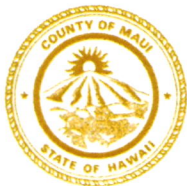


Michael P. Victorino  
Mayor

Sananda K. Baz  
Managing Director



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November 5, 2021

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

APPROVED FOR TRANSMITTAL

Michael P. Victorino 11/5/21  
Mayor Date

For Transmittal to:

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

Dear Chair Rawlins-Fernandez:

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

In response to your letter dated October 20, 2021, I am providing the following response:

1. Please provide information supporting the use of Coronavirus Relief Funds for the following COVID-related purchases:
  - a. A Canon EOS Rebel T7 DSLR Camera Bundle (CAFA Control No. CA-157.

***The Department of Fire and Public safety used the camera to capture footage related to training and distance based learning. The use of the camera allowed the department to facilitate compliance with the COVID-19 related public health measures and support employees who are dedicated to mitigating and responding to COVID-19 related emergencies.***

- b. The installation of vehicle window tints (CAFA Control No. CA-150).

***The Kaunoa Senior Services Assisted Transportation Program transports frail/elderly seniors to essential medical and other important appointments. Because of the COVID-19 pandemic, many medical offices did not allow patients to wait in their waiting rooms hence, the seniors were required to wait in the Assisted Transportation Program vehicles. The window tinting was necessary to reduce the heat inside the vehicle and to aid in the cooling of the vehicle, while the senior waits in the vehicle.***

- c. The purchase of generators (CAFA Control No. CA-044)

***The generator was purchased to serve as a secondary electricity source to power various appliances which store essential meals and fresh foods for numerous frail seniors on Lanai who have become homebound or food insecure because of the COVID-19 pandemic. Demand for home delivered meals has dramatically increased because of stay-at-home orders, fear of exposure in the public, the closure of the congregate meal site, and increase food insecurity. An additional refrigerator, freezer, and ice machine was purchased to meet the pandemic-related demand and need for food storage for this isolated community.***

- d. The purchase of ice machines (CAFA Control Nos. CA-043 and CA-035). What will these machines be used for post-COVID?

***Commercial refrigerators and ice machines were needed to store, as well as deliver essential meals and fresh food to hundreds of frail seniors on Maui who became homebound or food insecure because of the COVID-19 pandemic. Demand for home delivered meals to the elderly dramatically increased because of Stay-at-Home order, fears of exposure to the public, as well as closures of congregate meal sites, adult day care, senior centers, and increased food insecurity. Food vendors could not***

***guarantee meals because of supply chain problems, so frozen meals had to be obtained and stored to ensure an adequate supply of meals were available every day.***

***The refrigerators and ice machines will be used post pandemic to continue the ability to provide food to the elderly population.***

- e. The purchase of refrigerators (CAFA Control Nos. CA-036, CA-037, CA-038, CA-040). What will the refrigerators be used for post-COVID?

**See response in item d. above.**

- f. The purchase of a LIDAR (CAFA Control No. CA-093)

***Standards and valuation protocols require that about 1/6 of the county's real property be inspected every six years. Permits, agriculture, sales and appeals are inspected when warranted. The products have been used in lieu of physical inspections. Because of the COVID-19 public health emergency, in-person physical inspections have been severely limited because of safety issues and physical distancing protocols.***

- 2. Please provide information on the allocation of CARES Act expenditures, including information on the over expenditure in the Economic Support category.

***A response to this request will be transmitted in a separate correspondence.***

- 3. Roberts Tours and Transportation, Inc. received funds for screening services at Kahului Airport to facilitate interisland travel (CAFA Control No. CA-094, CA-165, CA-166, CA-308, CA-420, and CA-426).

- a. Please provide information on the services that were provided and whether it had any impact on overtime for County employees involved with airport screening.

**Beginning August 11, 2020, Roberts Tours and Transportation provided screening services at the Kahului Airport, Main terminal and commuter terminal. They were responsible for assisting travelers with the electronic or manual travel form for the State of Hawaii Safe Travels program. This required verifying place of lodging, contact information, and limited quarantine exemption approved by the State or County.**

**Although County employees were involved in airport screening for inter-island travel, the cost for overtime was minimal. Majority of the County personnel assisting with the screening were Office of the Mayor's staff, Directors and Deputy Directors of the departments and they were not compensated any overtime.**

- b. Please confirm whether these funds had any relation to the purchase of SeeClickFix software (CAFA Control Nos. CA-101 and CA-229), the purchase of iPads (CAFA Control No. CA-002), Xerox costs (CAFA Control No. CA-186), or any other expenditures related to airport screening.

