

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

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2016 FEB 25 AM 10: 08

OFFICE OF THE  
COUNTY CLERK

**PUBLIC NOTICE OF MEETING**

COMMISSIONERS:

Arnold K. Wunder  
(Pukalani)  
Chair

Yarrow L. Flower  
(Makawao)  
Vice-Chair

Jon Santos  
(Haiku)

Alice L. Lee  
(Wailuku)

Ivy G. Waller  
(Lahaina)

Pursuant to Chapter 92, Hawaii Revised Statutes, NOTICE IS HEREBY GIVEN by the Civil Service Commission of the County of Maui, State of Hawaii, of its regular meeting scheduled for:

DATE: March 2, 2016

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

1. CALL TO ORDER
2. PUBLIC TESTIMONY

3. APPROVAL OF MEETING MINUTES
  - A. Regular Meeting Minutes of February 3, 2016
  - B. Executive Meeting Minutes of February 3, 2016
  - C. Special Meeting Minutes of February 17, 2016
  
4. COMMISSION CORRESPONDENCES:
  - A. Letter dated February 5, 2016 to Deputy Director of Personnel Services David Underwood confirming his selection and appointment as the next Director of Personnel Services upon the retirement of Lance Hiromoto effective July 1, 2016.
  
  - B. Letters and/or memos dated February 16, 2016 announcing the appointment of David Underwood as the next Director of Personnel Services upon the retirement of Director Hiromoto:
    - (1) Letter to Mayor Alan Arakawa;
    - (2) Letter to Council Chair Mike White and members of the County Council;
    - (3) Circular No. 2016-15 to all Department and Agency Heads, Director of Council Services, County Clerk, and County Auditor;
    - (4) Memo to all HR Directors and their respective Merit Appeals Board; and
    - (5) Letters to HFFA, HGEA, SHOPO and UPW unions.
  
  - C. Letters dated February 17, 2016 re completion of annual performance evaluation of Director Hiromoto:
    - (1) Letter to Mayor Alan Arakawa; and
    - (2) Letter to Council Chair Mike White and members of the County Council.
  
  - D. Letter dated February 19, 2016 to Managing Director Keith Regan, Chairperson of the Sugar Operators Work Assistance Task Force, regarding recommendations made at the commission's February 17, 2016 special meeting.
  
5. OLD BUSINESS:
  - A. Salary Commission Update – meeting held February 12, 2016.
  
  - B. Memorandum dated January 25, 2016 from Gary Murai, Deputy Corporation Counsel, attorney for the Maui County Board of Ethics, to all members of boards and commissions, concerning annual update of financial disclosures.
    - (1) Reminder of April 15, 2016 due date for financial disclosure form.
  
  - C. Request from Keith Regan, Managing Director of Maui County and Chairperson of the Sugar Operators Work Assistance Task Force to the Commission, to consider a change to the county's existing policy regarding its unskilled labor classes list.

- (1) Update from Director Hiromoto regarding the recommendations made by the Civil Service Commission at the February 17, 2016 special meeting.

6. NEW BUSINESS:

- A. Election of officers – new Chair and if necessary, new Vice-Chair – effective April 1, 2016 to June 30, 2017

7. DIRECTOR’S MONTHLY REPORT:

- A. Update on Collective Bargaining
  - (1) BU 14 Interest Arbitration Decision
- B. Job Fairs
  - (1) March 4, 2016 – Sugar Operators Work Assistance Task Force
  - (2) March 8, 2016 – Hawaii Health Systems Corporation
- C. Aloha and mahalo to outgoing Commission Chair, Arnold Wunder
  - (1) Update and status of nominee selected to replace Mr. Wunder

8. SCHEDULE NEXT MEETING DATE & DISCUSS NEXT MEETING BUSINESS

- A. Next meeting – April 6, 2016

9. ADJOURN

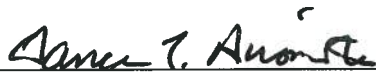
ADJOURN REGULAR MEETING UNDER THE SUNSHINE LAW AND MOVE INTO AN ADJUDICATORY MEETING OF THE COMMISSION PURSUANT TO SECTION 92-6, HAWAII REVISED STATUTES, AND SECTIONS 11-102-6 AND 11-102-39, RULES OF THE CIVIL SERVICE COMMISSION. The adjudicatory meeting will be closed to the public. HRS 92-6.

\* \* \* \*

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 10:08 A.M. on this 25th day of February, 2016, 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 at: 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.

CIVIL SERVICE COMMISSION  
COUNTY OF MAUI

By   
Lance T. Hiromoto  
Director of Personnel Services

Received and filed in the Office of the County Clerk of the County of Maui at 10:08 A.M. on this 25th day of February, 2016.

  
For: COUNTY CLERK, COUNTY OF MAUI