

REQUEST FOR LEGAL SERVICES

D a t e: April 22, 2021

F r o m: Keani N.W. Rawlins-Fernandez, Chair
Budget, Finance, and Economic Development Committee

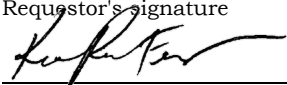
TRANSMITTAL

Memo to: DEPARTMENT OF THE CORPORATION COUNSEL
Attention: Kristina Toshikiyo, Esq.

Subject: OCS salary bill (BFED-1)

Background Data: Please see attached bill. Please send response to bfed.committee@mauicounty.us and David.Raatz@mauicounty.us.

Work Requested: ☒ FOR APPROVAL AS TO FORM AND LEGALITY
☐ OTHER:

Requestor's signature  Keani N.W. Rawlins-Fernandez	Contact Person <u>David Raatz</u> (Telephone Extension: <u>7664</u>)
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☐ ROUTINE (WITHIN 15 WORKING DAYS) ☐ RUSH (WITHIN 5 WORKING DAYS)
☐ PRIORITY (WITHIN 10 WORKING DAYS) ☐ URGENT (WITHIN 3 WORKING DAYS)

☒ SPECIFY DUE DATE (IF IMPOSED BY SPECIFIC CIRCUMSTANCES): April 22, 2021
REASON: For consideration at the BFED meeting of April 23, 2021

FOR CORPORATION COUNSEL'S RESPONSE

ASSIGNED TO:	ASSIGNMENT NO.	BY:
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TO REQUESTOR: ☐ APPROVED ☐ DISAPPROVED ☐ OTHER (SEE COMMENTS BELOW)
☐ RETURNING--PLEASE EXPAND AND PROVIDE DETAILS REGARDING ITEMS AS NOTED

COMMENTS (NOTE - THIS SECTION NOT TO BE USED FOR LEGAL ADVICE): _____

DEPARTMENT OF THE CORPORATION COUNSEL

Date _____

By _____ (Rev. 7/03)

bfed:ltr:001acc03:dr

Attachment

ORDINANCE NO. _____

BILL NO. _____ (2021)

A BILL FOR AN ORDINANCE AMENDING CHAPTER 2.08 MAUI COUNTY CODE, TO ESTABLISH A DEPUTY DIRECTOR OF COUNCIL SERVICES AND REVISING PAY RANGES FOR COUNCIL SERVICES STAFF

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

SECTION 1. Section 2.08.010, Maui County Code, is amended to read as follows:

“2.08.010 Office of council services. A. There is established an office of council services [pursuant to] in accordance with section 3-7 of the charter. The council may provide for a director, deputy director, and necessary staff.

B. The term of employment for the director, deputy director, and staff [shall coincide] coincides with the term of office of the council, unless sooner terminated for cause by vote of six or more members of the council.”

SECTION 2. Section 2.08.020, Maui County Code, is amended to read as follows:

“2.08.020 Director and deputy director of council services. There [shall] may be a director and deputy director of council services. The council [shall have] has the power to appoint and remove the director[.] and deputy director.”

SECTION 3. Section 2.08.060, Maui County Code, is amended to read as follows:

“2.08.060 Salaries. A. The following pay plan is established:

Pay Plan

Supervising legislative analyst	CR-7
---------------------------------	------

Budget committee analyst	CR-9
Legislative attorney	CR-6
Legislative analyst	CR-5
<u>Communications specialist</u>	<u>CR-1</u>
Supervising committee secretary	CR-4
Budget committee secretary	CR-2
Committee secretary	CR-3
Support supervisor	CR-8
Senior accountant	CR-1
Personnel specialist	CR-1
Council services technician	CR-1
Accounts payable specialist	CR-1
Council aide	CR-0
Council executive assistant	(variable)
Council services assistant	(variable)

B. The following pay ranges are established.

1. The annual salary for the director of council services and [supervising legislative attorney] deputy director may be set by the council by resolution.

2. The salaries or other compensation of council executive assistants may be set by the council member directly supervising the position, subject to availability of funding.

3. The salaries or other compensation of council services assistants may be set by the director of council services, with approval of the council chair, but may not exceed [one hundred fifty] 150 percent of the minimum wage.

