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COMMITTEE ON BENEFICIARY ADVOCACY AND EMPOWERMENT

John Waihe'e IV, Chairperson
Kalei Akaka, Vice Chairperson
Leina'ala Ahu Isa, At-Large
Dan Ahuna, Kauai/Ni'ihau
Keli'i Akina, At-Large
Brendon Kalei'aina Lee, At-Large
Carmen Hulu Lindsey, Maui
Robert K. Lindsey, Jr., Hawai'i Island
Colette Y. Machado, Moloka'i/Lāna'i



STATE OF HAWAII
OFFICE OF HAWAIIAN AFFAIRS

COMMITTEE ON RESOURCE MANAGEMENT

Dan Ahuna, Chairperson
Robert K. Lindsey, Jr., Vice Chairperson
Leina'ala Ahu Isa, At-Large
Kalei Akaka, O'ahu
Keli'i Akina, At-Large
Brendon Kalei'aina Lee, At-Large
Carmen Hulu Lindsey, Maui
Colette Y. Machado, Moloka'i/Lāna'i
John Waihe'e IV, At-Large

JOINT MEETING OF THE COMMITTEE ON BENEFICIARY ADVOCACY AND EMPOWERMENT AND THE COMMITTEE ON RESOURCE MANAGEMENT

DATE: Wednesday, November 6, 2019
TIME: 9:00 am
PLACE: OHA Board Room, Nā Lama Kukui
560 N. Nimitz Hwy., Suite 200
Honolulu, HI 96817

AGENDA

- I. Call to Order
- II. Public Testimony*
- III. New Business
 - A. Approval of Minutes
 - 1. August 21, 2019
 - 2. October 23, 2019
- IV. Executive Session†
 - A. Approval of Minutes
 - 1. October 16, 2019
 - B. Consultation with Kumabe HR LLC regarding the recruitment of candidates and hiring for the position of OHA Chief Executive Officer (CEO). Pursuant to HRS §92-5(a)(2).
- V. Announcements
- VI. Adjournment

If you require an auxiliary aid or accommodation due to a disability, please contact Raina Gushiken at telephone number 594-1772 or by email at: rainag@oha.org no later than three (3) business days prior to the date of the meeting.

*Notice: Persons wishing to provide testimony are requested to submit 13 copies of their testimony to the Chief Executive Officer at 560 N. Nimitz, Suite 200, Honolulu, HI, 96817 or fax to 594-1868, or email BOTmeetings@oha.org 48 hours prior to the scheduled meeting. Persons wishing to testify orally may do so at the meeting, provided that oral testimony shall be limited to five minutes.

† Notice: The 72 Hour rule, pursuant to OHA BOT Operations Manual, Section 49, shall be waived for distribution of new committee materials.

‡ Notice: This portion of the meeting will be closed pursuant to HRS § 92-5.



Trustee John Waihe'e IV. Date
Chairperson, Committee on Beneficiary Advocacy & Empowerment



Trustee Dan Ahuna Date 10/29/19
Chairperson, Committee on Resource Management

**STATE OF HAWAII
OFFICE OF HAWAIIAN AFFAIRS
560 N. Nimitz Hwy, Suite 200
HONOLULU, HI 96817**

**Minutes of the Office of Hawaiian Affairs
Joint Committees on Beneficiary Advocacy and Empowerment
and Resource Management
August 21, 2019
9:03 am**

ATTENDANCE:

Trustee Dan Ahuna, RM Chairperson
Trustee Brendon Kaleiaina Lee
Trustee Kalei Akaka, BAE Vice-Chair
Trustee Keli'i Akina
Trustee Carmen Hulu Lindsey

Trustee Colette Machado
Trustee John Waihe'e, BAE Chairperson

EXCUSED

Trustee Leina'ala Ahu Isa
Trustee Robert Lindsey, RM Vice-Chair

STAFF PRESENT:

Sylvia Hussey, Interim CEO
Ron Porter
Claudine Calpito
Alyssa Kau
Lehua Itokazu
Carol Ho'omanawanui
Lopaka Baptiste
Dayna Pa
Paul Harleman
Maria Calderon
Melissa Wennihan
Crayn Akina
Brandon Mitsuda
Kauikeaolani Wailehua
Zuri Aki
Lei Ann Durant
Priscilla Nakama
Nathan Takeuchi
Raina Gushiken
Ray Matsuura
Jason Paloma
Maile Luuwai
Daniel Santos III
Farah Cabrera
Gloria Li
Jim Patterson

Keola Lindsey
Lisa Victor
Mehana Hind
Merlyn Akuna
Miki Lene
Miles Nishijima
Momilani Lazo
Phyllis Ono-Evangelista
Sterling Wong
Tiger Li
Arlene Aguinaldo

Guest and Community:

Robert G. Klein, Esq.

