



BOARD OF ETHICS

RYAN DE LA PENA, CHAIR
ROSE RAMOS-BENZEL, VICE CHAIR
CHANTAL ZARBAUGH, SECRETARY

JOHN LATKIEWICZ, MEMBER
KEVIN MCGINNIS, MEMBER
AMBER MOKUAHI, MEMBER

Meetings of the Board of Ethics will be conducted as follows until further notice:

- Meetings will be publicly noticed pursuant to HRS Chapter 92.
- Minutes of meetings will be completed pursuant to HRS Chapter 92 and posted to the Commission's website upon completion and approval.

Public Comments and Testimony:

- **Written testimony** will be accepted for any agenda item herein.
 - Written testimony indicating your 1) name, and if applicable, your position/title and organization you are representing, 2) the agenda item that you are providing comment on, and 3) contact information (telephone number and email address), may be submitted to adavis@kauai.gov or mailed to the Board of Ethics, c/o Office of Boards and Commission, 4444 Rice Street, Suite 300, Lihue, Hawaii 96766.
 - Written testimony received by the Board of Ethics at least 24 hours prior to the meeting will be distributed to all Board of Ethics Members prior to the meeting.
 - Any testimony received after this time and up to the start of the meeting will be summarized by the Clerk of the Board during the meeting and added to the record thereafter.
 - Any late testimony received will be distributed to the members after the meeting is concluded.
- **Oral testimony** will be taken during the public testimony portion of the meeting.
 - It is recommended that anyone interested in providing oral testimony register at least 24 hours prior to the meeting by emailing adavis@kauai.gov or calling (808) 241-4917. Any request to register shall include your 1) name, and if applicable, your position/title and organization you are representing, and 2) the agenda item that you are providing comment on, and 3) contact information (telephone number and email address).
 - Per the Board of Ethics's and Chairs practice, there is three-minute time limit per testifier per agenda item.
 - Individuals who have not registered to provide testimony will be given an opportunity to speak on an agenda item following the registered speaker.

SPECIAL ASSISTANCE

IF YOU NEED AN AUXILIARY AID/SERVICE, OTHER ACCOMMODATION DUE TO A DISABILITY, OR AN INTERPRETER FOR NON-ENGLISH SPEAKING PERSONS, CONTACT THE OFFICE OF BOARDS AND COMMISSIONS AT (808) 241-4917 OR ADAVIS@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 ALTERNATIVE FORMATS SUCH AS LARGE PRINT, BRAILLE, OR ELECTRONIC COPY.

BOE REGULAR SESSION NOTICE AND AGENDA

Friday, September 20, 2024

1:00 pm or shortly thereafter

Līhu'e Civic Center

Pi'ikoi Building, Suite 300

4444 Rice Street, Līhu'e, HI 96766

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF AGENDA

D. MINUTES of the meeting of the Open Session

1. July 19, 2024

[2024_0719_BOE Open Session Minutes Draft](#)

E. PUBLIC TESTIMONY

F. BUSINESS

1. [BOE 2024-02](#) Discussion and possible action on attending the 2024 Council on Governmental Ethics Law (COGEL) Conference in Los Angeles, CA.

G. DISCLOSURES

Employees:

1. Anthony Herndon, Deputy Prosecuting Attorney

2. Scott Teruya, Real Property Tax Manager

H. ANNOUNCEMENTS

Starting July 2024 Advisory Opinions are on-line

Next Meeting: Friday, October 18, 2024

I. ADJOURNMENT

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



Draft to be Approved

**BOARD OF ETHICS MEETING MINUTES
FRIDAY, JULY 19, 2024, 1:00 PM
Līhu`e Civic Center, Pi`ikoi Building, Suite 300
4444 Rice Street, Līhu`e, HI 96766**

A. CALL TO ORDER

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

B. ROLL CALL

Chair Ryan de la Peña
Vice Chair Rose Ramos-Benzel
Member John Latkiewicz
Member Amber Mokuahi

Excused: Secretary Chantal Zarbaugh, Member Kevin McGinnis

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

C. APPROVAL OF AGENDA

Member John Latkiewicz moved to approve the agenda, seconded by Vice Chair Rose Ramos-Benzel.

