

SALARY COMMISSION  
MINUTES  
KALANA O MAUI, 9<sup>TH</sup> FLOOR, MAYOR'S LOUNGE  
FRIDAY, NOVEMBER 4, 2005

Present:

Scott Matsuura, Chair  
Douglas Levin, Vice-Chair  
Janet Tomita  
Michael Westfall  
Jason Williams  
Frederick Rohlfig

Absent:

Andrew Herrera  
Curtis Franks

Staff: Tracy Villarosa, Deputy Corporation Counsel  
Lynn Krieg, Director, Department of Personnel Services  
Don Couch, Mayor's Executive Assistant  
Lita Dahilig, Mayor's Office

**I. Call to Order**

Meeting was called to order at 8:45 a.m. by Chair Matsuura.

**II. Public Testimony**

None

**III. Approval of Minutes**

Minutes of September 9, 2005 meeting was unanimously approved with amendments on Page 8, second to the last line, step movement should read "percentage".

**IV. Unfinished Business**

Discussion on the possibility of "red lining" certain departments.

Director Krieg gave an updated report schedule of salaries for Director/Deputy and EM ending June 30, 2006 and June 30, 2007. The changes reflected in pay for Corporation Counsel, Dept. of Housing a reallocation for Senior Services Administrator, Dept. of PW Solid Waste Division Chief, previously vacant and is now filled, PW Wastewater Reclamation Chief, now vacant.

Director Krieg reminded the Commission members that the EMCP salary is confidential. She explained that she could not give specific dates on when their raises will take effect but that the best date to reflect it is the ending of the year.

Deputy Corp Counsel Villarosa commented that last year during the budget deliberations, they received an opinion from the Office of Informational Practices, stating that salaries for civil servants are not confidential and is open to the public. This issue remains un-clear and confidential information such as social security, phone numbers, address and others are redacted. She also noted that minutes from meetings are open to the public.

## **SALARY COMMISSION**

**November 4, 2005**

**Page 2**

Vice-Chair Levin presented his spreadsheet to the Commission via the projector and explained the issues of red lining and why it might be necessary to reach a consensus. He stated that based solely on salary inversion many of the departments don't need an increase and that an across the board was not necessary. He noted that certain departments had quite a large salary increase and that the Commission should look at the following departments: Housing, Finance, Planning and Fire. Vice-Chair Levin and the Commission discussed each department and looked at probable reasons for their large salary increase, and whether they should be subject to "red lining."

Vice-Chair Levin stated that he's reluctant to make a decision on "red lining" each department, and feels that before doing so, the department should be contacted and informed. He would like to send a letter to each of the departments informing them that the Commission is reviewing their salaries. The Commission looked at the justifications, job classifications, scope of responsibilities and comparisons on each department and their salaries.

Chair Matsuura and Director Krieg reminded Commission members that some of the departments are different, such as, the Fire Chief is appointed by the Fire Public Safety Commission and that the Salary Commission may not have jurisdiction over them. He also noted that the term "red lining" may not be the proper way of addressing the salary issue.

Housing:

Commissioner Westfall distributed comparison reports and statistics to the members. He then explained contents of the report on each category and clarified how they came up with the figures and other issues of comparison and statistics. Commissioner Westfall stated that they got the figures for increases for all the positions from the inception of the salary commission. We then elected to use the year 2000 as a base year from which to make adjustments from. He said the report looked at only this year, and that another commission will look at it for next year, as things may change and some may retire and leave it to be year by year to take care of the inversion.

Commissioner Williams stated that inversion is the last thing they looked at, and should not be the number one priority, and that inversion should not change salaries, it should be scoped and everything else should all be mixed together.

They left the Prosecutor and Corporation Counsel to make the same wages. The Fire Chief in Honolulu makes the same as the Police Chief. He noted that a report of the National Association of Counties showed Maui County government elected officials and department heads salaries are comparable across the board based on its population.

## **SALARY COMMISSION**

**November 4, 2005**

**Page 3**

Chair Matsuura asked if there are any other questions for Commissioner Westfall regarding the report and if the Commission wants to go over the recommendation. Vice-Chair Levin asked for clarification on the report comparison analysis and setting salaries, factoring in inflation and other comparisons.

Discussed "inversion" issue among the members.

Vice-Chair Levin suggested getting together with Commissioner Westfall and combining/merging two spreadsheets into one and bring it to the next meeting.

Commissioner Westfall mentioned that there's a problem with compounding.

Chair Matsuura, justification issue. Director Krieg wants ideas on values of subjective and objective assumption.

Discussion and clarification ensued amongst the members on the issue of red lining.

At this time, Fire Chief and Deputy Chief appeared at the meeting but did not give any testimony. They stated that they appeared to see if there are any questions that they can answer.

- 1) Review the performance measures for certain departments  
Item deferred for next meeting.
- 2) Address the issue of Commission member's attendance.

Curtis Franks has a total of 5 absences. Traci noted that according to the rules, a total of 4 absences is reason for the commission to recommend removal. Excused absences are not included as absent. Chair Matsuura explained about issue of absences. He noted that if notice is given prior to the meeting it's an excused, but if there is no acknowledgement or no show, it's an absent. Deputy Corporation Counsel Villarosa stated that the rules are 4 mixed absences, 3 unexcused or a total of 4 absences is reason for removal recommendation.

Vice-Chair Levin, said that because of member shortage, send letter to members the Commission is concerned about. He suggested sending a letter to Commissioner Franks. Chair Matsuura said that Commissioner Franks is thinking of resigning, because he is overwhelmed with other duties. Vice-Chair Levin asked if holding the meeting on other days would work better for Commissioner Franks. Chair Matsuura answered he can ask him and see what he says and that the Commission can send a letter if they so desire.

Deputy Corporation Counsel Villarosa, noted that looking for the fiscal year absence, the record can start as of July and on. Chair Matsuura stated that as chair, he has a lot of flexibility regarding the issue of member's removal. He said he'll ask Commissioner Franks to reconsider coming back to participate in meetings and how much longer will his problem be affecting him, and let him know that the Commissioners want him to stay. He noted that

**SALARY COMMISSION**

**November 4, 2005**

**Page 4**

his term expires on 2007.

- 3) Commission will consider a salary adjustment for the Executive Branch  
Item deferred for the next meeting.

**V. Set Agenda for Next Meeting**

The next meeting is scheduled for Friday, December 9, 2005, at 8:30 a.m. in the Mayor's Lounge.

**VI. Announcements**

**VII. Adjournment**

10:10am

**NOTE: With reference to agenda items, one or more Executive Session meetings may be held pursuant to Section 92-5(a) of the Hawaii Revised Statutes.**