

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

DATE: Wednesday, December 2, 2020

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
Patrice Matsumoto, Vice-Chair
Marcus Merchasin, Member
Wallace Tom, Member

EXCUSED: Blake Takayama, Member

Staff:
David Underwood, Director of Personnel Services
Cynthia Razo-Porter, Deputy Director of Personnel Services
Cindy Sasada, Private Secretary

Other:
Gary Murai, Deputy Corporation Counsel

CALL TO ORDER:

The regular meeting of the Civil Service Commission ("CSC") was called to order at 9:01 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 23, 2020, 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 Linda Fujitani and Vice-Chair Patrice Matsumoto, and Commission members Marcus Merchasin, and Wallace Tom. Blake Takayama was excused.

The Chair also recognized the presence of Director David Underwood, Deputy Director Cynthia Razo-Porter, Cindy Sasada and Deputy Corporation Counsel Gary Murai.

PUBLIC TESTIMONY: None.

APPROVAL OF MINUTES:

It was moved by Commissioner Merchasin, seconded by Vice-Chair Matsumoto and unanimously carried to approve the minutes of the November 4, 2020 meeting.

DIRECTOR’S MONTHLY REPORT:

A. HR and Payroll Systems Update

Director Underwood gave an update on the HR/Payroll system. He reported the HGEA collective bargaining unit agreements were recently approved and implemented. Those contracts are retroactive to July 1, 2019. Retros were paid out over the last few pay cycles, and will continue to payout till December 15, 2020.

Another interesting development is another county within the State is currently going through a procurement process to replace their HR/Payroll systems, and they are interested in the Workday system. Our team did a four-hour demonstration call with them yesterday. It will be very interesting if they choose to go that route as there will be another County on the same system where we can share expertise and resources.

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. He reported there is ongoing discussions between HGEA, UPW, and the State regarding the State's proposal to implement furloughs for their employees. The Counties are not anticipating furloughs at this time. Regarding HFFA and SHOPO, the vast majority of their membership is with the City and County of Honolulu, and they just elected a new mayor who takes office in January, so both units have delayed passing proposals until January 31, 2021.

EAP Utilization Report – 1st Quarter

Director Underwood recapped the utilization report and noted its normal usage. In anticipation that people may need additional support due to the pandemic, the County has increased the number of EAP visits per fiscal year. DPS will be advertising this benefit that is available to employees.

SCHEDULE NEXT MEETING DATE and DISCUSS NEXT MEETING BUSINESS:

The next regular meeting will be held on Wednesday, January 6, 2021 at 9:00 a.m. online via BlueJeans.

ADJOURNMENT:

The regular meeting adjourned at 9:09 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 6th day of January 2021.



LINDA K. FUJITANI
Chairperson