

RICHARD T. BISSEN, JR.
Mayor

KEKUHAUPIO R. AKANA
Acting Managing Director



OFFICE OF THE MAYOR
COUNTY OF MAUI
200 SOUTH HIGH STREET
WAILUKU, MAUI, HAWAII 96793
www.mauicounty.gov

RECEIVED
2023 JAN 13 PM 3:25
OFFICE OF THE
COUNTY CLERK

January 12, 2023

The Honorable Tasha Kama, Council Chair
Maui County Council
200 South High Street
Wailuku, Hawaii 96793

Dear Council Chair:

SUBJECT: RESOLUTIONS APPOINTING DEPARTMENT DIRECTORS

Pursuant to Section 6-2(5) of the Revised Charter of the County of Maui (1983), as amended, I hereby provide notice of my Department Director appointments and attach for appropriate action the proposed resolutions approving appointments as follows:

Department of Management
Kekuhaupio "Keku" Akana, Managing Director

Department of the Corporation Counsel
Victoria J. Takayesu, Corporation Counsel

Department of the Prosecuting Attorney
Andrew H. Martin, Prosecuting Attorney

Department of Water Supply
John Stufflebean, Director of Water Supply

Department of Finance
Scott K. Teruya, Director of Finance

Department of Planning
Kathleen Aoki, Planning Director

Department of Public Works
Jordan Molina, Director of Public Works

Council Chair Tasha Kama

January 12, 2023

Page 2

Department of Environmental Management
Shayne Agawa, Director of Environmental Management

Department of Housing and Human Concerns
Lori Tshako, Director of Housing and Human Concerns

Department of Transportation
Marc Takamori, Director of Transportation

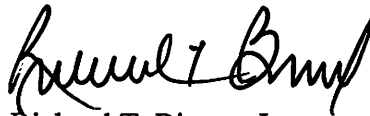
Department of Parks and Recreation
Patrick McCall, Director of Parks and Recreation

Department of Agriculture
Rogerene "Kali" Arce, Director of Agriculture

Attached, please find a copy of the job description and resume for each Department Director.

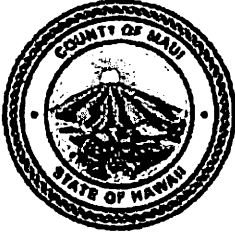
We look forward to working with you, collaboratively, and in the best interest of the County of Maui. Your kind attention and consideration are greatly appreciated.

Sincerely,

A handwritten signature in black ink, appearing to read "Richard T. Bissen, Jr.", written in a cursive style.

Richard T. Bissen, Jr.
Mayor, County of Maui

Enclosures



MANAGING DIRECTOR

Class Code:
0C.075

Bargaining Unit: N/A

COUNTY OF MAUI

Established Date: Dec 12, 2018

Revision Date: Dec 14, 2018

DUTIES SUMMARY:

- Act as the principal management aid to the mayor.
- Supervise the administrative functions of those agencies, departments, boards and commissions assigned by the mayor.
- Evaluate the management and performance of each agency.
- Prescribe standards of administrative practice to be followed by all agencies under his or her supervision.
- Supervise and coordinate those functions described in Subsections 7-5.6, 7-5.7 and 7-5.8.
- Perform all other duties and functions required by this charter or assigned by the mayor.

MINIMUM QUALIFICATION REQUIREMENTS:

- Be a citizen of the United States.
- Be a resident of the State for at least one year immediately preceding the appointment.
- Have a minimum of five years of experience in an administrative capacity, either in public or private business or both. (Amended 2016)
- As a part of or in addition to the five years of administrative experience, three years of responsible managerial and budgetary experience.
- As a part of or in addition to the five years of administrative experience, three years of experience in one or more of the following functions: acting as the principal management aide to a chief executive officer; supervising the administrative functions of agencies, departments, and boards and commissions; evaluating the management and performance of agencies under his or her supervision; prescribing standards of administrative practice to be followed by agencies under his or her supervision; supervising and coordinating the preparation and submittal of an annual operating budget and a capital program; supervising and coordinating the control, management, and execution of an

annual operating budget and capital program; and supervising and coordinating a systematic and continual review of the finances, organizations, and methods of each department to assist in achieving the most effective expenditure of funds and to determine that such expenditures are in accordance with budget laws and controls in force.

