

# Hawaii State Association of Counties

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



MINUTES  
HSAC GENERAL MEMBERSHIP MEETING  
June 22, 2012  
Hapuna Beach Prince Hotel  
Kamuela, Hawaii

I. CALL TO ORDER

The HSAC General Membership meeting was called to order by President Rapozo at 10:45 a.m. The following members comprised a quorum:

County of Kauai:	President Mel Rapozo
County of Hawaii:	Vice President K. Angel Pilago
City and County of Honolulu:	Secretary Stanley Chang
County of Maui:	Treasurer Joseph Pontanilla
Others Present:	Honolulu Council Chair Ernest Martin Honolulu Councilmember Romy Cachola Kauai Council Chair Jay Furfaro Kauai Councilmember KipuKai Kualii Maui Councilmember Riki Hokama Maui Councilmember Michael Victorino Maui Councilmember Mike White  Kauai County Clerk Ricky Watanabe Kauai staff Ashley Bunda Kauai staff Aida Okasaki Honolulu staff Denisse Gee Maui staff Kirsten Hamman Maui staff Troy Hashimoto Maui staff Ross Izumigawa Maui staff Scott Kaneshina  Lenny Eliason, President, NACo Amelia McLearn Walmart



Larry Naake, NACo  
David Sayre, Sayres Public Relations

II. APPROVAL OF AGENDA

The Membership approved the agenda.

III. MINUTES

The Membership approved the following items, as submitted by the HSAC Secretary:

- A. June 22, 2011 General Membership meeting minutes
- B. September 9, 2011 General Membership meeting minutes

IV. TREASURER'S REPORTS

The Membership approved the following items, as submitted by the HSAC Treasurer:

- A. May 2011 Report
- B. Amended May 2011 Report
- C. June 2011 Report
- D. July 2011 Report
- E. August 2011 Report
- F. September 2011 Report
- G. October 2011 Report
- H. November 2011 Report
- I. December 2011 Report
- J. FY 2011 Audit Report
- K. HSAC's IRS Form 990-EZ
- L. January 2012 Report
- M. February 2012 Report
- N. March 2012 Report
- O. April 2012 Report
- P. May 2012 Report

V. EXECUTIVE COMMITTEE MEETING MINUTES

The Membership approved the following items, as submitted by the HSAC Secretary:

- A. June 22, 2011 minutes
- B. July 8, 2011 minutes
- C. August 5, 2011 minutes
- D. September 9, 2011 minutes
- E. October 6, 2011 minutes

- F. October 28, 2011 special meeting minutes
- G. November 2, 2011 minutes
- H. December 23, 2011 minutes
- I. January 13, 2012 minutes
- J. February 10, 2012 minutes
- K. March 19, 2012 minutes
- L. April 2, 2012 minutes
- M. May 25, 2012 minutes

## VI. EXECUTIVE COMMITTEE REPORTS

The Membership received and filed the following items, as reported and submitted by the Committee:

- A. The Committee approved on May 13, 2011, the FY 2012 HSAC officer slate, NACo Board of Director appointee, and WIR Board of Director appointees.
- B. The Committee approved on June 22, 2011, the creation of a subcommittee to study the feasibility of hiring an HSAC Executive Director, expanding HSAC Membership to include corporations, and modifying the current HSAC dues structure.
- C. The Committee approved on June 22, 2011, a 60-day extension to the FY 2011 HSAC officer slate terms.
- D. The Committee approved on July 8, 2011, the appointment of four members to the subcommittee created at its June 22, 2011 meeting.
- E. The Committee approved on July 8, 2011, the appointment of Honolulu Councilmember Nestor Garcia as Vice Chair of the NACo International Economic Development taskforce.
- F. The Committee approved on July 8, 2011, the amended MOU agreement between HSAC and the Pacific Gateway Center for the first annual Counties of Hawaii Sister City Summit which was sponsored by HSAC.
- G. The Committee approved on August 5, 2011, the FY 2012 NACo Board of Director appointee and WIR Board of Director appointee.
- H. The Committee approved on August 5, 2011, the proposed amended FY 2012 HSAC officer slate to be approved by the respective Council Councils.
- I. The Committee approved on September 9, 2011, the amended FY 2012 HSAC officer slate.

- J. The Committee approved on September 9, 2011, a \$5,000 funds disbursement to sponsor the 2011 Counties of Hawaii Sister Cities Summit.
- K. The Committee approved on October 28, 2011, five bills to be included in the 2012 HSAC legislative package.
- L. The Committee approved on October 28, 2011, two resolutions to be included in the 2012 HSAC legislative package.
- M. The Committee approved on November 3, 2011, two amendments to the FY 2012 HSAC budget.
- N. The Committee approved on November 3, 2011, five bills and four resolutions to be included in the 2012 HSAC legislative package.
- O. The Committee approved on December 23, 2011, June 21-22 as the dates for the 2012 HSAC annual meeting.
- P. The Committee approved on December 23, 2011, five bills and one resolution to be included in the final 2012 HSAC legislative package.
- Q. The Committee approved on December 31, 2011, two resolutions to be considered by the state Legislature during the 2012 legislative session.
- R. The Committee approved on December 23, 2011, a \$2,500 funds disbursement to the County of Hawaii to secure a venue and open a 2012 annual meeting checking account for the 2012 HSAC annual meeting.
- S. The Committee approved on February 10, 2012, the sponsorship of a hospitality suite to support the candidacy of Maui Councilmember Hokama as the second Vice President of NACo.
- T. The Committee approved on March 19, 2012, a fund disbursement not to exceed \$270 to retain the services of Carbonaro DeMichelle CPAs to provide a written opinion regarding any potential tax consequences incurred if HSAC received private monies supporting Maui Councilmember Hokama's candidacy as second Vice President of NACo.
- U. The Committee approved on May 25, 2012, the proposed FY 2013 HSAC officer slate, three NACo Directors, and two WIR Directors, to be approved by the respective County Councils.
- V. The Committee approved on May 25, 2012, the NACo Discount Prescription Drug Card Program agreement to be signed by President Rapozo.

