

SUNSHINE LAW MEETING  
MINUTES OF THE HAWAII STATE ETHICS COMMISSION

STATE OF HAWAII

Date: Thursday, August 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

Present: State Ethics Commission Members

Reynaldo D. Graulty, Chair  
Susan N. DeGuzman, Commissioner  
Ruth D. Tschumy, Commissioner  
Melinda S. Wood, Commissioner<sup>1</sup>

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  
Pat Mukai, Secretary

Excused: David O'Neal, Vice Chair

**CALL TO ORDER**

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

**Agenda Item No. I: Consideration and Approval of the Minutes of the July 20, 2017, Meeting**

Commissioner DeGuzman made and Commissioner Tschumy seconded a motion to approve the minutes of the July 20, 2017 Sunshine Law meeting. The motion carried unanimously (Graulty, DeGuzman, and Tschumy voting).

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<sup>1</sup> Commissioner Wood arrived at approximately 10:02 a.m. and did not participate in the approval of the July 20, 2017 minutes.

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

*Education / Training Report*  
*Guidance and Assignment Statistics*  
*2017 Financial Disclosures*  
*Electronic Filing System Update*

Executive Director Gluck provided comments on the Executive Director's Report and the Commissioners had no further questions.

### *Renewal of Office Lease*

Executive Director Gluck provided the Commission with information about ongoing negotiations regarding the renewal of the Commission's office lease. Executive Director Gluck reported that he consulted with the Department of Accounting and General Services, which confirmed that there is no available state office space in the Capitol District. He also reported that he had requested approval of the proposed lease terms from the Speaker of the House and the Senate President, but that approval was contingent upon approval from the Commission as well.

The Commission and Executive Director Gluck also discussed whether the Commission's real estate agent, Leolani Abdul (former Commission Chair), would receive a realtor's commission on this transaction. Ms. Abdul did not take a commission when she served on the Commission. Given that a realtor's commission is generally standardized throughout the industry (such that any realtor would receive roughly the same commission for performing the work), and given Ms. Abdul's familiarity with lease negotiations between the Commission and the landlord, Executive Director Gluck did not believe there would be any concerns with her receiving a commission in this case should she opt not to waive it.

Commissioner Wood made and Commissioner Tschumy seconded a motion to approve the proposed revised lease agreement for the Hawaii State Ethics Commission. The motion carried unanimously (Graulty, DeGuzman, Tschumy, and Wood voting).

### *Miscellaneous Office Projects / Updates*

Executive Director Gluck provided a brief update on drafting of administrative rules, internet-based training initiatives, and the certification of an in-house notary for the Commission.

**Agenda Item No. III: Request for Delegation of Authority to Administer Oaths to Witnesses Appearing for Investigative Interviews**

Executive Director Gluck requested that the Commission provide express authority for Commission staff to administer oaths to witnesses in investigatory interviews. Executive Director Gluck stated his belief that this authority already existed, but he believed it would be prudent for the Commission to make this grant of authority clear.

Commissioner Wood made and Commissioner DeGuzman seconded a motion to approve the delegation to staff of authority to administer oaths for witnesses appearing for investigative interviews. The motion carried unanimously (Graulty, DeGuzman, Tschumy, and Wood voting).

**ADJOURNMENT**

At 10:12 a.m., Commissioner DeGuzman made and Commissioner Tschumy seconded a motion to adjourn the Sunshine Law meeting. The motion carried unanimously (Graulty, DeGuzman, Tschumy, and Wood voting).

The meeting was adjourned at 10:12 a.m.

Minutes approved on: October 2, 2017