



## POLICE COMMISSION

WALTON HONG, CHAIR  
LAURIE YOSHIDA, VICE CHAIR

MERRILEE "MIA" AKO, MEMBER  
JOHN CALMA, MEMBER  
MARY K. HERTOGE, MEMBER  
LISA KNUTSON, MEMBER  
VACANT, MEMBER

### Meetings of the Police Commission will be conducted as follows:

- Meetings will be publicly noticed under Chapter 92, Hawai'i Revised Statutes (HRS).
- Minutes of meetings will be completed under Chapter 92, HRS and posted to the Police Commission's website.

### 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 [mromo@kauai.gov](mailto:mromo@kauai.gov) or mailed to the Police Commission, c/o Office of Boards and Commission, 4444 Rice Street, Suite 300, Lihue, Hawaii 96766.
  - Written testimony received by the Police Commission at least two business days before the meeting will be distributed and available as part of the Commission's packet and written testimony submitted thereafter will be distributed at the meeting.
  - Any written testimony received after this time and up to the start of the meeting will be summarized by the Clerk of the Commission during the meeting and will be provided to the members and added to the record thereafter.
  - Any written testimony received during the meeting and before the decision-making on the corresponding agenda item will be distributed to the members before such decision-making.
- **Oral testimony** will be accepted for any agenda item herein.
  - It is recommended that anyone interested in providing oral testimony register at least 24 hours before the meeting by emailing [mromo@kauai.gov](mailto:mromo@kauai.gov) or calling (808) 241-4920. Any request to register may include your 1) name, and if applicable, your position/title and organization you are representing, 2) the agenda item you are providing comment on, and 3) contact information (telephone number and email address).
  - Per the Police Commission's Oral Testimony Policy there is a three-minute time limit per testifier for each agenda item.
  - Individuals who have not registered to provide testimony will be allowed to speak on an agenda item following the registered speakers.

### **SPECIAL ASSISTANCE**

If you need an auxiliary aid/service or other accommodation due to a disability, or an interpreter for non-English speaking persons, contact Anela Davis at (808) 241-4917 or [adavis@kauai.gov](mailto: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 alternate formats such as large print, Braille, or electronic copy.

## **REGULAR MONTHLY POLICE COMMISSION MEETING NOTICE AND AGENDA**

Friday, May 23, 2025

9:00 a.m. or shortly after

4444 Rice Street, Moikeha Conference Room 2A/2B, Līhu'e, Hawai'i 96766

### **MEETING CALLED TO ORDER**

### **ROLL CALL TO ASCERTAIN QUORUM**

### **APPROVAL OF THE AGENDA**

### **CHAIR'S ANNOUNCEMENTS**

- The next Regular Monthly Meeting is Friday, June 27, 2025, at 9:00 a.m., at the Moikeha Meeting Room 2A/2B. Executive Session to follow. Subject to change.
- 2025 State of Hawaii Police Commissioners' Conference June 5-6, 2025, at the Kauai Royal Sonesta.

### **PUBLIC TESTIMONY ON ANY AGENDA ITEMS**

Individuals may testify on any agenda item or wait for the item to come up.

### **APPROVAL OF THE OPEN SESSION MINUTES**

April 25, 2025, and May 9, 2025, Meetings

### **CHIEF'S MONTHLY REPORTS FOR MAY 2025**

- **Office of the Chief** – Notable Highlights, Special Projects, Community Engagement, Significant Meetings, Public Information Officer, and the assistant chief and captain promotional process.
- **Support Services Bureau, Criminal Investigations Division, and Field Operations Division** – Budget Summary Estimate, Personnel Status, Recruitment Status, DARE Classes, KPAL Programs, Training Provided by Outside Agency: Off-Island, Training Provided by Kaua'i Police Department, Training Provided by Outside Agency: On-Island, Firearms Registered, Handgun Applications, Long Gun Applications, Licenses to Carry Applications, Crime Scene and Laboratory Section - Biometric Identification Facial and Ten Print, Crime Scene and Laboratory Section - Call Out Lab Request, YTD Death Statistics, Person Crimes Section Statistics, Person Crimes Section Enforcement, Property Crimes Section Statistics, Property Crimes Section Enforcement, Property Crimes Section Types, and Vice Section Statistics.
- **Preliminary Point & Time Data** – Crime Summary and Activity Summary
- **Agency Statistics** – Calls for Service/Incident Summary, Citation Summary, Arrest Summary, Legal Services, Warrant Type – All Divisions, and Warrant Tracking – All Divisions.

## **COMMUNICATIONS:**

- Communication dated April 28, 2025, received on April 30, 2025, at the Office of Boards and Commissions from Robert Cavaco, SHOPO President to the Kauai Police Commission regarding need for Police Commission Leadership to address the Kauai Police Department morale crisis and mismanagement of Gallup follow up.
- Communication dated 05/15/2025, from Police Chief Todd Raybuck to Chair Walton Hong and Members of the Kauai Police Commission regarding a notice to transfer command effective June 12, 2025.

## **BUSINESS**

### **KPC 2025-18:**

Letter dated May 8, 2025, from Jaclyn Kaina, Chair Charter Review Commission to Walton Hong, Chair Kauai Police Commission requesting proposals to amend the Charter.

### **KPC 2025-19:**

Discussion and possible action on the adoption of screening criteria and related documents for use by the Department of Human Resources in the initial screening of applications for the Chief of Police position.

## **EXECUTIVE SESSION CLOSED TO THE PUBLIC**

Under Hawai'i Revised Statutes §§ 92-4, 92-5 (a) (2) and (4) the purpose of this executive session is for the Commission to review and discuss charges brought against an officer in the Kauai Police Department, where consideration of matters affecting privacy will be involved, provided that if the individual requests an open meeting, an open meeting shall be held; and to consult with its attorney on issues related to the Commission's powers, duties, privileges, immunities, and liabilities as they may relate to these items:

### **ES KPC 2025-1:**

Regular Monthly updates by Police Chief Todd Raybuck or his designated representative related to the Office of Professional Standards Monthly Report on the status and/or disposition of formal notarized citizen complaints that were filed with the Kauai Police Commission and referred to the Office of the Chief for disposition and/or report back to the Police Commission.

- Nothing to Report

### **ES KPC 2025-2:**

Regular Monthly updates by Police Chief Todd Raybuck or his designated representative on any significant adverse incidents/events involving personnel in the Kauai Police Department that could potentially impact the County, the Police Commission, and the Kauai Police Department.

- Nothing to Report

**ES KPC 2025-10:**

Under Hawai'i Revised Statutes §§ 92-4, 92-5(a)(2), (a)(4), and 92-9(b), the purpose of this executive session is for the Commission to approve or amend the executive session minutes of March 28, 2025, April 25, 2025, and May 9, 2025 meetings as publication of the executive meeting minutes would defeat the lawful purpose of the executive meetings they reflect, including the purposes in HRS §§ 92-5(a)(2) and (a)(4).

**RETURN TO OPEN SESSION TO RATIFY THE ACTIONS TAKEN IN EXECUTIVE SESSION**

- Executive Session Report by Deputy County Attorney Tyler Saito pursuant to HRS § 92-4(b).

**EXECUTIVE SESSION:** Under HRS § 92-7(a), the Commission may, when deemed necessary, hold an executive session on any agenda item without a 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).

**ADJOURNMENT**

cc: Deputy County Attorney Tyler Saito  
Chief of Police Todd G. Raybuck  
Deputy Chief of Police Mark Ozaki  
Assistant Chief Elliott Kalani Ke

**OPEN SESSION MEETING MINUTES**

<b>Board or Commission</b>		<b>Kauai Police Commission</b>	<b>Meeting Date</b>	<b>April 25, 2025</b>
<b>Location</b>	<b>Moikeha Building, Meeting Room 2A/2B 4444 Rice Street, Lihue, Hawaii 96766</b>		<b>Start of Meeting: 9:01 a.m.</b>	<b>End of Meeting: 11:37 a.m.</b>
<b>Present</b>	Vice Chair Walton Hong; Commissioners Mia Ako, Mary K. Hertog, Lisa Knutson, and Laurie Yoshida. Also present: Office of Boards and Commissions: Administrator Ellen Ching, Support Clerks Kevin Mince, Mercedes Omo and Deputy County Attorney Tyler Saito. Kauai Police Department: Office of Chief- Police Chief Todd Raybuck, Deputy Police Chief Mark Ozaki; and Kimerly Tamaoka, Chief's Private Secretary; Office of Professional Standards Lieutenant Kevin Gras; Public Information Officer Tiana Victorino; Support Services Bureau/Administrative Services Bureau Acting Assistant Chief Makana Rivera; Criminal Investigations Division Police Captain Darren Rose; Person Crimes Section Lieutenant Anthony Morita, Technical Services Division Lance Okasaki Jr. Acting Captain; Patrol Services Bureau Lieutenant Phillip Banquel; Property Crimes Division/ SHOPO/Kauai Chapter Detective Bobby Thompson; Waimea District Commander Aaron Lester; Hanalei/Kawaihau District Commander Lieutenant Stacy Perreira; Officers of the Month April 2025 Sergeant David Phillips, Officers Vernon Basuel, Creighton Tamagawa, and Zachariah Smith; Councilmember Felica Cowden, and member of the public Bruce Hart.			
<b>Excused</b>	Commissioner John Calma			
<b>Absent</b>				

<b>SUBJECT</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>Meeting Called to Order/Roll Call to ascertain quorum</b>	At 9:00 a.m. Vice Chair Hong called the Police Commission April 25, 2025, meeting to order. Ms. Omo conducted a roll call to ascertain quorum. Commissioner Mia Ako – present Commissioner Mary K. Hertog – present Commissioner Lisa Knutson – present Commissioner Laurie Yoshida – present Vice Chair Walton Hong – present A quorum was ascertained.	

SUBJECT	DISCUSSION	ACTION
<b>Approval of Agenda</b>	Vice Chair Hong called for a motion to approve the agenda.	A motion was made by Ms. Hertog to approve the agenda. Ms. Yoshida seconded the motion. Hearing no objections, the agenda was approved.
<b>Chair's Announcement</b>	The next Regular Monthly Meeting is Friday, May 23, 2025, at 9:00 in the Moikeha Meeting Room 2A/2B. Executive Session to follow. Subject to change.	
<b>Public Testimony</b>	Vice Chair Hong informed members of the public that they may testify on any agenda item now or wait for the item to come up on the agenda. There was testimony at this time.	
<b>Employees of the Month April 2025</b>	<p>The Police Commission joined the Kauai Police Department to express their appreciation for Sergeant David Phillips, Officers Vernon Basuel, Creighton Tamagawa, and Zachariah Smith for their outstanding and exemplary service for working together to save a life of a man suffering from multiple life-threatening, self-inflicted wounds.</p> <p>Police Chief Todd Raybuck called on Lieutenant Stacy Perreira to read the Commendation Report for the Kauai Police Department Employees of the Month April 2025.</p> <p>Before reading the Commendation Report, Lt. Perreira to the time to introduce Sergeant David Phillips, Officers Vernon Basuel, Creighton Tamagawa, and Zachariah Smith to the Commission.</p>	

SUBJECT	DISCUSSION	ACTION
	<p>Lt. Perreira reported on April 3, 2025, the officers responded to a possible suicide attempt of a male with life-threatening, self-inflicted wounds.</p> <p>Upon encountering the injured male, Officer Tamagawa immediately provided critical lifesaving first aid; Officer Smith acted quickly to secure the weapon and helped to stabilize the individual with care.</p> <p>Officer Sarsona (who could not attend the meeting) resourcefully used a blanket to maintain pressure on the wound and expertly de-escalated an agitated relative by establishing rapport with the relative to a vital situation.</p> <p>Officer Basuel demonstrated vital foresight by clearing the way for paramedics, saving valuable time.</p> <p>Sergeant Phillips coordinated the team's swift response, to provide life-saving care before the paramedics arrived. Because of their quick intervention, the individual survived, it is with great appreciation and honor to select this month's Employees of the Month for April 2025.</p> <p>Lieutenant Perreira noted that Sergeant Phillips authored the Commendation Report. She expressed that words could not adequately describe what the officers experienced that day. It was not just an average suicide attempt; it was a severe and egregious situation. If the officers had not responded quickly, the male subject would not be alive today. Their handling of the situation was exemplary, and she believes the community is safer with officers like them on duty. She also mentioned that KPD officers are typically not equipped to handle such serious injuries. Additionally, she thanked the family for providing towels and</p>	

SUBJECT	DISCUSSION	ACTION
	<p>blankets to help stabilize the man.</p> <p>Chief Raybuck thanked Lt. Perreira for reading the Report and Sgt. Phillips for writing the Report. He stated that everyday police officers come to work but they never know what they're going to encounter. Lt. Perreira mentioned earlier about teamwork, it was the teamwork of those officers including the medical response team coming together to do what was necessary to try to save the man's life. As a survivor of a family member who committed suicide, Chief Raybuck thanked the officers for giving the person a second chance and his family a second chance to say the things so many never had to say to their loved ones.</p> <p>Each Commissioner expressed their gratitude towards the officers for their quick response and for using their training to save a man who wanted to end his life, and they hoped he would receive the help he needed.</p> <p>Chief Raybuck invited the officers to share a few words.</p> <p>Sergeant Phillips thanked Chief Raybuck, the Police Department, for the award and the Commission for setting aside time to recognize them. Sgt. Phillips stated that the award reflects teamwork, and, like all teams, there is always an MVP; on that day, it was Officer Creighton Tamagawa.</p> <p>Lt. Perreira noted that how those officers handled the situation on that day is a testament to their training and how they are as individuals.</p> <p>Vice Chair Hong asked if there was anyone in the audience who wanted to give testimony.</p>	



SUBJECT	DISCUSSION	ACTION
	<p>Chief Raybuck noted that most of the officers and staff here today are on duty, and other people/officers are covering their beats for them so that they could be here today, other sign of teamwork.</p> <p><u>Testimony</u></p> <p>Councilmember/Public Safety Committee Chair Felicia Cowden thanked the officers and said she was sure she was speaking for the entire council about how proud they are of them and appreciate what they do. She noted that her heart breaks because of the number of suicide situations that are occurring, which brings her to say that the role of the council in terms of dealing with economic crises, housing crises, and other circumstances that make people want to hurt themselves. She stated that the County Council is doing what it can to soften that.</p> <p>Mr. Bruce Hart – One of the things he notices in situations like this is how the Police Commission and everyone in the room, including the entire community can share what those officers have done. He also sees how the other officers in KPD can come together and he appreciates that as a member of the community.</p> <p>Crime Investigations Division, Lt., Anthony Morita - He's very proud of his fellow officers. Officer Basuel was his recruit classmate and beat partner for many years, and he's unassuming and fearless. The level of professionalism in a crazy scenario and human compassion render aid to save someone's life in a coordinated way.</p>	

SUBJECT	DISCUSSION	ACTION
<p><b>Chief's Monthly Reports March 2025</b></p>	<ul style="list-style-type: none"> <li>○ <b>Office of the Chief</b> – Notable Highlights, Special Projects, Community Engagement, Significant Meetings, and Public Information Officer.</li> <li>○ <b>Support Services Bureau, Criminal Investigations Division, and Field Operations Division</b> – Budget Summary Estimate, Personnel Status, Recruitment Status, DARE Classes, KPAL Programs, Training Provided by Outside Agency: Off-Island, Training Provided by Kaua'i Police Department, Training Provided by Outside Agency: On-Island, Firearms Registered, Handgun Applications, Long Gun Applications, Licenses to Carry Applications, Crime Scene and Laboratory Section - Biometric Identification Facial and Ten Print, Crime Scene and Laboratory Section - Call Out Lab Request, YTD Death Statistics, Person Crimes Section Statistics, Person Crimes Section Enforcement, Property Crimes Section Statistics, Property Crimes Section Enforcement, Property Crimes Section Types, and Vice Section Statistics.</li> <li>○ <b>Preliminary Point &amp; Time Data</b> – Crime Summary and Activity Summary</li> <li>○ <b>Agency Statistics</b> – Calls for Service/Incident Summary, Citation Summary, Arrest Summary, Legal Services, Warrant Type – All Divisions, and Warrant Tracking – All Divisions.</li> </ul> <p>Chief Raybuck noted that the Reports were submitted to the Commission in advance, he asked if the Commissioners if they had any questions regarding the data reflected in the Reports.</p>	

