

Richard Jose
Chair

Jeffrey Iida
Vice Chair

Members:
Fely Faulkner
Elizabeth Hahn
Vonnell Ramos
Beth Tokioka
Ricky Watanabe

COUNTY OF KAUA'I CIVIL SERVICE COMMISSION
NOTICE OF SPECIAL MEETING AND AGENDA

Saturday, December 14, 2019

7:30 a.m. Hawai'i Standard Time or shortly thereafter

Mo'ikeha Building, Meeting Room 2A/2B

4444 Rice Street, Lihu'e, HI 96766

CALL TO ORDER

ROLL CALL

BUSINESS

CSC 2019-29

Discussion and decision on the possible addition to the list of interview questions.

CSC 2019-30

Discussion and decision on the process and possible implementation for reference checks, criminal background checks and drug tests.

CSC 2019-31

Discussion and review of the interview process.

EXECUTIVE SESSION

Pursuant to Hawai'i Revised Statutes §§92-4, 92-5 (a) (2) (4), the purpose of this Executive Session is to interview candidates for the position of Director of Human Resources and other related matters where consideration of matters affecting privacy will be involved, and to consult with the Commission's legal counsel on questions and issues pertaining to the Commission's and County's powers, duties, privileges, immunities, and/or liabilities as they may relate to this agenda item.

ES-025

Discussion and decision on the possible addition to the list of interview questions.

ES-026

Discussion and decision on the process and possible implementation for reference checks, criminal background checks and drug tests.

- ES-027** Interview potential candidates for the final selection of a Director of Human Resources.
- A. Discuss candidates qualifications and assess interviews.
 - B. Discussion on other related matters.

RETURN TO OPEN SESSION

- CSC 2019-32** Discuss candidates qualifications and assess interviews.
- A. Discussion and possible selection of the top candidates.
 - B. Discussion on other related matters.

ANNOUNCEMENTS

Next Meeting: Sunday, December 15, 2019 – 9:00 a.m., Mo’ikeha Building, Liquor Conference Room 3.

ADJOURNMENT

NOTICE OF EXECUTIVE SESSION

Pursuant to Hawaii 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).

cc: Deputy County Attorney Todd Jenson

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.
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

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:

Civil Service Commission
Attn: Sandra Muragin
Office of Boards & Commissions
4444 Rice Street, Suite 150
Lihu'e, HI 96766
Email: smuragin@kauai.gov
Fax: 241-5127 Phone: 241-4919

SPECIAL ASSISTANCE

If you need an auxiliary aid/service, other accommodation due to a disability, or an interpreter for non-English speaking persons, please contact the Office of Boards and Commissions at (808) 241-4917 or asegreti@kauai.gov as soon as possible. Requests made as early as possible will allow adequate time to fulfill your request. Upon request, this notice is available in alternate formats such as large print, Braille, or electronic copy.