I. CALL TO ORDER

Chair Ahuna – Calls the Joint Committees on Beneficiary Advocacy and Empowerment and Resource Management to order at 9:03 am, noting for the record the following Trustees present:

		Present	Excused	Comments
TRUSTEE LEI	AHU ISA		X	
TRUSTEE KALEI	AKAKA	X		
TRUSTEE KELI 'I	AKINA	X		
TRUSTEE BRENDON KALEI 'AINA	LEE	X		
TRUSTEE HULU	LINDSEY	X		
TRUSTEE ROBERT	LINDSEY		X	
TRUSTEE COLETTE	MACHADO	X		
TRUSTEE JOHN	WAIHE'E	X		
CHAIRPERSON DAN	AHUNA	X		
	TOTAL	7	2	
At the Call to Order, there are seven (7) Trustees present, two (2) excused.				

Chair Ahuna states he received excuse letters for Trustee Ahu Isa and Trustee Robert Lindsey Jr.

II. PUBLIC TESTIMONY

None.

III. APPROVAL OF MINUTES

A. May 29, 2019

Chair Ahuna asks for discussion on minutes of May 29, 2019. Hearing none calls for vote.

Trustee AKAKA, MOVED, SECOND by Trustee Hulu Lindsey to approve minutes of May 29, 2019.						
	1	2	'AE (YES)	'A'OLE (NO)	KANALUA (ABSTAIN)	EXCUSED
TRUSTEE LEI AHU ISA						EXCUSED
TRUSTEE KALEI AKAKA	1		X			
TRUSTEE KELI'I AKINA			X			
TRUSTEE BRENDON KALEI 'AINA LEE			X			
TRUSTEE HULU LINDSEY		2	X			
TRUSTEE ROBERT LINDSEY						EXCUSED
TRUSTEE COLETTE MACHADO			X			
TRUSTEE JOHN WAIHE'E			X			
CHAIRPERSON DAN AHUNA			X			
TOTAL VOTE COUNT			7			2
MOTION: [] UNANIMOUS [X] PASSED [] DEFERRED [] FAILED						
Motion passes with seven (7) YES votes.						

Chair Ahuna moves onto next item.

IV. NEW BUSINESS

A. Action Item: BAE/RM #19-07 FB 20-21 Emergency Financial Assistance Grant Recommendation.

Chair Ahuna calls Sylvia Hussey forward to discuss item IV. A.

Sylvia Hussey greets everyone and calls forward Maile Lu'uwai to review and discuss item IV. A.

Maile Lu'uwai greets everyone and gives background, discussion and process on Action item BAE/RM #19-07. A total of four (4) applications were received and were eligible for review, The applications were evaluated and scored by three (3) Grants Specialists from the Grants Program. Each reviewer individually scored applications in accordance with the evaluation categories in the Emergency financial Assistance Solicitation. The evaluation categories were: Background & Capacity, Experience, Project/Service Delivery. Evaluation and financial. Combined average scores for each applicant were added to a matrix. Reviewers met to review the matrix, discuss their

scores and to reach a consensus on a recommendation. ALU LIKE Inc. received the highest score and is recommended for funding. Maile expressed concerns of ALU LIKE and their current contract with beneficiary follow up. They have had numerous complaints on current contract and have done site visits to follow up. More concerns regarding office hours were discussed and monitoring.

Trustee Hulu Lindsey expressed her concerns that beneficiaries know that the funding they receive is from OHA. OHA is not getting proper acknowledgement. Also inquired if monies are being allocated for each island. Asked the total grant is 1.6mil for 2 years, which is \$830k, how are you allocating this money to the different islands? Will the monies be split up over a 4 quarter period?

Maile Lu'uwai will ensure the proper acknowledgement and stated allocation is per island but for personnel, to help service beneficiaries for each island.

