

**MICHAEL P. VICTORINO**  
Mayor

**SANDY K. BAZ**  
Managing Director

**JOSIAH K. NISHITA**  
Deputy Managing Director



**DEPARTMENT OF MANAGEMENT**  
COUNTY OF MAUI  
200 SOUTH HIGH STREET  
WAILUKU, MAUI, HAWAII 96793

September 23, 2020

Honorable Michael P. Victorino  
Mayor, County of Maui  
200 South High Street  
Wailuku, Hawaii 96793

**APPROVED FOR TRANSMITTAL**

For Transmittal to:

Keani N.W. Rawlins-Fernandez, Chair  
Economic Development and Budget Committee  
Maui County Council  
200 South High Street  
Wailuku, Hawaii 96793

*Michael P. Victorino* 9/24/20  
Mayor Date

Dear Ms. Rawlins-Fernandez:

**SUBJECT: LEGISLATION AND DISCUSSION ON THE EFFECT OF  
THE CORONAVIRUS PANDEMIC, RULES, CARES ACT, AND  
RELATED ISSUES (EDB-85)**

Thank you for your letter dated September 14, 2020 requesting information, which we have collected from various departments and offices, to the following:

- 1. Please provide a general update on the jobs center. Also please respond to specific questions:**

The Maui American Job Center (MAJC) is located at the Maui Mall with the Maui County Business Resource Center (MCBFC). The AJC was established in April 2019 and is a One Stop Shop dedicated to providing free services to both job seekers and employers. Services include (but not limited to): job search assistance; personal career planning services (career pathways); training opportunities; HireNet Hawaii support (e.g. resume building, job search, etc.); and available computers for self-service.

- a. How many people have applied or inquired?**

Phone calls to the AJC/MCBRC per day is an average of 20-25 calls per day.  
(for period of July 1 – Sept 15, 2020)

Mauiamericanjobcenter.com:	page views = 8,371 No. of Users = 4,971
Mauicountyvirtualjobfair.com:	page views = 25,024 No. of Users = 4,800

**b. How do people get service?**

Services are available through various methods: walk-ins for computer use; walk-ins to see Counselors; phone; email; referrals amongst AJC partners and other community partners (public and private); and a multitude of public outreach and awareness methods.

**c. Are there sufficient employees to provide one-on-one service to those contacting the center?**

Currently, staffing is inadequate to be able to service customers in a timely manner. For the volume of calls, emails and referrals the AJC currently is staffed by 1.0 FTE and 0.5 FTE.

**2. Please provide general information on data collected during food or voucher distribution, if any. Also please respond to specific questions:**

**a. If data is collected, how it is secured?**

Data is not collected by the County, therefore no information can be provided.

**b. If data is not secured, why not?**

Data is not collected by the County, therefore no information can be provided to this question.

**c. What are the consequences, if any, if this data is shared with outside parties?**

Data is not collected by the County, therefore no information can be provided.

**3. Is the County still providing meals for the pop-up testing events? Please explain.**

Yes. The County is providing meals to individuals working at pop-up testing events. Those workers do not leave during the testing event, and most events have run from 9:00 AM to 2:00 PM, with some running until 3:00 PM.

**4. Are CARES Act funds being used to cover a part of the cost of testing, such as co-pays? Or are CARES Act funds solely being used for items like tents at these events? Please explain.**

If an individual has insurance, there should be no out-of-pocket expense for the individual, provided they meet testing criteria. If an individual does not have insurance, their testing is covered either by the provider or through a program with the federal government. Funds are being used for costs associated with bringing the testing to residents in their communities.

**5. Can CARES Acts funds be used for free community testing at a set location on a daily basis? Please explain.**

Yes.

**6. Please provide a copy of the airport travel forms. Describe the process travelers go through upon arrival to ensure they comply with the mandatory quarantine.**

The Safe Travels Hawaii paper form is attached. The preferred method of application for interisland and transpacific travel is through the State's Safe Travels Hawaii application available at <https://travel.hawaii.gov/#/>. Travelers who are entering Maui County through the airports are screened by contracted personnel, who are overseen by County personnel, for interisland travelers and State personnel for transpacific travelers on direct flights. The travelers present 1) the QR code assigned to their trip and 2) government issued ID to the screener for processing. The screeners verify identity, phone number, and other information based on the reason for travel. Screeners are required to positively confirm the location of quarantine for travelers who are required to quarantine. The Safe Travels application requires travelers to check-in on a daily basis during the quarantine period. If a traveler fails to check-in or if there is reason to believe a traveler may not be abiding by the mandatory quarantine requirements, the Maui Police Department perform enforcement duties. MPD also has an email address to receive information from the public on travelers who may be violating quarantine orders. That email address is [mpdquarantine@mpd.net](mailto:mpdquarantine@mpd.net). As of September 16, 2020, 33 arrests were made of individuals violating quarantine orders.

