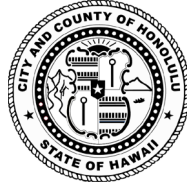


ETHICS COMMISSION
KOMIKINA LAWENA HANA KŪPONO
CITY AND COUNTY OF HONOLULU

'24DEC11 PM 12:49 CITY CLERK

925 DILLINGHAM BOULEVARD, SUITE 190 • HONOLULU, HAWAII 96817
PHONE: (808) 768-9242 • FAX: (808) 768-7768 • WEBSITE: honolulu.gov/ethics

RICK BLANGIARDI
MAYOR
MEIA



JAN K. YAMANE
EXECUTIVE DIRECTOR
AND LEGAL COUNSEL
PO'O HO'OKO A ME KE A'OA'O LOIO

AGENDA

Date: Wednesday, December 18, 2024

Time: 11:30 a.m.

Location: Kapālama Hale Conference Room 153
925 Dillingham Boulevard

AND VIA

Webex: Official Meeting Link:

<https://cchnl.webex.com/cchnl/j.php?MTID=mab81e913d40483ace9486398d9a89a3d>

This is a remote hybrid meeting. The primary ways to view or testify at this meeting are in person, during the video conference, or by submitting written testimony in advance of the meeting via e-mail, fax, or mail. As a courtesy to the public, the Honolulu Ethics Commission provides the following additional ways to view or testify remotely at this meeting.

Additional Unofficial Remote Webex Access:

Meeting Number (Access Code): 2497 487 6110

Meeting Password: ECmeeting (32633846 from phones and video systems)

Join by phone 1-408-418-9388

The link is the official remote connection to the meeting. If any of the additional unofficial remote locations are inaccessible, please use the link or contact the Ethics Commission at (808) 768-9242.

If participating remotely, please mute your microphone except to testify to avoid excessive noise/feedback. Meetings will be recorded.

Each speaker is limited to a three-minute presentation on each item.

**MEMBERS OF THE PUBLIC ARE ENCOURAGED TO SPEAK
AND/OR SUBMIT WRITTEN TESTIMONY ON ANY AGENDA ITEM**

ORDER OF BUSINESS

I. Call to Order, Public Notice, Quorum

II. New Business

A. Chair's Report

1. Announcements, Introductions, Correspondence, and Additional Distribution
 - a. Recognition of Service – Commissioners Victoria Marks and Allene Suemori
2. For Action: Approval of Open Session Minutes of October 16, 2024
3. For Action: Approval of Executive Session Minutes of October 16, 2024
4. For Action: Nomination, Vote for Chair, Vice Chair – Calendar Year 2025

B. Executive Director and Legal Counsel's Report

1. Staffing – Update
 - a. Work Reports Summary
 - b. Recruitment – Assistant Executive Director and Legal Counsel
2. Statistics – Update
 - a. Financial Disclosure Filings
 - b. Lobbyist Filings
 - i. Lobbyist Online Application Development and Launch
 - c. Requests for Advice
 - d. Investigations
3. Budget
 - a. Executive Operating Budget (FY25) – No Update
 - b. Executive Operating Budget (FY26) – Update
4. Education and Outreach – Update
 - a. Ethics Training Program
 - i. All City Employee Mandatory Ethics Training (CY23–CY24)
 - ii. Board and Commission Member Mandatory Ethics Training (CY23–CY24)
 - b. Pop-up Events
 - c. E-newsletter, Brochures
 - i. *the Compass* – Back of Paystubs (BOPs) – Enter if You Dare: City Ethics Guide to Gift-Giving, Part 2
 - ii. *the Compass* – A Farewell to 2024 – Ethics Commission's Year in Review
5. Legislation – No Update
 - a. Ordinance 24-21 – Relating to Gifts to City Officers and Employees

- i. Rule Making
 - ii. Outreach Materials
 - 6. Education Opportunities (Commissioners and Staff)
 - a. COGEL Connect (Virtual) – No Update
 - b. Council on Governmental Ethics Laws (COGEL) 2024 Annual Conference, December 8–11, 2024 (Los Angeles, CA) – Report
- III. Strategic Planning
- A. Ethics Commission’s Strategic Plan – Review and Update
 - B. Permitted Interaction Groups to Review Strategic Plan Top Priorities
 - 1. Permitted Interaction Group – Conflict of Interest (Commissioners Marks, Suemori)
 - C. Unfinished Business
 - 1. Legislative Drafting
 - a. Financial Disclosures
- IV. Executive Session Determination – None
- V. Executive Session – None
- VI. Adjournment
- A. Next Meeting: Wednesday, February 19, 2025

SPEAKER REGISTRATION

Prior to the Day of the Meeting: Persons wishing to testify are requested to register their name, phone number, and agenda item via email at ethics@honolulu.gov or by calling (808) 768-9242.

On the Day of the Meeting: Persons who have not registered to testify by the time the Commission meeting begins will be given the opportunity to speak on an item following oral testimonies of registered speakers. Each speaker is limited to three minutes on each item.

WRITTEN TESTIMONY

Prior to the Day of the Meeting: Testimony may be emailed to ethics@honolulu.gov or faxed to (808) 768-7768.

On the Day of the Meeting: Submit 10 copies of written testimony to Commission staff at 925 Dillingham Blvd., Suite 190, Honolulu, Hawai‘i 96817.

If you need an auxiliary aid/service, other accommodation due to a disability, or an interpreter for a language other than English, please call the Honolulu Ethics Commission at (808) 768-9242 between 7:45 a.m. and 4:30 p.m. or send an email to ethics@honolulu.gov at least four (4) business days before the scheduled meeting. Without sufficient advanced notice, it may not be possible to fulfill requests.

All handouts will be posted at <https://www8.honolulu.gov/ethics/meetings/>