

CIVIL SERVICE COMMISSION  
COUNTY OF MAUI  
200 South High Street  
Wailuku, Hawai'i 96793

RECEIVED  
2006 FEB 23 AM 9:38  
OFFICE OF THE  
COUNTY CLERK

**PUBLIC NOTICE OF MEETING**

<p><u>COMMISSIONERS:</u></p> <p>Gene E. Moore, Chair (Lahaina)</p> <p>Carol A. Summers, Vice-Chair (Kula)</p> <p>David W. Hunkins (Hana)</p> <p>Felicidad M. Borden (Moloka'i)</p> <p>Brian A. Cremer (Kihei)</p>	<p>Pursuant to Chapter 92, Hawai'i Revised Statutes, as amended by Act 271, Session Laws of Hawai'i 1984</p> <p>NOTICE IS HEREBY GIVEN by the Civil Service Commission of the County of Maui, State of Hawai'i, of its regular meeting and executive meeting scheduled for:</p> <p>DATE: Wednesday, March 1, 2006</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, Hawai'i 96793</p>
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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. Mahalo and aloha to Commissioner David Hunkins for his five years of dedicated service on the Civil Service Commission from April, 2001 to March 31, 2006.
    - (1) Mayor Arakawa has nominated Mr. Abe Kaahui to replace Commissioner Hunkins. Nomination pending council approval.
3. APPROVAL OF FEBRUARY 1, 2006 MINUTES

4. COMMISSION REFERRAL:
  - A. Salary Commission's February 10, 2006 agenda and January 13, 2006 minutes.
  - B. Salary Commission's letters dated February 1, 2006, with attachments, and February 7, 2006 to Mayor Arakawa regarding salary increases for executive branch effective January 1, 2006.
    - (1) Obtain Chair's signature on SF-1 form, Notification of Personnel Action, for Director of Personnel Services' salary increase.
  - C. Department of Personnel Services' proposed FY 2006-2007 budget for review and approval.
5. DIRECTOR'S MONTHLY REPORT:
  - A. Update on Human Resources, Payroll, and Time and Attendance System Project.
  - B. Update on collective bargaining matters.
  - C. Reminders:
    - (1) Obtain signatures from Commissioners Moore, Hunkins and Cremer on certification form regarding the county's policy against discrimination. Policy was distributed last month.
    - (2) Annual update of financial disclosure form due April 15<sup>th</sup>.
6. SCHEDULE NEXT MEETING DATE & DISCUSS NEXT MEETING BUSINESS
7. 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 ITS 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 FEBRUARY 1, 2006 MINUTES
2. ADJUDICATORY FUNCTION:
  - A. Pending Appeals:

- (1) CSC-AP #2006-2, Appeal against the action of the Director of Personnel Services concerning rejection of application for Exam No. 205-59, Police Evidence Specialist I.
  - (a) Certified letter dated February 1, 2006 to appellant scheduling hearing date for April 5, 2006. Return receipt received.
  - (b) Letter dated February 10, 2006 from appellant withdrawing her appeal and requesting to cancel the scheduled hearing.
- (2) CSC-AP #2006-3, Appeal against the action of the Director of Personnel Services concerning removal of appellant's name from the Police Officer I eligible list, Exam No. 2003-43.
  - (a) Certified letter dated February 1, 2006 to appellant scheduling hearing date for April 5, 2006. Return receipt received.
- (3) CSC-AP #2005-7, Appeal against the action of the Director of Personnel Services concerning termination of promotion to Position No. PR-0330, Recreation Assistant II.
  - (a) Review and approve draft decision and order.
- (4) CSC-AP #2005-8, Appeal against the action of the Director of Personnel Services concerning rejection of application for Exam No. 2005-111, Abandoned Vehicle Coordinator.
  - (a) Review and approve draft decision and order.

B. New Appeals:

- (1) CSC-AP #2006-4, Appeal against the action of the Director of Personnel Services concerning appellant's non-qualification for interview of AC position.
  - (a) Letter dated February 7, 2006 acknowledging receipt of appeal.
  - (b) Schedule hearing date.
- (2) CSC-AP #2006-5, Classification appeal concerning "no change" action taken on Position No. WW-0185, Water Plant Maintenance Mechanic I, BC-11.
  - (a) Letter dated February 21, 2006 acknowledging receipt of appeal.
  - (b) Schedule hearing date.
- (3) CSC-AP #2006-6, Classification appeal concerning "no change" action taken on Position No. WW-0145, Water Plant Maintenance Mechanic I, BC-11.

- (a) Letter dated February 21, 2006 acknowledging receipt of appeal.
  - (b) Schedule hearing date.
- (4) CSC-AP #2006-7, Classification appeal concerning "no change" action taken on Position No. WW-0136, Water Plant Maintenance Mechanic I, BC-11.
- (a) Letter dated February 21, 2006 acknowledging receipt of appeal.
  - (b) Schedule hearing date.
- (5) CSC-AP #2006-8, Classification appeal concerning "no change" action taken on Position No. WW-0138, Water Plant Maintenance Mechanic I, BC-11.
- (a) Letter dated February 21, 2006 acknowledging receipt of appeal.
  - (b) Schedule hearing date.

C. HRS Chapter 91 Contested Case Hearings:

- (1) CSC-AP #2005-9, Appeal against the action of the Director of Personnel Services concerning the initial allocation of Position No. PD-0499 to Information Systems Analyst VI, SR-26
- (a) Letter dated January 4, 2006 to appellant scheduling hearing date for March 1, 2006 at 10:00 a.m.
  - (b) Letter dated February 17, 2006 from appellant requesting an extension of the hearing date.
  - (c) Jurisdictional statement dated February 17, 2006 received from respondent.
  - (d) Respondent's position statement and exhibits 1-6.
  - (e) Commission's reply dated February 22, 2006 to appellant approving request for extension and rescheduling hearing to April 5, 2006 at 10:00 a.m. on the jurisdictional challenge.
- (2) CSC-AP #2006-1, Appeal against the action of the Director of Personnel Services concerning rejection of application for Exam No. 2005-112, Assistant Wastewater Operations Program Superintendent.
- (a) Certified letter dated February 1, 2006 to appellant scheduling hearing date for March 1, 2006 at 12:30 p.m. Return receipt received.
  - (b) Respondent's position statement and Exhibits 1-3 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 9:30 A.M. on this 23rd day of February, 2006 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, Hawai'i, during office hours from 7:45 a.m. to 4:30 p.m., Monday through Friday, except on holidays, by phone: 270-7850 or fax: 270-7969. Moloka'i residents may call toll-free at 1-800-272-0117; Lāna'i residents call 1-800-272-0125. Email: personnel.services@co.maui.hi.us.

GENE E. MOORE, Chairperson,  
Civil Service Commission

By   
Lynn G. Krieg  
Director of Personnel Services

Received and filed in the Office of the County  
Clerk of the County of Maui at 9:30 A.M.  
on this 23rd day of February, 2006.

  
For: COUNTY CLERK, COUNTY OF MAUI