

ECONOMIC DEVELOPMENT AND BUDGET COMMITTEE

Council of the County of Maui

MINUTES

March 31, 2020

Online Only via BlueJeans

CONVENE: 9:06 a.m.

PRESENT: Councilmember Keani N.W. Rawlins-Fernandez, Chair
Councilmember Kelly Takaya King, Vice-Chair
Councilmember Riki Hokama, Member
Councilmember Tasha Kama, Member
Councilmember Alice L. Lee, Member
Councilmember Michael J. Molina, Member
Councilmember Tamara Paltin, Member
Councilmember Shane M. Sinenci, Member
Councilmember Yuki Lei K. Sugimura, Member

STAFF: Shelly Espeleta, Legislative Analyst
Chester Carson, Legislative Analyst
Lesley Milner, Legislative Analyst
Yvette Bouthillier, Committee Secretary

ADMIN.: Scott K. Teruya, Director, Department of Finance
May Anne A. Alibin, Deputy Director, Department of Finance
Marci Sato, Accounting System Administrator, Department of Finance
Lance Taguchi, County Auditor
Jeffrey Pearson, Director, Department of Water Supply (EDB-8(2))
Holly Ho, Waterworks Fiscal Officer, Department of Water Supply (EDB-8(2))
David Galazin, Deputy Corporation Counsel, Department of the Corporation
Counsel

OTHERS: Ian Chan Hodges
Patrick O'Neil
Carol Reimann
Danielle Bergan

Dwayne Takeno, Principal, N&K CPAs, Inc.
Charles Goodin, Audit Senior Manager, N&K CPAs, Inc.
Christian Hara, Audit Manager, N&K CPAs, Inc.

PRESS: *Akaku: Maui Community Television, Inc.*

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CHAIR RAWLINS-FERNANDEZ: . . .(*gavel*). . . Aloha kakahiaka kākou. It's...will the Economic Development and Budget Committee please come to order. It's March 31st, 9:06 a.m. and we have...oh, please silence your cell phones, and we have quorum this morning to start our business. Okay. So, we'll start with roll call. Committee Vice-Chair Kelly King. Good morning. You can unmute yourself if you would like to.

VICE-CHAIR KING: Oh, okay. I thought I --

CHAIR RAWLINS-FERNANDEZ: Actually...

VICE-CHAIR KING: --had to wait for you to unmute me. Sorry. Okay. So, if you're...if you mute me, I can still unmute myself?

CHAIR RAWLINS-FERNANDEZ: Yes.

VICE-CHAIR KING: Oh, okay. I didn't know that. Thank you. And aloha, good morning, Chair.

CHAIR RAWLINS-FERNANDEZ: Aloha. Mahalo. And then when everyone finishes, just please remember to mute yourself again. Okay. Member Shane Sinenci, aloha kakahiaka.

COUNCILMEMBER SINENCI: Aloha kakahiaka kākou.

CHAIR RAWLINS-FERNANDEZ: Member Mike Molina, aloha kakahiaka.

COUNCILMEMBER MOLINA: Aloha kakahiaka, Chair, and greetings to you and my colleagues from Makawao. Good morning.

CHAIR RAWLINS-FERNANDEZ: Good morning. Chair Alice Lee.

COUNCILMEMBER LEE: Madam Chair, when you start traveling again to South Africa, you can say --

CHAIR RAWLINS-FERNANDEZ: . . .(*inaudible*). . .

COUNCILMEMBER LEE: --habari, habari to all the people.

CHAIR RAWLINS-FERNANDEZ: Habari.

COUNCILMEMBER LEE: Good morning.

CHAIR RAWLINS-FERNANDEZ: Good morning. Mahalo. Member Riki Hokama.

COUNCILMEMBER HOKAMA: Good morning, Chair.

CHAIR RAWLINS-FERNANDEZ: Good morning. Member Tamara Paltin.

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COUNCILMEMBER PALTIN: Aloha kakahiaka from Napili.

CHAIR RAWLINS-FERNANDEZ: Aloha kakahiaka. Member Yuki Lei Sugimura.

COUNCILMEMBER SUGIMURA: Good morning from Kula. I can see the West Maui's...West Maui Mountains from my balcony.

CHAIR RAWLINS-FERNANDEZ: Oh, she's waving from the West Maui mountains. Good morning. And Pro Temp Tasha Kama.

COUNCILMEMBER KAMA: Aloha kakahiaka, Chair.

CHAIR RAWLINS-FERNANDEZ: Aloha kakahiaka. Okay. And that's everyone. And we have with us from Corporation Counsel, Deputy Corporation Counsel David Galazin.

MR. GALAZIN: Good morning.

CHAIR RAWLINS-FERNANDEZ: Good morning. And from the Administration, we have the Department of Water Supply.

MR. PEARSON: Yeah, good morning. Aloha kakahiaka. This is Jeff Pearson, Director; and Holly Ho, Fiscal Division Chief is with me, six feet away.

CHAIR RAWLINS-FERNANDEZ: Practicing social distancing. Mahalo. Mahalo for joining us this morning.

MR. PEARSON: Thank you.

CHAIR RAWLINS-FERNANDEZ: And from Finance, we have Director Scott Teruya and Deputy Director May Anne Alibin. And...

MS. ALIBIN: Good morning, Chair.

CHAIR RAWLINS-FERNANDEZ: Good morning.

MS. ALIBIN: And I have Ms. Marci Sato here as well.

MR. TERUYA: Good morning, Chair.

CHAIR RAWLINS-FERNANDEZ: Good morning. Mahalo for joining us. And we have our County Auditor, Lance Taguchi.

MR. TAGUCHI: Good morning.

CHAIR RAWLINS-FERNANDEZ: Good morning. And Committee Staff, Yvette Bouthillier, our Committee Secretary, and our Legislative Analysts, Shelly Espeleta, Chester Carson,

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and Lesley Milner. We have three items on today's agenda, EDB-3(2), Comprehensive Annual Financial Audit...Comprehensive Annual Financial Report, otherwise known as the CAFR; EDB-9(2), Single Audit Report, Fiscal Year 2019; and EDB-8(2), Department of Water Supply Financial Audit Report, Fiscal Years 2019 and 2018. Okay. Then we'll begin with public testimony, oral testimony via phone or teleconference friends will be accepted. Testifiers participating via video conference should have joined the online meeting via BlueJeans meeting link, bluejeans.com/597785199 as noted on today's agenda. Testifiers participating via phone conference were instructed to dial in to 1-408-317-9253 and enter meeting code 597 785 199, also noted on today's agenda. Written testimony is highly encouraged by sending your comments to edb.committee@mauicounty.us. Oral testimony is limited to three minutes. If you're still testifying beyond that time, I will kindly ask you to complete your testimony. When testifying, please state your name and the agenda item you're testifying on. If you are testifying on behalf of an organization or are a paid lobbyist, please inform the Committee. A live cablecast of this meeting is available on *Akaku* Channel 53. You can also visit mauicounty.us/agendas to access live and archived meeting videos. For up-to-date...for up to the date information, please visit www.mauicounty.us. I remind the Committee Members, the Administration, and the public to please be patient with us as we continue to navigate through these uncharted waters that are subject to change at a moment's notice. Okay. Okay. Members, I'd like to proceed with oral testimony. Staff has been monitoring people joining today's meeting by phone and by video, and we will do our best to take up each person in an orderly fashion. And if, when called upon, if your intention is not to testify, please let us know and you can continue with watching the meeting on BlueJeans. Okay. So, we'll begin with our first testifier, Ian Chan Hodges. Mr. Chan Hodges, please unmute yourself, and then you can begin your testimony. I don't see him on the list of attendees anymore. Okay. He may have dropped off. Okay. We'll go to our next testifier. And if he returns, then we can take him up at that time. Mr. Patrick O'Neil?

. . .BEGIN PUBLIC TESTIMONY. . .

MR. O'NEIL: Hi. I'm not testifying today. I'm just merely observing. Thank you.

CHAIR RAWLINS-FERNANDEZ: Okay. Mahalo. Ms. Carol Reimann?

MS. REIMANN: I'm just observing. I'm not here to testify. Thank you.

CHAIR RAWLINS-FERNANDEZ: Okay. Mahalo. Danielle Bergan...Bergan...Bergan?

MS. BERGAN: I'm also here just to observing today. I'm not here to testify.

CHAIR RAWLINS-FERNANDEZ: Okay.

MS. BERGAN: Thank you.

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CHAIR RAWLINS-FERNANDEZ: Mahalo. Okay. I think that is everyone testifying this morning. Okay. Okay. Members, that looks like that's everyone that logged on or called in. And if you are on and I did not call your name, please unmute yourself and you can proceed with your testimony. Okay. All right. So, it looks like there's...we only have observers. Mahalo, observers, for joining us this morning. And Ms. Bouthillier advised me that we, as of...it was yesterday, March 30th, Monday, March 30th, which is yesterday at 4:00...oh no, it was dated today, this morning at 7:03 a.m. there was no written testimony. So, if there are no objections, I will now close public testimony.

COUNCILMEMBER SINENCI: No objections.

COUNCILMEMBER MOLINA: No objections.

CHAIR RAWLINS-FERNANDEZ: Okay.

COUNCILMEMBER LEE: No objection.

COUNCILMEMBER KAMA: No objections.

CHAIR RAWLINS-FERNANDEZ: Okay. Mahalo, Members.

. . .END OF PUBLIC TESTIMONY. . .

