



## NEIGHBORHOOD COMMISSION

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### **REGULAR MEETING MINUTES MONDAY, NOVEMBER 23, 2015 MISSION MEMORIAL BUILDING HEARINGS ROOM, GROUND FLOOR**

CALL TO ORDER: Chair Yamanoha called the meeting to order at 7:02 p.m.

Members Present – Tyler Dos Santos-Tam, Robert “Bob” Finley, Loryn Guiffre, Joby North III, Richard Oshiro, Robert Stubbs, Claire Tamamoto, Russell Yamanoha, and Sylvia Young.

Members Absent – None.

Guests – Cruz Vina Jr., Larry Veray, Mitsuko Hayakawa, Myrtle Nyuha, Tom Heinrich, Laura Yoshida (Corporation Counsel), Shawn Hamamoto (Acting Executive Secretary), Bryan Mick, and Risé Doi (Neighborhood Commission Office).

Roll Call of Commissioners, Establishment of Quorum – A roll call of Commissioners established a quorum present with nine (9) Commissioners.

Report of any Neighborhood Commission business considered by the Liliha/Puunui/Alewa/Kamehameha Heights Neighborhood Board No. 14 – There was no report.

### APPROVAL OF MINUTES

Regular Meeting Minutes – September 28, 2015: **Finley moved and North III seconded to approve the September 28, 2015 regular meeting minutes. The minutes were approved as published, 9-0-0 (Aye: Dos Santos-Tam, Finley, Guiffre, North III, Oshiro, Stubbs, Tamamoto, Yamanoha, and Young).**

PUBLIC CONCERNS – There were no public concerns.

EXECUTIVE SECRETARY'S REPORT: Shawn Hamamoto reported the following:

Staffing Update – Jordan Ozaki left the Neighborhood Commission Office (NCO), and NCO is looking to hire a new neighborhood assistant to fill the position. Risé Doi has been promoted to assist the public relations team while keeping the neighborhood assistant supervisory duties.

Office Move to Kapalama Update – The office move to Kapalama Hale has been postponed until April 2016. Department of Customer Services Director Sheri Kajiwara offered NCO space in the Mission Memorial Building resource center to use while room 406 in Honolulu Hale undergoes renovation.

Update on Council Appointments to the Neighborhood Commission – The City Council confirmed Claire Tamamoto as a Commissioner.

### COMMITTEE REPORTS

Elections Committee – There was no report.

Neighborhood Plan Committee – Finley reported that Bryan Mick had sent him recommendations for the Neighborhood Plan. Finley recommended that NCO have a City parliamentarian on-call for the meetings. Mick mentioned he had completed an online parliamentary course, and noted that a government entity usually uses its own rules instead of Robert's Rules. Mick noted that often Robert's Rules conflicts with and is superseded by the Neighborhood Plan or Sunshine Law. Finley noted that a Neighborhood Plan Committee meeting will likely be scheduled in February 2016.

Survey Committee – There was no report.

Young asked and Hamamoto responded there was one (1) reporter and no cameras at the press conference that Makakilo/Kapolei/Honokai Hale Neighborhood Board No. 34 Board Vice Chair Keoni Dudley called at Kapolei Hale last month. Young asked if the suspensions were carried out, and Mick answered that Makakilo/Kapolei/Honokai Hale Neighborhood Board No. 34 Chair Evelyn Souza and Dudley were suspended from the October 2015 meeting and the Board will recess in November 2015. The next Makakilo/Kapolei/Honokai Hale No. 34 regular meeting will be held on Wednesday, December 2, 2015, where Dudley will run the meeting since Souza is still suspended.

#### COMMISSION BUSINESS

Conference of Chairs – Mick circulated a draft agenda of the Conference of Chairs. Young commented that observing the City Council and Conference of Chairs should be two (2) separate events. Discussion occurred regarding the date of Conference of Chairs, and the tentative date and time of Saturday, April 9, 2016 from 9:00 a.m. to 12:00 p.m. was set.