- **A bachelor's degree from an accredited college or university in business administration, public administration, or other relevant discipline, or a combination of education and work experience substantially equivalent to such a bachelor's degree.**

ORDINANCE NO. 4864

BILL NO. 60 (2018)

**A BILL FOR AN ORDINANCE ESTABLISHING ADDITIONAL QUALIFICATIONS
FOR THE MANAGING DIRECTOR**

BE IT ORDAINED BY THE PEOPLE OF THE COUNTY OF MAUI:

SECTION 1. Purpose. The purpose of this ordinance is to establish additional qualifications for the Managing Director, pursuant to Section 6-4, Revised Charter of the County of Maui (1983), as amended ("Charter"). Section 6-4 of the Charter authorizes the Council to establish specific qualifications for administrative heads appointed by the Mayor in addition to any set forth in the Charter. More specific qualifications will help identify skilled, experienced individuals to lead the County's departments, strengthen operations, and better serve the public.

SECTION 2. Chapter 2.14, Maui County Code, is amended by adding a new section to be appropriately designated and to read as follows:

"2.14.120 Managing director. The managing director shall have the following minimum qualifications:

1. As set forth in the charter, five years of experience in an administrative capacity, either in public or private business, or both.

2. As a part of or in addition to the five years of administrative experience, three years of responsible managerial and budgetary experience.

3. As a part of or in addition to the five years of administrative experience, three years of experience in one or more of the following functions:

a. Acting as the principal management aide to a chief executive officer.

b. Supervising the administrative functions of agencies, departments, and boards and commissions.

c. Evaluating the management and performance of agencies under his or her supervision.

d. Prescribing standards of administrative practice to be followed by agencies under his or her supervision.

e. Supervising and coordinating the preparation and submittal of an annual operating budget and a capital program.

f. Supervising and coordinating the control, management, and execution of an annual operating budget and capital program.

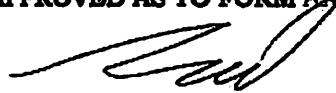
g. Supervising and coordinating a systematic and continual review of the finances, organizations, and methods of each department to assist in achieving the most effective expenditure of funds and to determine that such expenditures are in accordance with budget laws and controls in force.

4. A bachelor's degree from an accredited college or university in business administration, public administration, or other relevant discipline, or a combination of education and work experience substantially equivalent to such a bachelor's degree."

SECTION 3. New material is underscored. In printing this bill, the County Clerk need not include the underscoring.

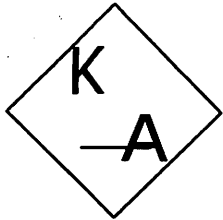
SECTION 4. This ordinance shall take effect on January 2, 2019.

APPROVED AS TO FORM AND LEGALITY:



EDWARD S. KUSHI, JR.
Department of the Corporation Counsel
County of Maui

pea:misc:027abill011(md):aks



KEKUHAUPIO KEKU AKANA

Summary

Family:

Married for 47 years to Cindy Quipotla Akana, we have 3 children:

Kuulei, Kuuipo and Kawika. 7 grandchildren: Kiana, Nainoa, Lahikina, Ikea, DC (Coyote), Hau Kea and Mohave.

Skills

- Founded the Queen Emma Athletic Club, an outreach program that served many at risk children in the greater Wailuku area at ZERO cost. It emphasized on work ethic, respect, character building with small spiritual teachings. We have coached and mentored over 500 children, of which 60% were ethnic Hawaiian.
- Co-founded the Wailuku Weightlifting Club in 1976. This weightlifting club continues to operate 47 years later and has been a home of introduction regarding physical fitness. bodybuilding, weightlifting and power-lifting for thousands of Maui youth and young adults.

Co-founded of A Cup of Cold Water, this outreach program serves Maui County's vulnerable people on the street for 10 years. This van carries, water, hygiene supplies, along with food, clothing, towels and blankets. It travels around to Wailuku/Kahului, Kihei and Lahaina.

Experience

Deputy Chief of Police

Maui Police Department | Wailuku, HI

- Corrections Officer, Maui Correctional Facility 1981 - 1983
- Deputy Chief of Police, Maui Police Department 1983 - 2006

01/1983 - 01/2006

Education and Training

Bachelor of Science

University of Hawaii - West Oahu | Kapolei, HI

Administration of Justice

University of Hawaii Maui College | Kahului, HI

Graduate FBI Academy | Quantico, VA

Certifications (Chimney Sweep) | Chimney Safety Institute Of America

Certification Clothes Dryer Exhaust Technician | CSIA.USA