

# Hawaii State Association of Counties

Counties of Kauai, Maui and Hawaii, City & County of Honolulu



MINUTES  
HSAC EXECUTIVE COMMITTEE MEETING  
January 13, 2012  
Honolulu Hale, Council Committee Room  
Honolulu, Hawaii

I. CALL TO ORDER

The HSAC Executive Committee was called to order by President Mel Rapozo at 10:08 a.m. The following members comprised a quorum:

County of Kauai:	President Mel Rapozo
County of Hawaii:	Alternate Brittany Smart
City and County of Honolulu:	Secretary Stanley Chang
County of Maui:	Treasurer Joseph Pontanilla
Others Present:	Kauai Alternate KipuKai Kualii Honolulu Councilmember Nestor Garcia Honolulu staff Gavin Kennedy Honolulu staff Kekoa McClellan Maui staff Kirstin Hamman Kauai staff Ashley Bunda

II. APPROVAL OF AGENDA

The Committee approved the agenda.

III. MINUTES

The Committee approved the minutes of the December 23, 2011, Executive Committee meeting.

IV. REPORTS

A. Treasurer's Reports



The following items were approved by the Executive Committee:

1. Treasurer's Report for December 2011, as submitted by the HSAC Treasurer.
2. Draft Audited Financial Statement with independent auditor's report for the fiscal year ending June 30, 2011.
3. HSAC Form 990EZ, as submitted by the HSAC Treasurer.

President Rapozo requested that the final Audited Financial Statement include a corrected list of officers for HSAC.

B. County Reports

1. Maui County Report. Treasurer Pontanilla informed members that the council is examining property tax disparities and considering ways to address the issue. Maui has recently banned the consumption of alcohol in certain South Maui parks. The council is also reviewing its process in providing grants.
2. Hawaii County Report. Alternate Smart reported that the council is working to adopt a building code. The county has recently been informed by the state attorney general that county building codes may be less stringent than the state code. Alternate Smart also informed the committee that the council's plastic bag reduction ordinance is still under review by the mayor. She informed the committee that she would be taking on HSAC Executive Committee duties until Vice President Pilago is able to travel again. Alternate Smart distributed information regarding the HSAC annual conference and noted that a website ([www.hsac2012.com](http://www.hsac2012.com)) had been established.
3. City and County of Honolulu Report. Secretary Chang reported that the fireworks ban has resulted in less injuries over the New Year holiday. He also informed members that the ban on storing personal property on public land has taken effect and is being enforced. The council is also requesting that the state legislature amend state procurement law to simplify the disqualification and disbarment process. Secretary Chang also informed members that the Council committee jurisdiction list was changed for 2012 and that issues related to sister cities and HSAC would be referred to the committee on Executive Matters and Legal Affairs.

4. Kauai County Report. President Rapozo reported that the council is considering a charter amendment to provide the council with legal representation and removing mayor-appointed county attorney as the council's attorney. The council is also requesting the state legislature examine the business practices of Hawaiian Airlines with respect to interisland fare increases. President Rapozo also informed members that the council is working on issues related to waste management, landfills, and a community benefits program.

## V. UNFINISHED BUSINESS

- A. Discussion regarding the hiring of an HSAC Executive Director, modification to membership structure, and corporate sponsorships.

Mr. Kekoa McClellan distributed a draft job description for an HSAC Executive Director to the members and briefly summarized the document. He requested that Executive Committee members review the draft and provide him with any comments, corrections or suggestions. President Rapozo thanked Mr. McClellan for his work and commented that it may be difficult to find a candidate interested in doing the work for the proposed pay. Mr. McClellan replied that due to HSAC's financial constraints and the requirements of the job any candidate for the job would likely not consider it as an exclusive arrangement and would have other concurrent employment. Mr. McClellan also stated that he would be sharing the job description with the Honolulu Ethics Commission for their input.

President Rapozo stated that the next step would be for each county council to be presented the proposals regarding an HSAC Executive Director, modification to membership, and corporate sponsorships. He stated that while he supported the concept of creating a position of HSAC Executive Director, the full councils should be presented with the concepts so that a full discussion may be had at each county. Alternate Smart agreed with President Rapozo and offered to place the item on a Hawaii County Council agenda.

Treasurer Pontanilla stated that because budget discussions were approaching for all counties it may be difficult for a decision to occur soon. President Rapozo reiterated that each council should receive a briefing on the subject so that each county could examine the issue.

Honolulu Councilmember Garcia commented that the Executive Director would be responsible to represent the organization and the counties, in addition to providing continuity for the organization. He stated that he

looked forward to making the presentations to the various councils regarding this issue.

The item was deferred.

## VI. NEW BUSINESS

### A. Communications

The following item was received and filed:

Communication dated December 9, 2011, from Honolulu City Clerk Bernice K.N. Mau, transmitting to the HSAC Executive Committee Resolution 11-339, CD1, FD1, listing measures approved by the Honolulu City Council for the 2012 HSAC legislative package.

### B. Discussion regarding amendments to the HSAC Bylaws.

The item was deferred.

## VII. ANNOUNCEMENTS

### A. Schedule next meeting.

The Executive Committee meeting was scheduled for February 10, 2012 at Honolulu Hale.

### B. Other Announcements

Honolulu Councilmember Nestor Garcia informed members that the State legislature would be considering multiple procurement issues that relate to the counties. He also informed members that Pacific Command was planning to work on local partnerships with counties. He also raised the issue of Tesoro's planned sale of its refinery and urged members to follow the progress on the issue and consider impacts to all counties, especially regarding fuel costs.

VIII. ADJOURNMENT

There being no further business, the meeting was adjourned at 11:32 a.m.

Very truly yours,

A handwritten signature in black ink, appearing to read 'STC', is written over the typed name 'STANLEY CHANG'.

STANLEY CHANG

Secretary

Hawaii State Association of Counties

