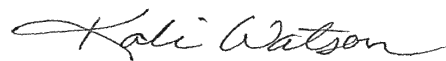


DEPARTMENT OF HAWAIIAN HOME LANDS

Process and Procedure for Selection of the HHC Representative on the East Maui Regional Community Board

Procedure Number
24-001



Kali Watson, Chairperson
Hawaiian Homes Commission

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Date

Department of Hawaiian Home Lands Procedure Number 24-001
Process and Procedure for the Selection of the HHC Representative on the East
Maui Regional Community Water Board

Procedure

Subject: Internal Department procedures and workflow for the selection of a Hawaiian Homes Commission (HHC) Representative on the East Maui Regional Community Board when there is an upcoming vacancy for the designated seat

Purpose: This document provides HHC 's policy guidance and procedures for the selection process upon upcoming vacancy for DHHL's designated seat.

Policy: HHC representative shall be selected through the following process:

Selection Process Policy:

1. Beneficiaries will receive notice of vacancy for the HHC seat through DHHL's website and email notification to homestead leaders.
2. Interested applicants will complete an application form available on the Department's website prior to the posted deadline. This deadline shall allot time for internal review, HHC approval, and County Council approval prior to the current representative's term expiration date.
3. DHHL staff will internally review applications utilizing the guidelines decided upon in beneficiary consultation. This shall include the applicant having affiliation with DHHL through one or more of the following: lessee, applicant, employment, HHC, or consultant. The applicant shall have relevant water experience and knowledge related to the water license areas of the board through one or more of the following: firsthand experience with ranching, farming, aquaculture, or loko i'a; water resource management and watershed restoration experience; advocacy work related to water; completion of the *I Mana i ka Wai: Kūkulu Kahuwai DHHL Water Law and Leadership Training Series*. Needed skillsets shall evolve throughout the various stages of the East Maui Regional Community Board; representatives shall be selected based upon the related stage of the board.
4. The selected potential representative will be recommended to the HHC via HHC submittal.

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5. The HHC will select the board member to represent DHHL and the HHC on the East Maui Regional Community Board.

Expectations of the Representative

1. The selected representative shall complete confirmation by the County Council at a Public Hearing.
2. The selected representative shall timely file a Financial Disclosure Statement with the County Board of Ethics.
3. The selected representative shall swear an Oath of Office.
4. The selected representative shall attend all meetings for the board.
5. The selected representative shall have kuleana to the HHC, the DHHL, and the beneficiaries of DHHL.
6. The selected representative shall report meaningful updates to the HHC. This may be included in the Water Projects Update.