

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

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

Chair Alan Clinton called the meeting to order at 11:06 a.m.

II. Introductions

Commission members present: Chair Alan Clinton, Vice Chair Richard Seder, Ray Galas, Karen Mukai, Anne Nakakura, Kymberly Sparlin, and Elwyn Watkins

Commission members excused: Kylie Alarcon, Frank Haas, Sandra Larsen, Anne Marie (Mahealani) Matsuzaki, Raga Nadella, Diane Peters-Nguyen, and Suzette Robinson

Others in attendance: Commission staff Keala Monaco, Brian Higaki, and Maelynn Puchalski. Teach For America Hawai'i Executive Director Meilan Akaka Manfre and Managing Director Erin Pauahi Auerbach

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 September 18, 2025 Meeting

Elwyn moved to approve the minutes of the September 18, 2025 meeting, seconded by Richard, and the motion carried with all members present voting in the affirmative with the exception of Kymberly's abstention.

V. Teach for America – Hawai'i Program Spotlight

Meilan Akaka Manfre, Executive Director, Teach For America Hawai'i (TFAH) shared about her experience as a corps member and the support and opportunity it provided. She gave a presentation on how TFAH continues efforts in providing equitable education opportunities for students in our local communities. See attachment for presentation.

Commission members engaged in discussion regarding funding breakdown (overhead costs vs. delivery of service costs), university partners, the relationship between housing, stipends, and costs, the breakdown of local vs. non-local members, plans for program expansion, and recruitment issues.

VI. Recess

Chair Alan Clinton called for a 10 minute recess at 12:06 p.m.

VII. Call Back to Order

Chair Alan Clinton called the meeting back to order at 12:20 p.m. All Commission members present prior to the recess were confirmed to be present upon reconvening.

VIII. Discussion on Standing Committees

The standing committee list that was provided with the meeting agenda is currently pending review by counsel and adoption by HCNCS as part of its Bylaws. Ray suggested creating a military/armed services committee and expressed interest in chairing. Chair Alan Clinton affirmed Ray's proposals and stated that commission members would be asked to specify which committees they would be interested in serving on prior to the next meeting.

IX. Executive Director Updates

a. Current programs

The program year 2025-2026 contracts for TFAH and Papahana Kuaola (PK) have been executed and both programs can start submitting reimbursement requests. The program year 2024-2025 reimbursements for TFAH and PK are still being finalized, as we are waiting for AmeriCorps to make corrections to a number of eGrants member records. PK has been slow to submit reimbursements since a new staff member has been preparing the reimbursement documents. All reimbursements to Legal Aid Society of Hawai'i have been processed.

b. Prospective programs

The Maui Economic Development Board, College Advisory Group, and National Mental Health Corps contacted HCNCS and expressed interest in establishing AmeriCorps programs. The latter two organizations previously operated AmeriCorps national direct

programs but were not funded for program year 2025-2026. HCNCS will continue discussions with these organizations and will also explore the possibility of awarding funds to UH departments. For prospective programs to be successful, it is critical that they have established systems in place as well as federal grants management experience.

c. AmeriCorps State and National updates

The 2026-2027 Notification of Funding Opportunity was scheduled to be released in October; however, it has been delayed due to the federal government shutdown.

d. Strategic Plan Review

The 2024-2027 State Service Plan is currently under review by HCNCS staff. We will report on our current status and the progress that has been made at the next in-person meeting.

e. HANOCON 2025 Report

Maelynn attended HANOCON 2025 and provided attendees with information regarding HCNCS and AmeriCorps funding. Although she connected with many attendees at our exhibitor table, the collection of contacts via QR code was unsuccessful. Future collection will be done with handwritten registries at the table.

X. Adjournment

Chair Alan Clinton adjourned the meeting at 1:01 p.m.