



ALOHA ARBORIST ASSOCIATION
MEETING MINUTES – 01/17/2018 - DRAFT
Dixie Grill, Aiea, HI

Members in Attendance: J Zambo, Lance Bookless, Desiree Page, Carol Kwan, Steve Connolly, Dudley Hulbert, Sergio Vasquez, Rosemary Kaleleiki-Rollins, Andrew Kendall

Guests: Justin Donahue, Nohea Hekehekia, Wai Lee, Keith Rollins, Alicia Yballa

1. Call to Order & Approval of the Meeting Minutes of 10/18/17 as revised, and of 11/15/17 - The meeting was called to order at 6:40pm. Minutes for October and November 2017 were approved.
2. Guest Speaker – Wai Lee, Executive Director of SmartTrees Pacific

Wai thanked AAA volunteers Desiree, J and Angela for their participation in SmartTrees Pacific's Citizen Forester training. The Citizen Foresters frequently refer back to the training provided by Desiree and Angela.

Two Boy Scout troops are interested in joining the Citizen Forester training. After the Boy Scout training sessions, SmartTrees Pacific would like to get help for a Citizen Forester program to train Kupu, an organization that has received a grant from the Forest Service through the Youth Conservation Corps program to implement a paid internship program. Arborist volunteers will receive ISA CEUs, plus STP will be able to make a donation to AAA out of their grant funding. Citizen Foresters are urban forestry ambassadors encouraging the planting of more trees by talking to landowners, homeowners and others during their activities. CF's also will help look after trees that are planted in their own neighborhoods.

The Citizen Forester program has three classes:

- The first class is measurement and collection of tree data including height, trunk diameter, overall condition, site condition, dieback levels, and live crown ration. The first Boy Scout training is on January 20th, and participants will be practicing with diameter tapes, hypsometers, and identification charts.
- The second class is species identification, which at the last session was taught by Stan Oka. This session is tentatively scheduled for February 10th or 17th.
- The third training is on the use of digital devices. All the data goes to a remote site, where the ecological benefits of each individual tree is calculated.

STP is looking for arborist volunteers to help with the first two classes of the Boy Scouts session. Citizen Foresters are energized by meeting arborists and learning all that we do as professionals working with trees. Wai also would like to have the arborists out in the community talking to people. CFs are out in the community collecting tree data three times weekly. Inventory dates in the near future are Tuesday night in the Kapiolani Park area, Wednesday morning in the Enchanted Lake area in Kailua, and Saturday at Moiliili Park near King and Isenberg Streets. So far CFs have inventoried about 4,000 trees; STP is interested in getting AAA arborist volunteers' support to improve accuracy.

Wai also would like to learn how to post photos to the plant identification group website moderated by Steve Connolly. Once he's learned how to navigate the site, he plans to have CFs themselves start using this plant ID group.

Andrew Kendall, who is the Committee Chair for AAA Training and Education events, expressed his support for the CF training program and welcomed all CFs to AAA's workshops and training events. Steve Connolly offered to volunteer for the CF program, and Desiree committed to the January 20th and February 10th training sessions; Dudley volunteered to help with training on February 17th. Additional volunteers are needed and invited to come. The Boy Scout CF sessions are taking place at the YMCA on Atkinson Drive, and Wai shared the times when volunteers are needed.

Wai encouraged arborist volunteers to tell stories – Stan Oka told many stories, such as how one can “sit in the shadow of a full moon under an ironwood tree and see your future,” keeping the CFs interested throughout the training.

Steve Connolly was impressed by the program, and proposed for AAA to send a memo or letter of support, to be included with STP's application for grant funding due January 30th. Wai and Carol agreed to coordinate submittal of the letter, which will be signed by J.

Wai shared a final story about an auditor's visit with the CFs. The auditor spent a half hour with CFs in Kailua to get to know the program, in preparation for a City of Honolulu award recognizing the CF program. Soon after the auditor's departure, however, a resident inside his home, seeing the CF's in front of his home taking pictures, started a great commotion, demanding to know who they were and what they were doing. The CFs quickly explained who they were and that they only were photographing the trees. The resident, initially concerned about break-ins and security, at last calmed down.