Report on Evaluation of Neighborhood Board Visitation – Young reported that she and Finley observed the Tuesday, October 6, 2015 regular meeting of the Waianae Coast Neighborhood Board No. 24. Young noted there were at least 200 people in attendance and there were two (2) contentious items on the agenda. Young also noted that Managing Director Roy Amemiya, Mayor's Chief of Staff Ray Soon, and Director of Community Services Gary Nakata, Sandra Pfund, and Jun Yang were also in attendance. Young reported the meeting ran smoothly after Chair Cedric Gates was elected. Young raised a concern that the Board did not know what constitutes a quorum, and commended neighborhood assistant Jordan Ozaki for her knowledge and assistance to the Chair. Young also noted that time limits should be enforced and that the agenda order needs to be revised in order to run a more efficient meeting. Young and Finley raised a concern that the Mayor's representative Ian Santee yielded his time instead of delivering a thorough report. Hamamoto will follow up, but noted that Santee may have yielded his time if other City officials who were in attendance were going to answer the residents' questions. Finley encouraged other Commissioners to attend a Board meeting of their choice to demonstrate that the Commissioners care about what is happening during the neighborhood board meetings. Finley commended the Waianae Coast Neighborhood Board No. 24 for their commitment to the community, and noted that with refinement, more could be accomplished during the meetings.

Assignment of Claire Tamamoto to Standing Committees – Guiffre noted that her work hours are now different and would not be able to continue serving on the elections committee.

**Finley moved and Young seconded to remove Guiffre from the elections committee. The motion was ADOPTED, 8-0-1 (Aye: Dos Santos-Tam, Finley, Guiffre, North, Oshiro, Stubbs, Yamanoha, and Young; No: None; Abstain: Tamamoto).**

**Finley moved and Young seconded to appoint Tamamoto to the elections committee. The motion was ADOPTED, 8-0-1 (Aye: Dos Santos-Tam, Finley, Guiffre, North, Oshiro, Stubbs, Yamanoha, and Young; No: None; Abstain: Tamamoto).**

Appointment of Shawn Hamamoto as Executive Secretary – Hamamoto noted that the resolution for his confirmation as the Executive Secretary passed through a Council committee and is scheduled final adoption at a full Council hearing next month.

**Finley moved and Young seconded that the Neighborhood Commission support the appointment of Shawn Hamamoto as Executive Secretary. The motion was ADOPTED UNANIMOUSLY, 9-0-0 (Aye: Dos Santos-Tam, Finley, Guiffre, North, Oshiro, Stubbs, Tamamoto, Yamanoha, and Young).**

Proposed Amendments to the Honolulu City Charter – Tom Heinrich noted that the Charter Commission will be meeting tomorrow to elect a new chair and discuss thematic organization. Heinrich noted that there is still time to provide testimony as no proposed amendments have been scheduled for hearing. Mick noted that the Charter Commission decides what proposals to move forward and that the next Neighborhood Commission meeting is in January 2016. Mick noted there is a possibility that the Charter Commission will schedule a hearing before the next Neighborhood Commission meeting. Heinrich noted that the Neighborhood Commission could ask that the Charter Commission postpone scheduling any hearings on proposals regarding the neighborhood boards until after the Neighborhood Commission's January 2016 meeting.

Proposed Amendment No. 19 – This amendment proposes to make one neighborhood board per council district. Chair Yamanoha noted that the neighborhood board districts would be too big. Tamamoto noted that the residents in each council district have varied interests. Finley expressed opposition to the amendment.

**Dos Santos-Tam moved and Tamamoto seconded to oppose Proposed Amendment No. 19. The motion was ADOPTED UNANIMOUSLY, 9-0-0 (Aye: Dos Santos-Tam, Finley, Guiffre, North III, Oshiro, Stubbs, Tamamoto, Yamanoha, and Young).**

Proposed Amendment No. 21 – This amendment proposes to make the neighborhood board member terms two (2) six (6)-year terms. Mick noted this amendment would affect all City elected positions, including neighborhood boards. Finley commented that he had supported the idea of four (4)-year terms for neighborhood boards, but that had been met with opposition. Mick noted the main reason it was opposed was that it is difficult to have volunteers commit to a four (4)-year term, and stands to reason it would be much more difficult to commit to a six (6)-year term. Cruz Vina also expressed opposition to this amendment, noting that it would be difficult to have volunteers fill vacancies.

**Finley moved and Stubbs seconded to oppose Proposed Amendment No. 21. The motion was ADOPTED UNANIMOUSLY, 9-0-0 (Aye: Dos Santos-Tam, Finley, Guiffre, North III, Oshiro, Stubbs, Tamamoto, Yamanoha, and Young).**

Proposed Amendment No. 30 – This amendment proposes to abolish the neighborhood board system.

