



APPROVED

**BOARD OF ETHICS MEETING MINUTES
FRIDAY, APRIL 19, 2024, 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 Peña called the meeting to order at 1:00pm

B. ROLL CALL

Chair Ryan de la Peña
Secretary Chantal Zarbaugh
Member Kevin McGinnis
Member Amber Mokuahi

Excused: Vice Chair Rose Ramos-Benzel, Member John Latkiewicz

Staff Present: Hugo Cabrera, Deputy County Attorney, Ellen Ching, Boards & Commissions Administrator, Anela Davis, Administrative Specialist.

Ms. Ching noted that she remembers getting an email from Member Latkiewicz that he would not be attending the meeting, she will check and if she did he will be marked excused.

C. APPROVAL OF AGENDA

Secretary Chantal Zarbaugh moved to approve the agenda, seconded by Member Kevin McGinnis.

The motion to approve the agenda was passed by a vote of 4:0.

D. MINUTES of the meeting of the Open Session

1. March 15, 2024
[2024_0315 BOE Minutes Draft](#)

Member Kevin McGinnis moved to approve as submitted the minutes of March 15, 2024, seconded by Member Amber Mokuahi.

The motion to approve as submitted the minutes of March 15, 2024, was passed by a vote of 4:0.

E. PUBLIC TESTIMONY

No testimony received on any item and no one in the audience.

F. DISCLOSURES

Employees:

1. Lenny Rapozo, Program Administrative Officer I
2. Jill Niitani, Human Resources Manager III

Volunteers:

3. Beverly Gotelli, Civil Service Commission
4. Edith Ignacio Neumiller, Committee on the Status of Women
5. Monica Belz, Police Commission
6. Sarah Bryce, Arborist Committee
7. Alfredo Garces, Jr., Fire Commission
8. Mary Kay Hertog, Police Commission
9. Lori Koga, Charter Review Commission
10. Laurie Yoshida, Police Commission
11. Ryan de la Peña, Board of Ethics

Candidates:

12. Bart Thomas, Candidate for County Council
13. Melvin Rapozo, Candidate for County Council
14. Ross Kagawa, Candidate for County Council

Secretary Zarbaugh clarified if NA is an acceptable response on the disclosure. It was explained that a section cannot be left blank so if it does not apply, they need to add NA.

Administrator Ching corrected Disclosure #5, Monica Belz is on the Police Commission and #9, Lori Koga is on the Charter Review Commission.

Chair de la Peña recused himself from Disclosure #11, Ryan de la Peña, and there was not a quorum to pass a motion.

Disclosure #14, Bart Thomas, had blank sections, Board requests clarification on those sections.

Member Kevin McGinnis moved to defer Disclosure #11 to the next meeting, seconded by Secretary Chantal Zarbaugh.

The motion to defer Disclosure #11 to the next meeting was passed by a vote of 4:0.

Member Kevin McGinnis moved to approve Disclosure #1-10, 12, 13, 15, 16 and return Disclosure #14 for additional information regarding blank sections., seconded by Secretary Chantal Zarbaugh.

The motion to approve Disclosure #1-10, 12, 13, 15, 16 and return Disclosure #14 for additional information regarding blank sections. was passed by a vote of 4:0.

G. EXECUTIVE SESSION

ES-002 Pursuant to Hawai'i Revised Statutes §92-4, §92-5(a)(4), §92-9(a)(1-4) and (b), the purpose of this Executive Session is for the Board to approve or amend the Executive Session Minutes of March 15, 2024, and to consult with its attorney on issues pertaining to the Board's powers, duties, privileges, immunities, and /or liabilities as they may relate to this item.

Secretary Chantal Zarbaugh moved to approve Executive Session Minutes of March 15, 2024, as submitted, seconded by Member Amber Mokuahi.

There was no discussion on Executive Session Minutes of March 15, 2024, and vote was conducted in Open Session.

The motion to approve the Executive Session Minutes of March 15, 2024, was passed by a vote of 4:0.

H. RETURN TO OPEN SESSION

The Board did not go into Executive Session.

I. ANNOUNCEMENTS

Next meeting: Friday, May 17, 2024

J. ADJOURNMENT

Hearing no objections, Chari de la Peña adjourned the meeting at 1:11pm.

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.

Hugo Cabrera, Deputy County Attorney

Submitted by: Anela Davis
Anela Davis, Administrative Specialist

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

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