J thanked Wai for coming in to share about the CF program.

3. Old Business

- a) Research Committee (Chair: Dudley Hulbert) – Tabled.
- b) Safety Workshop by HEMIC (Andrew Kendall) – Andrew has been in contact with Jason at HEMIC, who is putting together a comprehensive safety program for the arboriculture industry. Andrew directed Jason toward ISA, TCIA and other similar organizations. Jason also is interested in holding a training event together with AAA. Andrew informed him about AAA's full schedule and will be in touch with Jason to coordinate an event in the coming months. Jason has asked AAA for help reviewing a draft training proposal. This proposal will be specific to the industry in Hawaii, and will focus on chipper operation, aerial lift operation, and other similar common arboriculture operations. J asked that the training maintain its focus on improving safety in the industry, and that everyone involved should avoid using the event for marketing purposes. He emphasized that all tree services must have safety programs in place, including documentation of what safety training has been provided and each employee's participation history.
- c) Hawaii Tree Jamboree, Maui- Feb. 3rd, 2018 (Andrew Kendall) – The venue is lined up; insurance is being organized, as is access to a rescue dummy. Expenses so far total to about \$2500. Andrew is working on sponsorships – there are plenty of prizes, but cash donations are needed. In the future, the goal will be to take the Jamboree to the different Hawaiian Islands, timing it to the TCIA Winter Management Conference where possible. Each island will need its own dummy. Mark Chisholm will be at the Jamboree, and also will be a teacher for a tree climbing workshop on February 9th. Ken Palmer will be a Jamboree judge. Andrew welcomed everyone to come, and is expecting the event to be a hit. Dudley Hulbert is

attending and will help set up. The Jamboree will consist of four competition events, ending with the Masters, all to take place in one day.

Carol commented that for next year, if AAA follows ISA's guidelines, then the event could qualify for their insurance at a much better rate. AAA should get the guidelines now and plan it in advance for next year.

One of the primary reasons for holding the Jamboree is to promote education and improved practices in the industry. The event needs to operate on a positive budget, for this and all other events, so revenues can continue to support AAA's mission. Sponsorships will be needed for this event to push past the break-even point, help improve the balance sheet and meet the financial objectives. Andrew is coordinating with Doug Trochtop to keep track of registrations and fees for the Jamboree.

- d) Tree Climbing Workshop with Mark Chisholm (formerly on the agenda as "Climbing Training"), February 9th, 2018 – Mike Kraus will be coordinating this event.
- e) Ken Palmer Workshop, February 22nd and 23rd, 2018 – Ken Palmer's company is ArborMaster, and the event will be organized as an ArborMaster workshop. Their training fee is expensive. The event is to take place at Ho'omaluhia Botanical Garden, both indoors and out. The second day will be conducted as a hands-on, small group event. The registration fee for that day will be higher. It was agreed that the workshop would only proceed if the financial risk is borne by ArborMaster, with AAA receiving a donation of \$500, in exchange for which we will provide advertising, coordinate the event facility, and provide a volunteer for event registration on the day of the workshop.

AAA needs to put in place policies and to follow event-planning procedures for making workshops profitable. Steve Connolly, J and Andrew agreed to meet on January 19th for this purpose.

- f) 2018 Agriculture & Environmental Awareness Day (Feb 9th and 10th, 2018) - Carol and Lance have volunteered for Friday the 9th. One more AAA volunteer is needed for the Saturday; Desiree will look for someone to help.
- g) Chainsaw Safety Workshop, Beginner Level (J Zambo) – It will not be possible to hold this event in January, since the registration fee and event date have not been set. Dudley agreed to take the lead for arranging to days each year for this training. He will be meeting with J in early February on this topic.
- h) Proposed Certified Tree Worker Written Exam Prep Course (Andrew Kendall) – Due to preparations for other educational events, work on this program hasn't started. J will look into setting up three Saturdays in March for participants to prepare using the CTW workbook. The registration fee and a location will need to be planned. Companies on the islands besides Oahu also would like to have this prep course. There was a suggestion to have Kevin Eckert as the trainer. Justin Donahue and Kainoa Holt are currently signed up to hold the aerial rescue training, but there is some uncertainty about the plans for these two events.

