Master Planning and Space Allocation Committee  
September 12, 2014 Meeting Minutes

Present: Roy Fujimoto, Lisa Gillis-Davis, Deacon Hanson, Kevin Ishida, Ann Lemke, Shannon Lono, Elizabeth Ratliff, Kahea Tani (proxy for Stacie Sato), Jane Uyetake, Lance Uyeda, Preshess Willets-Vaquilar

Ex officio: Ardis Eschenberg, Jeff Hunt, Judy Oliveira

Guests: Charlene Akina, Michelle Kam, Crystal Kamahalohanuilai, Francine Vierra

1. The meeting was called to order 10:00 AM

2. PRU/Master Plan
Kevin Ishida reported that the PRU/Master Plan-related materials prepared for MAPSAC will be posted to the discussion board for the required two-week period before representatives from KYA present them to the committee.

3. Childcare Facilities Request
   *Roy Fujimoto moved that this request be approved for the discussion board. Elizabeth Ratliff seconded. The motion passed unanimously.*

   Ardis Eschenberg reported on this request, and Michelle Kam, Crystal Kamahalohanuilai, and Francine Vierra offered testimonials. This request asks for a third of the existing cafeteria space and some additional office spaces. A Title III renovation grant for $9.9M has been awarded to the college; these funds will cover the costs of the renovation and three years of staffing expenditures.

   **Project details:** The renovation will create space for a Hawaiian-immersion childcare center consisting of 1) an infant room (6 one-year-olds), 2) a toddler room (8 two-year-olds), two bathrooms, and a fenced-off and covered lanai area. Ardis noted that the other half of the Title III grant will go to STEM renovations—an outdoor amphitheater, Hale Uluwehi, and perhaps other approved requests that have gone through MAPSAC.

   **End of the Title III grant:** It was explained that around the system, childcare centers are funded with institutional funds and by community partners as well as fees. There is also a plan to ask the legislature for one or more g-funded positions.

   **Facility capacity:** The facility’s maximum capacity will be 14 infants/toddlers in all. This may not meet student needs, but the facility will be the first step the college has taken toward meeting those needs. Students’ GPAs and other factors may be used to determine who qualifies for the childcare program.

   **Appropriateness of the space:** Firstly, the proposed cafeteria space was chosen for this request because it 1) provides easy access to water, 2) has an underutilized lanai area, and 3) is amenable to historical district re-permitting. Secondly, the cafeteria is a space close to the campus’s last-filled parking lot, the Hale ‘Ākoakoa lot, and drop-off parking will be considered in the project’s planning phase. Thirdly, the project is designed to allow for an operational cafeteria to coexist with it in the space that presently houses Kafe Ko'olau.
4. **Cafeteria Transition Period**
   Kevin reported that WCC and HCC have issued Creations in Catering a notice of termination for convenience. Kafe Koʻolau’s last day of operation will be in mid-October. The Hub, and possibly a food truck, will temporarily provide lunch service to the campus.

5. **CCE Kitchen Skills Incubator Request**
   Deacon Hanson moved that this request be approved for the discussion board. Jane Uyetake seconded. The motion passed unanimously.

   Char Akina reported on this request for two thirds of the cafeteria space occupied by Kafe Koʻolau and Hale ʻĀkoakoa rooms 130 and 131.

   **Program details:** The space will house a kitchen-startup entrepreneurship program as well a kitchen skills workforce training program. CCE has already procured a contract to provide training to Local 5 members and plans to start the program off-campus in rental classroom space; they plan to transition into the cafeteria in spring 2015, pending approval of this request.

   The program will provide different levels of training, including a standalone 120 unit training, and will create pathways to credit programs such as the Windward CC agripharmitec program, and UH system culinary arts programs. Because its requested space is perhaps limiting, the program plans to grow off campus through internship placements. Students may be placed on a rotating basis in care centers, with food trucks, and elsewhere.

   **Lunch service:** The program will focus on daily or semi-daily lunch service in a “taste table” format involving a rotation of vendors. A company called Chef Tech will coordinate classroom learning and pricing/food sales operation. No breakfast service will be provided.

   **Competing storage needs:** There was discussion of a concern that the competing storage needs of student affairs, media, facilities and maintenance, and others who currently use ʻĀkoakoa storage rooms will need to be coordinated.

6. **Storage Unit Container Request**
   Lance Uyeda moved that this request be approved for the discussion board. Jane Uyetake seconded. The motion passed.

   Preshess Willets-Vaquilar reported on this request to allow a twenty-foot shipping container to be placed at an appropriate location on campus. The CCE programs’ storage shortages have resulted in overflow onto the HCC campus; understanding colleagues of Preshess’s at HCC have accommodated this overflow. The storage shortage has also been the cause of overstuffed offices in Hale Kuhina.

   Pressess adds: “As CCE continues to expand on their workforce development training needs to address the needs of the community and the State, especially in the areas of providing hands-on, real world training opportunities for their students, storage is needed to house equipment and training materials needed for programs, i.e. for the Ocean Education Academy, to meet State mandates for licensing purposes, they need items such as Jet ski’s, surfboards, paddle boards, and other personal flotation devices when providing training out in the ocean recreational areas. In the areas of Solar PV, CCE has two mobile trainers, one currently being stored at HCC due to insufficient storage capacity readily available in Hale Kuhina.”

7. **The meeting was adjourned at 11:15 AM.**