SUBJECT	DISCUSSION	ACTION
	<p>Ms. Hertog complimented the Reports new format, its very user friendly. She noted that March 26 and 27 were very busy days for KPD conducting the investigations for breaking and entering.</p> <p>Chief Raybuck commanded Deputy Mark Ozaki and his team for reorganizing the Chief's Monthly Reports format.</p> <p>Vice Chair Hong commended KPD for taking a proactive approach that prevented an older gentleman from being scammed. He asked a clarifying question on whether the Dr. Suess book reading had 1000 students who attended the book reading. Ms. Yoshida noted that there have 1000 students in that school. Chief Raybuck assumed that the school held a general assembly. Deputy Chief Ozaki noted that he will check if there was a general assembly.</p> <p>Councilmember Cowden commented that how she appreciates KPD for adding to the year-to-date death statistics a column for end-house resident. There being no further questions or comments, Chair Hong called for a motion to receive the Chief's Monthly Report for March 2025.</p>	<p>Ms. Yoshida moved to receive the Chief's Monthly Reports in March 2025. Ms. Knutson seconded the motion. Hearing no objections, the motion carried 5:0.</p>
Communication	<p><u>Communication from Howard Leslie dated April 6, 2025, resigning from the Police Commission effective immediately.</u></p>	<p>Chair Hong noted that the Commission received communication from Howard Leslie to inform the Commission of his resignation from the Police Commission. He called for a motion to receive the communication. Ms. Yoshida moved to receive the communication. Ms. Hertog seconded the motion. Hearing no objections, the motion carried.</p>

SUBJECT	DISCUSSION	ACTION
<b>Selection of Chair and Vice Chair for the Remainder of Calendar Year 2025</b>	<p>Vice Chair Hong called for nomination for Chair for the remainder of Calendar Year 2025.</p> <p>Chair-elect Hong called for nominations for Vice Chair.</p> <p>Ms. Knutson nominated Mr. John Calma as Vice Chair for the remainder of Calendar year 2025. Chair-elect Hong called for a second. Due to a lack of a second, the motion failed. Chair-elect Hong called for another motion.</p>	<p>Ms. Hertog nominated Vice Chair Hong to Chair for the remainder for Calendar Year 2025. Ms. Yoshida seconded the motion. Hearing no objections, the motion carried.</p> <p>Ms. Ako moved to nominate Ms. Yoshida as Vice Chair for the remainder of Calendar Year 2025. Ms. Knutson seconded the motion. Hearing no objections, the motion carried.</p>
<b>Business KPC 2025-17</b>	<p><u>Review, discussion and possible action regarding the Commission's decisions related to the hiring of a new Chief of Police as decided at the Commission's March 28, 2025, meeting, and related matters.</u></p> <p>Before going into Executive Session, Chair-elect Hong asked if there were any members of the public who wished to testify on any of the item as well as any of the items listed in the Executive Session. There were none.</p>	
<b>Executive Session</b>	<p>Under Hawai'i Revised Statutes §§ 92-4, 92-5 (a) (2) and (4) the purpose of this executive session is for the Commission to review and discuss charges brought against an officer in the Kauai Police Department, where consideration of matters affecting privacy will be involved, provided that if the individual requests an open meeting, an open meeting shall be held; and to consult with its attorney on issues related to the Commission's powers, duties, privileges, immunities, and liabilities as they may relate to these items:</p>	<p>At 9:42 a.m., Deputy County Attorney cited the Hawaii Revised Statutes to take the meeting into Executive Session.</p>
<b>ES KPC 2025-1</b>	<ul style="list-style-type: none"> <li>Formal notarized citizen complaint numbered KPC 2025-001, has been filed against an officer in the Kauai Police Department. The complaint alleges that</li> </ul>	

SUBJECT	DISCUSSION	ACTION
	<p>on February 3, 2025, an Officer in the Kauai Police Department closed a case but did not notify the mother of the whereabouts of her juvenile son and did not return her son to the custodial parent. <i>(Referred on February 28, 2025, to the Police Department to investigate and to report back to the Commission on its findings for disposition.)</i></p> <ul style="list-style-type: none"> <li>• Formal Notarized Citizen Complaint number, KPC 2025-003, has been filed against an officer in the Kauai Police Department. The complaint alleges that <b>on February 28, 2025</b>, the officer used unnecessary force and approach that resulted in physical injuries to a juvenile child. <i>(Referred on March 28, 2025, to the Police Department to investigate and to report back to the Commission on its findings for disposition.)</i></li> </ul>	
ES KPC 2025-2	<p>Regular Monthly updates by Police Chief Todd Raybuck or his designated representative of any significant adverse incidents/events involving personnel in the Kauai Police Department that could potentially impact the County, the Police Commission, and the Kauai Police Department.</p> <ul style="list-style-type: none"> <li>○ Nothing to Report</li> </ul>	
ES KPC 2025-8	<p>Under Hawai'i Revised Statutes §§ 92-4, 92-5(a)(2), (a)(4), and 92-9(b), the purpose of this executive session is for the Commission to approve or amend the regular executive session minutes of March 28, 2025, meeting as publication of the executive meeting minutes would defeat the lawful purpose of the executive meetings they reflect, including the purposes in HRS §§ 92-5(a)(2) and (a)(4).</p>	

SUBJECT	DISCUSSION	ACTION
<b>ES KPC 2025-9</b>	Under Hawaii Revised Statutes §§ 92-4, 92-5(a)(4), the purpose of this executive session is for the Commission to be briefed and to consult with attorney on an opinion from the Office of the County Attorney dated April 10, 2025, regarding recommended curative measures for the police chief hiring process following the Commission's Chair's resignation and anticipated application for police chief. This briefing and consultation involve consideration of the Commission's powers, duties, privileges, immunities, and liabilities as it may relate to this agenda item.	
<b>Return to Open Session</b>	At 11:31 a.m., the Commission reconvened in Open Session.	
Ratify the Actions taken in Executive Session	<p>Chair Hong called on Deputy County Attorney Tyler Saito to read the actions that were taken in Executive Session pursuant to HRS 92-4(b). He summarized that the Commission has concluded its Executive Session on the items listed on the agenda.</p> <p><u>ES KPC 2025-1:</u> The Commission received a Report from the Office of Professional Standards on the investigative findings of formal citizen notarized complaint KPC 2025-001. The Commission voted to find the allegations in notarized complaint KPC 2025-001, as exonerated. The discussion is not subject to disclosure as disclosure would defeat the purpose of the Executive Session under HRS 92-5 (a) (2).</p> <p>The Commission also received a Report from the Office of Professional Standards on the investigative findings of formal citizen notarized complaint KPC 2025-003 . The Commission voted to find the allegations in notarized complaint KPC 2025-003 as unfounded. The discussion is not subject to disclosure as disclosure would defeat the purpose of the</p>	

SUBJECT	DISCUSSION	ACTION
	<p>Executive Session under HRS 92-5 (a) (2).</p> <p><u>ES KPC 2025-2:</u> The Department had nothing to report, and there was no action taken on the item.</p> <p><u>ES KPC 2025-8:</u> The Commission voted to defer the March 28, 2025, Executive Session minutes to its next meeting.</p> <p><u>ES KPC 2025-9:</u> <u>The Commission consulted its attorneys for the purpose as stated on the agenda. The discussion is not subject to disclosure as disclosure would defeat the purpose of the Executive Session under HRS 92-5 (a) (4). The Commission took no action on the item.</u></p>	<p>Ms. Yoshida moved to ratify the actions that were taken in the Executive Session. Ms. Hertog seconded the motion. Hearing no objections, the motion carried 5:0.</p>
<p><b>Business</b> <b>KPC 2025-17</b></p>	<p><u>Review, discussion and possible action regarding the Commission's decisions related to the hiring of a new Chief of Police as decided at the Commission's March 28, 2025, meeting, and related matters.</u></p> <p>Chair-elect Hong noted that although Mr. Howard Leslie resigned from the Commission effective immediately, actions were taken involving the hiring of a new police of police prior to his resignation. To avoid any criticism and appearance of a tainted hiring process, the Commission will need to void and null all actions that were taken Mr. Leslie participated in that would taint the hiring of a new police chief process.</p>	

SUBJECT	DISCUSSION	ACTION
	<p>Chair-elect Hong referred to the minutes of the Commission March 28, 2025, meeting where the motions were made. Boards and Commissions Administrator Ellen Ching said that she would cite the Page number and read each motion then the Commission can entertain a motion.</p> <ul style="list-style-type: none"><li>○ Page 14, there were three (3) motions that were made.</li></ul> <p>Motion No. 1 was made by Ms. Yoshida to address the two issues separately. Ms. Hertog seconded the motion. Hearing no objections, the motion carried 5:0. The motion was related to a question from the Salary Commission directed at the Police Commission as to whether the Police Commission agreed with the Chief's testimony at the Salary Commission and what their opinion regarding performance-based bonuses were.</p> <p>Chair-elect called for a motion to declare the motion null and void. Ms. Yoshida moved. Ms. Hertog seconded the motion. Hearing no objections or discussion, the motion carried 5:0., by roll call vote.</p> <p>Ms. Mia Ako – Aye Ms. Mary K. Hertog – Aye Ms. Lisa Knutson – Aye Vice-Elect Laurie Yoshida – Aye Chair-elect Walton Hong - Aye</p>	



SUBJECT	DISCUSSION	ACTION
	<p><b>Motion No. 2</b> was made by Ms. Yoshida to concur with Chief Raybuck's recommendations on the salary increase for the chief of police. Ms. Ako seconded the motion. Hearing no objections, the motion carried 5:0.</p> <p>Chair-elect Hong called for a motion to declare Motion 2, null and void. Ms. Knutson moved. Ms. Ako seconded the motion. Hearing no objections, the motion carried 5:0., by roll call vote.</p> <p>Ms. Mia Ako – Aye Ms. Mary K. Hertog – Aye Ms. Lisa Knutson – Aye Vice-Elect Laurie Yoshida – Aye Chair-elect Walton Hong - Aye</p> <p><b>Motion No. 3</b> was made by Ms. Hertog that the Commission do not consider salary-based performance bonuses at this time. Ms. Ako seconded the motion. Hearing no objections, the vote was 4:1 with Ms. Yoshida opposing the motion.</p> <p>Chair-elect Hong called for a motion to declare <b>Motion No.3</b> null and void. Ms. Hertog moved. Ms. Yoshida seconded the motion. Hearing no objections, the motion carried 5:0., by roll call vote.</p> <p>Ms. Mia Ako – Aye Ms. Mary K. Hertog – Aye Ms. Lisa Knutson – Aye Vice-Elect Laurie Yoshida – Aye Chair-elect Walton Hong - Aye</p>	

SUBJECT	DISCUSSION	ACTION
	<p><b>Page 16, there was one motion related to item KPC 2025-9:</b></p> <p>A motion was made by Ms. Yoshida to adopt the PIG's recommendation as submitted. Ms. Hertog seconded the motion. Hearing no objections, the motion carried 5:0.</p> <p>Deputy County Attorney Saito noted that to expedite the process he suggested that the Commissioners state so moved which would help to expedite the process, if there are no objections from staff. There were no objections from staff.</p> <p>Chair-elect Hong called for a motion to declare the motion on Page 16 null and void. Ms. Knutson moved. Ms. Yoshida seconded the motion. Hearing no objections, the motion carried 5:0.,by roll call vote.</p> <p>Ms. Mia Ako – Aye Ms. Mary K. Hertog – Aye Ms. Lisa Knutson – Aye Vice-Elect Laurie Yoshida – Aye Chair-elect Walton Hong - Aye</p>	

SUBJECT	DISCUSSION	ACTION
	<p>Page 18, there were four (4) motions.</p> <p><b>Motion No. 1.</b> Ms. Hertog moved to form a permitted interaction group pursuant to HRS 92-2.5 (b) (1), to review and score the applicants for the chief of police. Ms. Yoshida seconded the motion. Hearing no objections, the motion carried 5:0.</p> <p>Chair-elect Hong called to declare Motion No. 1 on Page 18 null and void. Ms. Hertog moved. Ms. Knutson seconded the motion. Hearing no objections, the motion carried 5:0., by roll call vote.</p> <p>Ms. Mia Ako – Aye Ms. Mary K. Hertog – Aye Ms. Lisa Knutson – Aye Vice-Elect Laurie Yoshida – Aye Chair-elect Walton Hong – Aye</p> <p><b>Motion No. 2.</b> Ms. Hertog moved that the PIG consists of Ms. Hertog, Chair Leslie, and appoint Ms. Knutson to serve on the PIG. Ms. Yoshida second the motion. Hearing no objections, the motion carried 5:0.</p> <p>Chair-elect Hong called to declare Motion No. 2 on Page 18 null and void. Ms. Hertog moved. Ms. Knutson seconded the motion. Hearing no objections, the motion carried 5:0., by roll call vote.</p> <p>Ms. Mia Ako – Aye Ms. Mary K. Hertog – Aye Ms. Lisa Knutson – Aye</p>	

SUBJECT	DISCUSSION	ACTION
	<p>Vice-Elect Laurie Yoshida – Aye Chair-elect Walton Hong – Aye</p> <p><b>Motion No. 3.</b> Ms. Yoshida moved that the scope of the PIG’s is to review and score all the applications using the documentation and criteria set and approved by the Police Commission. Ms. Hertog seconded the motion. Hearing no objections, the motion carried 5:0.</p> <p>Chair-elect Hong called to declare Motion No. 3 on Page 18 null and void. Ms. Hertog moved. Ms. Knutson seconded the motion. Hearing no objections, the motion carried 5:0.,by roll call vote.</p> <p>Ms. Mia Ako – Aye Ms. Mary K. Hertog – Aye Ms. Lisa Knutson – Aye Vice-Elect Laurie Yoshida – Aye Chair-elect Walton Hong – Aye</p>	

SUBJECT	DISCUSSION	ACTION
	<p><b>Motion No. 4.</b> On Page 19, Ms. Yoshida moved that all members of the PIG have equal authority. Ms. Hertog seconded the motion. Hearing no objections, the motion carried 5:0.</p> <p>Chair-elect Hong called to declare Motion No. 4 on Page 19 null and void. Ms. Yoshida moved. Ms. Hertog seconded the motion. Hearing no objections, the motion carried 5:0.,by roll call vote.</p> <p>Ms. Mia Ako – Aye Ms. Mary K. Hertog – Aye Ms. Lisa Knutson – Aye Vice-Elect Laurie Yoshida – Aye Chair-elect Walton Hong – Aye</p>	

SUBJECT	DISCUSSION	ACTION
	<p><b>Page 20, there was one motion.</b></p> <p>Ms. Yoshida moved to authorize the Office of Boards and Commissions to draft all the documents related to the chief of police hiring process and that the Commission maintain the authority to review all documents for approval. Ms. Ako seconded the motion. Hearing no objections, the motion carried 5:0.</p> <p>Chair-elect Hong called to declare Motion No. 1 on Page 20 null and void. Ms. Hertog moved. Ms. Knutson seconded the motion. Hearing no objections, the motion carried 5:0.,by roll call vote.</p> <p>Ms. Mia Ako – Aye Ms. Mary K. Hertog – Aye Ms. Lisa Knutson – Aye Vice-Elect Laurie Yoshida – Aye Chair-elect Walton Hong – Aye</p>	

SUBJECT	DISCUSSION	ACTION
	<p><b>Page 23, there was one motion.</b></p> <p>Ms. Yoshida moved to approve the chief of police job description as submitted. Ms. Hertog seconded the motion. Hearing no objections, the motion carried 5:0.</p> <p>Chair-elect Hong called to declare the motion on Page 23 null and void. Ms. Yoshida moved. Ms. Hertog seconded the motion. Hearing no objections, the motion carried 5:0.,by roll call vote.</p> <p>Ms. Mia Ako – Aye Ms. Mary K. Hertog – Aye Ms. Lisa Knutson – Aye Vice-Elect Laurie Yoshida – Aye Chair-elect Walton Hong – Aye</p>	

SUBJECT	DISCUSSION	ACTION
	<p>Page 27, there was one motion.</p> <p>Ms. Hertog moved to approve the job advertisement for the chief of police, apart from eliminating venues 8-11, and to approve attachments 1&amp;2 associated with the chief's vacant job announcement, and to incorporate Commissioner Hertog's amendments to the job advertisement and Vice Chair Hong's comments. Ms. Yoshida seconded the motion. Hearing no objections, the motion carried 5:0.</p> <p>Chair-elect Hong called to declare the motion on Page 27 null and void. Ms. Hertog moved. Ms. Yoshida seconded the motion. Hearing no objections, the motion carried 5:0, by roll call vote.</p> <p>Ms. Mia Ako – Aye Ms. Mary K. Hertog – Aye Ms. Lisa Knutson – Aye Vice-Elect Laurie Yoshida – Aye Chair-elect Walton Hong – Aye</p>	