**ITEM 3(2): COMPREHENSIVE ANNUAL FINANCIAL REPORT ("CAFR")
 (FISCAL YEAR 2019) (CC 20-44)**

ITEM 9(2): SINGLE AUDIT REPORT (FISCAL YEAR 2019)

**ITEM 8(2): DEPARTMENT OF WATER SUPPLY'S FINANCIAL AUDIT
 REPORT (FISCAL YEARS 2019 AND 2018) (CC 20-43)**

CHAIR RAWLINS-FERNANDEZ: Okay. Okay. We'll...we will be bringing up all three items on the agenda. And we have with us from N&K CPAs, Inc. Mr. Dwayne Takeno, the Principal; Audit Senior Manager, Charles Goodin; and Audit Manager, Christian Hara. Okay. So, we'll bring up EDB-3(2), Comprehensive Annual Financial Report; EDB-9(2), Single Audit Report, Fiscal Year 2019; and EDB-(2) [sic], Department of Water Supply Financial Audit Report, Fiscal Years 2019 and 2018. Okay. So, I will begin with asking our County Auditor, Mr. Taguchi, to provide opening comments.

MR. TAGUCHI: Thank you, Chair Rawlins-Fernandez. So, N&K CPAs were contracted to the...to do the audit of the Comprehensive Financial Report, Single Audit Report, and the Department of Water Supply Financial Audit Report. N&K CPAs are one of the largest local CPA firms in the State of Hawaii. As you said, the Principal on the audit was Dwayne Takeno. And I just want to remind everyone that the CPA firm is responsible to audit these reports. The responsibility of producing the reports is the

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Department of Finance. And with that, I'll leave it to Dwayne to take over the presentation.

CHAIR RAWLINS-FERNANDEZ: Okay. Mahalo for your opening comments, Mr. Taguchi. Okay. Mr. Takeno, would you like to provide opening comments before your presentation?

MR. TAKENO: Thank you very much, Chair. Good morning, Chair and Councilmembers. Thank you for giving us this opportunity to present the results of the audit for the year ended June 30, 2019. N&K CPAs have been the auditor of the County of Maui since 2014, and this year is my third year serving as Engagement Principal. Today we have a short presentation for you to go over the three agenda items, and then as well as answer any questions that you may have. We have a PowerPoint presentation as well. And so, if we could get that projected maybe, or if everybody has that on...as a handout.

CHAIR RAWLINS-FERNANDEZ: Yeah, so we'll have the screen shared here. Okay.

MR. TAKENO: Okay. Next slide please. So, for today's agenda, we're just going to introduce ourselves, which I guess we've already kind of covered most of that, and then the summary of the Auditor's results, findings from the audit, and any questions that you may have based on the three agenda items. Next slide please. Okay. Again, my name is Dwayne Takeno, and I'm an Audit Principal with N&K. And joining me today is Charles Goodin and Christian Hara, both of whom worked on this year's engagement. Next slide please. So, the scope of our audit included the audit of the three agenda items, the Comprehensive Annual Financial Report or CAFR, Single Audit Report, and the Department of Water Supply. The Department of Water Supply is a Department within the County of Maui. So, the results of that entity is included in the results of our...of the CAFR. Today, we would be going over the three agenda items. The first one would be the audit of the financial statements. So, the audit of...audit report we issued was unmodified. So, that is a...known as a clean opinion. That would be on Page 19 to 21 of the CAFR. The...we also issue a report on internal control over financial reporting, and that is included in the Single Audit Reports on Pages 5 to 6. In those reports, we reported a material weakness and a significant deficiency that's indicated in the Single Audit Reports as items 2019-001 and 2019-002. There were two financial statement findings. This was an improvement over last year. The...last year we had four findings. But one of the findings for this year, 2019-001 was a repeat finding. We also did...oh, next slide please. We also did an audit of the County of Maui Federal awards for the year ended June 30, 2019. The County expended \$52 million in Federal funds. We identified no material weaknesses but we did identify certain findings that we considered to be significant deficiencies, and that will be covered later as items 2019-003 through 2019-005. Our report on the major programs was unmodified. So, another clean opinion, which is good, but there were findings that we need to report to you today. Next slide please. The two programs that we audited this year was the Section 8 Housing Choice Vouchers Program from the Department of Housing and Urban Development, which was about \$22 million of expenditures, and then the Crime Victim Assistance Program from the Department of Justice, 482,000 in expenditures. Because of the findings reported in previous years, the County of Maui did not qualify as a

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low-risk auditee for this year. Next slide please. So, the two financial statement findings we had this year was 2019-001 and 2019-002. If you take a look at the Single Audit Report, if you can turn to Page 20 of that packet, those...okay, from Page 20 on would be our findings and the County's responses to our findings. So, the first finding that we have was 2019-001, which was to reconcile accounts and post-closing adjustments. This one we considered to be a material weakness. There was an adjustment that we made or proposed to management, and management agreed that of approximately \$8.1 million to correct the transfer of cash between the Fiduciary Fund and the General Fund. Management agreed with the adjustment as well as the finding, and their corrective action plan can also be found on Page 29 of this report. I guess we'll maybe cover all the findings first, and then circle back with any questions if that's okay, Chair? So, the next finding...financial statement finding is 2019-002, which was improve the controls over the preparation of the schedule of expenditures of Federal awards. So, this schedule is a very important schedule that we received as part of our audit and a count of major programs that we need to audit. This year, there was a CFDA number that included expenditures for different CFDA numbers. And so, the amounts were being incorrectly reported. And so, there was an adjustment that we pointed out to management to correct the schedule of Federal awards. They agreed with it, and they also will...have provided a corrective action plan in response to these findings on Page 30. I'm going to hand over the presentation to Charles Goodin, who is going to go over our Federal award findings. So, the findings related to the Crime Victim Assistance and Section 8 Program. Charles?

CHAIR RAWLINS-FERNANDEZ: Okay. Mahalo, Mr. Takeno. Please proceed, Mr. Goodin.

MR. GOODIN: Thank you very much. So, like Dwayne mentioned, I'll be covering findings 2019-003, 2019-004, and 2019-005. So, 29-003 [sic] was a finding for...I guess both 3 and 4 were findings for the Crime Victim Assistance Program. This is CFDA No. 16.575. And so, the first one was a finding related to subrecipient monitoring, and we consider this to be a significant deficiency. And some background on this, so, I guess while we were performing our test of internal control over compliance and our test of compliance related to subrecipient monitoring, we noted that the Crime Victims Assistance Program did not have a system in place to verify that all of their subrecipients who expended at least \$750,000 in Federal awards had an audit completed as required by 2 CFR Section 200.331, and these are the requirements for pass-through entities. And so, that was the first part. And the second part was we also noted that per review of one of the County's subawards for one of the subrecipients tested that the DUNS number was not obtained from the subrecipient prior to issuance of the subaward. And so, that's also a requirement prior to issuing subawards. So, that was our first finding related to subrecipient monitoring. The second finding for this program was related to allowable costs, and this was also a significant deficiency. And background on this is during our testing of payroll expenditures charged to the program, we noted that one employee was paid during pay periods in which the employee had taken leave without pay. And upon further investigation, the employer was overpaid for four pay periods by a total amount of \$4,105. This error was discovered by County personnel who initiated a repayment plan; however, at the end of the year, there was still a balance that was not correctly repaid back. So...and then in addition to that, we also noted that per review of the fringe

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benefits charged to the program that the County actually undercharged the Federal program and used rates that were below the County's approved fringe benefit rates. And as a result of this, the County undercharged the program by \$9,889. The last finding, 2019-005, is for the Section 8 Housing Choice Vouchers Program or CFDA No. 14.871. And basically for this one, when we were testing the financial data schedule or the FDS, the specific line item 11040, prior period adjustments, equity transfers, and corrections of errors, we noted that the program personnel were unable to provide support for this specific line item, which was this prior period adjustment of a \$105,000. Based on discussion with program personnel, they were unable to provide the support because of turnover in the program during our audit period. As a result of the finding, a Program Accountant was hired during March of 2020. And so, they are taking corrective action in ensuring that the program personnel receive proper training on accounting and financial reporting with special focus on prior period adjustments and the submission of the FDS. That's all I have.

CHAIR RAWLINS-FERNANDEZ: Mahalo, Mr. Goodin.

MR. GOODIN: Thank you very much.

CHAIR RAWLINS-FERNANDEZ: Okay. So, before I open up the floor for questions, I'll ask Water Director, Jeff Pearson, for any comments.

MR. PEARSON: Good morning. I'm not too well-versed in this topic. And actually, I wasn't watching too close because they weren't talking specifically on the Department of Water Supply, but Holly Ho is here. So, if she wants, I'll let her make a comment if she chooses. Yes, Holly?

MS. HO: I'm Holly Ho, Fiscal Officer. Basically, our audit, there was no findings on our audit. So, if there's any questions on it, we're happy to try to find or get back to you with answers.

CHAIR RAWLINS-FERNANDEZ: Okay. Mahalo, Ms. Ho. Okay. And...

UNIDENTIFIED SPEAKER: ...*(inaudible)*...

CHAIR RAWLINS-FERNANDEZ: I'm sorry? Were you trying to speak, Ms. Ho?

MR. PEARSON: I'm sorry I put you on mute again. Did you hear Holly's response?

CHAIR RAWLINS-FERNANDEZ: No.

MR. PEARSON: Are we...are...aren't we still on EDB-3(2)?

CHAIR RAWLINS-FERNANDEZ: Oh, I'm sorry, we brought all three items. Oh, I see.

MR. PEARSON: I apologize. Holly, can you --

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CHAIR RAWLINS-FERNANDEZ: I think there's --

MR. PEARSON: --reply?

