



## HOUSE OF REPRESENTATIVES

*Hale o nā Luna Makaʻāinana*

STATE OF HAWAII  
STATE CAPITOL, Room 419  
415 SOUTH BERETANIA STREET  
HONOLULU, HAWAII 96813

December 23, 2025

### **MEMORANDUM**

**TO:** Simplifying Permitting for Enhanced Economic Development (SPEED) Task Force Members

**FROM:** Chair Greggor Ilagan *G/*  
SPEED Task Force

**RE: RECOMMENDATION AND VOTING PROCESS GUIDELINES**

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As we are preparing for the upcoming SPEED Task Force (STF) meeting scheduled for January 6, 2026, I would like to provide guidance on the recommendation and voting process during this and future STF meetings.

#### **1. STF Recommendation Process Guidelines**

- a. Each Task Force member may propose one recommendation for a vote. With 34 members, which includes Chair Ilagan as a member, there is a potential total of 34 recommendations. Recommendations will be taken up for a vote in the order received, so please submit yours early to [STF@capitol.hawaii.gov](mailto:STF@capitol.hawaii.gov). The names listed on the public notice are the official members of the Task Force. Delegates do not count as members. For example, I, Greggor Ilagan, am a member of the State House and may propose one recommendation, but my fellow Representatives who are serving as delegates may not propose a recommendation.
- b. From the final report, all PIG recommendations ready for adoption will be presented for a vote. These recommendations are separate from, and in addition to, the 34 individual member recommendations, and do not need to be formally offered by any member.

## **2. STF Voting Process Guidelines**

- a. The Chair will conduct the vote by stating the recommendation and its jurisdiction (statewide, countywide, or department/agency only). After the recommendation is stated, the Chair will call on one Task Force member to speak in support and one Task Force member to speak in opposition. This will constitute one round of discussion, with a maximum of three rounds as applicable. Once discussion is complete, the Task Force will vote on the recommendation.
- b. Based on the results of the vote, the Chair will declare each recommendation as one of the following: Unanimous Recommendation (all Task Force members vote in favor); Supermajority Recommendation (at least two-thirds of Task Force members vote in favor); Majority Recommendation (more than 50 percent of a quorum is needed, i.e., with a full board, at least 18 of the 34 members must vote in favor for a recommendation to pass); Failed Recommendation (the recommendation does not pass); or Not Voted Recommendation (the recommendation was scheduled for a vote but time expired before it could be taken up).
- c. Task Force members who vote in opposition to a recommendation will have the option to submit a written letter to the Chair after the meeting explaining their vote. The Chair recognizes that meeting time is limited and that some recommendations require additional research and data collection. To allow members to clearly articulate their opposition, they may submit a written letter to STF@captiol.hawaii.gov addressed to the Chair that will be included in the final report of the SPEED Task Force. Please submit your letter as early as possible to ensure it can be incorporated into the STF final report.
- d. There will be no amendments made to any recommendations during the meeting. If a member believes a recommendation should be amended, the Chair advises them to vote “no” and then submit a letter outlining the proposed amendments that would change their vote to “yes.”

Thank you for your continued engagement and contributions to the SPEED Task Force.