



SALARY COMMISSION

JOSHUA UYEHARA, CHAIR
WAYNE KATAYAMA, VICE CHAIR

BERNADETTE AKIONA-ARRUDA, MEMBER
NANCY KANNA, MEMBER
STACIE CHIBA-MIGUEL, MEMBER
PATRICK ONO, MEMBER
PAUL TONER, MEMBER

Meetings of the Salary 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 Salary 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 or mailed to the Salary Commission, c/o Office of Boards and Commission, 4444 Rice Street, Suite 300, Lihue, Hawaii 96766.
 - Written testimony received by the Salary 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 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 Salary 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 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.

SALARY COMMISSION MEETING NOTICE AND AGENDA

Thursday, February 13, 2025

9:00 a.m. or shortly after

Piikoi Building, Boards and Commissions Conference Room Suite 300
4444 Rice Street, Līhu'e, Hawai'i 96766

CALL THE MEETING TO ORDER

ROLL CALL TO ASCERTAIN QUORUM

APPROVAL OF AGENDA

PUBLIC TESTIMONY ON ANY AGENDA ITEMS

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

APPROVAL OF OPEN SESSION MINUTES

January 30, 2025, meeting

BUSINESS:

SC 2025-1 Discussion and decision-making on submitting a Salary Resolution to establish maximum salary caps for certain County officers and employees included in Section 3-2.1 of the Kaua'i County Code for Fiscal Years 2025/2026, 2026/2027 and 2027/2028.

- A. Presentation by Managing Director Reiko Matsuyama on issues and recommendations related to a Salary Resolution.
- B. Presentations by the Directors, Department heads, or their representatives as necessary; discussion and possible action on reports received by the following Offices, Departments, and Agencies:
 - i. Office of the Mayor
 - ii. Department of Finance
 - iii. Department of Human Resources
 - iv. Department of Liquor Control
 - v. Department of Parks and Recreation
 - vi. Department of Water
 - vii. Fire Department
 - viii. Housing Agency
 - ix. Office of the County Clerk
 - x. Office Economic Development

- xi. Office of the County Attorney
- xii. Office of the Prosecuting Attorney
- xiii. Planning Department
- xiv. Police Department
- xv. Public Works Department

C. Presentation by Director of Human Resources Annette Anderson or her representative on the following reports:

- i. Collective bargaining: across the board percentage increases
- ii. Collective bargaining: step movements, lump sum award, *etc.*
- iii. Collective bargaining: differentials, other pay
- iv. Collective bargaining: summary of costs
- v. Comparison of county department data and resident population
- vi. Salary inversion
- vii. Salary comparison report
- viii. State Executive Salary recommendations
- ix. Market analysis on average salaries in the private sector for engineers and attorneys
- x. Recommendations on addressing engineers and attorney vacancies
- xi. Issues and Recommendations related to a Salary Resolution

D. Presentation by Director of Finance Chelsie Sakai or her representative on the following reports:

- i. Consumer price index
- ii. County of Kaua'i financial overview

SC 2025-2 Discussion and decision-making on drafting a memorandum to accompany the Salary Resolution for transmittal to Chair Mel Rapozo and Members of the Kaua'i County Council

SC 2025-3 Presentation of a Memorandum of Transmittal relating to the Salary Commission Resolution No. 2025-1 (Relating to establishing maximum salary caps for certain County of Kaua'i officers and employees included in Section 3-2.1 of the Kaua'i County Code for Fiscal Years 2025/2026, 2026/2027, and 2027/2028, from the Salary Commission to Mayor Derek Kawakami and Council Chair Mel Rapozo and Members of the Kaua'i County Council.

SC 2025-4 Discussion and decision-making on designating two or three members and alternates from the Salary Commission to appear before the County Council to address any questions related to the Salary Resolution to establish maximum salary caps for certain County officers and employees included in Section 3-2.1 of the Kaua'i County Code for Fiscal Years 2025/2026, 2026/2027, and 2027/2028.

ANNOUNCEMENT:

The next Salary Commission meeting will be held at the Boards and Commissions Conference Room, Suite 300 on February 20, 2025, at 9:00 a.m. Any subsequent, continued meetings pertaining to SC 2025-1, SC 2025-2, SC 2025-3, and/or SC 2025-4—will be held at the Boards and Commissions Conference Room, Suite 300 on February 27; March 13 and 20 at 9:00 a.m.

EXECUTIVE SESSION CLOSED TO THE PUBLIC: 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).

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

- Executive Session Report pursuant to HRS § 92-4(b).

Adjournment

CC: Deputy County Attorney Andrew Michaels