



# POLICE DEPARTMENT COUNTY OF MAUI



MICHAEL P. VICTORINO  
MAYOR

55 MAHALANI STREET  
WAILUKU, HAWAII 96793  
(808) 244-6400  
FAX (808) 244-6411

TIVOLI S. FAAUMU  
CHIEF OF POLICE

OUR REFERENCE  
YOUR REFERENCE

DEAN M. RICKARD  
DEPUTY CHIEF OF POLICE

January 21, 2020

Mr. Michael J. Molina, Chair  
Governance, Ethics, and Transparency Committee  
County Council, County of Maui  
200 S. High Street  
Wailuku, Maui, Hawaii 96793

2020 JAN 21 PM 4:11  
OFFICE OF THE  
CLERK OF THE  
COUNTY OF MAUI

Dear Mr. Molina:

**Subject: INTERGOVERNMENTAL AGREEMENT WITH THE STATE OF HAWAII, DEPARTMENT OF HEALTH (GET-37)**

At your request, the Maui Police Department has prepared a detailed anticipated cost breakdown of fees and costs associated with the subject project. Although a per annum breakdown beginning October 1, 2019 through October 1, 2023 was requested, the fluctuating number of suicides that occur each year have provided us with no clear pattern with which to forecast costs. Instead, we are able to provide you with a fixed average cost per year based on five years of historical data.

There has also been no accounting in the cost report for salary increases of assigned employees as HGEA step movements are currently frozen. Once steps are reinstated, a slight upward adjustment of the man-hour costs could be applied. We do believe the costs provided, however, are an accurate average of chargeable fees and actual costs to be incurred by the County throughout the project period.

If you have any questions, please contact the Records Section Supervisor, Kathleen Paschoal at (808) 244-6350.

Sincerely,

  
TIVOLI S. FAAUMU  
Chief of Police

cc: Kathleen Paschoal, Maui Police Department  
Enclosure

# COST AND FEES ANALYSIS FOR MPD TO PROVIDE SUICIDE REPORT DATA TO THE STATE OF HAWAII DEPARTMENT OF HEALTH

Project Period: October 1, 2019 through October 1, 2023

<b>FEES CHARGEABLE TO DOH FOR SUICIDE DATA PROCESSING</b>	
<b>SEARCH FEES</b>	
AVERAGE SEARCH TIME TO CREATE ANNUAL CASE LISTING (in 15 minute increments)	1
SEARCH FEE FOR GOV. RECORDS REQUEST (per 15 minute increment)	\$2.50
<b>TOTAL ESTIMATED SEARCH FEES FOR ANNUAL DOH SUICIDE DATA REQUESTS</b>	<b>\$2.50</b>
<b>REVIEW &amp; SEGREGATION FEES</b>	
AVERAGE PAGES PER REPORT	20
AVERAGE REDACTION TIME PER PAGE (in minutes)	2
REVIEW & SEGREGATION (R&S) FEE FOR GOV. RECORDS REQUESTS (per 15 min. increments)	\$5.00
AVERAGE TIME TO REVIEW & SEGREGATE EACH REPORT (in 15 minute increments)	2.67
<b>TOTAL ESTIMATED R&amp;S FEES FOR EACH REPORT</b>	<b>\$13.33</b>
<b>TOTAL ESTIMATED SEARCH AND REVIEW &amp; SEGREGATION FEES PER SUICIDE REPORT</b>	<b>\$15.83</b>
<b>ESTIMATED ANNUAL CHARGEABLE FEES TO PROCESS SUICIDE DATA REPORTS BASED ON THE 5-YEAR HISTORICAL AVERAGE OF 30 SUICIDE CASES PER YEAR</b>	<b>\$475.00</b>

<b>ESTIMATED COSTS TO MPD TO PROCESS SUICIDE DATA REPORTS</b>	
<b>REPRODUCTION</b>	
AVERAGE PAGES PER REPORT	20
CHARGEABLE COST PER PAGE FOR REPRODUCTION	\$0.25
<b>TOTAL ESTIMATED COST PER SUICIDE REPORT REPRODUCTION</b>	<b>\$5.00</b>
<b>MAN-HOUR COSTS</b>	
AVERAGE TIME IN MINUTES TO PROCESS EACH REPORT	40.00
AVERAGE PAY SCALE PER HOUR OF CLERKS ASSIGNED TO PROJECT	\$21.99
<b>AVERAGE MANHOUR COST TO PRODUCE EACH REPORT</b>	<b>\$14.66</b>
<b>TOTAL ESTIMATED COST TO MPD TO PROCESS EACH SUICIDE REPORT</b>	<b>\$19.66</b>
<b>ESTIMATED ANNUAL COST TO MPD TO PROCESS SUICIDE DATA REPORTS BASED ON THE 5-YEAR HISTORICAL AVERAGE OF 30 SUICIDE CASES PER YEAR</b>	<b>\$589.80</b>

<b>TOTAL ANNUAL CHARGEABLE FEES AND ESTIMATED COSTS TO MPD TO PROVIDE DE-IDENTIFIED SUICIDE REPORTS TO THE DEPARTMENT OF HEALTH</b>	<b>\$1,064.80</b>
---	-------------------