



**State Planning Act Task Force  
Meeting #2  
NOTICE OF MEETING AND AGENDA  
October 30, 2025  
10AM – 12PM**

**In-Person Meeting Location:**

Office of Planning and Sustainable Development 6<sup>th</sup> Floor Conference Room  
State Office Tower – Leiopapa A Kamehameha Building  
235 South Beretania Street, Honolulu, HI

**Virtual Meeting Information:**

For videoconference participation:

<https://us06web.zoom.us/j/87808270381?pwd=9yDYYL5geBTX0dcnmjDFmAc02Fl4VU.1>

Audio call in (only): +1 719 359 4580, +1 253 205 0468

Meeting ID: 878 0827 0381

Passcode: 447019

1. **Call to Order, Roll Call, and Quorum**
2. **Action Item: Approval of Meeting Minutes**
3. **Presentation: Work Plan**  
*Pursuant to Act 36, SLH 2024, the Task Force shall create a two-year plan to implement the requirements of the Act. OPSD staff will present a draft two-year plan (work plan) for the Task Force's consideration, to identify the primary tasks and activities to fulfill the requirements of the Act. This draft work plan is informed by recommendations from the Phase I report (2018) and from stakeholder interviews with the county planning departments.*
4. **Q&A and Discussion on the Work Plan**
5. **Discussion on the Stakeholder Strategy**
6. **Announcements**
  - a. Tentative Agenda Items for the Next Meeting (December 2025):

- i. Update on Stakeholder Interviews Conducted to Date
- ii. Approve Draft Legislative Report
  - 1. Pursuant to Act 36, the Legislative Report will be submitted to the Legislature by December 15, 2025.

**7. Adjournment**

### **Meeting materials**

Meeting materials are posted here: <https://planning.hawaii.gov/spb/hawaii-state-plan-update-phase-2/>

Meeting materials distributed to task force members (“board packet”) will be available for public review 48 hours in advance of the meeting in the Office of Planning and Sustainable Development (OPSD), 6<sup>th</sup> Floor, 235 South Beretania Street, Honolulu, and at the State Plan Phase II Update Webpage.

### **In-person meeting access**

All visitors to the building must check in with building security on the ground floor and present their driver’s license, State ID, or State employee ID to security staff and sign the visitors log. Security staff will issue a visitor’s badge for the visitor entry to the building.

### **Virtual meeting and phone access**

To participate via the Zoom link provided, you will need a computer or mobile device with internet access, video camera (recommended), and a microphone. You will be muted during the meeting unless you are providing comments or actively participating in a discussion. You may also access the Zoom meeting by phone only by using the dial-in phone number, meeting ID, and meeting passcode information provided at the top of this agenda. A guide for the use of Zoom is available at the following link:

[Accessing-an-online-Zoom-meeting-1.pdf](#)

In accordance with Act 220, Session Laws of Hawai‘i 2021, if the OPSD host Interactive Communication Technology (ICT) connection for the virtual remote meeting and physical location are lost, the meeting will be recessed for up to 30 minutes while the host attempts to restore connection. The public may access the reconvened meeting by clicking the meeting link again. If the meeting cannot be reconvened within 30 minutes, the meeting will be terminated and the meeting may be continued at another noticed date and time. Please check the OPSD Phase II Update website for information on whether the meeting has been cancelled or will be continued to another meeting date and time for which public notice will be provided.

### **Comments from the public**

Oral and written comments may be submitted on any agenda item. Members of the public may provide oral comments during the meeting when public comments are requested by the State Plan Task Force Chair. When the Chair asks for public comments, please click the Raise Hand button on the Zoom screen, or if calling in by telephone, entering \* and 9 on your phone keypad. When recognized by the Chair, please unmute yourself to begin speaking. If calling by phone, you can unmute and mute yourself by pressing \* and 6 on the keypad. Before making your comments, please identify yourself and the organization, if any, that you represent. Please remember to mute yourself after speaking.

Written comments may be submitted as follows:

by email: [claire.p.mccreery@hawaii.gov](mailto:claire.p.mccreery@hawaii.gov)

by postal mail: Office of Planning and Sustainable Development (OPSD)

ATTN: State Planning Act Task Force Public Comments

P.O. Box 2359

Honolulu, HI 96804-2359

### **Request for auxiliary aids**

If you need an auxiliary aid/service or other accommodation due to a disability, contact Claire McCreery

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at [claire.p.mccreery@hawaii.gov](mailto:claire.p.mccreery@hawaii.gov) as soon as possible. Requests made as early as possible will have a greater likelihood of being fulfilled.

Upon request, this notice is available in alternate/accessible formats.