



BOARD OF ETHICS

JOHN LATKIEWICZ, CHAIR
RYAN DE LA PENA, VICE CHAIR
ROSE RAMOS-BENZEL, SECRETARY

KEVIN MCGINNIS, MEMBER
DEAN TOYOFUKU, MEMBER
CHANTAL ZARBAUGH, 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.



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BOE REGULAR SESSION NOTICE AND AGENDA

Friday, August 11, 2023
9:00 am 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

1. July 21, 2023

[2023_0721_BOE OP Minutes Draft.pdf](#)

E. PUBLIC TESTIMONY

F. COMMUNICATION

BOE 2023-13 Letter from Chair Bronson Bautista, Charter Review Commission, dated July 10, 2023, regarding requesting proposals to amend the Charter.

[BOE 2023-13 Letter from CRC.pdf](#)

G. BUSINESS

BOE 2023-14 Discussion and possible action regarding proposals to amend the Charter.

H. DISCLOSURES

Volunteers:

1. Kathleen Kikuchi-Samonte, Historic Preservation Review Commission
2. Gary Pacheco, Fire Commission
3. Trevor Ford, Fire Commission
4. Taryn Dizon, Public Access, Open Spaces and Natural Resources Preservation Fund Commission
5. Stacy Waikoloa, Cost Control Commission
6. Lisa Knutson, Police Commission

I. ANNOUNCEMENTS

Next Meeting: Friday, September 15, 2023, at 1:00 p.m.

J. 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.

cc: Hugo Cabrera, Deputy County Attorney

COUNTY OF KAUAI
 Minutes of Meeting
 OPEN SESSION

Board/Commission:	BOARD OF ETHICS	Meeting Date	July 21, 2023
Location	Boards & Commissions Conf. Room	Start of Meeting: 1:00 p.m.	End of Meeting: 1:07 p.m.
Present	Chair John Latkiewicz, Vice Chair Ryan de la Pena, Secretary Rose Ramos-Benzel (arrived at 1:01 pm). Members: Kevin McGinnis, Dean Toyofuku. Also: Deputy County Attorney Aaron Larrimore. Boards & Commissions Office Staff: Administrator Ellen Ching, and Administrative Specialist Anela Davis.		
Excused	Chantal Zarbaugh		
Absent			
SUBJECT	DISCUSSION	ACTION	
A. Call To Order B. Roll Call	Administrative Specialist Davis conducted roll call.	Chair Latkiewicz called the meeting to order at 1:00 p.m. Roll call: Member McGinnis: present Member Toyofuku: present Member Zarbaugh: excused Secretary Ramos-Benzel: tardy Vice Chair de la Pena: present Chair Latkiewicz: present Five members present, which constituted a quorum.	

SUBJECT	DISCUSSION	ACTION
C. Approval of Agenda	<p>For the record Chair Latkiewicz confirmed with Administrator Ching that there was no one in the audience and that he would not have to ask for testimony after every agenda item.</p> <p>Chair Latkiewicz entertained a motion to approve the agenda.</p>	<p>Vice Chair de la Pena moved to accept the agenda as submitted. Member McGinnis. seconded.</p> <p>Motion carried 5:0</p>
D. Approval of Minutes	<p>Minutes of the Open Session: 1. June 16, 2023</p> <p>Chair Latkiewicz entertained a motion to approve the minutes.</p>	<p>Member McGinnis moved to accept the minutes of June 16, 2023, as submitted. Member Toyofuku seconded.</p> <p>Motion carried 5:0</p>
E. Public Testimony	None.	
F. Disclosures	<p><u>Volunteers:</u></p> <ol style="list-style-type: none"> 1. <u>Kevin McGinnis, Board of Ethics</u> 2. <u>Dennis Eguchi, Kekaha Host Community Benefits Citizens Advisory Committee (CAC)</u> 3. <u>Garrett Agena, Kekaha Host Community Benefits Citizens Advisory Committee (CAC)</u> 4. <u>Tyler Rodighiero, Cost Control Commission</u> 5. <u>Howard Leslie, Police Commission</u> 6. <u>Graham Odenheimer, Board of Review</u> <p>Vice Chair de la Pena pointed out the #2 did not check a reason for filing disclosure noting NA on all choices for a position. Board discussed that this was not his first disclosure and know that he is a member of the CAC and would accept the disclosure.</p>	<p>Vice Chair de la Pena moved to accept #1 as complete. Secretary Ramos-Benzel seconded.</p> <p>Member McGinnis recused himself from the vote for #1.</p> <p>Motion carried 4:0</p> <p>Member Toyofuku moved to accept #2-#6. Vice Chair de la Pena seconded.</p> <p>Motion carried 5:0</p>

SUBJECT	DISCUSSION	ACTION
I. Announcements	<p>Next Meeting: Friday, August 11, 2023, at 1:00pm</p> <p>Administrator Ching recognized Deputy County Attorney Aaron Larrimore’s last meeting, thanking him for the work with the Board. He will be moving to Oahu and his replacement has not been named. The Board thanked him for his service.</p>	
J. Adjournment		<p>Hearing no objections Chair Latkiewicz adjourned the meeting at 1:07 p.m.</p>

Submitted by: _____ Reviewed and Approved by: _____
 Anela Davis, Administrative Specialist John Latkiewicz, Chair

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

OFFICE OF BOARDS & COMMISSIONS

ELLEN CHING, ADMINISTRATOR



DEREK S.K. KAWAKAMI, MAYOR
MICHAEL A. DAHLIG, MANAGING DIRECTOR

July 10, 2023

RECEIVED

JUL 14 2023

BOARDS & COMMISSIONS

Chair John Latkiewicz
Board of Ethics
c/o Boards and Commissions
4444 Rice St., Ste. 300
Lihue, Hawaii 96766

RE: Requesting proposals to amend the Charter

Dear Chair Latkiewicz and Members of the Board of Ethics:

The Charter Review Commission invites the Board of Ethics to present any proposals on any Charter amendments for the Charter Commission to consider for the 2024 ballot.

Please provide a brief background on the issue and how the amendment will address or solve the issue to the Charter Review Commission by September 30, 2023. As part of the deliberations of the Commission, should the Commission in earnest consider your proposal, they may be requesting more information at that time.

Please note that the September 30, 2023, is not a flexible deadline. Once the Commission decides to place a question on the ballot, the Commission works over the next 10 months on the wording of the question, the background information, and the purpose to give the ballot question the best chance of adoption.

Should you have any questions, please feel free to contact, Ellen Ching at eching@kauai.gov or at 241-4922.

Sincerely,

Bronson Bautista, Chair
Charter Review Commission