CHAIR RAWLINS-FERNANDEZ: --...*(inaudible)*...

MR. PEARSON: I apologize.

MS. HO: Hi, this is Holly Ho, Fiscal Officer. Good morning.

CHAIR RAWLINS-FERNANDEZ: Good morning.

MS. HO: Basically, our audit, we did not have any findings. So, we're here to answer any questions, and if we can't, we can respond to.

CHAIR RAWLINS-FERNANDEZ: Okay. Perfect. Mahalo, Ms. Ho. Okay. And then I'll invite Finance, Director or Deputy Director, for any initial comments before we open up for questions.

MS. ALIBIN: Good morning, Chair. This is May Anne Alibin, Deputy Director of Finance. I just want to take this opportunity to thank first of all, N&K, under the direction of Mr. Takeno, for all the guidance and their hard work. And also, I would like to commend Ms. Marci Sato and her team for...all their hard work and long hours to get this CAFR on time. Thank you, Chair.

CHAIR RAWLINS-FERNANDEZ: Mahalo, Deputy Director Alibin. Okay. Members, I'll now open up the floor for questions. I'll start with Committee Vice-Chair Kelly King, and then I'll move to Member Sinenci.

VICE-CHAIR KING: Thank you, Chair. So, I guess my questions are going to be on the Single Use...the Single Audit Reports that we just heard about. And do you want to just do like you did before, just one question and one follow-up, and then move on?

CHAIR RAWLINS-FERNANDEZ: Yes please.

VICE-CHAIR KING: Okay. So, my question is on the...there were three deficiencies...significant deficiencies found on Federal award, the Federal award audits. And I wanted to know if any of these jeopardized those awards in the future? Maybe I don't know who...Mr. --

CHAIR RAWLINS-FERNANDEZ: And who --

VICE-CHAIR KING: --Takeno.

CHAIR RAWLINS-FERNANDEZ: --would you like to direct your question to or you want to just open up or --

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VICE-CHAIR KING: I think --

CHAIR RAWLINS-FERNANDEZ: --whoever?

VICE-CHAIR KING: --it was Mr. Hara that did the report on the...gave his report on the Federal awards audit. Mr. Hara?

MR. TAKENO: I can actually take...I can --

VICE-CHAIR KING: Oh, okay.

MR. TAKENO: --actually take that question, Chair --

CHAIR RAWLINS-FERNANDEZ: Mr. Takeno?

MR. TAKENO: --if that's okay.

CHAIR RAWLINS-FERNANDEZ: Yes.

MR. TAKENO: You know, I think the findings are subject to review by the agencies, cognizant agencies, and the people giving them their funding. I think depending on the severity of the findings, there could be ramifications, financial ramification. But I think these findings, we did not deem them to be other than...we deemed them to be significant deficiencies but not material weaknesses. So, I believe the departments and programs will be implementing corrective action that should help to alleviate the findings, which oftentimes was the concern.

VICE-CHAIR KING: Okay. So, in your opinion, they're more process problems than actual ongoing financial issues --

CHAIR RAWLINS-FERNANDEZ: Mr. Takeno?

VICE-CHAIR KING: --that . . .(inaudible). . .

MR. TAKENO: I guess these findings relate to specific areas of compliance, which involved processes within the programs. And I guess if they were more severe in nature, we would have classified them as material weaknesses, and actually qualified our opinion on compliance with those major program requirements. So, our report on the major programs was unmodified. So, still a clean opinion.

VICE-CHAIR KING: Okay. All right, thank you. Thank you, Chair.

CHAIR RAWLINS-FERNANDEZ: Mahalo, Committee Vice-Chair King. Okay. Member Sinenci?

COUNCILMEMBER SINENCI: Thank you, Chair. Right, so, I just had a clarification question about the Crime Victims Assistance Program. So, from listening to Mr. Goodin, it

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sounds like one employee was...continue to be paid but they weren't sure that he had taken a leave of absence. Is that correct?

CHAIR RAWLINS-FERNANDEZ: Mr. Takeno or Mr. Goodin?

MR. TAKENO: I can take that question, Chair.

CHAIR RAWLINS-FERNANDEZ: Okay. Mr. Takeno?

MR. TAKENO: So, I believe the individual did request leave without pay. But I believe the forms were not provided to the accounting department in time for that transaction to get processed. But later on, after the paperwork got to the appropriate people, they did try to make corrective adjustments.

COUNCILMEMBER SINENCI: Oh, okay. Thank you. Thank you, Chair. Just that question.

CHAIR RAWLINS-FERNANDEZ: Mahalo, Member Sinenci. Okay. Mahalo, Member Sinenci. Member Mike Molina?

COUNCILMEMBER MOLINA: Good morning, Madam Chair. Just to follow up on Member Sinenci's inquiry regarding the employee that was I guess...that Mr. Goodin stated was overpaid by 4,000, and that there still is a balance left, I guess maybe also maybe Director Alibin can, you know, address this as well. One is how much...what is the current balance left that is to be paid back, and what is the Department of Finance doing as far as corrective action in working with this, I believe was the Crime Prevention Department [sic]?

CHAIR RAWLINS-FERNANDEZ: Mr. Takeno?

MR. TAKENO: You know, I --

MS. ALIBIN: Chair?

MR. TAKENO: --don't have the exact dollar amount in front of me that's still left to be paid. I think the arrangement...I believe the arrangement that they had with the individual was to repay the amount every pay period. And I think maybe I'll ask somebody from Department of Finance to address the rest of the question.

COUNCILMEMBER MOLINA: Okay. Thank you.

CHAIR RAWLINS-FERNANDEZ: Mahalo, Mr. Takeno. Deputy Director Alibin?

MS. ALIBIN: Chair, so, currently, the repayment for that employee that has been overpaid, is a \$100 per paycheck.

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COUNCILMEMBER MOLINA: Okay. Thank you. And what was the reason given by the Department or the, I guess the Crime Prevention Department [sic] for this, I guess it was an oversight, what was the reason given for this?

MS. ALIBIN: Chair, I believe there's been a turnover on that one, but I'm going to have Ms. Sato explain that more in detail.

CHAIR RAWLINS-FERNANDEZ: Okay. Mahalo. Ms. Sato?

MS. SATO: Chair, Members, yes, so, there was a disconnect between timing of when the paperwork was submitted to...for the leave without pay from the Department to payroll. As such, the person that administered the grant inadvertently requested those...the payroll expenditures for reimbursement from the Victim Grant. That person has...is no longer with the Department. And so, this was discovered in the audit, and we've made...have taken corrective measures to work with the Department to ensure that any leave without pay actions get reported to payroll in a timely manner.

COUNCILMEMBER MOLINA: Okay. Well, I just find it interesting now that person is no longer with the Department. Did that person just retire or found another position in the County? I don't know if you're allowed to disclose that. But just curious because, you know, we want to make sure everything is, you know, back on the right track with this.

MS. SATO: Chair?

CHAIR RAWLINS-FERNANDEZ: Ms. Sato?

MS. SATO: So, just for clarification, the employee that was on leave without pay was not the person who was doing the grant reporting. And the person who was doing the grant reporting is...took another job in the County.

COUNCILMEMBER MOLINA: Okay. All right. Thank you for that information. Thank you, Madam Chair.

CHAIR RAWLINS-FERNANDEZ: Mahalo, Member Molina. Okay. Chair Lee?

COUNCILMEMBER LEE: I'm not sure if you mentioned this but does any department stand out in particular relative to ongoing material weaknesses?

CHAIR RAWLINS-FERNANDEZ: Deputy Director Alibin or Mr. Takeno?

MR. TAKENO: I actually didn't hear the first part of the question.

CHAIR RAWLINS-FERNANDEZ: And, Mr. Takeno, while I have your attention, would you mind pushing the...oh there, if you can try to position your face a little higher up on the screen? There we go, perfect. Okay. Okay. Chair Lee, would you mind repeating the question for Mr. Takeno, please?

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COUNCILMEMBER LEE: Does any department stand out relative to ongoing material weaknesses?

MR. TAKENO: Actually, we audit major programs on a cycle basis. The Uniform Guidance provides auditors the methodology to audit the various programs of the County. As of right now, there are no programs that we note that have any material weaknesses. But, you know, there could be material weaknesses in programs that we have not yet audited. But when we do find these material weaknesses, we do report them as part of the audit process.

COUNCILMEMBER LEE: Now, in view of the COVID-19 crisis, are there any suspensions of rules or regulations we should be aware of?

MR. TAKENO: Yes, I think...oh, sorry. Chair?

CHAIR RAWLINS-FERNANDEZ: Mr. Takeno?

MR. TAKENO: There has been guidance issued that have relaxed some of the requirements. So, we can definitely provide that to the Department of Finance, as well as the County Councilmembers if you would like, and they can distribute the...those rules.

COUNCILMEMBER LEE: Thank you. We would appreciate that. Thank you. No more questions.

CHAIR RAWLINS-FERNANDEZ: Mahalo, Chair Lee. I will have our Committee request that information. Okay. Next. Member Hokama?

COUNCILMEMBER HOKAMA: Thank you. I'm more concerned about 001 and 002. Knowing our Finance Director, I'm sure this must be grinding on him as it's grinding on me knowing that we have these type of deficiencies or a weakness. So, just so the people understand, Mr. Takeno, I need you to explain one thing for everybody the difference between the General Fund and the Fiduciary Fund.

CHAIR RAWLINS-FERNANDEZ: Mr. Takeno?

