



# HAWAII STATE ETHICS COMMISSION

State of Hawaii • Bishop Square, 1001 Bishop Street, ASB Tower 970 • Honolulu, Hawaii 96813

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## NOTICE OF MEETING OF THE HAWAII STATE ETHICS COMMISSION

Date: Friday, March 17, 2017  
Time: 10:00 a.m.  
Place: Hawaii State Ethics Commission Conference Room  
American Savings Bank Tower  
1001 Bishop Street, Suite 960  
Honolulu, Hawaii 96813

### A G E N D A

#### CALL TO ORDER

- I. Consideration and Approval of the Minutes of the February 16, 2017, Meeting
- II. Consideration and Approval of the Executive Session Minutes of the February 16, 2017, Meeting
- III. Executive Director's Report
  1. Education / Training Report
  2. Guidance and Assignment Statistics
  3. Electronic Filing System Update
  4. Personnel Updates
  5. Ethics Awards & Social Media
    - a. Attachment – social media samples
  6. Miscellaneous Office Projects / Updates

If you require an accommodation because of a disability, please contact the Hawaii State Ethics Commission by telephone at (808) 587-0460, by facsimile at (808) 587-0470 (fax), or via email at [ethics@hawaiiethics.org](mailto:ethics@hawaiiethics.org).

IV. Legislative Update

Update on bills upon which the Ethics Commission has testified, including:

a. Bills introduced at the request of the Ethics Commission:

i. Still alive:

1. [HB 508/SB 1090](#): Increases fines for ethics violations and for violations of the lobbyist law, chapter 97, HRS. Clarifies the ethics code's language regarding the assessment of fines in the context of a settlement agreement. Removes statutory remnants from when violations of chapter 97, HRS, were criminal offenses. (HB508 alive; SB 1090 dead.)
2. [HB 511/SB 853](#): Makes changes to the laws governing lobbyists. Amends the definition of "expenditure," "lobbyist," and "lobbying." Allows a person who employs a lobbyist to file a notice of termination. Amends reporting requirements for reports covering special sessions of the legislature. Requires that lobbyist registration statements be posted on the state ethics commission's website within a reasonable time after filing and remain on the website for at least 4 years. (HB511 alive; SB853 dead.)
3. [HB 512/SB 872](#): Clarifies that the Ethics Commission may employ or retain its own attorneys. (SB872 alive; HB512 dead.)
4. [HB 852/SB 856](#): Increases fines for failures to timely file financial disclosure statements. Allows the state ethics commission to use e-mail or first-class mail to notify those individuals who fail to timely file their financial disclosure statements. Directs the commission to publish the names of individuals who fail to file their financial disclosure statements by the statutory deadline. (HB852 alive; SB856 dead.)

ii. Dead:

1. [HB 290/SB 458](#): "Omnibus" bill (contains all the provisions of the other six bills).

2. [HB509/SB 875](#): Clarifies how the Ethics Commission may provide guidance and resolve allegations of violations. (Both measures dead.)
3. [HB510/SB 1089](#): Clarifies service and conflict disclosure provisions relating to task force members, designees, and representatives. (Both measures dead; a similar measure, [HB 98](#), is also dead.)

b. Other bills

- i. [HB 71](#): Prohibits a sitting governor or mayor from maintaining outside employment or receiving emoluments. (Dead.)
- ii. [HB 98](#): Clarifies the fair treatment law by delineating limitations placed on persons who are task force members from those placed on legislators who are task force members. Clarifies that legislators are not prohibited from making statements or taking action in the exercise of their legislative functions. (Dead.)
- iii. [HB 110](#): Makes appropriation for the public employment cost items of and cost adjustments for employees of the various legislative agencies. Appropriates funds. (Alive.)
- iv. [HB 166](#): Authorizes the University of Hawaii to create, promote, and participate in new economic enterprises and expand workforce opportunities based on inventions and discoveries generated by or at the University by establishing the Innovation and Commercialization Initiative Program. Creates the University innovation and commercialization initiative special fund. (Dead.)
- v. [HB 425/SB 138](#): Makes certain sections of the State Code of Ethics inapplicable to technology transfer activities sponsored by University of Hawaii if the activities comply with the regulatory framework and research compliance program approved by the Board of Regents. Requires the Board of Regents to submit written status reports. Ethics Commission opposes. (HB425 alive; SB138 dead.)
- vi. [HB 847/SB 137](#): Establishes the Innovation and Commercialization Initiative Program to expressly give the University of Hawaii the legal authority to create, promote, and participate in new economic enterprises and expand workforce opportunities based on

inventions and discoveries generated by or at the University. Ethics Commission submitted comments. (Both measures alive.)

