

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

PUBLIC NOTICE OF MEETING

<p><u>COMMISSIONERS:</u></p> <p>Arnold K. Wunder (Pukalani) Chair</p> <p>Blake T. Takayama (Makawao) Vice-Chair</p> <p>Jon Santos (Haiku)</p> <p>Alice L. Lee (Wailuku)</p> <p>Yarrow L. Flower (Makawao)</p>	<p>Pursuant to Chapter 92, Hawaii Revised Statutes, as amended by Act 271, Session Laws of Hawaii 1984</p> <p>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:</p> <p>DATE: Wednesday, February 20, 2013</p> <p>TIME: 9:00 a.m.</p> <p>PLACE: Department of Personnel Services Conference Room 629 Kalana O Maui (County Building) 200 South High Street Wailuku, Hawaii 96793</p>
<p>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.</p> <p>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.</p> <p>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>i.e.</i>, large print, taped materials, sign language interpreter, accessible parking, etc. should call the Department of Personnel Services at least two working days in advance.</p> <p>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.</p>	

Agenda - Regular Meeting

1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC TESTIMONY
4. APPROVAL OF MINUTES – JUNE 6, 2012 MEETING

5. COMMISSION REFERRAL:

A. Invitation from Mayor Alan Arakawa to the Civil Service Commission, c/o Arnold Wunder, Chairperson, to attend the State of the County Address scheduled for February 20, 2013, 5:00 p.m., at the H.P. Baldwin High School Auditorium.

B. Memorandum dated January 25, 2013 from the Board of Ethics to all members of boards and commissions concerning annual update of financial disclosure statement.

(1) Distribute financial disclosure statement form.

6. OLD BUSINESS:

A. Update on Salary Commission issues.

(1) Salary Commission met on January 11, 2013 and February 8, 2013.

7. DIRECTOR'S MONTHLY REPORT:

A. Update on collective bargaining.

B. Employee Training & Development.

(1) Supervisory training held on January 18, 2013; distribute instructor's PowerPoint presentation.

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) CONSIDERING SENSITIVE MATTERS RELATING TO PUBLIC SAFETY OR SECURITY, (2) EXERCISING THE ADJUDICATORY FUNCTION OF THE COMMISSION and (3) 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 – JUNE 6, 2012 MEETING

2. SENSITIVE MATTERS:

A. Employee Assistance Program.

- (1) Quarterly utilization report for the period ended December 31, 2012.

3. ADJUDICATORY FUNCTION:

A. New Appeals:

- (1) CSC-AP #2013-1, Appeal against the Police Department concerning not offering employment for a Police Officer I position.
 - (a) Letter dated January 11, 2013 acknowledging receipt of appeal.
 - (b) Letter dated January 11, 2013 forwarding copy of appeal to police chief.
 - (c) Letter dated February 4, 2013 from appellant rescinding appeal.
 - (d) Letter dated February 7, 2013 transmitting copy of appellant's withdrawal letter to police chief.

- (2) CSC-AP #2013-2, Appeal against the Planning Director concerning non-selection to Planner V (Molokai position) and failure of department to provide notice of right to appeal non-selection.
 - (a) Letter dated January 14, 2013 acknowledging receipt of appeal.
 - (b) Letter dated January 14, 2013 forwarding copy of appeal to planning director.
 - (c) Letter dated February 7, 2013 to selectee enclosing subject appeal and of option to file a motion to intervene.

B. Pending Appeal:

- (1) CSC-AP #2012-7, Appeal against the Fire Chief and Managing Director concerning non-selection of Fire Captain positions; reclassification of Fire Fighter III position with arbitrary worksite placement; pricing of FF III position does not include travel and mileage compensation; and harassment, retaliation, due process violations of the County of Maui's Workplace Violence Action Plan not covered under CBA Union 1463 provisions.
 - (a) Review/approve decision as drafted by Deputy Attorney General Claire Chinn concerning Respondents' Motion to Dismiss Appeal.

C. HRS Chapter 91 Contested Case Hearing:

- (1) CSC-AP #2012-9, Appeal against the Director of Public Works concerning non-selection for promotion to Automotive Repair Supervisor I.
 - (a) Letter dated December 26, 2012 acknowledging receipt of appeal.
 - (b) Letter dated December 26, 2012 transmitting copy of appeal to the Director of Public Works.
 - (c) Letters (2) dated January 9, 2013 scheduling appeal hearing for February 6, 2013.
 - (d) Letter dated January 10, 2013 to selectee enclosing subject appeal and of option to file a motion to intervene.
 - (e) Letter dated January 16, 2013 from selectee to the commission affirming option to file a motion to intervene.
 - (f) Letter dated January 24, 2013 from the commission to all parties rescheduling appeal hearing from February 6, 2013 to February 20, 2013.
 - (g) Appellant's List of Exhibits, Exhibits A - I.
 - (h) Intervenor's letter dated January 23, 2013 enclosing List of Exhibits; Exhibits I - IV.
 - (i) Respondent Director of Public Works' Position Statement; Exhibit List; Exhibits "1" - "15"; Certificate of Service.

4. 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 9:30 A.M. on this 14th day of February, 2013, 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.

ARNOLD K. WUNDER, Chair,
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 9:23 A.M.
on this 14th day of February, 2013.

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