SUBJECT	DISCUSSION	ACTION
	<p><b>Page 28. There were two (2) motions.</b></p> <p><b>Motion No.1.</b> Ms. Yoshida moved to approve the Matrix Traits and cover letter. Ms. Hertog seconded the motion. Hearing no objections, the motion carried 5:0.</p> <p>Chair-elect Hong called for a motion to declare Motion No. 1 on Page 28 null and void. Ms. Knutson moved. Ms. Yoshida seconded the motion. Hearing no objections, the motion carried 5:0.,by roll call vote.</p> <p>Ms. Mia Ako – Aye Ms. Mary K. Hertog – Aye Ms. Lisa Knutson – Aye Vice-Elect Laurie Yoshida – Aye Chair-elect Walton Hong – Aye</p> <p><b>Motion No. 2.</b> Ms. Hertog moved to authorize Boards and Commissions to create and disperse the press release and to work with the IT Department to create a self-tallying sheet. Hearing no objections, the motion carried 5:0. Chair-elect Hong called for a motion to declare Motion No. 2 on Page 28 null and void. Ms. Hertog moved. Ms. Yoshida seconded the motion. Hearing no objections, the motion carried 5:0.,by roll call vote.</p> <p>Ms. Mia Ako – Aye Ms. Mary K. Hertog – Aye Ms. Lisa Knutson – Aye Vice-elect Laurie Yoshida – Aye Chair-elect Walton Hong – Aye</p>	

SUBJECT	DISCUSSION	ACTION
	<p>Ms. Hertog noted that she noticed that there was no second to Motion No.2., asking if the minutes needed to be amended Deputy County Attorney Saito replied yes.</p> <p>Chair-elect Hong stated that in view of the typos that were discovered during the reading of the previous motions that were made at the March 28, 2025, meeting, he would like to call for a motion to correct the typos and include the name of the Commissioner who seconded the last motion on Page 28.</p> <p>Ms. Hertog moved to approve the minutes of March 28, 2025, with the amendments. Ms. Knutson seconded the motion. Hearing no objections, the motion carried 5:0., via roll call.</p> <p>Ms. Mia Ako – Aye Ms. Mary K. Hertog – Aye Ms. Lisa Knutson – Aye Vice-elect Laurie Yoshida – Aye Chair-elect Walton Hong – Aye</p>	
<b>Adjournment</b>	<p>There being no further business, Chair Hong called for a motion to adjourn the meeting.</p>	<p>Ms. Yoshida moved to adjourn the meeting. Ms. Knutson seconded the motion, hearing no objections, the meeting was adjourned at 11:37 a.m.</p>

Submitted by: \_\_\_\_\_  
Mercedes Omo, Staff Support Clerk

Reviewed and Approved by: \_\_\_\_\_  
Walton Hong, Chair

( ) Approved as circulated on

( ) Approved as amended. See minutes of \_\_\_\_\_ meeting.

**OPEN SESSION MEETING MINUTES**

Board or Commission	<b>Kaua'i Police Commission</b>	Meeting Date	<b>May 9, 2025</b>
Location	Moikeha Conference Room 2A/2B 4444 Rice Street, Lihu'e, Hawai'i 96766	Start of Meeting: 9:00 a.m.	End of Meeting: 10:15 a.m.
Present	Vice Chair Laurie Yoshida; Commissioners Merrilee "Mia" Ako, John Calma, Mary K. Hertog, and Lisa Knutson. Also present: Boards and Commissions Support Staff: Support Clerks Kevin Mince and Mercedes Omo, and Deputy County Attorney Tyler Saito; Kauai Police Department: Assistant Chief of Police Elliott Kalani Ke. Public Testimony: Councilmember Felcia Cowden and Bruce Hart.		
Excused	Chair Walton Hong		
Absent			

SUBJECT	DISCUSSION	ACTION
<b>MEETING CALLED TO ORDER/ROLL CALL TO ASCERTAIN QUORUM</b>	<p>Vice Chair Laurie Yoshida called the meeting to order at 9:00 a.m.</p> <p>Support Clerk Mercedes Omo verified attendance by roll call: Commissioner Merrilee "Mia" Ako replied present. Commissioner John Calma replied present. Commissioner Mary K. Hertog replied present. Commissioner Lisa Knutson replied present. Vice Chair Laurie Yoshida replied present. Chair Walton Hong was excused.</p> <p>Ms. Omo stated for the record that Deputy County Attorney Tyler Saito was present, along with Assistant Chief of Police Elliott Kalani Ke, and Support Clerk Kevin Mince.</p>	<p>Quorum was established with five Commissioners present.</p>

SUBJECT	DISCUSSION	ACTION
<b>APPROVAL OF AGENDA</b>	Vice Chair Yoshida stated that before she asks for approval of the agenda, it was recommended to her that KPC 2025-23 be moved to the end of the agenda, because there are some changes. Vice Chair Yoshida requested that KPC 2025-23 be taken after KPC 2025-25.	Ms. Knutson moved to approve the agenda as amended taking KPC 2025-23 after KPC 2025-25. Ms. Hertog seconded the motion. Motion carried 5:0.
<b>CHAIR'S ANNOUNCEMENT</b>	<ul style="list-style-type: none"> <li>The next Regular Monthly Meeting is Friday, May 23, 2025, at 9:00 a.m., at the Moikeha Meeting Room 2A/2B. Executive Session to follow. Subject to change.</li> </ul>	
<b>PUBLIC TESTIMONY</b>	<p>Individuals may testify on any agenda item or wait for the item to come up on the agenda.</p> <p>The Commission heard from Bruce Hart, member of the public, who testified on agenda item KPC 2025-25. Mr. Hart stated the following:</p> <ul style="list-style-type: none"> <li>At the last meeting where KPC 2025-25 was discussed regarding the Traits Matrix and stakeholders, he expressed after the session a desire that public input could be brought before the County Council.</li> <li>He went to the Council Chair to ask him how he would feel about it and whether he would be willing to put it on the agenda. Council Chair Rapozo enthusiastically stated that he would want to put it on the agenda.</li> <li>It was Council Chair Rapozo's desire that it would come before the County Council.</li> <li>He wanted to let the Police Commission know of his discussion with Council Chair Rapozo.</li> <li>It is his hope that will happen.</li> </ul>	

SUBJECT	DISCUSSION	ACTION
	Vice Chair Yoshida thanked Mr. Hart for his testimony and noted that there would be other opportunities to testify as each agenda item is taken.	
<b>BUSINESS KPC 2025-18</b>	<p><u>Discussion and decision-making regarding a request by the Salary Commission on whether the Police Commission has any comments or recommendations regarding performance-based bonuses and whether the Police Commission concurs with the Chief's recommendation on increasing the Chief of Police salary related to the hiring of a new Police Chief.</u></p> <p>Vice Chair Yoshida noted that the Commissioners received a copy of a letter from the Chief of Police regarding his desires of the Salary Commission. Vice Chair Yoshida noted that the Commission could make motions separately regarding performance-based bonuses and another regarding the Chief of Police's salary. The Salary Commission is asking the Police Commission if they agree with the salary. The recommendation is to move the Chief of Police's salary from approximately \$158,000 to approximately \$180,000. There is also justification provided by the Salary Commission for that increase. Vice Chair Yoshida noted that the Police Commission did have discussion in the past regarding the salary amount.</p> <p>Vice Chair Yoshida asked if the Commission wanted to take it together or separately. Ms. Hertog stated that it would be her preference to take the items separately. Hearing no objections the discussion items were taken separately.</p> <p>Vice Chair Yoshida asked the Commission if they agree with the increase in salary from approximately \$158,000 to approximately \$180,000 that was recommended by the Salary Commission. That salary is because the County of Maui's salary for the same position is at \$183,889, the County of</p>	

SUBJECT	DISCUSSION	ACTION
	<p>Hawai'i's salary is approximately \$196,000, and the City and County of Honolulu's salary is approximately \$239,000. Those amounts are all base salary amounts.</p> <p>Ms. Ako noted that in the Chief of Police's letter to the Salary Commission, besides the 14% increase, he is also suggesting a reoccurring 5% annual pay increase. Ms. Ako stated that she believes the Chief of Police is recommending raising the salary from approximately \$158,000 to approximately \$180,000, as well as 5% increases annual thereafter. Vice Chair Yoshida stated that she is not sure if the Police Commission can address the 5% annual increase because that falls under the Salary Commission's purview, but the base amount can be recommended and the Salary Commission can recommend the annual increases based on the information that they have, including the budget, etc.</p> <p>Mr. Mince asked whether the Police Commission would want the Office of Boards and Commissions to prepare a memorandum to the Salary Commission should the concurrence be approved by the body. Vice Chair Yoshida responded that she would like that to occur. Mr. Mince confirmed that the Office of Boards and Commissions would prepare a memorandum for Vice Chair Yoshida's signature.</p> <p>Vice Chair Yoshida stated that the second part of the discussion is on performance-based bonuses. Vice Chair Yoshida further noted that she did not see a reference to performance-based bonuses in the Chief of Police's letter to the Salary Commission. Vice Chair Yoshida noted that she is unsure of whether any of the other Chiefs of Police from other jurisdictions have that kind of bonus structure. She noted that when she appeared before the Salary Commission, they were looking at performance-based</p>	<p>Ms. Hertog moved that the Police Commission concur with the Chief of Police's recommendation to bring the salary for the Chief of Police up to approximately \$180,000 per year. Mr. Calma seconded the motion. Motion carried 5:0.</p>

SUBJECT	DISCUSSION	ACTION
	<p>bonuses and salaries for all department heads and deputies, and not just the Chief of Police.</p> <p>Mr. Calma asked if performance-based bonuses were recommended for the department head only. Vice Chair Yoshida responded that it would be for the department head and deputy, because the Salary Commission oversees those two salaries as it relates to the Police Commission's purview.</p> <p>Ms. Knutson asked if the other counties have a performance-based bonus structure. Vice Chair Yoshida responded that she was unsure and that Chief Raybuck did not address it in his letter.</p> <p>Ms. Ako stated that as she is new, she is unsure of what is done now. However, when the new Chief of Police is hired, the Police Commission should create some goals and objectives developed with the Chief of Police. That could be used, along with the budget, to determine performance. If the Chief of Police does well, he or she should be recognized and compensated for it. Vice Chair Yoshida responded that regardless of a bonus or not, setting of goals and objectives should be something that the Police Commission does. The Salary Commission would inform the Police Commission what the maximum salary for the positions are and the Police Commission is allowed to give up to the maximum salary amount for the Chief of Police and Deputy Chief of Police. The Police Commission does not need to give the maximum amount if they choose not to. That kind of goal setting and evaluation process will help the Police Commission determine whether they will be giving the Chief of Police and Deputy Chief of Police the annual increase set by the Salary Commission. Vice Chair Yoshida stated that the question before the Police Commission is whether the</p>	



SUBJECT	DISCUSSION	ACTION
	<p>salary is set at \$181,000, the Commission could arguable set it lower for the first six months and use that as incentive based on performance. The Salary Commission has historically not built-in performance-based bonuses as it is difficult for government agencies to implement performance-based. It is not like a commercial entity. If the Police Commission would like to pursue performance-based bonuses, Mr. Saito reassured the Police Commission that it already does that through their regular review process.</p> <p>Ms. Ako stated that raises and bonuses are two different things. Raises will “lift the boat up” and bonuses just lift you up and when the wave goes down it goes back down. Bonuses are just a one-shot deal. Vice Chair Yoshida stated that county government is a little different than looking at sales in the private sector. One year your company could do super well, and next year’s sales could be horrible. The County could be similar if there is a recession, but the budget is a lot flatter in the dollar amount because the Council can raise property taxes to make sure the revenue is as consistent as they need it to be. There are not the fluctuations seen in the private sector. There are sometimes departmental fluctuations based on budget, personnel, performance, etc.</p> <p>Ms. Hertog asked if there are specific specialty positions within the County that may get a bump in their pay because of their qualifications. Vice Chair Yoshida responded that she believes those kinds of considerations are built-in to the salaries set by the Salary Commission as they have a tiering of salaries. Not all department heads and deputies get paid the same amount. Some department heads get paid more based on their responsibilities, qualifications, etc. The County Engineer or County Attorney gets paid more because of their licensing requirements or due to managing a larger department.</p>	

SUBJECT	DISCUSSION	ACTION
	<p>Ms. Hertog recommended that the Police Commission follow the recommendation that Mr. Saito explained in setting the salary following the Salary Commission's guidelines but at a lower level for a probationary period and then the increase due to performance could be the bonus thereafter. Ms. Knutson stated that she agreed with Mr. Saito's analysis that performance-based bonuses are already built-in to how the Police Commission sets the Chief of Police's and Deputy Chief of Police's salaries.</p> <p>Vice Chair Yoshida stated that before any motions are made, Councilmember Cowden raised her hand to provide testimony.</p> <p>The Commission heard from Felicia Cowden, Councilmember, who stated that she is the Council's Committee Chair for Public Safety. Councilmember Cowden provided the following in her testimony:</p> <ul style="list-style-type: none"><li>• Her testimony is also based on her experience in the private sector. She understands where private sector bonuses do not necessarily translate so easily to government.</li><li>• Bonuses are very effective in the private sector. As Ms. Ako mentioned, bonuses are a one-time thing and not in perpetuity so that if someone decides to slack off, they are not getting a high pay amount for year-over-year.</li><li>• She understands that the Police Commission has some goals set for the Chief of Police.</li><li>• If it is stated in the information that applicants are looking at, they will better understand the goals.</li><li>• The Commission should be transparent about how an increase could be received if the goals are met. The specific measurement of performance should be made known to applicants.</li></ul>	

SUBJECT	DISCUSSION	ACTION
	<ul style="list-style-type: none"><li>• This will allow applicants to see how the Commission's goals align with their own personal goals for the position.</li><li>• A new Chief of Police will need at least a year to acclimate to the community. If there is an experienced person taking on the role who is already engaged and involved in the community and the department, they will already know what needs to be worked on and what goals need to be achieved.</li><li>• A performance goal should include working better with the Prosecuting Attorney. That relationship needs to be a little tighter.</li><li>• A new person will need at least a year to get any sense of what is going on and to get their bearings.</li><li>• Perhaps the Commission could include in their advertisement that the Chief of Police is eligible for a salary increase if they hit certain performance-based goals, that would be helpful.</li><li>• The Commission also should be careful about how goals are set. A goal could be to reduce crime, but someone trying to achieve that could simply stop measuring crime or stop arresting people, and that would be a roundabout way to hit a goal. There needs to be safeguards in-place, so this does not occur.</li><li>• She looked toward Mr. Mince to explain that based on his experience, the goals should be looked at in comparison to national standards that are measurable.</li></ul> <p>Vice Chair Yoshida stated that the remaining decision is whether the Police Commission wants to provide comments or recommendations regarding performance-based bonuses.</p>	

SUBJECT	DISCUSSION	ACTION
	<p>Ms. Ako asked whether the Salary Commission came up with the concept of performance-based bonuses. Vice Chair Yoshida responded in the affirmative. She further noted that all members of the Salary Commission are from the private sector.</p> <p>Ms. Knutson stated that the motion would be to not recommend performance-based bonuses because the Police Commission already incorporates a similar reward structure in setting the salary of the Chief of Police and Deputy Chief of Police. Vice Chair Yoshida responded that the system followed by the Police Commission does sort of do that for the raise portion.</p> <p>Vice Chair Yoshida clarified that the question from the Salary Commission is not how to do performance-based bonuses, but instead, does the Police Commission want that tool.</p> <p>Vice Chair Yoshida stated that the Police Commission is recommending no performance-based bonuses.</p>	<p>Ms. Hertog moved that the Police Commission not recommend performance-based bonuses at this time. Mr. Calma seconded the motion. Motion carried 5:0.</p>
<p><b>KPC 2025-19</b></p>	<p><u>Discussion and possible action on adopting a Chief of Police hiring process and consideration of whether to form a permitted interaction group (PIG) pursuant to HRS § 92-2.5(b)(1) relating to the Chief of Police hiring process, and if so, the assignment of commission members to the PIG, the determination of the scope of the PIG, and the defining of each member's authority.</u></p> <p>Vice Chair Yoshida asked if there was anyone in the public wishing to testify on this agenda item. Hearing none, the meeting proceeded.</p>	

