

**COUNTY OF HAWAII
SALARY COMMISSION
January 17, 2003**

M I N U T E S

Chair Pro Tem Hara called the meeting to order at 1:30 p.m. in the Conference Room of the Department of Civil Service, 101 Pauahi Street, Suite 2, Hilo, Hawaii.

Present:

**Mr. Glenn Hara, Chair Pro Tem
Mr. Rodney Watanabe, Secretary
Mr. Gerald Kita, Member
Mr. Joel Nye, Member
Mr. J. William Sanborn, Member
Mr. Yoshiichi "Joe" Tanaka, Member**

Excused:

**Mr. Eric Inouye, Chair
Mr. Jason Hashimoto, Vice Chair
Mr. Michael R. Ben, Director of Personnel**

Others present:

**Mr. Rodney T. Kaido, Deputy Director of Personnel
Mr. Gerald Takase, Assistant Corporation Counsel
Ms. Joney Nitahara, Personnel Program Specialist
Ms. Velma Y. Menezes, Secretary-Reporter**

ADDENDUM

Mr. Hara noted that a communication dated January 10, 2003 was received from Lincoln S. T. Ashida, Corporation Counsel, informing the Salary Commission that he will be unable to attend its meeting on January 17, 2003, and requesting that the Commission act upon his request to adjust the salary of the Assistant Corporation Counsel.

Mr. Hara stated that the Commission will take up the letter under Communications.

STATEMENTS FROM THE PUBLIC

Mr. Dale Fergerstrom of the Fire Commission spoke on the issue of increasing the salary of the Fire Chief and Deputy Fire Chief:

Until recently the Fire Chief was appointed by the Mayor and served at the Mayor's pleasure. Over the years, that created some significant problems. Two years ago by vote of the people, the County Charter was changed to create a commission to appoint the Fire Chief and take it out of the political circle it had operated under since the inception of the Fire Department.

One of the things that has changed since is the demands on the Fire Chief. What's expected of the Fire Chief has greatly increased. In the past, as a political appointee of the Mayor, the Fire Chief pretty much followed what the Mayor said. Now that the Fire Chief is under a commission, answering to the public, more demands are being placed on the Fire Chief. The Fire Commission is asking the Fire Chief to be more progressive in how he manages the department and to be more comprehensive in how he addresses issues island wide. The Fire Commission is looking for a chief executive officer, not a political appointee.

The Fire Commission was very fortunate in that the Fire Chief and Deputy accepted the positions knowing full well that the pay was low. The Chief, who was a Captain, may be breaking even at this point. The Deputy Chief, who was a Captain with quite a few years, loses money at this point. They took the positions anyway because of a deep love for the department and a commitment to this County.

The Fire Commission asks that the Fire chief's pay be increased to \$91,599, which is comparable to the Police Chief. The Fire Commission feels that the demands being placed on the Fire Chief and the Deputy Fire Chief are comparable to that of the Police Chief and Deputy Police Chief.

Ms. Laura Ward of the Fire Commission distributed booklets containing pertinent information on the Fire Chief's responsibilities and testified to the following:

The first couple of pages of the booklet contain the ad that the Fire Commission ran to hire the Chief and the qualifications that they were looking for in their search. The second, third, and fourth pages are actually things established since he's taken office; and the core values, vision, and mission statements have been developed since then. The project log on the fourth page shows a small portion of the things the Chief is actually responsible for on a daily basis. Chief Oliveira has been in office about 10 months now and several things on this list, which had been prepared in October, have already been accomplished. The first three promotions on the list have already been accomplished, and that's something that had been stagnant in the department for a long time. The department had been running understaffed but are now becoming fully staffed. The Chief is responsible for not only putting those men in positions but making sure that they're doing their jobs.

On the salary comparison page, Ms. Ward noted that in 2001 there was an Assistant Fire Chief who made \$102,749 that year, which would be a drop in pay of over \$40,000 if he were to apply for the Fire Chief's position right now. That salary is an unusual number, and it's unusual because the department had been running understaffed. It's not something that will be seen consistently, but in looking at those numbers, they are well above what the Fire Chief took office at at \$69,000.

Hawaii County has over 300 volunteers, as well as 309 uniformed officers. It is the only county in Hawaii that has volunteers. Those volunteers are also under the Chief's jurisdiction.

With all the above in mind, the Hawaii County Fire Commission's recommendation to the Salary Commission is to match the salary recently given to the Chief of Police and Deputy Chief of Police for the following reasons.

