

MINUTES OF THE REGULAR MEETING
OF THE
CIVIL SERVICE COMMISSION
COUNTY OF MAUI
WAILUKU, MAUI, HAWAII

DATE: Wednesday, July 3, 2019

TIME: 9:00 a.m.

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

PRESENT: Commissioners:
Linda K. Fujitani, Chair
Sharon Suzuki, Vice-Chair
Pat Matsumoto, Member
Marcus Merchasin, Member

Staff:
David J. Underwood, Director of Personnel Services
Cindy Sasada, Private Secretary

Other:
Mimi Desjardins, Deputy Corporation Counsel

EXCUSED: Blake Takayama, Member

CALL TO ORDER:

The regular meeting of the Civil Service Commission ("CSC") was called to order at 8:58 a.m. by Chair Fujitani. In accordance with Chapter 92 of the Hawaii Revised Statutes, public notice of the meeting was filed with the County Clerk on June 26, 2019 and the agenda was posted on the bulletin boards of the Department of Personnel Services ("DPS") and on the Internet at www.mauicounty.gov.

ROLL CALL:

Roll call recorded Chair Fujitani and Commission members Suzuki, Matsumoto, and Merchasin. Commissioner Takayama was excused.

The Chair also recognized the presence of Director David J. Underwood, Cindy Sasada and Deputy Corporation Counsel Mimi Desjardins.

PUBLIC TESTIMONY: None.

APPROVAL OF MINUTES:

A motion to approve the minutes of the regular meeting of June 5, 2019 was made by Commissioner Merchasin. Vice-Chair Suzuki seconded the motion, and it carried unanimously.

OLD BUSINESS:

A. Salary Commission Meeting – July 19, 2019

Director Underwood gave a brief update on the Salary Commission, and noted there was no Salary Commission meeting in June. At the Salary Commission's May 17th meeting, one of the items the Commission discussed placing on the July 19th agenda was to have the Directors provide a presentation relating to the Director's position description, organization, and budget. Director Underwood stated he has not seen a request to appear before the Salary Commission thus far.

DIRECTOR'S MONTHLY REPORT:

A. HR and Payroll Systems Update

Director Underwood gave an update on the HR/Payroll system. He reported the time keeping portion rolled out to the administrative departments on July 1, with approximately 800 employees online. It has been quiet so far, since most employees will not start submitting time until July 15. There are plans to have a "war room" available on the 15th, as well as, an intake system so people can go online and submit questions.

B. Update on Collective Bargaining

- (1) UPW Bargaining Unit 01 (blue collar employees)
- (2) HGEA Bargaining Unit 02 (blue collar supervisors), BU 03 (white collar non-supervisory employees), BU 04 (white collar supervisors), BU 13 (professional and scientific employees), and BU 14 (county water safety officers and state law enforcement officers)
- (3) HFFA Bargaining Unit 11 (fire fighters)
- (4) SHOPO Bargaining Unit 12 (police officers)

Director Underwood recapped the status of union negotiations. BU 01 is in contract. As of July 1st, the HGEA units are out of contract, however, there is a provision to continue honoring the terms of the existing contract but nothing new (i.e., no increases), until there is a new contract. The arbitrations have been scheduled to begin in September through November, and two weeks in January. BU 11 is in contract as of July 1, 2019 – June 30, 2021. All of the county councils approved their cost items for the new contract. BU12 is in contract through 2021. There is a provision in their contract that calls for periodic labor management meetings.

C. Update on DPS Staff

Director Underwood informed the Commission that Rhonda Alexander-Monkres, who came from Kamehameha Schools, has filled the vacancy for the supervisor position in the front office. Currently, there is a clerk and specialist vacancy.

SCHEDULE NEXT MEETING DATE and DISCUSS NEXT MEETING BUSINESS:

The next regular meeting will be held on Wednesday, August 7, 2019 at 9:00 a.m. in the Department of Personnel Services' Conference Room.

ADJOURNMENT:

The regular meeting adjourned at 9:12 a.m., and the Commission proceeded into its adjudicatory meeting pursuant to Section 92-6 of the Hawaii Revised Statutes and Sections 11-102-6 and 11-102-39 of the Rules of the Commission.

Respectfully submitted,



DAVID J. UNDERWOOD
Director of Personnel Services

Approved by the Civil Service Commission at its regular meeting held on the 7th day of August 2019.



LINDA FUJITANI
Chairperson