

# Hawaii State Association of Counties

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



**MINUTES**  
**HSAC EXECUTIVE COMMITTEE MEETING**  
**March 19, 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 10:02 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:	Hawaii County Council Chair Dominic Yagong Maui Councilmember G. Riki Hokama Honolulu Councilmember Nestor Garcia Honolulu staff Kekoa McClellan Honolulu staff Mark Segami Honolulu staff Kimberly Ribellia Honolulu staff Gavin Kennedy Honolulu staff Denisse Gee Maui staff Kirstin Hamman Kauai staff Ashley Bunda

**II. APPROVAL OF AGENDA**

The Committee approved the agenda with an amendment to add one item to Unfinished Business:

- 1) HSAC Executive Director



### III. MINUTES

The Committee approved the minutes of the February 10, 2012, Executive Committee meeting.

### IV. REPORTS

#### A. Treasurer's Reports.

The following item was approved by the Executive Committee:

1. **Treasurer's Report for February 2012, as submitted by the HSAC Treasurer.**

#### B. County Reports

1. **Maui County Report. Treasurer Pontanilla reported that the Council authorized the Mayor to file with the U.S. Department of Housing and Urban Development for a \$1.4M grant through the Community Development Block Grant program. Additionally, the Council enacted a new ordinance to the Maui County Code regarding commercial and residential buildings.**
2. **Hawaii County Report. Alternate Smart reported that the Council received the Mayor's proposed \$365M budget. The proposed budget constitutes a decrease over last year. The Council has also partnered with the County Housing Department and County Department of Public Works to establish an amnesty program to bring residential housing up to code compliance. The Council is also creating a resolution to provide incentives for a recycling program similar to the City and County of Honolulu HI5 deposit program.**
3. **City and County of Honolulu Report. Secretary Chang reported that the Council is going through the budget process and anticipates a number of changes to the first draft of the budget bill when it comes before the Committee on Budget. He also informed the Committee that the Honolulu Authority for Rapid Transportation has selected a new Executive Director who is tentatively scheduled to start next month. Bill 10 which bans non-biodegradable plastic bags provided to customers will be considered by the Council for second reading.**
4. **Kauai County Report. President Rapozo reported that the Council received the Mayor's proposed budget which creates 18 new positions and increases the operating budget by \$10 million. The**

Council is considering a Charter amendment to establish a County Council attorney position. President Rapozo provided an update on the status of the Police Chief suspension which continues to be an on-going issue for the County. The Police Commission recently requested funding from the Council to hire an outside attorney to seek a declarative judgment regarding the extent of mayoral powers under the charter to suspend the Police Chief. President Rapozo stated that any decision made by the Circuit Court may have ramifications for other counties.

- C. NACo Report. Treasurer Pontanilla reported that human services, transportation and environmental issues were the primary subjects discussed at NACo. He further reported that county NACo delegates presented their critical issues to Hawaii's congressional delegation. Treasurer Pontanilla emphasized the importance of all Hawaii NACo delegates to attend NACo and confirmed that Maui Councilmember G. Riki Hokama was running for 2<sup>nd</sup> Vice-President of NACo.
- D. WIR Report. Alternate Smart reported that the key topics discussed at WIR were the Clean Water Act reauthorization, the Endangered Species Act, aging infrastructure, hydropower development, the burden of unfunded federal mandates, hunting access on public lands, alternative energy, and Brand USA. Alternate Smart requested clarification on whether alternates may attend and vote at NACo or WIR and receive compensation for incurred related costs by HSAC when the primary delegate is unable to attend. Alternate Smart additionally requested that this point of clarification be placed onto the next Committee agenda.

## V. UNFINISHED BUSINESS

- A. Discussion regarding the hiring of an HSAC Executive Director.

President Rapozo stated that Honolulu Councilmember Garcia has made presentations to the Hawaii and Kauai County Councils regarding the creation and funding of an HSAC Executive Director (ED) position.

President Rapozo stated that Kauai County has a draft resolution scheduled to be heard at the next Council meeting and that the Council Chair has included a \$32K line item in next year's budget with the purpose of funding the ED position if approved by HSAC.

Secretary Chang stated that a similar line item has also been included in Honolulu's budget to fund the ED position. Secretary Chang clarified that in order for this proposal to progress each member county's FY13 budget must have a similar line item increasing HSAC dues to share the costs of the ED compensation package.