Trustee Akaka asked if ALU LIKE would provide OHA a quarterly report of updates.

Maile Lu'uwai states yes, mandated by contract to provide quarterly reports. We look at the report regarding progress, scope of services, performance measurement table, if they are meeting their numbers and review of expenses.

Trustee Machado agreed with Trustee Hulu and that Molokai has limited staff for the Kupuna program, 2 FT and 2 PT staff. Is surprised ALU LIKE is making promises that they will fill these positions on Molokai. I am not sure what office hours on Maui is like, but the Molokai office is co-sharing with an architect firm in the area. We need to know they can function on each island. Questioned if ALU LIKE has the capacity statewide, whether they can hire in a timely manner. Asked *what have they been doing the past 10 years?* Not having a steady office on Maui will be problematic.

Maile Lu'uwai states they will not staff Molokai; they will staff the county of Maui. She will work with them to see how they will address Lanai and Molokai. They will assess them over the phone and work with staff if paperwork needs to be sent in.

Trustee Machado states it's not just paperwork, they need to come in and assess them. I am not sure how they will do it by phone, with only 1 person in Maui county.

Maile Lu'uwai states we can get commitments from ALU LIKE in the contract.

Trustee Hulu Lindsey wants to know how much money Maui is going to get. Shared her concerns on the program.

Maile Lu'uwai states they have committed to one full time employee per county. Apologized for not bringing their budget.

Trustee Lee states I don't think you are understanding Trustee Hulu Lindsey question. She is not asking for a number of how much is going to be budgeted for staff, she specifically asking problematic money, *is there going to be a budget per island of how much relief money per county?* Not about personnel.

Sylvia Hussey clarifies that the 38% of the 1.6mil, is going to overhead, so that leaves about 1mil or 62% and if that 1mil is being allocated by island communities. So half a million per year is divided by island communities.

Maile Lu'uwai states we don't have it broken down like that. One of my concerns is that if we allocate a specific amount, I don't think this last 2 year grant we haven't run out of money. We have not been in any position where we said we don't have any emergency money.

Trustee Hulu Lindsey states I have had experience in the past, where Maui has run out of money half of the year and it could've been held in Honolulu. *How do we know that?* It all depends on how they monitor and expend it.

Maile Lu'uwai asks should we do an allocation per county, which I am a little concerned about. I would rather have one big pot of money and that where the demand is coming in, rather than limiting pots per island, we will have those resources across the state and it will be unlimited until that pot is expended.

Trustee Lee asks *are you aware of grants staffs concerns about ALU LIKE's last execution of this contract?*

Trustee Lee states my understanding is that OHA took the contract away from them the last time they had this contract from us.

Maile Lu'uwai states I had heard about it, so I looked through older grant files and they did not document the taking away of this contract from Alu Like. It looked like they were closed out on the contracts. The last time they had this contract it was, it ended in 2012. I only could find one evaluation of the Alu Like program, by Jim Patterson, and I spoke with him too. I could not find anything that states contract was taken away.

Trustee Lee states it was.

Maile Lu'uwai states they came in competitively as an applicant. Addressed more concerns regarding Alu Like as an applicant.

Trustee Lee asked if 2 weeks was enough time to vet the largest grant that we give out?

Maile Lu'uwai yes with 4 applications it was, if there were 25-30, then no. Explained the 105 point scoring system and score percentage.

Trustee Lee stated the head of grant department stated no less than 4 times, concerns that you have, that you want to bring up in the contracting process. I am not comfortable voting yes, when there are so many concerns and were not answered in their proposal, why are we giving them the grant?

Maile Lu'uwai explains how they went through each applicant and hammered out the details and addressed some of the issues seen, states this is nothing new for her, this is going on right now with each one of larger higher risk community grants contracts. I hear you, we need to make sure each one of these items are going to be addressed in the contract negotiation phase.

Trustee Lee states some of these concerns are not new, wants these issues to be answered before the contract is awarded phase.

Maile Lu'uwai states she did not know about the offices, there are things I am not aware of regarding Alu Like. Each applicant could have its own set of issues. We can build the concerns into future solicitations, but certain issues may only apply to one applicant. We are constantly trying to refine and build a better program.

Trustee Lee asked were the contingency plans addressed with Alu Like. Stated if this was shared earlier this may have answered Trustee Hulu's concern about office hours.

