RE-2 Employee Post Travel Disclosure of Travel Expenses

Date/Time Stamp

RECEIVED
SECRETARY OF THE SENATE
PUBLIC RECORDS
2026 NOV -6 PM 1:43

Post Travel Filing Instructions: Complete this form within **30 days** of returning from travel. Submit all forms to the Office of Public Records in 144 Hart Building.**This form is a public disclosure. The form and all attachments will be made publicly available.**

Certification: *In compliance with the Regulations Governing Privately Sponsored Travel, Senate Rule 35, and the Honest Leadership and Open Government Act of 2007, I certify that I accepted the following gift of privately sponsored travel:*

Private Sponsor(s):
National Association of Counties

Travel Dates:
10/11/2026 to 10/17/2026

Name of accompanying family member (if any):

Relationship to Traveler:

Expenses

Transportation Expenses	Lodging Expenses	Meals Expenses	Other Expenses (Amount & Description)
$1,957.45	$1,031.00	$680.16	$485.00

I also certify that attached to this form are all required documents for post travel disclosure, including:

- **The final Employee Pre-Travel Authorization** (Form RE-1)
- The final **Private Sponsor Travel Certification Form** with all attachments
- The final invitation
- The final approved itinerary

Finally, I certify that all trip information reflected in the attachments above accurately reflects the travel that I accepted. If there were any changes to the trip after I received approval from the Committee, the changes are described in ATTACHMENT 1.

11/6/26
Date

ELIZABETH LETTER
Printed Name of Traveler


Signature of Traveler

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER

I have made a determination that the expenses set out above in connections with travel described in the Employee Pre-Travel Authorization form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

11/6/26
Date


Signature of Supervising Senator/Officer

ATTACHMENT 1 – CHANGES FROM APPROVED PRE-TRAVEL

Note: Material changes to a trip that occur after the Committee has issued an approval letter may invalidate the Committee's approval. Please contact the Committee with any questions regarding changes to an approved trip.

Were there any changes to the pre-approved travel expenses? (Transportation, Meals, Lodging, Other)?

● Yes ○ No

Expense Change	Revised Amount	Explanation
Meals	$680.16	Approved pre-travel meal costs were estimates. The revised total amount is the final cost paid per attendee for all meals.
Transportation	$1,957.45	The pre-approved airfare (both the roundtrip ticket and inter-island ticket) was accurate, but the bus cost was an estimation. This revised total amount is sum of the final charter bus cost and total airfare for each attendee.
Misc. Expenses	$707.01	Misc. charges include items like tipping for non-meals, luggage fees, printing materials, shipping materials, daily refreshments, and other necessities (e.g. sunscreen, first aid kit, etc.). Approved pre-travel misc. expenses total was an estimate, this revised total amount reflects all misc. charges throughout the trip. Price difference is largely attributable to increased prices in Hawai'i as pre-trip estimates were based on previous travel expenses in the continental U.S. for this type of travel. A specific breakdown of per person misc. expenses is below: - $237.64 | The cost of renting space at hotels and event venues for meetings and meals - $203.13 | The cost-of-service fees for meal set up and attendants. - $87.87 | Cost of printing and shipping educational materials and other items necessary for the programming, as well as snacks and refreshments and tips for bus driver and other service industry professionals throughout the trip. - $178.38 | Fees associated with educational briefings and meetings, such as park entrance fees and mandatory tour fees. There are no recreational activities at the parks or other trip sites. TOTAL MISC EXPENSES: $707.01

Were there any changes to the pre-approved itinerary?

● Yes ○ No

Explanation: Sunday, October 11 On Sunday, October 11, all listed travelers participated in the "Welcome Dinner at Grand Naniloa Hotel." There was one speaker substitution during this session. Instead of Executive Director Nahelani Parsons from the Hawai'i State Association of Counties, Hawai'i County Councilmember Jennifer Kagiwada participated as a speaker alongside Hawai'i County Councilmember Heather Kimball. Tuesday, October 13 On Tuesday, October 13, all listed travelers participated in the "Briefing: Hawai'i County Jobs Readiness & Workforce Development." This session was held at the Grand Naniloa Hotel instead of the American Jobs Center due to a delay in bus availability and limited space at the American Jobs Center for a group of this size. All speakers were present, and the session proceeded as scheduled, with the exception of the location change. On Tuesday, October 13, all listed travelers participated in the "Briefing: Building Resilient Communities and Federal-County Partnerships Along Hawai'i County's Hamākua Coast." This session ran from 9:30 AM to 2:30 PM, lasting 30 minutes longer than originally scheduled. There was also one speaker substitution during this session. Hawai'i County Councilmember Jennifer Kagiwada replaced Hawai'i County Councilmember James Hustace due to a scheduling conflict. All other speakers were consistent with the pre-travel itinerary. On Tuesday, October 13, all listed travelers participated in the "Briefing: Kahua Ranch — Agriculture, Food Security and the Paniolo Legacy." This session ran from 3:00 PM to 6:00 PM, starting 30 minutes later than originally scheduled due to the preceding session running longer than anticipated. All planned content was covered, although the tour of the working ranch was slightly condensed to accommodate the adjusted schedule. In addition, Hawai'i County Councilmember James Hustace was unavailable and did not participate as a speaker. All other speakers listed on the pre-travel itinerary were present. On Tuesday, October 13, all listed travelers attended the "Dinner at Kahua Ranch." There was one speaker substitution during this session. Hawai'i County Mayor Kimo Alameda was unable to attend, and Managing Director Bill Brilhante from the Hawai'i County Office of the Mayor participated in his place. In addition, Hawai'i County Councilmember James Hustace did not speak and was not in attendance. All other speakers listed on the pre-travel itinerary were present. Wednesday, October 14 On Wednesday, October 14, all listed travelers attended the "Briefing: Marine Science, Climate Research & Federal Grant Funding." This session ran from 9:30 AM to 1:00 PM, starting 30 minutes

