

COUNTY OF KAUAI  
 Minutes of Continuous Meeting  
**OPEN SESSION**

Board/Commission	<b>Special Fire Commission Continuous Meeting</b>	Meeting Dates	<b>March 1, 2020</b> <b>March 2, 2020</b> <b>March 3, 2020</b>
Location	Mo`ikeha Building – Meeting Room 2A/B	Start of Meeting: 12:00 p.m.	End of Meeting: 8:00 p.m.
Present	Chair Alfredo Garces Jr.; Vice Chair Jen Chahanovich; Commissioners Alfred Levinthol, Michael Martinez, Chad Pacheco and Thomas Nizo. Also present: Board & Commissions Office Staff: Support Clerk Mercedes Omo; Administrator Ellen Ching; Office of the County Attorney: First Deputy County Attorney Nicholas R. Courson.		
Excused	Vice Chair Linda Kaauwai-Iwamoto		
Absent			



SUBJECT	DISCUSSION	ACTION
<b>I.</b>	<p>CALL TO ORDER THE MARCH 1, 2020 CONTINUOUS MEETING</p> <p>The Commissioners observed a moment of silence as a gesture of respect for Commissioner Linda Kaauwai-Iwamoto who is dealing with health issues.</p> <p>CALL TO ORDER THE MARCH 2, 2020 CONTINUOUS MEETING.</p> <p>CALL TO ORDER THE MARCH 3, 2020 CONTINUOUS MEETING.</p>	<p>Chair Garces called the meeting to order at 12:00 p.m.</p> <p>Chair Garces called the meeting back to order at 9:00 a.m. Mr. Nizo moved to reconvene back into Executive Session. Mr. Levinthol seconded. The motion carried 6:0. At 9:01 a.m. the Commissioners reconvened back into Executive Session.</p> <p>Chair Garces called the meeting back to order at 1:02 p.m. Mr. Nizo moved to enter back into Executive Session. Mr. Pacheco seconded. The motion carried</p>

		6:0. At 1:02 p.m. the Commissioners convened in Executive Session.
<b>II.</b>	ACERTAINMENT OF QUORUM	A quorum was ascertain by roll call with Commissioners Levinthol, Martinez, Pacheco, Vice Chair Chahanovich and Chair Garces present.
<b>III.</b>	<p>DISCUSSION AND DECISION-MAKING ON DESIGNATING TWO MEMBERS OF THE FIRE COMMISSION TO MEET WITH PLAYBOOKGROUP CONSULTANT LESLIE MULLENS REGARDING THE FIRE DEPARTMENT’S FIVE YEAR STRATEGIC PLAN.</p> <p>Ms. Ching informed the Commissioners that the Department hired a to develop a five year strategic plan for the Kaua‘i Fire Department and that the consultant (Ms. Mullens) had asked if she could to meet with the Commission outside of a regular scheduled meeting since the date she was originally wanted to meet with the Commission - the Commission was not available. She explained that the purpose of the meeting is for the Commission to provide input as to what they would like to see as a standard of level of service in the Department. Ms. Ching explained that because the Sunshine Law allows only two (2) members to discuss board business, the Commission would have to designate two members to meet with Ms. Mullens on March 23, 2020. Furthermore, because the work to collect information is very time consuming on Ms. Mullens part, the Fire Department decided that it would hold its own focus groups, so if any Commissioners wanted attend those groups they may do so, but in a non-official capacity. Chair Garces thanked Ms. Ching for the information, then asked the Commissioners to contact Ms. Ching if they wanted to participate in the discussion. With no further discussion, Chair Garces called for a motion to designate two (2) members to meet with Ms. Mullens on March 23, 2020.</p>	<p>Vice Chair Chahanovich moved to designate Commissioners Iwamoto and Martinez to represent the Fire Commission at the meeting with Consultant Leslie Mullens. Mr. Levinthol seconded the motion. The motion carried 6:0.</p>
<b>IV.</b>	<p>PUBLIC TESTIMONY</p> <p>Testimony allowed on any agenda items listed under the public or executive session. As noted below, speaking time will be limited to three minutes.</p>	There was no public testimony

