

MINUTES
BOARD OF WATER SUPPLY
Thursday, January 23, 2025

The Board of Water Supply, County of Kaua'i, met in a regular meeting in Lihu'e on Thursday, January 23, 2025. Chair Julie Simonton called the meeting to order at 9:38 a.m. The following Board members were present:

BOARD:

Ms. Julie Simonton, *Chair*
Mr. Tom Shigemoto, *Vice Chair*
Mr. Kurt Akamine
Ms. Micah Finnila

EXCUSED:

Mr. Troy Tanigawa
Mr. Ka'aina Hull

Quorum was achieved with 4 members present at Roll Call.

ANNOUNCEMENTS

Next Scheduled Board Meeting: Thursday, February 20, 2025 – 9:30 a.m.

APPROVAL OF AGENDA

The agenda was approved with no objections

MEETING MINUTES

1. Regular Board Meeting – December 19, 2024

The minutes of the December 20, 2024 regular meeting were received for the record

PUBLIC TESTIMONY

None

OLD BUSINESS

1. Discussion and Possible Action on Manager's Annual Evaluation timeline, process, and Criteria (*referred to PIG Committee at October 19, 2023 Board meeting; PIG committee report presented at October 17, 2024 Board meeting*)

Board member Akamine moved to approve the proposed Board Policy relating to the Performance Appraisal Process for the Manager & Chief Engineer and Delegation of Authority to the Board Chair

NEW BUSINESS

1. *Manager's Report No. 25-18* Discussion and Possible Action to Extend the Authority to Remedy Customer Bills Delegated to the Department in the Board's Declaratory Order dated February 22, 2024

Board member Akamine moved to approve Manger's Report No. 25-18, seconded by Ms. Finnila; with no objections, motion carried with 4 Ayes.

2. *Manager's Report No. 25-19* Discussion and Possible Action to Request Board Approval for Indemnification and Unspecified Future Obligations for Quest Software, Inc. between the Board of Water Supply, County of Kaua'i and Quest Software, Inc.

Board member Akamine moved to approve Manager's Report No. 25-19, seconded by Ms. Finnila; with no objections, motion carried with 4 Ayes.

3. Manager's Report No. 25-20 Discussion and Possible Action to Request Board Approval for Indemnification and Unspecified Future Obligations for Splashtop, Inc. between the Board of Water Supply, County of Kaua'i and Splashtop, Inc.

Board member Akamine moved to approve Manager's Report No. 25-20, seconded by Ms. Finnila; with no objections, motion carried with 4 Ayes.

4. Manager's Report No. 25-21 Discussion and Possible Action to Request Board Approval for Indemnification and Unspecified Obligations for Autodesk, Inc. between the Board of Water Supply, County of Kaua'i and Autodesk, Inc.

Board member Akamine moved to approve Manager's Report No. 25-21, seconded by Ms. Finnila; with no objections, motion carried with 4 Ayes.

STAFF REPORTS

1. Fiscal:
 - a. Monthly dashboard
 - b. Budget Report for December 2024
 - c. Quarterly BAB Statement
2. Operations – Monthly dashboard
3. Engineering
 - a. Monthly dashboard
 - b. Quarterly Update
4. Administration:
 - a. Monthly dashboard
 - b. Human Resources – updates on Personnel Vacancies
5. Manager and Chief Engineer – Required communications to the Board, and update of Department activities

TOPICS FOR NEXT BOARD OF WATER SUPPLY MEETING: (February)

TOPICS FOR FUTURE BOARD OF WATER SUPPLY MEETING:

1. Resolutions for 2024 Employees of the Year

EXECUTIVE SESSION:

Pursuant to Hawai'i Revised Statutes (HRS) §92-7(a), the Board may, when deemed necessary, hold an executive session on any agenda item without written public notice if the Executive Session was not anticipated in advance. Any such executive session shall be held pursuant to HRS §92-4 and shall be limited to those items described in HRS §92-5(a).

ADJOURNMENT

The meeting was adjourned at 10:06 a.m.

Respectfully submitted,

Cherisse Zaima

Cherisse Zaima
Commission Support Clerk