SUBJECT	DISCUSSION	ACTION
	<p>Mr. Mince stated that Administrator Ching is currently ill, so she is not able to attend the meeting. Mr. Mince apologized for misspelling the Chair's name in the material that was transmitted to the Commission. Mr. Mince provided the following information:</p> <ul style="list-style-type: none"><li>• The distributed materials highlight the process used in 2018 to go through the selection and hiring process for the Chief of Police.</li><li>• There is a 26-page report that is attached. The report speaks about the three different phases that were used.</li><li>• After sending out the job vacancy announcement soliciting applications, there were 133 applications. That was broken down. It shows the number of current and former police chiefs, female applicants, education levels, etc.</li><li>• The first phase was a 3-member PIG that screened the applications to make sure people met the minimum qualifications. From there, the applicants were rated even though they met the minimum qualifications. Some met the minimum qualifications with a lot of experience while some met the minimum qualifications with less experience.</li><li>• From there a list of 20 people was developed.</li><li>• From page 6 it shows how the 3 PIG members rated each person. What was interesting is that the PIG generally found consensus even though they worked independently.</li><li>• The decision was then made to either move someone to the second round or to eliminate them.</li><li>• Page 7 shows the breakdown of the number of applicants and their educational levels. From that the PIG recommended that 20 people move into phase 2, which was the essay portion of the process.</li></ul>	

SUBJECT	DISCUSSION	ACTION
	<ul style="list-style-type: none"><li>• Page 8 shows only 6 of the 20 people, but it also provides a breakdown of the information that the PIG presented back to the entire Commission on the qualifications of the people that were moved forward.</li><li>• After that the HR was involved and they sent out 5 essay questions to the applicants asking them to respond within 5 days.</li><li>• Thereafter, 5 applicants were dropped because the salary was inadequate or because the County would not fly them to Hawai'i.</li><li>• 13 people ended up answering the essay questions.</li><li>• A PIG at that time then rated the essays.</li><li>• Page 13 shows the rating scales that were used on grammar, answering the questions, etc.</li><li>• The PIG members came to the same conclusion on each essay per applicant.</li><li>• In summary, the three phases were initial screening, essay, and then inviting applicants for interviews.</li></ul> <p>Vice Chair Yoshida stated that this agenda item is for the Commission to decide whether it wants to decide the process as a group today (internally or through a consultant) or whether the Commission wants a PIG to evaluate and decide that. That would mean a PIG would need to be created, meet, report back, etc.</p> <p>Ms. Knutson asked for clarification that the Commission is being asked whether the Commission wants to adopt the Chief of Police hiring process and consideration of a PIG. Vice Chair Yoshida clarified that the first consideration should be whether to form a PIG. Thereafter it would be a decision on whether the PIG would decide on the process or the Commission as a whole. Ms. Knutson stated that she did not read the</p>	

SUBJECT	DISCUSSION	ACTION
	<p>agenda item as to whether the Commission wanted to contract out the work or go with a PIG. Vice Chair Yoshida reminded the Commission that a PIG met in December, but because of the participation of the former Chair the decisions were nullified. Ms. Knutson stated that she understood what Vice Chair Yoshida explained. Ms. Knutson clarified that she did not understand what was meant by adopting “the Chief of Police hiring process meant.”</p> <p>Vice Chair Yoshida again clarified that the first decision is whether the Commission wants to decide on the process as a body or whether they want to create a PIG to do that work. Ms. Knutson stated that she is very confused.</p> <p>Mr. Saito clarified that based on the agenda item as posted, the Commission could decide to do one of three things: 1) How the Commission is going to decide the hiring process (i.e. Is the full Commission today going to adopt the hiring process?). In the alternative, the Commission can instead form a PIG. If the Commission today does not decide to adopt a hiring process and decides to do it as a body, it can then create a PIG in the alternative. Ms. Knutson stated that everything made sense until Mr. Saito’s last point. Mr. Saito summarized the decisions as follows:</p> <ul style="list-style-type: none"><li>• Does the full Commission want to adopt a hiring process either internally or hire a consultant to do it?</li><li>• If the decision is that the Commission does not want to hire a consultant or do it internally but wants to investigate further, the alternative is to create a PIG to do it.</li></ul>	

SUBJECT	DISCUSSION	ACTION
	<p>Ms. Knutson stated that she now understood what was being explained. She stated that it is either the Commission or the PIG. Vice Chair Yoshida added that if a PIG is selected, then the Commission will have to follow all the rules for the PIG. If the Commission decides to do it as a body, decisions can be made without the extra work to establish a PIG.</p> <p>Mr. Saito continued stating that decision #2 is that if the Commission does not form the PIG, then it will have to do the work themselves. A consultant could be hired to help the Commission, or the Commission could ultimately conduct the search by themselves.</p> <p>Mr. Saito added that decision #3 is what the process is going to be and whether it will mirror the 2018 process or something completely different. Ms. Knutson thanked Mr. Saito for the explanation.</p> <p>Vice Chair Yoshida summarized that the first question to be answered is whether the Commission wanted to do things as a body or form a PIG.</p> <p>Vice Chair Yoshida stated that the formulation of a PIG is out of the question based on the vote.</p> <p>Vice Chair Yoshida stated that the second part is whether the Commission wants to conduct its own search process or hire a consultant. Ms. Knutson thanked Mr. Mince for sharing the 2018 process and proposing it.</p> <p>Vice Chair Yoshida stated that the third part is what process the Commission will follow. The Commission could decide to follow the 2018 process and update everything to reflect the current search, etc.</p>	<p>Ms. Hertog moved that the Commission decide as a body. Ms. Knutson seconded the motion. Motion carried 5:0.</p> <p>Ms. Knutson moved to conduct the search process internally and not outsource the search process. Mr. Calma seconded the motion. Motion carried 5:0.</p> <p>Ms. Knutson moved to accept the 2018 process for the current search process as outlined by Mr. Mince. Ms. Hertog seconded the motion. Motion carried 5:0 by roll call vote.</p>



SUBJECT	DISCUSSION	ACTION
	<p>Ms. Hertog asked whether the Commission would need to assign members to a PIG. Vice Chair Yoshida responded that the very first motion removed the option for the Commission to form a PIG. Ms. Knutson stated that Ms. Hertog might be referring to agenda item KPC 2025-20. Ms. Hertog stated that she understood what occurred.</p>	
<p><b>KPC 2025-20</b></p>	<p><u>Discussion and possible action on reviewing and scoring the applications for Chief of Police and consideration of whether to form a Permitted Interaction Group (PIG) pursuant to HRS 92-2.5(b)(1) relating to reviewing and scoring the applications for Chief of Police and if so, the assignment of commission members to the PIG, the determination of the scope of the PIG, and the defining of each member's authority.</u></p> <p>There was no one present from the public wishing to testify on this agenda item.</p> <p>Vice Chair Yoshida asked Mr. Mince if he had a presentation to make. Mr. Mince stated that the presentation that he made during the previous item was partly meant to cover KPC 2025-20. Mr. Mince stated that to wrap up the process, the PIG went through the essay process and determined there were seven candidates that they wanted to interview. Invitations were sent out for those people to come to Kaua'i for an in-person interview. Four of them withdrew from the process. The Commission interviewed three people. Two scoring methods were used based on eleven essay questions. The candidates were rated objectively based on how they did in the interview. The candidates were rated subjectively based on their interview plus their entire package that they presented. Of the five Commissioners that were at the interview process, everyone was unanimous in the selection of the Chief of Police. At that point, the Commission's work was basically over. Everything else was delegated to</p>	

SUBJECT	DISCUSSION	ACTION
	<p>the Office of Boards and Commissions and Department of Human Resources because of the background check that was required, medical exam, psychological exam, etc. Those all came back to the Commission in January. The Commission met again and voted to extend the job offer to the person that was selected. Chief Raybuck started the job on April 22, 2019. The significant thing was that internally, the Police Commission at that time, from the day that the job vacancy announcement was released until the interviews were concluded, took 3 months and 14 days. At the time that the Commission extended a conditional job offer to Chief Raybuck until the time that he took the job, was an additional 2.5 months. The total time on the process from the time that Chief Perry announced his resignation until the time Chief Raybuck started in his position was 8 months and 23 days.</p> <p>Vice Chair Yoshida thanked Mr. Mince for the information. Vice Chair Yoshida further explained that the agenda item is whether the Commission wants to establish a PIG for this agenda item and then they can decide what the scope of the PIG is if the PIG is established. If formed, the PIG would be set up specifically to score the written applications. Mr. Saito added that the PIG would be set up to score the entire process. As written on the agenda, it would be to score the application and essays, and the PIG would have to be established to have specific tasks. Mr. Saito stated that the discussion is also related to the Office of the County Attorney's written opinion on jurat measures. Mr. Saito stated that during this discussion, the Commission will want to decide whether it wants to remove itself from screening applications and delegating that authority to a third party such as the Department of Human Resources. If that is the case, then the PIG's task would be limited to possibly grading essays as part of the second phase as part of the process that the Commission adopted at today's meeting. If</p>	

SUBJECT	DISCUSSION	ACTION
	<p>the Commission does not ethically screen themselves from the screening process, the Commission would need to create a PIG to screen applications and possibly create a second PIG to score the essays. Additional discussion could occur, but Mr. Saito recommended that any further discussion be done in Executive Session.</p> <p>Vice Chair Yoshida asked Mr. Mince if the initial screening in 2018 was done by the Department of Human Resources. Mr. Mince responded that it was not done by the Department of Human Resources, but by the three members of the PIG.</p> <p>Ms. Hertog stated that she feels additional discussion is needed in Executive Session.</p> <p>Vice Chair Yoshida asked if there was anything remaining on the agenda that the Commission could entertain before going into Executive Session. She noted that chronologically, the remaining items would need to be addressed after a decision is made on KPC 2025-20.</p> <p>Mr. Saito stated that a roll call vote would need to be taken to go into an unanticipated Executive Session.</p> <p>There being no objections, the Open Session meeting was recessed at 9:38 a.m. for the Commission to enter Executive Session.</p>	<p>Ms. Hertog moved to go into Executive Session. Mr. Calma seconded the motion. Motion carried 5:0 by roll call vote.</p>
<b>EXECUTIVE SESSION</b>	<p>Mr. Saito read into the record the Executive Session language noted below:</p> <p>Under HRS § 92-7(a), the Commission may, when deemed necessary, hold an executive session on any agenda item without a written public notice if the executive session was not anticipated in advance. Any such executive</p>	

SUBJECT	DISCUSSION	ACTION
	<p>session shall be held pursuant to HRS § 92-4 and shall be limited to those items described in HRS § 92-5(a).</p> <p>The Executive Session was for KPC 2025-20 pursuant to HRS 92-5(a)(4) to consult with its attorney concerning the board's powers, duties, immunities, privileges, and liabilities as it relates to this agenda item.</p>	
<b>RETURN TO OPEN SESSION</b>	<p>There being no objections, the Open Session meeting was reconvened at 9:49 a.m., and continued as follows:</p> <p>Mr. Saito noted that the Commission is returning from an Executive Session after consulting with its attorney and that the discussion is not subject to disclosure as disclosure would defeat the purpose of the Executive Session pursuant to HRS 92-5(a)(4). Mr. Saito further noted that no action was taken in Executive Session.</p>	
<b>KPC 2025-20 CONT.</b>	<p><u>Discussion and possible action on reviewing and scoring the applications for Chief of Police and consideration of whether to form a Permitted Interaction Group (PIG) pursuant to HRS 92-2.5(b)(1) relating to reviewing and scoring the applications for Chief of Police and if so, the assignment of commission members to the PIG, the determination of the scope of the PIG, and the defining of each member's authority.</u></p> <p>Vice Chair Yoshida explained that after convening in Executive Session, the Commission is now back on KPC 2025-20 regarding whether to form a PIG to review and score the applications for Chief of Police.</p> <p>Vice Chair Yoshida confirmed the vote that the Police Commission is going to wall themselves off from the initial screening of the applications for the Chief of Police position.</p>	<p>Ms. Hertog moved that the Commission ethically wall themselves off from the initial screening of the applications for the Chief of Police position. Ms. Knutson seconded the motion. Motion carried 5:0 by roll call vote.</p>

SUBJECT	DISCUSSION	ACTION
	<p>Vice Chair Yoshida asked if anyone had a recommendation or motion on who is going to do the initial screening.</p> <p>Ms. Hertog asked if the inclusion of Mr. Mince in the initial screening process needed to be added to the motion or if that was included in the establishment of criteria by the Commission. Mr. Saito confirmed that that would be included in the criteria set by the Commission.</p> <p>Vice Chair Yoshida asked the Commission whether they wanted to form a PIG for the remaining process to include scoring the essays, etc. after the initial screening by the Department of Human Resources.</p> <p>Vice Chair Yoshida noted that now that a PIG has been established, the PIG will need members. Vice Chair Yoshida stated that three members would be needed and asked for volunteers. The PIG's role would be to score the essays after receiving the initial group of applicants who passed the initial screening from the Department of Human Resources. Mr. Saito suggested that the Commission establish the scope of the PIG. Ms. Knutson asked if the members were to be established first or the scope. Vice Chair Yoshida responded that the scope should be established next.</p> <p>Mr. Mince stated that back in 2018, the PIG that scored the essays also reported back to the Commission the results and selected the applicants that made it to the interview process. Mr. Saito recommended limiting the</p>	<p>Ms. Knutson moved to delegate the screening process to the Department of Human Resources pursuant to the Charter and other criteria established by the Commission. Mr. Calma seconded the motion. Motion carried 5:0 by roll call vote.</p> <p>Ms. Hertog moved that the Commission establish a Permitted Interaction Group for the work needed to be done after the initial screening is completed by the Department of Human Resources. Ms. Knutson seconded the motion. Motion carried 5:0 by roll call vote.</p> <p>Ms. Hertog moved that the scope of the PIG be to score the essay questions and to report back to the Commission. Mr. Calma seconded the</p>

SUBJECT	DISCUSSION	ACTION
	<p>scope of work to just scoring the essays. Vice Chair Yoshida stated that part of the PIGs duties is to report back to the Commission so explicitly stating that is not necessary. Mr. Saito stated that the PIG can make a recommendation based on the scores, but the Commission would then take those recommendations and extend invitations to applicants moving forward.</p> <p>Vice Chair Yoshida stated that the members of the PIG need to be established. Ms. Hertog and Ms. Knutson volunteered to serve on the PIG. Vice Chair Yoshida asked whether Chair Hong should be the third member. Mr. Calma concurred. Ms. Hertog stated that she feels the Commission should speak to Chair Hong before appointing him to serve on the PIG. Mr. Saito advised the Commission that once the PIG membership is set, it cannot be changed unless the PIG is reestablished. If the Commission would like to have Chair Hong then it would be good to appoint him today, but if he declines then the Commission would have to return to the topic to re-establish the members of the PIG. Ms. Knutson asked if a disclaimer be attached to the motion subject to the acceptance of Chair Hong. Mr. Saito stated that that should not be a part of the motion.</p> <p>Ms. Hertog stated that the number of members of the PIG really needs to be three. Mr. Saito responded that it does not need to be three. Ms. Hertog stated that it should be three or an odd number in the event there is the need to break a tie. Mr. Saito stated that under the law, there needs to be at minimum two members.</p> <p>Vice Chair Yoshida asked if the PIG can operate on its own so it does not need to be a posted meeting. Mr. Mince responded that Vice Chair Yoshida was accurate. Ms. Hertog stated that even though work is done outside of</p>	<p>motion. Motion carried 5:0 by roll call vote.</p>

SUBJECT	DISCUSSION	ACTION
	<p>the Commission meeting, the PIG would report back to the full Commission. If there are wide disparities between the scorers, that is when discussion is needed about why those disparities exist.</p> <p>Mr. Calma asked if the selection of members of the PIG be deferred until Chair Hong is present. Vice Chair Yoshida responded that that would not be advisable. Ms. Hertog stated that postponing it would slow the process down. Vice Chair Yoshida volunteered to be the third member of the PIG. She just wanted to be sure she could commit to the time needed.</p> <p>Vice Chair Yoshida stated that the last item regarding this agenda item is to define each member's authority. There could be a Chair, or every member of the PIG could have equal authority.</p>	<p>Mr. Calma moved to nominate Ms. Hertog, Ms. Knutson, and Vice Chair Yoshida as the members of the PIG to score the applicants' essays. Ms. Ako seconded the motion. Motion carried 5:0 by roll call vote.</p> <p>Ms. Hertog moved that each member of the PIG has equal authority in the PIG process. Ms. Knutson seconded the motion. Motion carried 5:0 by roll call vote.</p>
<b>KPC 2025-21</b>	<p><u>Discussion and possible action on authorizing the Office of Boards and Commissions to draft all documents relating to the hiring of the new Chief of Police for subsequent review and approval by the Commission.</u></p>	<p>Ms. Knutson moved to authorize the Office of Boards and Commissions to draft all documents relating to the hiring of the new Chief of Police for subsequent review and approval by the Commission. Mr. Calma seconded the motion. Motion carried 5:0 by roll call vote.</p>
	<p>Vice Chair Yoshida took the time to recap what occurred after the Commission returned from Executive Session for the members of the public who were unaware that the Commission had returned to Open Session. Vice Chair Yoshida went through the various motions under agenda item KPC 2025-21.</p>	
<b>KPC 2025-22</b>	<p><u>Discussion and possible action on the job description for the new Chief of Police.</u></p> <p>Vice Chair Yoshida stated that the draft job description was previously</p>	

