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COUNTY COUNCIL
COUNTY OF MAUI
200 S. HIGH STREET
WAILUKU, MAUI, HAWAII 96793
www.MauiCounty.us

April 16, 2018

Mr. David Underwood, Director
Department of Personnel Services
County of Maui
Wailuku, Hawaii 96793

Dear Mr. Underwood:

SUBJECT: FISCAL YEAR ("FY") 2019 BUDGET (PS-7) (BF-1)

The Department of Finance is requesting funding for training fees/seminars for annual certification of countywide cashiers and supervisor training (page 6-41 of the Budget Details). May I please request your Department's response to the following:

- a. What type of training is your Department responsible for providing to County employees?
- b. How does this compare to the type of training each specific department is responsible for providing to their employees?
- c. Even if your Department does not provide the training, are you responsible for maintaining certifications and licensing, if applicable, or does that responsibility fall with the employee's department? Explain.
- d. If the same training is needed for employees from different departments, is training provided countywide? Who is responsible for providing the training? How are training costs distributed among departments? Explain.

May I further request that you transmit your response **no later than Thursday, April 19, 2018**, to enable the Committee to comprehensively review the FY 2019 Budget.

Mr. David Underwood
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To ensure efficient processing, please duplicate the coding in the subject line above for easy reference.

Thank you for your attention to this request. Should you have any questions, please contact me or the Committee staff, Michele Yoshimura (ext. 7663), Shelly Espeleta (ext. 7134), Maggie Clark (ext. 7661), or Yvette Bouthillier (ext. 7758), at your earliest convenience.

Sincerely,

A handwritten signature in black ink, appearing to read "Riki Hokama", with a large, sweeping flourish at the end.

RIKI HOKAMA, Chair
Budget and Finance Committee

bf:2019bgt:180416aps01:mmy/ske/mcc

cc: Mayor Alan M. Arakawa
Budget Director