



SMALL BUSINESS REGULATORY REVIEW BOARD

Department of Business, Economic Development & Tourism (DBEDT)
No. 1 Capitol District Building, 250 S. Hotel Street, Fifth Floor, Honolulu, HI 96813
Mailing Address: P.O. Box 2359, Honolulu, HI 96804
Email: dbedt.sbrrb.info@hawaii.gov
Website: sbrrb.hawaii.gov

Tel: 808 798-0737

AGENDA

Thursday, January 20, 2022 ★ 10:00 a.m.
Honolulu, HI 96813

David Y. Ige
Governor

Mike McCartney
DBEDT Director

Members

Robert Cundiff
Chairperson
O'ahu

Mary Albitz
Vice Chairperson
Maui

Jonathan Shick
2nd Vice Chairperson
O'ahu

Dr. Nancy Atmospera-
Walch
O'ahu

William Lydgate
Kaua'i

James (Kimo) Lee
Hawai'i

Garth Yamanaka
Hawai'i

Taryn Rodighiero
Kaua'i

Mark Ritchie for
Director, DBEDT
Voting Ex Officio

As authorized under Act 220, Session Laws of Hawaii 2021 and the Governor's December 29, 2021 Emergency Proclamation Related to Sunshine Law In-Person Meetings, the meeting will be held remotely with Board Members, Staff, and Agencies participating via online meeting venue. The public can participate in the meeting via video-audio livestream, or telephonically; to join the meeting go to:

<https://zoom.us/j/3082191379> or

Dial 1-669-900-6833 with Meeting ID 883 5814 0200

When the Chairperson asks for public testimony during the meeting, you may indicate that you want to provide oral testimony by using the raise hand function or, if calling in by telephone, entering * and 9 on your phone keypad. When recognized by the Chairperson, you will be unmuted. If calling in by phone, you can unmute and mute yourself by pressing * and 6 on your keypad.

Members of the public may submit written testimony via e-mail to: DBEDT.sbrrb.info@hawaii.gov or mailed to SBRRB, No. 1 Capitol District Building, 250 S. Hotel Street, Room 506A, Honolulu, HI 96813, or P.O. Box 2359, Honolulu, HI 96804. All written testimony should be received no later than 4:30 p.m., Wednesday, January 19, 2022.

Copies of the Board Packet will be available on-line for review at: [Agendas & minutes – Small Business Regulatory Review Board \(hawaii.gov\)](http://Agendas&minutes-SmallBusinessRegulatoryReviewBoard(hawaii.gov)). An electronic draft of the minutes for this meeting will also be made available at the same location when completed.

The Board may go into Executive Session under Section 92-5 (a)(4), HRS to Consult with the Board's Attorney on Questions and Issues Concerning the Board's Powers, Duties, Immunities, Privileges and Liabilities.

I. Call to Order

II. Approval of December 9, 2021 Meeting Minutes

III. New Business – Before Public Hearing

- A. Discussion and Action on Proposed Amendments to Hawaii Administrative Rules (HAR) Title 16 Chapter 116, **Travel Agencies**, promulgated by Department of Commerce and Consumer Affairs (DCCA)

B. Discussion and Action on Proposed Amendments to HAR Title 16 Chapter 115, **Professional Engineers, Architects, Surveyors, and Landscape Architects**, promulgated by DCCA

IV. Old Business – After Public Hearing

- A. Discussion and Action on the Small Business Statement After Public Hearing and Proposed Amendments to HAR Title 3 Chapter 40, **Rules Governing Public Use of the Land Survey Division Maps, Descriptions, and Records, and Schedule of Fees for Services Maps, and Other Record Data**, promulgated by Department of Accounting and General Services

V. Administrative Matters

- A. Discussion and Action on the Board’s Investigative Taskforce’s “Deliberation and Decision-Making” on the Proposed Phase II Website, in accordance with Section 92-2.5(b)(1)(C), Hawaii Revised Statutes (HRS)
- B. Update on the Board’s Upcoming Advocacy Activities and Programs in accordance with the Board’s Powers under Section 201M-5, HRS

VI. Legislative Matters

- A. Discussion and Action on the Upcoming Governor’s Message Submitted for Consideration for the Gubernatorial Nomination of James (Kimo) Lee to the Small Business Regulatory Review Board to expire June 30, 2024

VII. Next Meeting: Thursday, February 17, 2022 at 10:00 a.m.

VIII. Adjournment

If you require special assistance or auxiliary aid and/or services to participate in the public hearing process, please call (808) 798-0737 or email dbedt.sbrrb.info@hawaii.gov at least three (3) business days prior to the meeting so arrangements can be made.