

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: hicnscs@hawaii.edu

Notice of Meeting

Hawai'i Commission for National and Community Service

Date: Wednesday November 5, 2025

Time: 11:00 a.m. – 1:00 p.m.

In-Person Meeting Location University of Hawai'i at Mānoa
Bachman 107
2444 Dole Street
Honolulu, HI 96822

AGENDA

Serve Hawai'i With Aloha

- I.** Call to Order
- II.** Introductions
- III.** Public Comments on Agenda Items

An opportunity for public testimony will also be provided at the time each agenda item is considered. Testimony will only be accepted for the items listed on the meeting agenda.

Those wishing to provide written or oral testimony should contact hicnscs@hawaii.edu or (808) 956-8145 by 4:30 PM (HST), Monday, November 3, 2025. Any written testimony submitted after such time cannot be guaranteed to be distributed in time for the meeting.

Written testimony may be submitted by one of the methods listed below:

- a. By email to: hicnscs@hawaii.edu
- b. By U.S. Postal Mail to: 1601 East-West Road, JAB 4082, Honolulu, HI 96848
- c. By facsimile to: (808) 944-7677

Registration for in-person oral testimony on agenda items will also be provided at the meeting location 15 minutes prior to the meeting and closed at the posted meeting time. It is highly recommended that written testimony be submitted in addition to registering to provide oral testimony. Oral testimony will be limited to three (3) minutes per testifier.

Written or oral testimony submitted to the HCNCS will be treated as public record and any information contained therein may be available for public inspection and copying.

- IV. Approval of Minutes of the September 18, 2025 Meeting
- V. Teach for America – Hawai'i Program Spotlight
- VI. Discussion on Standing Committees (Committee List attached)
- VII. Executive Director Updates
 - a. Current programs
 - b. Prospective programs
 - c. AmeriCorps State and National updates
 - d. Strategic Plan Review
 - e. HANOCON 2025 Report

VIII. Announcements and Information

- a. Next meeting – To Be Determined

IX. Adjournment

If you need an auxiliary aid/service or other accommodation due to a disability, contact the HCNCS Office at (808) 956-8145 or hcncs@hawaii.edu as soon as possible preferably by **October 31, 2025**. If a response is received after this date, we will try to obtain the auxiliary aid/service or accommodation, but we cannot guarantee that the request will be fulfilled.

Upon request, this notice is available in alternate/accessible formats.

Agenda materials for the meeting can be found at [Commissioners – Hawai'i Commission for National and Community Service](#)

ATTACHMENT

Current Draft of Standing Committees in HCNCS Bylaws as of 11/5/25

Standing Committees

Standing Committees shall advise and assist the Commission in carrying out its duties and responsibilities. Committee chairs shall be appointed by the Commission Chair from among Commission members **[with the exception of the Finance [Committee] and Bylaws and Nominations e[C]ommittee[s]-which shall be elected annually by the membership of the Commission for a term of one year].** The Commission Chair, in consultation with the Committee Chairs, shall name the committees' members. Standing Committees the Commission shall include, but may not be limited to the following.

Section 1. Executive Committee

- 1.01 The Executive Committee shall serve as the strategic planning committee responsible for planning and establishing the agenda for commission meetings and for developing recommendations to the commission on issues that require preliminary reviews when so designated by the full commission.
- 1.02 The Executive Committee shall consist of **[the following: the]** Chair~~[,]~~ Vice-Chair~~[,]~~ **[and Secretary]** of the Commission, **[as well as]** the Chairs of the Finance [Committee] and **[the]**Bylaws **[and Nominations]** Committee~~s~~, and other interested parties appointed by the Chair.

Section 2. Bylaws **[and Nominations]** Committee

- 2.01 The Bylaws **[and Nominations]** Committee shall solicit, review, and recommend nominations for vacant commission positions and to establish and recommend changes to the bylaws of the Hawai'i State Commission for National and Community Service.
- 2.02 The Bylaws **[and Nominations]** [Committee] shall consist of members of the Commission~~[,]~~ **[The Commission Chair in consultation with the Committee Chair may request participation of subject matter experts as needed.]**
- 2.03 **[2.03 The Nominations and Bylaws Committee shall present [at least ten calendar days] prior to the annual meeting a slate of nominees which shall include recommendations for officers for the Commission.]**

Section 3. Finance Committee

- 3.01 The Finance Committee shall assist in preparing the State Commission's budget requests on a timely basis, and to monitor expenditures on behalf of the Commission.
 - 3.01.1 **[The Commission Chair in consultation with the Committee Chair may request participation of subject matter experts as needed.]**

Section 4. Review and Selection Committee

- 4.01 The Review and Selection Committee shall provide a process with which to organize panelists; receive, process, review and assess all grant application proposals; and to submit its recommendations to the full commission utilizing guidelines provided by the Corporation and staff support from the Commission Office, **which is housed under the President's office.]**
- 4.02 The Review and Selection Committee shall consist of members of the Commission[.] **[The Commission Chair in consultation with the Committee Chair may request participation of subject matter experts as needed.] [**

Section 5. Evaluation Committee

- 5.01 The Evaluation Committee shall assist staff of the Commission Office, **which is housed under the President's office,]** in monitoring and assessing programs contracted by the State Commission for National and Community Service; and to determine the quality of the contracted service, compliance with grant and contract requirements, and any follow-up action needed.
- 5.03 The Evaluation Committee shall consist of members of the Commission[.] **[The Commission Chair in consultation with the Committee Chair may request participation of subject matter experts as needed.]**

Section 6. Youth Voice Committee

- 6.01 The Youth Voice Committee shall develop and recommend policies and programs to the Commission as well as bringing the perspective of young people to all Commission discussions and decisions.
- 6.02 The Youth Voice Committee shall have four to six Commission members who may establish several subcommittees consisting of individuals between the ages of 16 to 25 to determine youth concerns of the State.

Section 7. Media Promotion Committee

- 7.01 The Media Promotion Committee shall promote community awareness about the Commission and programs funded under the Corporation for National and Community Service; and to promote and encourage communication and information sharing between state and local private and public initiatives to meet community needs. [This committee is referenced in Executive Order 94- 01 as the Community Collaboration Committee]

- 7.02 The Media Promotion Committee shall consist of members of the Commission[.] [The Commission Chair in consultation with the Committee Chair may request participation of subject matter experts as needed.]

Section 8. Program [and Community Collaboration] Committee

- 8.01 The Program [and Community Collaboration] Committee shall promote communication and information sharing between state and local private and public initiatives to meet community needs; and to develop, promote, and conduct activities that help carry out the goals and objectives of the National and Community Service programs and commission activities.
- 8.02 The Program [and Community Collaboration] Committee shall consist of members of the Commission and other interested parties appointed by the Chair.