

**Merit Appeals Board
County of Hawai`i**

Agenda

Tuesday, December 18, 2007

9:30 a.m.

Conference Room

Department of Human Resources

101 Pauahi Street, Suite 2

Hilo, HI 96720

- 1) Call to Order**
- 2) Addendum to Agenda**
- 3) Statements from the Public**
- 4) Approval of Minutes of October 16, 2007**
- 5) Communications**

Discussion/to receive and file:

- A) Communication No. 07- 14, dated October 17, 2007, copy of a memorandum to Lawrence K. Mahuna, Police Chief, from Michael R. Ben, Director of Human Resources, regarding the County assuming animal control duties from the Hawai`i Island Humane Society.**
- B) Communication No. 07- 15, dated October 18, 2007, from Michael R. Ben, SPHR, Director of**

Human Resources, enclosing a memorandum to a department who failed to respond to a request.

- C) Communication No. 07- 16, dated October 19, 2007, copy of a memorandum to Darryl J. Oliveira, Fire Chief, from Michael R. Ben, Director of Human Resources, regarding additional agreements with HFFA.**
- D) Communication No. 07- 17, dated October 26, 2007, copy of a memorandum to to Darryl Oliveira, Fire Chief, from Michael R. Ben, Director of Human Resources, regarding suitability guidelines.**
- E) Communication No. 07- 21, dated December 3, 2007, from Lincoln S. T. Ashida, Corporation Counsel, regarding revised affidavit for County policy on the destruction of personal records.**

6) New Business

Schedule appeal hearings:

- A) Communication No. 07- 18, received November 1, 2007, petition of appeal, from Russell C.H. Lee, appealing the Fire Department's denial of his application for the Fire Captain internal recruitment because of his failure to meet the minimum requirement of two years as a Fire Equipment Operator.**
- B) Communication No. 07- 19, received November 7, 2007, petition of appeal, from Brian F. Jordan,**

appealing the rejection of his application by the Department of Human Resources, Recruitment and Examination Division, for the Civil Defense Staff Officer recruitment because of his failure to meet the minimum qualification requirements.

C) Communication No.07- 20, received November 19, 2007, petition of appeal, from Henry G. Silva, appealing the questions on the Fire Captain written exam administered on October 31, 2007.

7) Unfinished Business

For further discussion:

- **Action Plan by the Director of Human Resources for Evaluation Period July 2007 to June 2008**

8) Director's Report

- **Items of current interest**

9) Schedule Next Meeting Date

10) Appeal hearing - 10:00 a.m. – William Shapiro – Did the Planning Director violate any civil service laws, rules, or regulations in terminating Appellant from a Planner position with the Planning Department?

11) Adjournment

The meeting place is accessible to persons with disabilities. If you require use of an auxiliary aid, language translation, or other access accommodation, please contact Ms. Velma Menezes at 961- 8361 as soon as possible or at least five days prior to the meeting date of December 18, 2007.

If you are a lobbyist, you must register with the Hawai`i County Clerk within five days of becoming a lobbyist {Article 15, Section 2- 91.3(b), Hawai`i County Code}. A lobbyist means “any individual engaged for pay or other consideration who spends more than five hours in any month or \$275 in any six- month period for the purpose of attempting to influence legislative or administrative action by communicating or urging others to communicate with public officials.” {Article 15, Section 2- 91.3 (a)(6), Hawai`i County Code} Registration forms and expenditure report documents are available at the Office of the County Clerk- Council, 333 Kilauea Avenue, 2nd Floor, Hilo, Hawai`i 96720.