

CIVIL SERVICE COMMISSION
COUNTY OF MAUI
200 South High Street
Wailuku, Hawai'i 96793

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OFFICE OF THE
COUNTY CLERK

PUBLIC NOTICE OF MEETING

<p><u>COMMISSIONERS:</u></p> <p>Gene E. Moore, Chair (Lahaina)</p> <p>Carol A. Summers, Vice-Chair (Kula)</p> <p>David W. Hunkins (Hana)</p> <p>Felicidad M. Borden (Moloka'i)</p> <p>Brian A. Cremer (Kihei)</p>	<p>Pursuant to Chapter 92, Hawai'i Revised Statutes, as amended by Act 271, Session Laws of Hawai'i 1984</p> <p>NOTICE IS HEREBY GIVEN by the Civil Service Commission of the County of Maui, State of Hawai'i, of its regular meeting and executive meeting scheduled for:</p> <p>DATE: Wednesday, February 1, 2006</p> <p>TIME: 9:00 a.m.</p> <p>PLACE: Department of Personnel Services Conference Room 629 Kalana O Maui (County Building) 200 South High Street Wailuku, Hawai'i 96793</p>
<p>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.</p> <p>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.</p> <p>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>i.e.</i>, large print, taped materials, sign language interpreter, accessible parking, etc. should call the Department of Personnel Services at least two working days in advance.</p> <p>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.</p>	

Agenda - Regular Meeting

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF DECEMBER 6, 2005 and JANUARY 4, 2006 MINUTES
4. COMMISSION REFERRAL:
 - A. Memorandum dated December 29, 2005 from the Board of Ethics to all boards and commissions concerning annual update of financial disclosure statements.

- B. Salary Commission's January 13, 2006 agenda and November 4, 2005 minutes.
 - C. Administrative Directive dated November 2, 2005 from Mayor Arakawa to all department and agency heads transmitting the county's policy against discrimination.
 - (1) Review/discuss policy which also applies to boards and commission members. Policy supersedes sexual harassment policy.
 - (2) Distribute/obtain signatures from commissioners on certification of receipt form.
5. DIRECTOR'S MONTHLY REPORT:
- A. Update on Human Resources, Payroll, and Time and Attendance System Project.
 - B. Update on collective bargaining matters.
 - C. Proposed budget for fiscal year 2006-2007.
6. SCHEDULE NEXT MEETING DATE & DISCUSS NEXT MEETING BUSINESS
7. ADJOURN REGULAR MEETING AND MOVE INTO EXECUTIVE MEETING, CLOSED TO THE PUBLIC, FOR THE PURPOSES OF: (1) CONSIDERING SENSITIVE MATTERS RELATED TO PUBLIC SAFETY OR SECURITY; (2) EXERCISING THE ADJUDICATORY FUNCTION OF THE COMMISSION and (3) CONSULTING WITH THE COMMISSION'S ATTORNEY ON QUESTIONS AND ISSUES PERTAINING TO ITS POWERS, DUTIES, PRIVILEGES, IMMUNITIES AND LIABILITIES PURSUANT TO SECTION 11-102-6, RULES OF THE CIVIL SERVICE COMMISSION, AND SECTIONS 91-9, 92-4, 92-5(a)(4) & (6) and 92-6(a)(2)(D), HAWAI'I REVISED STATUTES.

Agenda - Executive Meeting

- 1. APPROVAL OF DECEMBER 6, 2005 and JANUARY 4, 2006 MINUTES
- 2. SENSITIVE MATTERS:
 - A. Employee Assistance Program:
 - (1) Quarterly utilization report ended December 31, 2005.
- 3. ADJUDICATORY FUNCTION:
 - A. Pending Appeal:
 - (1) CSC-AP #2005-9, Appeal against the action of the Director of Personnel Services concerning the initial allocation of Position No. PD-0499 to Information Systems Analyst VI, SR-26.

- (a) Letter dated January 4, 2006 to appellant scheduling hearing date for March 1, 2006.

B. New Appeals:

- (1) CSC-AP #2006-1, Appeal against the action of the Director of Personnel Services concerning rejection of application for Exam No. 2005-112, Assistant Wastewater Operations Program Superintendent.
 - (a) Letter dated January 11, 2006 acknowledging receipt of appeal.
 - (b) Schedule hearing date.
- (2) CSC-AP #2006-2, Appeal against the action of the Director of Personnel Services concerning rejection of application for Exam No. 2005-59, Police Evidence Specialist I.
 - (a) Letter dated January 18, 2006 acknowledging receipt of appeal.
 - (b) Schedule hearing date.
- (3) CSC-AP #2006-3, Appeal against the action of the Director of Personnel Services concerning rejection of application for Exam No. 2003-43, Police Officer I.
 - (a) Letter dated January 19, 2006 acknowledging receipt of appeal.
 - (b) Schedule hearing date.

C. HRS Chapter 91 Contested Case Hearings:

- (1) CSC-AP #2005-7, Appeal against the action of the Director of Personnel Services concerning termination of promotional appointment to Position No. PR-0330, Recreation Assistant II
 - (a) Certified letter dated January 4, 2006 to appellant scheduling hearing date for February 1, 2006. Return receipt received.
 - (b) Exhibits A through E received from appellant.
 - (c) Position statement & Exhibits 1 & 2 received from respondent.
- (2) CSC-AP #2005-8, Appeal against the action of the Director of Personnel Services concerning rejection of application for Exam No. 2005-111, Abandoned Vehicle Coordinator.
 - (a) Certified letter dated January 4, 2006 to appellant scheduling hearing date for February 1, 2006. Return receipt received.
 - (b) Exhibits A through I received from appellant.
 - (c) Position statement and Exhibits 1 through 3 received from respondent.

- (3) CSC-AP #2005-6, Appeal against the action of the Director of Personnel Services concerning rejection of application for recruitment for Exam No. 2005-115 (intra-departmental), Pipefitter Helper.
 - (a) Certified letter dated December 6, 2005 to appellant's representative scheduling hearing date for January 4, 2006. Return receipt received.
 - (b) Exhibits A through E received from appellant.
 - (c) Position statement received from respondent.
 - (d) Certified letter dated January 5, 2006 to appellant and his representative rescheduling hearing date to February 1, 2006. Return receipt received.

4. ADJOURNMENT

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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 1:57 P. .M. on this 25th day of January, 2006 which is at least six calendar days prior to the date and time of the forthcoming meeting.

Any inquiries, contact commission staff (Corinne Muraoka) at the office of the Department of Personnel Services, County of Maui, 200 South High Street, Room 623, Wailuku, Hawai'i, during office hours from 7:45 a.m. to 4:30 p.m., Monday through Friday, except on holidays, by phone: 270-7850 or fax: 270-7969. Moloka'i residents may call toll-free at 1-800-272-0117; Lana'i residents call 1-800-272-0125. Email: personnel.services@co.maui.hi.us.

GENE E. MOORE, Chairperson,
Civil Service Commission

By 
Lynn G. Krieg
Director of Personnel Services

Received and filed in the Office of the County Clerk of the County of Maui at 1:57 P. .M. on this 25th day of January, 2006.


For: COUNTY CLERK, COUNTY OF MAUI