earlier than originally scheduled because the group was able to depart from the airport earlier than anticipated. In addition, Hawai'i County Councilmember Heather Kimball did not participate as a speaker. All other speakers were consistent with the pre-travel itinerary. On Wednesday, October 14, all listed travelers participated in the "Briefing: Tourism Management & State-County Coordination at Diamond Head Monument." Due to scheduling conflicts, there were two speaker substitutions. Instead of Administrator David Lopez and Communications Director Kiele Amundson, Executive Officer Donald Aweau and State Hazard Mitigation Officer Kelsey Yamanaka from the Hawai'i Emergency Management Agency participated as speakers. In addition, Hawai'i County Councilmember Heather Kimball did not participate as a speaker. All other speakers were consistent with the pre-travel itinerary. On Wednesday, October 14, all listed travelers participated in the "Nā Lei Aloha Lū'au." This dinner reception and ceremony began at 6:00 PM instead of the originally scheduled 5:30 PM. Thursday, October 15 On Thursday, October 15, all listed travelers participated in the "Briefing: Honolulu County's Role in National Security and Navy Leadership." There was one speaker substitution during this session. Due to a scheduling conflict, Navy Region Hawaii Historian Jim Neuman was unavailable to speak. Instead, Lt. Col. Charles Anthony, Director of Public Affairs for Joint Base Pearl Harbor-Hickam, participated as a speaker. All other speakers were consistent with the pre-travel itinerary. On Thursday, October 15, all listed travelers participated in the "Briefing: County Emergency Management & Federal Partnerships." This session ran from 10:00 AM to 1:00 PM, starting 30 minutes earlier than originally scheduled. There were also three speaker changes. Jennifer Walter and Molly Pierce did not participate as speakers. In addition, Major Clifford Ramson of the Honolulu Police Department joined the session as a speaker. On Thursday, October 15, all listed travelers attended the "Dinner." This event was rescheduled to 7:00 PM to 8:30 PM instead of the originally scheduled 6:00 PM to 8:00 PM.

Were there any additional changes to the pre-approved trip?

○ Yes ● No

Explanation: There were no additional changes to the pre-approved trip.

0000000013031 RECEIVED BY: SECRETARY OF THE SENATE Date: November 06, 2026

NATIONAL ASSOCIATION of COUNTIES NACo

April 8, 2026

Dear Lizzy,

As the Executive Director and CEO of the National Association of Counties (NACo), it is my pleasure to extend an invitation to you as a leader in federal policymaking to participate in NACo's 2026 Federal Fellowship Initiative. This is an invitation-only cohort that will be comprised of congressional staff, White House officials and other federal agency representatives. County governments play a critical role as public service providers for America's citizens. Since 1935, NACo has represented the interests of all of America's 3,069 counties, boroughs and parishes and assisted them in the pursuit of excellence in public service.

NACo's Federal Fellowship Initiative focuses on the importance and structure of America's intergovernmental system, with a specific emphasis on the roles, responsibilities, operations and policy priorities of county governments across the country. As part of the initiative, NACo aims to educate members of Congress, Congressional staff and federal policy officials about the roles and responsibilities of counties across the country.

As important partners in our nation's intergovernmental system, county governments employ one out of every 50 workers, invest more than $743 billion each year in our local communities and provide vital public services that are the foundation of our society. To provide a clearer picture of the full county landscape and the essential role counties play in fostering safe, vibrant and health communities across the nation, NACo recently released an updated County Landscape Project, offering comprehensive information on county structures, maps and statistics, services and workforce, taxes and revenues and election administration.

Members of the cohort will meet several times throughout the year-long Initiative:

- **NACo Federal Fellowship Initiative Pre-Trip Event:** Thursday, September 17, 2026
- **Hawai'i and Honolulu County, Hawai'i Site Visit:** Sunday, October 11 – Saturday, October 17, 2026

During the October in-person, field-based tour located in Hawai'i and Honolulu Counties, participants will engage with federal, state and local leaders, and visit tour sites including Hawai'i Volcanoes National Park, the Natural Energy Laboratory, Pearl Harbor, 'Iolani Palace, the He'eia National Estuarine Research Reserve, the Hawai'i Institute of Marine Biology and Diamond Head State Monument. **NACo will cover all costs for participant travel, lodging and meals for this site visit and other events associated with the Fellowship Initiative.** Related Ethic Committee documents will be sent to participants closer to the travel date.

NACo's Associate Director for Grassroots & Legislative Advocacy, Naomi Freel, is available to assist you in any way to coordinate your participation. Please contact Ms. Freel at nfreel@naco.org or 574.440.9952 with questions.

We hope you can accept our invitation and look forward to your participation in our Federal Fellowship Initiative.

Sincerely,

Matthew Chase
Executive Director/CEO

RE-1 Employee Pre-Travel Authorization

Date/Time Stamp

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics in SH-220.** Incomplete and late travel submissions will **not** be considered or approved.

