

James Whitfield
Chair

Members:
Preston Chong
Tyler Rodighiero

Joanne Nakashima
Vice Chair

COUNTY OF KAUA'I COST CONTROL COMMISSION
NOTICE OF MEETING AND AGENDA

Monday, September 9, 2019
1:30 p.m. or shortly thereafter
Mo'ikeha Building, Meeting Room 2A/2B
4444 Rice Street, Lihue, HI 96766

CALL TO ORDER

CHAIR'S ANNOUNCEMENT INCLUDING BUT NOT LIMITED TO

- Next Meeting at 1:30 p.m. Monday, October 14, 2019 at the Mo'ikeha

APPROVAL OF THE OPEN SESSION MEETING MINUTES OF JULY 29, 2019

BUSINESS

CCC 2019-03

Discussion on possible areas to investigate to reduce the cost of county government while maintaining a reasonable level of public service in accordance to Section 28.04 of the Kaua'i County Charter Article XXVIII Cost Control Commission.

CCC 2019-04

Discussion and decision-making on a draft letter from Chair James Whitfield to Jan TenBruggencate, Vice Chair, Charter Review Commission regarding a proposal to change the Cost Control Commission to a Cost Control and Revenue Enhancement Commission and to designate Chair Whitfield to represent the Commission at the next Charter Review Commission meeting.

CCC 2019-05

Discussion and decision-making on a draft letter from Chair James Whitfield to Council Chair Arryl Kaneshiro and Members of the Council regarding a request for information on audits performed.

NOTICE OF 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 in pursuant to H.R.S. §92-4 and §92-9 and shall be limited to those items described in H.R.S. §92-5(a). Discussions held in Executive Session are closed to the public.

ADJOURNMENT

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 comment 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.

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

Send written testimony to:

Cost Control Commission
Office Boards and Commissions
4444 Rice Street, Suite 150
Lihue, HI 96766
E-Mail: mromo@kauai.gov
Phone: (808) 241-4920
Fax: (808) 241-5127

SPECIAL ASSISTANCE

If you need an auxiliary aid/service or other accommodation due to a disability, or an interpreter for non-English speaking persons, contact Anela Segreti at 808-241-4917 or asegreti@kauai.gov as soon as possible. Requests made 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.

DRAFT TO BE APPROVED

COUNTY OF KAUAI
Minutes of Meeting
OPEN SESSION

Board/Commission	Kaua'i Cost Control Commission		Meeting Date	July 29, 2019
Location	Mo'ikeha Building – Meeting Room 2A/B		Start of Meeting:	1:40 p.m.
Present	Chair Tyler Rodighiero; Vice Chair James Whitfield; Commissioners Joanne Nakashima and Preston Chong. Also present: Board & Commissions Office Staff: Support Clerk Mercedes Omo; Office of the County Attorney: Deputy County Attorney Todd Jensen.			
			End of Meeting:	2:00 p.m.

SUBJECT	DISCUSSION	ACTION
Call To Order		Chair Rodighiero called the meeting to order at 1:40 p.m. with four members present to conduct business.
Chair's Announcements	Next meeting – 1:30 p.m. on Monday, September 9, 2019 at the Mo'ikeha Building, Meeting Room 2A/2B.	
CCC 2019-01	<u>Election of Chair and Vice Chair for the remaining of the calendar year 2019.</u> Chair Rodighiero opened the floor for nominations for the Chair's position. Following the naming of Chair-elect Whitfield, Chair Rodighiero relinquished the chairmanship and Chair-elect Whitfield took over the meeting. He called for nominations for the Vice Chair position.	Mr. Chong nominated Vice Chair Whitfield to serve as the new Chair. Hearing no objections, Mr. Whitfield accepted the nomination and became the new Chair. Mr. Rodighiero nominated Ms. Nakashima to serve as the new Vice Chair. Hearing no objections, Ms. Nakashima accepted the nomination and became the new Vice Chair.
CCC 2019-02	<u>Communication dated July 3, 2019 from Charter Review Commission Vice Chair Jan TenBruggencate to Chair Rodighiero and members of the Cost Control Commission inviting the Commission to present any proposals on any Charter amendments for the Charter Commission to consider.</u>	

