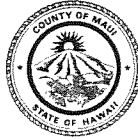


Council Chair
Mike White

Vice-Chair
Robert Carroll

Presiding Officer Pro Tempore
Stacy Crivello

Councilmembers
Alika Atay
Elle Cochran
Don S. Guzman
Riki Hokama
Kelly T. King
Yuki Lei K. Sugimura



Director of Council Services
Sandy K. Baz

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

April 11, 2017

Mr. David Underwood, Director
Department of Personnel Services
County of Maui
Wailuku, Hawaii 96793

Dear Mr. Underwood:

SUBJECT: **ESTABLISHING ADDITIONAL QUALIFICATIONS FOR
COUNTY DEPARTMENT DIRECTORS** (PEA-27)

At the 2016 General Election, the electorate approved an amendment to the Revised Charter of the County of Maui (1983), as amended, to authorize the Council to establish, by ordinance, specific qualifications for administrative heads appointed by the Mayor, in addition to any qualifications set forth in the Charter. (See Charter Section 6-4.)

May I please request a copy of the current position descriptions for all directors and deputy directors in each County department, as well as all other administrative heads (e.g., Civil Defense Agency). Please include a description of the current recruitment process for these positions.

May I further request you transmit your response **no later than April 24, 2017**. 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 Committee staff (Legislative Analyst Shelly Espeleta at ext. 7134, or Committee Secretary Clarita Balala at ext. 7668).

Sincerely,

Handwritten signature of Yuki Lei K. Sugimura in black ink.

YUKI LEI SUGIMURA, Chair
Policy, Economic Development, and
Agriculture Committee