SUBJECT	DISCUSSION	ACTION
	<p>circulated to the Commission and is also in the Commissioner's agenda packets. Vice Chair Yoshida asked Mr. Mince if he had a presentation to make.</p> <p>Mr. Mince provided the following information:</p> <ul style="list-style-type: none"> <li>• The job description in the agenda packet includes two copies.</li> <li>• One is the 2016 version of the job description which was updated as it was outdated.</li> <li>• That has been updated with the new Charter provisions.</li> <li>• The 2016 version has language that has been stricken and new language inserted into it. The second version is a clean copy of what the current job description will be if approved by the Commission.</li> </ul> <p>There was no one present from the public wishing to testify on this agenda item.</p> <p>Vice Chair Yoshida reiterated that the job description would include the changes that are incorporated in the draft that was circulated.</p>	<p>Ms. Hertog moved to approve the updated job description for the Chief of Police. Ms. Knutson seconded the motion. Motion carried 5:0 by roll call vote.</p>
<p><b>KPC 2025-25</b></p>	<p>There being no objections, KPC 2025-25 was taken out of order as was outlined in the amended approval of the agenda.</p> <p><u>Discussion and possible action on the Traits Matrix and related documents to solicit stakeholder input to be used during the hiring process of a new Chief of Police.</u></p>	



SUBJECT	DISCUSSION	ACTION
	<p>Vice Chair Yoshida noted that the Commission does have on record Mr. Hart's previous testimony related to this agenda item.</p> <p>Councilmember Cowden stated that she appreciates the decision to do a Traits Matrix because she feels it will help quantify or identify somebody who is well-suited for Kaua'i, particularly if they are from off-island. The culture on Kaua'i is atypical from the Continental United States. Councilmember Cowden stated that she thinks the Traits Matrix is good and supports it.</p> <p>Mr. Hart pointed out that if the public has input, they become stakeholders. In the future, down the road when there are complaints, which there are bound to be, about the Chief of Police, they are going to have to carry the burden too. The public had their opportunity to provide feedback and cannot blame everything on the Kaua'i Police Department or the Police Commission. Vice Chair Yoshida thanked Mr. Hart for his additional testimony.</p> <p>Vice Chair Yoshida noted that the previous action taken by the Commission related to this agenda item was nullified. Any discussion that occurred was also nullified. Vice Chair Yoshida stated that Commissioners can provide additional comments at this time, including on how to disseminate the information, etc.</p> <p>Vice Chair Yoshida stated that in the cover letter, it does say that the Commission is trying to gather a wide spectrum of the population and that the Commission is seeking assistance from the Office of the Mayor to issue a press release. The agenda item approval covers the Traits Matrix and</p>	

SUBJECT	DISCUSSION	ACTION
	<p>related documents. There is to be issued a press release inviting people to provide their input through an online survey. The Commission will need to figure out how to get the survey on the Commission's website so that it is easily accessible. Vice Chair Yoshida asked that the survey be made available and easily completed online. Mr. Mince acknowledged that that can be done. Mr. Mince noted that the Office of Boards and Commissions has been working with the Information Technology Division, and they have figured out how to link the Traits Matrix through the press release from the Office of the Mayor where someone hits one button to bring up the cover letter and the Traits Matrix. Members of the public can respond from that avenue. The information will be gathered by the IT Division and Mr. Mince will collate that information for the Commission's use.</p> <p>Vice Chair Yoshida stated that she is unsure whether the Commission should dictate all the specific ways that Office of Boards and Commissions gets the word out but encouraged Mr. Mince to ensure that the reach is as broad as possible by not just doing one press release but seeking other avenues to disseminate the information on the opening. Vice Chair Yoshida reminded Mr. Mince about Mr. Hart's previous testimony that the concept can also be advertised through the Council since Mr. Hart noted that he had already spoken to Council Chair Rapozo about it.</p> <p>Mr. Saito stated that the Commission could make a motion to delegate authority to the Office of Boards and Commissions to broadly disseminate information relating to the hiring of the new Chief of Police.</p> <p>Vice Chair Yoshida stated that the Commission will need a motion to accept the Traits Matrix and if anyone feels it is justified, other aspects could be added to the Matrix as well. Ms. Hertog stated that part of the instructions</p>	<p>Ms. Hertog moved that the Commission accept the Chief of Police Desirable Matrix. Ms. Knutson seconded the motion. Motion carried 5:0 by roll</p>

SUBJECT	DISCUSSION	ACTION
	<p>accompanying the Traits Matrix was for the Commissioners to add anything they felt was justified. Vice Chair Yoshida stated that if the Commission felt the Traits Matrix was adequate as-is, they could also approve it while leaving space for the community to add in additional items.</p> <p>Vice Chair Yoshida stated that if the Commission so desires, it can propose a second motion to delegate the Office of Boards and Commissions to broadly disseminate the Traits Matrix.</p>	<p>call vote.</p> <p>Ms. Hertog moved to delegate to the Office of the Boards and Commissions the responsibility to broadly disseminate the Traits Matrix throughout the County to the public. Mr. Calma seconded the motion. Motion carried 5:0 by roll call vote.</p>
<p><b>KPC 2025-23</b></p>	<p><u>Discussion and possible action on the posting and the job advertisement for a new Chief of Police.</u></p> <p>There was no one present from the public wishing to testify on this agenda item.</p> <p>Mr. Mince stated that this agenda item is a continuation of a past agenda item that was previously voted on and subsequently voided. There have been a few changes that have been made. On the first page, the list of venues to advertise have additions made to them. Three venues were added to the list. Some .com sites were removed. All the sites are police executive organizations. Those changes would require the Commission's approval.</p> <p>Mr. Mince stated that the advertising process has not changed much. The applicants are required to submit a cover letter, and the period applications are accepted was reduced from sixty days to forty-five days. In the previous iteration of the job advertisement, there was a link to information about</p>	

SUBJECT	DISCUSSION	ACTION
	<p>living on Kaua'i. That has now changed. The link that is about living on Kaua'i is now the second link. The first link describes the application process. Mr. Saito explained that what Mr. Mince is describing can be found on Attachment #2 on page 4 of the handout. The change is also related to the Office of the County Attorney's previous recommendation as to address any issues that may have arisen due to the former Police Commission Chair's resignation. The agenda item is meant to be transparent and forthcoming to the public by disclosing the revisions made to the hiring process that was adopted earlier in the morning.</p> <p>Ms. Hertog stated that she believes the revisions are spot-on in adding the other three law enforcement organizations to the list, including the disclosure about the former Police Commission Chair.</p> <p>Vice Chair Yoshida asked if the Traits Matrix was in the job posting and when the job advertisement would go out given that the Commission is still seeking public input on the Traits Matrix. She noted that if there are any changes to the Traits Matrix based on public input, those would need to be revised within the Traits Matrix before it is released to interested parties. Mr. Mince responded that people who view the application and apply will not see anything new that comes in or anything that is ultimately revised thereafter based on public input, etc. Vice Chair Yoshida stated that the public input can still be used by the Commission when it conducts its scoring and interviews. Mr. Mince responded that the actual purpose of the Traits Matrix is that that information is given to the entire Commission for use during the interview process. Mr. Saito noted that the results of the Traits Matrix will be made public at an open meeting of the Commission.</p>	<p>Ms. Hertog moved to approve the job advertisement for the new Chief of Police. Ms. Knutson seconded the motion. Motion carried 5:0 by roll call vote.</p>

SUBJECT	DISCUSSION	ACTION
<b>ADJOURNMENT</b>	Vice Chair Yoshida asked for a motion to adjourn the meeting.	Ms. Hertog moved to adjourn the meeting. Mr. Calma seconded the motion. Motion carried 5:0.  There being no objections, the meeting was adjourned at 10:15 a.m.

Submitted by: \_\_\_\_\_  
Mercedes Omo, Staff Support Clerk

Reviewed and Approved by: \_\_\_\_\_  
Laurie Yoshida, Vice Chair

( ) Approved as circulated on

( ) Approved as amended. See minutes of \_\_\_\_\_ meeting.



# KAUA'I POLICE DEPARTMENT

## POLICE COMMISSION MONTHLY REPORT

OFFICE OF THE CHIEF OF POLICE

REPORTING  
PERIOD  
April 2025

### Notable Highlights

	DATE	EVENT DESCRIPTION/LOCATION	BUREAU
1	04/07/25	Officers responded to Kalihiwai Beach where CPR was being performed on an unresponsive 74-year-old male surfer from Kilauea. He was transported to Mahelona Hospital and pronounced deceased. No foul play is suspected.	POB
2	04/07/25	Officers responded to a report of a Bitcoin scam involving multiple transfers through Crypto Currency platforms, Gemini and Coinbase. CID was notified and assumed the investigation.	POB
3	04/08/25- 04/09/25	Officers responded to a Hanalei residence for a welfare check on a male individual, a missing person investigation was initiated. The individual was later located deceased. The investigation remains ongoing, but no foul play is suspected.	POB
4	04/13/25	A distressed swimmer at Lydgate Beach Park became unresponsive and was later pronounced dead at Wilcox Medical Center. An autopsy confirmed accidental drowning.	POB
5	04/13/25- 04/19/25	KPD celebrated National Telecommunicators Week.	POB
6	04/14/25	Officers responded to a break-in and fire at a Lihu'e hotel. KFD extinguished the fire, and the cause is undetermined. Investigation remains ongoing.	POB
7	04/15/25	While investigating a burglary at Ace Hardware in 'Ele'ele, officers witnessed two individuals with the suspected stolen tools and their vehicles were subsequently seized. Search warrants and follow-up investigations led to the discovery of stolen property and narcotics. Both suspects were arrested and released on bail.	POB
8	04/15/25	An investigation of a burglary at an 'Ele'ele business led officers to identify and arrest one suspect for second-degree burglary and an outstanding warrant. Three other individuals were also arrested on warrants. The investigation remains ongoing.	POB
9	04/30/25	A search warrant was executed on a 43-year-old Lihu'e man and his vehicle, leading to the recovery of methamphetamine, two loaded handguns, various loose ammunition, and cash. The man was arrested on multiple felony charges, and the investigation remains ongoing.	POB

### Special Projects

	DATE	EVENT DESCRIPTION/LOCATION	HOURS	PERSONNEL COUNT	BUREAU
1	04/09/25	Bench Warrant/Arrest Warrant Sweep in Lihu'e District	3	5	POB
2	04/15/25	Full Scale Exercise with Lihu'e Airport Management	4	4	POB
3	04/19/25	Conducted a Tobacco Compliance Project with the University of Hawai'i	8	4	SSB
4	04/26/25	Hosted and partnered w/ DEA in a Drug Take-Back in which 501lbs. of unused and expired medication was turned in for disposal	5.75	1	POB

### Community Engagement

	DATE	EVENT DESCRIPTION/LOCATION	HOURS	PERSONNEL COUNT	BUREAU	AUDIENCE COUNT
1	APRIL	Jiu Jitsu Coach for Children at the Kaua'i Technical Institute	8	1	POB	6
2	APRIL	Basketball Coach for Top Contender Youth Basketball Club	8	1	POB	28
3	04/01/25	Assisted with Kaua'i High School Fire Drill with making sure faculty/staff and students were safe along the roadway	0.5	1	SSB	1,200
4	04/02/25	Crime Scene Evidence Collection presentation at Waimea High School	5	2	SSB	60+
5	04/05/25	Assisted with the Mayor's Track meet at Hanapepe Stadium	8	2	SSB	500+

6	04/09/25	Participated in the National Child Abuse Prevention and Sexual Assault Awareness Month Pin Wheel Garden Event at HQ	1	35	SSB/POB	50
7	04/10/25	Conducted a presentation to the Alaka'i O Kaua'i Middle School students	1	1	SSB	100
8	04/11/25	Good Grief Club at Wilcox Elementary School	3	1	POB	15+
9	04/12/25	Held the Special Olympics Torch run event	3	15	SSB	300+
10	04/12/25	Assisted Mayor's Annual Elementary Kids Track meet (Eastside)	4	1	SSB	400+
11	04/12/25	Assisted at the Waimea High School Prom with student and chaperone safety	5	2	SSB	200
12	04/15/25	White Collar Scams, Security and Safety	1	5	POB	40
13	04/15/25	Conducted a Fraud/Scam outreach at the Regency Puakea Assisted Living Housing	2	2	POB	30
14	04/18/25	Held the County of Kaua'i Mayor's Middle School Track Meet at Island School	8	10	SSB	200+
15	04/23/25	Participated in the Kaua'i Job Fair	4	2	SSB	100+
16	04/24/25	Safety presentation at the Waiohai Beach Resort for their "Bring your child to work day"	2	2	SSB	28
Total			63.5	83		3,257

### Significant Meetings

	DATE	EVENT DESCRIPTION/LOCATION	BUREAU	# OF ATTENDEES
1	04/01/25	Unit Meeting Waimea Career Day Syllabus	SSB	2
2	04/03/25	Case Review Evidence Testing	SSB	1
3	04/08/25	Līhu'e Airport Full Scale Exercise Planning Meeting	POB	4
4	04/08/25	Multidisciplinary Team Meeting and Peer Review	POB	3
5	04/09/25	Interdisciplinary Meeting for Elderly Abuse	POB	1
6	04/10/25	Interagency Advisory Committee Meeting w/ the Children's Justice Center	POB	1
7	04/10/25	SANE/SAFE Monthly Team Meeting	POB	6
8	04/11/25	SMDTF Grant Award Meeting w/ State and County Agencies	POB	1
9	04/14/25	Alerts, Warning and Evacuation Meeting at KEMA	POB	5
10	04/15/25	U.S. Coast Guard Joint Maritime Search and Rescue Exercise Planning Meeting	POB	2
11	04/15/25	Hawai'i Sexual Assault Response Quarterly Meeting	POB	2
12	04/17/25	State Suicide Prevention Task Force Meeting	POB	1
13	04/22/25	Case Review and Tracking Meeting w/ Members of the Children's Justice Center	POB	2
14	04/24/25	Kaua'i Domestic Violence Task Force Meeting	POB	1
15	04/25/25	FOD Sergeants Meeting; CID provided a presentation on Sex Assault Investigations	POB	1

### Public Information Officer (PIO)

ACTIVITY	COMPLETED	COMMENT
Press Releases	20	
Media Inquiries	27	
Special Projects	3	Monthly Newsletter, Year in Review, Various Events/Observances in April





# KAUA'I POLICE DEPARTMENT

## POLICE COMMISSION MONTHLY REPORT

SUPPORT SERVICES BUREAU · CRIMINAL INVESTIGATIONS DIVISION · FIELD OPERATIONS DIVISION

REPORTING  
PERIOD  
April 2025

### Budget Summary Estimate: Period of April 2025

BUREAU/DIVISION	BUDGET	EXPENDITURES TO DATE	ENCUMBRANCES TO DATE	BALANCE 3/31/25	% OF BUDGET
Chief's Office	\$46,214,334.84	28,474,859.64	2,238,857.84	\$15,500,617.36	66%
Support Services Bureau	\$3,783,708.32	1,486,230.76	873,857.32	\$1,423,620.24	62%
Criminal Investigations Division	\$834,802.36	493,202.09	291,545.36	\$50,054.91	94%
Police Operations Bureau	\$1,007,131.90	416,919.05	244,185.90	\$346,026.95	66%
Total General Fund	<u>\$51,839,977.42</u>	<u>30,871,211.54</u>	<u>3,648,446.42</u>	<u>\$17,320,319.46</u>	67%
Asset Forfeiture Funds	<u>\$100,008.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$100,008.00</u>	0%