**7. How many iPads will be provided to administer airport travel forms related to the \$30,000 encumbrance on the report dated August 10, 2020? Please explain.**

Thirty (30) iPads were procured to support airport arrival screening. The State of Hawaii (SoH) requested 30 iPads to support a transition to a digital-only transpacific traveler arrival screening process. The SoH previously ordered iPads, however the devices were backordered and unavailable. The procurement of the iPads ensured adequate traveler screening at the airports. Fortunately, the SoH iPads were received before the launch of the Safe Travels Application and the County of Maui is now utilizing the County iPads at the airports.

**8. Are there any developments regarding a travel tracking application for incoming travelers? Would this be administered at the State or County level? Would it be eligible CARES Act expense? Please explain.**

There have been many developments regarding a travel tracking application for incoming travelers. Two major developments are as follows:

- Effective, August 11, 2020 all travelers entering the County of Maui were subject to a 14-day order to self-quarantine or a limited quarantine

exemption. The County of Maui was required to establish an independent screening process. The Department of Management, Information Technology Services Division utilized SeeClickFix to establish both a digital traveler screening and a travel exemption request application.

- On September 1, 2020 the State of Hawaii launched the Safe Travels Application for all travelers arriving at an official port of entry. The County of Maui made a transition from SeeClickFix to the Safe Travels Application at all airports. The SeeClickFix application continues to be utilized for the entry of all travelers who complete paper forms and for the Maui Police Department to continue their enforcement activities.

**9. What is the per-item cost for the 32GB iPads listed under disbursements in the report dated August 10, 2020?**

The unit price for each iPad is \$359.99.

**10. Which Kaunoa location received the commercial refrigerator?**

The commercial refrigerator was received and is being used in the Multi-Purpose Building at the Kaunoa Senior Center in Spreckelsville (401 Alakapa Place, Paia).

**11. What is the operating status of Island Appliance Sales and Service? If they are no longer open, what vendor was selected for the Lana'i Senior Center ice machine and generator?**

The Lanai Senior Center staff has confirmed that Island Appliance Sales and Service is operational as of September 16, 2020.

**12. Please provide information on the propane tank encumbered for the Mobile Hygiene Unit at Waiale Park in the report dated August 10, 2020. Will a single one-gallon tank be sufficient?**

The expenditure is related to the refilling of propane tanks that are used on the Mobile Hygiene Unit. The Mobile Hygiene Unit was already equipped with two 24-gallon tanks, which are used for the tankless water heater and dryer. A propane tank was not purchased. The propane tanks on the Mobile Hygiene Unit need to be refilled from time to time, to continue providing hot water and a clothes dryer for the residents.

**13. Please provide information on the encumbrance for touchless hand-sanitizing stations, including their appearance and the quantity intended for its purchase?**

The County of Maui procured 425 hand-sanitizing stations with stands and refills.

Quantity	Description	Unit Cost	Amount
425	Hand-sanitizing dispenser	\$40.00	\$17,000.00
1,378	32 oz. refill gel pack	\$25.00	\$35,828.00
125	Floor stands	\$90.00	\$11,250.00



250	Table stands	\$20.00	\$5,000.00
50	Wall mount drip tray	\$15.00	\$750.00

	Description
Germstar Dispenser	32oz. blue/white plastic automated dispenser unit
Germstar Floor Stand	White metal or plastic floor stand with drip tray
Germstar Table Stand	White plastic table stand with drip tray
Germstar Wall Mount Drip Tray	Blue plastic wall mount with drip tray
Germstar refills	32oz Germstar Refills 70% Isopropyl FDA compliant

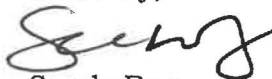
**14. Please provide information on the Maui Health System encumbrance for temporary benefits for childcare and housing, including payment for services rendered or anticipated expenses. Describe the process to apply for these benefits. Will Maui Health Systems be reporting on how the funds were disbursed, including a per-employee cost?**

The total allocation to Maui Health System was confirmed at \$3,774,851. This will be for physician coverage, screening and testing of employees, and administrative leave for employees awaiting their respective test results. Our Finance Department is evaluating the best vehicle to pay these costs. We will need copies of invoices and payments made to vendors and employees to verify the expenditure reimbursement.

**15. Please provide information on the Radmin license costs included in the report dated August 10, 2020. How did these licenses assist with the work-from-home program?**

Radmin is the software used to allow one computer to take control of another computer remotely. After creating a secure connection through the internet to the County's network, an employee working from home can control the desktop computer in their office and work as if sitting in front of that computer, with full access to software and data as if they are in the office. Deploying this software allowed the ITS Division to enable about 400 County employees to start teleworking in about two weeks.

Should you have any further questions or concerns, please do not hesitate to contact me directly.

