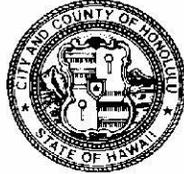


**ETHICS COMMISSION  
CITY AND COUNTY OF HONOLULU**

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

KIRK CALDWELL  
MAYOR



JAN K. YAMANE  
EXECUTIVE DIRECTOR  
AND LEGAL COUNSEL

**AGENDA**

Date: August 19, 2020

Time: 11:30 a.m.

WebEx: Meeting Number (Access Code): 146 722 3732

Meeting Password: bwXuSXpP356 (29987977 from phones and video systems) or join by phone 1-408-418-9388

This meeting will be held via WebEx Video Conferencing only. Members of the public are invited to join this meeting by downloading the WebEx Meeting app using a phone or tablet with the above log-in information. You may testify during the video conference or submit written testimony in advance of the meeting via e-mail, fax, or mail. To avoid excessive noise/feedback, please mute your microphone except to testify.

**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 - None
    2. For Action: Approval of Open Session Minutes of June 24, 2020
    3. For Action: Approval of Executive Session Minutes of June 24, 2020

- B. Executive Director and Legal Counsel's Report
  - 1. Staff Work Reports Summary
    - a. CARES Act Funds – Protective and Office Equipment
  - 2. Statistics
    - a. Website Sessions – June, July 2020
    - b. Financial Disclosure Filings – Update
    - c. Lobbyist Registrations, Annual Reports – Update
    - d. Department and Agency Reports for Fiscal Year July 1, 2019 – June 30, 2020 – Update
  - 3. Budget
    - a. FY2021 Operating Budget – None
    - b. FY2022 Operating Budget Request – Update
  - 4. Education and Outreach
    - a. Ethics Training Program (FY19–FY20) – Update
    - b. E-Newsletter, Twitter, Website – Update
    - c. Poster – Update
    - d. University of Hawai'i at Mānoa, Richardson School of Law – Posting for Summer Interns – Update
  - 5. Legislation
    - a. Resolution 19-331 Initiating Amendments to the Revised Charter of the City and County of Honolulu 1973 (2017 Edition), Relating to the Honolulu Ethics Commission – Update
    - b. Resolution 20-83, FD1 Initiating Amendments to the Revised Charter of the City and County of Honolulu 1973, As Amended (2017 Edition), Relating to Honolulu Ethics Commission Staff – Update
  - 6. Education Opportunities – Commissioners and Staff
    - a. Weinstein Ethics Conversation Series (July, August 2020) – Report
    - b. Society of Corporate Compliance and Ethics (SCCE) 19<sup>th</sup> Annual Compliance & Ethics Institute (September 14–16, 2020), Virtual Conference (CDT) – Update
    - c. Council on Governmental Ethics Laws (COGEL) 42<sup>nd</sup> Annual Conference (December 13–16, 2020), Virtual Meeting (Hosted by City of Atlanta) – Update

III. Executive Session Determination

- A. For Discussion and Action: Should the Ethics Commission Exercise Its Discretion to Consider In re Yamane v. City Employee – Hearing on Motion to Adopt Proposed Stipulated Findings of Fact and Conclusions of Law; Recommended Disciplinary Action
- B. For Discussion and Action: Should the Ethics Commission Exercise Its Discretion to Consider Whether There Is Probable Cause to Believe That a City Employee Violated Revised Charter of Honolulu Section 11-104

IV. 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 matters affecting privacy will be involved; or Section 92-5(a)(4), HRS, to consult with the Commission’s attorney on questions and issues pertaining to the Commission’s powers, duties, privileges, immunities and liabilities.)

- A. For Action: In re Yamane v. City Employee – Hearing on Motion to Adopt Proposed Stipulated Findings of Fact and Conclusions of Law; Recommended Disciplinary Action
- B. For Decision: Whether There Is Probable Cause to Believe That a City Employee Violated Revised Charter of Honolulu Section 11-104

V. Strategic Planning

- A. *Ethics Commission–2027 (Amended)*
  - 1. PIG – Review Strategic Plan Top Priorities (Chair Marks, Vice-Chair Monk, Commissioner Suemori) – Meeting #1 Report
    - a. For Action: Review and Approval of Draft Financial Disclosure Legislation (ROH Sec. 3-8.4).
    - b. For Action: Review and Approval of Draft Lobbyist Legislation (ROH Sec. 3-13.4).

VI. Adjournment

- A. 2021 Ethics Commission Meeting Schedule
- B. Next Meeting: October 21, 2020

**SPEAKER REGISTRATION**

Prior to the Day of the Meeting: Persons wishing to testify are requested to register their name, phone number, and agenda item via email at [ethics@honolulu.gov](mailto: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 oral testimonies of 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](mailto:ethics@honolulu.gov) or faxed 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  
Phone: 768-9242, Fax: 768-7768, Email: [ethics@honolulu.gov](mailto:ethics@honolulu.gov)  
at least **four (4) working days** in advance of the meeting.*

*All handouts will be posted at [www.honolulu.gov/ethics/meetings.html](http://www.honolulu.gov/ethics/meetings.html)*