**Finley moved and Dos Santos-Tam seconded to oppose Proposed Amendment No. 30. The motion was ADOPTED UNANIMOUSLY, 9-0-0 (Aye: Dos Santos-Tam, Finley, Guiffre, North III, Oshiro, Stubbs, Tamamoto, Yamanoha, and Young).**

Proposed Amendment No. 40 – This amendment requires the City Council to produce a report to the necessity of every City board, including neighborhood boards, and places abolishment on the ballot every six (6) years.

Finley and Young expressed opposition to this amendment. Yamanoha noted that neighborhood boards are supposed to increase resident participation, not limit it.

**Dos Santos-Tam moved and Young seconded to oppose Proposed Amendment No. 40. The motion was ADOPTED UNANIMOUSLY, 9-0-0 (Aye: Dos Santos-Tam, Finley, Guiffre, North III, Oshiro, Stubbs, Tamamoto, Yamanoha, and Young).**

Proposed Amendment No. 42 – This amendment proposes to ban concurrent service on the Commission and a Neighborhood Board.

Stubbs commented that all commissioners should come from the neighborhood boards. Young noted that former commissioners did not know anything about the neighborhood boards system. Guiffre noted that having an outsider with a fresh perspective about the neighborhood boards can be beneficial. Dos Santos-Tam commented that the current process on appointing commissioners some of which must have had board experience works and there is no need to change it. Finley recommended to suggest looking into determining how many commissioners should have experience in the neighborhood boards.

**Stubbs moved and Finley seconded to oppose Proposed Amendment No. 42. The motion was ADOPTED UNANIMOUSLY, 9-0-0 (Aye: Dos Santos-Tam, Finley, Guiffre, North III, Oshiro, Stubbs, Tamamoto, Yamanoha, and Young).**

Vina suggested that the Commission consider looking at Proposed Amendments No. 89 and No. 130 together.

Proposed Amendments No. 89 and No. 130 – These amendments propose changing the title of “Executive Secretary” to “Executive Director.”

Dos Santos-Tam asked and Hamamoto noted support for these amendments. Mick explained the history behind the title of executive secretary, and noted that it makes sense to change the title to reflect the position more accurately.

**Young moved and Guiffre seconded to support the Proposed Amendments No. 89 and No. 130. The motion was ADOPTED UNANIMOUSLY, 9-0-0 (Aye: Dos Santos-Tam, Finley, Guiffre, North III, Oshiro, Stubbs, Tamamoto, Yamanoha, and Young).**

Proposed Amendment No. 104 – This amendment proposes to require an equal number of men and women on all appointed boards and commissions.

Finley noted the Neighborhood Commission has an odd number of seats and questioned how the number would be split evenly. Chair Yamanoha noted that the amendment could exclude qualified people from filling vacancies on the boards and commissions.

**Young moved and Tamamoto seconded to oppose Proposed Amendment No. 104. The motion was ADOPTED UNANIMOUSLY, 9-0-0 (Aye: Dos Santos-Tam, Finley, Guiffre, North III, Oshiro, Stubbs, Tamamoto, Yamanoha, and Young).**

Proposed Amendment No. 105 – This amendment proposes to eliminate the Neighborhood Commission, but not the neighborhood boards or NCO, and administratively attach the NCO to the Office of Council Services. Dos Santos-Tam expressed strong opposition to this proposed amendment.

**Dos Santos-Tam moved and Finley seconded to oppose Proposed Amendment No. 105. The motion was ADOPTED UNANIMOUSLY, 9-0-0 (Aye: Dos Santos-Tam, Finley, Guiffre, North III, Oshiro, Stubbs, Tamamoto, Yamanoha, and Young).**

Proposed Amendment No. 113 – This amendment proposes to make neighborhood board candidates submit nomination papers and have four (4)-year neighborhood board terms. This amendment also proposes to have the neighborhood board elections at the same time as the council members, but does not account for neighborhood boards that fall into multiple council districts.

Chair Yamanoha expressed opposition to this proposed amendment. Finley expressed support for a four (4)-year term to save money on the neighborhood board elections, but noted the rest of the amendment might create confusion. Tamamoto also noted that the amendment seems cumbersome and unnecessary.

