

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

DATE: Wednesday, December 4, 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 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 8:57 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 November 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, Vice-Chair Sharon Suzuki and Commission members Pat Matsumoto, and Marcus Merchasin. Blake Takayama was excused.

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

PUBLIC TESTIMONY: None.

APPROVAL OF MINUTES:

It was moved by Commissioner Merchasin, seconded by Commissioner Matsumoto and carried to approve the minutes of the November 6, 2019 meeting.

NEW BUSINESS:

- A. Annual Update of Financial Disclosures
 - (1) Distribute financial disclosure form

Director Underwood noted that the financial disclosures should be submitted to the commission secretary no later than April 15, 2020.

DIRECTOR’S MONTHLY REPORT:

- A. HR and Payroll Systems Update

Director Underwood provided an update for the HR/Payroll system. He reported that the Learning Management system rolled out to all employees on November 1. Phase 2 (Performance Management, Talent Management and Recruiting), is scheduled to go-live on January 1, 2020. The Recruiting module will be for non-civil service positions. Performance Management and Talent Management will allow people to track their goals and performance appraisals online.

- 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 provided an update on collective bargaining. UPW is in contract. HGEA BU 02 and 13 reached tentative agreements and is awaiting approval by the state legislator and all the county councils. BU 03 & 14 are scheduled for arbitration in January. BU 04 is awaiting an arbitration decision. BU 11 and BU 12 are in contract. All the contracts will expire June 30, 2021.

Chair Fujitani announced that at Maui County Employee Recognition dinner, DPS was recognized for their work on the HR/Payroll system. Director Underwood indicated the staff of DPS, IT, and Payroll were nominated for Team of the Year.

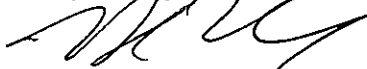
SCHEDULE NEXT MEETING DATE and DISCUSS NEXT MEETING BUSINESS:

The next regular meeting will be held on Wednesday, January 8, 2020 at 9:00 a.m. in the Department of Personnel Services’ Conference Room.

ADJOURNMENT:

The regular meeting adjourned at 9:04 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 8th day of January 2020.



LINDA K. FUJITANI
Chairperson