Name of Traveler:
Elizabeth Letter

Employing Office/Committee:
PRESIDENT PRO TEMPORE EMERITUS

Private Sponsor(s):
National Association of Counties

Destination(s):
Kona, Hawaii Honolulu, Hawaii Hilo, Hawaii

Travel Dates:
10/11/2026 to 10/17/2026
NOTE: If you plan to extend the trip for any reason you **must** notify the Committee.

Explain how this trip is specifically connected to the traveler's official or representational duties.

This trip provides an opportunity to see how a wide range of policy areas impact unique counties. This trip provides me an opportunity to learn more about the full policy portfolio I oversee, while also providing resources and ideas about how to better partner with states and localities to extend federal resources.

Do you have an accompanying family member or spouse on this trip?
No

Name and Relationship to Traveler:
N/A

I certify that the information contained in this form is true, complete and correct to the best of my knowledge.

09/08/2026
Date

Elizabeth Letter
Signature of Employee

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER
(President of the Senate, Secretary of the Senate, Sergeant at Arms,
Secretary for the Majority, Secretary for the Minority, and Chaplain)

I Senator Murray
(Print Senator's/Officer's Name)

hereby authorize Elizabeth Letter
(Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate.

[X] (signify "yes" by checking box)

09/08/2026
Date

Patty Murray
Signature of Supervising Senator/Officer

National Association of Counties: NACo Federal Fellowship Initiative Fall 2026 County Site Visit

ELIZABETH LETTER

Title:
None

Employing Office/Committee:
PRESIDENT PRO TEMPORE EMERITUS

Duty Station:
WASHINGTON,DC

Destination(s):

Kona, Hawaii
Honolulu, Hawaii
Hilo, Hawaii

Explain how this trip is specifically connected to the traveler's official or representational duties:

This trip provides an opportunity to see how a wide range of policy areas impact unique counties. This trip provides me an opportunity to learn more about the full policy portfolio I oversee, while also providing resources and ideas about how to better partner with states and localities to extend federal resources.

Name of accompanying family member (if any):
Not Entered

Name and Relationship to Traveler:
None

Organization Information

Organization Name
National Association of Counties

Is your organization classified as a §501(c)(3)?
○ Yes ● No

§501(c)(3) Organization Type
N/A

Address
660 N. Capitol Street NW

Address 2 (Optional)
Suite 400

City, State Zip
Washington, District Of Columbia 20001 United States

Phone Number
5712629015

Organization URL

History of Congressional Travel

This is the sixth congressional trip that NACo will be sponsoring. NACo sponsored similar congressional travel through county site visit trips to 1) Miami-Dade County, Fla. in October 2022, 2) Maricopa, Yavapai and Coconino Counties, Ariz. in June 2023, 3) Los Angeles and Orange Counties, Calif. in February 2024, 4) Clark County, Nev. and Washington County, Utah in September 2024, and 5) Teton County, Wyo. and Gallatin County, Mont. in June 2025.

Educational Activities

NACo conducts a range of educational activities to strengthen intergovernmental partnerships between counties and the federal government and to inform congressional staff about county roles and responsibilities. Each year, NACo hosts two member-driven conferences that bring together county leaders and congressional offices for policy discussions, panel presentations and updates on legislative activity affecting counties. Congressional staff are regularly invited to participate as speakers or attend sessions to learn more about issues impacting counties. In addition, NACo hosts policy briefings, trainings and roundtables throughout the year on shared federal-county issues.

Lobbyist and Foreign Agent Registration Information

Lobbyist Registration Status: *I certify that the sponsor is not a federally registered lobbyist and does not retain or employ a federally registered lobbyists.*

Foreign Agent Registration Status: *I certify that the sponsor is not an agent of a foreign principal and do not retain or employ an agent of a foreign principal.*

Foreign Government Involvement

Foreign Agent Registration Status:

- ☑ I certify that the sponsor is not a foreign government.
- ☑ I certify that the sponsor is not an entity that is owned or operated by a foreign government.
- ☑ I certify that the sponsor does not receive funding from a foreign government.

Comments

Signature Page

The signature page is below.

Purpose and Details

Provide a brief description of the trip.

This trip fulfills NACo's mission of strengthening the intergovernmental partnership by educating congressional staff and federal officials on the roles and responsibilities of county governments.

Explain how the purpose of the trip relates to your organization's mission.

NACo is a 501(c)(4) nonprofit established to serve and strengthen America's counties. This trip will focus on the importance and structure of America's intergovernmental system and educate attendees on county roles, mandates, operations and policy priorities to help strengthen their communities.

Is your organization the only sponsor for this trip?

● Yes ○ No

Grantmaking Organizations (Optional)

There are no grantmaking organizations.

With or Without Regard for Congressional Participation

The trip is arranged or organized specifically with regard to congressional participation.

Lobbyist/Foreign Agent Involvement in Planning, Organizing, Requesting or Arranging

☑ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal, other than de minimis involvement.

Lobbyist/Foreign Agent Financing

☑ The trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.

☑ No funds or in-kind contributions were earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.

Lobbyist/Foreign Agent Accompaniment

Complete if all sponsors are §501(c)(3) organizations

○ The trip is limited to three days (for trips inside the continental United States) or seven days (for trips outside the continental United States), and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip

○ The trip is limited to a one-day event (exclusive of travel time and **one** overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip

○ The trip is limited to a one-day event (exclusive of travel time and **two** overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip

Complete if any of the sponsors is not a §501(c)(3) organizations.