MR. TAKENO: So, the General Fund contains all the funds of the County that are not specifically required to be accounted for in other funds. The Fiduciary Funds are funds held by the County in trust usually for other people or organizations. The adjustment that this related to was for disputed real property tax amounts or assessments.

COUNCILMEMBER HOKAMA: Okay. So, the problem was it went into the Fiduciary Fund instead of the General Fund?

CHAIR RAWLINS-FERNANDEZ: Mr. Takeno?

MR. TAKENO: One second, Chair. The adjustment I believe...no, I don't...unfortunately, I don't think I have that adjustment in front of me. It's...

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MR. GOODIN: Chair, is it okay if I speak on this?

COUNCILMEMBER HOKAMA: Thank you.

CHAIR RAWLINS-FERNANDEZ: Mr. Goodin?

MR. GOODIN: Okay. Thank you again. I guess...so, what happened was during August of 2018, an entry was recorded to transfer funds from the General Fund real property tax assessments to the Tax and Assessment Board of Review Appeals Fund. And that entry was recorded improperly basically. So, they got the amounts right. They just booked it backwards basically. They booked the debits as the credit, and the credit as the debit. And so, as part of our audit, when we were looking at these accounts, we noted that the amounts were misstated. So, the adjustment that was recorded of 8.1 million was to correct the adjustment that was recorded in the wrong direction for 4.05 million. So, that's why the 8.1 million was such a large adjustment. It's basically double of what the wrong entry was.

COUNCILMEMBER HOKAMA: And the problem --

CHAIR RAWLINS-FERNANDEZ: Member Hokama?

COUNCILMEMBER HOKAMA: --we have...thank you, Chair. And the problem we have like 002 is we...we're not verifying the information then? Okay. So, 001, the problem is we haven't...we didn't verify the appropriate account that the money was transferred. And 002, we never verified the DUN [sic] number for Federal compliance on those Federal-funded contract agreements. So, have you already as the auditor recommended procedural steps, is this a software issue or is this a manpower issue or clerical issue?

MR. TAKENO: Chair?

COUNCILMEMBER HOKAMA: Mr. Takeno?

MR. TAKENO: So, with respect to 2019-002 with the SEFA findings, that coding I guess, the incorrect coding was set up in previous years. And so, they've had that Federal award for some time. And I believe the Department of Finance is going to review the...any new Federal award and actually go back on a test basis to ensure that all the CFDAs are properly recorded. That corrective action is on Page 30 of the Single Audit Report. Twenty nineteen-oh-oh-one related to the adjustment for the agency accounts, they are going to implement procedures that includes additional reviews of those transactions. And that response can be found on Page 29 of the Single Audit Report.

COUNCILMEMBER HOKAMA: Thank you --

CHAIR RAWLINS-FERNANDEZ: Member Hokama?

COUNCILMEMBER HOKAMA: --Chair. Appreciate my opportunity.

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CHAIR RAWLINS-FERNANDEZ: Okay. Mahalo. Member...no, sorry, Member Paltin?

COUNCILMEMBER PALTIN: Thank you, Chair. And so, just to clarify on Member Hokama's question, they're saying that the...the entity had a DUNS report many years ago but it expired or something, and then it...they didn't check. Is that what they were saying for his answer to his question? I got my own question but I just didn't understand the answer to his question.

CHAIR RAWLINS-FERNANDEZ: Mr. Takeno?

MR. TAKENO: So, Chair, with respect to that question, the coding for the CFDA number was incorrect.

COUNCILMEMBER PALTIN: Oh.

MR. TAKENO: And that was set up in previous years.

COUNCILMEMBER PALTIN: Okay. Thank you. And then for my question was about if you could go into a little bit more detail about the undercharge for fringe benefits. I'm still kind of figuring out that whole fringe benefits. Is it from one account that it didn't...like we were supposed to get a reimbursement from the Federal grant or fringe benefits for the people working in Section 8 or Department of Justice?

CHAIR RAWLINS-FERNANDEZ: Mr. Takeno? Mr. Takeno?

MR. TAKENO: Sorry, I was on mute. I think that question might be better answered by the Department of Finance.

CHAIR RAWLINS-FERNANDEZ: Okay. Mahalo. Deputy Director Alibin?

MS. ALIBIN: Chair, I'm going to yield to Ms. Sato to answer that question.

CHAIR RAWLINS-FERNANDEZ: Okay. Ms. Sato?

MS. SATO: Thank you, Chair. So, the undercharge of fringe, you're...for the grant, you're allowed to charge a certain amount based off the payrolls of the...of those assigned to the actual grant. So, in this particular case, because the incorrect fringe rates were used to calculate, an additional \$9,000 could have been reimbursed from the grant but it was not. So, in F...in the General Fund, Page 4, that was reimbursements.

COUNCILMEMBER PALTIN: And just to follow up, was it a old fringe amount or a incorrect typing in of the number?

CHAIR RAWLINS-FERNANDEZ: Ms. Sato?

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MS. SATO: If I remember correctly, it was prior year fringe benefit rates that were used by the Department when they calculated the fringe and reimbursed it.

COUNCILMEMBER PALTIN: And then, I guess since there are only...the CAFR folks are only doing two departments. Did the Finance Department then go back into all the other departments and make sure that the correct fringe rates are being used across the board? Or was this a one-time incident?

MS. ALIBIN: Chair --

CHAIR RAWLINS-FERNANDEZ: Ms. Sato?

MS. ALIBIN: --if I may?

CHAIR RAWLINS-FERNANDEZ: Oh, Deputy Director Alibin?

MS. ALIBIN: So, every year, the Director of Finance issues a memo with the current or calendar year's fringe benefits. And because I believe there's some turnover related to in the Prosecuting Attorney's Office, that might have been the reason why that was missed. They're...right now, the Department of Finance doesn't have the resources to be able to verify if all the fringe benefit rates that are being used by the various departments that administer grants is correct. And so, but we are working in conjunction with the Budget Office to come up with a much more, you know, better guidelines in order to review and, you know, the...each department's grant. And we do have a position that was added as a result of a prior year audit finding, I believe about ten years ago, and the position was added as a Grant Specialist but it was under the Budget Office. So, we're working closely with Budget Director in developing the guidelines to ensure proper review is being done by that position.

COUNCILMEMBER PALTIN: Okay. That's good 'cause not only the Prosecuting Attorney was the only turnover that year. So, kind of scary a little bit.

CHAIR RAWLINS-FERNANDEZ: Mahalo, Member Paltin.

COUNCILMEMBER PALTIN: Thank you.

CHAIR RAWLINS-FERNANDEZ: Member Sugimura? Oh.

COUNCILMEMBER SUGIMURA: Thank you. So, I'm going back to I guess the initial questions regarding the payroll. So, is the Finance Department now addressing those types of problems with Workday, which was implemented this year? Is that a Finance question? So we don't have this happen anymore?

MS. ALIBIN: Chair?

CHAIR RAWLINS-FERNANDEZ: Deputy Director?

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MS. ALIBIN: As far...yes...so, as far as the leave without pay process, there is different, two processes involved in submitting a leave without pay request. One is the ability to submit it through the Workday. And second is a manual process. And the manual process is mostly for those that are long-term type of leave without pay process. So, we still rely on the departments to submit and, you know, the employee of the departments, and the department personnel officers to submit the request timely. Currently, there's a lot of audits that is being conducted by the Payroll Section, but there isn't really a way to detect, you know, specifically for the leave without pay process if there's any employees that omitted, you know, or didn't submit it on time. It...we truly rely on the department to monitor and make sure that it's being properly reported.

COUNCILMEMBER SUGIMURA: So, there's still some manual requirements even if we have this fancy Workday system, is that what you're saying?

MS. ALIBIN: There...we're utilizing Workday for those leave without pay that are short-term. The...an employee can actually submit the request through the Workday process; however, if the leave without pay involves a long-term type of request and associated...it could be associated with, you know, FMLA, or other type of occurrence, then that is still being done manually. As far as manual, there's some, you know, documentation that's required. And each department has their own requirements, but the departments' personnel officers are responsible for inputting that leave without pay request in Workday.

COUNCILMEMBER SUGIMURA: Okay. Thank you. I...and I...the audits, so, like one question, Chair, on --

CHAIR RAWLINS-FERNANDEZ: . . . *(inaudible)*. . . Member Sugimura.

COUNCILMEMBER SUGIMURA: --non-major governmental funds, there's a list of Liquor Control Fund, County Funds, Bikeway Fund, Solid Waste Fund, Environmental Protection Fund, and Other Assessment Funds. So, the impact of this being monitored and watched through the County, we're in good hands, I'm going to guess, through all the auditing and for these funds to be collected and for it to be accounted properly?

MR. TAKENO: I can take that question, Chair --

CHAIR RAWLINS-FERNANDEZ: Mr. Takeno?

MR. TAKENO: --I guess. So, the non-governmental...non-major governmental funds, the definition is provided by the accounting standards. And so, we issue opinions on each major fund, which would be each of the separate columns in the financial statements. The one that are included or classified as non-major governmental funds, we issue an opinion on all of them combined. So, the materiality threshold is a little bit different than major funds but it's still subject to audit.

COUNCILMEMBER SUGIMURA: Okay. That's good. The fees are important. Some are small, some are large but...okay. Thank you.

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CHAIR RAWLINS-FERNANDEZ: Mahalo, Member Sugimura. Pro Temp Kama?

COUNCILMEMBER KAMA: Thank you, Chair. So, I just wanted to ask a question about the Federal award findings on 2019-004, the CDFA [sic] No. 14.871, the Section 8 Housing Voucher. So, can you explain what were the errors that you found in that particular program?