The administrative position is of the same importance as the Police Chief. These two chiefs must work side by side to ensure the public's safety. They put their lives on the line to save lives and protect property. Our chiefs must earn the respect of each other and the County of Hawaii. They are highly skilled and motivated community leaders, teachers, County representatives, and they share a pedestal worthy of no other department.

The Hawaii Fire Department's (HFD) newly established core values, strategic focuses, along with the vision and mission statements, set very high standards for today and the future of the department. HFD's administration established these standards with the guidance and leadership training provided by Jane Larkin. This training was given to all Captains, Assistant Chiefs, Battalion Chiefs, the Chief, Deputy Chief, as well as other essential personnel.

In 2002, Chief Oliveira put together a team of his personnel to write a grant to FEMA. This grant was recently approved and the Hawaii County Fire Department will receive a total of \$218,497 of which FEMA will supply close to \$153,000 of that. The County will match the other 60. His team continues to search out and apply for grants, as well as educate themselves and his department in this process.

The Fire Chief must be fiscally knowledgeable and have the ability to seek money from the County and outside sources to keep his department running. A detailed supplementary budget has also been prepared to continue to bring our department up to federal standards. This is something that the Fire Department has never done before in stepping forth and asking for more money to meet the standards that they should meet to maintain the safety of the public.

Maintaining our County emergency medical services is also a big part of the Fire Chief's job. Our County is the only county in Hawaii that has its EMS services provided by the Fire Department. Each member, from Fire Fighter to Chief, are trained EMTs or MICTs. Almost half of the budget for the Fire Department comes from these emergency medical services.

Volunteers also fall directly under the Fire Chief's administration. Again, Hawaii County is the only county in Hawaii that has a volunteer fire department with over 300 current members. With the size and geographic challenges of our island, these volunteers are a vital part of the department.

The Chief must also have the ability to plan and organize the property legalization and deployment of 309 uniformed personnel, 47 civilians, and also 325 volunteers.

The position of Chief and Deputy Chief do not receive any overtime pay. Therefore, their salaries need to be set above all other pay in the department because the Fire Commission demands more from them.

Mr. Fergerstrom added that with his new employer he actually got to observe the process of developing a strategic plan. It's a very complicated, time consuming operation, but when done correctly can make far-reaching, positive results. The Fire Commission had demanded that the Fire Chief complete a strategic plan, which involves all the stakeholders--the fire fighters themselves and the administration--and try to come up with a plan that pulls the department up to the goal of national standards. There are national standards set for fire departments in the country. Hawaii County is well below those standards. There are standards on equipment, the number of people operating different apparatuses, etc. The goal of the Fire Chief is to bring Hawaii County up to those levels of national standards. He knows full well that the County does not have the money to do that, so the Fire Commission had told the Chief that they needed to look for ways to bring that up. The volunteers play a very critical role in the services that they deliver. In that phase also, the Fire Commission is looking at a leader who can manage volunteers. Managing volunteers is extremely different from managing full-time personnel.

Hawaii County is the only county where the Fire Department is an exclusive kind of service response unit. Therefore, the department needs a chief who understands that, as it involves a lot of technical knowledge and technical training for which they should be fairly compensated.

The Fire Department has to respond to every inch of our island unlike many other governmental agencies where their response is limited to urban areas. Every inch of this island either has a fire, somebody lost or drowning, and the Fire Department has to go to every inch of the island. They also have to be able to operate a whole variety of things from brush fires to house fires to heart attacks. This is the kind of technical knowledge and administrative abilities that the Fire Commission is demanding of this Fire Chief. Therefore, what they're looking for is a highly trained, highly qualified professional, and they need to compensate them at that level.

Regarding volunteers, Mr. Fergerstrom elaborated that the Fire Chief and the Deputy Chief do supervise the volunteers. All those things that they do for regular salaried employees also apply to the volunteers, including disciplinary action, except the volunteers can't be suspended without pay. There are a whole different set of skills to get the volunteers to do what they need to do. The volunteers are extremely important economically to this County, because without volunteer

stations, insurance rates for most of the rural subdivisions would be extremely high. Having those volunteer stations is critical. The County cannot afford to provide the fire services without the volunteers.

Mr. Fergerstrom further added that when he said the Fire Department covers every inch of this island, it also includes three miles out. The Fire Department does respond to ships or boats in distress. In fact, because of the high increase of tourist ships coming into the island, the Chief is currently developing a response plan and action to address medical and fire emergencies on ships that are either anchored in Kailua Bay or off the South Point coast.

