we will have to use the nomination process.

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*Membership nomination vetting will use the same process as the “vetting” process for proposals, i.e.:

- i. is there consensus?
- ii. if no consensus, then 2/3 vote of Forum required to approve nominee

Missing stakeholder groups:

*Transportation – Hawai‘i Transportation Assn, Hawai‘i Auto /dealers, Department of Transportation

*AAA representing drivers

- Airlines
- Agriculture
- Fishing
- Visitor Industry
- Building Assn

*Military

ACTION PLAN:

Donna Ching presented the work of the action planning committee and asked for comments on the Action Plan Committee Report. The following are comments on the plan:

Comments:

- Need to clarify Item 4 re: elements of the road map relating to enabling element of “inflation”

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- Response: Hawai'i experiences inflation first in the country which leads us to the increasing sense of "urgency" with pricing and availability issues relating to energy
- How does the HEPF "energy road map" help DBEDT /State Energy Coordinator?
 - Response: Very complementary in developing state energy plan
- HEPF can provide input re: legislation, IRP process for utilities, business & economic development
- HEPF represents a "go to" group as it represents the best cross-section of society, ie. energy stakeholders as well as business and government.
 - Currently other groups focus on more narrow concerns, eg. Enterprise Honolulu, Economic Alliance of Hawai'i; we should contact these other organizations to coordinate their planning efforts
 - Be sure to interact with groups with similar activities
- Members need to go back to their organizations and find out where their members stand on the HEPF issues/positions and also bring back to HEPF how organization can most appropriately participate
- "Road map" – is this the right analogy for our plan? It implies there is only a single destination but there may be alternative destinations, with alternative roads and paths so perhaps "map" or "blueprint" might be better analogy; eg. HECO uses "mixed plate"—to convey idea that there is not only one road.
- Driver goal "to create a compelling case" should be changed to "create an energy road map" that we need now. Circumstances have already created the compelling case so we need a plan that maps out tradeoffs and decisions and what we have to deal with. We need 1-2 year goals, a road map and how we need to implement it.
 - Response: committee saw goal to be achieved in 1-2 years was to make a compelling case so as to get support for the "road map/plan" from Governor and Legislature, etc.—this would allow for short-term victory(ies) for funding

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- Need to flesh out what the plan would look like ,ie. need overall template to be able to get support. If we want support/funding/endorsement from Governor, et al. We will need a model (more than an idea) to show that we are starting down the road
- It's really important to have a single document to use so different groups can find their destinations within the broader context, eg. attracting the right businesses to Hawai'i
 - A single document that other groups can look at would be helpful and easier to get buy-in from companies
- Action plan to help guide the way especially in post-9/11 world; it will encourage interaction among the various other groups in similar planning mode
- Need to add transportation sector; add as member of Forum now
- Need to add use of energy and effect on the general public in our plan
 - Response: consumers were included in Forum, eg. Hawai'i Hotel Assn, Military
- Our plan should guide the way that is respectful to Hawai'i's land and people

Forum action: Because of the two different structures (roadmap v map/blueprint), an Action Plan Working Group was asked to take the comments and develop a vehicle for action planning to meet the Forum vision and mission. Vehicle will be discussed at the next Forum meeting.

Action Plan Working Group members:

Warren Bollmeier, Peter Rosegg, Mina Morita, Al Chee, Steve Alber, Mitch Ewan, Sharon Miyashiro.

NEXT STEPS

Next Forum meeting: Tuesday, August 9, 2005, 10am – 2pm State Capitol – Room 309

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Tentative Agenda:

1. Decision on vision statement –revised document to be submitted
2. Decision on Forum Process
3. Decision on Membership Process and Discussion on New Members
4. Report on Action Plan Structure
5. Discussion on Working Groups
6. Other:_____

Establish Working Groups

1. The following list of working groups was proposed:

Proposed Working Groups:

- a. Regulatory Revitalization
- b. Renewable Energy
- c. Socio-economic/Cultural Issues
- d. Energy Efficiency
- e. Hydrocarbons
- f. Communication/Outreach

2. Discussion on naming Working Group Co-Chairs and Members was tabled. More discussion to follow at the next meeting. The following alternative Working Groups were proposed for further discussion and adoption:

- a. Fossil Fuel Efficiency
- b. End Use Efficiency
- c. Renewable Energy
- d. Action Plan Group

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e. Other Working Group(s)_____

MEETING EVALUATION

Positive

- Lunch was good
- Staying on task
- Good facilitation
- Work of the working groups prior to the meeting

Need for Improvement

- Need to add affiliation of members on the name tags
- Add a speaker at each meeting re: energy substance (to speak for 20 minutes) to educate members