

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

DATE: Wednesday, March 2, 2022

TIME: 9:00 a.m.

PLACE: Held via BlueJeans Video Conference

PRESENT: Commissioners:
Patrice Matsumoto, Chair
Wallace Tom, Member
Megan Moniz, Member
Arnold Wunder, Member

Staff:
David Underwood, Director of Personnel Services
Cynthia Razo-Porter, Deputy Director of Personnel Services
Cindy Sasada, Private Secretary

Other:
Christie Trenholme, Deputy Corporation Counsel

CALL TO ORDER:

The regular meeting of the Civil Service Commission ("CSC") was called to order at 9:03 a.m. by Chair Matsumoto. In accordance with Chapter 92 of the Hawaii Revised Statutes, public notice of the meeting was filed with the County Clerk on February 23, 2022 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 Patrice Matsumoto, and Commission members Megan Moniz, Wallace Tom and Arnold Wunder.

The Chair also recognized the presence of Deputy Corporation Counsel Christie Trenholme, Director David Underwood, Deputy Director Cynthia Razo-Porter and Private Secretary Cindy Sasada.

PUBLIC TESTIMONY: None.

APPROVAL OF MINUTES:

It was moved by Commissioner Tom, seconded by Commissioner Moniz and unanimously carried to approve the minutes of the February 2, 2022 meeting.

NEW BUSINESS:

- A. Election of Officers – Chair and Vice Chair effective April 1, 2022 to March 31, 2023.

Chair Matsumoto opened the floor for nominations. Commissioner Wunder nominated Commissioner Tom for Chair and Commissioner Moniz for Vice Chair. Commissioner Tom nominated Commissioner Moniz for Chair and Commissioner Wunder for Vice Chair. Commissioner Moniz nominated Commissioner Wunder for Chair and Commissioner Tom for Vice Chair. Commissioner Moniz respectfully declined the nomination for Chair. Commissioner Tom nominated Commissioner Wunder as Chair and Commissioner Moniz as Vice Chair. The Chair called for a vote. The Commission unanimously agreed that Arnold Wunder will serve as Chair and Megan Moniz will serve as Vice Chair effective April 1, 2022 to March 31, 2023.

OLD BUSINESS:

- A. Salary Commission Update – Meeting held on February 11, 2022

Chair Matsumoto attended the Salary Commission meeting on February 11, 2022, and reported the entire meeting was taken up by testimonies for the salary of the police chief. Director Underwood indicated the Salary Commission by charter is required to seek the input of the various commissions that appoint directors, so the Police Commission responded to that inquiry with a recommendation that the police chief salary be increased to \$205,000. It was a very controversial recommendation as several retired police officers and community members testified that they didn't feel it was appropriate. There were a few public testifiers that supported increases for the corporation council and the prosecuting attorney. The Commission asked Director Underwood to provide background information on the salaries of the governor and department heads. Subsequent to that meeting, the Commission scheduled a special meeting on February 25, 2022 to continue that discussion.

At its meeting of February 25, 2022, the Salary Commission discussed the salary for the new position of Director for the Department of Agriculture which is being established effective July 1, 2022. Director Underwood informed the Commission of the BU01 agreement, and the current inflation rates which is 7½% nationally and 6% for Honolulu. No decisions were made and the meeting has been recessed until March 11, 2022.

- B. Discuss Performance Evaluation re the Director of Personnel Services

It was moved by Commissioner Tom, seconded by Commissioner Wunder and carried to accept the performance evaluation for the Director of Personnel Services.

With reference to this agenda item in accordance with Sections 92-5(a)(2) and (4), Hawaii Revised Statutes, the Commission anticipates holding an Executive Meeting to discuss and consider the evaluation of the Director of Personnel Services where matters affecting privacy will be involved and to consult with the Commission's attorney on questions and issues pertaining to the Commission's powers, duties, privileges, immunities, and liabilities.

DIRECTOR'S MONTHLY REPORT:

A. HR and Payroll Systems Update

Director Underwood gave an update on the HR/Payroll system. He reported the Workday system does provide two major functional updates per year, which are not optional. The testing period opened on February 5, 2022, and the go-live date is March 11, 2022. The major function for this month has been testing the system to ensure that the system continues to work properly.

Director Underwood reported that Wrike, our internal work management and collaboration software vendor, is no longer willing to comply with the Hawaii purchasing laws so our service will be discontinued. We currently have an emergency project to seek out and implement a replacement for that system.

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 15 (county water safety officers)
- (3) HFFA Bargaining Unit 11 (fire fighters)
- (4) SHOPO Bargaining Unit 12 (police officers)

Director Underwood recapped the status of union negotiations. He reported that employer group reached an agreement with UPW BU 01. It's a four-year agreement which calls for a 1% bonus in the first year and 14.3% increases over the next three years. This agreement has been ratified by the membership and cost items are being considered by the various legislatures. In order for that to go into effect, the state legislature and all the county councils must approve the cost items.

With regard to HGEA BU 02, 03, 04, and 13, any agreement negotiated has to be approved by the state legislature and the county councils. The legislature is only meeting for a brief time so their cost items must be negotiated, ratified and into legislature by April 27, 2022.

BU 15 binding arbitration is scheduled for March 14-19, 2022. BU 11 arbitration hearing has concluded and the parties are awaiting the arbitration decision. BU 12 binding arbitration is scheduled for May 2022.

C. Employee Assistance Program – 2nd Quarter Utilization Report

Director Underwood summarized the utilization report and noted the numbers were standard. In anticipation that people may need additional support due to the pandemic, the County increased the number of services available through EAP.

D. End of Term Appreciation and Recognition to Chair Patrice Matsumoto

Director Underwood read a letter from Mayor Victorino conveying appreciation to Chair Matsumoto for her dedication and service on the Civil Service Commission.