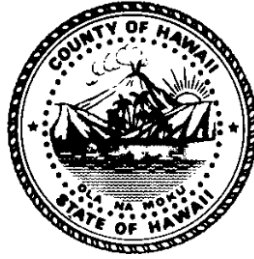


Douglass Shipman Adams
Chairperson

Jennifer Zelko-Schlueter
Vice Chairperson



William Carthage Bergin
Michelle Galimba
Paul K. Hamano
Kevin D. Hopkins
Bobby Jean Leithead Todd
Sarah H. Rice
Christopher John Imiloa Roehrig
Marcia A.K. Saquing
Donna Mae Springer

**2018-2020
HAWAI'I COUNTY
CHARTER COMMISSION**

MEETING AGENDA

1:30 P.M. September 14, 2018

West Hawai'i Civic Center
75-5044 Ane Keohokālole Highway
Building A, Kailua-Kona, Hawai'i,

3rd Session

ORDER OF BUSINESS

ROLL CALL

STATEMENTS FROM THE PUBLIC ON AGENDA ITEMS

APPROVAL OF MINUTES

[August 10, 2018 - Regular Meeting Minutes](#)

COMMUNICATIONS

1. [Comm. No. 2.1](#): Report from Commission Analyst – History of Section 3-2 (Composition and terms of Council Members)
2. [Comm. No. 2.2](#): Response from Human Resources Director – Questions Regarding Section 3-13 (Adoption of Pay Plan)
3. [Comm. No. 6](#): Flowchart for Consideration and Approval of Proposals

UNFINISHED BUSINESS

1. [Comm. No. 3](#): Formation of Ad Hoc Committees

The Commission may establish one or more Ad Hoc Committees to investigate matters within its prescribed duties that have been disclosed on the agenda, made available for public testimony, and deliberated upon by the commission. Any such formation will require that the scope of the investigation and each member's authority be clearly defined, and membership be limited to no less than two and no more than five commissioners.

NEW BUSINESS

1. [Comm. No. 4](#): Department and Agency Heads – Overview of operations; Impact of County Charter on Operations; Any Proposals to Amend Charter; Discussion
 - a. Department of Research and Development – Director Diane Ley
 - b. Hawai‘i County Council – Council Chair Valerie T. Poindexter
 - c. Office of Aging – County Executive on Aging C. Kimo Alameda, Ph.D.
 - d. Office of Housing and Community Development - Housing Administrator Neil Gyotoku
 - e. Office of the Legislative Auditor – Legislative Auditor Bonnie Nims
 - f. Office of Management – Executive Assistant to the Mayor, Roy Takemoto
 - g. Office of the Prosecuting Attorney – Prosecuting Attorney Mitch Roth

2. [Comm. No. 5](#): Review of Hawai‘i County Charter (2016 Edition)
 - a. Article VI – Executive Branch – The Managing Director and Agencies Under the Managing Director
 - b. Article VII – Executive Branch – Departments or Agencies Under Commissions
 - c. Article VIII – Department of Water Supply
 - d. Article IX – Prosecuting Attorney
 - e. Article X – Financial Procedures

REPORTS

None

REFERRALS FOR EXECUTIVE SESSION

None

AGENDA ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

1. Discuss meeting date and time to meet with Mayor Kim
2. Suggestions from Commissioners on future agenda items

ANNOUNCEMENTS

1. Next regular meeting (subject to change)
DATE: Friday, October 12, 2018
TIME: 1:30 p.m.
PLACE: Hilo Council Chambers, 25 Aupuni St., Room 1401, Hilo, Hawai‘i

ADJOURNMENT

The meeting place is accessible for persons with disabilities. Persons who need special accommodations for this meeting should call 961-8255 by September 12, 2018. Relay users please call 711(961-8255) to contact our office.

Public testimony via courtesy site is available at the Hilo Council Chambers, Hawai'i County Building; 25 Aupuni St., Room 1401, Hilo, Hawai'i. If for technical or other unanticipated reasons the video connection cannot be made and/or is disrupted, the scheduled meeting will continue.

Submitting Testimony: Those wishing to testify in person must register with the Commission Secretary. Those submitting written testimony at the meeting should bring **fourteen (14)** copies for distribution. Testimony may also be submitted (1) by mail to Shannon Magnuson, Office of the County Clerk, 25 Aupuni Street, Room 1402, Hilo, Hawai'i 96720; or (2) by e-mail to charter.commission@hawaiicounty.gov. **Please submit separate testimony for each item.** Copies will be distributed at the meeting only if they are received **before 12:00 noon on the business day prior to the meeting.** All oral and written testimony will be made a part of the public record.

NOTICE TO LOBBYISTS

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.

BOARD PACKET

Pursuant to Hawai'i Revised Statutes, Section 92-7.5, the board packet provided to members of the Hawai'i County Charter Commission for this meeting is available for public inspection during regular business hours at the Office of the County Clerk, 25 Aupuni St., Room 1402, Hilo, Hawai'i, 96720.