Sincerely,  
  
 Sandy Baz  
 Managing Director



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**MANDATORY STATE OF HAWAI'I TRAVEL AND HEALTH FORM  
FOR ALL PASSENGERS AND CREW MEMBERS**

The State of Hawai'i actively screens and monitors travelers for public health and safety.  
It is required that all travelers provide the information below.  
Hawai'i Revised Statutes Section 127A-12 and 127A-13

(For children under the age of 18 years traveling with a parent/guardian please fill out first name, last name, birthdate, and Health History, and sign on behalf of the child.)

**TRAVELER INFORMATION:**

First Name

Middle Initial(s)

Last Name

Home Address Number and Street

City/Town

State

Zip Code

Government ID Type:

Passport  Driver's License/ID Card  Visa  Other

ID No.

Email Address: \_\_\_\_\_

Gender (optional)  Male  Female  Non-Binary

Birthdate (MM/DD/YYYY)  /  /

Race (optional):

American Indian/Alaska Native  Other Pacific Islander  
 Asian  White  
 Black/African-American  Other  
 Native Hawaiian

What industry do you work in? (e.g., Health, Construction, Retail)

What is your occupation?

Have you signed a 14-day quarantine order that is currently in effect?  Yes  No

**CONTACT TELEPHONE IN HAWAII:**

Primary (  )  -

Secondary (  )  -

**FLIGHT INFORMATION:**

Arriving Airline

Flight No.

Travel Date (MM/DD/YY)

Departing Airline

Departing Flight No.

Travel Date (MM/DD/YY)

**DESTINATION LOCATION:**

Purpose of Visit:

Vacation  Returning Resident  Visiting Family/Friends  Business  Relocate to HI

Hotel Lodging/Name

Destination Address or Hotel Name

City/Town

State

Zip Code



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**TRAVEL INFORMATION:**

Have you traveled outside the State of Hawai'i in the last 14 days?  Yes  No

If Yes, Where?

From? (MM/DD/YY)

To? (MM/DD/YY)

Country or State: \_\_\_\_\_

/  /

to  /  /

Country or State: \_\_\_\_\_

/  /

to  /  /

**HEALTH HISTORY:**

Do you feel ill now?  Yes  No

Are you feeling any of these symptoms now?

	Yes	No		Yes	No
Fever	<input type="radio"/>	<input type="radio"/>	Vomiting	<input type="radio"/>	<input type="radio"/>
Chills	<input type="radio"/>	<input type="radio"/>	Diarrhea	<input type="radio"/>	<input type="radio"/>
New cough	<input type="radio"/>	<input type="radio"/>	Skin rash	<input type="radio"/>	<input type="radio"/>
Sore throat	<input type="radio"/>	<input type="radio"/>	Loss of taste or smell	<input type="radio"/>	<input type="radio"/>
Headache	<input type="radio"/>	<input type="radio"/>	Tiredness/fatigue	<input type="radio"/>	<input type="radio"/>
Runny or stuffy nose	<input type="radio"/>	<input type="radio"/>	Muscle ache	<input type="radio"/>	<input type="radio"/>
Shortness of breath	<input type="radio"/>	<input type="radio"/>	Chest pain or pressure	<input type="radio"/>	<input type="radio"/>

Have you taken medicine to bring down fever? (e.g., Tylenol or ibuprofen)

Yes  No

Have you had a flu vaccine in the last year?

Yes  No

Date of vaccination? (MM / YY)

/

In what country?

\_\_\_\_\_

**ATTESTATION:**

I declare under penalty of law that all the information provided herein is true and correct to the best of my knowledge and belief.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Print Name)

On behalf of a minor, under the age of 18 years

The information on this form will be used for Department of Health purposes and will be treated as confidential information. The information will be used, to the extent deemed necessary by the department, for the detection of a communicable or dangerous disease and for related prevention, investigation, monitoring, quarantine, or isolation.

**OFFICIAL SCREENER USE ONLY:**

Exemption Status

Military  CISA  Covidexemption Letter

Negative State Approved Test

## EDB Committee

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**From:** Michelle Santos <Michelle.Santos@co.maui.hi.us>  
**Sent:** Thursday, September 24, 2020 3:52 PM  
**To:** EDB Committee  
**Cc:** Josiah Nishita; Kayla Ueshiro; Sandy Baz; Stacy Takahashi; Tyson Miyake; Zeke Kalua  
**Subject:** MT#8543 Legislation and Discussion on the Effect of the Coronavirus Pandemic, Rules, Cares Act, and Related Issues  
**Attachments:** MT#8543.pdf

**NOTE: PLEASE DO NOT FORWARD MY EMAIL TO ANYONE OUTSIDE OF THE COUNTY OF MAUI. YOU MAY CLICK ON THE ATTACHMENT ITSELF AND CREATE YOUR OWN EMAIL TO FORWARD THE DOCUMENT TO ANOTHER PERSON OUTSIDE OF THE COUNTY.**

*Michelle L. Santos*

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