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**2009-2010  
HAWAI‘I COUNTY  
CHARTER COMMISSION**

To: Members of the Hawai‘i County Charter Commission

From: Levi Hookano, Legal Counsel

Re: Proposed Amendment to the 2009-2010 Rules of Procedure: Creates an Ad Hoc Committee on Form and Style and an Ad Hoc Committee on Submission and Information

Date: March 30, 2009

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Members of the Hawai‘i County Charter Commission,

Pursuant to Hawai‘i Revised Statutes (HRS) § 92-2.5 the following ad hoc committees are created and incorporated into the Commission’s Rules of Procedure. Words to be added are underscored. Words to be deleted are bracketed.

**ARTICLE V is hereby amended as follows:**

- a. Pursuant to Hawai‘i Revised Statutes § 92-2.5, the ad hoc committees of the Commission shall be the:
  1. Ad hoc Committee on Form and Style; and
  2. Ad hoc Committee on Information and Submission.
- b. Ad Hoc Committee Membership. The chair and members of the ad hoc committees shall be appointed by the Chair of the Commission, subject to approval of the Commission Members. Ad hoc committees shall have at least two members, but less than would constitute a quorum of the Commission. Nothing herein shall prevent the Commission from creating additional ad hoc committees as the Commission deems necessary.
- c. Functions of the Ad Hoc Committee on Form and Style. The Ad hoc Committee on Form and Style shall:

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1. Examine and correct the proposals which are referred to it and the statement of intent or purpose accompanying each proposal to avoid inaccuracies, repetitions, and inconsistencies;
  2. Draft in Ramseyer format the correct and appropriate charter language for ideas or conceptual proposals which are referred to it;
  3. Arrange the proposed amendments in the proper order consistent with the charter;
  4. Have the authority to rephrase or reword, but shall have no authority to change the sense or purpose of any proposal or any statement of intent or purpose referred to it. Where a proposal referred to this committee appears inconsistent with or in conflict with a proposal already acted upon favorably by the Commission, the committee shall so notify the Commission and wait upon its instruction; and
  5. Perform other such duties and prepare such other reports as may be required by the instructions of the Commission during a properly noticed meeting consistent with this committee's original purpose; and
  6. Report thereon to the Commission.
- d. Functions of the Ad Hoc Committee on Information and Submission. The ad hoc committee on Information and Submission shall:
1. Consider and report to the Commission for its approval the method and manner of submitting the proposed amendments to the Charter to the people;
  2. Prepare and present to the Commission for its approval the plan or method of informing the people of the proposed amendments;
  3. Prepare and present to the Commission for its approval a report to the people outlining the results of the Commission's work; and
  4. Make recommendations to the Commission on the Commission's calendar; and
  5. Perform other such duties and prepare such other reports as may be required by the instructions of the Commission during a properly noticed meeting consistent with this committee's original purpose.

If you have any questions please do not hesitate to contact me.



Levi Hookano