- vii. [HB 1156/SB 1022](#): Establishes the Innovation and Commercialization Initiative Program to expressly give the University of Hawaii the legal authority to create, promote, and participate in new economic enterprises and expand workforce opportunities based on inventions and discoveries generated by or at the University. Creates Special Fund. (Both measures dead.)
- viii. [HB 1157/SB 1023](#): Clarifies that certain sections of the State Ethics Code do not apply to technology transfer activities sponsored by the University of Hawaii; provided that the activities comply with the regulatory framework and research compliance program approved by the Board of Regents. Requires the Board of Regents to submit a written status report to the Legislature every two years. (Both measures dead.)
- ix. [HB 1530](#): Appropriates funds to provide for the expenses of the Legislature, Auditor, Legislative Reference Bureau, Ombudsman, and Ethics Commission. (Signed into law by Governor.)
- x. [SB 240](#): Requires the chief counsel and chief legal and regulatory advisor to the public utilities commission to file annually a disclosure of financial interest with the state ethics commission. (Dead.)
- xi. [SB 1287](#): Exempts extracurricular service of employees from the state ethics code if certain conditions are met. Defines detached remuneration and extracurricular service. (Dead.)
- xii. [SB631](#): Exempts tangible and nonperishable gifts received by an elected or appointed official on behalf of the State from gift reporting requirements under the ethics code. Requires the gift to be publicly recorded as property of the State and allows the gift to remain with the official's state agency or be transferred to the state archives or state foundation on culture and the arts at the end of the official's term. (Alive.)

V. Requests for Advisory Opinions

1. Consideration of language of deleted (i.e., redacted) Advisory Opinion regarding a state employee's ability to engage in private employment where potential conflicts may arise between the employee's private employment and duties as a state employee.

The Commission may convene an executive session pursuant to Hawaii Revised Statutes §§ 92-5(a)(8) and 84-31(f) to deliberate or make a decision upon a matter that requires the consideration of information that must be kept confidential pursuant to a state or federal law, or a court order.

2. Consideration of language of deleted (i.e., redacted) Advisory Opinion regarding potential conflicts between a state official's: (1) private participation in a lawsuit and duties as a state official; and (2) private employment and duties as a state official.

The Commission may convene an executive session pursuant to Hawaii Revised Statutes §§ 92-5(a)(8) and 84-31(f) to deliberate or make a decision upon a matter that requires the consideration of information that must be kept confidential pursuant to a state or federal law, or a court order.

VI. Adjournment

SUNSHINE LAW MEETING  
AGENDA ITEM I

MINUTES: CONSIDERATION AND APPROVAL OF THE MINUTES OF THE  
FEBRUARY 16, 2017 MEETING

Attachment 1:       Sunshine Law Meeting Minutes of the February 16, 2017 Hawaii  
State Ethics Commission Meeting

SUNSHINE LAW MEETING  
MINUTES OF THE HAWAII STATE ETHICS COMMISSION

STATE OF HAWAII

Date: Thursday, February 16, 2017

Time: 10:00 a.m.

Place: Hawaii State Ethics Commission Conference Room  
American Savings Bank Tower  
1001 Bishop Street, Suite 960  
Honolulu, Hawaii 96813

Present: State Ethics Commission Members

Susan N. DeGuzman, Chair\*  
Reynaldo D. Grauly, Chair\*  
David O'Neal, Vice Chair  
Ruth D. Tschumy, Commissioner  
Melinda S. Wood, Commissioner

\*Susan DeGuzman was Chair at the commencement of the meeting;  
during the meeting's regularly scheduled election, Reynaldo Grauly was  
elected as Chair.

