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CIVIL SERVICE COMMISSION
COUNTY OF MAUI
200 South High Street
Wailuku, Hawai'i 96793

CLERK

PUBLIC NOTICE OF MEETING

<p><u>COMMISSIONERS:</u></p> <p>Carol A. Summers, Chair (Kula)</p> <p>Brian A. Cremer, Vice-Chair (Kihei)</p> <p>Felicidad M. Borden (Moloka'i)</p> <p>Gene E. Moore (Lahaina)</p> <p>Abe H. Kaahui (Kahului)</p>	<p>Pursuant to Chapter 92, Hawai'i Revised Statutes, as amended by Act 271, Session Laws of Hawai'i 1984</p> <p>NOTICE IS HEREBY GIVEN by the Civil Service Commission of the County of Maui, State of Hawai'i, of its regular meeting and executive meeting scheduled for:</p> <p>DATE: Wednesday, December 6, 2006</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, Hawai'i 96793</p>
<p>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.</p> <p>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.</p> <p>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>i.e.</i>, large print, taped materials, sign language interpreter, accessible parking, etc. should call the Department of Personnel Services at least two working days in advance.</p> <p>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.</p>	

Agenda - Regular Meeting

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF NOVEMBER 1, 2006 MINUTES
4. PUBLIC TESTIMONY

5. COMMISSION REFERRAL:
 - A. Memorandum dated October 30, 2006 from Douglas Levin, Chair, Salary Commission, to the Civil Service Commission (CSC) attaching its proposed revised salary model and encouraging the CSC's participation by attending its November 17, 2006 and December 15, 2006 meetings.
 - (1) Salary Commission's November 17, 2006 agenda.
 - B. Administrative Directive dated November 13, 2006 from Mayor Alan Arakawa to all department and agency heads transmitting the County's Violence in the Workplace Action Plan.
6. AD-HOC COMMITTEE RE SALARY COMMISSION'S REVISED SALARY MODEL:
 - A. Report by Chair Summers and Commissioner Moore re their attendance and discussion at the Salary Commission's November 17, 2006 meeting.
7. DIRECTOR'S MONTHLY REPORT:
 - A. Update on Human Resources, Payroll, and Time and Attendance System Project.
 - B. Update on collective bargaining matters.
 - C. Participated at Honolulu Community College's Job Fair on Tuesday, November 28, 2006 from 9:30 a.m. to 2:00 p.m.
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) EXERCISING THE ADJUDICATORY FUNCTION OF THE COMMISSION and (2) CONSULTING WITH THE COMMISSION'S ATTORNEY ON QUESTIONS AND ISSUES PERTAINING TO ITS 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.

Agenda - Executive Meeting

1. APPROVAL OF NOVEMBER 1, 2006 MINUTES
2. ADJUDICATORY FUNCTION:

A. New Appeals:

(1) CSC-AP #2006-10, Appeal against the action of the Director of Personnel Services concerning rejection of application for Exam No. 2006-120, Geographic Information Systems Analyst V.

(a) Letter dated November 29, 2006 acknowledging receipt of appeal.

(b) Schedule hearing date.

(2) CSC-AP #2006-11, Appeal against the action of the Director of Personnel Services concerning rejection of application for Exam No. 2006-121, Geographic Information Systems Analyst VI.

(a) Letter dated November 29, 2006 acknowledging receipt of appeal.

(b) Schedule hearing date.

B. Closed Appeal:

(1) CSC-AP #2006-4, Appeal against the Fire Chief concerning non-qualification for interview for the Assistant Fire Chief position.

(a) Follow up report from the Director of Personnel Services re inquiry from the Commission at last month's meeting.

C. HRS Chapter 91 Contested Case Hearing:

(1) CSC-AP # 2006-9, Classification appeal concerning "no change" action taken on Position No. WW-0195, Pre-Audit Clerk I.

(a) Letter dated November 1, 2006 to appellant scheduling hearing date for December 6, 2006 at 10:15 a.m.

(b) Respondent's Position Statement; Exhibits 1A to 3C-11 received.

(c) Letter dated November 28, 2006 from Appellant attaching Position Statement and Exhibit A.

3. ADJOURNMENT

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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 11:52 A. M. on this 30th day of November, 2006 which is at least six calendar days prior to the date and time of the forthcoming meeting.

Any inquiries, contact commission staff (Corinne Muraoka) at the office of the Department of Personnel Services, County of Maui, 200 South High Street, Room 623, Wailuku, Hawai'i, 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; Lana'i residents: call 1-800-272-0125.

CAROL A. SUMMERS, Chairperson,
Civil Service Commission

By 
Lynn G. Krieg
Director of Personnel Services

Received and filed in the Office of the County Clerk of the County of Maui at 11:52 A. M. on this 30th day of November, 2006.


For: COUNTY CLERK, COUNTY OF MAUI