

Ricky Watanabe
Chair

Jan TenBruggencate
Vice Chair

Members:
Marissa Sandblom
Virginia Kapali
Carol Suzawa
Patrick Stack

**COUNTY OF KAUA'I CHARTER REVIEW COMMISSION
NOTICE OF MEETING AND AGENDA**

Monday, January 28, 2019
3:00 p.m. or shortly thereafter
Mo'ikeha Building, Meeting Room 2 A/B
4444 Rice Street, Līhu'e, HI 96766

CALL TO ORDER

COMMUNICATIONS

CRC 2019-01 2018 General Election Results

APPROVAL OF MINUTES

Open Session Minutes of October 22, 2018

BUSINESS

CRC 2019-02 General Discussion on Charter Initiatives of Interest

CRC 2019-03 Discussion on County Auditor Position

ANNOUNCEMENTS

Next Meeting: Monday, February 25, 2019, 3:00 p.m., in the Mo'ikeha Building, Meeting Room 2A/2B

ADJOURNMENT

EXECUTIVE SESSION

Pursuant to Hawai'i Revised Statutes §92-7(a), the Commission may, when deemed necessary, hold an executive session on any agenda item without written public notice if the executive session was not anticipated in advance. Any such executive session shall be held pursuant to HRS §92-4 and shall be limited to those items described in HRS §92-5(a). Discussions held in Executive Session are closed to the public.

cc: Deputy County Attorney Adam Roversi

PUBLIC COMMENTS and TESTIMONY

Persons wishing to offer comments are encouraged to submit written testimony at least 24 hours prior to the meeting indicating:

1. Your name and if applicable, your position/title and organization you are representing;
2. The agenda item that you are providing comments on; and
3. Whether you will be testifying in person or submitting written comments only; and
4. If you are unable to submit your testimony at least 24 hours prior to the meeting, please provide 10 copies of your written testimony at the meeting clearly indicating the name of the testifier; and
5. If testimony is based on a proposed Charter amendment, list the applicable Charter provision.

While every effort will be made to copy, organize, and collate all testimony received, materials received on the day of the meeting or improperly identified may be distributed to the members after the meeting is concluded.

The length of time allocated to persons wishing to present verbal testimony may be limited at the discretion of the chairperson or presiding member.

Send written testimony to:

Charter Review Commission

Attn: Anela Segreti

Office of Boards and Commissions

4444 Rice Street, Suite 150

Līhu‘e, HI 96766

E-mail: asegreti@kauai.gov

Phone: (808) 241-4917 Fax: (808) 241-5127

SPECIAL ASSISTANCE

If you need an ASL Interpreter, materials in an alternate format, or other auxiliary aid support, or an interpreter for a language other than English, please contact Anela Segreti at (808) 241-4917 or asegreti@kauai.gov at least seven calendar days prior to the meeting.

COUNTY OF KAUAI
Minutes of Meeting
OPEN SESSION

| | | | | |
|----------------------------|---|--|---|---------------------------|
| Board/Commission: | CHARTER REVIEW COMMISSION | | Meeting Date | October 22, 2018 |
| Location | Mo'ikeha Building, Meeting Room 2 A/B | | Start of Meeting: 3:00 p.m. | End of Meeting: 3:09 p.m. |
| Present | Chair Carol Suzawa. Members: Virginia Kapali, Marissa Sandblom, Patrick Stack, and Ricky Watanabe (<i>entered at 3:04 p.m.</i>). | | | |
| Excused | Also: Boards & Commissions Office Staff: Administrator Nicholas R. Courson and Support Clerk Darcie Agaran. | | | |
| Absent | Vice Chair Jan TenBruggencate and Member Galen Nakamura. | | | |
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| SUBJECT | DISCUSSION | | ACTION | |
| Call To Order | | | Chair Suzawa called the meeting to order at 3:00 p.m. with four members present which constituted a quorum. | |
| Communications | There were no communications. | | | |
| Approval of Minutes | <u>Open Session Minutes of July 23, 2018</u> | | Ms. Kapali moved to approve the Open Session Minutes of July 23, 2018, as circulated. Ms. Sandblom seconded the motion. Motion carried 4:0. | |
| Business | <u>CRC 2018-04 Election of Chair and Vice Chair for Calendar Year 2019</u> | | Ms. Kapali moved to nominate Ms. Suzawa to serve as Chair for 2019. | |
| | Chair Suzawa opened the nominations for the positions of Chair and Vice Chair for 2019. | | | |
| | Chair Suzawa stated that the Chair could not serve two consecutive terms and asked if that rule applied to the position of Vice Chair as well to which Administrator Courson replied that the | | | |