CHAIR RAWLINS-FERNANDEZ: Mr. Takeno?

MR. TAKENO: Chair, I think I'm going to ask Charles Goodin to take that question.

CHAIR RAWLINS-FERNANDEZ: Okay. Mahalo. Mr. Goodin?

MR. GOODIN: Basically, with this finding, it wasn't necessarily that we found errors in the FDS report. Actually, it was more so just that because this line item that we specifically noted was for prior period adjustments or corrections of errors, the finding here is more so related to that amount being unsupported or the program personnel being unable to provide support for that line item. And so, it wasn't really that there was an error. It was just that they couldn't provide support for it. And like I had mentioned, that was due to personnel turnover during the audit period.

COUNCILMEMBER KAMA: Thank you. Thank you, Chair.

CHAIR RAWLINS-FERNANDEZ: Mahalo, Member Kama. Okay. I'll start with the second round of questions. Committee Vice-Chair King?

VICE-CHAIR KING: No questions at this time. Thank you, Chair. And we're...I'm assuming we're going to get report, that we're going to go through the...get a presentation on CAFR as well. Is that coming up? Or we're just working off the hard copy?

CHAIR RAWLINS-FERNANDEZ: Let me double-check. Deputy Director Alibin, are you prepared for the presentation on the CAFR? Okay.

MS. ALIBIN: Chair?

CHAIR RAWLINS-FERNANDEZ: Okay. Yes.

VICE-CHAIR KING: Okay. I'm going to hold...

MS. ALIBIN: Hi, we don't have a...

VICE-CHAIR KING: I don't have any more questions on the Single Audit Report.

CHAIR RAWLINS-FERNANDEZ: Okay.

VICE-CHAIR KING: Thank you.

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CHAIR RAWLINS-FERNANDEZ: Okay. Member Sinenci?

COUNCILMEMBER SINENCI: Thank you, Chair. Was Mr. Hara going to be presenting anything, any findings? That was my question.

MR. TAKENO: Chair?

CHAIR RAWLINS-FERNANDEZ: Mr. Takeno?

MR. TAKENO: Not at this time unless there's specific questions later on.

CHAIR RAWLINS-FERNANDEZ: Mahalo.

COUNCILMEMBER SINENCI: Okay. Thank you. Thank you --

CHAIR RAWLINS-FERNANDEZ: Okay.

COUNCILMEMBER SINENCI: --Chair.

CHAIR RAWLINS-FERNANDEZ: Mahalo. Member Molina?

COUNCILMEMBER MOLINA: No further questions at this time, Madam Chair. Thank you.

CHAIR RAWLINS-FERNANDEZ: Okay. Mahalo. Chair Lee? Chair Lee?

COUNCILMEMBER LEE: Can you hear me?

CHAIR RAWLINS-FERNANDEZ: Yes.

COUNCILMEMBER LEE: Oh, okay. Okay.

CHAIR RAWLINS-FERNANDEZ: Now, we can.

COUNCILMEMBER LEE: Oh, yeah, okay, good. I just said that I have no questions for now. I'll save them up for later.

CHAIR RAWLINS-FERNANDEZ: Okay. Mahalo. And, Member Hokama?

COUNCILMEMBER HOKAMA: Thank you, Chair. My question would be for the...our auditors, Mr. Takeno. On the County's Water Department's [sic] review, I find on Page 47, you make a note about sick leave, note 11. I like it if this is a trend, which is reducing the amount of leave time and its potential impact on the retirement system. Did you only look at sick leave? Anything else regarding comp time or other leaves that can impact the financial payout upon...depending upon when it is utilized?

CHAIR RAWLINS-FERNANDEZ: Mr. Takeno? Mr. Takeno?

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MR. TAKENO: Oh, sorry. I was on mute. Sorry. Could you report the page number, Councilmember Hokama?

COUNCILMEMBER HOKAMA: Forty-seven, Mr. Takeno. It's note number 11, sick leave. The Department shows a decrease, yeah, from the previous year --

MR. TAKENO: Oh, right --

COUNCILMEMBER HOKAMA: --regarding --

MR. TAKENO: --right.

COUNCILMEMBER HOKAMA: --value, and I like that. I think they've made...that shows me they're making efforts to work off things that is a cost impact to me to fund regarding benefits on retirements.

MR. TAKENO: Yeah, so...

COUNCILMEMBER HOKAMA: So, is this a --

MR. TAKENO: So...

COUNCILMEMBER HOKAMA: --trend ____ that you noticed?

MR. TAKENO: On Page 25, note 7, there are other liabilities related to payroll; specifically, like you mentioned, comp time and accrued vacation. So, that there's a table that shows the increases and decreases for the current period. And it does look like those liabilities have been decreasing for those items.

COUNCILMEMBER HOKAMA: Yeah, so well, actually I was hoping you would say yes, I think it's a trend. Maybe it's still early for two years. But is this any...something we should be taking note in any other departments that you were able to audit for our current review? Is this something we should be aware of more regarding the leave amounts, the vacation amounts, things that impact the total payout of the retirement system?

MR. TAKENO: Yeah, the CAFR includes similar details to that table I just mentioned with respect to employment-related liabilities. If you take a look at the bigger report, the CAFR report itself, that's located on Page 72, note 7. And so --

COUNCILMEMBER HOKAMA: Yeah--

MR. TAKENO: --I think those --

COUNCILMEMBER HOKAMA: --got it.

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MR. TAKENO: --liabilities fluctuate on...based on the activity, the volume of, you know, leave taken, the amounts computed by the actuaries for the pension and OPEB stuff as well. So, all of those related.

COUNCILMEMBER HOKAMA: Okay. Yeah, thank you, Chair. And again, Mr. Takeno, what I'm looking for is minor red flags that we can catch now to make the corrective adjustments before it becomes a major cost item for us. So, I appreciate your company's good work for the County. Thank you.

CHAIR RAWLINS-FERNANDEZ: Mahalo, Member Hokama. Member Paltin?

COUNCILMEMBER PALTIN: Thank you, Chair. I have a couple quick questions. The first one was, I was having Internet difficulty when the Department of Water Supply was speaking. I had to check out and then check back in, and I just was wondering if there...I missed anything significantly important during that time?

CHAIR RAWLINS-FERNANDEZ: Okay. So, Department of Water [sic] reported that there were no...I'll just let them say it. Okay. So, Ms. Ho --

COUNCILMEMBER PALTIN: Sorry . . .(inaudible). . .

CHAIR RAWLINS-FERNANDEZ: --. . .(inaudible). . . yourself.

MS. HO: Hi, this is Holly Ho. I just wanted to report that yes, we had no deficiencies, and we were here to answer questions. And I'd also like at this time to thank my staff who did a great job on the audit this year.

COUNCILMEMBER PALTIN: Oh --

MS. HO: Thank you.

COUNCILMEMBER PALTIN: --good job on no deficiencies. And then the other...my last question was for the Department of Finance about the Program Accountant hired on March 20, 2020. And I just was wondering if that was an essential position from the Fiscal Year '20 Budget, or it's going to be one for the '21 Budget?

CHAIR RAWLINS-FERNANDEZ: Deputy Director Alibin?

MS. ALIBIN: Chair, can you repeat that question again please? There's feedback.

COUNCILMEMBER PALTIN: Sure thing. At one point, you had said that there was a Program Accountant hired, March 2020, that was taking corrective action. And I just was wondering if that was a previous expansion position that just got hired in March, or if that's a...how that position came like it was supposed to be hired during Fiscal Year '20, and it just got hired in March.

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MS. ALIBIN: So, Chair, that's an existing position. The incumbent actually left the County. And so, I believe that date that's being referred to was the date that the replacement actually came onboard with the Department of Housing and Human Concerns.

COUNCILMEMBER PALTIN: Okay. So, that was just a vacancy being filled, and then...and that might have been...the vacancy might have been the reason why the error occurred?

MS. ALIBIN: Chair? Yes, so, the turnover and, you know, . . . *(inaudible)*. . . providing some time for that new employee to get training. The, you know...you know the difficulty with County employees when there's any retirement or vacancy, it's that there's no person...you know, that person who left that position is not...may not be available to train the new person. But we are working...

COUNCILMEMBER PALTIN: I totally --

MS. ALIBIN: We are...

COUNCILMEMBER PALTIN: --know that. In the Department of Housing and Human Concerns, when the one lady was telling us, and she was going through our...the budget, they had hired someone at the same time for the transition time, and I was saying that would be great for lifeguard. It seemed it would be great for accountants too. And I was wondering how the Department of Housing and Human Concerns figured that out because the transition from one person retiring with all that knowledge to hiring a new person and no overlap apparently seems to be a problem across the board.

MS. ALIBIN: Chair? I cannot speak for the Department of Housing and Human Concerns but as far as for our Department, what we've done in the past is if there is a critical position that they vacated, we try to...I think we've done it in the past where we had brought that person that was in that position as a consultant to properly train the existing or the new staff.

COUNCILMEMBER PALTIN: Okay. Right on. Thank you so much, Ms. Alibin. Thank you, Chair.

CHAIR RAWLINS-FERNANDEZ: Mahalo, Member Paltin. Member Sugimura, any more questions?

COUNCILMEMBER SUGIMURA: I have no questions. I'll wait. Thank you.

CHAIR RAWLINS-FERNANDEZ: Okay. And, Pro Temp Kama?

COUNCILMEMBER KAMA: No questions, Chair. Thank you.