State Ethics Commission Staff

Daniel M. Gluck, Executive Director  
Susan D. Yoza, Associate Director  
Nancy C. Neuffer, Staff Attorney  
Virginia M. Chock, Staff Attorney  
Bonita Y.M. Chang, Staff Attorney  
Kee Campbell, Staff Attorney  
Pat Mukai, Secretary

**CALL TO ORDER**

The meeting was called to order at approximately 10:00 a.m. by Chair  
DeGuzman.

### **Agenda Item No. I: Consideration and Approval of the Minutes of the January 19, 2017, Meeting**

Chair DeGuzman suggested a revision to page 8, item 4, to make clear that discussion of the three late financial disclosures was deferred to the adjudicatory meeting. No other comments or corrections were made.

Commissioner Wood made and Vice Chair O'Neal seconded a motion to approve the minutes of the January 19, 2017 Sunshine Law meeting as amended. The motion carried unanimously (DeGuzman, O'Neal, Tschumy, Wood, and Gaulty voting).

### **Agenda Item No. II: Election of Officers for 2017**

Chair DeGuzman noted that this matter was deferred from the January meeting because Commissioner Gaulty was absent from the January meeting.

There was an open discussion by the Commissioners on thoughts for choosing a chair and vice chair for 2017. Vice Chair O'Neal recommended that the Commission choose Commissioner Gaulty as chair and Chair DeGuzman as Vice Chair. Vice Chair O'Neal noted that Commissioner Gaulty has experience serving in all three branches of government. Commissioner Gaulty stated that, given his lack of seniority on the Commission, he did not believe he was the right choice to be the chair. Commissioner Tschumy asked whether he would be willing to serve in that position if so selected, and Commissioner Gaulty said that he was willing to do so if selected.

Commissioner Tschumy commended Chair DeGuzman for having done a good job, and noted that leadership turnover in any organization can be a good thing. Commissioner Wood asked how long Chair DeGuzman had been chair, and the Chair responded that she had served as Chair for approximately a year and a half.

Chair DeGuzman stated that she was happy to serve in whatever capacity she could be most helpful to the Commission.

The Commissioners cast votes on paper ballots. Staff Attorney Neuffer tabulated the votes for Chair. There was a tie between Chair DeGuzman and Commissioner Gaulty, with one vote cast for another Commissioner. The Commissioners had a revote. With a vote of 3-2, Commissioner Gaulty was elected as Chair.

The Commissioners then voted for Vice Chair. There was a tie between Commissioner DeGuzman and Vice Chair O'Neal, with one vote for another Commissioner. The Commissioners had a revote. Vice Chair O'Neal was re-elected as Vice-Chair.

Chair Gaulty requested that Commissioner DeGuzman continue to preside over the remainder of the meeting, and she agreed.



### **Agenda Item No. III: Executive Director's Report**

#### **1. Education / Training Report**

Executive Director Gluck reported on several recent trainings and noted that many trainings were scheduled to take place soon. He stated that the goal is to focus more on a set schedule to help plan in advance and have as many people attend as possible, especially for neighbor island participants. He noted that staff continues to work to develop on-line training.

#### **2. Guidance and Assignment Statistics**

Executive Director Gluck referred to his written report and stated that requests for guidance are steady.

#### **3. Financial Disclosures – Update**

Executive Director Gluck reported that 100% of legislators met the deadline to file their financial disclosures.

#### **4. Electronic Filing System Update**

Executive Director Gluck reported his understanding that Enterprise Technology Services (ETS) has finalized the license for public access to the site. The Commission's contractor is moving forward with the components to finalize the various forms, including the gifts disclosures, financial disclosures, and lobbying forms.

#### **5. Personnel Update**

Executive Director Gluck reported that a Master's Degree student in the University of Hawaii's Public Affairs program was interning with the Commission to complete his practicum requirement. Executive Director Gluck also reported that Staff Attorney Kee Campbell is now a full- time employee with the Commission.

#### **6. Miscellaneous Office Projects / Updates**

Executive Director Gluck reported that the Commission's Annual Report was sent to the Chief Justice for use with the Judicial Council, and that he received a gracious note back from the Chief Justice. He also reported the first issue of The High Road was sent out. He is working with the Campaign Spending Commission to create a website that would allow the public to see more information for elected officials in one place; this would include financial disclosures, gift disclosures, and campaign contributions.