● The trip is limited to three days (for trips inside the continental United States) or seven days (for trips outside the continental United States), and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip

○ The trip is limited to a one-day event (exclusive of travel time and **one** overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip

○ The trip is limited to a one-day event (exclusive of travel time and **two** overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip

Certification of No Recreational Activity and No Alcohol

- Travel expenses paid for will not include expenditures for recreational activities.
- Travel expenses paid for will not include expenditures for alcohol, except as permitted by the Regulations Governing Privately Sponsored Travel.

Invitees

- Members and staff from the House of Representatives **will** receive invitations.

The list of invitees is below.

Travel Details

Trip Start Date/Time:
10/11/2026 @ 07:02 AM

Trip End Date/Time:
10/17/2026 @ 05:40 AM

Will the traveler be accompanied by a family member for whom the sponsor will pay travel expenses?

○ Yes ● No

Itinerary

The itinerary is below.

Transportation (Per Member/Officer/Employee: $1,918.14 | Accompanying Family Member: $0.00)

Transportation Type	Class	Amount
Airfare	Coach	$1,060.10

Note
Multi-city plane ticket, includes travel both ways: Washington, D.C. (IAD) to Hawai'i County, Hawai'i (ITO) & City and County of Honolulu, Hawai'i (HNL) to Washington, D.C. (IAD)

Airfare	Coach	$164.90

Note
One way plane ticket for inter-island travel between the Island of Hawaii (Big Island) and the Island of Oahu: Hawai'i County, Hawai'i (KOA) to the City and County of Honolulu, Hawai'i (HNL)

Other	Coach	$693.14

Note
Group charter bus service for the entire duration of the trip. Price is representative of the normal market in these locations due to the rural nature of Hawai'i County, specific bus weight requirements for roads, and high demand for charter vehicles in Hawai'i County and the City and County of Honolulu.

Lodging (Per Member/Officer/Employee: $1,031.00)

Check-In	Check-Out	Facility	City	State	Country	Nights	Cost/Night	Cost Exceed Per Diem
10/11/2026	10/13/2026	Grand Naniloa Hotel Hilo - a DoubleTree by Hilton	Hilo	Hawaii	United States	2	$199.00	No
10/13/2026	10/14/2026	OUTRIGGER Kona Resort & Spa	Kona	Hawaii	United States	1	$229.00	No
10/14/2026	10/16/2026	Prince Waikiki	Honolulu	Hawaii	United States	2	$202.00	No

Meals (Per Member/Officer/Employee: $765.00)

Date	Breakfast	Lunch	Dinner	Incidentals	Total	City	State	Country	Cost Exceeds Per Diem
10/11/2026	$0.00	$30.00	$80.00	$0.00	**$110.00**	Hilo	Hawaii	United States	No
10/12/2026	$40.00	$25.00	$85.00	$0.00	**$150.00**	Hilo	Hawaii	United States	Yes

Cost Exceeds Per Diem Reason
Food and beverage rates constrained based on exclusive vendors at hotel and vendors. These are the best available rates available due to the remote location and program site-requirements for food vendors.

10/13/2026	$50.00	$25.00	$65.00	$0.00	**$140.00**	Waimea	Hawaii	United States	No
10/14/2026	$40.00	$25.00	$80.00	$0.00	**$145.00**	Honolulu	Hawaii	United States	Yes

Cost Exceeds Per Diem Reason
Food and beverage rates constrained based on exclusive vendors at hotel and vendors. These are the best available rates available due to the remote location of the lunch location and program site-requirements for food vendors. In addition, the majority of the day will be in Honolulu, but the breakfast is in Kona, Hawai'i, which has a higher Per Diem reflective of the higher rates in that region.

10/15/2026	$40.00	$20.00	$70.00	$0.00	**$130.00**	Honolulu	Hawaii	United States	No
10/16/2026	$40.00	$50.00	$0.00	$0.00	**$90.00**	Honolulu	Hawaii	United States	No

Reasonable Miscellaneous Expenses (Per Member/Officer/Employee: $485.00)

Expense Type	Amount	Notes
Other (Room/Event Rental)	$150.00	The cost of renting space at hotels and event venues for meetings and meals.
Other (Catering Service and Set Up Fees)	$60.00	The cost-of-service fees for meal set up and attendants.
Other (Printing, Shipping, Daily Refreshments and Tips)	$100.00	Cost of printing and shipping educational materials and other items necessary for the programming, as well as snacks and refreshments and tips for bus driver and other service industry professionals throughout the trip.
Other (Activity Fees)	$175.00	Fees associated with educational briefings and meetings, such as park entrance fees and mandatory tour fees. There are no recreational activities at the parks.

Additional Attachments

Document Name

There are no additional attachments.

PRIVATELY SPONSORED TRAVEL

SPONSOR SIGNATURE PAGE

I hereby certify that the information submitted in connection with the trip listed below is true, complete, and correct to the best of my knowledge and belief.

