

CIVIL SERVICE COMMISSION
COUNTY OF MAUI
200 South High Street
Wailuku, Hawaii 96793

PUBLIC NOTICE OF MEETING

COMMISSIONERS:

Arnold K. Wunder
(Pukalani)
Chair

Blake T. Takayama
(Makawao)
Vice-Chair

Jon Santos
(Haiku)

Alice L. Lee
(Wailuku)

Yarrow L. Flower
(Makawao)

Pursuant to Chapter 92, Hawaii Revised Statutes,
as amended by Act 271, Session Laws of Hawaii 1984

NOTICE IS HEREBY GIVEN by the Civil Service Commission of
the County of Maui, State of Hawaii, of its regular meeting and
executive meeting scheduled for:

DATE: Wednesday, June 5, 2013

TIME: 9:00 a.m.

PLACE: Department of Personnel Services
Conference Room 629
Kalana O Maui (County Building)
200 South High Street
Wailuku, Hawaii 96793

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.

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.

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.e.*, large print, taped materials, sign
language interpreter, accessible parking, etc. should call the Department of Personnel Services at least two working
days in advance.

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.

Agenda - Regular Meeting

1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC TESTIMONY
4. APPROVAL OF MINUTES – OCTOBER 3, 2012 MEETING

5. OLD BUSINESS:
 - A. Update on Salary Commission issues.
 - (1) Commission met on May 10, 2013.
 - B. County of Maui Motor Vehicle Policy.
 - (1) Follow up/reminder regarding completing Attachment G, Authorization for use of private vehicle for county business.
6. NEW BUSINESS:
 - A. Inquiry by Commissioner Flower regarding whether the commission should amend its administrative rules pertaining to conducting an annual performance evaluation of the Director of Personnel Services.
7. DIRECTOR'S MONTHLY REPORT:
 - A. Department of Personnel Services' proposed budget for FY 7/1/13 - 6/30/14.
 - (1) Attended Council Budget and Finance Committee meeting on April 9, 2013. Report on subsequent committee meetings.
 - B. Update on collective bargaining.
 - C. Recruitment and exams.
 - D. Training and development.
8. SCHEDULE NEXT MEETING DATE & DISCUSS NEXT MEETING BUSINESS
9. ADJOURN REGULAR MEETING AND MOVE INTO EXECUTIVE MEETING, CLOSED TO THE PUBLIC, FOR THE PURPOSES OF: (1) CONSIDERING SENSITIVE MATTERS RELATING 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 THE COMMISSION'S 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), HAWAII REVISED STATUTES ("HRS").

Agenda - Executive Meeting

1. APPROVAL OF MINUTES – OCTOBER 3, 2012 MEETING

2. SENSITIVE MATTERS:

A. Employee Assistance Program.

- (1) Utilization report for the period from January through March 31, 2013.

3. ADJUDICATORY FUNCTION:

A. New Appeal:

- (1) CSC-AP #2013-5, Appeal against the Director of Personnel Services concerning disqualification of application re Exam No. 2013-11, Assistant Wastewater Treatment Plant Operator - Molokai Only.

- (a) Letter dated May 20, 2013 acknowledging receipt of appeal.
- (b) Schedule hearing date.

B. Pending Appeal:

- (1) CSC-AP #2013-2, Appeal against the Planning Director concerning non-selection to Planner V (Molokai position) and failure of department to provide notice of right to appeal non-selection.

- (a) Review/approve decision as drafted by Deputy Attorney General Claire Chinn.

C. HRS Chapter 91 Contested Case Hearings:

- (1) CSC-AP #2013-3, Appeal concerning non-eligibility for Police Evidence Custodian I, Position No. PD-0222.

- (a) Letter dated March 8, 2013 acknowledging receipt of appeal.
- (b) Letter dated March 8, 2013 forwarding copy of appeal to Police Chief.
- (c) Letters (2) dated April 3, 2013 setting appeal hearing for June 5, 2013.
- (d) Appellant's Position Statement and Exhibit A-D.
- (e) Respondent's Position Statement; Exhibits "1" - "12"; List of Exhibits; Certificate of Service.

- (2) CSC-AP #2013-4, Appeal against the Fire Chief concerning non-selection to Battalion Chief.

- (a) Letter dated April 23, 2013 acknowledging receipt of appeal.
- (b) Letter dated April 23, 2013 forwarding copy of appeal to Fire Chief.

- (c) Letters (2) dated May 1, 2013 setting appeal hearing for June 5, 2013.
- (d) Respondent Fire Chief’s Motion to Dismiss Appeal; Memorandum in support of Motion; Certificate of Service.
- (e) Letter dated May 17, 2013 deferring appeal hearing and scheduling hearing on Motion to Dismiss Appeal for June 5, 2013.
 - (i) Appellant’s response to motion due May 28, 2013.
Response received.
 - (ii) Respondent’s reply to Appellant’s response due June 3, 2013.

4. ADJOURNMENT

* * * * *

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 10:14 A.M. on this 30th day of May, 2013, which is at least six calendar days prior to the date and time of the forthcoming meeting.

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

ARNOLD K. WUNDER, Chair,
Civil Service Commission

By /s/ Lance T. Hiromoto
Lance T. Hiromoto
Director of Personnel Services

Received and filed in the Office of the County Clerk of the County of Maui at 10:14 A.M. on this 30th day of May, 2013.

/s/ Theresa A. Valdez
For: COUNTY CLERK, COUNTY OF MAUI