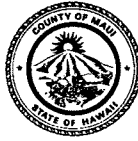


Council Chair  
Alice L. Lee

Vice-Chair  
Keani N.W. Rawlins-Fernandez

Presiding Officer Pro Tempore  
Tasha Kama

Councilmembers  
Riki Hokama  
Kelly Takaya King  
Michael J. Molina  
Tamara Paltin  
Shane M. Sinenci  
Yuki Lei K. Sugimura



Director of Council Services  
Traci N. T. Fujita, Esq.

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

April 2, 2020

Mr. Tivoli Faaumu, Chief of Police  
Maui Police Department  
County of Maui  
Wailuku, Hawaii 96793

Dear Chief Faaumu:

SUBJECT: **FISCAL YEAR ("FY") 2021 BUDGET** (PD-1) (EDB-1)

May I please request that you be prepared to answer the following questions at the EDB Committee meeting held via BlueJeans on **April 14, 2020**.  
This will enable the Committee to comprehensively review the FY 2021 Budget.  
*\*Date subject to change without notice.*

Category "A" – Salaries & Wages

1. Provide vacancy and overtime reports for entire Department. (RH)
2. What amount from the General Fund was used to offset federal grants program personnel and benefits? Please provide details of position type, amounts, and grant name. (RH)
3. Please provide the SR/step and dollar amount allotted for all Position titles within the Police Department as well as which Position titles are vacant, if any. Information missing from Budget Details. (TP)
4. The Council has entertained the idea of hiring a Sergeant at Arms for Council and committee meetings. Can you provide an estimate for assigning an officer to the Council Chamber on a part-time basis to serve as Sergeant-at-Arms for Council and committee meetings? (Uniformed Patrol Services Program- Details, Page 15-35, Item Code 910117A, Central Patrol) (MM)

5. Can you clarify if the two new “solo bike” officers will be strictly assigned to bike patrol? If so, can you identify the districts they will be assigned? Will these new positions have other responsibilities? (Details, page 15-42, Item Code 910133A, EP, 3 Police Officer III) (MM)
6. The Department is proposing 8.5 expansion positions. Provide the justification for these positions. (Page 41 of the Program Budget) (AL)
7. On the Police Department Summary, the table of Equivalent Personnel Summary by Program, the Technical and Support Services Program received a substantial increase in E/P in FY20 (121.5 E/P in FY20 versus 106.5 E/P in FY19). The Department is seeking an additional 1.5 E/P in FY21. Why? (Page 467 of Program Budget) (TK)
8. For the Administration Program, the Department has an expansion request for 8 months of salary each for Grants Management Operations Assistant and a Police Psychologist II. What happens after the 8 months – does that timing reflect the delay in hiring a new position? What is the need for an assistant for Grants Management Operations? Is this a reflection of the amount of work or is it a matter of “right-sizing” the work to the position? (Page 471 of Program Budget 910141A-5101) (TK)

Category “B” – Operations

9. Provide recommendations for a 5% reduction of entire departmental budget. (RH)
10. Given the current worldwide pandemic and its effect on the local economy, please suggest cuts that can be made to the Mayor's proposal for the Police Department. (TP)
11. Do you foresee any reductions in the awards you receive from the various grants that support the Department due to the COVID-19 pandemic? (Pages 479, 486, & 496, Program Budget) (TP)

12. How much of the \$275,000 grant for HIDTA will be allocated to the Lahaina sub-district? (Page 479, Program Budget, Investigate Services Program) (TP)
13. What is the average timeline between recruitment and assignment? (Page 469 of Program Budget) (TP)
14. Did County get fully reimbursed for deploying officers to Mauna Kea? (TP)
15. Please provide a position description, summary of duties, and minimum qualification for Private Secretary position. (Page 15-3 of Budget Details) (TP)
16. Please provide the percentage of employee evaluations that have been completed on time for FY20 to date. (TP)
17. If Council finds that due to the current COVID-19 crisis, a budget reduction is required, how would the Department propose to implement the needed cuts – are there specific programs that the Department would discontinue? Would the Department delay or cancel planned “external” costs (e.g. professional services)? (TK)
18. Can you explain what promotion or advertising will be accomplished with the additional \$10,000? (Administration Program-Details, page 15-7, Item Code 910018B, 6101, Advertising) (MM)
19. Provide more detail about the POBITS: CORDICO Wellness programs and why an additional \$36,000 is necessary. (Details, page 15-7, Item Code 910018B, 6132, Professional Services) (MM)
20. Total Premium Pay is proposed at \$3.9 million, what is being done to reduce Premium Pay? (Details, page 15-47 to 49, Item Code 910075, 83, 91,109, 117, 133, 2008A, Police Patrol) (MM)
21. Investigative Services Program, Grants: What happened to the \$51,000 grant from FY 2020 for the DEA? (Page 479 of the Program Budget). (AL)
22. Regarding MAPPS:

- a. What is the current status of the HR Payroll/Workday Program implementation, including as it relates to payroll, leaves, and vacation?
- b. What is the current status of the IFIS upgrade for projects?
- c. What is the current state of the County's cyber security programs? (RH)

Category "C" – Equipment

- 23. Please explain the purpose of a Surveillance and Security Analyzer. (Details, page 15-11, Item Code 910034C, Security Equipment 7051) (MM)
- 24. Please explain what the Penlink system is and why the need for a \$26,000 increase. (Details, page 15-, Item Code 910026B, 6132, Professional Svc) (MM)
- 25. Where are the security cameras to be located? If you can't provide exact location, can you provide a general description of the proposed location? How many cameras will be installed? (Technical and Support Services Program- Details, page 15-73, Item Code 910430C, 6132, Professional Svc) (MM)
- 26. Are any of the replacement vehicles to be electric? Can you identify how many more vehicles in the fleet require replacement beyond the vehicles requested in the FY 2021 budget? (Details, page 15-75, Item Code 910430C, Motor Vehicles 7040) (MM)
- 27. Are existing vehicles being retired or repurposed? (Page 494, Technical and Support, Expansion budget, Equipment, 910190C-7044) (TP)
- 28. \$3,430,000 has been allocated for a variety of new vehicles. Are these vehicles replacing existing vehicles that are going out of service? If not, how many vehicles are for expansion purposes? (Page 494, 910191C-7040) (SS)