| SUBJECT | DISCUSSION | ACTION |
|---------|--|---|
| | <p>Vice Chair could be elected as the Chair.</p> <p>Administrator Courson noted that commissioners who weren't present could be nominated and that they weren't restricted to nominate those who were currently present.</p> <p>Ms. Sandblom asked if the Commissioners had staggered terms to which Administrator Courson replied yes.</p> <p>Ms. Sandblom asked if Mr. TenBruggencate would still be on the Commission next year. Administrator Courson stated that the Commissioners whose first terms are ending December 31st were Ms. Kapali and Mr. Nakamura. He added that they were automatically holdovers for 90 days by The Charter, and past the 90 days, the new mayor would have to reappoint them. The other Commissioners have at least one more year in their term.</p> <p>Chair Suzawa asked if Mr. TenBruggencate had any objections to serving as Chair to which Administrator Courson replied that he didn't ask Mr. TenBruggencate.</p> <p>Ms. Kapali asked for the amount of terms one could be reappointed to the Commission to which Administrator Courson replied two full terms, noting that one full term is considered two years or more. He stated that a commissioner could serve seven years if they were completing someone else's term that had less than two years remaining, but basically, a commissioner could serve six years in a row and then would have to take a year off.</p> <p><i>Mr. Watanabe entered the meeting at 3:04 p.m.</i></p> <p>Ms. Kapali suggested to take the Chair and Vice Chair nominations separately.</p> | <p>Ms. Kapali withdrew her previous motion and moved to nominate Mr. Watanabe to serve as Chair for 2019.</p> |

| SUBJECT | DISCUSSION | ACTION |
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| | <p>Chair Suzawa called for any further nominations. Hearing none, Chair Suzawa closed the nominations and called for the vote.</p> <p>Mr. Watanabe was congratulated for being elected as the Chair for 2019.</p> <p>Chair Suzawa stated that the nominations were open for Vice Chair.</p> <p>Ms. Sandblom asked if Mr. TenBruggencate could be nominated to be the Vice Chair again. Administrator Courson stated that Section 23.02(G) of The Charter only referred to the Chair, so he didn't see a prohibition on the Vice Chair serving two consecutive terms.</p> <p>Chair Suzawa called for any further nominations. Hearing none, Chair Suzawa closed the nominations and called for the vote.</p> <p>Although he was not present, Mr. TenBruggencate was congratulated for being elected as the Vice Chair for 2019.</p> | <p>Ms. Sandblom seconded the motion.</p> <p>Motion carried 5:0.</p> <p>Mr. Watanabe moved to nominate Mr. TenBruggencate to serve as Vice Chair for 2019. Mr. Stack seconded the motion.</p> <p>Motion carried 5:0.</p> |
| <p><u>CRC 2018-05 Review and possible approval of Meeting Schedule for 2019</u></p> <p>Discussion:</p> <p>Ms. Sandblom asked if the meeting times will continue to be at three o'clock to which Chair Suzawa replied that that's what she assumed. Administrator Courson stated that the meeting time will remain the same unless the Commission wanted staff to look into other times.</p> | | <p>Mr. Watanabe moved to approve the meeting schedule for 2019. Ms. Kapali seconded the motion.</p> |

Charter Review Commission
 Open Session
 October 22, 2018

| SUBJECT | DISCUSSION | ACTION |
|----------------------|---|---|
| | With no further discussion, Chair Suzawa called for the vote. | Motion carried 5:0. |
| Announcements | Next Meeting: Monday, January 28, 2019, 3:00 p.m., in the Mo'ikeha Building, Meeting Room 2A/2B | |
| Adjournment | | With no objections, Chair Suzawa adjourned the meeting at 3:09 p.m. |

Submitted by: _____
 Darcie Agaran, Staff Support Clerk

Reviewed and Approved by: _____
 Carol Suzawa, Chair

- () Approved as circulated.
- () Approved with amendments. See minutes of _____ meeting.