

**ETHICS COMMISSION
CITY AND COUNTY OF HONOLULU**

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: February 20, 2019
Time: 11:30 a.m.
Place: Kapālama Hale
1st Floor Conference Room
925 Dillingham Boulevard
Honolulu, Hawai‘i 96817

**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
 2. For Action: Approval of Open Session Minutes of December 19, 2018
 3. For Action: Approval of Executive Session Minutes of December 19, 2018
The Commission may convene an executive session pursuant to Section 92-5(a)(4), Hawaii Revised Statutes (HRS), to consult with the Commission’s attorneys regarding questions and issues pertaining to the Commission’s powers, duties, privileges, immunities, and liabilities.
 - B. Executive Director and Legal Counsel’s Report
 1. Staff Work Reports Summary

2. Statistics
 - a. Website Sessions – December 2018 and January 2019
 - b. Financial Disclosure Filings – Update
 - c. Lobbyist Registrations, Annual Reports – Update
 3. Budget
 - a. FY2019 Operating Budget – None
 - b. FY2020 Operating Budget Request – Update
 4. Education and Outreach
 - a. Ethics Training Program (FY19–FY20) – Update
 - b. Twitter – Update
 - c. Outreach – New York City Conflicts of Interest Board (COIB)
 - d. Creating Accessible Documents Workshop
 5. Legislation
 - a. Financial Disclosures – Clarify Reporting Year – None
 - b. Lobbyists – Delete Notary Requirement – None
 6. Education Opportunities – Commissioners and Staff – None
 7. Uniform Information Practices Act (UIPA) – Deliberative Process Privilege – Discussion
- III. Executive Session – None
- IV. Strategic Planning
- A. PIG Meeting – *Ethics Commission – 2027* – Update
- V. Open Forum
- A. For Discussion: Caseload and Investigation Information
- VI. Adjournment – Next Meeting: April 17, 2019

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