

**COUNCIL OF THE COUNTY OF MAUI**  
**BUDGET AND FINANCE COMMITTEE**

September 5, 2014

**Committee**  
**Report No.** \_\_\_\_\_

Honorable Chair and Members  
of the County Council  
County of Maui  
Wailuku, Maui, Hawaii

Chair and Members:

Your Budget and Finance Committee, having met on August 12, 2014, makes reference to the following:

1. Miscellaneous Communication, dated May 28, 2014, from the Deputy County Clerk, relating to reallocation, reassignment, and creation of positions.
2. County Communication 14-168, from the Director of Personnel Services, transmitting a report of the reclassification of positions that were transferred from one compensation plan to another for calendar year 2013.

Your Committee noted the matter relating to reallocation, reassignment, and creation of positions was referred during the Council's consideration of the Fiscal Year 2015 Budget. The positions being referred to are civil service positions.

Your Committee further noted County Communication 14-168 was transmitted pursuant to Section 6 of Ordinance 4133 (2014), the Fiscal Year 2015 Budget ordinance.

Your Committee notes the Council has desired to achieve the County's operational goals by reallocating or reassigning existing unneeded or vacant positions instead of adding new positions and increasing the number of County employees.

Your Committee expressed interest in making the reallocation and reassignment process more efficient. The Director of Personnel Services stated the average time to reallocate or reassign a position within a department is approximately two months, if an appropriate position description already exists within the County. The process includes reviews by the Department of Personnel Services, the Budget Office, the Managing Director, and the department requesting the position change. The Director of Personnel Services stated the average processing time increases to approximately four months, if a position is moved from one department to another. The process requires consultation with unions and an assessment called a reorganization study.

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Your Committee expressed concern with the length of the process. According to the Budget Director, departments will often request new positions rather than initiate a reallocation or reclassification of positions. He further stated departments may view the establishment of new positions as a simpler process than reclassification or reallocation of positions. The Director of Personnel Services explained the reallocation and reassignment process is in place to ensure accountability and compliance with requirements in Hawaii Revised Statutes. He advised your Committee nothing can be omitted from the process, and indicated the Department has tried to streamline the steps as much as possible.

Your Committee sought information on whether processing time would be reduced if the Council specified position changes in the Budget ordinance. For example, in the past, the Council has removed from the Budget ordinance unneeded, vacant positions from various departments and added an equivalent number of requested new positions in other departments. The Director of Personnel Services stated this kind of Council action to effectively transfer positions between departments does not reduce the processing time for position changes.

Your Committee voted 8-0 to recommend filing of the communications. Committee Chair White, and members Baisa, Carroll, Cochran, Couch, Crivello, Guzman, and Victorino voted "aye". Committee Vice-Chair Hokama was excused.

Your Budget and Finance Committee RECOMMENDS the following:

1. That the Miscellaneous Communication be FILED; and
2. That County Communication 14-168 be FILED.

This report is submitted in accordance with Rule 8 of the Rules of the Council.

  
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MIKE WHITE, Chair