<p><b>V.</b></p>	<p>EXECUTIVE SESSION (Closed to the public)</p> <p>The following agenda item will be reviewed in executive session pursuant to: HRS 92-5(a), subsections (2), and (4) to consider the hiring of a new Fire Chief where consideration of matters affecting privacy will be involved; provided that if the individual concerned requests an open meeting, an open meeting shall be held; and to consult with the commission’s attorney on questions and issues pertaining to the commission’s powers, duties, privileges, immunities, and liabilities as it may relate to this agenda item.</p> <p>a. Interview of candidates for the position of Fire Chief, Kaua‘i Fire Department</p>	<p>At 12:08 p.m. Ms. Ching cited the Hawai‘i Revised Statutes to take the meeting into Executive Session.</p> <p>Mr. Nizo moved to enter into Executive Session. Mr. Pacheco seconded the motion. The motion carried 6:0. At 12:09 p.m. the Commissioners entered into Executive Session.</p>
<p><b>VI.</b></p>	<p>RETURN TO OPEN SESSION TO ANNOUNCE OF INTENTION TO <u>CONTINUE</u> MEETING TO MARCH 2<sup>ND</sup>, 2020, MARCH 3<sup>RD</sup> 2020, AND POSSIBLY MARCH 6<sup>TH</sup>, 2020, TO COMPLETE INTERVIEWS.</p> <p>At 5:29 p.m. the Commissioners reconvened in Open Session. Chair Garces called to recess the meeting for 9:00 a.m. on Monday, March 2, 2020.</p> <p>At 4:36 p.m. the Commissioners reconvened in Open Session. Chair Garces called to recess the meeting for 1:00 p.m. on Tuesday, March 3, 2020.</p> <p>At 7:39 p.m. the Commissioners reconvened in Open Session. Chair Garces called for a motion to ratify the actions taken in Executive Session.</p>	<p>Mr. Nizo moved to ratify the actions taken in Executive Session. Mr. Pacheco seconded the motion. The motion carried 6:0.</p> <p><u>Motion No. 1.</u>          Motion carried 7:0 to select top three candidates, but if the top first candidate is unable to meet the requirements of the conditional job offer, the conditional job offer would go to the 2<sup>nd</sup> top candidate and so forth. Mr. Martinez seconded the motion. The motion carried 6:0.</p> <p><u>Motion No.2</u>          Motion carried 6:0 to have Human Resource conduct a background check, a basic physical test and a drug test.</p>

		<p><u>Motion No. 3</u> Motion failed 0:0 votes to set the salary amount at \$107,022 and withhold the remainder \$37,000 upon the completion of the candidate's six month performance evaluation, and if favorable, the new Fire Chief would receive the remainder.</p> <p><u>Motion No. 4</u> Motion carried 6:0 to set the new Fire Chief's salary at maximum amount of \$137,022.</p> <p><u>Motion No 5.</u> Motion carried 6:0 to provide the new Fire Chief with uniform allowance and a take-home vehicle allowance.</p> <p><u>Motion No. 6</u> Motion carried 6:0 to designate Chair Garces to be the point of contact where he would the ability to work with HR Manager III Jill Niitani to select a start date and a timeline to respond to the conditional job offer and other related matters.</p>
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<p><b>VII.</b></p>	<p>ADJOURNMENT</p> <p>With no further business to conduct, Chair Garces called for a motion to adjourn the meeting.</p>	<p>Mr. Nizo moved to adjourn the meeting. Mr. Pacheco seconded. The motion carried 6:0. At 7:40 p.m. the continuous meeting of March 1, 2020 adjourned.</p>

Submitted by: \_\_\_\_\_  
 Mercedes Omo, Staff Support Clerk

Reviewed and Approved by: \_\_\_\_\_  
 Alfredo Garces Jr., Chair

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