

**SALARY COMMISSION
MINUTES
OFFICE OF THE MAYOR
KALANA O MAUI, 9TH FLOOR, MAYOR'S CONFERENCE ROOM
Friday, October 11, 2019**

Present:

Kelly Swanson, Chair
Clark Abbott, Vice-Chair
Paul Kailiponi
Stanford Lantias
Peter Martin
Vernon Oato
Scott Parker
Wallace Tom

Excused:

Dawnalyn Fujiwara

Staff:

Gladys Baisa, Community Liaison
Darlene Endrina, Community Liaison
David Underwood, Director, Personnel Services
Gary Murai, Deputy Corporation Counsel
Sherilyn Otsubo, Administrative Assistant

1. Call to Order/Roll Call

The meeting was called to order by Chair Swanson at 8:30 a.m. and roll call confirmed a quorum of eight members in attendance (Chair Swanson, Vice-Chair Abbott, and Commissioners Parker, Martin, Kailiponi, Oato, Tom and Lantias). Commissioner Fujiwara was marked absent at the meeting, however, I received a quarantined email from Dawnalyn later in the afternoon requesting that she be excused in order to take care of her sick daughter.

2. Public Testimony

There was no public testimony.

3. Approval of the Minutes of the September 13, 2019 Meeting

Vice-Chair Abbott moved to approve the minutes and Commissioner Kailiponi seconded the motion. The motion passed unanimously.

4. Comprehensive Review of Salaries for Department Directors and Deputies, the County Auditor, and the Mayor

a. Presentation by Director Rowena Dagdag-Andaya, Department of Public Works

Director Dagdag-Andaya submitted a handout which was previously emailed to the commissioners.

Director Dagdag-Andaya stated that she was previously the Deputy Director from 2011-2018 and was re-appointed again this year. When Director Goode left in March she was appointed as Interim Director, went through the confirmation process, and became the Director in May.

Director Dagdag-Andaya stated that to accomplish the responsibilities of the department, the Director and Deputy Director must be proactive in obtaining the necessary funding to run the department while minimizing operational costs, work with other agencies to accomplish their goals, work with the public and various organizations to seek input on initiatives and partner when opportunities arise. They also propose and champion amendments to ordinances through the County Council, amend rules, interpret ordinances and rules with the advice of their attorneys, review and comment on proposed projects seeking entitlements, issue and collect on violations and conduct internal investigations. A huge part of their job is staffing the Emergency Operations Center (EOC) and she serves as the Infrastructure Branch Director when the EOC is fully activated.

Director Dagdag-Andaya also mentioned that since 2014, the department has been responsible for implementing the Municipal Separate Storm Sewer System permit, a requirement from the Federal government to improve the water quality of storm water discharges from the roads and County facilities.

Director Dagdag-Andaya stated that the department is a member of the Policy Board of the Maui Metropolitan Planning Organization (MPO). It's anticipated that in the future, the Director of Public Works will need to serve as Chairperson of the MPO.

Director Dagdag-Andaya spoke about the organizational structure of her department. There is the Director and the Deputy Director, they staff the Public Works Commission and they have an administrative staff. Their department is also divided into 3 divisions: the Engineering Division, the Highways Division, and Development Services Administration. They have about 291 employees, an operating budget of \$49 million, and a CIP budget of about \$37-\$45 million.

Commissioner Martin asked Director Dagdag-Andaya what she did prior to 2011.

Director Dagdag-Andaya responded that she was a planner with Munekiyo & Hiraga and a Special Education teacher at Kahului Elementary, King Kekaulike and Wailuku Elementary. She also got her degree in Special Education.

Gladys Baisa asked what her and her Deputy's salaries are.

Director Dagdag-Andaya replied \$143,000 and the Deputy makes \$129,000.

Commissioner Martin asked if their Division Chiefs earn a lot more including overtime.

Director Dagdag-Andaya said that she hasn't calculated that, but it's possible that they could make more than the Director or Deputy.

Commissioner Martin mentioned that historically Public Works was led by an engineer but now the job description seems to require someone with an accounting or business background. He asked how important having an engineering background is.

Director Dagdag-Andaya replied that the County Code doesn't require that the Director or Deputy have an engineering background, but there are requirements for them to have a business or public administration background and some previous years of service.

Chair Swanson asked if the department is fully staffed.

Director Dagdag-Andaya's response was no. They have a difficult time with recruiting engineers. Another challenge is with their clerical support staff, who are at an SR-10 level, because they are struggling with their pay.

Director Underwood clarified that those salaries are set by collective bargaining so there is no ability to change them. The salary range for SR-10s are below market for entry level and above market for senior levels. It's a broad range averaging around \$17 per hour.

Commissioner Tom asked how many engineers are in the department.

Director Dagdag-Andaya said they have about 25 engineers as well as engineering support techs.

Commissioner Oato asked what is the highest paid position in their line staff.