Treasurer Pontanilla stated that as the subcommittee has not yet presented to Maui County, there has been no Council discussion and thus no commensurate line item included to the Maui County budget. Treasurer Pontanilla expressed caution regarding the current state of HSAC finances, as reported in the February 2012 Treasurer's Report, in relation to the ED compensation package.

Kekoa McClellan suggested that the Committee directly communicate with each County Chair the proposed increased HSAC fees to fund the ED position. He reminded the Committee that HSAC membership generally supported the creation of an ED. He clarified that HSAC bylaws authorizes the Committee to determine any new fees to member counties. He further clarified that per HSAC bylaws, each member county must bear an equal share of any fee increase to fund the ED position.

President Rapozo stated that there are three tasks that must be completed before the ED position could be filled, as follows: 1) Each member county must include adequate budget monies to fund the position; 2) The existing ED position description must be revised to incorporate each member county's concerns; and 3) The position must be advertised for and hired.

Maui Councilmember G. Riki Hokama stated that due to concerns regarding cost and effectiveness of the proposed position, he did not support the creation of the ED position.

Honolulu Councilmember Garcia suggested reducing the ED position to a part-time position as a pilot program to reduce the initial funding requirements. He envisioned the ED position as the institutional and archival memory of HSAC in light of the term limits of HSAC members.

Hawaii County Council Chair Dominic Yagong stated that Councilmember Garcia gave a wonderful presentation to the Hawaii County Council and that the Council fully supported the creation of the ED.

Mark Segami stated that the proposed ED position would provide full time HSAC staff support and mitigate any potential complaints regarding the use of Council staff for HSAC business. Mr. Segami concluded by stating that the hiring of an ED position would address current problems of HSAC continuity.

The item was deferred.

**VI. NEW BUSINESS**

- A. Presentation by Chairman Dominic Yagong, Hawaii County Council regarding the 2012 HSAC Annual Conference hosted by the County of Hawaii.**

Chairman Yagong personally invited Committee members to attend the 2012 HSAC Annual Conference scheduled for June. He notified the Committee that the Conference website went live last Friday and was fully functional. He apprised the Committee about the key Conference topics, golfing event and newly introduced Hawaii island tour events.

Alternate Smart distributed an HSAC welcome information flyer and outlined the various registration fees and deadlines.

The item was received and filed.

- B. Communication from HSAC Vice President K. Angel Pilago proposing an amendment to the HSAC bylaws Section 5 (2) regarding the election of officers.**

Alternate Smart explained the proposed bylaws amendment submitted by Vice President Pilago. The proposal would effectively create a rotational system in the offices held by the counties to achieve balance in representation on the Executive Committee over time.

The item was deferred.

President Rapozo called for a recess at 11:42 a.m.

President Rapozo reconvened the meeting at 11:45 a.m.

- C. Communication (dated February 17, 2012) from Chair Danny A. Mateo, Maui County Council, transmitting for the Executive Committees consideration of the nomination of Councilmember Elle K. Cochran, Maui County Council, to the National Association of Counties (NACo) Environmental, Energy and Land Use Steering Committee.**

This item was deferred.

- D. Communication (dated March 2, 2012) from HSAC Treasurer Joseph Pontanilla to approve a request of a written opinion on any potential tax consequences from Carbonaro DeMichelle CPAs, HSAC's tax and audit preparer, at a cost of \$135 per hour.**

Treasurer Pontanilla made a motion seconded by Alternate Smart to retain the services of Carbonaro DeMichelle CPAs to provide HSAC with a written opinion regarding any potential tax consequences possibly incurred by Mr. Hokama's receiving monies from private businesses to run for NACo's 2<sup>nd</sup> Vice President and that HSAC pay that firm not more than \$270.00. The motion was approved. The related communication was received and filed.

**VII. ANNOUNCEMENTS**

**A. Schedule next meeting.**

The Executive Committee meeting was scheduled for April 2, 2012 at Honolulu Hale.

**B. Other Announcements.**

Alternate Smart announced that the NACo Green Government Initiative is hosting a County forum on Innovative Waste Solutions in Fort Lauderdale, FL on May 24–25, 2012.

**VIII. ADJOURNMENT**

There being no further business, the meeting was adjourned at 12:03 p.m.

Very truly yours,



**STANLEY CHANG**

Secretary

Hawaii State Association of Counties