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**COUNTY COUNCIL**  
COUNTY OF MAUI  
200 S. HIGH STREET  
WAILUKU, MAUI, HAWAII 96793  
[www.MauiCounty.us](http://www.MauiCounty.us)

February 19, 2019

Mr. John D. Kim, Prosecuting Attorney  
Department of the Prosecuting Attorney  
County of Maui  
Wailuku, Hawaii 96793

Dear Mr. Kim:

**SUBJECT: PRE-BUDGET SESSION PRESENTATION (DEPARTMENT  
OF THE PROSECUTING ATTORNEY) (GET-18(6))**

May I please request attendance of a representative of the Department of the Prosecuting Attorney at the Governance, Ethics, and Transparency Committee meeting of March 12, 2019 to provide a brief overview of the Department. May I ask that the presentation be limited to no more than 15 minutes. The Committee intends to allot an additional 15 minutes for questions and answers.

The overview should include the roles and responsibilities of the Department's Administration Program and General Prosecution Program, and a snapshot of the Department's budgetary requests for Fiscal Year ("FY") 2020, to include vacancies and the costs associated with those vacancies, proposed equipment purchases and the purpose of those requests, and priority capital improvement projects, if any, to include the phase they are in, and why the projects are a priority for the Department.

May I further request you identify in writing the following:

1. The Department's top three-to-five strategic goals.
2. Tactics to be implemented to meet these strategic goals and the intended results.
3. Funds anticipated to remain unencumbered from the FY 2019 Budget and the reasons why the funds were not encumbered.
4. The Department's fixed costs and discretionary costs.

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5. Cost-saving measures the Department has implemented or will be implementing, and the amount saved or that will be saved by these measures.

I appreciate receiving your written response **no later than Friday, March 8, 2019**. 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 the Committee staff (Shelly Espeleta at ext. 7134, or Pauline Martins at ext. 8039).

Sincerely,

A handwritten signature in black ink, appearing to read "Mike Molina", with a stylized flourish at the end.

MIKE MOLINA, Chair  
Governance, Ethics, and Transparency  
Committee

get:ltr:018(6)apa01:ske

cc: Mayor Michael P. Victorino