Executive Director Gluck also reported that he is still in discussion with the State Archives regarding the Commission's records retention policy.

Executive Director Gluck reported that the Commission's requested budget was approved by the House, and the Senate Ways and Means Committee, and was pending final approval by the Senate (and thereafter by the Governor); that bill included additional funding for a part-time investigator position for the Commission. Executive Director Gluck expressed his gratitude to the Legislature for its support. He also stated that a separate bill would appropriate additional funds for staff raises. Given the Commission's expanded staff, the staff planned to clear out the storage room, relocate the copier/server to the storage room, and modify the current copier/server room to serve as an additional office.

Chair Graulty suggested the Commission might need more space in the building. Executive Director Gluck stated that he would remain alert to news of any adjacent space opening up, but noted that the Legislature has already set the amount of funding for the Commission for 2017-2018. Executive Director Gluck stated that the Commission would soon begin negotiations for a lease extension (or a new lease at another location), and that former Commission Chair Leolani Abdul would be assisting the Commission.

There were no other questions or comments about the Executive Director's report.

#### **Agenda Item No. IV: Legislative Update**

Executive Director Gluck distributed a chart summarizing the status of the Ethics Commission's bills. He reported that two bills had cleared the House Committee on Labor and two had passed the House Committee on Judiciary.

Executive Director Gluck reported that the lobbying bill, HB 511, was heard by the House Judiciary Committee, but there were some questions and amendments. He explained that he was working with the House Judiciary Chair to try to come up with a compromise on the Chair's concerns regarding Grant in Aid ("GIA") lobbying; one possible compromise was to exclude the first 10 hours of lobbying on a GIA by an employee of a non-profit (but not for a non-profit's outside, hired lobbyist). Executive Director Gluck asked the Commission whether it was willing to accept this language to see the bill move forward.

Chair Graulty stated that he believed this was a good compromise; he also noted that compromise is always a part of the legislative process.

Executive Director Gluck also noted that the Judiciary Chair has been extraordinarily helpful and willing to work with the Commission on this legislation, and expressed his appreciation for the Chair's work on the Commission's bills.

Chair Gaulty further noted that the representatives from non-profit organizations who come to testify on GIA applications, often with clients or those they serve, may not be in the same category as other lobbyists.

Vice Chair O'Neal asked for some clarification regarding what activities relating to a GIA application are currently considered lobbying. Executive Director Gluck responded by discussing the current law and the proposal in HB 511. Vice Chair O'Neal stated his belief that, if a non-profit organization hires an outside lobbyist, that lobbyist ought to be regulated under the lobbyist law. Executive Director Gluck stated that, under the proposed compromise in HB 511, the lobbyist and any expenditures incurred by that lobbyist would continue to be subject to the lobbyist law. In response to a question from Commissioner Wood, Executive Director Gluck then provided additional clarification regarding the preparation of GIA applications under the proposed bill.

Chair Gaulty asked how many of the non-profit organizations had the funds to hire outside lobbyists for their GIA applications. Executive Director Gluck stated he did not know, but that non-profit organizations occasionally hire outside lobbyists for different activities.

Executive Director Gluck summarized the discussion by stating that the Commission appears to agree with the proposed compromise.

Executive Director Gluck then reported that the Commission has submitted testimony on several bills regarding the University of Hawaii's technology transfer proposals, and asked for the Commission's feedback. He stated that there were two proposals: the first bill sets up a technology transfer program for the University and clarifies that other state laws – including but not limited to the State Ethics Code – should be construed in light of the public purpose served by the technology transfer program. Executive Director Gluck stated that the Commission has testified with comments, stating the language is superfluous because the Commission already considers public purpose in considering whether an activity complies with the Ethics Code. He stated that he has also been referencing a 1992 advisory opinion, in which the Commission decided technology transfer activities were permissible under the Ethics Code as long as they met certain safeguards.

The second bill creates a wholesale exemption from the Ethics Code for technology transfer activities. Executive Director Gluck explained that the Commission has testified in opposition to the bill for two reasons: first, the Commission opposes exemptions from the Ethics Code, and second, the Commission opposes delegating the determination of whether something violates the Ethics Code to another agency.