## VII. UNFINISHED BUSINESS

There was no unfinished business.

## VIII. NEW BUSINESS

- A. Discussion and Approval of the proposed amendment to HSAC bylaws regarding travel reimbursements for NACo steering committee members

Treasurer Pontanilla stated that the proposed bylaw amendment specifies that only the Chair of a NACo steering committee would be eligible to receive travel reimbursements from HSAC. He further explained that the proposed bylaw amendment specifies that all other members of a NACo steering committee would be responsible for their own travel expenses. He reminded the Membership that current bylaw language allows for the reimbursement of up to two steering committee members for a maximum of two meetings per year regardless of the position held by the individual within the steering committee.

President Rapozo stated that he would like to include Vice-Chairs of a NACo steering committee as eligible recipients of travel reimbursements from HSAC.

Vice-President Pilago made a verbal amendment to the proposed bylaw amendment.

Maui Councilmember Victorino clarified that HSAC only reimburses air travel not hotel and other related expenses. He expressed concern that this proposed bylaw amendment would inhibit members from serving on steering Committees altogether. He reminded the Membership that NACo is structured as a hierarchy and members "work their way up" the leadership rungs starting as a steering committee member. He expressed his opposition to this bylaw amendment. He suggested that a bylaw amendment prohibiting members from serving on the same steering committee would be more beneficial.

Maui Councilmember Hokama clarified that when a member serves on a steering committee, that member only represents their individual County interests, and as such, the individual County should be responsible for the travel expenses of that member. He further clarified that when a member serves as a NACo or WIR Director, that member represents the entire state of Hawaii on the national level not just their individual County, and as such, it is logical for HSAC to cover the related travel expenses.

President Rapozo informed the Membership that the Committee received numerous travel reimbursement applications this year which sparked the introduction of the proposed bylaw amendment. He further clarified that

the HSAC budget includes a \$50K annual conference fund reserve in the event that a County in Hawaii hosts a national event. He expressed his support of the proposed bylaw amendment.

This item was approved.

B. Discussion and Approval of the FY 2013 HSAC budget

Treasurer Pontanilla summarized the proposed FY 2013 HSAC budget as submitted. He proposed an amendment to the FY 2013 budget to reflect the actual revenues received from last year's HSAC annual meeting held in Maui.

This item as amended was approved.

C. Discussion and Approval of the timetable for the FY 2013 HSAC legislative package

President Rapozo outlined the proposed timetable for the FY 2013 HSAC legislative package. He informed the Membership, with emphasis to the Executive Committee members present, that the first benchmark deadline is August 31, 2012, by which each County Council should submit all their respective legislative proposals for inclusion in the FY 2013 HSAC legislative package.

This item was approved.

IX. ELECTION OF OFFICERS

A. Discussion and Approval of the FY 2013 HSAC Executive Committee officer slate

President Rapozo summarized the FY 2013 officer slate. He requested Vice-President Pilago and Treasurer Pontanilla submit the names of their HSAC replacements when they leave elected office at the end of calendar year 2012.

This item was approved.

B. Discussion and Approval of the FY 2013 NACo and WIR Director nominees

i. Honolulu Councilmember Stanley Chang, At-large NACo Director

President Rapozo clarified that Secretary Chang did not require HSAC approval for his application for an at-large NACo directorship. He informed the Membership that the Committee had

endorsed Secretary Chang's application via a written memo to the NACo President.

- ii. Kauai Councilmember KipuKai Kualii, NACo Director

This item was approved.

- iii. Maui Councilmember Joseph Pontanilla, NACo Director

This item was approved.

- iv. Kauai Councilmember Tim Bynum, WIR Director

This item was approved.

- v. Hawaii Councilmember K. Angel Pilago, WIR Director

This item was approved.

C. Discussion and Approval of the NACo steering Committee appointees

This item was approved.

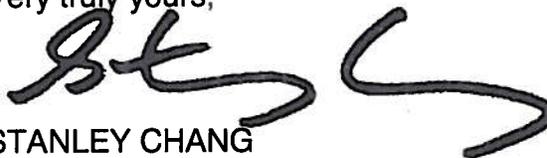
X. ANNOUNCEMENTS

Maui Councilmember Hokama thanked Vice President Pilago and Treasurer Pontanilla for their service to HSAC and wished them well in their future endeavors as they prepare to leave public office at the end of calendar year 2012.

XI. ADJOURNMENT

There being no further business, the meeting was adjourned at 11:12 a.m.

Very truly yours,



STANLEY CHANG  
Secretary  
Hawaii State Association of Counties