

## Small Business Regulatory Review Board

### MEETING MINUTES - **DRAFT**

June 19, 2025

- I. **CALL TO ORDER:** Vice Chair Albitz called the meeting to order at 10:01 a.m., with a quorum present.

**MEMBERS PRESENT:**

- Mary Albitz, Vice Chair
- Sanford Morioka, 2<sup>nd</sup> Vice Chair
- Tessa Gomes
- Robert Cundiff
- Nikki Ige
- Dr. Jennifer Salisbury
- David Sikkink

**ABSENT MEMBERS:**

- Jonathan Shick, Chair
- James (Kimo) Lee

**STAFF:** DBEDT

Dori Palcovich  
Jet'aime Ariola

Office of the Attorney General

Alison Keto

II. **APPROVAL of MAY 15, 2025 MINUTES**

Ms. Ige motioned to approve the May 15, 2025 meeting minutes as presented. Mr. Cundiff seconded the motion, and the Board members unanimously agreed.

III. **NEW BUSINESS**

- A. Discussion and Action on the Small Business Impact Statement and Proposed Amendments to Hawaii Administrative Rules Title 11 Chapter 20, Rules Relating to Public Water Systems, promulgated by Department of Health (DOH)

Discussion leader and Second Vice Chair Morioka stated that the rules will affect small businesses due to the update of the federal rules, and introduced Mr. Steve Tagupa, Environmental Engineer, at DOH's Environmental Management Division to brief the members on the updates.

Mr. Tagupa explained that the main change to the rules is reflected in the very last sentence of Section 11-20-46.1 (1) (C) (2), which is intended to clarify that the required turbidity limits for drinking water treatment, specified for surface water treatments, would be as stringent as they would be for conventional treatment systems. It will also allow for the rules to be in line with the current federal regulations.

It was confirmed that small businesses would not experience a new negative impact by these rules due to the businesses already having to be required to adhere to the federal changes.

Mr. Cundiff motioned to send the proposed amended rules to public hearing. Ms. Ige seconded the motion, and the Board members unanimously agreed.

#### **IV. ADMINISTRATIVE MATTERS**

##### **A. Update on the Board's Upcoming Advocacy Activities and Programs in accordance with the Board's Powers under Section 201M-5, Hawaii Revised Statutes (HRS)**

1. Update on the Business Revitalization Taskforce's most recent meeting pursuant to Act 142 (Sessions Law Hawaii 2024, Senate Bill 2974 Relating to Economic Development, and Tourism establish a task force in order to identify methods to improve Hawaii's general economic competitiveness and business climate, including the mitigations of regulatory tax burdens

Ms. Gomes, the current Board member of the Business Revitalization Taskforce, explained that the taskforce, in general, is just beginning to figure out what they're doing, and the lay of the land. There has been a lot of "back-and-forth" as to how often the taskforce should meet, with no progress on actionable items. The next meeting is at the beginning of July; Ms. Gomes is hoping there will be some progress made at this meeting.

2. Update and Discussion on Becker Communications, Inc., regarding the Board's Small Business Outreach

Ms. Ariola stated that Becker took over amending and distributing the Board's monthly e-newsletter. The June e-newsletter went out this week and it looks great. Although the board members should have received it, some of the members indicated that they had not; Ms. Ariola will look into this.

A meeting with Becker is scheduled for next Thursday to go over any concerns or items that the Board would like Becker to handle. If there are any suggestions from the members, please let staff know by next week's meeting.

3. Presentations to Industry Associations

Ms. Salisbury attended a Maui Chamber of Commerce Business After Hours event last week in Lahaina.

Ms. Ige's employer will be hosting a small business workshop focusing on cultural entrepreneurship where she will distribute the Board's brochures.

4. Staff's Small Business Outreach

Ms. Ariola requested that the board members let her know if there are any events that they are aware of where she might be able to attend to provide outreach for this Board.

## **V. LEGISLATIVE MATTERS**

### **A. Update on the following:**

1. Senate Bill 1343 SD1 HD2 CD1 – Relating to the Small Business Regulatory Review Board – Amends the quorum requirements to do business and validate acts of the Small business Regulatory Review Board

This measure was signed into law on May 2, 2025.

2. Senate Resolution 104 SD1 – Establishing the Task force for SPEED (Simplifying Permitting for Enhanced Economic Development) to Identify Actions Needed to Expedite, Facilitate, and Coordinate State and Intergovernmental Permit Processes

See below – Section V. A. 3.

3. House Bill 1406 HD1 SD1 CD1 Relating to Government Procedures – Establishes the Simplifying Permitting for Enhanced Economic Development (SPEED) Task Force to identify actions, challenges encountered, and legislative measures necessary to facilitate, expediate, and coordinate state and legislative measures necessary to facilitate, expedite and coordinate state and intergovernmental development permit processes; and appropriates funds.

The Task Force encompasses several members, one of which is a member of this Board. Vice Chair Albitz indicated that Chair Shick has offered to be on this taskforce if no one else is interested.

Ms. Salisbury expressed an interest in being a member of this taskforce, however, she will need specific information on when the taskforce will meet, and the time commitment involved; Ms. Palcovich will research this and get back to her.

## **VI. ELECTION OF BOARD OFFICERS –**

### **A. Discussion and Action on the following:**

1. Chairperson, pursuant to Section 201M-5(c), HRS

Mr. Cundiff motioned to reinstate/nominate Mr. Jonathan Shick as this Board's Chair for the 2025–2026 session. Vice Chair Albitz seconded the motion, and the Board members unanimously agreed.

2. Vice Chair

Mr. Cundiff motioned to nominate Mr. Sanford Morioka as the Board's Vice Chair for the 2025-2026 session. Ms. Ige seconded the motion, and the Board members unanimously agreed.

3. Second Vice Chair

Second Vice Chair motioned to nominate Ms. Albitz as the Board's Second Vice Chair for the 2025-2026 session. Ms. Ige seconded the motion, and the Board members unanimously agreed.

**VII. NEXT MEETING** – Thursday, July 24, 2025 at 10:00 a.m., via Zoom and in person in Conference room 436 at No. 1 Capitol District Building, 250 S. Hotel Street, Honolulu, HI 96813.

**VIII. ADJOURNMENT** – Ms. Salisbury motioned to adjourn the meeting and Mr. Cundiff seconded the motion; the meeting adjourned at 10:23 a.m.