

DRAFT to be Approved

OPEN SESSION MEETING MINUTES

Board/Commission	Cost Control Commission	Meeting Date:	February 5, 2026
Location	Pi`ikoi Building, Boards and Commissions Conference Room 4444 Rice Street, Suite 300, Līhu`e, Hawai`i 96766 https://bit.ly/4aiyGY3 Meeting ID: 218 216 060 054 12 Passcode: ci9Jj7xj	Start of Meeting: 9:06 a.m.	End of Meeting: 9:25 a.m.
Present	Chair Tyler Rodighiero, Vice Chair Stacy Waikoloa; Commissioners Andre Lister, Alice Luck, Paul Pancho (<i>via teams</i>) Also present: Boards and Commissions Support Staff: Administrator Ellen Ching and Support Clerk Celine De Leon. Deputy County Attorney Chris Donahoe.		
Excused			
Absent			

SUBJECT	DISCUSSION	ACTION
MEETING CALLED TO ORDER/ROLL CALL TO ASCERTAIN QUORUM	Chair Rodighiero called the Cost Control Commission, February 5, 2026, meeting to order at 9:06 a.m. Chair Rodighiero called on Ms. De Leon to conduct a roll call to ascertain quorum. Commissioner Andre Lister replied present. Commissioner Paul Pancho replied here (<i>via teams</i>). Commissioner Alice Luck replied here. Vice Chair Stacy Waikoloa replied here. Chair Tyler Rodighiero replied here. A quorum of five (5) was ascertained.	

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APPROVAL OF AGENDA	Chair Rodighiero called for a motion to approve the agenda. There was no one present from the public to provide testimony.	Commissioner Lister moved to approve the agenda of February 5, 2026, meeting. Commissioner Luck seconded the motion. Motion carried 5:0.
CHAIR'S ANNOUNCEMENTS	Next Monthly Meeting, 9:00 a.m., on Thursday, March 5, 2026, at the Office of Boards and Commissions Conference Room, Suite 300	
PUBLIC TESTIMONY	<p><u>Individuals may testify on any agenda item or wait for the item to come up on the agenda.</u></p> <p>Ms. Ching noted that there was no one physically or virtually present to publicly testify.</p>	
APPROVAL OF MINUTES	<ul style="list-style-type: none">January 8, 2026, Open Session Meeting <p>Chair Rodighiero called for a motion to approve the minutes of January 8, 2026, meeting.</p>	Vice Chair Waikoloa moved to approve the minutes of the January 8, 2026, meeting. Commissioner Lister seconded the motion. Motion carried 5:0.
BUSINESS CCC 2026-1	<p><u>Discussion and decision-making on the meeting schedule and meeting topics for the year.</u></p> <p>Chair Rodighiero acknowledged that there is a list of tasks to be completed.</p> <p>Ms. Ching stated that the required annual reviews are covered in the June, July, and August meetings. After consulting with Mr. Ken Shimonishi and noting that the County budget process ends in May, the start of meetings was moved from May to June to allow for the FY25 expenditure review. There will be no meeting for the next three</p>	

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	<p>months, with the annual report drafted in September. She recommended inviting only half of the departments to present each year to keep discussions and the annual report more focused, noting that repeating all departments annually is less effective, especially under the same administration. She suggested beginning this alternating approach next year with the new administration.</p> <p>Chair Rodighiero asked Commissioner Lister about availability and scheduling for the June meeting.</p> <p>Commissioner Lister stated that they would be leaving early and noted they are scheduled to leave on June 4, the day of the meeting. He was unsure whether the departure would be in the morning or evening but indicated it would not be an issue if leaving in the evening.</p> <p>Ms. Ching noted that, if preferred, meetings could begin in July, with the annual report work condensed accordingly.</p> <p>Commissioner Lister asked if any part of the schedule could potentially be moved to May.</p> <p>Ms. Ching recommended beginning with expenditures to establish a foundation before moving real property. She proposed starting in July and streamlining the annual report process to four months, aiming to complete it with a single draft.</p> <p>Commissioner Lister stated that he would do his best to attend the meeting.</p>	

