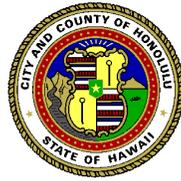


**ETHICS COMMISSION
CITY AND COUNTY OF HONOLULU**

'19NOV06 AM 11:02 CITY CLERK

925 DILLINGHAM BOULEVARD, SUITE 190 • HONOLULU, HAWAII 96817
PHONE: (808) 768-9242 • FAX: (808) 768-7768 • EMAIL: ethics@honolulu.gov • INTERNET: www.honolulu.gov/ethics

KIRK CALDWELL
MAYOR



JAN K. YAMANE
EXECUTIVE DIRECTOR
AND LEGAL COUNSEL

AGENDA

Date: November 13, 2019
Time: 11:30 a.m.
Place: Kapālama Hale
Conference Room 153, 1st Floor
925 Dillingham Boulevard
Honolulu, Hawai'i 96817
and
371 Alae Road
Kula, Maui, HI 96790

Pursuant to Section 92-3.5, Hawai'i Revised Statutes (HRS), members of the public may attend the public meeting at either location.

**MEMBERS OF THE PUBLIC ARE ENCOURAGED TO SPEAK
AND/OR SUBMIT WRITTEN TESTIMONY ON ANY AGENDA ITEM**

ORDER OF BUSINESS

- I. Call to Order, Public Notice, Quorum
- II. New Business
 - A. Chair's Report
 1. Announcements, Introductions, Correspondence, and Additional Distribution
 - a. Staffing – Legal Clerk III
 2. For Action: Approval of Open Session Minutes of October 16, 2019
 3. For Action: Approval of Executive Session Minutes of October 16, 2019

The Commission may convene an executive session pursuant to Section 92-5(a)(4), HRS, to consult with the Commission's attorneys regarding questions and issues pertaining to the Commission's powers, duties, privileges, immunities, and liabilities.

4. For Action: Nomination, Vote for Chair, Vice Chair – Calendar Year 2020
- B. Executive Director and Legal Counsel's Report
1. Staff Work Reports Summary
 2. Statistics
 - a. Website Sessions – October 2019
 - b. Financial Disclosure Filings – None
 - c. Lobbyist Registrations, Annual Reports – None
 3. Budget
 - a. FY2020 Operating Budget – None
 - b. FY2021 Operating Budget Request – None
 4. Education and Outreach
 - a. Ethics Training Program (FY19–FY20) – Update
 - b. Twitter – Update
 - c. E-Newsletter – November 2019 – Update
 - d. Integrity Hotline for City & County of Honolulu Employees – Update
 5. Legislation
 - a. Financial Disclosures – Clarify Reporting Year – None
 - b. Lobbyists – Delete Notary Requirement – None
 - c. Evaluation of Ethics Board of Appeals, Ordinance 17-44 (ROH 1990 Chapter 3, Article 15), Committee Report No. 218 – None
 - d. For Discussion: City Ethics Laws
 - i. Clarify Who Can Initiate a Complaint
 - ii. Clarify Definition of “Confidential”

The Commission may convene an executive session pursuant to Section 92-5(a)(4), HRS, to consult with the Commission's attorneys regarding questions and issues pertaining to the Commission's powers, duties, privileges, immunities, and liabilities.
 6. Education Opportunities – Commissioners and Staff
 - a. COGEL 41st Annual Conference (December 15-18, 2019), Chicago Marriott Downtown, Chicago, IL – Update

7. For Discussion and Action: Request for Formal Advisory Opinion – Should the Gift Guidelines Be Amended to Prohibit City Officers and Employees from Accepting Gifts from Persons Doing Business with Their City Agency, Regardless of the Value of the Gift (i.e., Reconsider Current Exceptions that Allow Acceptance of Tokens of Aloha and Gifts of Relatively Small Value from Persons Doing Business with A City Agency)

The Commission may convene an executive session pursuant to Section 92-5(a)(4), HRS, to consult with the Commission’s attorneys regarding questions and issues pertaining to the Commission’s powers, duties, privileges, immunities, and liabilities.

III. Executive Session Determination – None

IV. Executive Session – None

V. Strategic Planning

A. *Ethics Commission–2027 (Amended)*

1. For Discussion and Action: Delegation of Authority by Ethics Commission to Ethics Commission Investigator to Self-Initiate Investigations on Behalf of the Commission
2. For Discussion and Action: Community Outreach Plan (DRAFT) and Whether the Ethics Commission May Create a Permitted Interaction Group (PIG) for Community Outreach and Media Response
 - a. For Discussion: May the Ethics Commission:
 - i. Create a PIG for Community Outreach and Media Response
 - ii. Delegate One Commissioner to Speak on Behalf of the Ethics Commission

The Commission may convene an executive session pursuant to Section 92-5(a)(4), HRS, to consult with the Commission’s attorneys regarding questions and issues pertaining to the Commission’s powers, duties, privileges, immunities, and liabilities.

VI. Adjournment

A. For Discussion: Reconsider Proposed Scheduled Meeting Date: June 17, 2020

B. Next Reserved Meeting Date: January 15, 2020

C. Next Scheduled Meeting Date: February 19, 2020

* * * * *

Adjudicatory Matter

- I. EC No. 14-284A and EC No. 14-284-B

SPEAKER REGISTRATION

Prior to the Day of the Meeting: Persons wishing to testify are requested to register their name, phone number and agenda subject matter via email at ethics@honolulu.gov; or by calling 768-9242.

On the Day of the Meeting: Persons who have not registered to testify by the time the Commission meeting begins will be given the opportunity to speak on an item following the oral testimonies of the registered speakers.

Each speaker is limited to a three-minute presentation on each item.

WRITTEN TESTIMONY

Prior to the Day of the Meeting: Testimony may be emailed to ethics@honolulu.gov or faxed to 768-7768.

On the Day of the Meeting: Submit 10 copies of written testimony to Commission staff.

Individuals who require special needs accommodations are invited to contact the Honolulu Ethics Commission at 768-9242, via facsimile at 768-7768, or email ethics@honolulu.gov at least **4 working days** in advance of the meeting.

All handouts will be posted at www.honolulu.gov/ethics/meetings.html