29. Department Summary: Explain the 108.8% increase in the Equipment budget from \$2,239,061 in FY 2020 to \$4,674,404 in FY 2021. (Page 466 of the Program Budget) (AL)
30. Investigative Services Program, Grant Revenue: Explain the 1,566.7% increase in the Equipment budget from \$15,000 in FY 2020 to \$250,000 in FY 2021. (Page 478 of the Program Budget) (AL)
31. In the Investigative Services Program expansion budget request, there are several line items that appear for the same items. There is a proposed line item for office chairs for \$2,400 and another for office desks for \$3,000 and yet another for both chairs and desks for \$6,000. Are these chairs and desks different from the other office chairs and desks or was there an added amount of positions/offices? (Page 477 of the Program Budget, 910026B-6060 for \$2,400, 910059B-6060 for \$3,000 and 910067B-6060 for \$6,000) (TK)

#### Capital Improvement Program

32. Please identify what is a Sallie Port? Provide a breakdown of the costs for the improvements to the Sallie Port? (CBS No. CBS 1010, Countywide Police Facilities, page 732) (MM)

#### Program Goals & Objectives

33. Technical and Support Services Program, Key Activities Goals: In FY 2019, there were 542 Specialized training sessions. Why is there a decrease in FY 2021 to only 25 training sessions? (Page 490 of the Program Budget) (AL)
34. Please provide the number of complaints of misconduct received each year and the amount investigated. (Page 469 of Program Budget, Goal #1.2) (TP)
35. Does keeping the officer to de facto population ratio in line with the national average of 2.7 currently meet the County's needs? (Page 469 of Program Budget, Goal #1) (TP)
36. In maintaining this ratio, will there be enough officers, or will the added workload needed for COVID-19 demand an increase the

number of officers or officer presence in the field? (Page 469, Goal #1) (TP)

37. Are uniformed officer vacancies being successfully filled? (Department Summary, Page 467, Equivalent Personnel, Uniformed Patrol proposed increase) (TP)
38. Are uniformed officer vacancies being successfully filled? (Department Summary, Page 467, Equivalent Personnel, Uniformed Patrol proposed increase) (TP)
39. Does Department foresee any difficulty in successfully recruiting and hiring into the additional positions being requested? Is there a recruitment plan in place for these roles? (Department Summary, Page 467, Equivalent Personnel, Uniformed Patrol proposed increase) (TP)
40. Is there a way to prioritize hiring for patrol positions or to designate patrol officers as priority hires to help get the vacant positions filled? (Department Summary, Page 463, Strategies) (TP)
41. Please explain why this program has only one goal and two measurements. Please provide a breakdown of crime reduction by component. (Page 475, Program Budget, Goal #1.1) (TP)
42. Is there a national percentage of warrants cleared by arrest that will help measure the department's success? (Page 481, Goal #1.1) (TP)
43. Is there a State and national number of OUI arrests annually that will help measure the department's success? (Page 481, Goal #1.2) (TP)
44. Please provide the number of OUI sobriety checkpoints that have been conducted in FY 2020 to date. (Page 481, Goal #1.2) (TP)
45. Please provide the number of total calls received broken into the emergency and non-emergency categories. (Page 482, Goal #2.1) (TP)

46. What attributed to the increase in number of calls for service? Should fiscal year 2021 estimate be revised due to COVID-19 response? (Page 482, Goal #2) (TP)
47. Please provide the estimated number of specialized training sessions attended in FY 2020 and explain why the number has decreased dramatically from FY 2019 to FY 2021. (Page 490, Goal #1.1) (TP)
48. Please explain how the Citizen's Survey is conducted and the associated cost of engagement. (Page 490, Goal #1.3) (TP)
49. Why has there been a significant decrease in specialized training? (Page 490, Goal #1.1) (TP)
50. Why has there been a significant decrease in specialized training? (Page 490, Technical Support Services Program, Goal #2, question #1) (TP)
51. Please provide a list of new Neighborhood Watch programs initiated in the County. (Page 491, Goal #3.2) (TP)
52. Please explain the drastic decrease in outreach activities and programs from FY 2019 to FY 2020. (Page 491, Goal #3.2) (TP)
53. Is there a record of all crime watch neighborhood programs active in Maui County? What percentage of neighborhoods do not have programs in place and what is being done to promote participation? (Page 491, Technical Support Services Program, Goal #3, question #2) (TP)

Sincerely,



KEANI RAWLINS-FERNANDEZ, Chair  
Economic Development and Budget  
Committee

edb:2021budget:200401apd01:jbf

cc: Mayor Michael P. Victorino  
Budget Director

Council Chair  
Alice L. Lee

Vice-Chair  
Keani N.W. Rawlins-Fernandez

Presiding Officer Pro Tempore  
Tasha Kama

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April 9, 2020

Ms. Michele Yoshimura, Budget Director  
Office of the Mayor  
County of Maui  
Wailuku, Hawaii 96793

Dear Ms. Yoshimura:

**SUBJECT: FISCAL YEAR ("FY") 2021 BUDGET (BD-2) (EDB-1)**

May I please request copies of all notes used by department directors and other Administration officials to respond to Councilmembers' questions during Economic Development and Budget Committee meetings on EDB-1. This will enable the Committee to comprehensively review the FY 2021 Budget.

May I further request that you transmit your responses no later than five calendar days after the Department's review before the Committee.

To ensure efficient processing, please duplicate the coding in the subject line above for easy reference. Should you have any questions, please contact me or the Committee staff (Shelly Espeleta at ext. 7134, Chester Carson at ext. 7659, Richard Mitchell at ext. 7662, or Yvette Bouthillier at ext. 7758).

Sincerely,

A handwritten signature in black ink that reads "Keani Rawlins-Fernandez".