### Salary, Overtime & Fringe Benefits Breakdown Summary

Salary & Wages	\$21,321,433.00	\$14,405,450.00	\$6,915,983.00	68%
Overtime	\$2,538,207.00	\$2,673,260.00	-\$135,053.00	105%
Fringe Benefits	<u>\$13,419,802.00</u>	<u>\$10,242,307.00</u>	<u>\$3,177,495.00</u>	76%
Total Salary, OT, Fringe	<u>\$37,279,442.00</u>	<u>\$27,321,017.00</u>	<u>\$9,958,425.00</u>	73%
Payroll % of Budget	81%	73%	27%	

### Personnel Status as of April 30, 2025

	AUTHORIZED	ACTUAL	VACANT
<b>Appointed</b>	<b>2</b>	<b>2</b>	<b>0</b>
	1-Chief 1-Deputy Chief		
<b>Sworn</b>	<b>164</b>	<b>126</b>	<b>38</b>
	2-Assistant Chief 5-Captain 12-Lieutenant 37-Sergeant 108-Officer		1-Assistant Chief (Pos 371) 2-Captain [Pos 352, 446] 2-Police Lieutenant [Pos 394, 399] 3-Detective [Pos. 450, 504, 579] 3-Police Sergeant [Pos 457, 470, 567] 27-Police Officer [Pos 367, 381, 382, 383, 407, 447, 449, 468, 503, 505, 508, 509, 516, 517, 521, 533, 534, 540, 542, 543, 547, 551, 552, 567, 587, 599, 1318]
<b>Non-Sworn</b> <i>*3 – Dispatchers Grant funded</i>	<b>70</b>	<b>44</b>	<b>26</b>
	5-Accountant 2-Admin Asst. 1-Contracts Specialist 4-Criminalist 1-Dept. Staff Asst. 1-DV/AV Coord. 1-DVIC 20-Emergency Services Dispatcher 3-Evidence Custodian 1-Fiscal Officer 1-Fleet Coord. 1-IT Prog. Coord. 2-Secretary 1-Program Admin Off.	2-Parking Enforcement Worker 2-Police Inv. Ops, Asst. 1-Police Records Supervisor 5-Police Records Technician 4-Prog. Support Asst. 2-Public Information Officer 9-Public Safety Worker 1-Weapons Clerk	9-Emergency Services Dispatcher (Pos 311, 314, 315, 353, 473, 536, 537, T565, T566) 5-Public Safety Worker I [Pos 378, 379, 380, 1315, 1947] 1-Department Staff Assistant [Pos 306] 2-Police Evidence Custodian I [Pos 491, 1316] 2-Parking Enforcement Worker [Pos 339, 384] 1-Business Administrator I [Pos 9221] 1-Information & Education Specialist [Pos #561] 2-Crime Scene Specialist Trainee [Pos #392, 492] 1-Accounting Technician (Pos. #582) 1-Police Investigative Operations Assistant (Pos. 300) 1-Administrative Assistant II [Pos. 362]
<b>Total</b>	<b>236</b>	<b>172</b>	<b>64</b>
<b>Hourly Positions</b> <i>*Does not factor into vacancy totals</i> <i>*Off-Duty Clerk not County funded</i>	<b>9</b>	<b>7</b>	<b>2</b> <i>*Does not factor into vacancy totals</i>
	2-Background Investigator 6-Sex Assault Forensic Nurse Examiner 1-Clerk (Off-Duty)		1-Background Investigator [Pos 1309] 1-Clerk (Off-Duty) [Pos T475]



**Total – Including Hourly Positions  
that do not factor into vacancy totals**

245

179

66

## Recruitment Status as of April 30, 2025

POSITION	VACANCIES	COMMENTS
Police Services Officer (102 <sup>nd</sup> Recruit Classes)	27	<p><b>Posted: December 1, 2024 – December 31, 2025</b></p> <p><b>102<sup>nd</sup> Recruit Class COMBINED TOTAL: Sept 2024 – Current</b></p> <p>09/25/2024 Written Exam: 8 scheduled, 5 took exam, 2 passed &amp; referred  10/23/2024 Written Exam: 11 scheduled, 6 took exam, 6 passed &amp; referred  11/27/2024 Written Exam: 7 scheduled, 3 took exam, 2 passed &amp; referred  12/18/2024 Written Exam: 8 scheduled, 4 took exam, 3 passed &amp; referred  01/22/2025 Written Exam: 8 scheduled, 4 took exam, 2 passed &amp; referred  01/22/2025 (1) HPD lateral referred  02/19/2025 Written Exam: 5 scheduled, 5 took exam, 2 passed &amp; referred  03/19/2025 Written Exam: 5 scheduled, 4 took exam, 4 passed &amp; referred  04/30/2025 Written Exam: 14 scheduled, 9 took exam, 2 passed &amp; referred</p> <p>Referred – 24  Disqualified – 7  Withdrew – 1  Background Investigation Phase – 14  Conditional Job Offer – 1</p> <p><b>Tentative Hire Date for 102<sup>nd</sup> Recruit Class: 07/01/2026</b>  <b>Hired Lateral from HPD (March 2025) – 1</b></p>
Assistant Chief	1	Interviews on April 10, 2025; Pending Promotional Announcement
Captain	2	Interviews on April 10 and 11, 2025; Pending Promotional Announcement
Police Lieutenant	2	Pending Promotional Announcement
Detective/Sergeant	6	Pending Promotional Announcement
Crime Scene Specialist Trainee	2	Referred – 30 Disqualified – 23 Withdrew – 4 Interviews scheduled for May 6 and 12, 2025 – 3
Emergency Services Dispatcher I	9	<b>Posted: Continuous</b> Referred – 4 Withdrew – 2 Background Investigation Phase – 2
Public Safety Worker I	5	<b>Posted: July 3, 2023 – Continuous</b> Referred – 1 Background Investigation Phase – 1
Parking Enforcement Worker	2	<b>Posted: Continuous</b> No names referred
Evidence Custodian I	2	Pending recruitment announcement – New software system
Information & Education Specialist	1	Pending recruitment announcement
Business Administrator	1	Pending recruitment announcement
Department Staff Assistant	1	Pending redescription
Accounting Technician	1	Position will be moved to HR along with Payroll. No recruitment.
Administrative Assistant II	1	Pending recruitment announcement
Police Investigative Operations Assistant	1	Pending redescription

## DARE Classes

LOCATION	GRADE LEVEL	LESSONS	# CLASSES	# STUDENTS
Kapa'a Middle School	7 <sup>th</sup>	#5 #6	4	120
Wilcox Elementary School	5 <sup>th</sup>	#5 #6	4	100
Kapa'a Elementary School	5 <sup>th</sup>	Group A 1-8 Group B 1-4	22	150

## KPAL Programs

PROGRAMS	LOCATION	#CLASSES	#REGISTERED	#PERSONNEL
Jiu Jitsu	Hanapēpē	8	78	1
Wrestling	Kapa'a	6	93	2
Wrestling	Līhu'e	6	93	2
Wrestling	Waimea	TBD	0	0
Boxing	Hanapēpē	12	77	1
Boxing	Līhu'e	12	95	4

## Training Provided by Outside Agency: Off-Island

	ORDER NO:	START:	END:	TRAINING DESCRIPTION:	PERSONNEL TRAINED:	COURSE HOURS PER TRAINING:
1	25-25037	03/31/25	04/04/25	USSS-International Money Laundering	1	40
2	25-25019	04/01/25	04/04/25	FBI LEEDA Managing & Conducting Internal Affairs Investigations	1	32
3	25-25036	04/02/25	04/04/25	Drug Trafficking in Transportation & Service Industries	3	24
4	25-25038	04/02/25	04/04/25	ICCIU Conference	4	24
5	25-25020	04/07/25	04/11/25	Berla Training	1	40
6	25-25046	04/23/25	04/30/25	The Five Seeds of Effective Leadership Training	14	24
7	25-25006	04/22/25	04/24/25	International Conference On Sexual Assault, Domestic Violence & Forging New Pathways	4	24
8	25-25039	04/28/25	05/02/25	INIA Conference	2	24
Total					30	232

## Training Provided by Kaua'i Police Department

	ORDER NO:	START:	END:	TRAINING DESCRIPTION:	PERSONNEL TRAINED:	COURSE HOURS PER TRAINING:
1	24-24124	04/01/25	04/30/25	SRT Training	21	16
2	24-24125	04/01/25	04/30/25	HIBS Training	8	32
3		04/01/25	04/30/25	101 <sup>st</sup> Recruit Class Training	3	168
4		04/01/25	04/30/25	PO Lateral Transfer Training	1	168
5		04/02/25	04/07/25	101 <sup>st</sup> Recruit Class Scene Forensic Techniques, Overview Forensic Science Training	4	8
6	25-25052	04/07/25	04/29/25	POB FOD Bi-Annual Firearms Qualification	31	12
7		04/08/25	04/08/25	101 <sup>st</sup> Recruit Class Community Engagement and Juvenile Laws Training	5	3
8		04/09/25	04/09/25	Power DMS Latent Print Submission	1	1
9	25-25008	04/11/25	04/11/25	CAST/CNT Training	8	8
10	25-25061	04/16/25	04/16/25	Concepts of Wellness	7	2
Total					89	418

## Training Provided by Outside Agency: On-Island

	ORDER NO:	START:	END:	TRAINING DESCRIPTION:	PERSONNEL TRAINED:	COURSE HOURS PER TRAINING:
1	25-25002	04/01/25	04/02/25	COPS De-Escalation End-User Training	25	16
2	25-25003	04/03/25	04/04/24	COPS De-Escalation Train-The-Trainer Training	18	12
3		04/15/25	04/15/25	USSS Device Triage Online Workshop	1	8
4	25-25054	04/21/25	04/23/25	FIT FORCE Recertification & Certification Training	10	24
5	25-25046	04/23/25	04/30/25	The Five Seeds of Effective Leadership Training	14	24
6	25-25048	04/23/25	04/30/25	Five Seeds of Effective Leadership	11	24

7	25-25049	04/24/25	04/24/25	Clandestine Lab Recertification Training	7	8
8	25-25057	04/29/25	04/30/25	SAR Exercise Training	4	12
9		04/29/25	04/29/25	First Net Training		2
10		04/30/25	04/30/25	"The Silent Witness" - Using Digital Evidence to Advance Investigations	1	8
Total					91+	138

### Firearms Registered

DOMESTIC HANDGUNS	103	DOMESTIC RIFLES	215	DOMESTIC SHOTGUNS	34	DOMESTIC TOTAL	352
YTD 2025	392		526		100		1,018
IMPORTED HANDGUNS	52	IMPORTED RIFLES	108	IMPORTED SHOTGUNS	23	IMPORTED TOTAL	183
YTD 2025	195		265		58		518

### Handgun Applications

APPLICATIONS RECEIVED	48	PERMIT TO ACQUIRE ISSUED	41	PERMIT TO ACQUIRE REJECTED	0	PERMIT TO ACQUIRE VOIDED	0
YTD 2025	201		183		0		0

### Long Gun Applications

APPLICATIONS RECEIVED	68	PERMIT TO ACQUIRE ISSUED	36	PERMIT TO ACQUIRE REJECTED	0	PERMIT TO ACQUIRE VOIDED	1
YTD 2025	223		194		0		2

### Licenses to Carry Applications

PERMIT TO CARRY APPLICATIONS	17	PERMIT TO CARRY APPLICANTS	13	SECURITY LICENSE ISSUED	0	SECURITY LICENSE DENIED	0	CITIZEN LICENSE ISSUED	25	CITIZEN LICENSE DENIED	0
YTD 2025	69		55		2		0		65		0

### Crime Scene and Laboratory Section - Biometric Identification Facial and Ten Print

LATENT PRINT DEVELOPMENT	FACIAL RECOGNITION PROCESSING	TEN PRINT QUALITY CONTROL	TEN PRINT EXAMINATION
0	165	167	53

### Crime Scene and Laboratory Section - Call Out, Lab Request

AUTOPSY	DIGITAL EXAM	SEX ASSAULT KITS	FORENSIC TEST RESULTS INTERPRETATION	KPD WARRANTS	FORENSIC CONSULTATION	CALL OUT TOTAL	TOTAL NEW CASES
2	11	0	0	0	4	12	10



## YTD Death Statistics

DEATH TYPES	RESIDENT	UNHOUSED RESIDENT	VISITOR
Natural Death Involving Autopsy	14	0	1
Accidental Deaths	6	0	2
Undetermined-Pending Toxicology Results	10	1	1
Drug Overdoses	3	0	0
Suicide	4	0	1
Homicide	0	0	0

## Person Crimes Section Statistics

	ASSIGNMENT				CASE DISPOSITION							
(5) DETECTIVES	Carry Over Last Month	Cases Assigned/ Follow Up	Total Offenses	Total Case	Unfound	RTP	Record Only	Arrest Self	Arrest Other	Cases Closed/%	PFD	Carry Over Next Month
<b>TOTAL</b>	<b>48</b>	<b>32</b>	<b>91</b>	<b>80</b>	<b>3</b>	<b>8</b>	<b>9</b>	<b>0</b>	<b>0</b>	<b>30.00%</b>	<b>7</b>	<b>47</b>

## Person Crimes Section Enforcement

Felony Arrest	MD Arrest	Vio Arrest	Total Arrest	Search Warrant	Special Projects	Arrest Warrant	Grand Jury	Surveillance	Follow Ups	Info Charging
1	0	0	1	8	0	0	0	0	0	1

## Property Crimes Section Statistics

	ASSIGNMENT				CASE DISPOSITION							
(6) DETECTIVES	Carry Over Last Month	Cases Assigned/ Follow Up	Total Offenses	Total Case	Unfound	RTP	Record Only	Arrest Self	Arrest Other	Cases Closed/%	PFD	Carry Over Next Month
<b>TOTAL</b>	<b>62</b>	<b>72</b>	<b>216</b>	<b>134</b>	<b>1</b>	<b>18</b>	<b>6</b>	<b>5</b>	<b>0</b>	<b>57.46%</b>	<b>48</b>	<b>54</b>

## Property Crimes Section Enforcement

Felony Arrest	MD Arrest	Vio Arrest	Total Arrest	Search Warrant	Special Projects	Arrest Warrant	Grand Jury	Surveillance	Follow Ups	Info Charging
1	0	0	1	7	1	0	0	1	25	0

## Property Crimes Section Types

	CASES	ADULT ARREST	JUVENILE ARREST	REFER TO PROSECUTORS	PENDING FURTHER DEVELOPMENTS	UNFOUNDED
Criminal Property Damage (CPD)	4	0	0	1	3	0
Unauthorized Entry into a Motor Vehicle (UEMV)	9	3	0	0	5	1

Unauthorized Control of a Propelled Vehicle (UCPV)	14	0	0	1	13	0
Burglary	14	2	0	1	11	0
Theft	24	9	0	1	13	1

### Vice Section Statistics

	COCAINE	FENTANYL	METH	HEROIN	MARIJUANA	VEHICLES	CURRENCY	FIREARMS	SEARCH WARRANT	ARREST
APRIL	5g	0.4g	105.3g	0	0	2	\$713.00	3	2	2
YTD	123.1g	1.6g	1,229.7g	0	298g	9	\$10,886.00	3	21	31



**Kauai Police Department**  
**Crime Summary - Preliminary Point & Time Data**  
for dates between 04/01/2025 & 04/30/2025

**Crimes**

Crime Category	YTD 2025	YTD 2024	Percent Change	04/01/2025 TO 04/30/2025	03/01/2025 TO 03/31/2025	Percent Change
<b>Violent Crimes</b>						
<b>Murder</b>	----	----	----	----	----	----
Completed	0	1	-100.0%	0	0	0.0%
<b>Murder Total</b>	0	1	-100.0%	0	0	0.0%
<b>Rape</b>	----	----	----	----	----	----
Family	5	9	-44.4%	1	0	100.0%
Known to Victim	7	15	-53.3%	1	3	-66.7%
Stranger	0	5	-500.0%	0	0	0.0%
Undetermined	7	3	133.3%	3	0	300.0%
<b>Rape Total</b>	18	32	-43.8%	5	3	66.7%
<b>Robbery Total</b>	3	7	-57.1%	0	0	0.0%
<b>Aggravated Assault</b>	----	----	----	----	----	----
04A - Firearms	0	2	-200.0%	0	0	0.0%
04B - Knife or Cutting Instrument	6	4	50.0%	2	3	-33.3%
04C - Other Dangerous Weapon	3	10	-70.0%	0	1	-100.0%
04D - Hands, Fist, Feet, Etc	16	20	-20.0%	3	3	0.0%
Other - Unknown	10	10	0.0%	3	1	200.0%
<b>Aggravated Assault Total</b>	36	46	-21.7%	9	8	12.5%
<b>Total Violent Crimes</b>	<b>57</b>	<b>86</b>	<b>-33.7%</b>	<b>14</b>	<b>11</b>	<b>27.3%</b>
<b>Property Crimes</b>						
<b>Burglary Total</b>	72	58	24.1%	15	20	-25.0%
<b>Larceny Theft Total</b>	370	433	-14.5%	74	101	-26.7%
<b>Motor Vehicle Theft Total</b>	44	45	-2.2%	12	14	-14.3%
<b>Total Property Crimes</b>	<b>486</b>	<b>536</b>	<b>-9.3%</b>	<b>101</b>	<b>135</b>	<b>-25.2%</b>
<b>Total Crime</b>	<b>543</b>	<b>622</b>	<b>-12.7%</b>	<b>115</b>	<b>146</b>	<b>-21.2%</b>

