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

2014 OCT 30 AM 9:49

OFFICE OF THE
COUNTY CLERK

PUBLIC NOTICE OF MEETING

<p><u>COMMISSIONERS:</u></p> <p>Arnold K. Wunder (Pukalani) Chair</p> <p>Blake T. Takayama (Makawao) Vice-Chair</p> <p>Jon Santos (Haiku)</p> <p>Alice L. Lee (Wailuku)</p> <p>Yarrow L. Flower (Makawao)</p>	<p>Pursuant to Chapter 92, Hawaii Revised Statutes, 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:</p> <p>DATE: November 5, 2014</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, Hawaii 96793</p>
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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

1. CALL TO ORDER
2. PUBLIC TESTIMONY
3. APPROVAL OF MINUTES – FEBRUARY 5, 2014 MEETING

4. OLD BUSINESS:

A. Salary Commission Update

- (1) August 8, 2014 meeting canceled due to Tropical Storm Iselle; meeting rescheduled to November 14, 2014.

5. NEW BUSINESS:

A. Table of Organization and Functional Charts of the Department of Personnel Services.

- (1) Annual update for review and approval.

B. Fiscal Year 2015-2016 Budget Preparation.

- (1) Memorandum dated August 29, 2014 from Budget Director Sandy Baz to all departments transmitting timeline of due dates.
 - (a) Budget narratives and operating budget submitted October 10, 2014.

6. DIRECTOR'S MONTHLY REPORT:

A. Update on Employee Awards Program re Fiscal Year 7/1/13 - 6/30/14

- (1) Molokai Employee Recognition Luncheon - September 25, 2014 at Home Pumehana (Hale Mahaolu)
 - (a) Molokai Employee of the Year: Harvey Place, Construction Equipment Mechanic I
- (2) Maui Employee Recognition Luncheon - October 20, 2014 at the Maui Beach Hotel
 - (a) Employee of the Year: Kurt Watanabe, Civil Engineer IV, Department of Public Works
 - (b) Manager of the Year: Keala Waiiau, Water Service Supervisor II, Department of Water Supply
 - (c) Team of the Year: Administrative Division Support Staff, Department of the Prosecuting Attorney
- (3) Lanai Employee Recognition Luncheon - October 23, 2014 at the Lanai Senior Center
 - (a) Lanai Employee of the Year: Eric Baldeviso, Fire Fighter III.

B. Recruitment/Exams

- (1) Status of vacant HR Specialist positions

(2) Vacant EEO Specialist position filled; introduce R. Thomas.

7. SCHEDULE NEXT MEETING DATE & DISCUSS NEXT MEETING BUSINESS

8. ADJOURN

ADJOURN REGULAR MEETING UNDER THE SUNSHINE LAW AND MOVE INTO AN ADJUDICATORY MEETING OF THE COMMISSION PURSUANT TO SECTION 92-6, HAWAII REVISED STATUTES, AND SECTIONS 11-102-6 AND 11-102-39, RULES OF THE CIVIL SERVICE COMMISSION. The adjudicatory meeting will be closed to the public. HRS 92-6.

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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 9:49 A.M. on this 30th day of October, 2014, 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, Chairperson
Civil Service Commission

By 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 9:49 A.M. on this 30 day of October, 2014.

Jenny Saldan
For: COUNTY CLERK, COUNTY OF MAUI