

CIVIL SERVICE COMMISSION  
COUNTY OF MAUI  
200 South High Street  
Wailuku, Hawaii 96793

**PUBLIC NOTICE OF MEETING**

COMMISSIONERS:

Delbert W. DeRego,  
Chair (Wailuku)

Ann M. Moe,  
Vice-Chair (Kihei)

Arnold K. Wunder  
(Pukalani)

Blake T. Takayama  
(Makawao)

Jon Santos  
(Haiku)

Pursuant to Chapter 92, Hawaii Revised Statutes,  
as amended by Act 271, Session Laws of Hawai'i 1984

NOTICE IS HEREBY GIVEN by the Civil Service Commission of  
the County of Maui, State of Hawaii, of its regular meeting and  
executive meeting scheduled for:

DATE: Wednesday, September 7, 2011

TIME: 9:00 a.m.

PLACE: Department of Personnel Services  
Conference Room 629  
Kalana O Maui (County Building)  
200 South High Street  
Wailuku, Hawaii 96793

AGENDA ITEMS ARE SUBJECT TO CANCELLATION. For a confirmation of the meeting date and time,  
please contact commission staff at the Department of Personnel Services.

ORAL OR WRITTEN TESTIMONY on any agenda item will be accepted prior to the discussion of each  
agenda item. If written testimony is submitted at the meeting, eight copies are requested.

INDIVIDUALS PLANNING TO ATTEND THE MEETING who have special needs or require an  
accommodation that would assist in their successful participation in the meeting, *i.e.*, large print, taped materials, sign  
language interpreter, accessible parking, etc. should call the Department of Personnel Services at least two working  
days in advance.

DOCUMENTS ON FILE WITH THE COMMISSION, which may include correspondence relating to the  
agenda items below, may be inspected prior to the meeting date. Photocopies may be ordered, subject to charges  
imposed by law (Maui County Code, Section 2.64.010). Contact the Department of Personnel Services to make  
arrangements for inspection or photocopying of documents.

**Agenda - Regular Meeting**

1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC TESTIMONY
4. APPROVAL OF MINUTES – MARCH 2, 2011 MEETING

## 5. APPEARANCE BY THE MAYOR:

A. Letter dated July 1, 2011 from Mayor Alan Arakawa to Delbert DeRego, Chair, Civil Service Commission, requesting to be placed on the agenda at the commission's September 7, 2011 meeting regarding the Unskilled Labor Classes List.

(1) Reply letter from Chair DeRego dated August 3, 2011 acknowledging receipt and confirming September 7<sup>th</sup> appearance.

## 6. OLD BUSINESS:

A. Update on Salary Commission issues.

(1) Salary Commission met on August 12, 2011.

## 7. NEW BUSINESS:

A. Memorandum dated August 2, 2011 from Maria Zielinski, Accounting System Administrator, Department of Finance, to all departments regarding mileage rates and revised reimbursement form effective July 1, 2011. Mileage rate increased from 51 cents to 55.5 cents per business miles driven.

B. Table of Organization and Functional Charts of the Department of Personnel Services; annual update for Commission's review and approval.

## 8. DIRECTOR'S MONTHLY REPORT:

A. Update re collective bargaining.

B. Employee Awards Program.

(1) Annual recognition luncheon on Molokai set for Thursday, September 22, 2011 at the Mitchell Pauole Center, Kaunakakai.

(2) Maui luncheon set for Thursday, October 27, 2011 at the Maui Tropical Plantation, Wailuku.

(3) Lanai luncheon - Tuesday, November 8, 2011 at the new Senior Center.

## 9. SCHEDULE NEXT MEETING DATE &amp; DISCUSS NEXT MEETING BUSINESS

10. ADJOURN REGULAR MEETING AND MOVE INTO EXECUTIVE MEETING, CLOSED TO THE PUBLIC, FOR THE PURPOSES OF: (1) EXERCISING THE ADJUDICATORY FUNCTION OF THE COMMISSION and (2) CONSULTING WITH THE COMMISSION'S ATTORNEY ON QUESTIONS AND ISSUES PERTAINING TO THE COMMISSION'S POWERS, DUTIES, PRIVILEGES, IMMUNITIES AND LIABILITIES PURSUANT TO SECTION 11-102-6, RULES OF THE CIVIL SERVICE

COMMISSION, AND SECTIONS 91-9, 92-4, 92-5(a)(4) & (6) and 92-6(a)(2)(D),  
HAWAII REVISED STATUTES.

