

SUNSHINE LAW MEETING  
MINUTES OF THE HAWAII STATE ETHICS COMMISSION

STATE OF HAWAII

Date: Thursday, December 14, 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  
David O'Neal, Vice Chair  
Susan N. DeGuzman, Commissioner  
Ruth D. Tschumy, Commissioner

State Ethics Commission Staff

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

Excused: Melinda S. Wood, Commissioner

**CALL TO ORDER**

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

**Agenda Item No. I: Consideration and Approval of the Minutes of the November 16, 2017, Meeting**

Commissioner DeGuzman recommended one grammatical change.

Vice Chair O'Neal made and Commissioner Tschumy seconded a motion to approve the minutes of the November 16, 2017 Sunshine Law meeting as amended. The motion carried unanimously (Graulty, O'Neal, DeGuzman, and Tschumy voting).

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

### *Education / Training Report*

Executive Director Gluck reported that the Commission staff completed 46 trainings of nearly 2,500 people in 2017 – three times the number of trainings completed in 2016 and a 60% increase in the number of people trained over 2016. He further reported that there are several trainings scheduled for January 2018, including an Ethics Refresher course and a Lobbyists Law training.

### *Guidance and Assignment Statistics – November 2017*

Executive Director Gluck reported that staff are working to close out old assignments, but continue to handle a steady flow of complaints and requests for advice. