



**State Planning Act Task Force
Meeting #1
NOTICE OF MEETING AND AGENDA
May 29, 2025
1:00 PM – 3:00PM**

In-Person Meeting Location:

Office of Planning and Sustainable Development 6th 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/88244629786?pwd=fNIF4TTDruYRUmSIVkOdtzZluXWUGj.1>

Audio call in (only): +1 386 347 5053

Meeting ID: 882 4462 9786

Passcode: 926292

1. **Call to Order, Roll Call, and Quorum**
2. **Welcome & Introductions**
3. **Presentation: Commencing the Hawai'i State Planning Act Update**
Presentation by the Office of Planning and Sustainable Development (OPSD) and guest speaker Leo Asuncion (former director of OPSD)
This introductory presentation will provide an overview of the Hawaii State Planning Act, the Phase I Update Report, and details on the Phase II Update.
4. **Q&A About Phase II**
5. **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), 6th 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

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

ATTN: State Planning Act Task Force Public Comments

P.O. Box ____

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 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/accessable formats.