KEANI RAWLINS-FERNANDEZ, Chair  
Economic Development and Budget  
Committee

edb:2021budget:200409abd01:ske

cc: Mayor Michael P. Victorino



Michael P. Victorino  
Mayor

Sananda K. Baz  
Managing Director



**OFFICE OF THE MAYOR**  
COUNTY OF MAUI  
200 S. HIGH STREET  
WAILUKU, MAUI, HAWAII 96793  
[www.mauicounty.gov](http://www.mauicounty.gov)

April 14, 2020

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

APPROVED FOR TRANSMITTAL

   
Mayor Date

For Transmittal to:

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

Dear Chair Rawlins-Fernandez:

SUBJECT: **FISCAL YEAR ("FY") 2021 BUDGET** (BD-2) (EDB-1)

Please see attached response from Chief Tivoli Faaumu, Department of Police.

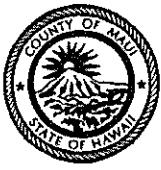
Should you have any questions, please contact me at ext. 7212.

Sincerely,



MICHELE M. YOSHIMURA  
Budget Director

Attachment



MICHAEL P. VICTORINO  
MAYOR

OUR REFERENCE

YOUR REFERENCE

# POLICE DEPARTMENT

## COUNTY OF MAUI

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

April 9, 2020



TIVOLI S. FAAUMU  
CHIEF OF POLICE

DEAN M. RICKARD  
DEPUTY CHIEF OF POLICE

Ms. Michele M. Yoshimura  
Budget Director, County of Maui  
200 South High Street  
Wailuku, HI 96793

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

For Transmittal to:

Honorable Keani Rawlins-Fernandez  
Chair, Economic Development & Budget Committee  
Maui County Council  
200 South High Street  
Wailuku, Hawaii 96793

**SUBJECT: FISCAL YEAR ("FY") 2021 BUDGET (PD-1) (EDB-1)**

Dear Chair Rawlins-Fernandez:

This letter is in response to the Economic Development & Budget Committee letter, dated April 2, 2020. As requested, we are providing the following responses to your request:

### **Category "A" - Salaries & Wages**

1. Provide vacancy and overtime reports for entire Department. (RH)

The vacancies are listed and the overtime report was provided by the Budget Director.

| Authorized Position | Actual Employed | Vacancies | % Staff | Type     |
|---------------------|-----------------|-----------|---------|----------|
| 391                 | 322             | 69        | 82%     | Sworn    |
| 138                 | 91              | 47        | 66%     | Civilian |
| 529                 | 413             | 116       | 78%     | Total    |

69 sworn vacancies: 24 Sgt/Det, 45 PO's

47 non-sworn vacancies: 29 ESD (28 ESD, 1 SESD), 6 PSA (3-Lahaina, 3-Kihei), and 12 other

2. What amount from the General Fund was used to offset federal grants program personnel and benefits? Please provide details of position type, amounts, and grant name. (RH)

With the Department of Transportation grants alone, totaling \$1,145,907, the Traffic section expends approximately \$26,000 from the general fund to complete the administrative functions of managing these grants. The main administrative duties for this grant are performed by the Traffic section Lieutenant and Sergeants.

3. Please provide the SR/ step and dollar amount allotted for all Position titles within the Police Department as well as which Position titles are vacant, if any. Information missing from Budget Details. (TP)

This information was provided by the Budget Director.

4. The Council has entertained the idea of hiring a Sergeant at Arms for Council and committee meetings. Can you provide an estimate for assigning an officer to the Council Chamber on a part-time basis to serve as Sergeant-at-Arms for Council and committee meetings? (Uniformed Patrol Services Program- Details, Page 15-35, Item Code 910117A, Central Patrol) (MM)

The average annual salary of a Police Officer II is \$84,765.

5. Can you clarify if the two new "solo bike" officers will be strictly assigned to bike patrol? If so, can you identify the districts they will be assigned? Will these new positions have other responsibilities? (Details, page 15-42, Item Code 910133A, EP, 3 Police Officer III) (MM)

The two new solo bike positions are solo motorcycle police officers and they will

work under the traffic division Solo Bike detail. They will work on the island of Maui, mostly within districts 1, 6, and 4 (Wailuku, Kihei & Lahaina) and occasionally on an as-needed basis in Hana district. The main responsibility for the two new solo bike positions will be the same as the current positions: highly visible traffic enforcement of all state laws and county ordinances. The main goal is to generate voluntary compliance of all traffic laws through education and enforcement.

6. The Department is proposing 8.5 expansion positions. Provide the justification for these positions. (Page 41 of the Program Budget) (AL)

Police Psychologist II: The police psychologist will serve as a staff psychologist providing a full range of professional police psychological services for MPD, including assessment-related activities, intervention services, operational support, pre-employment assessments, and provides 24/7 on-call professional consultation. This position was also one that was discussed and recommended by the EDB Chair during a meeting with the Chief on June 28, 2019.

Grants Management Operations Assistant: This position would relieve much of the clerical and grant-related work currently being done by sworn personnel which will allow more time for officers to complete or continue investigations and in responding to other assignments as they arise. In addition, this position would help for the accountability and the management of the millions of dollars in grant funding that the department receives, which would free up patrol officers and allow them to perform their regular duties. The time officers spend on administrative work is incalculable and by having a grants management assistant would allow more time for officers to be spent on the road, responding to emergency calls, and conducting enforcement.

Public Safety Aide (Lanai): This position would relieve much of the clerical work and prisoner processing currently being done by sworn personnel which will allow more time for officers to complete or continue investigations and in responding to other assignments as they arise. In addition, the PSA would assist in filling vacant crossing guard posts, which would free up patrol officers and allow them to perform their regular duties.

Public Safety Aide (Molokai): This position would relieve much of the clerical work and prisoner processing currently being done by sworn personnel which will allow more time for officers to complete or continue investigations and in responding to other assignments as they arise. In addition, the PSA would assist in filling vacant crossing guard posts, which would free up patrol officers and allow them to perform their regular duties.

Sergeant, Wailuku Receiving Desk: Additional Sergeant is requested to fulfill the 6:1 ratio which is specified by current Law Enforcement standards for 24-hour coverage. Currently the section is staffed with 5 sergeants.