SUBJECT	DISCUSSION	ACTION
	<p>Chair-elect Whitfield stated that there have been a few discussions in the past to change the Cost Control Commission to a Cost Control Revenue Enhancement Commission.</p> <p>Mr. Rodighiero stated that it has been always a challenge for the Commissioners to come up with recommendations to reduce the cost of government because almost always there is some portion of spending involved. He pointed out that as it stands right now, the language under Section 28.02 of the Kaua'i County Charter states that the goal of the Commission is to reduce the cost of county government spending while maintaining a reasonable level of public services, but if the Commission is able to provide good rationale as to why it would benefit the County to allow the Commission to broaden goals and not only make recommendations to reduce the cost of county government spending, but to make recommendations on certain revenue enhancement measures to help improve the fiscal position of the county.</p> <p>Deputy County Attorney Todd Jensen stated that he would be willing to assist the Commission on drafting the proposed language for the Charter, but procedurally, staff would have to send a request to his via email describing in detail what the Commission wants his office to do. Chair-elect Whitfield asked Staff to send a memo or email the Office of the County Attorney requesting that they draft proposed language for the Charter for Commissioners to review at its next meeting. Ms. Omo acknowledged the Chair's request. With no further discussion, Chair-elect Whitfield moved on to item CCC 2019-03.</p>	
<p>CCC 2019-03</p>	<p><u>Discussion on possible areas to investigate to reduce the cost of county government while maintaining a reasonable level of public service in accordance to Section 28.04 of the Kaua'i County Charter Article XXVIII Cost Control Commission.</u></p> <p>Ms. Omo stated that since 2009, 19 audits have been performed and suggested that the Commission request the information on those audits that have been conducted in the past five years from the County Council. The request should include the date of audit, scope, any recommendations that were made for those audits and how much progress the County has made to implement those recommendations.</p>	

Cost Control Commission
 Regular Open Session Meeting Minutes
 Of July 29, 2019

SUBJECT	DISCUSSION	ACTION
	Chair-elect Whitfield asked Staff to send a memo to the County Council requesting information on those audits. He also noted that another area of interest that he would like to explore is the overtime expenditures particularly for Fire and Police and the rationale behind the overtime.	Staff was instructed to send a memo to the County Council requesting the information on the audits.
Adjournment	With no further business to conduct, Chair-elect Whitfield called for a motion to adjourn the meeting.	Vice Chair elect, Joanne Nakashima moved to adjourn the meeting. Mr. Chong seconded the motion. The motion carried 4:0. At 2 p.m. the meeting adjourned.

Submitted by: _____ Mercedes Omo, Staff Support Clerk
 Reviewed and Approved by: _____ James Whitfield, Chair-elect

- () Approved as circulated on _____
- () Approved as amended. See minutes of _____ meeting.

James Whitfield
Chair

Joanne Nakashima
Vice Chair



Members:
Preston Chong
Tyler Rodighiero

COUNTY OF KAUI COST CONTROL COMMISSION
C/o Office of Boards & Commissions
4444 Rice Street, Suite 150
Lihue, HI 96766

Vice Chair Jan TenBruggencate
Charter Review Commission
C/o Office of Boards & Commissions
4444 Rice Street, Suite 150
Lihue, HI 96766

Re: Proposal to amend Article XXVIII Cost Control Commission

Dear Vice Chair TenBruggencate,

Our commission would like to propose changing the Cost Control Commission to a Cost Control and Revenue Enhancement Commission.

Rationale:

In addition to its goal to reduce the cost of county government while maintaining a reasonable level of public services, the amendment would allow the commission to explore revenue enhancement measures and expenditure rationalization to improve the fiscal position of the county.

As we understand, the Charter Review Commission's defined role is to review the operation of the county government under our charter. On behalf of the Cost Control Commission, I respectfully request you review broadening the duties and function of the Cost Control Commission.

Sincerely,

James Whitfield
Chair - Kauai County Cost Control Commission

An Equal Opportunity Employer

James Whitfield
Chair

Joanne Nakashima
Vice Chair



Members:
Preston Chong
Tyler Rodighiero

COUNTY OF KAUA'I COST CONTROL COMMISSION
C/o Office of Boards & Commissions
4444 Rice Street, Suite 150
Līhu'e, HI 96766

Date: TBA determined

Arryl Kaneshiro, Honorable Council Chair and
Members of the County Council
C/o Office of the County Clerk
Council Services Division
4396 Rice Street, Suite 209
Lihue, HI 96766

Re: Request for information on audits performed

Dear Chair Kaneshiro,

At its July meeting the Cost Control Commission discussed items to pursue for the year. It is our understanding that since 2009, 19 audits have been performed. Please provide the following information on those audits that have been conducted in the past five (5) years:

1. The date and scope of those audits.
2. Audits performed and any management letters associated with those audits
3. Any recommendations of those audits.
4. Progress of the County on the implementation of those recommendations associated with cost control.

A response by (date to be determined) is requested. Should you have any questions, please feel free to contact Boards and Commissions Administrator Ellen Ching at 241-4922 or eching@kauai.gov.

Sincerely,

James Whitfield
Chair - Kauai County Cost Control Commission

An Equal Opportunity Employer