



**Draft to be Approved**

**BOARD OF ETHICS MEETING MINUTES  
FRIDAY, JULY 19, 2024, 1:00 PM  
Līhu`e Civic Center, Pi`ikoi Building, Suite 300  
4444 Rice Street, Līhu`e, HI 96766**

**A. CALL TO ORDER**

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

**B. ROLL CALL**

Chair Ryan de la Peña  
Vice Chair Rose Ramos-Benzel  
Member John Latkiewicz  
Member Amber Mokuahi

Excused: Secretary Chantal Zarbaugh, Member Kevin McGinnis

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

**C. APPROVAL OF AGENDA**

Member John Latkiewicz moved to approve the agenda, seconded by Vice Chair Rose Ramos-Benzel.

The motion to approve the agenda was passed by a vote of 4:0

**D. MINUTES of the meeting of the Open Session**

1. June 21, 2024  
[2024\\_0621\\_BOE Open Session Minutes DRAFT](#)

Member Amber Mokuahi moved to approve the minutes, seconded by Member John Latkiewicz.

The motion to approve the minutes was passed by a vote of 4:0

**E. PUBLIC TESTIMONY**

No public testimony. Kealoha Takahashi will speak on RAO 2024-01 at that time and the guest in audience did not have any testimony.

**F. REQUEST FOR AN ADVISORY OPINION**

1. [RAO 2024-01\\_DRAFT OPINION](#) Discussion and action on draft Advisory Opinion relating to whether a conflict of interest exists with the County Assistant Executive on Aging being married to the owner of Regenerative Services Kauai that has a contract with the County and may be considered for future contracts with the County.

Member John Latkiewicz moved to approve the draft Advisory Opinion, seconded by Member Amber Mokuahi.

The motion to approve the draft Advisory Opinion was passed by a vote of 4:0.

**G. EXECUTIVE SESSION**

1. ES-006 Pursuant to Hawai'i Revised Statutes 92-4, §92-5(a)(4), §92-9(a)(1-4) and (b), the purpose of this Executive Session is for the Board to approve or amend the Executive Session Minutes of June 21, 2024, and to consult with its attorney on issues pertaining to the Board's powers, duties, privileges, immunities, and /or liabilities as they may relate to this item.

Member John Latkiewicz moved to approve the executive session minutes of June 21, 2024 as submitted, seconded by Member Amber Mokuahi.

The motion to approve the executive session minutes of June 21, 2024 as submitted was t passed by a vote of 4:0.

**H. RETURN TO OPEN SESSION**

Board did not go into executive session.

**I. ANNOUNCEMENTS**

**Next meeting: Friday, August 9, 2024**

Chair de la Peña and Member Latkiewicz may not be able to attend the August meeting.

**J. ADJOURNMENT**

Chair de la Peña adjourned the meeting at 1:05pm.

**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 \_\_\_\_\_