

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

DATE: Wednesday, June 5, 2019

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:
Linda K. Fujitani, Chair
Marcus Merchasin, Member
Blake Takayama, Member

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

Other:
Mimi Desjardins, Deputy Corporation Counsel

EXCUSED: Sharon N. Suzuki, Vice-Chair
Patrice Matsumoto, Member

CALL TO ORDER:

The regular meeting of the Civil Service Commission ("CSC") was called to order at 9:00 a.m. by Chair Fujitani. In accordance with Chapter 92 of the Hawaii Revised Statutes, public notice of the meeting was filed with the County Clerk on May 29, 2019 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 Fujitani and Commission members Merchasin, and Takayama. Commissioners Suzuki and Matsumoto were excused.

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

PUBLIC TESTIMONY: None.

APPROVAL OF MINUTES:

A motion to approve the minutes of the regular meeting of May 1, 2019, was made by Commissioner Merchasin. Commissioner Takayama seconded the motion, and it carried unanimously.

OLD BUSINESS:

- A. Discuss performance evaluation re the Director of Personnel Services.

It was moved by Commissioner Merchasin, seconded by Commissioner Takayama and carried to accept the performance evaluation as presented of David J. Underwood, Director of Personnel Services, for the period of January 1, 2018 to December 31, 2018.

DIRECTOR'S MONTHLY REPORT:

- A. HR and Payroll Systems Update

Director Underwood gave an update on the HR/Payroll system, and noted the system has been running since April 1, 2019. Time tracking will roll out on July 1 beginning with Group I, followed by Group II and Group III. Group I consists of the administrative departments that have not as quite complex payrolls; Group II is made up of departments that have more diverse operations (e.g., Public Works, Environmental Management); and Group III includes Police and Fire. Phase II, which is the learning management system, recruitment, performance management, and succession planning starts today and will be completed within this calendar year.

- 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 members ratified their wage reopener and it is currently going through the various legislative bodies for approval of the costs. HGEA is pending binding arbitrations for all of their units. Tentative dates for arbitration hearings are as follows: BU 04 in September, BU 13 in October, BU 02 in November, and BU 03 and 14 in January. For BU 13, Director Underwood will be representing the employer group on the arbitration panel. For BU 11, the arbitration decision was received and the cost items were transmitted to various legislative bodies for approval. The arbitration decision gave the firefighters for the next two years, 2% each year plus a bonus. BU12 is in contract; however, their contract calls for periodic labor management meetings.

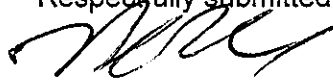
SCHEDULE NEXT MEETING DATE and DISCUSS NEXT MEETING BUSINESS:

The next regular meeting will be held on Wednesday, July 3, 2019 at 9:00 a.m. in the Department of Personnel Services' Conference Room.

ADJOURNMENT:

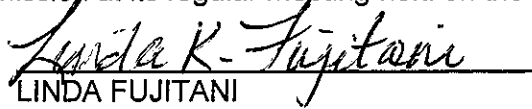
The regular meeting adjourned at 9:15 a.m., and the Commission proceeded into its adjudicatory meeting pursuant to Section 92-6 of the Hawaii Revised Statutes and Sections 11-102-6 and 11-102-39 of the Rules of the Commission.

Respectfully submitted,



DAVID J. UNDERWOOD
Director of Personnel Services

Approved by the Civil Service Commission at its regular meeting held on the 3rd day of July 2019.



LINDA FUJITANI
Chairperson