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COUNTY COUNCIL
COUNTY OF MAUI
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www.MauiCounty.us

April 2, 2018

Mr. Jeffrey Murray, Chief
Department of Fire and Public Safety
County of Maui
Wailuku, Hawaii 96793

Dear Chief Murray:

**SUBJECT: PERFORMANCE AUDIT OF THE DEPARTMENT OF
FIRE AND PUBLIC SAFETY (BF-136)**

At its meeting of March 27, 2018, the Budget and Finance Committee reviewed a report, entitled "PERFORMANCE AND FISCAL AUDIT OF THE DEPARTMENT OF FIRE AND PUBLIC SAFETY," prepared by Citygate Associates, LLC.

May I request you respond to the following:

1. Provide a list of the current vacancies in your Department by position number and title. Also include the date the position became vacant, the anticipated fill date, and the annual salary as provided for in the budget.
2. As it relates to recruitment:
 - a. Explain your recruitment process.
 - b. Provide a timeline for the current recruit class, from date of hire to date of graduation. How many recruits are in the current class? When is the next recruitment class anticipated to start and how many will be in the class?
 - c. Has the Department experienced difficulty in recruiting eligible candidates to fill the vacant positions? Explain.

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- d. Explain how the vacancies have affected the staffing levels of each station.
3. Has your Department consulted with the Department of Finance to incorporate appropriate reporting codes for the various types of premium pay to be included in the new payroll system, such as holiday, rank-for-rank, special assignment, and hold-overs?

May I further request you provide your response no later than **Friday, April 13, 2018**. To ensure efficient processing, please include the relevant Committee item number in the subject line of your response.

Should you have any questions, please contact me or the Committee staff (Michele Yoshimura at ext. 7663, James Krueger at ext. 7761, or Yvette Bouthillier at ext. 7758).

Sincerely,



RIKI HOKAMA, Chair
Budget and Finance Committee

bf:ltr:136afs01:jgk

cc: Mayor Alan M. Arakawa