Director Dagdag-Andaya said that it's probably the division chiefs who are licensed engineers.

Commissioner Kailiponi asked how much of an increase in salary per year will the division heads get through collective bargaining.

Deputy Corporation Counsel Murai replied that it is currently being ratified. From prior reviews most of the public sector unions receive an increase of about 4% per year.

Commissioner Parker asked how the Director would respond to those who have degrees and experience which is very specific to the position requirements, yet for Directors, the requirements are more general. Also how does the commission solve the issue with the clerk's pay, when their bosses make so much more.

Director Dagdag-Andaya responded that she does discuss the clerk's salaries with the department personnel, but she does not have a response or solution at this time. As far as the requirements of the job, it is different for everyone in the same department.

Commissioner Martin commented that everyone should think about inversion because it's not the problem, also the pay may seem very low, but you need to factor in the benefits.

b. Presentation by Deputy Director Helene Kau, Department of Water Supply

Deputy Director Kau submitted handouts which were emailed to the commissioners in advance.

Deputy Director Kau stated that the powers, duties and functions of the department are defined in Article 8, Chapter 11 of the Charter. The Director is responsible for the daily management and control of all County water systems. These systems include Central, Upcountry, East Maui, West Maui and Molokai. Maui County also has a number of private water systems, but the County is not directly involved with those. The department consists of 223 positions, 2 programs and 7 divisions.

Deputy Director Kau also stated that the department is an enterprise fund, a self-supporting government fund which sells goods and services to the public.

Chair Swanson asked the Deputy Director how long she has been in her position and how she feels about her salary.

Deputy Director Kau replied that she has been in her current position since January of this year and that she and Director Pearson feel that they are fairly compensated and although they have inversion it is not a significant problem.

Commissioner Martin commented that the Directors should be rewarded due to the confirmation process.

Commissioner Abbott also commented that there is only so much available water that you can use and it's not fairly divided, which is a problem.

c. Presentation by Director Eric Nakagawa, Department of Environmental Management

Director Nakagawa submitted handouts which were emailed to the commissioners in advance.

Director Nakagawa stated that he became the Director in April. His roles, duties and qualifications are spelled out in the Charter. He is a civil engineer, worked in the private sector for 7 years with Unemori Engineering, received his engineering's license and moved to the County in 2001. He started in the Wastewater Division and worked his way up to become the Division Chief for the past 8 years.

Director Nakagawa mentioned that he oversees three divisions: Wastewater, Solid Waste and Environmental Protection and Sustainability. They have a \$145 million budget and about 240 positions. Their mission is to protect the public's health, safety, property, and environment by developing and operating the County's infrastructure.

Commissioner Parker said that the Director makes \$143,000 and the Deputy makes \$129,000, and asked if any of the Division Chief's earn more than the Deputy.

Director Nakagawa replied that he was a Division Chief and his salary was \$131,000, but you have to take into account their previous years of service and experience.

Commissioner Parker also asked if managing a department which includes three islands and Hana, adds complexity to the job.

Director Nakagawa said absolutely and you have to adjust to the different personnel.

Commissioner Parker asked if the nature of overtime is due to staffing levels not being where they should be or is it from unforeseen occurrences.

Director Nakagawa said it's both.

Director Underwood commented that a lot of overtime is due to compliance requirements.

Commissioner Tom asked if the department still has the Uku Pau system for trash collectors, and Director Nakagawa said yes.

Corporation Counsel Murai stated that the commission has to determine if the salary levels are appropriate given the duties and responsibilities of the Director. He asked if the Director could talk about the demands of the job, such as emergency call outs. Also, to explain that Solid Waste and Wastewater are highly regulated.

Director Nakagawa replied that they are required to respond to emergencies and they are a part of the Emergency Management plan. Wastewater and Solid Waste are regulated and mandated by the EPA and the Department of Health to minimize spills.

Commissioner Martin asked if every attorney and engineer that the Director knows in the County is supportive of the Mayor's position and that the injection well issue should not be settled.

Director Nakagawa said he agrees, however he doesn't know all of the attorneys and engineers.

Commissioner Kailiponi asked how the injection well settlement will affect his job in the future.

Director Nakagawa said that in order to comply with the settlement, his role has and will definitely change.

Commissioner Parker asked if any salaries are covered by rates or fees.

Director Nakagawa said that the Director's office is covered by the wastewater and solid waste funds.

5. Agenda Setting

The next meeting agenda is to include the following:

Discussion on Comprehensive Review of Salaries for Department Directors and Deputies, the County Auditor, and the Mayor.

Including presentations by the following Departments:

Planning Department

Mayor

6. Next Meeting

The next meeting is scheduled for November 8, 2019 at 8:30 a.m. in the Mayor's Conference Room. Chair Swanson mentioned that she will not be able to attend this meeting.

7. Adjournment

The meeting adjourned at 9:55 a.m.