

SALARY COMMISSION
MINUTES
KALANA O MAUI, MAYOR'S LOUNGE
FRIDAY, AUGUST 13, 2004
8:30 a.m.

Present: Scott Matsuura, Chair Helen Nielsen, Vice-Chair Gladys Baisa Curtis Franks Douglas Levin Janet Tomita Michael Westfall Jason Williams	Absent: Anthony Lemmo
Staff: Traci Fujita Villarosa, Deputy Corporation Counsel Lynn Krieg, Director of Personnel Services Corynn Sakamura, Secretary of Boards and Commissions Diane Wakamatsu, Executive Assistant	Others: Benjamin M. Acob, Deputy Prosecuting Attorney Sean Lester Brian Moto, Corporation Counsel Sally Raisbeck

I. Call to Order

Meeting was called to order by Chair Matsuura at 8:40 a.m.

II. Public Testimony

A. Sally Raisbeck

Ms. Raisbeck supports increases for both Directors and Deputy Directors in addition to the Council Members. Ms. Raisbeck reviewed the Council Members duties, (i.e. committee meetings, public hearings, community association meetings, appointments with public for community groups) and mentioned that they put in a lot of time which may not be legally required, but is a part of their job. She also mentioned that the salary the Council Members have now is an entry salary and that the County needs experienced people who should be compensated for a full-time job. She noted an experience from being on the water board of having a hard time trying to hire people at the salaries offered. Ms. Raisbeck agreed that \$85,000 is a good number since they work approximately 60 hours a week.

B. Benjamin Acob

Mr. Acob testified on behalf of Davelynn Tengan, Prosecuting Attorney. He reviewed the testimony submitted by Ms. Tengan. Commissioner Levin attempted to ask a question of Lance Hiromoto, Deputy Director of Personnel Services, however Chair Matsuura requested all questions be asked after the testimony portion of the meeting is complete. Commissioner Levin then requested Mr. Acob stay until the question could be posed to hear the response.

C. Sean Lester

Mr. Lester testified on behalf of the Ohana Coalition. Mr. Lester noted that the people who want to become Council Members do not want to start at the current salary, due to the amount of time the current Council Members devote to the position. Commissioner Williams asked Mr. Lester for an estimation of the lowest amount of hours the Council Members work, Mr. Lester gave examples of situations the Council Members could go through that would make the estimation fluctuate. Suggested a standard be set for the amount of hours they would have to be at their board and committee meetings.

III. Election of New Officers

Chair Matsuura asked Ms. Villarosa if new nominations needed to be made or if the previous nominations were still valid. Ms. Villarosa suggested taking new nominations.

Nominations were opened for the position of Chair. Commissioner Franks nominated Chair Matsuura with the second from Commissioner Williams. Commissioner Baisa nominated Commissioner Levin with the second from Vice-Chair Nielsen. Votes were taken for the position of Chair. The first vote for Chair Matsuura, had Commissioners Franks, Tomita, Westfall, Williams, and Chair Matsuura in favor; and the second for Commissioner Levin, had Commissioners Baisa, Levin, and Vice-Chair Nielsen in favor.

Nominations for the seat of Vice-Chair were opened and Commissioner Williams nominated Commissioner Levin with the second by Commissioner Baisa. There were no other nominations made.

IV. Approval of Minutes

Minutes of the July 9, 2004 meeting were reviewed. Commissioner Baisa made the motion to approve with the second by Commissioner Williams with no changes or amendments and was unanimously approved.

V. Unfinished Business

A. Department of Personnel Services letter – Kauai County’s Ordinance No. 818

Chair Matsuura asked Ms. Villarosa why Kauai County did an ordinance to substantiate their salaries. Ms. Villarosa noted that she would have to look at the Charter of Kauai County. Chair Matsuura wanted a comparison of Kauai County to Maui County’s Salary Commission authority and jurisdiction.

B. Executive Compensation Plan

Commissioner Westfall discussed what the subcommittee went over in their meeting, members at the meeting were Commissioner Westfall, Chair Matsuura,

and Commissioner Williams. Reviewing methodologies job requirements, education, professional standards, etc. Looked at compensation of responsibilities, staffing, and budget. Will be requesting surveys for positions. Want to verify status as far as the State jurisdictions. Need to determine if they want to be the high end or the low end. In Charter, there are no professional job requirements, simply four years of experience, licenses, etc. Kauai County has items that show that the position needs to have professional experience. Boards that Director's report to, and must consult with those boards before changing any kind of salary for those particular directors. Must find out process, address inversion and timing of budget etc, so must have more subcommittee meetings before the next meeting before making a decision.

Vice-Chair Nielsen reviewed the procedures that occurred before to make previous salary determinations, and encouraged the subcommittee to shift more to what is fair compensation rather than comparing to everyone else and understanding what the procedures are. Chair Matsuura noted that although it took more time to understand the nuances of the County but it's important to know that when making such determinations. Lack of information in certain areas slows down the process.

Mr. Lester interjected with the comment of changing the water department to the authority of the Mayor. Need to be skillful and knowledgeable.

Commissioner Levin asked for a schedule of what the subcommittee intends on doing with a recommendation etc. Commissioner Westfall said that the next meeting should have a recommendation at that time.

C. County Council Members Compensation/Hours

Commissioner Levin discussed the issue of a high range of a salary as determined by the subcommittee. Originally started at \$55,000 and now they are going higher. Got more information and subcommittee agreed to staying at a higher salary. Wants to encourage best and brightest to run for the Council. Difficult job and requires more. Commissioner Levin said that they discussed an hourly wage and said it was dismissed due to other reasons. Thus, he suggested that the Salary Commission increase the Council Members salaries to \$85,000.

Commissioner Baisa discussed the issue of a lower range of a salary as determined by the subcommittee. She mentioned that the median family income was approximately \$60,000 in 2003. Thus, the minimum salary suggested is \$65,000.

Commissioner Levin then made a motion to raise the salary to the \$65,000-85,000 range and it was seconded by Vice-Chair Nielsen. Commissioner Levin then made another motion to table the issue to the next meeting. There was discussion as to whether the motion could be done and Ms. Villarosa stated that there is a statute according to the HRS that the subcommittee should not make any actions on the first meeting following the subcommittee meeting.

VI. New Business

A. Verbatim Minutes

The topic of verbatim minutes was discussed but there were no estimates or quotes to refer to. Vice-Chair Nielsen asked if staff could look into getting the information that Ms. Raisbeck suggested about indexing. Chair Matsuura mentioned that the rules will be reviewed regarding the formatting of minutes.

VII. Set Agenda for Next Meeting

Chair Matsuura and Ms. Villarosa noted the following needed to be on the agenda for the next meeting:

1. Subcommittee Report on Executive Compensation Plan
2. Subcommittee Report on County Council Members Compensation/Hours

VIII. Announcements

There were no announcements made.

IX. Adjournment

Commissioner Levin moved to adjourn the meeting, and Commissioner Williams seconded it with a unanimous vote. Chair Matsuura adjourned the meeting at 10:00 a.m.

Submitted by:

Corynn Sakamura
Boards and Commissions Secretary

Approved on: _____