Mr. Sanborn requested information on the number of uniformed fire personnel in the other jurisdictions covering the same function that the fire personnel (including EMTs and MICTs) cover on the Big Island.

Mr. Fergerstrom confirmed that he will find out the breakdown in medical service people.

Ms. Ward referred the Commission to the Fire Chief's report dated October 9, 2002, in the booklet that shows the difference between the number of fire responses and the number of EMS responses in Hawaii County.

In response to Mr. Kita's question on the Fire Commission's review of the Chief and Deputy, Mr. Fergerstrom stated that the Fire Commission has just come out with a rating, which they will do annually. The method of rating the Chief is directly connected to the strategic plan that they asked him to develop, and it has to do with communication with the Fire Commission, implementation of the plan, managing the financial aspects of the department, etc.

Mr. Fergerstrom stated that at this point, the quality of work that they're getting from the two individuals holding these positions is more than what they're getting paid for.

Mr. Nye raised the issue of a standard of conduct bonus to achieve the \$91,000 the Fire Commission is asking for. If the Fire Chief achieves all these goals with an above average rating from the Fire Commission, then he gets the \$91,000.

Mr. Fergerstrom asked whether that was legal.

Mr. Takase stated that he would address the issue with the Salary Commission.

Mr. Hara explained that there are now a few positions in the County of which the hiring and firing are in the hands of commissions rather than the Mayor. In the previous pay schedules there were four steps in the executive level, which were presumably done for management purposes in terms of starting off a department head at one step and bringing them up to another step. Some of the Salary Commission members are looking at building in incentives that give the commissions management tools at their disposal instead of having to go back to the

Salary Commission every time they want to seek some kind of incentive for their current incumbent.

Ms. Ward stated that she is in agreement with that, but not under the current salary.

Mr. Hara indicated that he would appreciate any ideas from the commissions on a starting salary, range, or steps for that salary level, and at what point the commission would want the salary increased so that it can be programmed as a management tool rather than a fixed salary.

Mr. Fergerstrom stated that at this point, he would give the current management team the top dollar. In the meantime he would like to work on proposals with the Commission that would carry them into the future. If they did come up with a tiered type of structure now, the Fire Commission would give the Fire Chief the maximum. Mr. Fergerstrom stated that he would return with a tier.

To summarize the discussion, Mr. Hara stated that it's the consensus of the Commission to work with the Fire Commission to work out a compensation structure, subject to legal opinion. Mr. Hara confirmed that the Fire Commission's current recommendation is that the Fire Chief's salary be \$91,599, same as the Police Chief, and the Deputy Fire Chief would get \$87,237, same as the Deputy Police Chief.

UNFINISHED BUSINESS

A) Communication No. 02-21, dated September 20, 2002, from Hugh Y. Ono, P.E., regarding the salary of administrative appointees.

Mr. Hara noted that the Commission had previously requested a presentation from Mr. Ono as a result of the above letter.

Mr. Ono stated the following:

He's been keeping a watchful eye over the salary issue, as he has been in two places, both in the appointed type official with an administration, as well as a civil service manager.

In looking at the recent elections, everyone recognizes that Governor Lingle and the Kauai and Maui mayors are having some difficulties filling their positions. Primarily what's happened historically over many many years is that at one time it was rather easy to attract. When Mr. Ono took a position with Mayor Carpenter's administration, it was easy to do. There wasn't much thought given to it, but now he sees a lot of balking going on, generally within management positions, and for several reasons. The primary reason is the pay scale is too low. Anyone who's considering jumping into those categories first has to look at job security. There is none, because one can be terminated at will. Secondly, the person is probably leaving something where there is some job security and some tenure in place and should he get terminated, he's on his own, looking for a job.

Primarily, Mr. Ono supports that there should be some consideration to close the gap. Administrators, like the mayors and governor, need to assemble the best possible team that they can put together to lead our government subdivisions. Mr. Ono doesn't believe any governor or mayor comes into office saying it's business as usual, so the team that they need to put together is truly change masters, and people who need to make these new initiatives move in the right direction. After all, the public demands some refreshing thinking.

The differential between private industry and the public sector, especially when it comes to appointee positions, is large. In fact, just recently the State of Hawaii gave its engineers a substantial increase in pay, up to 38% increase. That reason was primarily to retain their engineers because of their inability to recruit new engineers to come and work for the State.

