

MINUTES OF THE REGULAR MEETING
OF THE
CIVIL SERVICE COMMISSION
COUNTY OF MAUI
WAILUKU, MAUI, HAWAII

DATE: Wednesday, August 1, 2018

TIME: 9:00 a.m.

PLACE: Department of Personnel Services' Conference Room
Kalana O Maui (County Building), Room 629
200 South High Street
Wailuku, Maui, HI 96793

PRESENT: Commissioners:
Yarrow L. Flower, Chair
Sharon M. Suzuki, Vice-Chair
Linda Fujitani, Member
Patrice Matsumoto, Member
Marcus Merchasin, Member

Staff:
David Underwood, Director of Personnel Services
Cindy Sasada, Private Secretary

Other:
Mimi Desjardins, Deputy Corporation Counsel

CALL TO ORDER:

The regular meeting of the Civil Service Commission (CSC) was called to order at 8:57 a.m. by Chair Flower. In accordance with Chapter 92 of the Hawaii Revised Statutes, public notice of the meeting was filed with the County Clerk on July 25, 2018 and the agenda was posted on the bulletin boards of the Department of Personnel Services (DPS) and on the Internet at www.mauicounty.gov.

ROLL CALL:

Roll call recorded Chair Flower, and Commission members Suzuki, Fujitani, Matsumoto, and Merchasin present.

The Chair also recognized the presence of Director David Underwood, Cindy Sasada, and Deputy Corporation Counsel Mimi Desjardins.

PUBLIC TESTIMONY: None.

MINUTES: A motion to approve the minutes of the regular meeting of July 5, 2018 was made by Commissioner Fujitani and seconded by Commissioner Merchasin. The motion carried unanimously.

NEW BUSINESS:

A. Salary Commission Update – meeting held on July 13, 2018

Director Underwood explained that the Salary Commission sets the salaries for elected and appointed officials. In the past, it would go for an extended period of time without granting any raises, and then grant large raises in efforts to catch-up. The last increase was 12%. The purpose of this July 13, 2018 meeting was to decide whether to give smaller and more consistent raises rather than catch-up raises in the past. The Salary Commission requested that DPS provide various data to them at their next meeting in September.

DIRECTOR'S MONTHLY REPORT:

A. HR and Payroll Systems Update

Director Underwood provided an update on the HR and Payroll systems. The “go live” date has moved to December 16, 2018. The project is currently in the end-to-end testing phase. There are eleven DPS employees working on this project.

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)

Director Underwood recapped the status of union negotiations. BU 01 is in contract; however, there is a dispute over whether all of the County's contracting services should be done by its employees. A meeting with BU 14 will be held this month. BU 11 filed for an impasse. Contacted the federal mediation services to possibly arrange mediation for some of the disputes, however, it was not successful. Submitted a request to the Hawaii Labor Relations Board to provide a list of arbitrators. BU 12 is in contract.

Since the U.S. Supreme Court issued its decision in Janus v AFSCME, the County stopped taking union fees from non-union members. Employees who may have questions regarding union fees, membership or benefits are being referred to the respective union for answers.

C. Vacant Position Report – as of June 19, 2018

Director Underwood summarized the vacant position report and noted the vacancies for dispatchers and pool guards. DPS reached out to the Parks Department and conducted a one-stop recruitment for pool guards. At the event, applicants were tested, interviewed, and several were offered employment.

D. DPS Performance Measures – 4th Quarter

Director Underwood recapped the performance measures stating the metrics have been relatively consistent and remains within its expected range.

SCHEDULE NEXT MEETING DATE and DISCUSS NEXT MEETING BUSINESS:

The next regular meeting will be held on Wednesday, September 5, 2018 at 9:00 a.m. in the Department of Personnel Services' Conference Room.

ADJOURNMENT:

The regular meeting adjourned at 9:23 a.m., and the Commission proceeded into its adjudicatory meeting pursuant to Section 92-6 of the Hawaii Revised Statutes and Sections 11-102-6 and 11-102-39 of the Rules of the Commission.

Respectfully submitted,



DAVID J. UNDERWOOD
Director of Personnel Services

Approved by the Civil Service Commission at its regular meeting held on the 5th day of September, 2018.



YARROW L. FLOWER
Chairperson