**Finley moved and Young seconded to oppose Proposed Amendment No. 113. The motion was ADOPTED UNANIMOUSLY, 9-0-0 (Aye: Dos Santos-Tam, Finley, Guiffre, North III, Oshiro, Stubbs, Tamamoto, Yamanoha, and Young).**

Proposed Amendment No. 126 – This amendment proposes to add 'serve as community forums' to the City Charter's definition of neighborhood boards; changes 'executive secretary' to 'executive director;' adds in reference to the executive director and NCO, defines duties of the executive director to include developing programs and services related to the function of the commission and boards, and provide training and educational programs; bans concurrent service on the Neighborhood Commission and neighborhood boards; amends so that the council provides funds to the Commission and the NCO; specifies that the Commission shall review the performance of the neighborhood boards; deletes 'upon their request' to the section of the charter that details how the Commission shall initiate neighborhood boards; states the Commission shall review rules and regulation for the administration of NCO; states the Commission shall review the annual budget prepared by the executive director; states the Commission shall review the operations of NCO and neighborhood boards, and makes recommendations to the executive director, mayor, managing director, and Council; states the Commission shall submit to the mayor and council an annual performance evaluation of the executive director; and states the Commission shall submit an annual report on its activities to the mayor and Council.

Mick noted that the Commission could choose to support elements of this proposed amendment. Young noted that the Neighborhood Commission is selected differently than other commissions in the City Charter. Tamamoto noted that the Commission could do an evaluation for the executive director, but the Commission's evaluation should only be considered as input. Finley commented that NCO and the Neighborhood Commission should remain separate from each other, and it should not be the Commission's responsibility to evaluate NCO.

**Stubbs moved and Oshiro seconded to oppose Proposed Amendment No. 126. The motion was ADOPTED UNANIMOUSLY, 9-0-0 (Aye: Dos Santos-Tam, Finley, Guiffre, North III, Oshiro, Stubbs, Tamamoto, Yamanoha, and Young).**

Proposed Amendment No. 128 – This amendment proposes to ban concurrent service on the Commission and a neighborhood board.

**Dos Santos-Tam moved and Young seconded to oppose Proposed Amendment No. 126. The motion was ADOPTED UNANIMOUSLY, 9-0-0 (Aye: Dos Santos-Tam, Finley, Guiffre, North III, Oshiro, Stubbs, Tamamoto, Yamanoha, and Young).**

Proposed Amendment No. 129 – This amendment proposes to convert all NCO positions, except the Executive Secretary, to civil service positions.

Young noted that voters voted against this proposed amendment previously. Mick noted that the question was a two-part question on the ballot at that time, and the second part would have automatically grandfathered in the existing NCO staff to the positions without staff having to take the civil Service exam, so it was not clear what voters were rejecting. Finley suggested that a certain number of positions in NCO would be converted into civil service to preserve continuity. Mick noted that the neighborhood board elections start after the new mayor is elected, so having a completely new staff could be problematic. Mick noted that the Neighborhood Plan states that the Commission can change the date of the neighborhood board elections if such a situation occurs. Chair Yamanoha commented that it would be odd to have the staff civil service but not the executive secretary. Oshiro asked how to determine which positions would be civil service, and noted that all NCO positions should be civil service, or all should be appointed positions. Mick noted that there are many City departments with appointed directors and deputies overseeing civil service employees. Dos Santos-Tam noted support for the amendment and commented that NCO would benefit from continuity and it would make elimination of the board system much harder to achieve since now the union would be involved. Finley noted that more discussion is needed. Young expressed opposition to the amendment.

**Tamamoto moved and Young seconded that the Commission defer discussion of Proposed Amendment No. 129. The motion was ADOPTED UNANIMOUSLY, 9-0-0 (Aye: Dos Santos-Tam, Finley, Guiffre, North III, Oshiro, Stubbs, Tamamoto, Yamanoha, and Young).**

Selection of Sanction Hearing Dates – Discussion occurred regarding the selection of sanction hearing dates for 2015-06 Vina v Veray\_Hayakawa and 2015-07 Vina v Veray\_Hayakawa\_Nyuha. Dos Santos-Tam disclosed that his cousin's husband's father is the complainant and chose to recuse himself from discussion at both sanction hearings. Both sanction hearings will tentatively be held on Monday, February 22, 2016 at 6:35 p.m. in the Council Hearing Room with 15 minute time limits for each party to present.

#### ANNOUNCEMENTS

Next Meeting: The Neighborhood Commission's next regular meeting will be held on Monday, January 25, 2016 at 7:00 p.m. at the Mission Memorial Building Hearings Room, 550 South King Street.

ADJOURNMENT: The meeting adjourned at 8:39 p.m.

Submitted by: Risé Doi, NCO Staff  
Reviewed by: Bryan Mick, NCO Staff