**Arrests**

<b>Violent Crimes</b>						
<b>Murder Total</b>	1	0	100.0%	0	0	0.0%
<b>Rape Total</b>	3	1	200.0%	2	1	100.0%
<b>Robbery Total</b>	2	2	0.0%	0	1	-100.0%
<b>Aggravated Assault Total</b>	21	29	-27.6%	5	7	-28.6%
<b>Total Violent Crimes</b>	<b>27</b>	<b>32</b>	<b>-15.6%</b>	<b>7</b>	<b>9</b>	<b>-22.2%</b>
<b>Property Crimes</b>						
<b>Burglary Total</b>	19	16	18.8%	4	5	-20.0%
<b>Larceny Theft Total</b>	100	95	5.3%	23	32	-28.1%
<b>Motor Vehicle Theft Total</b>	17	8	112.5%	4	8	-50.0%
<b>Total Property Crimes</b>	<b>136</b>	<b>119</b>	<b>14.3%</b>	<b>31</b>	<b>45</b>	<b>-31.1%</b>
<b>Total Arrests</b>	<b>163</b>	<b>151</b>	<b>7.9%</b>	<b>38</b>	<b>54</b>	<b>-29.6%</b>



**Kauai Police Department**  
**Activity Summary - Preliminary Point & Time Data**  
for dates between 04/01/2025 & 04/30/2025

**Call Statistics**

	YTD 2025	YTD 2024	Percent Change	04/01/2025 TO 04/30/2025	03/01/2025 TO 03/31/2025	Percent Change
<b>Calls for Service</b>						
<b>Law Total</b>	15,426	16,819	-8.3%	3,935	3,835	2.6%
<b>Fire Total</b>	2,827	2,765	2.2%	646	678	-4.7%
<b>EMS Total</b>	2,498	2,428	2.9%	602	586	2.7%
<b>Total Calls for Service</b>	<b>20,751</b>	<b>22,012</b>	<b>-5.7%</b>	<b>5,183</b>	<b>5,099</b>	<b>1.6%</b>

**Officer Initiated**

<b>Total Traffic Stops</b>	<b>2,138</b>	<b>2,794</b>	<b>-23.5%</b>	<b>649</b>	<b>434</b>	<b>49.5%</b>
<b>Total Citations</b>	<b>5,015</b>	<b>6,627</b>	<b>-24.3%</b>	<b>1,593</b>	<b>1,017</b>	<b>56.6%</b>
<b>Total Warnings</b>	<b>885</b>	<b>703</b>	<b>25.9%</b>	<b>277</b>	<b>160</b>	<b>73.1%</b>
<b>Total FI's</b>	<b>141</b>	<b>213</b>	<b>-33.8%</b>	<b>39</b>	<b>35</b>	<b>11.4%</b>

**Incidents by District**

<b>Lihue</b>	2,003	1,999	0.2%	473	519	-8.9%
<b>Waimea</b>	756	703	7.5%	182	195	-6.7%
<b>Koloa</b>	695	882	-21.2%	178	174	2.3%
<b>Kawaihau</b>	1,429	1,430	-0.1%	334	393	-15.0%
<b>Hanalei</b>	678	628	8.0%	168	174	-3.4%
<b>Not Specified</b>	3	1	200.0%	0	1	-100.0%
<b>KPD</b>	3	2	50.0%	1	2	-50.0%
<b>Total Incidents</b>	<b>5,567</b>	<b>5,645</b>	<b>-1.4%</b>	<b>1,336</b>	<b>1,458</b>	<b>-8.4%</b>

**Crash Statistics**

<b>Tc Major</b>	170	155	9.7%	44	39	12.8%
<b>Tc Minor</b>	187	146	28.1%	42	52	-19.2%
<b>Total Fatalities</b>	<b>4.00</b>	<b>4.00</b>	<b>0.0%</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Crashes</b>	<b>357</b>	<b>301</b>	<b>18.6%</b>	<b>86</b>	<b>91</b>	<b>-5.5%</b>



# Kauai Police Department Agency Statistics For dates between 04/01/25 00:00 & 04/30/25 23:59

## CALLS FOR SERVICE / INCIDENT SUMMARY

Total Calls for Service: 4,541

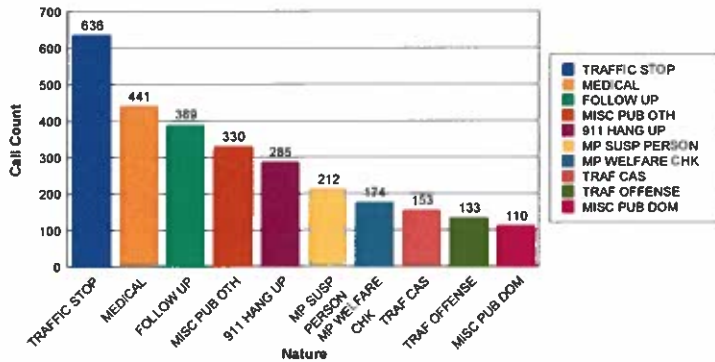
Total Law Calls for Service: 3,935

Total Incidents: 1,336

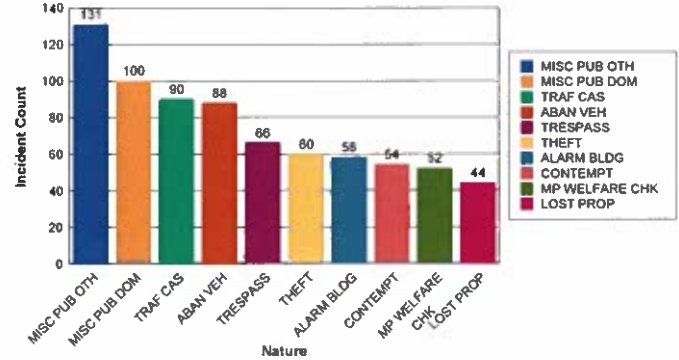
All Units: 5,192

Primary on Incidents: 1,336 Charges Initiated: 1,436

Top 10 Calls for Service



Top 10 Incident Natures



## CITATION SUMMARY

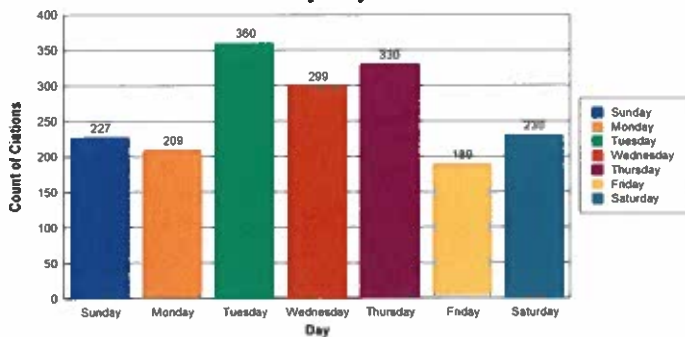
Total Traffic Stops: 649

Total Traffic Warning Issued: 264

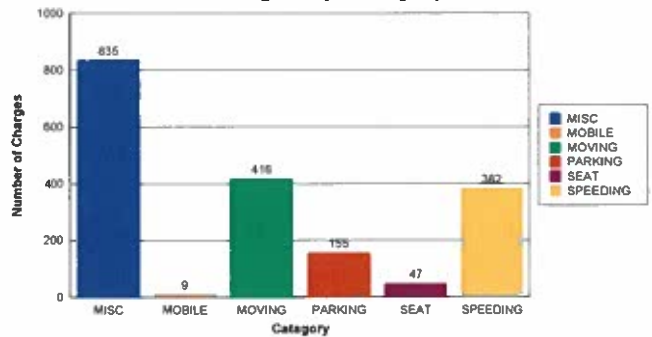
Total FI's: 38

Misc	Mobile	Moving	Parking	Seat	Speed	Covid	Totals	Viol	Non
833	7	412	155	40	142	0	1,589	556	162

Citations by Day of the Week



Charges By Category







# Kauai Police Department Agency Statistics

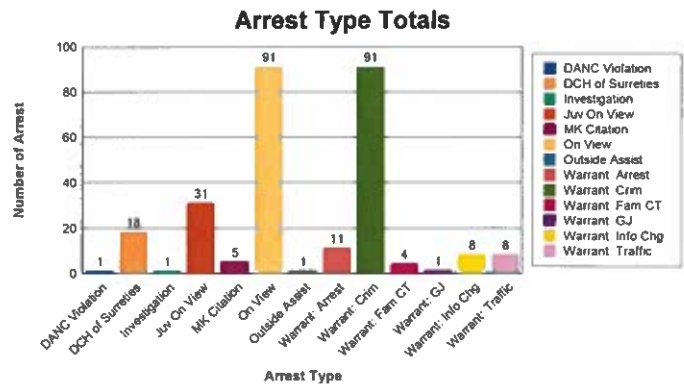
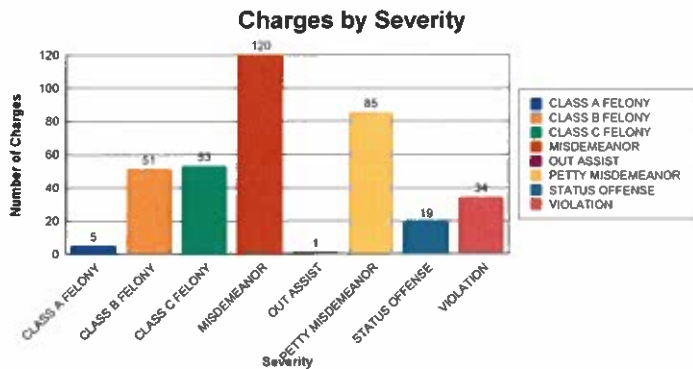
**For dates between 04/01/25 00:00 & 04/30/25 23:59**

## ARREST SUMMARY

**Total Arrests: 271 - Juvenile: 33 - Adult: 238**

**Total Charges: 366 - Felonies: 108 - Total Misdemeanors: 120 - Total Petty Misdemeanors: 85 - Total Others: 53**

**Total OVUII Arrest Charges: 10**



## LEGAL SERVICES

Summons / Other	TRO Family   Civil		Protective Orders Family   Civil		Subpoena	Total
41	0	12	0	0	66	119

## WARRANT TYPE All Divisions

Arrest Warrants	Bench Warrants	eBW Traffic	eBW Criminal	Juvenile Warrants
14	1	73	106	2

## WARRANT TRACKING All Divisions

Warrant Intake	Served	Recalled	Outstanding
18	150	75	2,093



STATE OF HAWAII ORGANIZATION OF POLICE OFFICERS

Robert Cavaco  
State Board President

" A Police Organization for Police Officers Only "  
Founded 1971

Term of Office  
1-2022 to 12-2025

April 28, 2025

RECEIVED

Kauai County Police Commission  
4444 Rice Street, Suite 150  
Lihue, HI 96766

APR 30 2025

BOARDS & COMMISSIONS

**Subject: Urgent Need for Police Commission Leadership: Addressing the KPD Morale Crisis and Mismanagement of Gallup Follow-up**

Dear Members of the Kauai Police Commission,

SHOPO writes to express our profound disappointment in the current state of the Kauai Police Department and our fear that conditions continue to worsen, risking a collapse into a full-blown organizational disaster. We urge you to exercise your authority and take immediate action.

We understand that our message may seem blunt. However, we ask you to consider the current SHOPO leadership team's proven track record of collaboration and patience through exceptionally challenging times for our members. SHOPO is fully committed to the positive transformation of KPD, but this requires your active leadership and action, now.

**Broken Promises, Ignored Feedback, and a Premature New Survey**

Our members were recently shocked to learn that despite taking the costly Gallup employee survey in May 2024, there has been zero engagement with frontline employees, sworn or non-sworn, regarding the results or any planned follow-up. This utter lack of communication flies in the face of aspirational goals about inclusion and valuing employees presented by Gallup.

Adding to this disappointment is the fact that following the release of the dire Gallup results, Chief Raybuck gave the appearance of embracing the findings and publicly indicated he would lead the radical change required. Yet, he never delivered on this promise. Instead, employees have experienced continued inaction and a failure to prioritize the very issues the survey brought to light.

Therefore, we make the following recommendation in the strongest possible terms: **Do not move forward with another employee survey.** Implementing a new survey when there's been zero outreach or communication since the first survey will only exacerbate existing morale and trust issues.

In August 2024, SHOPO sent a letter outlining reasonable requests for meaningful engagement based on the initial Gallup findings, including:

- Briefings of survey results for frontline employees.
- Inclusion of SHOPO and HGEA in the process
- Commitment to a feedback/progress report process.

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1717 Hoe Street  
Honolulu, Hawaii 96819-3125  
Tel: (808) 847-4676 "84 SHOPO"  
www.shophawaii.org Fax: (808) 841-4818

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688 Kinoole Street, Room 220B  
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Kauai Chapter Office  
3176 Oihana Street, Suite 104, Lihue  
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Lihue, Hawaii 96766-5708  
Tel: (808) 246-8911

Maul Chapter Office  
1887 Wili Pa Loop, Suite 2  
Wailuku, Hawaii 96793-1253  
Tel: (808) 242-6129  
Fax: (808) 242-9519

This correspondence, which received no response from the Commission, represented the only post-survey communication from employees to the Commission. Those employees who bravely spoke out during a public meeting, despite the current retaliatory environment, shared their truths hoping to catalyze change. They felt heard in that moment, but the subsequent months of inaction have left them feeling ignored, leading to deeper despair.

Proposing another survey now, without addressing the clear lack of confidence employees have in action being taken (highlighted by Gallup's score of 1.62), will only reinforce perceptions of broken promises and organizational indifference.

### **Hit Reset: The Commission Must Lead**

The issues surrounding the survey follow-up are significant morale killers, but they are compounded by broader leadership dysfunction. Gallup's slide deck to the Commission states it will address the lack of confidence in survey follow-up by conducting a "collaborative visioning workshop" that will create a "culture transformation roadmap". We have no idea what that is, but what we do know is that the process has excluded front-line employees who make up the vast majority of the workforce the plan is meant to impact. This lack of transparency and inclusion contradicts fundamental principles of effective organizational change, principles likely espoused by Gallup itself. That is, of course, if Gallup created the "transformation roadmap."

While leadership talks of transformation, frontline employees never even received the survey results from KPD or Gallup, and never received any sort of explanation or analysis. This snub, particularly compared to SHOPO's own efforts to widely share and explain our survey results with far fewer resources, is inexcusable and makes employees feel their voices do not matter.

The ongoing uncertainty regarding Chief Raybuck's departure continues to harm all stakeholders. His refusal to set a retirement date halts transition plans and perpetuates the tense, unpredictable environment employees have endured. While other senior managers and SHOPO have collaborated effectively on critical issues like the patrol schedule in the Chief's frequent absence, his return introduces palpable tension and confusion about who is in charge, further eroding trust and making employees feel vulnerable to retaliation.

### **Police Commission: The Essential Leadership**

This Commission holds the power to make a difference. Your employees appealed directly to you for help because you are their only hope for reestablishing functional, trustworthy leadership. The Commission is not secondary to the Chief of Police; you are the policy-making body responsible for setting goals, overseeing the department, providing input on the budget, and holding the executive officer accountable.

KPD employees came to you, risking their careers, pleading for leadership. The Department's current state, where leadership is obscured because the Chief lacks employee trust and internal validity, and senior management's authority feels undermined, is untenable.

We urge you to fill this void. Reassert your leadership, clarify the Chief's accountability to you, and boldly and quickly get this organizational transformation back on a path that includes and values the employees it affects. Your officers, dispatchers, and civilian staff cannot effectively carry out their mission without knowing that their governing body is looking out for them and supports them.