Trip Name: NACo Federal Fellowship Initiative Fall 2026 County Site Vis

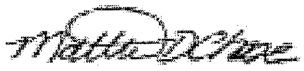
Travel Date(s): Sunday, October 11 - Saturday, October 17

Travel Destination(s): Hawai'i County and Honolulu County, Hawai'i

Sponsor: National Association of Counties

Matthew D. Chase — *(printed name of sponsor representative)*

CEO/Executive Director — *(title)*



(signature of sponsor representative)

05/08/2026 — *(date)*

LIST OF INVITEES

National Association of Counties (NACo)
2026 Federal Fellowship Program – Hawai'i County and Honolulu County, Hawai'i
October 11 – 17, 2026

TITLE	OFFICE	FIRST NAME	LAST NAME
Legislative Assistant	Office of Senator Eric Schmitt	Alexander	Thiessen
Transportation Policy Adviser	Office of Senator Tammy Duckworth	Amber	Moore
Legislative Assistant	Office of Senator Mike Crapo	Brendan	Campbell
Legislative Aide	Office of Senator James Lankford	Bryce	Slagell
Deputy Legislative Director	Office of Senator Chris Coons	Carter	Thompson
Legislative Director	Office of Senator Roger Wicker	Daniel	Hillenbrand
Legislative Aide	Office of Senate Minority Leader Chuck Schumer	Hannah	Smith
Staff Director	Senate Finance Committee	Joshua	Sheinkman
Deputy Chief of Staff	Office of Senator Patty Murray	Elizabeth	Letter
Policy Adviser	Senate Homeland Security and Governmental Affairs Committee	Emily	McHarg
Chief of Staff	Office of Senator Brian Schatz	Reema	Dodin
Tax and Economic Policy Adviser	Office of Senator Steve Daines	Riley	O'Leary
Policy Director	Senate Energy and Natural Resources Committee	Robert	MacGregor
Senior Policy Advisor	Office of Senator Bill Cassidy	Ron	Anderson

National Association of Counties
2026 FEDERAL FELLOWSHIP INITIATIVE

HAWAI'I COUNTY & CITY AND COUNTY OF HONOLULU, HAWAI'I | OCTOBER 11 -17, 2026

SUNDAY, OCTOBER 11 – ARRIVAL & HAWAI'I COUNTY

7:02 AM ET – 5:46 PM HT

FLIGHT FROM WASHINGTON, D.C. (IAD) TO HAWAI'I COUNTY, HAWAI'I (ITO)
AS0409; AS0899; AS1102

7:00 PM – 9:30 PM
Grand Naniloa Hotel Hilo
93 Banyan Dr, Hilo, HI 96720

Welcome Dinner at Grand Naniloa Hotel
Participants will join Hawai'i County officials for a welcome dinner, where they will introduce the unique structure and responsibilities of county government in Hawai'i—operating without incorporated municipalities and serving simultaneously as city and county governments. Officials will also provide an overview of the week's policy themes, including housing, disaster resilience, agriculture, workforce development and land use.

- **Hon. Heather Kimball,** Councilmember, Hawai'i County
- **Nahelani "Nahe" Parsons,** Executive Directors, Hawai'i State Association of Counties

MONDAY, OCTOBER 12 – ARRIVAL & HAWAI'I COUNTY

7:00 AM – 8:00 AM
Grand Naniloa Hotel Hilo
93 Banyan Dr, Hilo, HI 96720

Breakfast at Hotel

8:00 AM – 12:30 PM
Mobile Tour;
Various Locations

Briefing: Affordable Housing and the County Role
Housing affordability is one of the greatest challenges facing counties across the country, and Hawai'i County is on the front lines of the crisis. Rising home prices, limited housing inventory, increasing construction costs and the growth of short-term rentals have made it increasingly difficult for local families and essential workers to find affordable housing. During this tour, participants will visit county housing projects and hear from local leaders about Hawai'i County's efforts to expand affordable and workforce housing through zoning and land use strategies, short-term rental permitting and enforcement, and federal investments such as Community Development Block Grant (CDBG) funding. Along the way, Fellows will gain firsthand insight into the local impacts of the national housing crisis and discuss how federal policies and partnerships can better support county-led housing solutions.

- **Kehaulani "Kehau" Costa,** Housing Administrator, County of Hawai'i
- **Jeff Darrow,** Planning Director, County of Hawai'i
- **Keiko M. Mercado,** Assistant Housing Administrator, County of Hawai'i
- **Hon. Heather Kimball,** Councilmember, Hawai'i County

1:30 PM – 4:00 PM
1 Crater Rim Drive,
Hawai'i National Park,
HI 96718

Briefing: Disaster Response and Federal-County Partnership at Hawai'i Volcanoes National Park

The 2018 Kīlauea eruption destroyed more than 700 homes and displaced thousands of residents, fundamentally reshaping how Hawai'i County approaches disaster response, recovery and community engagement. Participants will tour the park with National Park Service (NPS) officials and Hawai'i County emergency management staff, beginning with an introduction to the roles and responsibilities of the organizations involved in volcanic disaster response, including the NPS, USGS, FEMA and county government. The session will examine the 2018 eruption and the lessons it provided for emergency management, communications and long-term recovery, including how those lessons informed the County's response to the 2022 Mauna Loa eruption and continue to shape current disaster preparedness and response practices.

Participants will explore how Hawai'i County has strengthened coordination across federal, state and local partners and adapted its approach to communicating with residents and the public during an evolving disaster. Speakers will discuss the importance of keeping control of the narrative, providing timely and trusted information and maintaining clear communication with residents as conditions change. The session will also examine the broader economic impacts of volcanic disasters, including effects on local businesses, tourism, housing and county revenues and services. Finally, participants will discuss the role of public trust in effective disaster response and recovery, including how government agencies can build and maintain trust before, during and after a disaster.