POIII, OUI Task Force: The Traffic Section currently has four full time enforcement officers assigned to OUI. We find ourselves being challenged with staffing as one officer is always attending required training, on vacation, at traffic-court, or sick. This additional position will provide our community with a more effective traffic enforcement unit. Data collected by the Maui County Department of Motor Vehicles clearly shows that the number of licensed drivers and motor vehicles have increased over the last couple years; we find ourselves needing more traffic enforcement officers on our roadways to be more effective.

(2) POIII, Solo Bike: The Traffic Section currently has four full time enforcement officers assigned to the Solo Bike detail. These additional positions will provide our community with a more effective traffic enforcement unit. Data collected by the Maui County Department of Motor Vehicles clearly shows that the number of licensed drivers and motor vehicles have increased over the last couple years; we find ourselves needing more traffic enforcement officers on our roadways to be more effective.

7. On the Police Department Summary, the table of Equivalent Personnel Summary by Program, the Technical and Support Services Program received a substantial increase in E/ P in FY20 (121.5 E/P in FY20 versus 106.5 E/ P in FY19). The Department is seeking an additional 1.5 E/P in FY21. Why? (Page 467 of Program Budget) (TK)

The positions approved and the reason for the difference in FY20 in the Technical and Support Services Bureau is due to the below approved positions:  
8 Police Cadets (16-part time), 1 Automotive Mechanic, 1 Office Operations Assistant II (Motorpool), and 5 Sworn Personnel (COPS Grant: 25% MPD Share)

The additional 1.5 E/P in FY21 for the Technical and Support Services Bureau includes 1 Sergeant for the Wailuku Receiving Desk and the .5 is for the additional share from MPD for the 5 positions in the COPS grant (from 25% MPD Share to 35% share).

8. For the Administration Program, the Department has an expansion request for 8 months of salary each for Grants Management Operations Assistant and a Police Psychologist II. What happens after the 8 months – does that timing reflect the delay in hiring a new position? What is the need for an assistant for Grants Management Operations?

Is this a reflection of the amount of work or is it a matter of "right-sizing" the work to the position? (Page 471 of Program Budget 91014 IA-5101) (TK)

The request for the 8-month salary is based upon the County's Budget Request Instructions "New positions should be budgeted for the amount of time the employee is actually on payroll in FY 2021. Since the recruitment process takes approximately three months, new positions for FY 2021 should be budgeted for 8 months or less; therefore, the effective date must not be earlier than November."

Grants Management Operations Assistant: This position would relieve much of the clerical and grant-related work currently being done by sworn personnel which will allow more time for officers to complete or continue investigations and in responding to other assignments as they arise. In addition, this position would help for the accountability and the management of the millions of dollars in grant funding that the Traffic Section receives, which would free up patrol officers and allow them to perform their regular duties. The time officers spend on administrative work is incalculable and by having a grants management assistant would allow more time for officers to be spent on the road, responding to emergency calls, and conducting enforcement.

This position would also provide the department with a greater opportunity in researching and applying for additional grants to help alleviate County costs.

#### **Category "B" - Operations**

9. Provide recommendations for a 5% reduction of entire departmental budget. (RH)

The Department would recommend this reduction from the premium pay budget with the hope that the Department could fill additional vacancies during this time, and therefore reduce the overtime being paid due to staffing shortages. The other recommendation would be a reduction in travel expenses.

10. Given the current worldwide pandemic and its effect on the local economy, please suggest cuts that can be made to the Mayor's proposal for the Police Department. (TP)

The recommended cut from the Department is in the premium pay budget. It is the Department's goal to fill as many vacancies as possible, and with the effects on the local economy and the increase in the unemployment rate during this time, the Department is hoping that we will obtain more qualified applicants seeking job

stability. With a decrease in vacancies, we anticipate that this will help to reduce the amount of premium pay. The Department would recommend a cut in travel expenses.

11. Do you foresee any reductions in the awards you receive from the various grants that support the Department due to the COVID-19 pandemic? (Pages 479, 486, & 496, Program Budget) (TP)

We do not foresee any reductions in the awards the Department receives.

12. How much of the \$275,000 grant for HIDTA will be allocated to the Lahaina sub-district? (Page 479, Program Budget, Investigate Services Program) (TP)

The funds for the High Intensity Drug Trafficking Areas (HIDTA) are distributed and expended County wide and as needed based upon drug trafficking intel. As a key initiative of this grant, the Hawaii Interagency Mobile Police Apprehension Crime Task Force (HI IMPACT) is set up to dismantle, disrupt, arrest, and prosecute drug trafficking organizations, drugs, gangs, and organized crime groups involved in drug distribution, drug manufacturing, money laundering, and other drug-related crimes. Priorities shall include crystal methamphetamine, cocaine, heroin, marijuana, and ecstasy. Each county will organize its own IMPACT team in cooperation and consultation with the three other counties. They will work to develop cooperating witnesses and informants.

13. What is the average timeline between recruitment and assignment? (Page 469 of Program Budget) (TP)

It takes approximately 8 months to a year between recruitment to assignment.

14. Did County get fully reimbursed for deploying officers to Mauna Kea? (TP)

Yes, the Maui Police Department received the full reimbursement for deploying officers.

15. Please provide a position description, summary of duties, and minimum qualification for Private Secretary position. (Page 15-3 of Budget Details) (TP)

Duties Summary: Serves as personal and confidential secretary to the head of a County department; may service a board; may supervise clerical assistant; and

performs other related duties as required.

Examples of Duties: Receives personal calls using tact, diplomacy and applying an extensive knowledge of the department's functions and operations; receives telephone calls and provides information on departmental functions, rules and regulations and routes calls to the department head or appropriate subordinates according to the nature of the call and discretionary judgment as to the disposition of the call; reads incoming correspondence and other material, screens out those which can be disposed of personally or routed to other personnel for action and routes those which require executive attention or are of special interest to the executive for consideration; organizes matters being presented for executive attention by locating and attaching all pertinent and available material and data necessary for consideration of the matter; maintains files for the convenience of the executive; gathers and assimilates information and other data required by the executive from files and other sources; accepts and adjusts appointments for the executive and provides background of matters to be considered before meetings; relays instructions of the executive to operating units of the department and prepares intra-departmental memoranda for such purposes; makes all necessary arrangements for meetings including time and space requirements and the notification of persons to attend; may take and transcribe dictation for the executive's correspondence and reports; may attend board hearings and take minutes; may prepare minutes of hearings for distribution; arranges for and/or coordinates clerical and stenographic services to meet fluctuating workloads of the executive's office.