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	<p>Ms. Ching proposed that, given existing schedules, the Commission could approve the June agenda pending a quorum. Otherwise, all meetings would shift down to one month: June items to July, July to August, August to September, and September to October. The November meeting would be removed, eliminating one “finalize and approve 2026 annual report” meeting.</p> <p>Chair Rodighiero asked for clarification on whether meetings would still be held in March, April, and May.</p> <p>Ms. Ching confirmed that there would be no meetings in March, April, or May.</p> <p>DCA Donahoe noted that since the March meeting was previously announced, a motion would be required to officially cancel it.</p> <p>Ms. Ching stated that once the revised schedule is adopted, the March meeting would simply be removed.</p> <p>Chair Rodighiero asked whether the next meeting would be in May or June, following the March and April cancellations.</p> <p>Ms. Ching responded that meetings would start in June if a quorum is achieved; otherwise, they would begin in July. She noted that Ms. De Leon would poll the Commission to confirm availability.</p> <p>Chair Rodighiero stated that a motion is needed to approve a schedule starting most likely in June, contingent on quorum, and continuing through the subsequent months.</p>	

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	<p>Ms. Ching suggested adopting a motion to approve the proposed schedule contingent on having a quorum in June.</p>	<p>Vice Chair Waikoloa moved to adopt the Cost Control Commission 2026 Schedule as proposed pending quorum in June. Commissioner Luck seconded the motion. Motion carried 5:0.</p>
BUSINESS CCC 2026-2	<p><u>Discussion and action on designating a spokesperson for the 2025 Cost Control Commission Annual Report.</u></p> <p>Chair Rodighiero asked for the date on that.</p> <p>Ms. Ching stated that she is unsure whether a request will be made. She noted that, historically, Council has asked someone to present the report, though this has not occurred yet. To be prepared, she suggested designating a spokesperson in advance so there is a clear point of contact if a request arises.</p> <p>Chair Rodighiero indicated that he has no objection to proceeding with Commissioner Lister.</p> <p>Ms. Ching noted that the first year was challenging.</p> <p>Commissioner Lister acknowledged that they were reprimanded, which he viewed positively, as it prompted changes resulting in a more comprehensive report for Council.</p> <p>Ms. Ching mentioned that she received comments on the report and responded that it reflects Council's feedback, noting that the report is</p>	

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	<p>300 pages.</p> <p>Commissioner Luck stated that she can attend, noting that her name is in the report.</p> <p>Commissioner Lister said he is willing to attend, depending on the date.</p> <p>Ms. Ching stated that she needs a confirmed number of people for a motion so that if a request arises and someone is unavailable, she can coordinate within the group to ensure at least one person can attend.</p> <p>Chair Rodighiero suggested that if he and Commissioner Luck attend, representation is ensured even if one cannot go. He added that having both present would be ideal for collaboration, and if needed, Commissioner Lister could step in as backup.</p> <p>Ms. Ching stated that if a request is received, she will notify everyone, noting that Vice Chair Waikoloa has attended in support previously. She emphasized that ideally, the past chair, present chair, and Commissioner Lister should be available to ensure someone can attend.</p>	<p>Commissioner Lister moved that Commissioner Luck and Chair Rodighiero be designated as spokespersons to County Council regarding the 2025 Cost Control Commission Annual Report, with himself as an alternate. Commissioner Luck seconded the motion. Motion carried 5:0.</p>

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EXECUTIVE SESSION	There was no executive session.	
ADJOURNMENT	There being no further business, Chair Rodighiero called for a motion to adjourn the meeting.	Commissioner Lister moved to adjourn the meeting. Vice Chair Waikoloa seconded the motion. Motion carried 5:0. At 9:25 a.m., the meeting was adjourned.

Submitted by: Celine De Leon
Celine De Leon, Staff Support Clerk

Reviewed and Approved by: _____
Tyler Rodighiero, Chair

Approved as circulated on
 Approved as amended. See minutes of _____ meeting.