CHAIR RAWLINS-FERNANDEZ: Okay. Mahalo. Okay. So, just to clarify, we...I did call up all three items on the agenda. So, I'll go one last round to see if anyone had any specific questions that, you know, they wanted to ask on the CAFR and not on the Single Audit Report. Starting with Committee Vice-Chair King?

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VICE-CHAIR KING: No questions at this time. Thanks, Chair.

CHAIR RAWLINS-FERNANDEZ: Okay.

VICE-CHAIR KING: Still reviewing.

CHAIR RAWLINS-FERNANDEZ: Okay. Okay. So, Members, are there any additional questions for our...oh, our County Auditor? Okay. Member Sugimura?

COUNCILMEMBER SUGIMURA: Thank you. I'm just trying to pull together yesterday's presentation, which was our health benefits, and then our pension, along with this report. So, based upon our unfunded liability, I wonder if the Auditor, it would be okay to, I mean the audit company, I guess accountants, to make a statement in general regarding our unfunded liability. I think that in the State of Hawaii, we are perceived through hard work from, you know, the past Budget Chairs and Administration that although we have a liability, I think we're the best in the State. But I wondered if you might have a comment regarding that 'cause I think we heard the importance of the work from yesterday, and our employees, and I...and it ties into today's. So, I just wondered if you had a comment.

CHAIR RAWLINS-FERNANDEZ: Okay.

MR. TAKENO: And I think that...

CHAIR RAWLINS-FERNANDEZ: ...*(inaudible)*...

MR. TAKENO: I'm sorry, Chair.

CHAIR RAWLINS-FERNANDEZ: Mr. Takeno?

MR. TAKENO: You know, that liability that she mentioned is a big liability. And I do believe the County has made a lot of progress with payments to reduce that liability. I don't think it's uncommon for many governments to have a liability in this area, and the County has been making improvements to bring down that liability.

COUNCILMEMBER SUGIMURA: Okay. I think we heard in 2045, the...if we kept on keeping, I guess our pace of repayment, then we would somehow become, I don't know what the word is, like whole. But I guess we just need to work hard and be fiscally sound and make sure that we attack this. Probably, others might have a comment on that. Thank you.

CHAIR RAWLINS-FERNANDEZ: Mahalo, Member Sugimura. Members, any other questions? I'm not seeing anyone raise --

COUNCILMEMBER LEE: Me, me --

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CHAIR RAWLINS-FERNANDEZ: --their hand --

COUNCILMEMBER LEE: --me.

CHAIR RAWLINS-FERNANDEZ: --or...oh, oh, oh, okay, okay. Chair Lee? Chair Lee?

COUNCILMEMBER LEE: Thank you. I was wondering if the Auditor could provide us with a little bit more substance. It appears you gave like an outline of a presentation and just highlighted a couple of departments. Are we doing that well that you don't have anything more to cover with regard to what we should be doing, what we...what should we continue to improve on, or which departments need help? I mean you sort of pointed out a few things but not enough context to me. So, do you have anything more to add?

CHAIR RAWLINS-FERNANDEZ: Mr. Takeno?

COUNCILMEMBER LEE: And you supposedly covered the CAFR, right? I didn't quite get that one.

MR. TAKENO: Chair?

CHAIR RAWLINS-FERNANDEZ: Mr. Takeno?

COUNCILMEMBER LEE: Mr. Takeno?

MR. TAKENO: Yeah, so, as I previously mentioned, you know, the reports that we covered included the Single Audit Report, the CAFR itself, and the Department of Water Supply. So, we are engaged to do a financial audit. So, the results of our audit are included in the audit...various audit reports that we mentioned, and then as well as the findings related to the departments that are within the scope of our audit. So, depending on the nature of the programs, the programs tested could be...could change from year to year. So, potentially next year, we could have additional findings. But as far as matters to be reported for the current year, they are summarized in the Schedule of Findings and Question Cost. And this year, we do not have a management letter.

COUNCILMEMBER LEE: Thank you.

CHAIR RAWLINS-FERNANDEZ: Mahalo, Chair Lee. Okay. Any other questions, Members? And if you do have a question . . .(inaudible). . .

VICE-CHAIR KING: I think Mr. Hokama has a question.

COUNCILMEMBER SUGIMURA: Mr. Hokama has a question.

CHAIR RAWLINS-FERNANDEZ: Oh, okay. Member Hokama?

COUNCILMEMBER HOKAMA: Thank you, Chair. My question, maybe for Finance, is how much overtime did you incur to make the deadline for this CAFR submittal?

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MS. ALIBIN: Chair, we don't have the exact dollar or hours but we can provide that in writing for you. But I believe it's been pretty much as budgeted unlike in the past. I do know that Ms. Sato had actually pulled out herself from the HR payroll project at that time so they could get this CAFR completed by the deadline. And yes, we can provide it in writing.

COUNCILMEMBER HOKAMA: Okay. Yeah, and part of that I am curious, Chair, for the Committee's perspective as it relates to this review is, is it more important to meet the CAFR deadline than take care of the internal controls where we have nothing to report or be concerned about a weakness? So, I don't know what is the priority, meet the CAFR deadline or fix the things that seems to be recurring, which is internal control issues within our financial processes. So, I would...I asked that question 'cause I think it's something maybe we need to help provide direction if need be. But, you know, it's nice to have CAFR ribbons and, you know, awards. But to me, if we don't fix what the CAFR is telling us or the Auditor is telling us regarding potential recurring issues, then I have an issue with that. So, thank you --

MS. ALIBIN: Chair?

COUNCILMEMBER HOKAMA: --Chair.

UNIDENTIFIED SPEAKER: Chair?

CHAIR RAWLINS-FERNANDEZ: Deputy Director Alibin?

COUNCILMEMBER HOKAMA: Yeah.

MS. ALIBIN: Yes, so that's really a tough question. You know, both is equally important but as a priority wise, I think getting the CAFR done completed is the number one priority mainly because we rely on the CAFR. One, for our annual disclosure requirements, and, you know, for our continuing bond disclosure. And second is we do rely it for, you know, as far as our bond issuance with, you know, our planned projected timeline to go for General Obligation Bond issuance of, you know, later this year, you know...so that, you know, getting it completed is necessary. But at the same time, Chair, we do understand that, you know, with these findings, every finding I think we, you know, the staff and the Department take it seriously, and it's a reflection of over the years, I think we've improved a lot and we take these findings as a room for improvement, not, you know, not just as kind of like our failure of what's not done or what hasn't been done. But, you know, there's a lot of room for us to improve, and, you know, we do work closely with various departments to get these improvements and action plans taken care of.

COUNCILMEMBER HOKAMA: Chair, and I appreciate the Deputy's response. And again, you know, things do occur but an \$8.1 million error, entry error, that's to me...okay, we talked about a \$4,000 employee error, we...this one is \$8.1 million, Chair. Okay. So, again, it's a red flag to me and I hope to...we can address it timely. Thank you.

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UNIDENTIFIED SPEAKER: . . .*(inaudible)*. . .

CHAIR RAWLINS-FERNANDEZ: Mahalo, Member Hokama. Was someone trying to speak? Okay. Members, any other questions? And if I don't see you, just unmute yourself and...

VICE-CHAIR KING: Tamara has a question.

CHAIR RAWLINS-FERNANDEZ: Okay. Member Paltin?

COUNCILMEMBER PALTIN: Thank you, Chair. My questions was just who decides like, you know, how the focus this time was on Prosecuting Attorney and Section 8 HUD Housing, who decides which departments? Is it like in an order progression, or do we know...and do we know what the next year's focus will be on? Or is it random surprise?

MR. TAKENO: Chair?

CHAIR RAWLINS-FERNANDEZ: Deputy Director or Mr. Takeno?

MR. TAKENO: The programs to be audited is based on the amount of Federal expenditures. And so, the Uniform Guidance or the Federal rules specify the way that we are supposed to pick major programs to be tested. They have a process that goes through, and, you know, they take a look at large programs, smaller programs, and all of that is within the standards that we do the audit.

COUNCILMEMBER PALTIN: So, should Finance have an idea ahead of time which programs are going to be audited or they don't have an idea, that's only within your purview?

MR. TAKENO: The criteria for selection is public. So, you know, by looking at that criteria, you can potentially identify the programs that are more likely to be audited. But, you know, there is some auditor judgment within the process.

COUNCILMEMBER PALTIN: Okay. Thank you very much.

CHAIR RAWLINS-FERNANDEZ: Mahalo, Member Paltin. Okay. Members, any other questions? Member Hokama?

COUNCILMEMBER HOKAMA: Chair, just one...I just have one last comment. I just think we should take note, and I appreciate it, I think Ms. Ho mentioned it earlier, but I want to commend Department of Water Supply. I thought their report from our auditors was outstanding this year, and I want to commend them on their good work. So, thank you very much.

COUNCILMEMBER SUGIMURA: I agree. Good job.

CHAIR RAWLINS-FERNANDEZ: Mahalo, Member Hokama and Member Sugimura. Okay. Any other last comments or questions?

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MR. TAKENO: Chair, I have a --

CHAIR RAWLINS-FERNANDEZ: Mr. Takeno?

MR. TAKENO: --comment.

CHAIR RAWLINS-FERNANDEZ: Okay.

MR. TAKENO: You know, I just wanted to thank the Department of Water [sic] and the Department of Finance, the deputies and their staff and team members for their help in completing the audit, and also the Office of the County Auditor. Without everybody's help, you know, we wouldn't be able to get these audits completed. You know, as far as finding goes though, last year, we did have four financial statement findings for...on the financial statements. And this year, we...had two. So, as far as quantity, there was...seems to have been some improvement. That's it. Thank you, Chair.

