



DRAFT

**NOTICE OF MEETING
HAWAII TECHNOLOGY DEVELOPMENT CORPORATION (HTDC)
BOARD OF DIRECTORS**

Date: **Thursday, May 7, 2020**
Time: 3:00 p.m. – 5:00p.m.

Join Zoom Meeting
<https://zoom.us/j/92420970868>
Meeting ID: 924 2097 0868
Dial by your location:
+1 253 215 8782 US

The meeting will be accessible to the public via teleconference.

PRESENT

Martin Zorn, Chair
Elijah Yip, 1st Vice Chair
Bella Hughes
Chung Chang
Linda Rosehill
Vassilis Syrmos

STAFF PRESENT

Len Higashi, HTDC Acting Director
Wayne Inouye, INNOVATE
Dave Molinaro, HCATT
Ray Gomez, HTDC
Sophia Lam, INNOVATE

COUNSEL

Jodi Yi, Deputy Attorney General

ABSENT

Craig Nakanishi
Creighton Arita
Mark Anderson

GUESTS

Ann Chung

1. Call to Order

The meeting was called to order by Chair Martin Zorn at 3:02 pm

2. Approval of Minutes – January 23, 2020 (Amended), March 5, 2020, March 16, 2020, March 31, 2020

Approval of Executive Session Minutes – March 16, 2020, March 31, 2020**

Motion made by Elijah Yip to approve the minutes of January 23, 2020, March 5, 2020, March 16, 2020, and March 31, 2020, and the executive session minutes of March 16, 2020



and March 31, 2020 and seconded by Bella Hughes. None opposed. Unanimously passed (6-0)

3. Covid-19 Update

A. Sandbox, MRTC closures –repurpose during closure

Len Higashi provided an update on most staff working from home with a few who are supporting Sandbox for various projects. Both Sandbox and MRTC are closed. The DLIR call center was set up at the Sandbox, but has since moved to the Convention Center.

B. Government assistance projects – supply chain, tech assistance, virtual town halls, PPP

Len Higashi provided an update on Innovate Hawaii helping with supply chain issues and HTDC helping other state departments with IT related issues. HTDC also participated in a virtual town hall to get information out, such as PPP in support of DBEDT.

C. Business assistance projects – website, webinars, masks, grant opportunities, roundtable, gift boxes

Len Higashi commented that HTDC has set up a website for COVID-19 information specifically for tech and manufacturers. All programs for the Sandbox have been changed into webinars. We provided free masks to our local manufacturers and facilitated a grant opportunity for a few businesses to apply to receive funding to manufacture ventilators. Lastly, we have partnered with Chamber of Commerce Hawaii and HFMA on Mother’s Day gift boxes in support of our manufacturers.

4. Legislative update

A. Legislative session is still on hold. Comments from Chung & Associates.

Ann Chung provided an update on the timing for the remainder of this legislative session. Martin Zorn asked if the change in board is on the agenda when the legislature goes back in session. Ann Chung commented that it is not a part of the agenda but has made the legislators aware of the issue.

5. Tech Parks Update

A. First Responder Tech Park

Len Higashi commented that the SSFM contract is being processed to provide planning assistance for the FRTC project. There will be a kick-off meeting in May.

B. Hilo Innovation and Manufacturing Center



Len Higashi commented that the architectural firms are currently being reviewed by the evaluation committee. The selection is on track with the contract timeline.

6. Discussion and action with respect to HTDC continuity of operations until new Board members are appointed.
 - A. Overview of Act 56, SLH 2019
 - B. Resolution for HTDC to apply for federal grant applications.
 - C. Proposed HTDC operating guidelines to make HSBIR awards, manage HSDC investments, public notice, award contracts, and any other action required to continue operations.

Jodi Yi provided details on changes to the HTDC board. There are a total of 9 members on the board which means that 5 are needed for quorum. We currently only have 1 board member so it is important to figure out how HTDC moves forward.

Len commented that HTDC will not have any board meetings. Moving forward board matters will be discussed with the DBEDT Chair until a board is established and a summary report of the meeting will be posted on our website.

Martin Zorn, Len Higashi, Bella Hughes, Linda Rosehill, and Jodi Yi proceeded to discuss the implications of a board resolution as it relates to applying for federal grants and other HTDC matters.

Motion made by Linda Rosehill to approve a board-issued blanket resolution by the Chairman for ED to pursue federal grant opportunities and seconded by Vassilis Syrmos. None opposed. Unanimously passed (6-0)

7. HTDC Reports
 - A. Chair's Report

Martin Zorn thanks the board for letting him be Chairman and for all their service to HTDC. He appreciates all of the efforts in the additional special meetings and for the members' transparency through it all.

- B. Executive Director's Report

Len Higashi appreciates everyone's efforts and willingness to participate in our board meetings via Zoom. There have been many challenges through the year, especially during COVID-19, but HTDC has made a lot of progress in increasing innovation in the state. Thank you to our staff, Jodi, and Martin.



C. Department of Business, Economic Development & Tourism (DBEDT) Report

Chung Chang thanks everyone for their service. In the little time that he was involved in the board, it was a great learning experience. Moving forward, we will continue to innovate and HTDC will be a big piece of our economy's recovery.

D. Natural Energy Laboratory of Hawaii Authority (NELHA) Report

Linda Rosehill commented that they have been taking appropriate COVID-19 precautions and that the board has only been meeting on things that require immediate action.

E. University of Hawaii (UH) Report

Vassilis Syrmos commented that he hopes the University will be open for a full semester. He foresees a significant reduction in general funds, but has seen an unexpected growth in federal funds. This is a difficult time and there is a hard road in front of us for the next 18-24 months. Vassilis Syrmos thanks everyone, especially Martin for his strong leadership.

8. Adjournment

Motion to adjourn was made by Linda Rosehill and seconded by Vassilis Syrmos. None opposed. Unanimously passed (6-0). The meeting adjourned at 4:14 pm.