Executive Director Gluck stated that he has had productive discussions with UH personnel, including the Vice President of Research and University Counsel. The University's primary concern is with the (unsuccessful) 2014 proposal to overturn the Commission's 1992 Advisory Opinion. The University does not want to be surprised again.

Executive Director Gluck asked for the Commission's feedback as to whether the Commission was comfortable with the position taken before the Legislature; the Commissioners responded that they agreed with this approach.

Commissioner DeGuzman asked whether Executive Director Gluck and University Counsel Presley Pang were on the same page regarding this issue. Executive Director Gluck stated his belief that the University appears to prefer that both its bills move forward – and that there does appear to be a disagreement between the University and the Commission on this issue – but that Executive Director Gluck is working with the University to try to assuage its concerns. Commissioner DeGuzman asked whether the Commission's processes or outcomes would change if the first bill (directing the Commission to consider the public purpose of the technology transfer program) were to pass; Executive Director Gluck stated his belief that the substance likely would not change, but that the Commission may note the public purpose of the technology transfer programs in any opinions on the issue.

Executive Director Gluck also reported that a measure regarding emoluments and another measure regarding teacher travel appeared to be dead for the session.

The Commissioners and Executive Director Gluck discussed a number of other questions regarding the legislative process and the Commission's bills.

#### **Agenda Item No. V: Complaint by Tom and Christine Russi against Executive Director Gluck**

1. Consideration of complaint against Executive Director for alleged misconduct while handling ethics complaints filed by Tom and Christine Russi against four current or former state officials.

Commissioner DeGuzman noted that no one was present in the audience, such that no public testimony was offered for this agenda item. She further noted that on Wednesday, February 15, 2017, the Commission received an e-mail from Mr. and Mrs. Russi notifying the Commission that they wished to withdraw their complaint against the Executive Director and re-submit the complaint at a later date.

#### **RECESS OF SUNSHINE LAW MEETING AND CONVENING OF EXECUTIVE SESSION**

At approximately 10:47 a.m., Commissioner DeGuzman made and Vice Chair O'Neal seconded a motion to convene an Executive Session pursuant to Hawaii Revised Statutes § 92-5(a)(2) to consider personnel issues affecting personal privacy; Hawaii Revised Statutes § 92-5(a)(4) to consult with the Commission's attorneys on questions and issues pertaining to the Commission's powers, duties, privileges, immunities, and liabilities; and Hawaii Revised Statutes §§ 92-5(a)(8) and 84-31(b) to

deliberate or make a decision upon a matter that requires the consideration of information that must be kept confidential pursuant to state or federal law, or a court order.

Executive Director Gluck noted for the record that, to the extent the Commission was considering convening in executive discussion to discuss his job performance or any other matter involving his privacy interests, he waived any right to have the matter heard in executive session and was willing to have the matter considered in a public session.

The motion carried unanimously (Graulty, O'Neal, DeGuzman, Tschumy, and Wood voting).

The Commission met in Executive Session.

#### **RECESS OF EXECUTIVE SESSION AND RETURN TO SUNSHINE LAW MEETING**

At approximately 11:15 a.m., Vice Chair O'Neal made and Commissioner Wood seconded a motion to recess the Executive Session and return to the Sunshine Law meeting. The motion carried unanimously (Graulty, O'Neal, DeGuzman, Tschumy, and Wood voting).

Commissioner DeGuzman asked Executive Director Gluck whether he wished to make any statement in public session regarding the Russis' complaint against him. Executive Director Gluck apologized to the Russis and to the Commission for not promptly responding to the Russis' request for a document pursuant to Hawaii's open records law. He stated that this was an oversight in reviewing the Russis' e-mail, that he takes his obligations under the Uniform Information Practices Act seriously, and that he will endeavor to do better in the future.

Commissioner DeGuzman stated that during the executive session, the Commission discussed the procedural aspects of the Russis' withdrawal of their complaint.

Commissioner DeGuzman stated that the Commission acknowledged and accepted the Russis' withdrawal of their complaint and instructed Associate Director Yoza to send a letter to the Russis confirming this.

## **Agenda Item No. VI: Requests for Advisory Opinions**

1. Request for Advisory Opinion regarding state employee's ability to engage in private employment where potential conflicts may arise between the employee's private employment and duties as a state employee.

