

**Alan Clinton**  
Chair

**Richard Seder**  
Vice Chair



Hawai'i Commission for National and Community Service  
1601 East-West Road, JAB 4082  
Honolulu, HI 96848  
Phone: (808) 956-8145  
Fax: (808) 944-7677  
Email: hicncs@hawaii.edu

**Meeting Minutes DRAFT**

**Hawai'i Commission for National and Community Service**

**Date:** Thursday, September 18, 2025

**Time:** 10:30 a.m.

**Place:** Virtual Meeting (Zoom)

**AGENDA**

**Serve Hawai'i With Aloha**

**I. Call to Order**

Chair Alan Clinton called the meeting to order at 10:33 a.m.

**II. Introductions**

Commission Members present: Chair Alan Clinton, Vice Chair Richard Seder, Kylie Alarcon, Ray Galas, Frank Haas, Anne Marie (Mahealani) Matsuzaki, Karen Mukai, Diane Peters-Nguyen, Suzette Robinson, and Elwyn Watkins

Commission Members excused: Sandra Larsen, Raga Nadella, Anne Nakakura, and Kymberly Sparlin

Others in Attendance: Commission staff Keala Monaco and Brian Higaki

**III. Public Comments on Agenda Items**

No written comments were received and no individuals signed up for oral testimony.

**IV. Approval of Minutes of the May 30, 2025 Meeting**

Diane moved to approve the minutes of the May 30, 2025 meeting, seconded by Elwyn, and the motion carried with all members present voting in the affirmative.

## V. Election of Officers – Chair and Vice Chair

Richard nominated Alan to serve as Chair for the upcoming year, seconded by Diane. Ray nominated himself, seconded by Frank. Ray nominated Frank, but Frank declined the nomination. The nominees were given an opportunity to speak on their vision and goals for the Commission before voting commenced. Alan received the majority of the votes and was elected to serve as Chair.

Frank nominated Ray to serve as Vice Chair for the upcoming year, seconded by Ray. Diane nominated Richard, seconded by Elwyn. Ray nominated Suzette, but Suzette declined the nomination. The nominees were given an opportunity to speak on their vision and goals for the Commission before voting commenced. Richard received the majority of the votes and was elected to serve as Vice Chair.

## VI. Executive Director Updates

### a. Legal Aid Society of Hawaii

Legal Aid Society of Hawaii (LASH) is no longer in HCNCS' portfolio of programs. Upon receipt of an award termination notice in April 2025, LASH promptly shifted its members to paid staff positions so work could continue with minimal interruption. Despite the subsequent preliminary injunction, LASH could not reinstate its program due to the AmeriCorps supplanting rule, which prohibits members from displacing staff within the organization. In addition, LASH declined its competitive award for program year 2025-2026. LASH is welcome to apply for future funding if it designs a new AmeriCorps program.

### b. Current Programs

HCNCS is finalizing program year 2024-2025 reimbursements to Teach For America (TFA) and Papahana Kuaola. The reimbursements have been delayed since HCNCS is waiting for AmeriCorps to make various corrections to member records in eGrants.

Subaward agreements for program year 2025-2026 have not been executed yet, as the UH Office of Research Services must accept the grant awards first.

As a follow-up to a question raised at the May 30, 2025 meeting, Keala clarified that the \$1,000 that TFA receives for each member is not used to pay member living allowances. The funds are used for operational expenses related to member recruitment, onboarding, training including certification, and ongoing support. TFA's members are full-time salaried teachers and the main benefit to them is the education award.

Keala stated that HCNCS is working to expand its portfolio of programs and Maelynn has been in contact with prospective programs.

### c. HANOCON 9/26/25

HCNCS will be an exhibitor at the Hawaii Alliance of Nonprofit Organizations 2025 conference. If any Commissioners would like to attend the conference, please notify Keala.

d. AmeriCorps State and National Updates

AmeriCorps staff are slowly returning to duty and Raga Nadella is back at work. OMB recently released CIF funding, which Commissions use to fund training and technical assistance initiatives.

**VII.** Announcements and Information

Keala stated that Maelynn has been researching other states' Commission bylaws. Maelynn will share her findings with the members of the Bylaws and Nomination Committee.

For future meetings, Frank suggested that agenda items be solicited from the Commissioners before the meeting agenda is finalized and distributed. Ray suggested that committee reports be a standing item on future meeting agendas. Ray requested that meeting minutes be distributed shortly after the meeting and that the minutes be used to organize the agenda for the next meeting.

The next meeting will be in-person on November 5, 2025; location TBD. A calendar invite will be forthcoming.

**VIII.** Adjournment

Chair Alan Clinton adjourned the meeting at 11:30 a.m.