- **William "Bill" Hanson,** Administrative Officer, Civil Defense Agency, Hawai'i County
- **Rhonda Loh,** Superintendent, Hawai'i Volcanoes National Park
- **Ken Hon,** Scientist in Charge, USGS Hawaiian Volcano Observatory
- **Hon. Heather Kimball,** Councilmember, Hawai'i County

6:00 PM – 8:00 PM
26-238 Hawai'i Belt Road,
Hilo, Hawai'i 96720

Dinner at Ola Okolehao Distillery
As a preview for the following day's session on agriculture and economic development, participants will hear from Councilmember Kimball and Nahealani Breeland, who will provide background on Ola and its role in the Hawai'i County community, including its contributions to sustainable agriculture, workforce development and the local economy. Conversations will focus on supporting place-based approaches to regulation and economic development, highlighting how locally tailored policies and investments can strengthen sustainable agriculture, support local businesses and create workforce opportunities while contributing to the long-term economic resilience of Hawai'i County. Other attendees will include NACo staff, Hawai'i County officials and staff, and Hawaii State Association of Counties staff.

- **Hon. Heather Kimball,** Councilmember, Hawai'i County
- **Nahealani Breeland,** President/Co-Founder, Ola Brew Co.

TUESDAY, OCTOBER 13 – HAWAI'I COUNTY

7:30 AM – 8:00 AM
Grand Naniloa Hotel Hilo
93 Banyan Dr, Hilo, HI 96720

Breakfast at Hotel

8:00 AM – 9:30 AM
American Jobs Readiness Center,
88 Kanoelehua Avenue,
Suite A-204, Hilo, HI 96720

Briefing: Hawai'i County Jobs Readiness & Workforce Development
Hawai'i County faces distinct workforce challenges shaped by its geography and economy — from the distances between communities like Hilo, Kona and Puna, to limited public transportation, a high cost of living and an economy historically dependent on tourism and agriculture. This session will introduce participants to the American Job Center Hawai'i – Hawai'i Island, a key resource run by the county to help residents navigate these challenges through career counseling, skills assessments, job placement assistance and training referrals tailored to local industries and labor market needs. Session speakers will review the importance of the Workforce Innovation and Opportunity Act (WIOA) and how it supports job training, education and employment services for eligible individuals across the island's diverse communities.

- **Benson Medina**, Director, Department of Research & Development, Hawai'i County
- **Clinton Mercado,** Executive Director, Hawai'i County Workforce Development Board
- **Hon. Heather Kimball,** Councilmember, Hawai'i County

9:30 AM – 2:00 PM
Mobile Tour;
Various Stops

Briefing: Building Resilient Communities and Federal- County Partnerships Along Hawai'i County's Hamākua Coast
On Hawai'i County's Hamakua Coast between Hilo and Waimea, participants will explore how Hawai'i County partners with federal agencies to manage infrastructure, natural resources and community priorities. Along the route, county and state leaders will provide insights at key stops, including at Laupahoehoe Point, to discuss the county's partnership with FEMA and the role of transportation funding; Kolekole Park, where participants will see bridges undergoing repairs through federal grants and Army Corps installations; and Honokaa Village, where speakers will discuss the ecomic impact of sugar plantation towns in the 20th century on the region and the current role of the community as the primary gateway to Waipi'o Valley for tourists . The trip will also include a stop at Waipi'o Valley Lookout to examine ongoing tensions between local communities and tourism development, offering a firsthand look at how county-federal collaboration shapes policy, infrastructure and stewardship along the coast.

- **Hon. Heather Kimball,** Councilmember, Hawai'i County
- **Hon. James Hustace,** Councilmember, Hawai'i County
- **Hon. Sue Keohokapu-Lee Loy,** Representative, Hawai'i State Legislature; former Hawai'i County Councilmember
- **Nahelani "Nahe" Parsons,** Executive Directors, Hawai'i State Association of Counties

2:30 PM – 6:00 PM
Kahua Ranch,
59-564 Kohala Mountain Rd,
Waimea, HI 96743

Briefing: Kahua Ranch — Agriculture, Food Security and the Paniolo Legacy
Kahua Ranch is a family-owned and operated working ranch located within the historic Hawaiian ahupua'a of Kahua. The original ranch house was built in 1870 and the ranch was formally established in 1928. As the birthplace of Hawai'i's paniolo (cowboy) tradition, the ranch offers a unique look at the state's rich agricultural heritage and the enduring role of ranching in island communities.

During this visit, participants will hear from local ranchers, as well as state and county leaders about the importance of federal Farm Bill programs, USDA Rural Development investments and other federal partnerships that support agricultural producers. With Hawai'i importing approximately 85–90 percent of its food, discussions will explore the challenges and opportunities of strengthening local food production, improving food security and building long-term island food resilience. Participants will also learn how federal nutrition programs, including the Supplemental Nutrition Assistance Program (SNAP), support Hawai'i residents while complementing broader

efforts to strengthen local food systems and expand access to nutritious, locally produced foods.

Participants will learn how Kahua Ranch combines sustainable cattle operations with immersive agritourism to preserve both the land and Hawaiian culture. The session will also include a guided horseback ride through the ranch, offering participants an opportunity to experience the landscape and key sites firsthand.

- **Hon. Tim Richards,** Senator, Hawai'i State Legislature; President and General Manager, Kahua Ranch; former Hawai'i County Councilmember
- **Hon. Sue Keohokapu-Lee Loy,** Representative, Hawai'i State Legislature; former Hawai'i County Councilmember
- **Hon. Heather Kimball,** Councilmember, Hawai'i County
- **Hon. James Hustace,** Councilmember, Hawai'i County
- **Nahelani "Nahe" Parsons,** Executive Directors, Hawai'i State Association of Counties

6:00 PM – 7:30 PM
59-564 Kohala Mountain Rd,
Waimea, HI 96743

Dinner at Kahua Ranch
Other attendees will include NACo staff, Hawai'i County officials and staff, and Hawaii State Association of Counties staff.

