

APPROVED

Approved as submitted 03/15/2024



**BOARD OF ETHICS MEETING MINUTES
FRIDAY, FEBRUARY 16, 2024, 1:00 PM
Līhu`e Civic Center, Pi`ikoi Building, Suite 300
4444 Rice Street, Līhu`e, HI 9676**

A. CALL TO ORDER

Chair de la Peña called the meeting to order at 1:00pm.

B. ROLL CALL

Chair Ryan de la Peña
Vice Chair Rose Ramos-Benzel
Secretary Chantal Zarbaugh Member
John Latkiewicz Member Amber
Mokuahi Member Dean Toyofuku

Excused: Member Kevin McGinnis

Staff Present: Deputy County Attorney Tyler Saito, Administrator Ellen Ching, and Administrative Specialist Anela Davis.

C. APPROVAL OF AGENDA

Chair de la Peña called for a motion to approve the agenda.

Member Toyofuku moved to approve the agenda, seconded by Member Mokuahi.

The motion was passed by a vote of 6:0.

D. MINUTES of the meeting of the Open Session January 19, 2023

January 19, 2024

[2024_0119_BOE Minutes-Draft](#)

Chair de la Peña called for a motion to approve the minutes of January 19, 2024.

Member Latkiewicz moved to approve the minutes of January 19, 2024, seconded by Vice Chair Ramos-Benzel.

The motion was passed by a vote of 6:0.

E. PUBLIC TESTIMONY

Administrator Ching confirmed that no testimony was received and that there was no one in the audience.

F. COMMUNICATION

[BOE 2024-02 2023](#) Letter from County Clerk Jade Fountain-Tanigawa dated February 1, 2024, regarding the 2023 County of Kaua'i Lobbyist Registration.

Chair de la Peña called for a motion to receive BOE 2024- 02.

Member Latkiewicz moved to receive BOE 2024-02, seconded by Member Toyofuku.

The motion was passed by a vote of 6:0.

Member Toyofuku moved to send letters to the Lobbyist that have not submitted their 2023 Lobbyist Contributions & Expenditures Statement, seconded by Member Mokuahi.

The motion was then passed by a vote of 6:0.

G. BUSINESS

BOE 2024-01 Presentation by the Permitted Interaction Group (PIG) to provide recommendations on BOE initiatives and/or strategic plan.

Administrator Ching reported that the PIG will be meeting after every meeting and ask for a deferral.

Secretary Zarbaugh moved to defer BOE 2024-01, seconded by Vice Chair Ramos-Benzel.

The motion was passed by a vote of 6:0.

H. DISCLOSURES

Volunteers:

1. Chad Pacheco, Liquor Control Commission
2. Lori Barrett, Committee on the Status of Women
3. John Calma, Police Commission

Chair de la Peña moved for motions on disclosures.

Secretary Zarbaugh moved to return disclosure #1 for clarification on Princeville Baker income, seconded by Vice Chair Ramos-Benzel.

The motion was passed by a vote of 6:0.

Secretary Zarbaugh moved to return disclosure #2 for clarification on two employers and only one salary reported, seconded by Vice Chair Ramos-Benzel.

The motion was passed by a vote of 6:0.

Member Toyofuku moved to receive disclosure #3, seconded by Member Mokuahi.

The motion was passed by a vote of 6:0.

I. ANNOUNCEMENTS

Next meeting: Friday, March 15, 2024, at 1:00 p.m.

J. ADJOURNMENT

Chair de la Peña adjourned the meeting at 1:09 p.m.

NOTICE OF EXECUTIVE SESSION

Pursuant to Hawaii Revised Statutes §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). Discussions held in Executive Session are closed to the public.

Tyler Saito, Deputy County Attorney

Submitted by: _____
Anela Davis, Administrative Specialist

Reviewed and Approved by: _____
Ryan de la Peña, Chair

() Approved as circulated. () Approved with amendments. See minutes of _____