The minimum qualifications for this position include:

Training and Experience: (1) Graduation from high school and five years of progressively responsible typing, stenographic and clerical experience; or (2) any equivalent combination of training and experience.

Knowledge of: secretarial principles and practices; office practices and procedures; grammar, punctuation, spelling and word usage; office machines and equipment; principles of practices of supervision; basic organization of County government.

Ability to: plan, organize and carry out a very broad and complex range of secretarial functions; understand and carry out oral and written instructions; learn and interpret rules and regulations; lay out, assign, and supervise the work of a group of clerical and stenographic employees; compose correspondence; keep matters confidential; deal tactfully and effectively with others; screen files and correspondence to determine priority on matters for attention; work under pressure; understand government structure and organization with respect to interagency,



chief executive, legislative, and community relationships.

16. Please provide the percentage of employee evaluations that have been completed on time for FY20 to date. (TP)

Employee evaluations are tracked by each district/section commander through their monthly reports. The commanders then ensure that if an evaluation is outdated, that a current one is submitted and updated on their monthly report when completed. Currently, this data is tracked per section/district and not Department wide.

17. If Council finds that due to the current COVID-19 crisis, a budget reduction is required, how would the Department propose to implement the needed cuts – are there specific programs that the Department would discontinue? Would the Department delay or cancel planned "external" costs (e.g. professional services)? (TK)

Due to the COVID-19 crisis, the Department has already cut several programs that were not in compliance with social distancing requirements, to include its Teen Academy, Summer Leadership Program, DARE, MPAL's, etc. If there is a budget reduction, the Department would propose the reduction be from our Premium Pay budget.

18. Can you explain what promotion or advertising will be accomplished with the additional \$10,000? (Administration Program-Details, page 15-7, Item Code 910018B, 6101, Advertising) (MM)

The Community Relations Section will utilize the funds for advertising for recruitment and public/community related information that must get out regarding Law Enforcement (such as a pandemic or natural disaster). The funding will provide for Public Service Announcements (PSA) via radio, television, and print advertisements. The funds will also be utilized for the creation of the advertisements and PSAs, including a graphic artist or other media personnel.

19. Provide more detail about the POBITS: CORDICO Wellness programs and why an additional \$36,000 is necessary. (Details, page 15-7, Item Code 910018B, 6132, Professional Services) (MM)

The Peace Officer Background Investigation Tracking System (POBITS), allows the department to speed up the process of conducting background investigations. It will provide the capability of a central communication portal that gives the department a comprehensive standardized method for conducting investigations

and producing consistent reviews for evaluating a candidate's suitability. Currently, the department mails out a hard copy of the Personal History Questionnaire to each applicant and the applicant must complete the paperwork and mail it back. With POBITS, it provides the department with the ability to email applicants directly and to have them complete the questionnaire online. This reduces the amount of time in mailing, reduces printing costs, and eliminates postage expenses.

Cordico is a wellness app designed specifically for law enforcement personnel to provide resources, peer support, instructional videos, one-touch calling, and on-demand tools targeting critical incidents, depression, PTSD, insomnia, marital problems, suicide risk, trauma, nutrition, finances, and more. The app provides in-hand, on-demand access to 24/7 confidential support.

20. Total Premium Pay is proposed at \$3.9 million, what is being done to reduce Premium Pay? (Details, page 15-47 to 49, Item Code 910075, 83, 91,109, 117, 133, 2008A, Police Patrol) (MM)

The Department has policies in place in efforts to reduce its premium pay. General Order 202.10, Working Beyond Normal Work Hours, indicates parameters on the policies and procedures for working overtime.

The premium pay includes emergency callbacks, hazardous pay, night differential, overtime, and temporary assignments. When possible, sections try to adjust schedules to try to alleviate overtime costs. For example, for the annual Halloween event in Lahaina, sections will change the schedules of the police officers so that there is enough staffing to adequately support the event, yet so that they will not get paid overtime but straight time. However, due to contractual agreements, they are still entitled to their night differential pay as it is a night event, which factors into premium pay.

The written policies and procedures on overtime are in place to try to proactively reduce overtime costs while remaining compliant with collective bargaining agreements and FLSA, ensures administrative controls are enforced, and that accurate records are maintained to include the following outlined areas: Overtime, with the exception of emergency situations, shall be pre-approved by a supervisor; audits are conducted of timesheets by the personnel staff; overtime reports are submitted to the Chief and Deputy Chief for review; disciplinary action may be imposed for any employee abusing the department's written overtime directives.

Although the Department takes every effort to reduce overtime costs, there are various reasons that premium pay is incurred that cannot be planned due to:

- Temporary personnel shortages that make it necessary for officers to work extra shifts to maintain a minimal level of staffing;
- Time necessary for officers to appear in court;
- Training, special events;
- Working past the end of their scheduled shifts to process arrests and complete reports; and
- Unpredictable events including natural disasters.
- Paid holidays in accordance with the CBA

Most recent events necessitating the use of overtime include the fires in Lahaina, COVID-19, house raids, drug confiscations, supporting county sponsored events, and covering staffing shortages for officers on Injury Leave, FMLA, Vacation, and/or Military Leave. The Department applies for multiple grants to help alleviate the costs of premium pay. FEMA reimbursements have been completed for Hurricane Lane, the Kahana Ridge Fires, and will be submitted for COVID-19 when able to.

21. Investigative Services Program Grants: What happened to the \$51,000 grant from FY2020 for the DEA? (Page 479 of the Program Budget). (AL)

The DEA grant was mainly used for Statewide Multi-Jurisdictional Drug Task Force and dispensary compliance investigation, and to provide funding for the eradication and suppression of marijuana cultivation. The Department has not done Green Harvest since 2016. Since that time, MPD has not accepted funding from the DEA.

