

**HOME FOR LIFE TASK FORCE**  
**Hawaii State Capitol, Room 225**  
**Wednesday, June 30, 2010**

**DRAFT MINUTES**

**Members Present:** Coral Andrews (Healthcare Association of Hawaii, Jackie McCarter Boland (AARP), Karen Iwamoto (Building Industry Association), Lei Learmont, Tony Lenzer, Bonnie Osaki (Certified AIP Specialist), Richard Port, Dexter Suzuki (EOM Hawaii), Francine Wai (Executive Director, State Disability and Communications Access Board)

**Members Absent:** Barbara Iuli (Social Worker), Amy Monk, Joan Riggs (ASID Professor of Interior Design)

**Others in Attendance:** Holly Bolling Ruiz (American Society of Interior Design), Hannah Wong (Architect, Pacific Atelier), Bill Brizee (State Building Code Council), Debbie Morikawa,(Director, Dept of Community Services) Richard Olmsted,(AIA) Toby Morris (Contractor), Lucy Lessard (American Physical Therapy Association), Eudie Schick (PABEA Chair), Marni Murdock (Architect, AHL Design), Jack Levin (Architect, Cleve and Levin) Valorie Taylor (CFS), Joy Yadao (St. Francis Hawaii), Sen. Les Ihara, Jr., Sen. Suzanne Chun-Oakland, Marilyn Seely (UH – Center on Aging), Melissa Vomvoris (Sen. Ihara’s office)

**1. Call to Order:**

Ms. Marilyn Seely, from the U.H. Center on Aging (convener) called the meeting to order at 4:30 pm. She explained that SCR7, which calls for the creation of a Home for Life Task Force to reduce barriers to aging in place and to facilitate multigenerational living, requires the Center on Aging to convene this meeting.

The following handouts were distributed to the members and others in attendance:

- Home for Life Task Force Agenda
- HFLTF Categories of Members Requested in SCR-7
- HFLTF Work Plan
- Major Activity Areas for the HFLTF work groups
- Relevant Sunshine Law Sections on Permitted Interaction Groups  
HRS§92-2.5

**2. Introductions:**

Introductions were made by everyone in attendance. Marilyn Seely asked the current members to appoint a Chair Pro-Tem. Unanimous vote was made by members to appoint Tony Lenzer as Chair Pro-Tem.

### **3. History of Home for Life Task Force:**

Chair Pro-Tem Tony Lenzer called on Sen. Les Ihara, Jr., to give a brief history of the Home for Life Task Force. Sen. Ihara explained that two years ago there was interest raised in the JLCAIP and Kupuna Caucus meetings, and a work group met, beginning in the 2008 interim. The work group found that it was difficult to get agencies to participate, and suggested that they would be more responsive to an official, state task force. In 2009, SCR7 was introduced and passed. However, the Governor declined to appoint her 6 members so the task force was not able to formally convene. In 2010, HCR13 passed to allow the 12 existing task force members to appoint the remaining members and any additional that was needed to carry out the tasks outlined in SCR 7.

### **4. Statutes and Rules governing HFLTF:**

Sen. Ihara informed everyone that he and his staff Melissa are available if anyone has any questions on the Sunshine Law. There are three types of statutes and rules that will govern HFLTF. The Open Records Law, Ethics Code and the Sunshine Law.

For information go to:

Sunshine Law: [www.tinyurl.com/sunshinelaw](http://www.tinyurl.com/sunshinelaw)

Ethics Code: [www.tinyurl.com/ethicslaw](http://www.tinyurl.com/ethicslaw)

Open Records Law: [www.tinyurl.com/recordslaw](http://www.tinyurl.com/recordslaw)

The highlights to the laws are:

Sunshine Law: the Task Force will have to file an agenda 6 days prior to meeting, and follow the agenda, as you cannot take up matters that are not on the agenda. The public has the right to participate and have access to the proceedings. Minutes will be taken and made public. In regards to Permitted Interaction Groups HRS§92-2.5 allows two or more members, but less than the number of members that constitute a quorum, to be assigned to a working group. This allows the task force to break up in groups to investigate and research areas to contribute to the final report. All findings and recommendations are to be presented to the task force and voted on in the open meeting.

Open Records Law: All the documents, records, and emails relating to the task force are open to the public. So, everyone will need to keep his or her email communications regarding the Home for Life Task Force.

State Ethics Code: Conflicts of Interest – You cannot use the position to advance a personal business or private matters. You do not have to file financial disclosures because this is just an advisory task force. You cannot accept gifts.