CHAIR RAWLINS-FERNANDEZ: Mahalo, Mr. Takeno. Okay. All right. Seeing no other...no one else asking for questions or comments, I will thank Mr. Takeno, Mr. Goodin, Mr. Hara, for their work. Mahalo to the...Mr. Taguchi, and for the Department of Water [sic] for their good work, and Department of Finance for joining us. Okay. The Chair will entertain...I'll let Mr. Takeno, Mr. Goodin, Mr. Hara, and the departments go if there's no other questions, and then we can finish our business. Okay.

MR. TAKENO: Thank you, Chair --

CHAIR RAWLINS-FERNANDEZ: Mahalo --

MR. TAKENO: --and Councilmembers.

CHAIR RAWLINS-FERNANDEZ: --again for joining us.

UNIDENTIFIED SPEAKER: Thank you.

MR. GOODIN: Thank you very much.

UNIDENTIFIED SPEAKER: Thank you, aloha.

CHAIR RAWLINS-FERNANDEZ: Aloha.

UNIDENTIFIED SPEAKER: Thank you.

UNIDENTIFIED SPEAKER: Thank you.

CHAIR RAWLINS-FERNANDEZ: Okay. Members, the Chair will entertain a motion to recommend filing of County Communications 20-43 and 20-44, and that's the CAFR and the Department of Water Supply's Financial Audit Report for 2018...2018 and 2019.

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CHAIR RAWLINS-FERNANDEZ: Okay.

COUNCILMEMBER MOLINA: No objections.

CHAIR RAWLINS-FERNANDEZ: Mahalo. Okay. Mahalo, Members.

ACTION: DEFER pending further discussion.

CHAIR RAWLINS-FERNANDEZ: Okay.

COUNCILMEMBER SINENCI: Member King had...

CHAIR RAWLINS-FERNANDEZ: And...oh --

COUNCILMEMBER SINENCI: Sorry, Member King --

CHAIR RAWLINS-FERNANDEZ: --Member Sinenci?

COUNCILMEMBER SINENCI: --had a...

CHAIR RAWLINS-FERNANDEZ: Oh.

COUNCILMEMBER SINENCI: Member Hokama --

CHAIR RAWLINS-FERNANDEZ: Member Hokama?

COUNCILMEMBER SINENCI: --had a question.

COUNCILMEMBER HOKAMA: I just wanted to ask you, Chair, is...are you planning to have a review of the fourth, the last quarter of the CIPs and Finance Director's reports?

CHAIR RAWLINS-FERNANDEZ: I'm sorry, will you repeat your question?

COUNCILMEMBER HOKAMA: Were you planning to have us review the last quarter CIP report as well as the Finance Director's report with the Committee?

CHAIR RAWLINS-FERNANDEZ: Are you asking for that today?

COUNCILMEMBER HOKAMA: No, no, no, no. I was just asking --

CHAIR RAWLINS-FERNANDEZ: Okay.

COUNCILMEMBER HOKAMA: --and if you would consider having that as part of the Committee's review, Chair.

CHAIR RAWLINS-FERNANDEZ: Oh, yes.

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COUNCILMEMBER HOKAMA: Thank you.

CHAIR RAWLINS-FERNANDEZ: Mahalo, Member Hokama. Okay. Members, any other questions or comments? Member Paltin?

COUNCILMEMBER PALTIN: Thank you, Chair. I just was wondering for that 4:00 p.m. deadline for today, you want us to send it as one huge document or by department?

CHAIR RAWLINS-FERNANDEZ: Okay. So, mahalo, Member Paltin. So, Members, just a reminder that your questions for the departments are due today at 4:00 p.m. . . .*(inaudible)*. . . Member Paltin's question. So, we would like to have the questions separated by departments and in a Word document and not a PDF so that it's easier for Staff to be able to organize. As far as it being in one document, I think, yeah, that would probably...whatever is easiest for the Members, I think. If you're able to combine them all into one long document, one long Word document, then that would be good. But if it's easier for you to keep them in separate Word documents, then that's...that will be fine.

COUNCILMEMBER PALTIN: That would . . .*(inaudible)*. . . for me. So, just e-mail it to the EDB like Liquor Control, Water. Okay. Cool.

CHAIR RAWLINS-FERNANDEZ: Yeah.

COUNCILMEMBER PALTIN: Thank you.

CHAIR RAWLINS-FERNANDEZ: Mahalo, Member Paltin. Okay. Okay. Any other questions about today's deadline? Okay. Okay. Seeing no other questions, I will see you all --

COUNCILMEMBER SINENCI: Chair?

CHAIR RAWLINS-FERNANDEZ: --tomorrow morning at 9:00. Member Sinenci?

COUNCILMEMBER SINENCI: Just plans for tomorrow's meeting?

CHAIR RAWLINS-FERNANDEZ: Yeah. So, we'll have Department of Finance with us tomorrow and Budget Director Yoshimura to present the Budget. Okay.

COUNCILMEMBER SINENCI: Thank you.

CHAIR RAWLINS-FERNANDEZ: And so that will be tomorrow at 9:00. Oh, Member Molina?

COUNCILMEMBER MOLINA: Yeah, thank you, Chair. Just time-wise tomorrow, your intent, we're going to take it up to four o'clock or just wrap it up by noon? Any anticipation as far as how long you think we...our meeting will go on tomorrow? Just curious.

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CHAIR RAWLINS-FERNANDEZ: Yeah, I mean generally it depends on the Members and how many questions you all have.

COUNCILMEMBER MOLINA: All right. Good answer. Thank you, Chair.

CHAIR RAWLINS-FERNANDEZ: Member Paltin?

COUNCILMEMBER PALTIN: Oh, thank you. So, then...but we're not asking questions on the department. We're just asking question of the Budget Chair on the process 'cause we are turning in our written question.

CHAIR RAWLINS-FERNANDEZ: Right. And we'll be bringing up or...and we'll have the departments joining us in BlueJeans. So, any specific departmental questions, you know, we'll be asking them when they bring...when they're...when they join us. You have the calendar. So, when they'll be joining us on that day.

COUNCILMEMBER PALTIN: So, it's mostly like on the Budget process like why there is no details in the Details, those kind of things? Okay. Cool. Thanks.

CHAIR RAWLINS-FERNANDEZ: Yeah. Okay.

COUNCILMEMBER SUGIMURA: Chair ...*(inaudible)*. . . --

CHAIR RAWLINS-FERNANDEZ: Okay.

COUNCILMEMBER SUGIMURA: --. . .*(inaudible)*. . .

CHAIR RAWLINS-FERNANDEZ: Member Sugimura?

COUNCILMEMBER SUGIMURA: Thanks. I had a question then since we're talking about our calendars, Thursday, can you kind of go over your Thursday? The deliberation is nine o'clock, EDB, second, for clarification and Members' priorities proposal instructions? 'Cause I know that our priorities are due the next day. So, what is that quite, what are you looking for on that?

CHAIR RAWLINS-FERNANDEZ: I'm sorry, you're asking what is the priorities look like?

COUNCILMEMBER SUGIMURA: No, I'm asking you what Thursday's meeting would be? Because the priorities are due on Friday. So, what are you looking, or what is the agenda going to be for Friday, I'm sorry, Thursday, Thursday?

CHAIR RAWLINS-FERNANDEZ: Thursday. Oh, I don't have the calendar in front of me right now. Do you want to wait while I grab it?

COUNCILMEMBER SUGIMURA: I'll read it to you. So, it says --

CHAIR RAWLINS-FERNANDEZ: Okay.

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COUNCILMEMBER SUGIMURA: --9 o'clock, this is for April 2nd, 9 o'clock, check in for clarification and Members' priorities, proposal instructions, and then 11 o'clock to 5:00 is IBR.

CHAIR RAWLINS-FERNANDEZ: Yeah, so the...and you know what the IBR is, yeah, the individual budget review?

COUNCILMEMBER SUGIMURA: Right, right.

CHAIR RAWLINS-FERNANDEZ: Yeah.

COUNCILMEMBER SUGIMURA: Right. So, what are your plans for that day for the agenda?

CHAIR RAWLINS-FERNANDEZ: I don't have my notes in front of me. You want to take a quick recess while I grab it?

COUNCILMEMBER SUGIMURA: Okay. Okay. Your call.

CHAIR RAWLINS-FERNANDEZ: Okay.

VICE-CHAIR KING: Chair? Chair?

CHAIR RAWLINS-FERNANDEZ: Yeah, Member King?

VICE-CHAIR KING: Thank you. I thought she just read it off the agenda. I thought that Thursday was just instructions on how to do the priorities, and then you're going give us time to do the priorities, and then we'll submit them the following day. I thought...and that's the way I read the agenda if that's correct. But the...I just want to make sure that we've got our questions ready to go for my office. And are you okay if we just submit them earlier than your allotted time? Okay.

CHAIR RAWLINS-FERNANDEZ: Yeah.

VICE-CHAIR KING: 'Cause we're going to be...

CHAIR RAWLINS-FERNANDEZ: So, you...

VICE-CHAIR KING: And then I...

CHAIR RAWLINS-FERNANDEZ: If you can send them to EDB?

