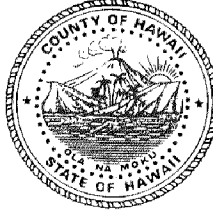


C. Kimo Alameda, Ph.D.
Mayor

William V. Brillhante, Jr.
Managing Director

Merrick Nishimoto
Deputy Managing Director



Gabriella M. Cabanas
Chair

Suzi Bond
Vice-Chair

County of Hawai'i Merit Appeals Board

Aupuni Center * 101 Pauahi Street, Suite 2 * Hilo, Hawai'i 96720
(808) 961-8361 * Fax (808) 961-8617

Agenda

October 30, 2025 (Thursday)

9:00 a.m.

Hilo Council Chambers

Hawai'i County Building

25 Aupuni Street, First Floor, Room 1401

Hilo, HI 96720

Members of the public may attend this meeting either in-person at the meeting location or via ZOOM:

Join ZoomGov Meeting

<https://www.zoomgov.com/j/1612889442?pwd=gtQXlwwViVXPapeBSptj7WYpFwvrEH.1>

Meeting ID: 161 288 9442

Passcode: Oct30MAB

Dial in: 16692545252

Meeting ID: 161 288 9442

Passcode: 46872302

The members of the Merit Appeals Board will attend this meeting in-person at the Hilo Council Chambers and via Zoom. The meeting shall be automatically recessed for up to thirty (30) minutes to restore communication when audiovisual communication cannot be maintained with all members participating in the meeting and with the in-person location identified in this agenda. The meeting may reconvene when either audiovisual communication is restored, or audio-only communication is established after an unsuccessful attempt to restore audiovisual communication. If it is not possible to reconvene the meeting as provided in this section within thirty (30) minutes after an interruption to communication, the meeting shall be automatically terminated.

Gilbert J. Aguinaldo, Daniel "Niel" Thomas, Members

Hawai'i County is an Equal Opportunity Provider and Employer.

1) Call to Order

2) Addendum to Agenda (Requires four votes and must comply with Hawai‘i Revised Statutes § 92-7(d))

3) Statements from the Public on Agenda Items – Oral testimony may be presented to the Board either at the outset of this meeting or immediately prior to the applicable agenda item.

4) Approval of Minutes

- July 18, 2025 (Regular Session)
- July 18, 2025 (Closed Session - Part 1 of 2)
- July 18, 2025 (Closed Session – Part 2 of 2))

Review of Executive Session Minutes

- July 18, 2025 (Part 1 of 2)
- July 18, 2025 (Part 2 of 2)

Executive Session: The Merit Appeals Board anticipates convening one or more executive meetings regarding the above matters, pursuant to HRS Sections 92-4 and 92-5(a)(4), for the purpose of consulting with the Board’s attorney on questions and issues pertaining to the Board’s powers, duties, privileges, immunities, and liabilities. A 2/3 vote pursuant to HRS Section 92-4 is necessary to hold an executive meeting.

5) Director’s Report

A. Meet and Greet Department of Human Resources Employees

- Administrative Services Division

B. MAB Quarterly Reports: July - September 2025

- Administrative Services Division
- Classification & Pay Division
- Equal Opportunity/ADA Division
- Health & Safety Division
- Personnel & Organizational Development Division
- Recruitment & Examination Division
- Workers’ Compensation Division

(Director’s Report continues on the next page.)

C. MAB Monthly Divisional Activity Report: July 2025

- Administrative Services Division
- Classification & Pay Division
- Equal Opportunity/ADA Division
- Health & Safety Division
- Labor Relations Division
- Personnel & Organizational Development Division
- Recruitment & Examination Division
- Workers' Compensation Division

6) Communication(s)

(None.)

7) New Business (for discussion and appropriate action)

(None.)

8) Unfinished Business (for discussion and appropriate action)

A. Communication No. 25-07, from Salary Commission Chair Steven Pavao, dated September 4, 2025, regarding an inquiry to the appointing authorities concerning proposed salary adjustments for Fiscal Year 2025-2026. Requests the Merit Appeals Board's participation in answering questions listed in their memorandum concerning the Department of Human Resources; *and*

Communication No. 25-07.01, copy of a memorandum from Acting Director of Human Resources, Danny B. Patel, dated September 26, 2023, concerning the Salary Commission's inquiry to the appointing authorities regarding proposed salary adjustments for Fiscal Year 2023-2024. (At the request of Chair Gabriella M. Cabanas, this memorandum was distributed at the meeting.)

(Note: The above matter was discussed at the Merit Appeals Board meeting held on September 26, 2025. The Board requested the Director of Human Resources to address and provide information concerning the Salary Commission's request at their next meeting.)

Communication No. 25-07.02, from the Department of Human Resources Director, Sommer J. Tokihiro, submitting for the Board's review and approval, a proposed draft memo to the Salary Commission concerning their inquiry to the appointing authorities regarding proposed salary adjustments for Fiscal Year 2025-2026.

9) Announcements**10) Schedule Next Meeting Date**

The Merit Appeals Board will convene its next meeting on Friday, November 21, 2025, at 9:00 a.m., at the Hilo Council Chambers, Hawai'i County Building, 25 Aupuni Street, First Floor, Room 1401, Hilo, HI 96720.

12) Adjournment

If you need an auxiliary aid/service or other accommodation due to a disability, please contact Glynis Yamada at (808) 961-8361 or by email at Glynis.Yamada@hawaiicounty.gov as soon as possible. Requests made as early as possible will allow adequate time to fulfill your request. Upon request, this notice is available in alternate formats such as large print, Braille, or electronic copy.

Submitting Written Testimony: The Board encourages the public to submit thoughts, comments, and input via written testimony. To ensure timely delivery to Board Members prior to the meeting, written testimony should be submitted before 12:00 noon on the business day prior to the meeting by: (1) email to Glynis.Yamada@hawaiicounty.gov, (2) facsimile to (808) 961-8617, or (3) mail to the Merit Appeals Board at 101 Pauahi Street, Suite 2, Hilo, Hawai'i 96720-4224. All written testimony, regardless of time of receipt, will be part of the permanent record.

Board Packet: Pursuant to Hawai'i Revised Statutes Section 92-7.5, the board packet provided to members of this board for this meeting is available for public inspection during regular business hours at 101 Pauahi Street, Suite 2, Hilo, Hawai'i 96720.

If you are a lobbyist, you must register with the Hawai'i County Clerk within five days of becoming a lobbyist [Article 15, Section 2-91.3(b), Hawai'i County Code]. A lobbyist means "any individual engaged for pay or other consideration who spends more than five hours in any month or \$275 in any six-month period for the purpose of attempting to influence legislative or administrative action by communicating or urging others to communicate with public officials." [Article 15, Section 2-91.3 (a)(6), Hawai'i County Code]. Registration forms and expenditure report documents are available at the Office of the County Clerk-Council, 25 Aupuni Street, Hilo, Hawai'i 96720.