

SUNSHINE LAW MEETING  
MINUTES OF THE HAWAII STATE ETHICS COMMISSION

STATE OF HAWAII

Date: Thursday, July 20, 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

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

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 M. Campbell, Staff Attorney  
Pat K. Mukai, Secretary

**CALL TO ORDER**

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

**Agenda Item No. I: Consideration and Approval of the Minutes of the June 22, 2017, Meeting**

Vice Chair O'Neal made and Commissioner Tschumy seconded a motion to approve the minutes of the June 22, 2017 Sunshine Law meeting. The motion carried unanimously (Gaulty, O'Neal, Tschumy, and Wood voting; DeGuzman abstaining).

**Agenda Item No. II: Consideration and Approval of the Executive Session Minutes of the June 22, 2017, Meeting**

Commissioner Tschumy made and Commissioner Wood seconded a motion to approve the minutes of the June 22, 2017 Executive Session. The motion carried unanimously (Grauly, O’Neal, Tschumy, and Wood voting; DeGuzman abstaining).

**Agenda Item No. III: Appointment of Ruth Tschumy to the Hawaii State Ethics Commission (July 1, 2017 – June 30, 2021)**

Chair Grauly congratulated Commissioner Tschumy on her reappointment to the Ethics Commission; Commissioner Tschumy stated that she was honored to be able to continue to serve with her fellow Commissioners and the Commission’s staff.

**Agenda Item No. IV: Executive Director’s Report**

*Education/Training Report*

Executive Director Gluck provided an update regarding education and training activities completed to date, and training sessions that are scheduled for the remainder of the year.

*Guidance and Assignment Statistics*

No further discussion held.

*2017 Financial and Gift Disclosures*

Executive Director Gluck provided updated figures on outstanding financial disclosures, reporting that 105 Board/Commission members had not yet filed their disclosures. Additionally, fifteen individuals required to file initial financial disclosures – that is, disclosures due within 30 days of beginning state office – had not yet done so. However, all active state employees required to file their disclosures had done so, and Executive Director Gluck expressed his appreciation for the work of Staff Attorney Chang and the rest of the staff in achieving that result.

Executive Director Gluck also reported that the Commission had received 130 gifts disclosures.

Commissioner DeGuzman asked whether the Commission would be awarding certificates, like those given to the Legislature, to agencies where all officials/employees meet the filing deadline; Executive Director Gluck reported that he would be reviewing the filings and intended to prepare certificates for qualifying agencies.

### *E-filing Update*

Executive Director Gluck reported that the contractors are nearly finished with the test version of the financial disclosure and gifts disclosure forms, and that staff continues to work with the contractors to move the project along expeditiously.

### *Office Financial Update: Financial Report for FY2016-2017*

Executive Director Gluck reported that the Commission finished the fiscal year substantially under budget, returning \$59,727.29 to the General Fund.

### *COGEL Conference – December 3-6, 2017*

The Commissioners discussed attendance at the COGEL conference; the consensus was that at least one of the Commissioners would attend.

### *Miscellaneous Office Projects Update*

Executive Director Gluck gave brief updates on the office's record retention policy and housekeeping projects.

## **ADJOURNMENT OF SUNSHINE LAW MEETING**

At 10:10 a.m., Vice Chair O'Neal made and Commissioner Tschumy seconded a motion to adjourn the Sunshine Law meeting. The motion carried unanimously (Grauldy, O'Neal, DeGuzman, Tschumy, and Wood voting).

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

Minutes approved on: August 17, 2017