Maile Lu'uwai stated it did not specifically address office hours, but a contingency plan for staffing, to ensure ongoing staff was available.

Sylvia Hussey asks for Jim Patterson to come forward and clarify his 2010 evaluation report on Alu Like.

Jim Patterson clarifies the evaluation and gave brief summary, states grant was not taken away from Alu Like, the grant ended and we did another RFP and another vendor was selected.

Trustee Machado asks are we aware of the programs that are currently functioning under Alu Like is federally funded through the Kupuna program and the employment training.

Jim Patterson states he would have to defer to Maile to answer.

Chair Ahuna states there are a lot of concerns and we will now go into recess so we can know how to proceed. I was hoping for a workshop where all the concerns can be addressed, this is the largest grant.

Meeting in recess at 9:59 am

Meeting reconvenes at 10:07 am.

Chair Ahuna states we are back from recess and asks for questions.

Trustee Lee asks why we went in house for the largest grant we give out and instead used a third party for the smallest grants that we give out.

Maile Lu'uwai states remember I talked to you about the grants program is evolving; we did that for Kulia and community grants. There are some things I feel needed a higher level of expertise, I came in last year and I was new, I did not have that kind of confidence in my staff at that time too. We have evolved since then and felt that the grants staff had enough experience to review this contract.

Trustee Lee stated my concern is that we will get asked from legislators why the single largest grant gets reviewed in house and not by a third party.

Maile Lu'uwai stated like I said I have confidence in our staff.

Chair Ahuna asks for motion.

Trustee Waihee moved.

Trustee Hulu Lindsey seconded.

Trustee WAIHE'E, MOVED, SECOND by Trustee Hulu Lindsey To approve and authorize the disbursement of \$830,000 from the fiscal Year 2020 Core Operating Budget (Object Code 56530) and \$830,000 from the Fiscal Year 2021 Core Operating Budget (Object Code 56530) to fund the Emergency Financial Assistance grant to ALU LIKE Inc.						
	1	2	'AE (YES)	'A'OLE (NO)	KANALUA (ABSTAIN)	EXCUSED
TRUSTEE LEI AHU ISA						EXCUSED
TRUSTEE KALEI AKAKA			X			
TRUSTEE KELI'I AKINA				X		
TRUSTEE BRENDON KALEI 'AINA LEE				X		
TRUSTEE HULU LINDSEY		2			ABSTAINED	
TRUSTEE ROBERT LINDSEY						EXCUSED
TRUSTEE COLETTE MACHADO					ABSTAINED	
TRUSTEE JOHN WAIHE'E	1		X			
CHAIRPERSON DAN AHUNA			X			
TOTAL VOTE COUNT			3	2	2	2
MOTION: [] UNANIMOUS [] PASSED [] DEFERRED [X] FAILED						
Motion failed with (3) YES votes, (2) NO votes, (2) ABSTENTIONS.						

Sylvia Hussey states I recommend that we send out for re-solicitation, addressing all the concerns, include internal and external reviewers as next steps.

Trustee Lee asked administration to keep in mind to not necessarily send out for re-solicitation but maybe re-evaluation, and I understand the difference, grants of this size cost a lot of money to write and that's my concern, that applicants will not reapply. A whole new grant will have to be written. Also suggests maybe a workshop be done to address questions and concerns.

Sylvia Hussey states administration will bring back a proposal for next *inaudible*.

Chair Ahuna thanks Sylvia and Maile.

Chair Ahuna asks for any announcements.

V. ANNOUNCEMENTS

None.

VI. ADJOURNMENT

Chair Ahuna asks for motion to adjourn.

Trustee Lee moved to adjourn.

Trustee Waihe'e seconded.

Trustee LEE, MOVED, SECOND by Trustee WAIHE'E, motion to adjourn.						
	1	2	'AE (YES)	'A'OLE (NO)	KANALUA (ABSTAIN)	EXCUSED
TRUSTEE LEI AHU ISA						EXCUSED
TRUSTEE KALEI AKAKA			X			
TRUSTEE KELI'I AKINA			X			
TRUSTEE BRENDON KALEI 'AINA LEE	1		X			
TRUSTEE HULU LINDSEY			X			
TRUSTEE ROBERT LINDSEY						EXCUSED
TRUSTEE COLETTE MACHADO			X			
TRUSTEE JOHN WAIHE'E		2	X			
CHAIRPERSON DAN AHUNA			X			
TOTAL VOTE COUNT			7		0	2
MOTION: [] UNANIMOUS [X] PASSED [] DEFERRED [] FAILED						

Motion passed with seven (7) YES votes.