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

D. MINUTES of the meeting of the Open Session

1. June 21, 2024
[2024_0621_BOE Open Session Minutes DRAFT](#)

Member Amber Mokuahi moved to approve the minutes, seconded by Member John Latkiewicz.

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

E. PUBLIC TESTIMONY

No public testimony. Kealoha Takahashi will speak on RAO 2024-01 at that time and the guest in audience did not have any testimony.

F. REQUEST FOR AN ADVISORY OPINION

1. [RAO 2024-01_DRAFT OPINION](#) Discussion and action on draft Advisory Opinion relating to whether a conflict of interest exists with the County Assistant Executive on Aging being married to the owner of Regenerative Services Kauai that has a contract with the County and may be considered for future contracts with the County.

Member John Latkiewicz moved to approve the draft Advisory Opinion, seconded by Member Amber Mokuahi.

The motion to approve the draft Advisory Opinion was passed by a vote of 4:0.

G. EXECUTIVE SESSION

1. ES-006 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 June 21, 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.

Member John Latkiewicz moved to approve the executive session minutes of June 21, 2024 as submitted, seconded by Member Amber Mokuahi.

The motion to approve the executive session minutes of June 21, 2024 as submitted was passed by a vote of 4:0.

H. RETURN TO OPEN SESSION

Board did not go into executive session.

I. ANNOUNCEMENTS

Next meeting: Friday, August 9, 2024

Chair de la Peña and Member Latkiewicz may not be able to attend the August meeting.

J. ADJOURNMENT

Chair de la Peña adjourned the meeting at 1:05pm.

NOTICE OF EXECUTIVE SESSION

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Tyler Saito, Deputy County Attorney

Submitted by: _____
Anela Davis, Administrative Specialist

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

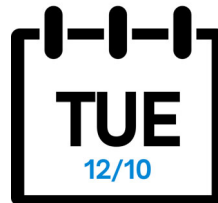
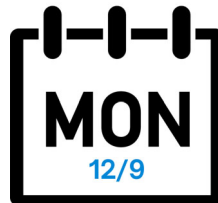
() Approved as circulated. () Approved with amendments. See minutes of _____



Click the Icon below to open up the Menu



To view the 2024 Conference Schedule by day, click on the corresponding day of the week icons below.



The Program Committee is finalizing the content for the 2024 Conference. Information will be updated as it becomes available. Sessions and schedule are subject to change.

SUNDAY

December 8th

8:30 AM - 3:00 PM	Board of Directors Meeting
10:00 AM - 5:00 PM	Conference Registration
12:30 PM - 1:00 PM	Kay Williams First Timers & Conference Preview
1:15 PM - 2:30 PM	<u>Concurrent sessions</u>
	This session was paid for by...Exploring the practical and constitutional limits on political ad disclaimers CAMPAIGN FINANCE

Investigative Toolbox **ENFORCEMENT**

How did we get here? The Good, Bad and Ugly **ETHICS**

Build It or Buy It: An Elections Funding & Resources Workshop
ELECTIONS

Training Roundtable **MULTI-DISCIPLINE**

2:45 PM -
4:00 PM

Concurrent sessions

Seeds of Success and Growing Pains: Getting a Public Financing Program
Off the Ground **CAMPAIGN FINANCE**

Enforcement Update **ENFORCEMENT**

Turning Crises into Opportunities: Strategies for Building and Restoring
Public Trust in Government **MULTI-DISCIPLINE**

Educating and Training Stakeholders on a Budget: Stretching Resources
for Optimal Effectiveness **MULTI-DISCIPLINE**

Use the Space (Again!): More Acting Exercises for COGEL Professionals.
Improv. **PROFESSIONAL DEVELOPMENT**

4:15 PM -
5:15 PM

Team Huddle

5:30 PM -
7:00 PM

COGEL 50th Celebration at the Grammy Museum

7:00 PM | Dinner - On Your Own or Join a COGEL Dine-Around

RETURN TO TOP 

MONDAY

December 9th

7:30 AM - 8:30 AM

Breakfast - Table Topics

8:30 AM - 10:00 AM

Plenary session

10:20 AM - 11:40 AM

Concurrent sessions

Campaign Finance Update I: Litigation Update **CAMPAIGN FINANCE**

I Will Survive: How Ethics Commissions Combat Existential Threats from Lawmakers, Lawyers, and More **ETHICS**

