

COUNTY OF KAUAI  
Minutes of Meeting  
OPEN MEETING SESSION

**Approved**

**Approved as submitted 10/23/23.**

Board/Commission:	<b>CHARTER REVIEW COMMISSION</b>	Meeting Date	<b>FEBRUARY 27, 2023</b>
Location	Microsoft Teams, Boards & Commissions Conference Room, Lihue Civic Center	Start of Meeting: 3:01 p.m.	End of Meeting: 3:11 p.m.
Present	Chair Bronson Bautista. Vice Chair Coty Trugillo (via Microsoft Teams). Commissioners: Reid Kawane, Lori Koga, Marissa Sandblom (via Microsoft Teams), Jan TenBruggencate. Also: Teresa Tumbaga, Deputy County Attorney. Boards & Commissions Office Staff: Administrator Ellen Ching, Administrative Specialist Anela Segreti.		
Excused			
Absent			

SUBJECT	DISCUSSION	ACTION
<b>A. Call To Order</b>		Chair Bronson Bautista, called the meeting to order at 3:01 p.m.
<b>B. Roll Call</b>		Roll Call: Commissioner Kawane -here Commissioner Koga – here Commissioner Sandblom- present Commissioner TenBruggencate -here Vice Chair Trugillo -here Chair Bautista - here Quorum: 6 commissioners present
<b>C. Approval of Agenda</b>	Chair Bautista asked if there were any amendments to the agenda.	Commissioner Kawane moved to approve the agenda as presented. Commissioner TenBruggencate seconded.  Motion carried 6:0
<b>D. Minutes</b>	<u>Open Session Minutes of November 28, 2022</u>  Chair Bautista entertained a motion to approve the minutes of November 28, 2022.	Commissioner TenBruggencate moved to approve the minutes of November 28, 2022. Commissioner Kawane seconded.

SUBJECT	DISCUSSION	ACTION
	<p>Vice Chair Trugillo noted misspelling of her name on page 3.</p>	<p>Commissioner TenBruggencate amended his motion to approve the minutes of November 28, 2022, with one correction. Commissioner Kawane amended second.</p> <p>Motion carried 6:0</p>
<p><b>E. Public Testimony</b></p>	<p><u>None</u></p> <p>Administrator Ching noted for the record that no one was present in the audience.</p>	
<p><b>F. Communication</b></p>	<p><u>CRC 2023-01 Memorandum from Michael Dahilig, Managing Director dated December 27, 2022, regarding meeting format (in-person, virtual or hybrid).</u></p>	<p>Commissioner TenBruggencate moved to receive CRC 2023-01. Commissioner Kawane moved to second.</p> <p>Motion carried 6:0</p>
	<p><u>CRC 2023-02 Letter from Jade Fountain-Tanigawa, County Clerk dated January 18, 2023, regarding certificate of results, 2022 Charter Amendments, County of Kaua'i.</u></p> <p>Administrator Ching explained that only the amendments adopted are reported in the certificate of results.</p>	<p>Commissioner Kawane moved to receive CRC 2023-02. Commissioner Koga moved to second.</p> <p>Motion carried 6:0</p>

SUBJECT	DISCUSSION	ACTION
<b>G. Business</b>	<p><u>CRC 2023-01 Discussion and possible action regarding meeting format for Charter Review Commission meetings.</u></p> <p>Administrator Ching stated that the Mayor thought it best to leave it up to the commissions to decide on the meeting format. She shared that most are opting to meet in-person with the chair being able to call a hybrid or on-line meeting.</p> <p>Commission discussed if there was a need to make a decision every meeting or only as needed. The Commission is currently meeting hybrid and this allows for flexibility if needed.</p>	<p>Commissioner TenBruggencate moved to allow the Chair or Vice Chair in Chair's absence in consultation with staff to determine whether meetings should be in-person, hybrid or on-line. Commissioner Kawane second.</p> <p>Motion carried 6:0</p>
<b>H. Announcements</b>	Next Meeting: March 20, 2023	
<b>I. Adjournment</b>		Hearing no further business Chair Bautista adjourned the meeting at 3:11 p.m.

Submitted by: \_\_\_\_\_  
 Anela Segreti, Administrative Specialist

Reviewed and Approved by: \_\_\_\_\_  
 Bronson Bautista, Chair

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