

SALARY COMMISSION MINUTES
OFFICE OF THE MAYOR
KALANA O MAUI, 9TH FLOOR
MAYOR'S CONFERENCE ROOM
November 13, 2015

Present:

Joseph Talon, Chair
May Fujiwara
Edward Tamori
Ralph Masuda
Tammie Ann Matsuura
Wallace Tom
Christian Tackett

Excused:

James Like, Vice Chair
Gail Kanetani

Staff:

John Buck, Mayor's Executive Assistant
Lance Hironoto, Director of Personnel Services
Gary Murai, Corporation Counsel
Lisa Tajiri, Secretary

I. Call to order

Chair Talon called to order the regular meeting of the Salary Commission at 8:35am.

II. Public Testimony

There was no public testimony.

III. Approve the Minutes of the September 11, 2015 Salary Commission Meeting

Commissioner Tamori moved and seconded by Commissioner Tom to approve the meeting minutes for September 11, 2015. Motion carried.

IV. Presentation of “Budget Process and Overall Fiscal Health of the County of Maui”, presented by Sandy Baz, Budget Director

Budget Director Sandy Baz did a presentation complete with power point. He covered the following topics in his presentation.

- Organizational Structure
- Fund Structure
- Operating Budget by Department and Category
- 4 Year Comparison of Revenues and Expenses
- 4 Year Comparison of Personnel
- Major Revenues
 - RPT
 - TAT
 - Charges for Service
- Annual Surplus
- Reserves
- Debt Overall

After the presentation by Budget Director Sandy Baz, the Commissioners had the opportunity to ask questions regarding his presentation and the overall finances of the County.

- Chair Talon asked if the Salary Commission is responsible for all the Department Heads and Deputies Salaries.
 - Yes, except for Civil Defense (Emergency Management Officer).
- Chair Talon asked what funds the salaries and wages of Department Heads and Deputies
 - Police, Fire, Parks, Public Works, Transportation, Corp Counsel, Prosecutors, Finance, Personnel, Housing and Human Concerns and Planning are funded by the General Fund.
 - Environmental Management, Liquor and Water are funded through the Department’s revenue.
 - Mayor’s office personnel is funded by the General Fund.

- **Chair Talon asked: “How do we know if there is enough monies in the fund for salary increases.**
 - Sandy handed out Long-Term Financial Plan and reviewed it with the Commissioners.
 - Sandy also explained that for the current Fiscal Year, the Council put a category restriction (A,B,C) budget restriction. Large programs would be able to cover an increase in director’s salary, but other departments may not have the funding to cover the cost of salary increase and would have to go back to Council for a budget amendment.

Corporation Counsel Gary Murai explained that the county’s fiscal health may be a consideration but according to Maui County Code, the Commission’s responsibilities is to set Salaries. For example, if the County is having some lean times, the Commission may consider cutting salaries. Gary Murai continued by telling the Commission that they set the pay amount that is appropriate for the position, given the duties of the position, amount of responsibilities, skills, credentials, and sometimes look at the other counties. When considering pay, it is for the position and not the person who is currently in the position.

The Mayor and the Managing Director are the ones who do the performance evaluations for the department heads, except the department heads who have commissions.

- **Fire and Public Safety**
- **Police**
- **Personnel Services**
- **Liquor**

It was suggested to invite the Mayor to the next meeting to see how he feels about the Directors and Deputies Salaries. Also, Lance is to provide historical background on past pay raises for appointed salaries. Also, if possible to see if there is a difference in pay for people in the private sector versus county.

V. Correspondence

No Correspondence received.

VI. Determine Next Meeting Date and Set Agenda

Next meeting is scheduled for Friday, January 8, 2016 at 8:30 am in the Mayor's Conference Room.

The Agenda is to include:

- Presentation by Mayor Alan M. Arakawa
- Presentation by Lance Hiromoto, Director of Personnel Services.

VII. Adjournment

Chair Talon moved and Commissioner Matsuura second the motion to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:53 am.