### **5. Appointments to fill vacant positions:**

Chair Pro-Tem Tony Lenzer explained that since Governor Lingle did not appoint her 6 members to the task force that the current 12 members will now fill these vacancies.

There are 6 categories from SCR7 that are not represented and it is recommended that the board fill them with the following qualified individuals: Hannah Wong (Master-planned community developer), Toby Morris (Contractors with experience renovating existing homes to facilitate aging in place), Richard Olmsted (American Institute of Architects Honolulu Chapter), Holly Boling Ruiz (American Society of Interior Design), Lucy Lessard (American Physical Therapy Association), and Bill Brizee (State Building Code Council).

**It was moved by Richard Port and seconded by Karen Iwamoto to appoint all 6 people to the Home for Life Task Force. Motion passed unanimously.**

Chair Pro-Tem Tony Lenzer suggested the members add additional members to the task force as they would add value and expertise in additional areas of need. Nominations were: Marni Murdock (Architect), Eudie Schick (PABEA Chair), Valorie Taylor (Child & Family Services), Joy Yadao (St. Francis Hospital), and Jack Levin (Architect and Certified AIP Specialist).

Note: Debbie Morikawa of the City Dept. of Community Services said she will be available as a resource at this time, and may wish to join the task force at a later date, circumstances permitting.

**It was moved by Richard Port and seconded by Bonnie Osaki to appoint all nominees to the Home for Life Task Force. Motion passed unanimously.**

## **6. Election of Officers:**

Chair Pro-Tem Tony Lenzer announced that Francine Wai and Joan Riggs are willing to serve as Co-chairs of the Home for Life Task Force and if there were no objections or other nominees, asked if a member would make the motion.

**It was moved by Jackie McCarter Boland and seconded by Bonnie Osaki to elect Francine Wai and Joan Riggs as Co-chairs to the Home for Life Task Force. Motion passed unanimously.**

Co-chair Francine Wai thanked Tony Lenzer for serving as pro-tem. Co-chair Wai asked for nominations for Vice-chair. Tony Lenzer nominated Dexter Suzuki; Richard Port suggested we have two Vice-chairs and nominated Tony Lenzer. Sen. Ihara suggested a Secretary is needed to review minutes. It was suggested that Tony Lenzer be the reviewer of the minutes prior to them being sent to the Co-chairs for approval and disbursement to the members.

**It was moved by Richard Port and seconded by Jack Levin to elect Tony Lenzer and Dexter Suzuki as Vice Co-chairs to the Home for Life Task Force. Motion passed unanimously.**

## **7. Discussion on HFLTF work Plan:**

Co-chair Francine Wai indicated that the earlier work group recognized that SCR 7 contained a great many proposed tasks, which could probably be handled more effectively by breaking them down into sub-areas, and assigning a sub-group to work on each sub-area. It was also recognized that there were far too many tasks to deal with in any given year. The work group then developed a proposed plan, calling for six sub-areas. The task force is required to report to the Legislature 20 days before the 2011 Session. Members agreed that, in order to prepare such a report, we needed to find out what was already known, and to focus on those tasks that could be readily accomplished.

## **8. Appointment of Permitted Interaction Groups:**

Co-chair Wai explained that the task force will use permitted interaction groups in order to accomplish all areas that need to be addressed in SCR7. These groups are permitted on HRS§92-2.5 of the Sunshine Law. All groups will be researching, investigating and coming up with findings and recommendations in the following areas: 1. Codes & Laws, 2. Home Modification for Accessible Living, 3. Assessing At-Risk Persons and Home Environments, 4. Universal Design, 5. Guide for Industry Professionals and the Public, 6. Best Industry Practices. A handout was provided to describe the scope of each category.

Co-chair Wai asked each member to choose a sub-area to work on. After all members had chosen their category:

**It was moved by Richard Port and seconded by Tony Lenzer to accept the six permitted interaction action groups. Motion passed unanimously.**

Jackie Boland offered to develop a brief survey (using the “Survey Monkey” instrument) to assess members’ knowledge and suggested resources in each of the six areas of interest to the task force. Toby Morris suggested that the survey include questions of “what works” and “what have you done before”.

**It was moved by Richard Port and seconded by Lei Learmont that Jackie Boland create the survey. Motion passed unanimously.**

## **9. Next Meeting date:**

It is agreed that next meeting is scheduled for Tuesday July 27 at 4:30 p.m. at the State Capitol Building, room 229.

## **10. Adjournment:**

Co-chair Wai adjourned the meeting with no objections at 6:15pm.