

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

PUBLIC NOTICE OF MEETING

COMMISSIONERS:

Ann M. Moe (Kihei)
Chairperson

Arnold K. Wunder
(Pukalani) Vice-Chair

Blake T. Takayama
(Makawao)

Jon Santos
(Haiku)

Alice L. Lee
(Wailuku)

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, April 4, 2012

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
 - A. Welcome new commissioner, Alice L. Lee
 - B. Commissioner Jon Santos reappointed to a five-year term ending March 31, 2017

3. PUBLIC TESTIMONY
4. APPROVAL OF MINUTES – OCTOBER 5, 2011 MEETING
5. OLD BUSINESS:
 - A. Update on Salary Commission issues.
 - (1) Next meeting scheduled for May 11, 2012, 8:30 a.m., Mayor’s conference room.
6. NEW BUSINESS:
7. DIRECTOR’S MONTHLY REPORT:
 - A. Update re collective bargaining.
 - B. Update re HR information system.
 - (1) On-line module re certification of eligibles rolled out to departments.
 - C. Update re electronic time sheet system.
 - (1) DPS staff received training from payroll section.
8. SCHEDULE NEXT MEETING DATE & DISCUSS NEXT MEETING BUSINESS
9. 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 ("HRS").

Agenda - Executive Meeting

1. APPROVAL OF MINUTES – OCTOBER 5, 2011 MEETING
2. ADJUDICATORY FUNCTION:
 - A. New Appeals:
 - (1) CSC-AP #2012-3, Appeal concerning termination of initial probationary period.

- (a) Letter dated March 16, 2012 acknowledging receipt of appeal.
 - (b) Letter dated March 16, 2012 forwarding copy of appeal to the Director of Water Supply.
 - (c) Conference call with legal counsel and schedule hearing date.
- (2) CSC-AP #2012-4, Appeal concerning forced transfer from Operations Superintendent of Wastewater Reclamation Division to Assistant Division Chief of Solid Waste Division.
- (a) Letter dated March 28, 2012 acknowledging receipt of appeal.
 - (b) Letter dated March 28, 2012 forwarding a copy of appeal to the Director of Environmental Management.
 - (c) Conference call with legal counsel and schedule hearing date.

B. Pending Appeals:

- (1) CSC-AP #2012-1, Appeal concerning notice of Personnel Director's action dated 12/22/2011 re Position No. DE-0220, Assistant Solid Waste Division Chief, EM 5.
- (a) Letter dated February 1, 2012 scheduling a March 7, 2012 hearing date.
 - (b) Parties' position statements and exhibits due February 28, 2012.
 - (c) Letter from Appellant dated February 24, 2012 requesting the hearing date be rescheduled from March 7, 2012 to May 2, 2012.
 - (d) Letter from Respondent dated February 28, 2012 objecting to request to reschedule the March 7, 2012 hearing date.
 - (e) Respondent's Position Statement, List of Exhibits, Exhibit "A", Certificate of Service.
 - (f) Appellant's Position Statement; List of Exhibits; Exhibits A-R.
 - (g) Appellant's letter dated February 25, 2012 requesting subpoenas be issued for seven witnesses.
 - (h) Appellant's letter dated February 29, 2012 responding to Respondent's objection to reschedule hearing date.
 - (i) Letter dated February 29, 2012 granting Appellant's request to reschedule hearing date to May 2, 2012.
- (2) CSC-AP #2012-2, Classification Appeal regarding "no change" action taken on Position No. PD-0324, Clerk-Stenographer III.
- (a) Letter dated February 16, 2012 acknowledging receipt of appeal.

- (b) Letter dated March 7, 2012 scheduling appeal hearing for April 4, 2012.
- (c) Parties' position statement and exhibits due March 27, 2012.
- (d) Letter dated March 20, 2012 from appellant requesting an extension of the appeal hearing date.
- (e) Letter dated March 27, 2012 from respondent re statement of no objections to a reasonable continuance.
- (f) Letter dated March 27, 2012 granting appellant's request for extension and rescheduling hearing date to June 6, 2012.

3. ADJOURNMENT

* * * * *

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 9:37 A.M. on this 29th day of March, 2012, which is at least six calendar days prior to the date and time of the forthcoming meeting.

Any inquiries, contact commission staff 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. Molokai residents may call toll-free at 1-800-272-0117; Lanai residents: call 1-800-272-0125.

ANN M. MOE, 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 9:37 A.M.
on this 29th day of March, 2012.

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