**See-ClickFix: The screeners (and others like MPD) used SeeClickFix to process all passengers from August 11, 2020 through October 15, 2020 when the Hawaii State Safe Travels went into effect and for screening CISA worker exemptions and MPD or quarantine enforcement.**

**iPads: The iPads were acquired for use by the screeners at the airports throughout the County. Once the iPads were no longer needed at the airport, the iPads were used by the Maui Family YMCA for the distance learning program held at War Memorial Gym.**

**Copying costs: Travel forms, instructions, quarantine documents, limited quarantine exemption forms, and copies of the Governor's Emergency Proclamation were produced for use at the airport.**

4. Please confirm whether all COVID-related equipment purchases have been properly inventoried and issued a County of Maui inventory tag. Some examples of equipment purchases are generators (CAFA Control No. CA-044), coolers (CAFA Control No. CA-228), refrigerators (see number 5), and laptops (CAFA Control Nos. CA-039, CA-189, and CA-243).

- a. If these items have been inventoried and tagged, please provide a list of equipment purchased with CARES Act funding.

**#35 (Ice Machine, Sprecklesville) - 35720**

**#36 (Refrigerator, West Maui) - purchase is less than \$1,000**

**#37 (Refrigerator, Molokai) - purchase is less than \$1,000**

**#38 (Refrigerator, Lanai) - 35825**

**#39 (Laptops, Sprecklesville) - 34658, 34659, 34660, 34661, 34662, 34663**

**#40 (Commercial Refrigerator, Sprecklesville) - 35776**

**#43 (Ice Machine, Lanai) - 35831**

**#44 (Generator, Lanai) - 35734**

5. Please provide information on how Maui County Farm Bureau informed the community about the availability of emergency feed for livestock, and how resources were distributed (CAFA Control Nos. CA-240, CA-241, CA-321, and CA-363).

***The emergency feed program for livestock provided feed and minerals to ranchers, equestrian, and hog farmers. Dr. Kyle Caires, Maui County Farm Bureau President, utilized various methods to make the community aware of the program including: College of Tropical Agriculture and Human Resource's email list of farmers and rancher, phone calls to those on the CTAHR list without email address, mailing lists for Maui Cattlemen's Association, State Department of Agriculture, and Maui County Farm Bureau. He also posted and distributed flyers at local feed stores. Distribution of the feed was done by application and 100% of the eligible applicants were awarded. Some individuals were ineligible because of other COVID-19 funds received.***

6. Please provide information on the number of hand sanitizers that were purchased and the unit cost per sanitizer.

***The following hand sanitizers were purchased:  
500 1-gallon bottles of hand sanitizers at \$32.87 per bottle;  
127 GermStar units, \$35 each unit; and  
783 GermStar refills, \$25 each refill.***

7. It seems that several of the Kupale soap dispensers are not functioning and will need to be replaced. Will the County be reimbursed for non-working dispensers (CAFA Control No. CA-138)?

***Kupale will replace or refund the County for any dispensers returned because of manufacturer defects.***

8. Please provide information on the two decommissioned buses that were converted to mobile medical units (CAFA Control No. CA-354). How and where are they currently used?

***The Mobile Medical and Educational Units (MMEU) were configured to offer a private and safe meeting space for wrap-around services to our indigent and houseless population. Services include non-critical wound care, mental health services, substance abuse treatment, Dept. of Education consultation, housing assistance, and vaccination when available. The buses are rotated in service and are parked in one area during the day then stored at the Kihei Police Station at night. Currently, the MMEU is parked at the Paia Municipal parking lot for the month. Previously they were at the Salvation Army in Lahaina. The buses can be deployed wherever there is a need and available space. The MMEU falls under our Critical Outreach and Response through Education (CORE) unit which is supervised by Sergeant Jan Pontanilla.***

9. Please provide information on the County's plans to continue the use of U-Haul storage units after November 2021 (CAFA Control No. CA-431).

***At the start of the pandemic, nine storage units were needed to store personal protective equipment for all county departments and agencies. Since most of the PPE were***

**disbursed, the requirement for storage units is reduced to three units at a cost of \$416.61**

10. Please provide information on how COVID testing services for trans-Pacific airline passengers are implemented and what these costs are for (CAFA Control No. CA-452).