VICE-CHAIR KING: Okay. And then the other question I had about for tomorrow for the presentation is, are they doing that PowerPoints? I remember last year when we went through this, and the...we were looking at our hard copy while they were doing the PowerPoint, and there were a lot of discrepancies between the PowerPoint and the hard copy. And so, they had to kind of go back and realign them. There were some errors

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going throughout. So, are we doing the same format where we're going to be looking at a PowerPoint, and then, use, you know, from...and then individually looking at our hard copy as well to try to reconcile and make sure everything is the same? You know what I'm . . .(inaudible). . . asking?

CHAIR RAWLINS-FERNANDEZ: Yeah. I'm thinking that it...oh, thank you. I'm...

VICE-CHAIR KING: Are they...I guess I'm just wondering if they're going to do a PowerPoint. And if it is, if they can double-check ahead of time that it's aligned with the hard copy that they gave us instead of us having to go through and saying here that doesn't match up with what we're looking at.

CHAIR RAWLINS-FERNANDEZ: I don't know if we received their presentation yet.

VICE-CHAIR KING: Okay.

UNIDENTIFIED SPEAKER: Chair --

VICE-CHAIR KING: . . .(inaudible). . .

UNIDENTIFIED SPEAKER: --if I may?

VICE-CHAIR KING: . . .(inaudible). . .

COUNCILMEMBER SUGIMURA: Chair, I wasn't done.

VICE-CHAIR KING: Oh.

CHAIR RAWLINS-FERNANDEZ: Yeah.

COUNCILMEMBER SUGIMURA: Hello.

CHAIR RAWLINS-FERNANDEZ: Someone is asking a question.

VICE-CHAIR KING: Yeah, I thought you were waiting till after the break, Ms. Sugimura.

CHAIR RAWLINS-FERNANDEZ: Ms. Espeleta?

COUNCILMEMBER SUGIMURA: So, Chair, I'm...

CHAIR RAWLINS-FERNANDEZ: Okay. We'll just take a quick recess then. Okay. It's 10:38. Oh, our morning recess anyway. And we'll just take a quick ten-minute recess so I can grab my notes and let's see. So, I'll answer Member King's question about the presentation, and then Member Sugimura's questions about what exactly we're doing on Thursday, which the calendar says. But you want to know specifically in addition to what the memo explains?

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COUNCILMEMBER SUGIMURA: . . .*(inaudible)*. . .

COUNCILMEMBER MOLINA: No objection to recess.

CHAIR RAWLINS-FERNANDEZ: Okay. Mahalo, Member Molina. We'll take a quick recess, 10:48. . . .*(gavel)*. . .

RECESS: 10:48 a.m.

RECONVENE: 10:54 a.m.

CHAIR RAWLINS-FERNANDEZ: . . .*(gavel)*. . . Will the Economic Development and Budget Committee please return to order. It's 10:54 on March 31st. We're picking up where we left off with a question from Member Sugimura first, and then Member King. Okay. So, Member Sugimura's question is on the calendar regarding Thursday's day. So, for that day, the intention of that day was to take up any questions that the Members had regarding the...their priorities that would...that were due the next day at 12:00. So, if you would like to take up any questions now or after tomorrow's meeting, we can do that then. Do Members have a preference? This initially was slotted when Sunshine Law was not suspended.

COUNCILMEMBER SUGIMURA: Oh. I guess if...for myself, I think I'm, you know, because of what we did last year, I think we understand what your thoughts are on the priorities, and district and Countywide. So, I...we can take it up after the next meeting, tomorrow, and then we don't have to meet on Thursday if that was the only intention. I think we're...well, that's just my...where I am. Thank you.

CHAIR RAWLINS-FERNANDEZ: Yeah. So, did you get an opportunity to read the memos that I sent on March 24th, and then another memo on March 25th? Oh, you're muted.

COUNCILMEMBER SUGIMURA: Yes, I got both. Thank you.

CHAIR RAWLINS-FERNANDEZ: Okay. And so then, you understand what the priorities and how the worksheets work, no questions on that? If not, we can go over questions after tomorrow's meeting.

COUNCILMEMBER SUGIMURA: That's fine.

CHAIR RAWLINS-FERNANDEZ: Okay. Sounds good. Okay. So, we can leave that meeting time there. And if after tomorrow's meeting, we feel that meeting will be unnecessary, I'm open to canceling that meeting. Okay.

COUNCILMEMBER SUGIMURA: Thank you for that clarification.

CHAIR RAWLINS-FERNANDEZ: Absolutely. Okay. And then, Member King. So, your question was do we...are we going to have a PowerPoint? So, we have not received a PowerPoint yet. And I don't know if a PowerPoint presentation will be coming. And as far as, you know, ensuring that things are accurate and consistent, I think that's our job as the

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Legislative Branch to, you know, to be a check and balance on the Executive Branch. So, you know, we hope that everything will, you know, be in line, be consistent, and accurate. But, you know, we are humans. So, we'll see, you know, what happens.

VICE-CHAIR KING: Right. I just wanted to be prepared so that I have all the materials with me to cross-check if they're doing that, and I'm trying to figure out time-wise how long it's going to take if they're going to go through that PowerPoint like they did last time will kind of give us all an idea of how many...how long the meeting is going to take tomorrow. So...

CHAIR RAWLINS-FERNANDEZ: Yeah --

VICE-CHAIR KING: But --

CHAIR RAWLINS-FERNANDEZ: --so...

VICE-CHAIR KING: --you know, if you don't have it, you don't have it. So...but, you know, I'm just...I'm trying to like look ahead because I'm sitting on my sofa like everybody else is sitting in their space, and I've got stuff all around me, and I want to make sure that everything is at arm's length. So...

CHAIR RAWLINS-FERNANDEZ: Right. I know the feeling. Okay. So, tomorrow, you know, if we...the hope is we can, you know, get out by lunch. So, you know, but the more the questions...Members have questions, then the longer --

VICE-CHAIR KING: Okay.

CHAIR RAWLINS-FERNANDEZ: --we'll be in the meeting. Okay.

VICE-CHAIR KING: Okay.

CHAIR RAWLINS-FERNANDEZ: And then I think --

VICE-CHAIR KING: Thank you.

CHAIR RAWLINS-FERNANDEZ: --I saw other Members had questions before the recess. Member Molina?

COUNCILMEMBER MOLINA: Yeah, thank you, Madam Chair. More so just a request, staying on the topic of the PowerPoints that was requested by Member King, I'd like to ask...I know your Staff is already working so hard but if at all possible, a reminder can be sent to all departments, and I know they've been really good, you know, when we had these pre-Budget meetings, because the PowerPoint really helps not only us. I'll use myself, I'm more of a visual learner rather than auditory. And being that the PowerPoints can be shared on BlueJeans for the public, that above else is the most important because we live in an age of transparency. So, I think not only us but the public should know what's, you know, what all our departments' priorities is. So, a picture is worth a

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thousand words. And as you know recently in my...one of my GET meetings, we had one Department, the Liquor Department did not provide a PowerPoint, and whereas all the other departments did. So, if that request can be sent to all departments and maybe even CC'd to some of the commissions that oversee the directors other than the Mayor, I think that would be helpful for all of us and the public. So, I really would ask that, you know, you can do this for us if at all possible. So, that's my little soapbox stand this morning. And I think what we're doing here is very innovative. It's a wonderful thing, and I notice more and more people are tuning in and observing. So, this is something a first of its kind. So...and of course with all the talk about transparency, this only helps getting our public more well-informed about not only the process but what our departments are doing, what their priorities because we are the gatekeepers of the public dollar. So, that's my little spiel, Madam Chair, and thank you for your leadership. Aloha.

CHAIR RAWLINS-FERNANDEZ: Mahalo, Member Molina. We'll put in that request on behalf of the Committee. Were there any other questions? Member Paltin?

COUNCILMEMBER PALTIN: I don't have a question but, you know, I just wanted to echo what Member Molina was saying. And I think it is catching on, my kids have a Zoom meeting at 11:30 with their class and their teacher. So, yeah, I think it's...maybe we're starting a new trend here or something.

CHAIR RAWLINS-FERNANDEZ: Mahalo, Member Paltin. Okay. Any other questions? Okay. Seeing none, if...

COUNCILMEMBER HOKAMA: Chair?

CHAIR RAWLINS-FERNANDEZ: Oh, Member Hokama?

COUNCILMEMBER HOKAMA: Just an expanded request to my earlier thing to you, Chair, regarding the quarterly reports, if we could also include the County Investment Portfolio at the same time you would consider reviewing it, I would appreciate it. Thank you.

CHAIR RAWLINS-FERNANDEZ: Okay. Will do. Any other questions, requests, comments? If not, we'll adjourn the meeting. Any objections?

COUNCILMEMBERS: No objections.

COUNCILMEMBER SUGIMURA: No objections.

CHAIR RAWLINS-FERNANDEZ: Okay.

COUNCILMEMBER MOLINA: No objections.

CHAIR RAWLINS-FERNANDEZ: Okay. Okay.

COUNCILMEMBER SUGIMURA: Bye.

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CHAIR RAWLINS-FERNANDEZ: It's 11:02, and the Economic Development and Budget Committee is now adjourned. ...*(gavel)*...

ADJOURN: 11:02 a.m.

APPROVED:

Keari Rawlin-Fernandez

KEANI N.W. RAWLINS-FERNANDEZ, Chair
Economic Development and Budget Committee

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Transcribed by: Ann Carmel Q. Pugh


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CERTIFICATE

I, Ann Carmel Q. Pugh, hereby certify that the foregoing represents to the best of my ability, a true and correct transcript of the proceedings. I further certify that I am not in any way concerned with the cause.

DATED the 16th day of April, 2020, in Kihei, Hawaii



Ann Carmel Q. Pugh