- **Hon. Tim Richards,** Senator, Hawai'i State Legislature; President and General Manager, Kahua Ranch; former Hawai'i County Councilmember
- **Hon. Sue Keohokapu-Lee Loy,** Representative, Hawai'i State Legislature; former Hawai'i County Councilmember
- **Hon. Kimo Alameda,** Mayor, Hawai'i County
- **Hon. Heather Kimball,** Councilmember, Hawai'i County
- **Hon. James Hustace,** Councilmember, Hawai'i County
- **Nahelani "Nahe" Parsons,** Executive Directors, Hawai'i State Association of Counties

WEDNESDAY, OCTOBER 14 – CITY & COUNTY OF HONOLULU

5:00 AM – 5:30 AM
Outrigger Kona,
78-128 Ehukai St,
Kailua-Kona, HI 96740

Breakfast at Hotel

7:30 AM – 8:18 AM

FLIGHT FROM HAWAI'I COUNTY (KOA) TO CITY & COUNTY OF HONOLULU, HAWAI'I (HNL)
AS1027

10:00 AM – 1:00 PM
Hawai'i Institute of Marine Biology
Moku o Lo'e Island

Briefing: Marine Science, Climate Research & Federal Grant Funding
Participants will visit the Hawai'i Institute of Marine Biology located on Moku o Lo'e (Coconut Island) to learn about marine ecosystems, coral reef research and climate adaptation. Discussions will focus on federal funding for marine science and climate research (NOAA, NSF, etc.), as well as the role of federal grant programs in supporting both university research and county-led resilience initiatives. Participants will explore opportunities to improve federal grant processes through increased flexibility and streamlined administration, highlighting how current requirements impact the delivery of research and local projects for Hawaiian counties and those across the country.

The visit will also examine how county permitting processes affect scientific research and infrastructure projects, including the challenges researchers face in obtaining timely permits and the importance of permitting reform to provide greater flexibility while maintaining environmental stewardship. Participants will learn about the Mālama 'Āina Plan for Moku o Lo'e and its model for balancing ecological, cultural and research priorities, while also exploring research related to sea level rise, coastal resilience strategies for island communities and the partnership between the university and county governments in advancing these efforts.

- **Megan Donahue, Ph.D.,** Director, Hawai'i Institute of Marine Biology (HIMB)
- **Kawika Winter, Ph.D.,** Director, He'eia National Estuarine Research Reserve, Hawai'i Institute of Marine Biology (HIMB)
- **Hon. Matt Weyer,** Councilmember, City and County of Honolulu
- **Hon. Heather Kimball,** Councilmember, Hawai'i County

2:00 PM – 5:00 PM
Diamond Head Monument
4204 Diamond Head Rd,
Honolulu, HI 96816

Briefing: Tourism Management & State-County Coordination at Diamond Head State Monument
Participants will examine the intersection of tourism, conservation, emergency y preparedness and intergovernmental coordination at Diamond Head State Monument, one of Hawai'i's most visited and culturally significant landmarks. With approximately 2,000 visitors accessing the site each day, participants will explore the challenges of balancing public access with the preservation of natural and

cultural resources, including impacts from high visitor volumes, deteriorating infrastructure and the long-term management of a heavily used recreational area.

The discussion will highlight the unique environmental challenges facing Diamond Head and intergovernmental coordination in the area. The park hosts many government entities, including invasive species management and the protection of native and endangered species through the Division of Forestry and Wildlife; training for the University of Hawai'i Army ROTC; and the U.S. Department of War.

Participants will also hear about emergency preparedness and resilience efforts, including the development of new wildfire mitigation and preparedness plans and the coordination required among state agencies, Honolulu County, state and local emergency management officials, federal partners and community stakeholders. The session will focus on how county, state and federal entities work together to address natural hazards, protect public safety and strengthen community resilience.

- **David Lopez,** Administrator, Hawai'i Emergency Management Agency
- **Kīele Amundson,** Communications Director, Hawai'i Emergency Management Agency
- **Mahi La Pierre,** Interpreter, Diamond Head State Monument
- **Hon. Matt Weyer,** Councilmember, City and County of Honolulu
- **Hon. Heather Kimball,** Councilmember, Hawai'i County

5:30 PM – 9:00 PM
2424 Kalākaua Ave,
Honolulu, HI 96815

Nā Lei Aloha Lūʻau
Participants will join Honolulu County officials for an evening dinner hosted by Hawaiian Council, a nonprofit organization dedicated to advancing the cultural, economic, political and community development of Native Hawaiians. The dinner will be paired with a traditional Hawaiian lūʻau, providing participants with an authentic and immersive introduction to Polynesian culture while highlighting Hawaiian Council's work to preserve Native Hawaiian traditions, strengthen local communities and share Hawaiʻi's history and cultural heritage through meaningful visitor experiences in the City and County of Honolulu. Other attendees will include NACo staff Hawai'i County officials, City and County of Honolulu officials, and Hawai'i State Association of Counties staff.

THURSDAY, OCTOBER 15 — HONOLULU COUNTY

6:00 AM – 6:30 AM
Prince Waikiki
100 Holomoana Street,
Honolulu, HI 96815

Breakfast at Hotel

7:00 AM – 10:00 AM
Pearl Harbor,
United States
1 Arizona Memorial Place,
Honolulu, HI 96818

Briefing: Honolulu County's Role in National Security and Navy Leadership
Participants will receive an overview briefing from leadership at 1 1 1 Pacific Command on Pacific security priorities and the region's role in U.S. national defense. The session will also include a discussion on the transition and environmental remediation of the Red Hill Bulk Fuel Storage Facility, highlighting both national security considerations and the impacts on surrounding communities. Participants will also have the opportunity to visit Pearl Harbor via boat tour for a briefing with Navy leadership on the harbor's historical legacy and its continued strategic importance to U.S. operations in the Pacific.

