

**SALARY COMMISSION  
MINUTES  
OFFICE OF THE MAYOR  
KALANA O MAUI, 9<sup>TH</sup> FLOOR, MAYOR'S CONFERENCE ROOM  
Friday, December 13, 2019**

**Present:**

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

**Staff:**

Gladys Baisa, Community Liaison  
Darlene Endrina, Community Liaison  
David Underwood, Director, Personnel Services  
Gary Murai, Deputy Corporation Counsel  
Pili Nahooikaika, Administrative Assistant  
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 excused at the start of the meeting, however, she arrived at 8:40 am.

**2. Public Testimony**

There was no public testimony.

**3. Approval of the Minutes of the October 11, 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 Mayor Michael P. Victorino

Michele Yoshimura, Budget Director submitted the section of the Charter stating the Mayor's powers, duties and functions, an article from Civil Beat, and the salaries of the department directors and deputies.

As the CEO of this county, Mayor Victorino stated that he is responsible for an 850-million-dollar budget, is in charge of 15 departments and works 24 hours a day, 365 days a year.

Chair Swanson asked what role the rate of compensation played when deciding to run for mayor.

Mayor Victorino replied none.

Commissioner Tom asked what he feels is a fair in terms of raises for the directors.

Mayor Victorino said that it's difficult to answer because many are here because they want to serve the county. He'll leave the decision about raises to the commission.

Commissioner Martin asked that since the directors now have to be approved by Council, how should that affect their pay.

Mayor Victorino said that he was one the Council members who asked for this change. He wanted council to have a say in these appointments and that it be based on qualifications and experience, not personalities. Unfortunately, it got personal. People have turned down the job because of this.

Commissioner Parker asked if an increase of salary would solve that dilemma.

Mayor Victorino said it would help.

Commissioner Abbott requested the salaries of all the mayors.

b. Presentation by Director Michele McLean, Planning Department

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

Director McLean stated that the department has its duties defined in the Charter and the Charter also describes 7 boards and commissions that they support including Community Plan Advisory Committees.

The department is responsible for administering the zoning codes, the commercial sign ordinance, the state land use law, the state coastal zone management law, and the various rules of its boards and commissions.

Director McLean said that the department is divided into five divisions: administration, current planning division, long range division, plan implementation division, and zoning and enforcement.

Director McLean stated that their department's total budget is just over 7 million dollars: 65% of that is for salaries and wages, 34% is for operations which includes rent, professional services and grants.

Director McLean also mentioned that there are 74 full-time employees.

Director McLean commented that she was the Deputy Director for 8 years in the Arakawa administration and applied to be the Director with the new mayor. But if she had known what the confirmation process was going to be like, she may not have applied.

Director McLean said that she's not in it for the money. She had offers in the private sector that were about 20% higher but chose this job because this is what she wanted to do.

Commissioner Martin stated that his point of making the salaries of certain directors higher is to send a message to the Council that this is what their behavior is causing.

Commissioner Kailiponi asked, since the last year or two if she foresees any changes in her job duties and responsibilities due to coastal zoning and climate change and do these changes make her job more difficult.

Director McLean said yes and it is already affecting them. They have already proposed changes in the shoreline rules to incorporate sea level rise as part of shoreline setback.

Director Underwood stated that although he didn't have to go through the confirmation process, he wouldn't do it for a million dollars.

Commissioner Tom asked that since she doesn't have overtime, what are her hours per week.

Director McLean stated that she regularly works a 10-hour day.

## **5. Determination of Additional Information and Resources for Decision Making**

Commissioner Abbott and Commissioner Kailiponi asked for a breakdown between base salary and overtime for Police, Fire, Planning and any other department.

Director Underwood said that he can get the inversion rates with and without overtime from all departments.

Commissioner Parker also asked for projected collective bargaining rate increases.

Commissioner Parker asked for clarification of what/who Personnel Services is in charge of.

Director Underwood said that they are the central HR department, charged with enforcement and compliance with Civil Service regulations throughout the County. Each department would have their own administrative officer that will implement those policies.

Commissioner Abbott asked to receive the compensation package of the council members.

Director Underwood stated that each member is paid a salary set by the Salary Commission. They are also given a stipend to run their office which is determined by the individual member.

Commissioner Martin wants to know what the benefits package is worth.

Director Underwood said that the Finance Department has that information.

Commissioner Parker asked how discussions will be going forward regarding the departments whose directors are not appointed by the mayor (Fire, Police, Liquor and Personnel).

Deputy Corporation Counsel Murai said that the Charter requires the Salary Commission to solicit the input of those commission chairs to receive their comments. Anyone can testify and comment at any time on the salaries.

Commissioner Parker stated that he is not comfortable with making a decision about their salaries without engaging with those particular chairs.

Commissioner Martin said that he will propose a significant increase for certain departments, when appropriate.

Commissioner Laniyas said that you have to keep in mind that the people will have to pay for this.

Director Underwood said that he can provide a comparison from the other counties.

Commissioner Kailiponi asked for a 10-year history of salaries and also to have the Council Chair attend the next meeting to ask about the confirmation process.

Commissioner Parker requested the salaries and the amount of employees each department staffs from the other islands.

Commissioner Tom asked Director Underwood how potential salary increases will be handled within each department's budget.

Director Underwood said raises will come out of their salary budget. If it's insufficient then they go to council for a budget amendment.

## **6. Distribution of Financial Disclosure State Forms for 2020**

Chair Swanson said that it is due by April 15.

Murai said that FDS are confidential so they should put in a sealed envelope and then turn it into staff.

#### **7. Agenda Setting for Next Meeting**

Review additional information, have the Council Chair discuss the vetting process, deliberate and possible decision making.

#### **8. Schedule Next Meeting**

The next meeting is scheduled for January 10, 2019 at 8:30 a.m. in the Mayor's Conference Room.

#### **9. Adjournment**

The meeting adjourned at 10:00 a.m.