Many of the appointees coming into service are coming from within the department and usually they're coming from middle management jumping up and becoming the appointee. Sometimes the pay that they're supposed to take is below what they're actually receiving, so what's happening is they're taking the position with return rights, and they're taking it on a temporary basis so they can perform the work at that level but get paid at their present level so that they don't lose pay. However, what happens is that it just weakens the entire organization because there are a whole bunch of people on acting status. First of all there's this individual who's appointed acting, then there's someone in his place acting, and usually down the line for quite a ways.

Another issue is overtime, and here again, lower level employees can earn over \$100,000 a year with overtime. What it amounts to is the same number of hours of work as the top level management position itself. So the incentive for these employees to look for a promotion, for getting up in the management area, isn't there.

Another point to consider is that many of these positions require professional certification, or special requirements. Mr. Ono suggests that there be a base salary for a manager, or an appointee in general, and some differential to recognize those special areas where specific, peculiar, or a different type of qualification is required.

Mr. Ono offered his services or assistance to the Salary Commission, as may be needed.

Mr. Ono informed the Commission that in the private sector, a section manager may make anywhere from \$89-90,000 a year minimum just handling a civil engineering design unit.

APPROVAL OF MINUTES OF DECEMBER 20, 2002

Mr. Nye noted that the minutes say that the next meeting is going to be at 12:30, but the Commission always meets at 1:30. The discrepancy was duly noted.

MOTION: Mr. Tanaka moved that the minutes of December 20, 2002 be approved as circulated. The motion was seconded by Mr. Kita and unanimously carried.

COMMUNICATIONS

A) Communication No. 02-24, dated December 24, 2002, from Lincoln S. T. Ashida, Corporation Counsel, regarding the salary for the Assistant Corporation Counsel.

Communication No. 02-24 was received and filed.

B) Communication No. 02-25, dated December 27, 2002, from Lincoln S. T. Ashida, Corporation Counsel, regarding gift reporting requirements.

Communication No. 02-25 was received and filed.

C) Communication No. 03-01, dated January 10, 2003, from Lincoln S. T. Ashida, Corporation Counsel, informing the Commission that he would be unable to attend the Salary Commission's January 17, 2003 meeting and requesting that the Commission act on adjusting the salary of the Assistant Corporation Counsel.

Communication No. 03-01 was received and filed.

NEW BUSINESS

A) Election of Chair, Vice Chair, and Secretary for Calendar Year 2003

MOTION: Mr. Kita moved to table the election till the next meeting. The motion was seconded by Mr. Sanborn and carried unanimously.

Mr. Hara noted the departure of Mr. Kita at 2:45 p.m.

B) Developing Working Committees

Mr. Hara stated that the Commission had discussed having a standard procedure for situations where there is a regularly scheduled meeting but no quorum. The Commissioners in attendance would constitute a committee to report back to the Commission on whatever matters were on the agenda for that day--to investigate further on the matters and to report back to the Commission. The reason Mr. Hara had made the motion was so that there would be some kind of movement and continuity of the Commission's business and they wouldn't have these long periods where there's nothing happening with the Commission. At least some of the Commission members could review what was on the agenda and make recommendations to the full Commission when they do have a quorum. Mr. Torigoe had expressed some concern about whether it comported with the

sunshine law, so the Commission made the motion subject to getting an opinion from counsel.

Mr. Takase stated that he assumes it will be a situation where the Commission doesn't know it's not going to have a quorum until the members actually arrive. In those cases, what has been done in the past is to start the meeting, understanding that the Commission cannot take any action, but allowing the public, or whomever was invited, to at least speak and get their thoughts in the minutes. Mr. Takase doesn't know that the Commission would be allowed to discuss and take any kind of action toward the recommendation, but the members can report at the next meeting what their thoughts were on the items. For the body to deliberate toward some kind of a recommendation to present to the full Commission at the next meeting is where Corporation Counsel would caution that the Commission really can't take any kind of action towards that. There's no problem with taking in information or any public statements. The Commission can take in testimony, even question those testifying while they're at the meeting, but to have the Commission then take that information and try to work among whoever's left to make a decision, that's where counsel would draw the line. If the Commission doesn't have a quorum, it's not an official meeting so the Commission cannot deliberate towards a decision. It's basically a non-meeting.

Mr. Hara stated that his understanding is the statutes say something about investigate and then report back to the full Commission with a quorum.

Mr. Takase explained that that's usually in an anticipated situation where the Commission would appoint and authorize an investigative body to go out and investigate and do a specific job.

