



APPROVED

Approved as submitted 02/16/2024

MINUTES

FRIDAY, JANUARY 19, 2023, 1:00 PM

Līhu`e Civic Center, Pi`ikoi Building, Suite 300

4444 Rice Street, Līhu`e, HI 9676

A. CALL TO ORDER

Chair Ryan de la Pena called the meeting to order at 1:00pm.

B. ROLL CALL

Chair Ryan de la Pena
Vice Chair Rose Ramos-Benzel
Secretary Chantal Zarbaugh
Member John Latkiewicz
Member Kevin McGinnis
Member Amber Mokuahi

Excused: Member Dean Toyofuku

Staff Present: Deputy County Attorney Tyler Saito, Administrator Ellen Ching, and Administrative Specialist Anela Davis.

C. APPROVAL OF AGENDA

Chair de la Pena called for a motion to approve the agenda.

Member John Latkiewicz moved to approve the agenda, seconded by Member Kevin McGinnis.

The motion to approve the agenda was passed by a vote of 6:0.

D. MINUTES of the meeting of the Open Session

November 17, 2023

[2023_1117 BOE Minutes Draft](#)

Chair de la Pena called for a motion to approve the minutes of November 17, 2023.

Secretary Chantal Zarbaugh moved to approve the minutes of November 17, 2023, seconded by Vice Chair Rose Ramos-Benzel.

The motion to approve the minutes of November 17, 2023 was passed by a vote of 6:0

E. PUBLIC TESTIMONY

Administrator Ching confirmed that no testimony was received and that there was no one in the audience.

H. BUSINESS

BOE 2024-01 Presentation by the Permitted Interaction Group (PIG) to provide recommendations on BOE initiatives and/or strategic plan.

Administrator Ching asked the Board to defer this item because the Permitted Interaction Group (PIG) did not meet.

Member Kevin McGinnis moved to defer BOE 2024-01, seconded by Secretary Chantal Zarbaugh.

The motion to defer BOE 2024-01 was passed by a vote of 6:0

I. DISCLOSURES

Volunteer:

1. Jan TenBruggencate, Charter Review Commission
2. Christopher White, Board of Review
3. Amber Mokuahi, Board of Ethics
4. Piikea Keyes-Saiki, Civil Service Commission
5. Jody Kjeldsen, Board of Review
6. Aimee Lorenzo, Civil Service Commission

Chair de la Pena called for a motion to accept to accept Disclosure #1, 2, and 4-6.

Member Kevin McGinnis moved to accept Disclosures #1, 2 and 4-6., seconded by Vice Chair Rose Ramos-Benzel.

The motion to accept Disclosures #1, 2 and 4-6. was passed by a vote of 6:0.

Chair de la Pena called for a motion to accept Disclosure #3.

Member Chantal Zarbaugh moved to accept Disclosure #3, seconded by Vice Chair Rose Ramos-Benzel.

The motion was to accept Disclosure #3 was passed by a vote of 5:0 (Member Amber Mokuahi recused herself from this vote).

L. ANNOUNCEMENTS

Next meeting: Friday, February 16, 2024, at 1:00 p.m.

M. ADJOURNMENT

Chair de la Pena adjourned the meeting at 1:06 p.m.

NOTICE OF EXECUTIVE SESSION

Pursuant to Hawaii Revised Statutes §92-7(a), the Board 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.

Tyler Saito, Deputy County Attorney

Submitted by: _____
Anela Davis, Administrative Specialist

Reviewed and Approved by: _____
Ryan de la Pena, Chair

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