

ETHICS COMMISSION
CITY AND COUNTY OF HONOLULU

715 SOUTH KING STREET, SUITE 211, HONOLULU, HAWAII 96813-3091
Phone: (808) 768-7786 · Fax: (808) 768-7768 · EMAIL: ethics@honolulu.gov
Internet: www.honolulu.gov/ethics

CITY CLERK
C & C OF HONOLULU

2016 APR 14 PM 1:55

KIRK CALDWELL
MAYOR



CHARLES W. TOTTO
EXECUTIVE DIRECTOR & LEGAL COUNSEL

AGENDA

Honolulu Ethics Commission
April 20, 2016 – 11:30 a.m.
Standard Financial Plaza
Conference Room, Suite 211
715 South King Street
Honolulu, Hawaii 96813

**THE PUBLIC IS ENCOURAGED TO SUBMIT WRITTEN TESTIMONY AND/OR
SPEAK ON ANY AGENDA ITEM BELOW.**

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 calling 768-7787 or 768-7791.
- 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 three minute presentations 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: 10 copies are requested if written testimony is submitted on-site.

ORDER OF BUSINESS

- I. CALL TO ORDER
- II. NEW BUSINESS

- A. For Action: Motion to Approve the Open Session Minutes of the March 9 and March 16, 2016 Meetings.
- B. Executive Director and Legal Counsel's Administrative Report. (Written)
 - 1. Work Reports from Staff Members.
 - 2. General Statistics (Pending Complaints Requiring Investigation and Requests for Advice).
 - 3. FY 2016 Budget Status.
 - 4. FY 2017 Budget Status.
 - 5. Financial Disclosure Compliance Status.
 - 6. Ethics Training Program Status.
 - 7. Charter Amendments Status re Ethics Laws.
 - 8. Electronic Protection of Commission Records.
 - 9. 2015 Service Efforts and Accomplishments Report and National Citizen Survey for Honolulu.
 - 10. Status of Review of Ethics Commission Rules of Procedures.
 - 11. Office Flow Charts per February 29, 2016 letter from Marks to Totto.
 - 12. Motion to Approve Open Session Minutes of the March 9 and March 16, 2016 Meetings.
- C. For Discussion and Action: Modification of Personnel Evaluation Form for the Executive Director and Legal Counsel.

III. EXECUTIVE SESSION (The following agenda items will be reviewed in executive session pursuant to Section 92-5(a)(2), Hawaii Revised Statutes (HRS), to consider the hire, evaluation, dismissal, or discipline of an officer or employee or of charges brought against the officer or employee, where consideration of the matters affecting privacy will be involved; HRS Section 92-5(a)(4), to consult with the Commission's attorney on questions and issues pertaining to the Commission's powers, duties, privileges, immunities and liabilities; or HRS Section 92-5(a)(8) to deliberate or make a decision upon a matter that requires consideration of information that must be kept confidential pursuant to state or federal law or court order.)

- A. For Action: Pursuant to HRS Sec. 92-5(a)(2) and (a)(4), Motion to Approve the Minutes of the Executive Session of the January 20, February 11, February 17, and March 16, 2016 Meetings.
- B. For Discussion and Action:
 - 1. Pursuant to HRS Sec. 92-5(a)(2), Regarding the Hire, Evaluation, Dismissal, or Discipline of an Officer or Employee to Provide the Status Regarding the Retention of an Independent Ethics Investigator Required Due to a Conflict of Interest;
 - 2. Pursuant to HRS Secs. 92-5(a)(2) and (4), Regarding the Hire, Evaluation, Dismissal, or Discipline of an Officer or Employee, and to Consult with the Commission's Attorney on Questions and Issues Pertaining to the Commission's Powers, Duties, Privileges, Immunities, and Liabilities; and
 - 3. Regarding the Formation of a Permitted Interaction Group Under Hawaii Revised Statutes § 92-2.5(b) to Review Proposals and Negotiate the Position of the Commission Regarding the Evaluation and/or Dismissal of an Officer or Employee of the Commission.

IV. ADJOURNMENT