

Approved

COUNTY OF KAUAI
Minutes of Meeting
OPEN SESSION

Approved as circulated 06/22/2020

| Board/Commission: | CHARTER REVIEW COMMISSION | Meeting Date | May 18, 2020 |
|----------------------|---|--|---------------------------|
| Location | Teleconference | Start of Meeting: 3:05 p.m. | End of Meeting: 3:27 p.m. |
| Present | Vice Chair Jan TenBruggencate. Members: Virginia Kapali, Lori Koga, Patrick Stack, Carol Suzawa, Reid Kawane. Also: Teresa Tumbaga, Deputy County Attorney. Boards & Commissions Office Staff: Administrator Ellen Ching, Administrative Specialist Anela Segreti. | | |
| Excused | Chair Marissa Sandblom | | |
| Absent | | | |
| SUBJECT | DISCUSSION | ACTION | |
| Call To Order | Chair Sandblom is excused. | Vice Chair TenBruggencate called the meeting to order at 3:05 p.m. | |
| Roll Call | | Vice Chair TenBruggencate reviewed the list of participants on the teleconference and confirmed quorum with 6 commissioners present. | |
| Agenda | Vice Chair TenBruggencate asked if any amendments to agenda. | Hearing none the agenda stood approved as submitted. | |
| Minutes | Open Session Minutes of April 27, 2020 Open Session Minutes of May 11, 2020 Commissioner Kawane pointed out a discrepancy in the meeting end times at the top of the minutes and at the end. Staff confirmed 4:24pm as end time for April 27, 2020 meeting, and 4:04pm for May 11, 2020 meeting. | Hearing no further amendments to the minutes and no objections, minutes were approved as amended. | |

| SUBJECT | DISCUSSION | ACTION |
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| Public Testimony | None. Vice Chair TenBruggencate requested to be notified should anyone from the public call in to the meeting. | No Action |
| Business | <p><u>CRC 2019-06 Discussion and possible action on proposed Charter amendment regarding Ethics Disclosure Statements Requirements, Section 20.04 (A).</u></p> <p>Vice Chair TenBruggencate called for a motion.</p> <p>Ellen Ching, Boards and Commissions Administrator, informed the Commission that the Union did not respond to the letter sent regarding the proposed Charter Amendment.</p> <p>Vice Chair TenBruggencate noted that the Commission can remove, prior to publication, amendments that they have approved if needed.</p> | <p>Commissioner Stack moved to approve CRC 2019-06 with associated materials presented in agenda packet. Commissioner Suzawa seconded.</p> <p>Roll Call Vote: Commissioner Kapali-aye Commissioner Kawane-aye Commissioner Koga-aye Commissioner Stack-aye Commissioner Suzawa-aye Vice Chair TenBruggencate-aye</p> <p>Motion carried, 6:0</p> |

| SUBJECT | DISCUSSION | ACTION |
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| | <p><u>CRC 2020-13 Discussion and possible action on plan for public education.</u></p> <p>Ms. Ching reported to the Commission the requirements for Boards and Commissions to publish the full texts of the proposed amendments and it being done the last election in For Kauai and that staff is looking into that. She also shared that she will transmitting the approved proposed amendments to the County Council and will meet with them.</p> <p>Vice Chair TenBruggencate clarified that it will be transmitted to the County Clerk, because the County Council has no role in this.</p> <p>Ms. Ching agreed and went on to discuss the publication of the materials. She also discussed that she will be moving forward on a digital media public education piece if it is approved in the budget.</p> <p>Vice Chair TenBruggencate recalled that they got authority two years ago to publish a detailed report on the website and a shorter version in a publication.</p> <p>Ms. Ching confirmed that a detailed report will go on the County of Kauai website and summary in a publication not less than 30 days before the election.</p> <p>Vice Chair TenBruggencate asked about the involvement of Commissioners in public education.</p> <p>Ms. Ching stated that in the past Commissioners reached out to different community groups, but did not anticipate that this year due to the current state that we are in.</p> <p>Vice Chair TenBruggencate suggested that the Commission could possibly hold a Facebook event or go on with the Mayor during one of his daily briefings.</p> <p>Commissioner Kapali asked if this campaign will be the priority for the department budget.</p> | |

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| | <p>Ms. Ching reported that she believes the budget item will survive. Commissioner Kawane asked about the media blitz.</p> <p>Ms. Ching explained that she's looking at targeting Kaua'i registered voters, any registered voter that got on their computer would be targeted for an ad.</p> <p>Vice Chair TenBruggencate asked about engaging the The Garden Island Newspaper at the lowest possible cost.</p> <p>Ms. Ching replied that they will be asked on their cost and whomever is lowest is who will publish.</p> <p>Vice Chair TenBruggencate volunteered to write a commentary and send out to Commissioners to review, amend and sign names to it and publish in The Garden Island. Vice Chair TenBruggencate asked that agenda item be placed regarding this on the next agenda.</p> | <p>No action. Item will be placed on next month's agenda.</p> |
| <p>Public Testimony</p> | <p>Vice Chair TenBruggencate asked if a caller had joined the meeting. Ms. Ching offered to call a member of the public that had asked for information to call into the meeting. Staff placed call.</p> <p>Vice Chair TenBruggencate reminded the Commissioners that if the caller suggested a Charter amendment that they would not be able to discuss it as it is not on the agenda. He would propose to put it on next meeting's agenda.</p> <p>Ms. Ching asked Teresa Tumbaga, Deputy County Attorney, to discuss what the Commission can and cannot do regarding a member of the public discussing an item not on the agenda.</p> <p>Ms. Tumbaga explained that the Commission is not required to permit members of the public to talk about items not on the agenda, but they do have discretion to allow it, but they cannot engage in discussion.</p> | <p>No action.</p> |

| SUBJECT | DISCUSSION | ACTION |
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| | Staff received voice mail and left message that he could call in for next meeting. | |
| Announcements | Next meeting: Monday, July 27, 2020, 3:00 p.m., Teleconference | |
| Adjournment | Vice Chair TenBruggencate entertained a motion to adjourn. | <p>Commissioner Suzawa moved to adjourn. Commissioner Kapali seconded.</p> <p>Roll Call Vote: Commissioner Kapali-aye Commissioner Kawane-aye Commissioner Koga-aye Commissioner Stack-aye Commissioner Suzawa-aye Vice Chair TenBruggencate-aye</p> <p>Motion carried 6:0</p> <p>Meeting adjourned at 3:27pm.</p> |

Submitted by: _____
 Anela Segreti, Administrative Specialist

Reviewed and Approved by: _____
 Jan TenBruggencate, Vice Chair

(X) Approved as circulated.

() Approved with amendments. See minutes of _____ meeting.