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

April 5, 2024

Mr. Amos Lonokailua-Hewett, Administrator
Maui County Emergency Management Agency
County of Maui
Wailuku, Hawaii 96793

Dear Mr. Lonokailua-Hewett:

SUBJECT: FISCAL YEAR ("FY") 2025 BUDGET (BFED-1) (EMA-2)

May I please request you be prepared to answer the following questions at the BFED Committee meeting on **April 12, 2024**.^{*} This will enable the Committee to comprehensively review the FY 2025 Budget. May I further request that you transmit your answers to bfed.committee@mauicounty.us by the end of the day on **April 12, 2024**. **Date subject to change without notice.*

Overall

1. The amounts requested for special projects and equipment have significantly increased over prior fiscal years. For example, special projects in FY 2024 were budgeted at \$6,125,000, while the FY 2025 budgeted amount is \$141,000,000. Given the training needs of new MEMA personnel, MEMA's capacity to accommodate such a high level of special projects is unclear. Please provide a breakdown for the special projects budgeted, explain how the agency will complete these projects, and provide a timeline for each project. (Page 178, Program Budget) (TC) (GJ)
2. Do any of the Department's special projects include: establishing a County Emergency Food and Essential Goods Supply and Storage plan; allocating funding to strengthen local resiliency and climate change impact projects; a disaster recovery program, training on preparedness, or response and recovery; ensuring our community has functional generators; and strengthening and expanding communication infrastructure? If not, please explain. (GJ)

3. A number of success measurements for the Emergency Management Program are decreasing between FY 2023 Actual and FY 2025 Estimate, including in the areas of participation in professional development opportunities, Emergency Operations Center-related trainings, trainings related to Maui County plans or procedures, Voluntary Organizations Active in Disaster meetings, mitigation projects identified in support of the Maui County Hazard Mitigation Plan, grant proposals applied for through MEMA, quarterly exercises to test communications, public information campaigns completed, MEMA presentations to the public, social media emergency-related posts, and Community Emergency Response Team quarterly leadership meetings. Why is MEMA anticipating a lower FY 2025 Estimate than FY 2023 Actual despite increases in funding and equivalent personnel? Please explain. (Pages 179-182, Program Budget) (GJ)
4. Relating to Key Activity Goals and Measures, Goals #2 and #3, please describe the procedure for including outside agencies during emergency alerts, such as tsunami warnings, or activation of the Emergency Operations Center. Please specifically comment on the role of the Pacific Disaster Center and visitor industry representatives. (Page 180, Program Budget) (ALL)
5. Please describe how the \$141,000,000 in grant revenues will be directed. (Page 6-15 Budget Details; page 187, Program Budget) (ALL)
6. Has MEMA been involved in the creation of the County's Resiliency Hub Network? Please explain. (TP)
7. During the FY 2024 Budget review, MEMA informed the Council that they had contracted with HDR Engineering for the development of a Debris Management Plan. Was that contract completed? Is the Debris Management Plan publicly available? Please explain. (TP)
8. During the FY 2024 Budget review, MEMA informed the Council that they had contracted with Constant and Associates for the development of a Recovery Plan. Was that contract completed? Is the Recovery Plan publicly available? Please explain. (TP)

9. Please explain the status of having Emergency Service Dispatchers occupy the second floor of the former Hawaiian Telcom building at 60 Church Street, Wailuku, instead of the County's Information Technology Services Division. (TP)
10. Estimated grant dollars have increased from \$1,000,000 in FY 2024 to \$100,700,000 in FY 2025. Is this additional revenue the advancements from Federal Emergency Management Agency (FEMA) for debris removal? Please explain. (Page 181, Program Budget) (TP)
11. Last year, MEMA anticipated renovating the former Hawaiian Telcom building at 60 Church Street, Wailuku, under the oversight of the Department of Management before the summer of 2024. What is the status of the project? Please explain. (Response to Question #1, Page 2, EMA-2, BFED-1, FY 2024) (TP)
12. Please indicate whether MEMA received the \$5,000,000 in Public Assistance Grants from FEMA for the December 2021 Severe Weather Event. If not, what amount was received? Were the funds transferred to the Emergency Fund? If not, how were the funds used? (Response to Question #5A, Page 3, EMA-2, BFED-1, FY 2024; Page 187, Program Budget) (TP)
13. Regarding the FEMA Public Assistance Grants, which ongoing repair and mitigation efforts are still in progress from the December 2021 Severe Weather Event? Please explain. (Page 187, Program Budget) (NUH)
 - a. What is the estimated timeline to complete these repairs? (NUH)
14. MEMA anticipates receiving \$96,000,000 in FEMA Public Assistance Grants in FY 2025. Aside from the \$5,000,000 recognized in the FY 2024 Budget for the December 2021 Severe Weather Event, please explain how these grants are derived, whether they will be entirely absorbed into MEMA's budget, and their proposed use. (Page 187, Program Budget) (TP)
15. How does MEMA's budget support the Strategies identified for the agency? (Page 175, Program Budget) (YLS)