### **RECESS OF SUNSHINE LAW MEETING AND CONVENING OF EXECUTIVE SESSION**

At approximately 11:17 a.m., Commissioner Wood made and Commissioner Tschumy seconded a motion to convene an Executive Session pursuant to Hawaii Revised Statutes §§ 92-5(a)(8) and 84-31(f) to deliberate or make a decision upon a matter that requires the consideration of information that must be kept confidential pursuant to a state or federal law, or a court order. The motion carried unanimously (Graulty, O'Neal, DeGuzman, Tschumy, and Wood voting).

The Commission met in Executive Session.

### **RECESS OF EXECUTIVE SESSION AND RETURN TO SUNSHINE LAW MEETING**

At approximately 11:20 a.m., Chair Graulity made and Commissioner Wood seconded a motion to recess the Executive Session and return to the Sunshine Law meeting. The motion carried unanimously (Graulity, O'Neal, DeGuzman, Tschumy, and Wood voting).

Commissioner DeGuzman stated that, in Executive Session, the Commission approved the draft Advisory Opinion as amended.

2. Request for Advisory Opinion regarding potential conflicts between a state official's: (1) private participation in a lawsuit and duties as a state official; and (2) private employment and duties as state official.

### **RECESS OF SUNSHINE LAW MEETING AND CONVENING OF EXECUTIVE SESSION**

At approximately 11:22 a.m., Commissioner Wood made and Vice Chair O'Neal seconded a motion to convene an Executive Session pursuant to Hawaii Revised Statutes §§ 92-5(a)(8) and 84-31(f) to deliberate or make a decision upon a matter that requires the consideration of information that must be kept confidential pursuant to a state or federal law, or a court order. The motion carried unanimously (Graulity, O'Neal, DeGuzman, Tschumy, and Wood voting).

The Commission met in Executive Session.

## **RECESS OF EXECUTIVE SESSION AND RETURN TO SUNSHINE LAW MEETING**

At approximately 11:26 a.m., Commissioner Wood made and Commissioner Tschumy seconded a motion to recess the Executive Session and return to the Sunshine Law meeting. The motion carried unanimously (Graulty, O'Neal, DeGuzman, Tschumy, and Wood voting).

Commissioner DeGuzman stated that, in Executive Session, the Commission approved the draft Advisory Opinion as amended.

## **ADJOURNMENT OF SUNSHINE LAW MEETING**

At approximately 11:27 a.m., Chair Graulty made and Commissioner Tschumy seconded a motion to adjourn the Sunshine Law meeting. The motion carried unanimously (Graulty, O'Neal, DeGuzman, Tschumy, and Wood voting).

The meeting was adjourned at 11:27 a.m.

Minutes approved on: \_\_\_\_\_

SUNSHINE LAW MEETING  
AGENDA ITEM III

EXECUTIVE DIRECTOR'S REPORT

Attachment 1: Executive Director's Report



SUNSHINE MEETING  
AGENDA ITEM III  
EXECUTIVE DIRECTOR'S REPORT  
March 17, 2017

**I. Education / Training Report**

a. Recently held trainings:

i. Ethics training for Language Access Advisory Council

Keelikolani Bldg., Room 320  
February 15, 2017  
11:30 a.m. – 12:30 p.m.

ii. Ethics training for Charter Schools

State Office Tower Conference Room 204  
February 22, 2017  
9:30 – 11:00 a.m.

iii. Ethics Presentation on Teacher Travel to HSTA Board of Directors

HSTA Offices  
February 25, 2017  
9:30 – 10:00 a.m.

b. Upcoming trainings:

i. General Ethics Training

Mission Memorial Auditorium  
March 22, 2017  
9:30 – 11:00 a.m.

ii. Ethics Training for EUTF Board Members

City Financial Tower, 17<sup>th</sup> Floor  
March 28, 2017  
8:30 – 9:30 a.m.

iii. Mandatory Ethics Training

Ethics Commission Conference Room  
March 31, 2017  
9:30 – 11:30 a.m.

iv. General Ethics Training

Hale Iako Training Classroom, Kona  
April 5, 2017  
10:00 – 11:30 a.m.