Chair Ahuna hearing no objections, adjourned meeting.

Meeting adjourned at 10:27 am.

Respectfully Submitted,

Claudine Calpito, Trustee Aide
Committee on Resource Management

John Waihe'e IV, Chairperson
Committee on Beneficiary, Advocacy and Empowerment

Dan Ahuna, Chairperson
Committee on Resource Management

Approved: BAE-RM Committee meeting _____

ATTACHMENT:

- 1) Excuse letter – Trustee Leina'ala Ahu Isa
- 2) Excuse letter – Trustee Robert K. Lindsey, Jr.
- 3) Action Item BAE-RM#19-07 FB 20-21 Emergency Financial Assistance Grant Recommendation

**STATE OF HAWAI'I
OFFICE OF HAWAIIAN AFFAIRS
560 N. NIMITZ HIGHWAY, SUITE 200**

**JOINT MEETING of the COMMITTEE ON BENEFICIARY ADVOCACY AND EMPOWERMENT and
the COMMITTEE ON RESOURCE MANAGEMENT
MINUTES**

October 23, 2019 9:00 a.m.

ATTENDANCE:

BAE Chairperson John Waihe'e, IV
RM Chairperson Dan Ahuna
RM Vice-Chairperson Robert Lindsey
Trustee Keli'i Akina
Trustee Brendon Kalei'aina Lee
Trustee Carmen Hulu Lindsey
Trustee Colette Machado

EXCUSED:

BAE Vice-Chairperson Kaleihikina Akaka
Trustee Lei Ahu Isa

LEGAL COUNSEL:

Kurt W. Klein, Esq.
Robert G. Klein, Esq.

BOT STAFF:

Alyssa-Marie Kau
Anuheia Patoc
Carol Ho'omanawanui
Claudine Calpito
Crayn Akina
Kauikeaolani Wailehua
Melissa Wennihan
Paul Harleman

I. CALL TO ORDER

BAE Chair Waihe'e calls the Joint Meeting of the Committee on Beneficiary Advocacy and Empowerment and the Committee on Resource Management for Wednesday, October 23, 2019 to order at **9:01 a.m.**

BAE Chair Waihe'e notes for the record that **PRESENT** are:

MEMBERS			AT CALL TO ORDER (9:01 a.m.)	TIME ARRIVED
BAE CHAIR	JOHN	WAIHE'E, IV	PRESENT	
RM CHAIR	DAN	AHUNA	PRESENT	
RM VICE-CHAIR	ROBERT	LINDSEY	PRESENT	
TRUSTEE	KELI'I	AKINA	PRESENT	
TRUSTEE	BRENDON KALEI'AINA	LEE	PRESENT	
TRUSTEE	CARMEN "HULU"	LINDSEY	PRESENT	
TRUSTEE	COLETTE	MACHADO	PRESENT	

At the Call to Order, **SEVEN (7) Trustees are PRESENT**, thereby constituting a quorum.

EXCUSED from the BAE Meeting are:

MEMBERS			COMMENT
BAE VICE-CHAIR	KALEIHIKINA	AKAKA	MEMO – REQUESTING TO BE EXCUSED
TRUSTEE	LEINA'ALA	AHU ISA	MEMO – REQUESTING TO BE EXCUSED

II. PUBLIC TESTIMONY*

None

III. NEW BUSINESS

- A. APPROVAL OF MINUTES**
 1. July 31, 2019
 2. October 16, 2019

Trustee Ahuna moves to approve the JOINT BAE-RM meeting minutes of July 31, 2019 and October 16, 2019.

Trustee Robert Lindsey seconds the motion.

Chair Waihe'e asks if there is any discussion or corrections.

Chair Waihe'e calls for a **ROLL CALL VOTE**.