16. How many Community Emergency Response Team volunteers are enrolled in the CERT Program? (Page 182, Program Budget) (TK)

Salaries (Category "A")

1. Please justify the addition of a Public Affairs Officer for FY 2025 and explain how those duties will not be duplicative of the work performed by the Mayor's Office of Public Affairs or Office of Communications and Government Affairs. What is the difference between a Public Affairs Officer and a Public Information Officer? Please explain. (Page 184, Program Budget) (GJ)
2. Has the Training Officer position (P-00573) been described by the Department of Personnel Services? Are there comparable positions across the State or is this position something new that has not been previously described? (Page 6-3, Budget Details) (TP)
3. Will the Training Officer be available to conduct trainings countywide? (Page 6-3, Budget Details) (SS)
4. Please provide a brief job description for the proposed CD Staff Specialist III expansion position. (Page 6-3, Budget Details) (NUH)
 - a. Please justify the need for three positions. (NUH)
 - b. Please clarify whether the positions will have different duties. (NUH)
5. Will the three CD Staff Specialist III expansion positions for Molokai, Hāna, and Lāna'i (P00577, P00578, and P00579, respectively) be hired from these communities? (Page 6-3, Budget Details) (SS)
 - a. Where will the individuals filling these positions work? (YLS)
 - b. Are funds for the expansion positions included in the FY 2025 Budget? If so, please list the funding requests. (Page 6-3, Budget Details) (YLS)
6. Please explain the proposed reallocation for the Emergency Management Officer position (P-25477). Is there a change in title or just a change in the SR/step from EM-05 to EM-07? (Page 6-3, Budget Details) (YLS)

Operations and Equipment (Categories “B” and “C”)

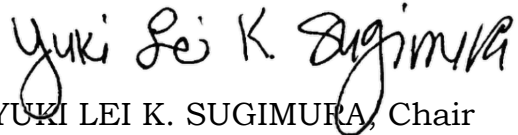
1. Please provide a breakdown and detail the use of the \$1,200,000 for Machinery & Equipment. (Page 183, Program Budget; Page 6-9, Budget Details) (GJ) (NUH)
 - a. Relating to index code 912014C, please cite any industry examples, best practices, or reports supporting the need for the video wall and computer equipment. (Page 185, Program Budget) (GJ)
 - b. Please explain what the video wall would accomplish during an emergency. (NUH)
 - c. How many cameras will the video wall access and where will they be located? (NUH)
 - d. What is the life of the video wall and computer equipment? (Page 185, Program Budget) (GJ)
 - e. Please provide a breakdown of the \$500,000 requested for computer equipment and technologies for situational awareness, to the extent this equipment differs from the computer equipment referenced on Page 185, Program Budget. (NUH)
2. Relating to index code 912014B, Airfare, Transportation, MEMA is requesting an increase of \$8,000 for training opportunities offered on Oahu or the Mainland. Please explain the absence of a request to increase registration and training fees or other travel-related expenditures. (Page 184, Program Budget) (YLS)
3. Relating to index code 902014B, Professional Services, please justify the \$300,000 request to update the EOC Plan and Incident Management Team Development. (Page 184, Program Budget) (GJ)

Thank you for your attention to this request. To ensure efficient processing, please include the relevant Committee item number in the subject line of your response.

Mr. Amos Lonokailua-Hewett
April 5, 2024
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Should you have any questions, please contact me or the Committee staff (James Krueger at ext. 7761, Kasie Apo Takayama at ext. 7665, or Yvette Bouthillier at ext. 7758).

Sincerely,

A handwritten signature in black ink that reads "Yuki Lei K. Sugimura". The signature is written in a cursive, flowing style.

YUKI LEI K. SUGIMURA, Chair
Budget, Finance, and Economic
Development Committee

bfed:2025bgt:240403aema01:cmn

cc: Mayor Richard T. Bissen, Jr.
Acting Budget Director

BFED Committee

From: BFED Committee
Sent: Friday, April 5, 2024 9:25 AM
To: Amos Lonokailua-Hewett
Cc: BFED Committee; Gaye.R.Gabuat@co.maui.hi.us; Michelle Santos; Zeke Kalua; Lesley Milner; Kristina Cabbat
Subject: PLEASE READ attached letter re: FISCAL YEAR ("FY") 2025 BUDGET (BFED 1) (EMA-2); reply by 04/12/2024
Attachments: 240403aema01 (ema-2) signed.pdf

Mr. Lonokailua-Hewett: Please refer to the attached letter from the Budget, Finance, and Economic Development (BFED) Committee Chair, dated April 5, 2024. Please respond by **April 12, 2024.**

Mayor's Office (attention: Michelle Santos and Zeke Kalua): Please forward the attached letter to Mayor Bissen for his information.

Ms. Milner: FYI

Thank you,
Yvette Bouthillier, Senior Secretary
BFED Committee