v. General Ethics Training

Windward Community College  
April 7, 2017  
9:00 – 10:30 a.m.

vi. General Ethics Training

Hale Pono (DHHL), Kapolei  
May 24, 2017  
10:00 – 11:30 a.m.

vii. General Ethics Training

University of Hawaii at Hilo  
May 25, 2017  
Time TBD

viii. General Ethics Training

University of Hawaii Maui College  
June 9, 2017  
Time TBD

## **II. Guidance and Assignment Statistics – February 2017**

**a. Attorney-of-the-Day Type Inquiries: 59**

### **b. New Assignment Statistics**

Complaint	10
Gifts/Invitations/Travel	22
Guidance	5
Judicial Selection Comm'n	2
Project	3
Record Request	2
Training Request	4
Other	2
<b>Total New Assignments</b>	<b>50</b>

### **c. Closed Assignment Statistics**

Complaint	7
Gifts/Invitations/Travel	14
Guidance	2
Judicial Selection Comm'n	4
Project	1
Record Request	2
Training Request	3
Other	5
<b>Total Closed Assignments</b>	<b>38</b>

## **III. Electronic Filing System Update**

Staff Attorney Chang, Computer Specialist Lui, and Executive Director Gluck continue to work with our contractor, IWMentor, and with the Office of Enterprise Technology Services ("ETS") to complete this project expeditiously. The gift disclosure form is ready to launch as soon as ETS completes the state-wide log-in portal, and we expect the financial disclosure and candidate disclosure forms to be ready shortly. IWMentor is currently working to create the lobbying forms (registration forms and expenditure statements).

#### **IV. Personnel Updates**

Chuck Totto, formerly of the Honolulu Ethics Commission, will be assisting the Commission on a part-time, temporary basis.

#### **V. Ethics Awards & Social Media**

Commission staff is considering “Ethics Awards” and would like to discuss the contours of these awards (as well as timing/format of any presentations of the awards) with the Commission.

Commission staff is also considering expanding our social media presence, and would like to discuss possible strategies with the Commission (see attachment).

#### **VI. Miscellaneous office projects/updates**

- a. Executive Director Gluck spoke to the Code for Hawaii event on Saturday, March 3, to promote a proposed project (creating a web page that shows all campaign contributions, gifts, and financial disclosures for legislators in one place). Several volunteer programmers have begun working on the project.
- b. Commission staff has completed the office’s records retention policy (subject to final approval by the Legislature).
- c. Commission staff has packed 75 boxes of records to send to State Archives to storage, and have plans to archive at least 75 boxes more, in an effort to clear out space for more staff and a more efficient workplace. Installation of new electrical outlets and cables should occur on or before Kuhio Day or Good Friday (state holidays when the office is closed but when contractors still charge regular, weekday rates) to move the server and copier to the front storage room.
- d. Pat Mukai has been working to set the training schedule for 2017, making sure that Commission staff travel throughout the State to reach as many individuals as possible. The Commission staff continues to work towards offering on-line training options.

### Draft Sample Tweets for “Ethics in the News”

Below are sample tweets for a potential “Ethics in the News” project using the Hawaii State Ethics Commission’s twitter feed. We suggest that the Commission tweet about recent news articles involving ethics. While the tweets below will not necessarily be used, they are illustrative of tweets the Commission could use in the future.

- Fair Treatment: “HI ethics law-don’t use your state job to promote a company. If @KellyannePolls worked for state she’d pay \$500 fine <https://nyti.ms/2lgRuii>”
- Fair Treatment: “Hawaii’s ethics code prohibits state officials from using their position for personal gain; For example, [link]”

<http://www.staradvertiser.com/2017/03/06/breaking-news/christie-mentor-gets-probation-in-united-bribery-scandal/>

- Conflicts: “Hawaii conflicts of interests law prohibits state officials from taking official action affecting their financial interests [link]”

<https://www.bloomberg.com/news/articles/2017-01-20/trump-with-oath-in-violation-of-d-c-hotel-lease-group-says>

- Conflicts: “Hawaii officials must not own stock in companies they regulate to avoid conflicts of interest under HRS 84-14 [link]”

<http://khn.org/news/hhs-pick-price-made-brazen-stock-trades-while-his-committee-under-scrutiny/>