22. Regarding MAPPS: **(We believe this question is for ITSD)**

- a. What is the current status of the HR Payroll/ Workday Program implementation, including as it relates to payroll, leaves, and vacation?
- b. What is the current status of the IFIS upgrade for projects?
- c. What is the current state of the County's cyber security programs?  
(RH)

**Category "C" - Equipment**

23. Please explain the purpose of a Surveillance and Security Analyzer.  
(Details, page 15-11, Item Code 910034C, Security Equipment 7051)

(MM)

The Criminal Intelligence Unit (CIU) is in need of new Counter Measure equipment. The current equipment is inoperable and not feasible to repair due to it being outdated. This equipment provides law enforcement personnel with the capability to sweep offices for surveillance devices.

24. Please explain what the Penlink system is and why the need for a \$26,000 increase. (Details, page 15-, Item Code 9100268, 6132, Professional Svc) (MM)

The \$26,000 is for the service fee for the system. The service fee includes all of the system updates, maintenance, troubleshooting and 24-hour service for the system. The system will allow Law Enforcement to investigate and dismantle drug trafficking organizations in ways that traditional investigative techniques do not.

25. Where are the security cameras to be located? If you can't provide exact location, can you provide a general description of the proposed location? How many cameras will be installed? (Technical and Support Services Program- Details, page 15-73, Item Code 910430C, 6132, Professional Svc) (MM)

The cost for the project includes 11 cameras, the camera licenses and increase to the storage ability. Ten of the cameras would be placed inside each of the Wailuku Receiving Desk's in-custody cells. Currently each cell has a camera located outside the cell. When the cameras were originally installed, the technology at the time required them to be placed outside of the cell to prevent damage and tampering from in-custodies. Now with technology, cameras are able to be placed into the cells without the mentioned concerns. Cameras would be closer to the in-custody to provide better monitoring and detail in the recorded activities within each cell. Cameras would be mounted at the roof/wall line and vary slightly as dictated by each individual cell design. The eleventh camera will be placed in the sally port.

Each of the 11 new cameras require licensing to be integrated into the current system. The additional storage space would greatly increase the storage of the footage recorded within the Receiving Desk area.

26. Are any of the replacement vehicles to be electric? Can you identify how many more vehicles in the fleet require replacement beyond the vehicles requested in the FY 2021 budget? (Details, page 15-75, Item

Code 910430C, Motor Vehicles 7040) (MM)

None of the replacement vehicles will be Electric. MPD requested 108 vehicles to be replaced, of which, 57 are included in the budget. Therefore, an additional 51 vehicles requiring replacement were not included. Additionally, the mileage provided on the requested vehicles were as of July 2019.

27. Are existing vehicles being retired or repurposed? (Page 494, Technical and Support, Expansion budget, Equipment, 910190C- 7044) (TP)

Vehicles are normally traded in to the dealer, with the trade-in price of the vehicle deducted from the purchase price of the new units. On average, the trade-in value for the vehicles have been approximately \$300 for each vehicle. For equipment, the two-way radios are reused and the light bars, sirens, spot lights are kept for spare parts. The prisoner transport seats are thrown away as they are plastic and brittle. The prisoner partitions are also reused when they are able to properly fit into the new vehicles makes and models.

The vehicle's MDC/computer system laptop is redeployed into the new vehicle, the dock mounts are kept for spare parts, and the antennae is disposed of. The Department ensures that the equipment and parts that are able to be used can, while other parts are vehicle specific or are not in a sufficient condition to reuse. The Department also takes measures to extend the life of the vehicle as much as possible. There are standard operating procedures in place to ensure the maintenance and care of all fleet vehicles are upheld. Each patrol vehicle maintains schedules for service (oil changed, oil filter replacement, air filter replaced around every 12k miles, topping off of fluids, inspection of steering system, suspension, tires, wheels, exhaust system, fuel system, brakes, lighting, and other related components) every 5,000 miles. Additionally, each day, officers are required to complete an automobile checklist inspecting the lights, interior, exterior, safety equipment, and field equipment, with indications for any damage noted at the beginning of each shift. A monthly fleet vehicle status report is also submitted which tracks service dates, when tune-ups are due, repair reports, and damage reports.

28. \$3,430,000 has been allocated for a variety of new vehicles. Are these vehicles replacing existing vehicles that are going out of service? If not, how many vehicles are for expansion purposes? (Page 494, 910191C-7040) (SS)

.All vehicles in the FY21 budget are to replace existing vehicles. Replacement

criteria for patrol fleet vehicles are set to ensure that the vehicles in use will provide the highest level of performance and operational efficiencies in order to provide the best tools available for law enforcement personnel to execute their job. It is the policy of the Department to replace vehicles in accordance to our policy, S.O.P 104.1, Vehicle Replacement Policy. The following are the minimum replacement criteria for patrol fleet vehicles:

1. Four years of service
2. Ninety thousand (90,000) miles or more of service
3. Repair cost exceeds value of vehicle

None of the vehicles listed are for expansion purposes.

29. Department Summary: Explain the 108.8% increase in the Equipment budget from \$2,239,061 in FY 2020 to \$4,674,404 in FY 2021. (Page 466 of the Program Budget) (AL)

The increase in equipment is largely due to the number of vehicles that have been approved this year versus in FY20. In FY20, 25 vehicles were approved in the budget for a total cost of \$1,339,000. In FY21, there are 57 replacement vehicles, two replacement motorcycles, and one replacement trike for a total of \$3,430,000.

FY2020: 104 vehicles requested  
Approved: 25 vehicles (21 marked, 4 unmarked)

FY2021: 108 vehicles requested  
In Budget: 57 vehicles (40 marked, 17 unmarked)  
2 replacement motorcycles  
1 replacement Trike

30. Investigative Services Program, Grant Revenue: Explain the 1,566.7% increase in the Equipment budget from \$15,000 in FY 2020 to \$250,000 in FY 2021. (Page 478 of the Program Budget) (AL)

In 2020 Adopted, the grant revenue for ISB Equipment was \$15,000. In FY 2021, we proposed \$250,000 – a 1566.7% increase which is directly related to the proactive measures of personnel in the Investigative Services Bureau applying for and being awarded additional grants in support of their programs. Grant awards were awarded to ISB personnel for Cybercrime Unit Enhancement, Update Drug Analysis Instrumentation, Statewide Multi-Jurisdictional Drug Task Force, Enhance Physical Evidence Detection, and for the Paul Coverdell Forensic Sciences Improvement Act. The equipment purchased through the grants were removed

from the Department's request.