As Gallup's own research in the "State of the American Workplace" report emphasizes, employees must feel heard and valued; their input must be considered without fear of retaliation. Simply conducting surveys is worthless if follow-up action is absent and employees are excluded from the process.

and then leaving managers on their own, hoping they will learn something from the survey results that will change the way they manage.

Figure 1: State of the American Workplace, Gallup, Pg. 71

While some of our points are blunt, they are offered in the spirit of family needing to be honest for the good of the whole. This is our home, our community, and our department. SHOPO's hand of cooperation and collaboration remains extended. We sincerely hope you reach for it and exercise the leadership KPD desperately needs.

Sincerely,



ROBERT CAVACO  
SHOPO President

RC: ja



DEREK S.K. KAWAKAMI, MAYOR  
REIKO MATSUYAMA, MANAGING DIRECTOR

## POLICE DEPARTMENT COUNTY OF KAUAI



TODD G. RAYBUCK, CHIEF OF POLICE  
MARK T. OZAKI, DEPUTY CHIEF OF POLICE

May 15, 2025

Chair Walton Hong  
and Commission Members  
Kaua'i Police Commission  
4444 Rice Street, Ste. 150  
Lihue, HI 96766

**Re: Notice Regarding Chief T. Raybuck's Transfer of Command to Interim Chief E. Ke on June 12, 2025**

Dear Chair Hong and Commission Members:

Please accept this letter as formal notice of my upcoming transfer of command to Interim Chief Elliott Kalani Ke, effective June 12, 2025. A brief ceremony will be held at 3:00 p.m. at the Kaua'i Veterans Center, and I encourage each of you to attend to show your support for Chief Ke.

Immediately following the ceremony, Interim Chief Ke will assume full command and authority over the Kaua'i Police Department, in agreement with the Police Commission's vote on March 28, 2025.

Serving the people of Kaua'i and leading this department has been among the greatest honors of my 38-year career in law enforcement. I am sincerely grateful for the support extended by the Police Commission, County leadership, our dedicated officers and staff, and the broader community.

During my tenure, I have been privileged to work alongside exceptional police leaders to deliver meaningful progress in key areas. Among the accomplishments I am most proud of are:

- **Streamlining departmental operations** by restructuring the command staff, reorganizing the Department into a two-bureau structure, and implementing a 12-hour patrol shift. These changes have improved the command structure, enhanced organizational efficiency, increased frontline police resources, eliminated the need for overtime to cover vacant beats due manpower shortages, and optimized resource allocation.
- **Strengthening community-police relations** by expanding Kaua'i Police Activities League (KPAL) programs and establishing a new, dedicated KPAL facility in Lihue. Community engagement was further enhanced through initiatives such as "Coffee with a Cop" and the annual "Touch-A-Truck" events, helping to build trust and strengthen relationships with our keiki and the broader community.
- **Implemented modern promotional processes, updated training standards, and advanced technologies** by modifying departmental promotion protocols, expanding online and in-service training opportunities, transitioning to the Taser 10 less-lethal energy weapon, incorporating virtual reality training for Taser, firearms, and community engagement scenarios, and the development of a state-of-the-art virtual reality and live-fire training complex at the main police station.

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These accomplishments have laid a strong foundation for continued success and reflect our collective commitment to professional, progressive policing. I leave confident that the Kaua'i Police Department is well-positioned to build on this momentum under new leadership.

I am fully committed to supporting a smooth transition and will do everything I can to assist in that process over the coming weeks.

Thank you again for the opportunity to serve this remarkable community. I will carry deep respect and pride for the work we've accomplished together.

With sincere appreciation,



Todd G. Raybuck  
CHIEF OF POLICE



## OFFICE OF BOARDS & COMMISSIONS

ELLEN CHING, ADMINISTRATOR



DEREK S.K. KAWAKAMI, MAYOR  
REIKO MATSUYAMA, MANAGING DIRECTOR

May 8, 2025

KPC 2025-18

Chair Walton Hong  
Police Commission  
c/o Boards and Commissions  
4444 Rice St., Ste. 300  
Lihue, Hawaii 96766

RE: Requesting proposals to amend the Charter

Dear Chair Walton Hong and Members of the Police Commission:

The Charter Review Commission invites the Police Commission to present any proposals on any Charter amendments for the Charter Commission to consider for the 2026 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 July 31, 2025. 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 July 31, 2025, is not a flexible deadline.** Once the Commission decides to place a question on the ballot, the Commission works over the next 12 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](mailto:eching@kauai.gov) or at 241-4922.

Sincerely,

A handwritten signature in black ink, appearing to read "JKaina", is written over a horizontal line.

Jaclyn Kaina, Chair  
Charter Review Commission

# OFFICE OF BOARDS & COMMISSIONS

ELLEN CHING, ADMINISTRATOR



DEREK S.K. KAWAKAMI, MAYOR  
REIKO MATSUYAMA, MANAGING DIRECTOR

TO: Walton Hong, Chair and  
Members of the Police Commission

FROM: Kevin Mince, Boards and Commissions Support Clerk

DATE: May 16, 2025

RE: Police Chief Applicants Scoring Criteria, Forms, and Supporting Information

KPC 2025-19

At its' May 9, 2025 meeting the Commission approved utilizing the three (3) step process followed in 2018 to select a new police chief.

That approval included authorization for the Office of Boards and Commission to draft all documents related to the Chief's Hiring Process. All documents subject to approval by the Commission.

Accordingly, please find 4 attached documents from Part One of the process – 'Screening of Applications'.

**Attachment #1 – 2025 Screening Form** - This form will be utilized by County Human Resources to review and evaluate the applications of individuals who apply for the chief's position. Screening criteria includes reviewing to ensure the applicant meets County Charter Minimum Qualifications for education and years of experience.

**ATTACHMENT #2 – Reference Guide** - The Reference Guide was developed to assist Human Resources with identifying the types of Bachelor's Degrees that meet the County Charter language 'Similar Administrative Fields'. The reference guide also contains other information to assist the Human Resources application screeners with understanding 'Police Jargon' and Executive Level post-secondary education. Lastly this form contains the 'Critical Performance Factors' contained in the current Kauai Police Chief's Performance Evaluation.

**ATTACHMENT #3 - Scoring Spreadsheet** - This is a sample of the Scoring Spreadsheet utilized in the 2018 process. This form lists the name of each applicant, and the recommendation of the screener whether to eliminate the applicant or move them to Part Two of the selection process. If approved by the Commission a similar form will be utilized in the current selection process.

ATTACHMENTS 1-2-3 HAVE BEEN REVIEWED AND APPROVED BY HUMAN RESOURCES AND COMMISSION ATTORNEY.

**ATTACHMENT #4 - Full- Service Police Agency** – This document was developed to assist Human Resources screeners, and Commission members, with understanding what constitutes a 'Full-Service Police Agency' in order to meet County Charter Minimum Qualifications for experience.



**ATTACHMENT #1: 2025 Screening Form**

**Applicant:** \_\_\_\_\_ **Evaluator:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**RESUME:**

Has Cover Letter- "Why they want to be KPD Chief" YES NO  
Resume is: (Circle) - GENERIC FOR ANY POSITION - POORLY PREPARED -  
WELL WRITTEN - TAILORED FOR THIS POSITION

**CHARTER MINIMUM QUALIFICATIONS:**

**Experience**

15 Years TOTAL Law Enforcement Experience YES NO  
10 Years as Peace Officer with Full-Service Public Sector Agency YES NO  
3 years Performing Management Level Duties as Lieutenant or Higher YES NO

**Education**

Bachelor's Degree: Admin of Justice, Business Admin, Public Admin YES NO  
or Similar Administrative Field (Indicate name of Similar Field):1\* \_\_\_\_\_

**LAW ENFORCEMENT EXPERIENCE**

<b>Agency</b> _____	<b># of Years:</b> _____	<b>Agency Size2**</b> _____
<b>Agency</b> _____	<b># of Years:</b> _____	<b>Agency Size</b> _____
<b>Agency</b> _____	<b># of Years:</b> _____	<b>Agency Size</b> _____

**Total Years Law Enforcement Experience** \_\_\_\_\_

**Highest Rank Attained:** \_\_\_\_\_

**Command / Management Experience:** (Bureau/Division Chief or Commander, Assistant Chief etc.  
Management is Lieutenant or above) 3\*\*\* \_\_\_\_\_

**POST-GRADUATE EDUCATION (circle):** None – Master's - PhD/ ATTORNEY - MAJOR \_\_\_\_\_  
**Law Enforcement Executive Training / Command College / FBI Academy 4\*\*\*\*** \_\_\_\_\_

**CRITICAL PERFORMANCE FACTORS: 5\*\*\*\*\* (Resume reflects experience in factors critical for success)**

<b>Leadership</b>	YES NO	<b>Knows Law Enforcement Policy / Procedures</b>	YES NO
<b>Planning / Organizing</b>	YES NO	<b>Personnel/Resources Management</b>	YES NO
<b>Communications</b>	YES NO		

**PUBLIC INFORMATION:** Any Positive or Negative information from public sources, social media, that is relevant to suitability for this position? State Information/source \_\_\_\_\_

**EVALUATORS OPINION: BASED ON INFORMATION PROVIDED IN RESUME THIS APPLICANT:**

- ☐ DID NOT FOLLOW INSTRUCTIONS (COVER LETTER, LENGTH OF RESUME, ATTACHMENTS)
- ☐ DOES NOT MEET MINIMUM MQs
- ☐ MEETS MQs - LACKS ADEQUATE L.E. MANAGEMENT EXPERIENCE
- ☐ MEETS MQs - HAS SOME L.E. MANAGEMENT EXPERIENCE
- ☐ MEETS MQs - HAS EXTENSIVE L.E. MANAGEMENT EXPERIENCE

**RECOMMENDATION**

- ☐ ELIMINATE AT THIS TIME – THERE ARE OTHER MORE QUALIFIED APPLICANTS
- ☐ GIVE RESUME A SECOND EVALUATION AFTER ALL RESUMES HAVE BEEN REVIEWED
- ☐ MOVE APPLICANT IMMEDIATELY FORWARD TO SECOND ROUND

## **ATTACHMENT #2: Reference Guide**

### **REFERENCE GUIDE**

**1\* “Similar Administrative Fields”** per HR – If unsure contact B/C who will contact HR.

**Justice Related Fields:** Criminal Justice-Legal Studies or Court Administration-Homeland Security Administration-Corrections Administration-Law Enforcement Administration

**Business Related Fields:** Management-HR Management-Finance or Accounting-Project Management-Organizational Leadership

**Public Administration Related Fields:** Government Administration-Emergency Management-Urban Planning or Public Policy-Health Administration-Nonprofit Management.

**MASTER’ DEGREE** -in any of the above Similar Administrative Fields overrides non-Administrative BA.

**2\*\* Agency Size** - The size of an applicant’s agency could be a factor in their Skills, Knowledge, and Ability. Too small and they may not have a dealt with the wide range of issues facing the KPD Chief. Too large and they not have ‘Hands-on’ experience dealing with personnel, union, and community issues.

**3\*\*\* ‘Acting’** - The term ‘Acting’ has different meanings in different law enforcement agencies. It could mean the applicant was filling the position of Bureau Commander, or Chief, or Commander and had full authority to make policy, discipline, sign contracts, etc. Conversely it could also mean that they were simply ‘in-charge’ while the actual person in charge was on vacation, sick, or out of town at meetings or training.

**4\*\*\*\* Law Enforcement Executive Training / Command College**

Over 30 states offer ‘Executive Training’ for Police managers through their Commissions on Peace Officer Standards and Training (POST). These are often called ‘Command College.’ Courses range in length from 1 week to 14 months. Some Command Colleges offer Master’s Degree level college credit. Examples include the California POST Command College (14 months) and Wisconsin Command College (30 day ‘in-residence’). Other states offer similar Executive training in conjunction with universities such as the Georgia’s Command College through Columbus State University. At the Federal level the FBI National Academy is a 10-week in-residence course open to all law enforcement agencies.

**5\*\*\*\*\* Critical Performance Factors:**

**These are the Factors from the KPD Chief’s Performance Evaluation**

1. **Leadership Skills** (Leads by example, sets professional standards, promotes EEO)
2. **Policies/Procedures** (Knows LE Administration, Collective Bargaining, Emergency operations)
3. **Planning/Organizing** (Sets goals, anticipates/solves problems, future thinking, plans for emergencies)
4. **Personnel/Resource Management** (Advocates training, addresses personnel problems, understands budgeting and fiscal / overtime control)
5. **Communications** (Corrective counseling, positive feedback to subordinates, maintains on-going communications with government, media, keeps supervisor informed)

ATTACHMENT#3: Scoring Spreadsheet													
		CATHY			MARY K			KEVIN		SECOND LOOK CONSENSUS		FINAL CONSENSUS	
NAME	Eliminate	2nd Look	Forward	Eliminate	2nd Look	Forward	Eliminate	2nd Look	Forward	Eliminate	Forward	Eliminate	Forward
	X			X			X					X	
			X			X			X				X
	x			X			X					X	
		x		X			X			X		X	
	x			X			X						
	x			X				X		X		X	
	x			X			X					X	
			x		X		X				X		X
	x			X			X					X	
	x			X			X					X	
			x			X		X			X		X
	x			X			X					X	
			x		X		X						
	x					X			X				

#### **ATTACHMENT # 4: Full-Service Police Agency**

*Note – This document is an excerpt from information provided to the County Charter Commission by Commissioner Hertog in 2020 as part of the Police Commission recommendation to revise the Minimum Qualifications for Kauai Police Chief.*

#### **FULL-SERVICE POLICE AGENCY EXPLAINED**

There are approximately 18,000 local, county, state, and federal law enforcement agencies in the United States, employing 750,000 sworn officers.

A majority of these agencies are considered FULL-SERVICE police agencies.

FULL-SERVICE means police agencies that provide 24/7 police services. These agencies, much like the Kauai Police Department, have common attributes:

- They provide patrol services throughout their jurisdiction
- They enforce local, state, and federal laws
- They enforce traffic laws and investigate collisions
- They have Dispatch Operations
- They have Detective and Investigative Bureaus
- They have Crime Scene Investigators
- They have cells blocks and detention facilities
- They maintain a fleet of vehicles.
- They conduct community outreach programs

A FULL-SERVICE police agency provides the entire spectrum of law enforcement services.

In contrast there are several thousand agencies, at the local, state, and federal levels, that provide specialized law enforcement services. Specialized means their primary law enforcement function is directed at specific areas. Agencies of this type include:

- Departments of Fish and Game / Department of Land and Natural Resources
- Border Patrol
- Drug Enforcement Agency
- Alcohol, Tobacco, Firearms, and Explosives
- U.S. Customs
- U.S. Marshalls Service
- University and College police departments
- Indian Tribal Police
- Military Police

Among the many specialized types of law enforcement officers are:

- Court Bailiffs
- Corrections Officers
- School District Police
- Lottery Enforcement Agents
- Arson Investigators
- Medi-Care Fraud Investigators
- Probation Officers
- Transit Authority Police for Bridges and Tunnels

All of the above are considered 'Law Enforcement Officers' and meet the Kauai County Charter requirement of being a 'Peace Officer' for purposes of being KPD Chief.

Even in Hawaii there are law enforcement officers who are employed by 'non-law enforcement agencies' such the Department of Human Services and Department of Taxation.

There are several thousand such agencies that provide specialized law enforcement across the nation. As an example, besides its 35,000 officer police department, New York City has 13 other law enforcement agencies that enforce everything from Sanitation Laws to Taxi and Limousine regulation.

Of the previously mentioned 750,000 law enforcement officers a majority are employed by FULL-SERVICE police agencies. Officers who spend their careers in these type agencies learn and develop their skills, knowledge, and abilities from the bottom up, and are familiar with all aspects of the what being the Chief of Police of a Full-Service agency entails.

Conversely, there are several hundred thousand officers, who, by the specialized nature of their law enforcement duties, may possess great skills in their specific field, nonetheless have limited knowledge and experience related to the duties of the chief of a Full-Service police agency.

During the 2018 search for a new chief, there were 133 applications. Most were law enforcement professionals from Full-Service police agencies. There were a significant number of applicants from "Specialized Agencies," including: Corrections Officers, Gambling Enforcement Agents, Drug Enforcement Agents, FBI Agents, Welfare Fraud Investigators, College Police, Tribal Police, Military Criminal Investigations, and Court Bailiffs.

While many of these applicants had impressive resumes, their law enforcement experience was so specialized, compared to those applicants from full-service agencies, that they were not seen as competitive.