**Agenda - Executive Meeting**

1. APPROVAL OF MINUTES – MARCH 2, 2011 MEETING
2. ADJUDICATORY FUNCTION:
  - A. New Appeal:
    - (1) CSC-AP #2011-8, Appeal concerning removal of name from the Police Officer I eligible list, Exam No. 2010-41.
      - (a) Letter dated August 29, 2011 acknowledging receipt of appeal.
      - (b) Schedule hearing date.
  - B. Pending Appeal:
    - (1) CSC-AP #2011-7, Appeal concerning non-acceptance of application for Fire Fighter Trainee, Exam No. 2011-40.
      - (a) Letter dated August 3, 2011 scheduling an October 5, 2011 hearing date.
      - (b) Respondent Director of Personnel Services' Motion to Dismiss Appeal; Memorandum in Support of Motion to Dismiss; Exhibits "1" to "4"; Certificate of Service.
      - (c) Letter dated August 24, 2011 scheduling hearing date on Motion to Dismiss on October 5, 2011.
        - (a) Appellant's response to motion due September 19, 2011.
        - (b) Respondent's reply to Appellant's response due September 26, 2011.
  - C. HRS Chapter 91 Contested Case Hearings:
    - (1) CSC-AP #2011-5, Appeal concerning non-acceptance of application for an inspector position with the Department of Water Supply.
      - (a) Letter dated July 6, 2011 scheduling hearing date on September 7, 2011.
      - (b) Respondent Director of Water Supply's Position Statement; Department of Personnel Services Staff Report with Exhibits "1" to "5"; Certificate of Service.
      - (c) Respondent Director of Water Supply's List of Exhibits; Exhibits "1" to "8"; Certificate of Service.

(d) Appellant's List of Exhibits; Exhibits A to D.

(2) CSC-AP #2011-6, Appeal concerning non-acceptance of application for Public Works Construction and Maintenance Superintendent.

(a) Letter dated July 6, 2011 scheduling hearing date on September 7, 2011.

(b) Respondent Director of Personnel Services' Motion to Dismiss Appeal; Memorandum in Support of Motion; Exhibits "1" to "3"; Certificate of Service.

(c) Staff Report from the Department of Personnel Services; Exhibits "1" to "8"; Certificate of Service.

(d) Letter dated July 27, 2011 scheduling hearing date on the Motion to Dismiss Appeal on September 7, 2011.

(a) Appellant's response to motion due August 18, 2011; none received.

3. ADJOURNMENT

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I HEREBY CERTIFY that this notice was filed in the Office of the County Clerk of the County of Maui at least six calendar days prior to the time and date of the forthcoming meeting; and FURTHER CERTIFY that the notice was filed in the office of the Department of Personnel Services of the County of Maui which is the office of the Civil Service Commission of the County of Maui, and posted on the bulletin boards of the Department of Personnel Services on the sixth floor of the County Building (Kalana O Maui) at 10:09 A.M. on this 1st day of September, 2011, which is at least six calendar days prior to the date and time of the forthcoming meeting.

Any inquiries, contact commission staff (Corinne Muraoka) at the office of the Department of Personnel Services, County of Maui, 200 South High Street, Room 623, Wailuku, Hawaii, during office hours from 7:45 a.m. to 4:30 p.m., Monday through Friday, except on holidays, by phone: 270-7850, fax: 270-7969 or e-mail: [personnel.services@co.maui.hi.us](mailto:personnel.services@co.maui.hi.us). Molokai residents may call toll-free at 1-800-272-0117; Lanai residents: call 1-800-272-0125.

DELBERT W. DEREGO, Chairperson,  
Civil Service Commission

By /s/ Lance T. Hiromoto  
Lance T. Hiromoto  
Director of Personnel Services

Received and filed in the Office of the County  
Clerk of the County of Maui at 10:09 A.M.  
on this 1st day of September, 2011.

/s/ Lauren Anderson  
For: COUNTY CLERK, COUNTY OF MAUI