D) Discussion of hierarchy and setting of priorities in establishing appropriate salaries for County executives pursuant to Section 13-28 of the County Charter.

Mr. Nye suggested looking at the Deputy Managing Director's salary, as the position is opening up.

Mr. Hara recommended that the Commission first start addressing definite salary schedules and develop numbers for the Fire Chief as well as the whole salary schedule. Commissioners can work individually to develop a plan, publish the plan, and get public comment. The Commission was thrown off stride because of the Police Commission coming in but the other alternative is to go piecemeal with every department with commissions, or appointed by the Mayor, and set each salary separately.

Mr. Tanaka reminded the Commission that they had decided to take the more serious ones first--Police and Fire--and after that set up a hierarchy or tiered system.

MOTION: Mr. Tanaka moved to discuss differences, if any, between the Police Chief and Fire Chief, as well as their deputies. The motion was seconded by Mr. Sanborn and unanimously carried.

Discussion:

Mr. Sanborn noted that Police is first response and the Fire Department also has first response. The impact is the number of people they supervise. Fire is just as important as Police, and Mr. Sanborn sees them as being similar.

Mr. Tanaka noted that when the Police Commission came before the Salary Commission with their problem, their main concern was recruitment and retention. The Police Commission also mentioned they wanted to expand their field of applicants but was restricted due to State law. Fire's role and function includes emergencies and saving lives. Crime is another element; the drug problem is international, and police work now is more global than Fire work. For that reason, the person coming in to be Police Chief has to be able to deal with people around the world with a worldwide network in cooperation with law enforcement agencies from different countries. That position needs a person with international know-how, a special expertise.

Mr. Nye stated that he tends to agree with Mr. Tanaka. The Fire Department has a dangerous job, but at the same time Police are dodging bullets. That aspect puts the Police Chief at a higher level because of the danger of the job.

It was noted that the highest paid employee at the Fire Department received \$80,665 with overtime.

Mr. Sanborn suggested tying in Fire's salaries with Police's, with the Fire Chief making the same salary as the Deputy Police Chief at \$87,237. The Deputy Fire Chief's salary could be 5% below that. Following that pattern, the Commission can decide later if those numbers will be the high end or low end when they come back to tiers.

Mr. Hara stated that he is in the middle ground. Before the Commission started adjusting salaries, the Fire Chief and Police Chief were at the same level. In Exhibit 14 of the data book, the Honolulu Fire Chief and Police Chief received the same salary. In Maui, the Police Chief earned \$3,000 more, and the same with Kauai. One of the indicators in looking at the tier is staffing. Higher levels of staffing translates to more responsibilities and greater supervisory responsibilities.

Mr. Watanabe stated that he likes Mr. Sanborn's suggestion of tying it in to Police's figures because then they won't have to go back with even pay salaries later on, as it will fit better into the rating. At some point the Commission will have to decide Police's grade level, so if the Fire Chief is placed at the same grade level as the Deputy Police Chief, and the Commission went 5% below that, it would work out. It could be fine tuned with tiering again.

MOTION: Mr. Sanborn moved that the Fire Chief's pay level be increased to \$87,237 and the Deputy Fire Chief's salary to \$83,083 with the starting date to be determined in a separate motion. The motion was seconded by Mr. Watanabe.

Discussion:

Mr. Watanabe stated that the \$87,237 is comparable to the Deputy Police Chief's pay and ties in nicely because then they're not looking specifically at just collective bargaining with the Fire Department. It also fits better as the Salary Commission moves forward in determining a more systematic way of what the Police Chief's pay grade is and what the Fire Chief's pay grade is, and the Commission will still have the opportunity to fine tune it as it moves forward.

Mr. Nye noted that once the Commission sets a number, there's no way to go back. If the Commission raises the Fire Chief's salary to \$87,237 and for some reason he quits, they're hammered in at that salary.

Mr. Watanabe noted that this figure could be the middle tier, or it could be the lower or even highest tier, so the Commission may be able to go back if the Fire Chief quits.

Mr. Hara stated that it's his understanding that even if they set the salary for the current incumbent, they could now set a lower salary for that position but only to take effect after that incumbent leaves the office. When the Commission bumps up the salary, it will take effect when they say. When they bump it down, it can only take effect when that person leaves and a new person comes in.

