

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

RECEIVED  
2017 MAR 30 AM 8:03  
OFFICE OF THE  
COUNTY CLERK

**PUBLIC NOTICE OF MEETING**

**COMMISSIONERS:**

Yarrow L. Flower  
(Makawao)  
Chair

Alice L. Lee  
(Wailuku)  
Vice-Chair

Patrice Matsumoto  
(Kahului)

Linda K. Fujitani  
(Kula)

Sharon M. Suzuki  
(Wailuku)

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: April 5, 2017

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. WELCOME NEW COMMISSIONER, PATRICE MATSUMOTO
3. PUBLIC TESTIMONY
4. APPROVAL OF MINUTES – March 1, 2017 Meeting
5. OLD BUSINESS:
  - A. Salary Commission Update
    - (1) Meeting held March 10, 2017
6. NEW BUSINESS:
  - A. Annual Financial Disclosures
    - (1) Reminder – completed forms due April 15, 2017
7. DIRECTOR'S MONTHLY REPORT:
  - A. HR and Payroll Systems – update on replacement of two separate systems
    - (1) Request for bids closed 1/12/17. Prospective bidders to provide demonstration of their software
    - (2) Demos for software vendors were held in February and March
  - B. Update on Collective Bargaining:
    - (1) UPW Bargaining Unit 01 (blue collar employees)
    - (2) HGEA Bargaining Unit 02 (blue collar supervisors), BU 03 (white collar non-supervisory employees), BU 04 (white collar supervisors), BU 13 (professional and scientific employees), and BU 14 (county water safety officers and state law enforcement officers)
    - (3) HFFA Bargaining Unit 11 (fire fighters)
    - (4) SHOPO Bargaining Unit 12 (police officers)
  - C. Job Fairs
    - (1) Pacific Media Group at Queen Kaahumanu Center – May 13, 2016 & October 17, 2016
  - D. Vacant Position Report – as of March 15, 2017
    - (1) Letter dated March 6, 2017 from Riki Hokama, Budget and Finance Committee Chair, requesting a status report of all vacant positions, as of March 15, 2017, by position number and division, within each department or office.
      - (a) Response letter dated March 28, 2017 from Director Underwood to Mr. Hokama acknowledging receipt of his March 6<sup>th</sup> letter.

- E. Mayor’s Proposed Budget Fiscal Year 2018
  - (1) Letter dated March 13, 2017 from Riki Hokama, Budget and Finance Committee Chair, requesting a copy of the budget request from the Commission to be included in the Mayor’s proposed budget for Fiscal Year 2018.
    - (a) Response letter dated March 28, 2017 from Chair Flower to Mr. Hokama acknowledging receipt of his March 13<sup>th</sup> letter.

8. SCHEDULE NEXT MEETING DATE & DISCUSS NEXT MEETING BUSINESS

A. Next meeting – May 3, 2017

9. ADJOURN

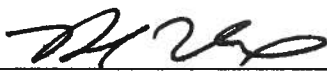
ADJOURN REGULAR MEETING UNDER THE SUNSHINE LAW AND MOVE INTO AN ADJUDICATORY MEETING OF THE COMMISSION PURSUANT TO SECTION 92-6, HAWAII REVISED STATUTES, AND SECTIONS 11-102-6 AND 11-102-39, RULES OF THE CIVIL SERVICE COMMISSION. The adjudicatory meeting will be closed to the public. HRS 92-6.

\* \* \* \*

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 8:03 A.M. on this 30<sup>th</sup> day of March, 2017, 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   
\_\_\_\_\_  
David J. Underwood  
Director of Personnel Services

Received and filed in the Office of the County  
Clerk of the County of Maui at 8:23 A.M.  
on this 30<sup>th</sup> day of March, 2017.



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For: COUNTY CLERK, COUNTY OF MAUI