- **D. Noelani Kalipi,** Senior Advisor, Hawaii Coordination Cell (HCC) for the Office of the Assistant Secretary of Defense for Energy, Installations, and Environment (ASD(EI&E)), Office of the Under Secretary of Defense for Acquisition & Sustainment, U.S. Department of Defense
- **Jim Neuman,** Historian, Navy Region Hawaii
- **Hon. Esther Kiaʻāina,** Councilmember, City and County of Honolulu
- **Hon. Matt Weyer,** Councilmember, City and County of Honolulu

10:30 AM – 1:00 PM
Honolulu County EOC
650 S. King St.,
Honolulu, HI 96813

Briefing: County Emergency Management & Federal Partnerships
County emergency management officials will share how the City and County of Honolulu coordinates with the Federal Emergency Management Agency, the U.S. Army Corps of Engineers and state partners to build resilience against natural disasters, such as rising seas, tsunamis and hurricanes. They will also learn how the county prepares for human-caused disasters given their unique position as an urban hub on an island setting. Participants will hear from leaders at the Honolulu Emergency Management Agency about how counties leverage federal grants and coordinate with state and federal partners to prepare for, respond to and recover from disasters. The discussion will highlight Honolulu County's emergency management structure, including its role in managing

federal emergency management resources and maintaining strong local-state partnerships.

Speakers will discuss key federal programs that support county emergency management operations, including Building Resilient Infrastructure and Communities (BRIC), Hazard Mitigation Grant Program (HMGP), Emergency Management Performance Grant (EMPG) and the Homeland Security Grant Program (HSGP), and how these resources are used to support resilience, mitigation efforts and Emergency Operations Center staffing. The conversation will also explore challenges counties face in accessing and administering federal grants, including FEMA procurement requirements, administrative burdens and opportunities to improve federal programs to better support local emergency management needs.

By the end of the session, participants will better understand the role counties play in emergency management and how federal policies and funding streams impact local disaster preparedness and response.

- **Dr. Randal A Collins, CEM**, Director, Department of Emergency Management, City and County of Honolulu
- **Jennifer Walter,** Deputy Director, Department of Emergency Management, City and County of Honolulu
- **Molly Pierce,** Public Information & Education Officer, Department of Emergency Management, City and County of Honolulu
- **Hon. Matt Weyer,** Councilmember, City and County of Honolulu

1:30 PM – 3:00 PM
96-004 Ala 'Ike St,
Pearl City, HI 96782

Briefing: Surface Transportation and the County-Federal Partnerships in Honolulu's Skyline Rail

Participants will explore county surface transportation priorities through the lens of Honolulu's Skyline rail project, a case study in federal, state and local collaboration on major infrastructure. County officials will walk through how the project is jointly funded and financed with federal partners, the surface transportation legislation shaping that landscape, and the role of local transportation authorities—like the Honolulu Authority for Rapid Transportation (HART)—in managing permitting, contracting and construction across a project spanning two decades. Discussion will extend to the project's impacts on residents and tourists, as well as broader challenges such as cost overruns, timeline delays and ridership questions. Participants will also gain a wider view of

Honolulu's transportation system, including its bus network and food-resilience programs as related examples of local infrastructure and resilience.

- **Hon. Matt Weyer,** Councilmember, City and County of Honolulu
- **Lori Kahikina,** Executive Director, Honolulu Authority for Rapid Transportation (HART)
- **J. Roger Morton,** Director, Department of Transportation Services, City and County of Honolulu

6:00 PM – 8:00 PM **Dinner**

Other attendees will include NACo staff Hawai'i County officials, City and County of Honolulu officials, and Hawai'i State Association of Counties staff.

FRIDAY, OCTOBER 16 – HONOLULU COUNTY & DEPART

6:00 AM – 7:30 AM **Closing Breakfast Briefing with Honolulu & Hawai'i County Officials**

To conclude the site visit to Honolulu and Hawai'i counties, county officials will build on previous discussions of land use, conservation, economic development and community resilience to examine how the City and County of Honolulu balances ecotourism and sustainable development with the preservation of culturally significant lands and public spaces.

The briefing will reflect on key themes from both counties — including the role of county government, partnerships with state and federal agencies, and place-based policymaking — leaving participants with a broader understanding of how Hawai'i's counties work with state and federal partners to address shared challenges.

This briefing will be paired with an optional morning hike, designed to highlight tourism, land use, conservation, cultural land considerations and related themes explored throughout the visit. The hike offers participants a firsthand, place-based perspective on the challenges countries face in balancing tourism and land conservation, deepening their understanding of the full suite of services counties provide and challenges they face, which is a core aim of NACo's programmatic approach.

- **Hon. Tommy Waters,** Councilmember, City and County of Honolulu
- **Hon. Heather Kimball,** Councilmember, Hawai'i County
- **Nahelani "Nahe" Parsons,** Executive Directors, Hawai'i State Association of Counties

11:02 AM HT – 5:40 AM ET* **FLIGHT FROM THE CITY & COUNTY OF HONOLULU (HNL) TO WASHINGTON, D.C. (IAD)**

**Flight departs from HNL on Friday, October 16 and arrives at IAD on Saturday, October 16*

AS0267; AS0367