31. In the Investigative Services Program expansion budget request, there are several line items that appear for the same items. There is a proposed line item for office chairs for \$2,400 and another for office desks for \$3,000 and yet another for both chairs and desks for \$6,000. Are these chairs and desks different from the other office chairs and desks or was there an added amount of positions/ offices? (Page 477 of the Program Budget, 910026B-6060 for \$2,400, 910059B-6060 for \$3,000 and 910067B-6060 for \$6,000) (TK)

Each of these amounts is in relation to the request made by the following sections:

910062B (Vice Section): \$2,400 Office Chairs: 10 ergonomic office chairs at \$240 each

910059B (CID): \$3,000 Office Desks: 4 desks at \$750 each

910067B (Juvenile Section): \$6,000 Chairs & Desks : 4 chairs at \$152 ea; 3 big & tall chairs at \$228 ea; 3 desks at \$204 ea; 5 double pedestal desks at \$740 ea

### **Capital Improvement Program**

32. Please identify what is a Sallie Port? Provide a breakdown of the costs for the improvements to the Sallie Port? (CBS No. CBS 1010, Countywide Police Facilities, page 732) (MM)

This is related to the Lanai Patrol District's request. A sally port, "is a secured, controlled entryway to a fortification or prison (a secured entrance into our processing area of the district station). The entrance is usually protected by some means, such as a fixed wall on the outside, parallel to the door – which must be circumvented to enter and prevents direct enemy fire from a distance."

The sally port is a secured garage/warehouse type containment in our police facility where the police officers drive their vehicles into and disembark their prisoner(s). The prisoner is then escorted from the sally port and into the police station for booking and processing, etc.

Provide a breakdown of the costs for the improvements to the sally port?

1. Expand the range of the sally port for an additional 4-5 feet. Current depth of the room is too short and will not allow the garage door to close causing security concerns.
2. Possible re-location of existing pole mounted card reader.
3. Reinforced concrete ceiling needs to be extended for security reasons.
4. Existing PV paneling on the roof may be affected by new design.
5. Coordination with building's access control system and security surveillance on improvements is anticipated.

### **Program Goals & Objectives**

33. Technical and Support Services Program, Key Activities Goals: In FY 2019, there were 542 Specialized training sessions. Why is there a decrease in FY 2021 to only 25 training sessions? (Page 490 of the Program Budget) (AL)

The estimate for this should be at 525, not 25.

34. Please provide the number of complaints of misconduct received each year and the amount investigated. (Page 469 of Program Budget, Goal # 1.2) (TP)

In CY 2018, there were 69 complaints of misconduct, with all 69 complaints being investigated. In CY 2019, there were 35 complaints of misconduct, with all 35 complaints being investigated

35. Does keeping the officer to de facto population ratio in line with the national average of 2.7 currently meet the County's needs? (Page 469 of Program Budget, Goal # 1) (TP)

The national average ratio of police officers to the population for County police departments is 2.7 per 1,000 persons.

Maui County population:  $(391/167,207) * 1,000 = 2.3$

DeFacto:  $(391/231,707) * 1,000 = 1.7$

Last year there were 64,500 visitors on average daily on Maui island, which had a population of 167,207. During the peak months of July, August, January and February, visitor numbers increase to 75,000 per day. Data shows that Maui island visitor arrivals last year increased by 6.2 percent to 2,914,144, making it the fourth consecutive record-breaking year.



Based on the national average, we would need to increase our authorized positions from 391 to 450 to meet the resident population, and to 625 to meet the average ratio for the de facto population.

36. In maintaining this ratio, will there be enough officers, or will the added workload needed for COVID-19 demand an increase the number of officers or officer presence in the field? (Page 469, Goal#1) (TP)

With the current travel bans, hotel closures, and quarantine requirements, the de facto (visitor) population is down which affects the ratio needed.

37. Are uniformed officer vacancies being successfully filled?  
(Department Summary, Page 467, Equivalent Personnel, Uniformed Patrol proposed increase) (TP)

The Department makes every effort to successfully fill all of its uniformed officer positions through extensive recruiting campaigns, social media posts, attendance at hiring events and schools, and with an upcoming Police Exam prep course. Through these efforts, it is the goal of the Department to fill its positions without decreasing its hiring standards.

38. Are uniformed officer vacancies being successfully filled?  
(Department Summary, Page 467, Equivalent Personnel, Uniformed Patrol proposed increase) (TP)

Repeat question of #37.

39. Does Department foresee any difficulty in successfully recruiting and hiring into the additional positions being requested? Is there a recruitment plan in place for these roles? (Department Summary, Page 467, Equivalent Personnel, Uniformed Patrol proposed increase) (TP)

Maui Police Department Community Relations (CRS) is committed to the recruitment of personnel both sworn and civilian. We are working with other law enforcement agencies to assess the best practices with regards to recruitment and retention. We are working with Department of Personnel and Administrative Services to streamline the process and lower the estimated year-long hiring process for sworn positions. CRS is working closely with the Plans Training and Development section to coordinate the physical agility test. CRS is participating in recruitment career days throughout the islands and expanding to the west coast. We are attending Recruitment Seminars online as well as the Recruitment

Summit in the mainland. CRS is utilizing and will utilize social media, press releases, video/tv/radio commercials and other print advertisements. We have designed and created videos of the hiring process and what to expect. We continuously educate the MPD personnel on the recruitment incentive. We are working with interested and already in the process applicants to ensure they make it through the process and know what information will be needed. CRS has created a log of interested Lateral Hires and keeps in contact to inform them of any updates with our impending program. We are in the process of creating a Recruitment website that is modern and has links to the process.

40. Is there a way to prioritize hiring for patrol positions or to designate patrol officers as priority hires to help get the vacant positions filled? (Department Summary, Page 463, Strategies) (TP)

Both Police Officer and Emergency Services Dispatchers positions have been on continuous recruitment since 2015. The Department of Personnel Services conducts two Police Officer I written exams per month and MPD conducts two interview panels per month as well.