Who's the Boss? Disclosure of lobbyist employers and sources of payment **LOBBYING**

Can A.I. do that? How artificial intelligence and technology tools can be utilized to process open records requests **FOIA**

Foreign Interference in Elections **ELECTIONS**

12:00 PM -
1:40 PM

Plenary session

2:00 PM -
3:20 PM

Concurrent Sessions

Artificial Intelligence & the New Political Frontier
CAMPAIGN FINANCE

Ethics Update **ETHICS**

Settlement: Views from Both Sides **ENFORCEMENT**

The Votes: A Red Carpet Showcase of 2024 Highlights in Voter
Outreach and Countering Misinformation **ELECTIONS**

Harnessing technology, data and AI for safeguarding integrity
MULTI-DISCIPLINE

3:40 PM -
5:00 PM

Concurrent Sessions

Timely and Thorough? Best practices for efficient and effective
Campaign Finance Audits **CAMPAIGN FINANCE**

Ethics Roundtable **ETHICS**

Lobbying Update: U.S. and Canadian Federal, State, Provincial, and
Local Lobbying Laws **LOBBYING**

From Victim to Suspect **FOIA**

Looking Back to Look Forward: The Big Campaign Finance and Election Administration Developments from the 2024 US Elections

MULTI-DISCIPLINE

6:30 PM Dinner - On Your Own or Join a COGEL Dine-Around

RETURN TO TOP 

TUESDAY

December 10th

7:30 AM - 8:45 AM

Breakfast - Table Topics

8:45 AM - 10:00 AM

Plenary session

10:20 AM - 11:50 AM

Concurrent sessions

Campaign Finance Update II: Legislative and Regulatory Update

CAMPAIGN FINANCE

Work It! Applying Pre, Post and Concurrent Employment Requirements to Today's Workplaces

ETHICS

OECD Updated Standards/Best Filing System

LOBBYING

Small problems, major implications: Managing everyday issues in FOI with an eye toward transparency

FOIA

	Elections Update	ELECTIONS
12:00 PM - 1:30 PM	Lunch	
2:00 PM - 3:30 PM	<u>Concurrent sessions</u>	
	Foreign or Not: Foreign-Influenced Corporations and Other Trends in Foreign Spending Bans	CAMPAIGN FINANCE
	DEI and Ethics Operations	ENFORCEMENT
	FOI Legislation and Litigation Update	FOIA
	Small But Mighty: Strategies for Success for the Small Government Agency	MULTI-DISCIPLINE
	The Day After: Navigating the Post-Election Rules	MULTI-DISCIPLINE
3:50 PM - 5:00 PM	Plenary session	
5:00 PM - 6:30 PM	Happy Hour	
6:30 PM	Dinner - On Your Own or Join a COGEL Dine-Around	

RETURN TO TOP 

WEDNESDAY

December 11th

8:00 AM -
9:00 AM

Breakfast & the Annual COGEL Business Meeting

9:15 AM -
10:30 AM

Concurrent sessions

Progressing with Purpose: Using Data, Evaluation, and Innovation to Strengthen Public Financing Programs (Public Financing II)
CAMPAIGN FINANCE

Threats to Elections **ELECTIONS**

Out of the “Lobby” and Into the Grass: Grassroots, Grasstops, Astroturfing
LOBBYING

Data to Decisions: Enhancing Transparency and Insight through Government Dashboards **MULTI-DISCIPLINE**

Best Practices in Succession Planning: Protecting Your Agency from Chaos and Crisis **PROFESSIONAL DEVELOPMENT**

10:45 AM -
12:00 PM

Concurrent sessions

Checking up on Pay-to-Play: What's New? How Ya Doin'?
CAMPAIGN FINANCE

The Meaning of Life is to Find your “Gift” **ETHICS**

Appropriate penalties and remedies **ENFORCEMENT**

Freedom of Information Roundtable **FOIA**

Speak Up and be Heard! Skills and Techniques to Unleash the Effective Communicator in You **PROFESSIONAL DEVELOPMENT**

12:00 PM Lunch - On Your Own or Join a COGEL Dine-Around

12:00 PM - 5:00 PM Board of Directors Meeting

RETURN TO TOP 