							9:02 a.m.
TRUSTEE		1	2	'AE (YES)	A'OLE (NO)	KANALUA (ABSTAIN)	EXCUSED
LEINA'ALA	AHU ISA						EXCUSED
BAE VICE-CHAIR KALEIHIKINA	AKAKA						EXCUSED
	KELI'I			X			
	BRENDON KALEI'AINA			X			
	CARMEN HULU			X			
RM VICE-CHAIR ROBERT	LINDSEY		2	X			
	COLETTE MACHADO			X			
RM CHAIR DAN	AHUNA	1		X			
BAE CHAIR JOHN	WAIHE'E			X			
TOTAL VOTE COUNT				7	0	0	2

MOTION: [X] UNANIMOUS [] PASSED [] DEFERRED [] FAILED

Chair Waihe'e notes for the record that the **MOTION CARRIES**.

IV. EXECUTIVE SESSION[‡]

- A. Consultation with Kumabe HR LLC regarding the recruitment of candidates and hiring for the position of OHA Chief Executive Officer (CEO). Pursuant to HRS §92-5(a) (2).**

BAE Chair Waihe'e asks for a motion to resolve into Executive Session pursuant to HRS § 92-5(a)(2).

Trustee Ahuna moves to resolve into Executive Session.

Trustee Robert Lindsey seconds the motion.

BAE Chair Waihe'e asks if there is any discussion. There is none.

BAE Chair Waihe'e calls for a Roll Call Vote.

						9:03 a.m.
TRUSTEE	1	2	'AE (YES)	A'OLE (NO)	KANALUA (ABSTAIN)	EXCUSED
LEINA'ALA	AHU ISA		X			EXCUSED
BAE VICE-CHAIR KALEIHIKINA	AKAKA		X			EXCUSED
KELI'I	AKINA		X			
BRENDON KALEI'ĀINA	LEE		X			
CARMEN HULU	LINDSEY		X			
RM VICE-CHAIR ROBERT	LINDSEY	2	X			
COLETTE	MACHADO		X			
RM CHAIR DAN	AHUNA	1				
BAE CHAIR JOHN	WAIHE'E		X			
TOTAL VOTE COUNT			7	0	0	2

MOTION: [X] UNANIMOUS [] PASSED [] DEFERRED [] FAILED

BAE Chair Waihe'e notes for the record that all members present vote 'AE (YES) and the MOTION CARRIES.

The committee resolved into Executive Session at 9:03 a.m. to discuss:

IV. EXECUTIVE SESSION‡

- A. Consultation with Kumabe HR LLC regarding the recruitment of candidates and hiring for the position of OHA Chief Executive Officer (CEO). Pursuant to HRS §92-5(a) (2).

The committee returned to Open Session at 3:46 p.m.

V. ANNOUNCEMENTS

None

VI. ADJOURNMENT

Trustee Ahuna moves to adjourn the JOINT BAE-RM meeting.

Trustee Lee seconds the motion.

BAE Chair Waihe'e asks if there is any discussion. There is none.

BAE Chair Waihe'e asks if any members vote NO or ABSTAIN. There are no dissenting votes.

						3:46 p.m.	
TRUSTEE		1	2	'AE (YES)	A'OLE (NO)	KANALUA (ABSTAIN)	EXCUSED
LEINA'ALA	AHU ISA			X			EXCUSED
BAE VICE-CHAIR KALEIHIKINA	AKAKA			X			EXCUSED
KELI'I	AKINA			X			
BRENDON KALEI'ĀINA	LEE		2	X			
CARMEN HULU	LINDSEY			X			
RM VICE-CHAIR ROBERT	LINDSEY			X			
COLETTE	MACHADO			X			
RM CHAIR DAN	AHUNA	1		X			
BAE CHAIR JOHN	WAIHE'E			X			
TOTAL VOTE COUNT				7	0	0	2

MOTION: [X] UNANIMOUS [] PASSED [] DEFERRED [] FAILED

BAE Chair Waihe'e adjourns the Joint Meeting of the Committee on Beneficiary Advocacy and Empowerment and the Committee on Resource Management at 3:46 p.m.

Respectfully submitted,

Melissa Wennihan
Trustee Aide
Committee on Beneficiary Advocacy and Empowerment

As approved by the Joint Meeting of the Committee on Beneficiary Advocacy and Empowerment and the Committee on Resource Management on November 6, 2019.

Trustee John Waihe'e, IV
Chair
Committee on Beneficiary Advocacy and Empowerment

Trustee Dan Ahuna
Chair
Committee on Resource Management

ATTACHMENT(s):

- MEMO – REQUESTING TO BE EXCUSED (2)