4. The pay schedule for all other positions is as follows:

Pay Ranges

Annual Rates in Dollars

Effective July 1, ~~[2020]~~ 2021

Levels	CR-0	CR-1	CR-2	CR-3	CR-4	CR-5	CR-6	CR-7	CR-8	CR-9
A	47,088	44,260	50,956	46,656	55,129	47,919	68,018	82,376	50,899	60,639
B	48,974	47,919	52,981	48,501	57,289	53,861	75,299	86,702	55,106	68,198
C	50,956	51,790	55,129	50,443	59,589	60,639	82,307	91,027	59,559	73,772
D	52,981	56,030	57,289	52,485	61,971	68,198	89,864	95,354	64,434	76,723
E	55,129	60,639	59,589	54,570	64,450	73,772	97,147	99,678	69,735	79,757
F	57,289	63,049	61,971	56,783	67,052	76,723	104,444	104,004	72,507	82,989
G	59,589	65,589	64,450	59,008	69,696	79,757	111,726	108,330	75,428	86,322
H	61,971	68,198	67,052	61,377	72,517	82,989	119,008	112,655	78,428	89,768
I	64,450	70,935	69,696	63,830	74,488	86,322	125,648	116,981	81,575	93,342
J	67,052	73,772	72,517	66,384	77,468	89,768	133,573	121,306	84,837	97,076
K	69,696	76,723	74,488	69,064	80,566	93,342		127,140	88,231	100,959
L	72,517	79,792	77,468	71,787	82,177	97,075		129,683	89,996	102,978
M	<u>73,967</u>	<u>81,388</u>	79,017	73,222	<u>83,821</u>	99,016		<u>132,277</u>	<u>91,796</u>	<u>105,038</u>
<u>N</u>	<u>75,446</u>	<u>83,015</u>	<u>80,597</u>	<u>74,686</u>	<u>85,496</u>	<u>100,996</u>		<u>134,922</u>	<u>93,631</u>	<u>107,138</u>

C. Whenever payment is made on the basis of monthly, weekly, hourly, or daily rate, the rate ~~[shall]~~ must be computed in the following manner: by dividing the annual rate by twelve to find the monthly rate; by dividing the annual rate by fifty-two ~~[in order]~~ to find the weekly rate; by dividing the weekly rate by forty ~~[in order]~~ to find the hourly rate; and by multiplying the hourly rate by the number of daily hours of service required ~~[in order to]~~ find the daily rate.

D. The council may assign council services staff to any step in the appropriate pay range. The pay of each council executive assistant [shall] must be set by the council member supervising the position. The pay of each council aide [shall] must be set by the council chair, within the range established by this section. Compensation [shall] must not exceed appropriations[,] and [shall be] is subject to the general authority of the council chair, as chief administrative officer of the legislative branch, to adopt appropriate personnel policies (including policies regarding employee benefits, personnel leaves, and furloughs) unless otherwise required by the council.”

SECTION 4. Material to be repealed is bracketed. New material is underscored. In printing this bill, the County Clerk need not include the brackets, the bracketed material, or the underscoring.

SECTION 5. This Ordinance takes effect upon its approval.

APPROVED AS TO FORM AND LEGALITY:

KRISTINA TOSHIKIYO
Deputy Corporation Counsel
Department of the Corporation Counsel
County of Maui

bfed:misc:001abill02:dr

REQUEST FOR LEGAL SERVICES

RECEIVED

By Dept. of the Corporation Counsel at 3:59 pm, Apr 22, 2021

Date: April 22, 2021

From: Keani N.W. Rawlins-Fernandez, Chair
Budget, Finance, and Economic Development Committee

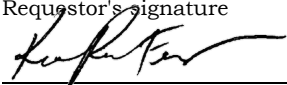
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REASON: For consideration at the BFED meeting of April 23, 2021

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ASSIGNED TO: <u>KCT</u>	ASSIGNMENT NO. <u>2021-0012</u>	BY: <u>maa</u>
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Date 4/23/2021

By /s/Kristina C. Toshikiyo

(Rev. 7/03)

bfed:ltr:001acc03:dr

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LEGALITY:

/s/Kristina C. Toshikiyo

KRISTINA C. TOSHIKIYO
Deputy Corporation Counsel
Department of the Corporation Counsel
County of Maui
bfed:misc:001abill01:dr
BFED-1 2021-04-22 Ord OCS Salary

BFED Committee

From: Melody Andrion <Melody.Andrion@co.maui.hi.us>
Sent: Friday, April 23, 2021 9:39 AM
To: BFED Committee; David M. Raatz
Cc: Kristina Toshikiyo; Tammy Frias
Subject: RUSH BFED-1 Approved OCS salary bill
Attachments: BFED-1 2021-04-23 RAFL Closing OCS Salary bill.pdf

Good morning everyone... See attached RUSH regarding the subject matter e-signed by Deputy Kristina Toshikiyo. Thanks!

For consideration at the BFED meeting of April 23, 2021

NOTICE: The information in this transmittal (including attachments, if any) is privileged and confidential and is intended only for the recipient(s) listed above. Any review, use, disclosure, distribution or copying of this transmittal is prohibited except by or on behalf of, the intended recipient. If you have received this transmittal in error, please notify me immediately by reply email and destroy all copies of the transmittal. Thank you.