41. Please explain why this program has only one goal and two measurements. Please provide a breakdown of crime reduction by component. (Page 475, Program Budget, Goal #1.1) (TP)

As there is no set number or formula to determine how many performance measures an organization should have, the Investigative Services Bureau determined that this was sufficient for its bureau as tracking too many performance measures at once may cause managers and workers to lose sight of which ones contribute directly to strategic objectives.

42. Is there a national percentage of warrants cleared by arrest that will help measure the department's success? (Page 481, Goal #1.1) (TP)

There is no national measure that the Department is able to accurately measure against for comparison.

43. Is there a State and national number of OUI arrests annually that will help measure the department's success? (Page 481, Goal # 1.2) (TP)

The current Maui PD traffic division goals and objectives are 400 or more OUI arrests this CY2020. There are no national or state goals or quotas MPD

compares itself to. The goal is to remove every impaired driver. Unfortunately, due to crash statistics we know that is an unachievable goal. All MPD OUI Arrests numbers are compiled with other law enforcement agencies in Hawaii and reported to NHTSA to provide data nationwide. NHTSA preliminary data shows that of the Hawaii's 120 traffic fatalities in 2016, 71 (59.2 percent) had alcohol and/or drugs in their system, which increased from 54.8 percent. Also in 2016, Maui County had 715 OUI arrests while the state totaled 5983 arrests. (\*data provided per NHTSA). Last year 2019 Maui County PD made 533 OUI arrests.

44. Please provide the number of OUI sobriety checkpoints that have been conducted in FY 2020 to date. (Page 481, Goal # 1.2) (TP)

Current CY 2020 roadblocks conducted are 5, resulting in 9 arrests and 5 other arrests. The first quarter of the calendar year are generally slow with sobriety checkpoints due to the majority of OUI RB being held in November and December to address the uptick in holiday festivities. The goal and objective of MPD traffic division is to hold 80 sobriety checkpoints annually.

For the traffic section and it's DOT grants, the FY20 begins October 1, 2019 and ends September 30, 2020. Current FY2020 the Traffic Section conducted 44 roadblocks making 47 OUI arrests, 27 Other arrests, 107 citations and checked 5069 vehicles. The CY 2020 goals and objectives for MPD Traffic Division is to conduct 80 sobriety check points. In CY 2019 the Traffic Section conducted 102 sobriety checkpoints.

45. Please provide the number of total calls received broken into the emergency and non-emergency categories. (Page 482, Goal #2.1) (TP)

These are calls received and handled by patrol.

| Calls For Service by Fiscal Year | Hi Priority/Emergency | All Other |
|----------------------------------|-----------------------|-----------|
| FY16                             | 32,345                | 86,169    |
| FY17                             | 33,343                | 90,036    |
| FY18                             | 28,109                | 89,325    |
| FY19                             | 23,336                | 82,337    |
| FY20 Estimate                    | 19,938                | 79,226    |
| FY21 Estimate                    | 20,556                | 81,479    |

46. What attributed to the increase in number of calls for service? Should fiscal year 2021 estimate be revised due to COVID-19 response? (Page 482, Goal #2) (TP)

The estimates above for FY20 and FY21 have been revised based on the current response to COVID-19.

47. Please provide the estimated number of specialized training sessions attended in FY 2020 and explain why the number has decreased dramatically from FY 2019 to FY 2021. (Page 490, Goal #1.1) (TP)

The estimate for this should be at 525, not 25.

48. Please explain how the Citizen's Survey is conducted and the associated cost of engagement. (Page 490, Goal #1.3) (TP)

The Citizen's Survey is now conducted every year. A link to the survey is posted on the County website and is available for two months. During the same time period, Community Relations personnel may distribute paper surveys when attending community meetings or other functions. There is no direct cost for the survey when we post online. ITSD posts the survey and the Research Analyst at MPD writes up the results.

49. Why has there been a significant decrease in specialized training? (Page 490, Goal # 1.1) (TP)

The estimate for this should be at 525, not 25.

50. Why has there been a significant decrease in specialized training? (Page 490, Technical Support Services Program, Goal #2, question#1) (TP)

The estimate for this should be at 525, not 25.

51. Please provide a list of new Neighborhood Watch programs initiated in the County. (Page 491, Goal #3.2) (TP)

There is one new Neighborhood Watch program in the works, however due to the pandemic it was put on hold. This would be in the area of Baby Beach Lahaina.

52. Please explain the drastic decrease in outreach activities and programs from FY 2019 to FY 2020. (Page 491, Goal #3.2) (TP)

Based upon the numbers provided by the community relations section for the first half of this FY, the estimate should be significantly higher and we are requesting

Honorable Rawlins-Fernandez  
April 9, 2020  
Page 20

that the estimate be increased to 550.

53. Is there a record of all crime watch neighborhood programs active in Maui County? What percentage of neighborhoods do not have programs in place and what is being done to promote participation? (Page 491, Technical Support Services Program, Goal #3, question#2) (TP)

Yes, there is a listing we can provide of the neighborhood crime watch programs. Currently there are 82 active neighborhood crime watch programs and 56 pending. The community relations section works with the citizens to provide them with training and signage.

Thank you for your attention to this matter. Should you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Tivoli S. Faaumu", with a stylized flourish at the end.

TIVOLI S. FAAUMU  
Chief of Police

## EDB Committee

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**From:** Shirley Blackburn <Shirley.Blackburn@co.maui.hi.us>  
**Sent:** Tuesday, April 14, 2020 6:25 PM  
**To:** EDB Committee  
**Cc:** Shirley Blackburn; Wendy Nathan  
**Subject:** FY 2021 Budget (EDB-1)  
**Attachments:** Shirley Blackburn.vcf; BD-2 (PD-1)\_EDB-1.pdf

Aloha Committee Chair Rawlins-Fernandez,

Attached please find response from Budget Director relating to Department of Police Chief Faaumu, (PD-1)\_EDB-1.

Mahalo,

**Shirley L. Blackburn**

Budget Specialist

County of Maui

Office of the Mayor

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