**Post arrival COVID-19 testing services at the Kahului Airport included: ensuring travelers complete the mandatory registration forms, either by mobile device, computer or on paper at the testing site; checking identification and details on the forms submitted, testing cell phone numbers, contacting travelers with test results and additional testing requirements, and contacting Maui District Health Office personnel as needed; and other screening services.**

**The contractor adequately staffed the testing site and prepared the testing stations prior to the arrival of the passengers from the first flight to the last flight of each day. The contractor ensured travelers remained physically distanced in line while waiting their turn for the test. The contractor also screened passengers for exemptions from the post travel test.**

- a. Why are trans-Pacific testing costs for Kupale Technologies higher than those for Minit Medical (CAFA Control No. CA-248)?

**Kupale Technologies did 4,000 tests per day for trans-pacific testing while Minit Medical performed about 2,000 tests per week.**

11. Were the instALERT message boards from All Traffic Solutions (CAFA Control No. CA-262) purchased or rented?

**The instALERT message boards were purchased.**

12. Relating to the COVID-19 training series conducted by Tobi Johnson & Associates for nonprofit Executive Directors and Volunteer Managers, which also included providing assistance with crafting and posting new COVID-19 volunteer policies and procedures (CAFA

Control Nos. CA-027 and CA-045), was the training made available to all nonprofits and volunteer groups?

***There was one training and one program funded by the CARES Act. The training was available to all Maui nonprofits and volunteer groups. It was advertised through eblasts, County of Maui, and Volunteer Center Social Media Platforms, a COM press release and to all the Grants Management grantees.***

***The COVID policy program was not a training. We developed a program to offer the crafting and posting of COVID policies for the Volunteer Center's 100 partner agencies. This program was advertised through eblasts, social media, and phone calls.***

- a. Was the training recorded and made available to those who could not attend?

***A recording of the training was available for individuals who could not attend for up to 21 days after the live event; however, the policy program was not recorded.***

13. Please provide information on the number and type of jobs created with funding provided to Hanona and Noho'ana Farms (CAFA Control Nos. CA-214 and CA-218).

***Hanona Farms was able to provide jobs for 31 people previously unemployed plus an additional 18 people with the funding provided to them. The jobs included, but not limited to, executive assistant, chief conservation officer, land steward manager, field supervisors, field technicians, archaeological, construction, photography, and cultural education services.***

***Noho'ana Farms used the funds for four agricultural restoration and farm field crew members; three contracted vendors for ulu diagram and education curriculum, pasture prep and fence installation; Auwai restoration and crop irrigation installation; and sub-contracted a virtual aina-based learning.***



14. Please provide additional information on how funds for Maui OnStage (CAFA Control No. CA-231) were used and what COVID precautions were taken for the virtual theater performance.

***Because of the COVID-19 pandemic, Maui OnStage has halted all on-stage performances at the Historic Iao Theater since March 2020. A live-stream performance scheduled for October 31, 2020 would be the first opportunity for a live-stream production which could also lead to on-line classes and other opportunities. All Emergency Health Rules were enforced for all performers of the virtual theater performers.***

***The performance employed livestreaming technicians, stage and house crews, musicians, social media experts, consultants, and staff. The livestream event reach 13,000 viewers, of which 8,000 views occurred on Halloween night.***

15. Please provide the reason for the overtime incurred by Department of Parks and Recreation staff (CAFA Control Nos. CA-114, CA-128, CA-174, and CA-175).

- a. Was overtime attributed to work performed at the Kahului Airport or for other work such as testing and food distribution?

***Overtime was attributed to assisting with screening at the Molokai Airport, completion of additional restroom cleaning as recommended by CDC guidelines, necessary permit modifications because of facility closures, securing of park facilities, and assistance with drive through test and food distribution sites.***

- b. Was there a staff shortage due to sick leave that necessitated overtime?

***Staff shortage was not because of sick leave. Several districts/sections were short staffed because of vacant positions in process of recruitment and as well as staff needing to be called in when additional restroom cleanings were necessary.***

- c. When County facilities and public restrooms were closed, what tasks were the employees assigned to clean those facilities responsible for?

***During the closure of facilities and restrooms, Parks staff worked on much needed deep cleaning and maintenance throughout the Districts including field renovations, repairs within community centers and gymnasiums, repair and pressure washing of all restrooms, and all outdoor pavilions. Although the parks were closed the grass continued to grow, requiring Parks staff to continue regularly scheduled ground and field maintenance. Also, the Parks staff provided assistance at the COVID-19 testing and food distribution sites within each district.***

Should you have any questions, please contact me at ext. 7212.

Sincerely,



MICHELE M. YOSHIMURA  
Budget Director