

MINUTES  
**FINANCE COMMITTEE MEETING**  
May 11, 2023  
(continued from May 10, 2023)

The Finance Committee of the Board of Water Supply, County of Kauai reconvened its meeting on Monday, May 11, 2023 at 9:06 a.m. Quorum was achieved with 3 members present.

**COMMITTEE MEMBERS**

Lawrence Dill, *Committee Chair*  
Ka‘aina Hull  
Tom Shigemoto

**EXCUSED**

**PUBLIC TESTIMONY**

The department received no public testimony prior to the meeting, and there were no registered speakers.

There were two (2) guests who joined the meeting remotely.

**NEW BUSINESS:**

1. Discussion and Possible Action on Department of Water’s DRAFT Proposed Operating and Capital Budgets for FY 2023-2024 (*continued from May 8, 2023 Finance Committee session*)

Waterworks Controller Renee Yadao stated that they did some additional housekeeping and scrubbing of information since the last meeting, noting that on Page 21 they added the encumbrance balances for the State Allotments and SRF Funding as well as additional revenues. They were able to bring the Water Utility General Fund balance to \$85,000 by primarily reducing the budgeted Capital Outlay as well as Professional Services in Operations in the amount of \$400,000. No projects had to be removed, they were just deferred and moved to Capital Outlay – CIP (Future Projects). The 4 that were moved are:

1. Kalaheo Tank \$300,000
2. Koloa Road \$150,000
3. Kilohana Wells \$500,000
4. Kokolau Water Treatment \$250,000

Mr. Dill asked if the intent is to move these projects back next fiscal year subject to available funding to which Manager Tait replied yes. Mr. Hull noted the Department has been having problems filling vacancies and asked for an update on where they are at pertaining to get these projects completed. Acting Engineering Chief stated they are currently scheduling an interview for a CE V, and there is a CE III position currently vacant which went out for recruitment 3-6 months ago but did not result in a qualified candidate. Engineering is currently evaluating their staffing needs. Manager Tait added that they had several candidates that qualified but by the time DOW received the list, they had already been hired by other firms. He feels having a quicker process would have resulted in DOW getting them on board. Mr. Hull acknowledged that DOW was in a bit of a log jam with COK DHR and asked how that was going to which Mr. Tait stated, it still hasn’t been resolved; Ms. Yadao’s hiring process took about 6 months to complete. Another disadvantage is that County posts all its salaries so companies see that and

compete against us. Ms. Yadao added that it is a challenge with COK DHR reviewing the minimum requirements as some look good on paper, but Engineering would be the experts on what makes a good candidate. DOW doesn't get the opportunity to make those selections with DHR doing the reviews of the applicants. What we receive is not what we would likely see if we were looking at the applications and resumes ourselves. Manager Tait stated that when we qualify individuals in-house, it's based on experience, and technical accomplishment. He expressed bewilderment in how even with this most recent hiring process Ms. Yadao was part of, the same group of people were deemed finalists on qualifications for the same position; some of who were just above entry-level in terms of experience.

**Mr. Shigemoto moved to refer the Department of Water's DRAFT Proposed Operating and Capital Budgets for FY 2023-2024 to the full Board for decision-making, seconded by Mr. Hull; with no objections, motion carried with 3 Ayes.**

**ADJOURNMENT**

The meeting was adjourned at 9:19 a.m.

Respectfully submitted,

Cherisse Zaima  
Commission Support Clerk