

SPECIAL MEETING MINUTES
BOARD OF WATER SUPPLY
Friday, May 8, 2009

The Board of Water Supply, County of Kaua'i, met in executive session meeting at its office in Lihu'e on Friday, May 8, 2009. Chairperson Leland Kahawai called the meeting to order at about 10:10 a.m. The following were present and answered on roll call:

BOARD: Mr. Leland Kahawai, Chairperson
Mr. Ian Costa
Mr. Dee Crowell
Mr. Donald Fujimoto
Mr. Raymond McCormick
Mr. Randall Nishimura
Mr. Roy Oyama

STAFF: Ms. Debra Togioka, DOW Human Resources Coordinator
Deputy County Attorney Amy Esaki

AGENDA

Mr. Nishimura moved to approve the Agenda, seconded by Mr. Costa; motion was carried.

EXECUTIVE SESSION

ES-2008-23 – Pursuant to Hawaii Revised Statutes Sections 92-5 and 92-5(a)(2), the purpose of this executive session is to consider matters that require confidentiality under state law, to wit, the selection of a new Manager and Chief Engineer for the Kauai Department of Water. The further purpose of this executive session is to meet with the Board's legal counsel on questions and issues relating to the Board's powers, duties, privileges and immunities and/or liabilities, claims and/or potential claims, as such powers, duties, privileges and immunities and/or liabilities, claims and/or potential claims, relate to the foregoing item and to take such action as the Board deems appropriate.

Mr. Nishimura moved to go into Executive Session at about 10:11 a.m., seconded by Mr. D. Fujimoto. There was no public testimony. Motion was unanimously carried.

The Executive Session Meeting was adjourned and the Special Board Meeting called back to order at 10:33 a.m.

Mr. D. Fujimoto questioned the start date of the selected applicant.

Chair Kahawai replied that the applicant will be on vacation and will return on May 15, 2009 and would take approximately a week to get settled, possibly on May 21, 2009.

A recess was called at 10:35 a.m.

The meeting reconvened at 10:38 a.m.

Mr. Fujimoto questioned Ms. Togioka if the applicant could take the physical and drug testing in Maui.

Ms. Togioka replied that she called the appointing authority, Personnel Services, and they said that a medical exam is not required but the drug test is a requirement; since they have forms in Maui, the answer is "yes."

Mr. Fujimoto requested that the applicant start no later than June 1, 2009 and wondered if this should be added as a condition of hire.

Mr. Nishimura felt that it would not be a good idea in case the applicant could not meet the date; then they would have to start the hiring process over again. He felt that with due haste would be more appropriate.

Mr. Nishimura wondered if they made an offer and he does not pass the drug test for whatever reason, and it is not included in the motion, would there be a problem on the condition of hire.

Ms. Togioka replied that no one can be hired if they do not pass the drug test. She also suggested to the applicant that he take his drug test before he leaves for vacation and, hopefully, by the time he gets back from his vacation, the results would be in and they could start the hiring process.

Mr. Costa moved to approve the selection of David Craddick as the Manager and Chief Engineer, seconded by Mr. Oyama. The motion was carried.

On query by Mr. D. Fujimoto to Ms. Togioka about the start date, he wondered if it should be on the County's cycle.

Ms. Togioka replied that it was not necessary to do that, and that it was more on the payroll side for recordkeeping purposes. On numerous occasions they started employees on different dates.

Mr. Nishimura wondered at what point should the staff and Mayor be informed. He felt that there should be an announcement before the rumors start spreading.

Since it is now a matter of formality, Mr. Fujimoto also recommended that the Mayor's Office be notified right away.

Mr. Nishimura felt that it might be proper that the Chairman talk to Mr. Craddick and let him know that Ms. Togioka will be contacting him.

Mr. D. Fujimoto added that he should ask him when he could start and let him know that they want him to start no later than June 1, 2009 or earlier if possible.

Mr. D. Fujimoto requested that a memo be circulated to the staff to let them know about the selection but pending the drug test.

Mr. Nishimura felt that it would be more appropriate if Acting Manager Fujikawa contacted the Mayor and informed the staff as soon as possible.

A recess was called at 10:45 a.m.

The meeting reconvened at 10:50 a.m.

Chair Kahawai stated that he would call David Craddick to inform him that the Board voted to select him as the Manager and Chief Engineer and to get his response. He added that he would like to see him come onboard by the next Board meeting, which is May 21, 2009.

Board Secretary Ms. Miura suggested that the swearing-in-ceremony could be done at the Board meeting, and that she already informed Peter Nakamura just in case everything was set.

Mr. Nishimura suggested that he start on May 22, 2009 so that the Board could conduct their business and notify the staff.

Mr. Kahawai instructed Mr. Fujikawa to send the memo to the staff after he receives a favorable response from Mr. Craddick.

Mr. Fujikawa wondered if the press release should be coming from the Board or though the Mayor's office.

Mr. Kahawai suggested that he should talk to Faith Shiramizu for the proper venue for the announcement; if it should be through the Mayor's office.

Board Secretary Ms. Miura stated that they do work through the Mayor's Office.

ADJOURNMENT

There being no further business, Mr. Oyama moved to adjourn the Special Board Meeting at 10:59 a.m., seconded by Mr. Crowell; motion was carried.

Respectfully submitted,

Rona Miura, Secretary

APPROVED:

Leland Kahawai, Chair
Board of Water Supply

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