Mr. Takase stated that that's just a due process argument. Part of what the Commission was trying to do was catch up with where the civil service people were, as the executive pay was so far behind. Now the Commission is looking at specific people and is saying "well this guy's doing a good job" but the Commission should be looking at the position, not a specific person in the position, and making a determination with that in mind. If the Commission wants to put in steps, now is a good time to do that, but it needs to be standardized for all of these positions. If the Commission puts in steps and lets the commissions or Mayor decide which step to place the person in, that's fine; but the Corporation Counsel's office does not support doing it ad hoc.

Mr. Tanaka reminded the Commission that Mr. Fergerstrom had stated that he expects the current Fire Chief to stay, and that the current administration is doing good work. If a grade system were in place, the Fire Commission would pay the Fire Chief at the top rate, but if a new person came in, that person would come in at the lower rate.

Mr. Hara stated that they're looking at the Fire Commission to give the Salary Commission their approach to tiering, and the Salary Commission may have to consider the approach in terms of setting up an overall tier level that may not only apply to the Fire Department but to all departments as well.

Mr. Hara added that he is supportive of the motion as 1) it establishes a principle that the Commission is committed to establishing different levels for different departments, and they're not locked into what was in the past; 2) it's a substantial raise for the Fire Chief and gets him in the range they want him to be; and it doesn't preclude the Salary Commission from making any adjustments later

down the road; 3) in essence they're seeing a reflection of reality, the pay cuts, and he commends the Fire Chief and Deputy for what they're doing. They should be recognized for making those sacrifices.

A vote was taken on the motion. The motion did not pass. Four members voted in favor of the motion, and Mr. Nye abstained from voting.

As a point of privilege, Mr. Hara allowed further discussion on the motion.

Mr. Nye noted that the Commission had given the Police Chief \$91,000 because of retention. He doesn't have as much trouble with the \$87,000 for the Fire Chief as he does with the fact that they basically have no room to keep his interest. Mr. Nye would rather see him get a \$2,000 or \$3,000 a year raise for the next 3-5 years running, basically a carrot out there for him, rather than throwing the towel at him, with him knowing in the back of his mind that this is as far as he can go.

Mr. Sanborn noted that the Commission still has to vote on the implementation, which could be over a 2-3 year period, and a whole host of how they're going to do it. The Commission also needs to discuss the tiers for the Fire Department, whether it be the low level, middle level, or the high level. They missed that opportunity on the first round with the Police, but they can still put the tiers in on the Police also, for which \$91,000 could be the top. The Commission also hasn't addressed the issue of whether the Police and Fire chiefs should be paid at the same level. The motion he made was just for giving the incentive that the Commission is going to consider a pay increase. Now the Commission has to decide how they're going to implement it, with the date to be done under a separate motion.

C) Standard of Conduct Compensation for Chief of Police and Deputy Chief of Police.

Mr. Hara noted that there had been a concern by Mr. Torigoe as to whether or not they could have a benefit that would be triggered by other commissions' evaluations of a department head.

Mr. Takase stated that he believes the Commission will be discussing having steps, such as A, B, and C. Putting in steps says that the Commission is giving latitude to whoever's going to make that decision. If the Commission sets it up in that fashion, that's fine.

Mr. Hara noted that a letter had been sent to the Police Commission requesting their input on the Commission's proposal, but no reply has been received yet.

D) Discussion of hierarchy and setting of priorities in establishing appropriate salaries for County executives pursuant to Section 13-28 of the County Charter.

Mr. Hara suggested they outline what their focus would be in terms of tiers, discuss it, and decide on one or more of the Commission's proposals that they want to float out to the departments for their input.

Mr. Nye stated that with the Deputy Managing Director's position being open, it gives the Commission a small window of opportunity to consider what that appointed department head's salary should be.

Mr. Sanborn stated that to take a deputy's position and change it and not change the Managing Director at this time just because they're trying to fill a slot is going to put the Commission out of sequence unless there's some compelling reason other than the fact they're looking for somebody.

Mr. Hara stated that his concern is they may be stuck in a position they don't want to be in if they just address the Deputy Managing Director without the Managing Director and the Mayor. They should be taken as a package.

Mr. Nye noted that the Mayor is going to be filling that position.

NEXT MEETING DATE

The Commission scheduled its next meeting for Friday, February 21, 2003, at 1:30 p.m., in the conference room of the Department of Civil Service.

ADJOURNMENT

MOTION: Mr. Tanaka moved that the meeting be adjourned. The motion was seconded by Mr. Nye and unanimously carried.

The meeting adjourned at 3:18 p.m.

Respectfully submitted,

Chair

vym