The comment was made that there is confusion as to roles and responsibilities for the various trainings. It was further shared, and concurred by Andrew, that this planning should be done by a committee meeting separately, and then a briefing provided during the monthly AAA meeting.

- i) Offer for Free Media Services from Olelo Channel (Kevin Eckert, Andrew Kendall) – This topic was taken off the agenda until further notice.
 - j) Membership Drive – Carol reported a renewal letter was sent out at the beginning of the year to recruit for AAA’s membership, and that membership renewals are coming in. She will be making a quick list of active members to verify members’ registrations for the Tree Climbing Workshop. Someone asked whether AAA’s membership is increasing – this question will need to be answered by Angela when she returns from her trip. There was a short discussion about holding a raffle with each membership drive, with prizes such as free attendance for a workshop, or work equipment. Andrew asked about automatic renewals using members’ credit card information – Carol explained that this option comes with legal requirements related to storing people’s credit card information, and complex processes that make it difficult to adopt. Desiree will look into streamlining the membership process.
 - k) ISA Publications Order (Carol Kwan) – The offer in December to organize a group order of the Z133 standard had a low response rate. Carol will try again in February
 - l) Treasurer’s Report (Desiree Page) – No report.
4. New Business
- a) Recruitment for new member of Board of Directors (J Zambo) – J spoke with Steve Nimz about his position on the AAA Board. Steve had concurred that he hasn’t been attending and that someone should be selected to fill his position in order to meet quorum requirements. Steve resigned as an AAA Director as of 11/20/17, and J appointed Andrew to fill the remainder of Steve’s term effective immediately.

J announced that due to personal reasons, he will not be running again as AAA President at the end of the current term.

Carol announced that, due to her impending role as President of the WCISA Board, she will be unavailable to participate actively in AAA activities for about 1.5 years. She will serve out her current term as AAA Secretary.
 - b) AAA Participation in Citizen Forester Training 1/20/18 and other dates – See guest speaker Wai Lee above.
 - c) Invitation to Participate in Joint Base Pearl Harbor-Hickam Earth Day Celebration, 4/14/18 – This event conflicts with the upcoming Certified Arborist / Certified Tree Worker exam dates. AAA volunteers will be busy with the exam and unavailable for other commitments. Carol will email them about the scheduling conflict, and ask that they keep us on their list for 2019.
 - d) Volunteer to Cover for J at 1/26/2108 LICH Annual Meeting – J will not be available to attend as AAA’s rep at LICH’s event at the Willows. The event is paid for by LICH; Sergio offered to attend on AAA’s behalf. Carol read aloud from Garrett Webb’s text to her, “Remind the group that they are encouraged to suggest two for the slate for LICH Board of Director if they so desire. After the 7 reps from the associations like AAA vote for the officers, then the officers will vote on the slate for Board of Directors 2018.” There were no suggestions for nominations.
5. Announcements
- a) TreeCircus held on Maui first week of November 2017 – The Arbor Day presentations were very successful.

- b) Trees for Honolulu's Future: Growing Our Urban Forest workshop 3/9/2018, McCoy Pavilion – This event's keynote speaker is excellent. Other details are available from the email sent out by Kevin Eckert, who is our contact for the event. The cost was unknown, and an inquiry will be made with Kevin. The suggestion was made that AAA remain active with this effort.
- c) The OSHA Respirator Awareness Training on Hilo, Hawaii Island, 3/16/2018 was announced. This event is presented by 3M, and the contact person is Stafford Oyama.
- d) The Certified Arborist/Certified Tree Worker Exams will take place on 4/14/2018. Carol will be recruiting volunteers when the event gets closer.

e) *Please join us for the next meeting on:*

February 21st, 2017, 6:30pm – Monthly Meeting – Location TBD

6. Adjournment – The meeting adjourned at 8:33pm.

Respectfully submitted,

Angela Liu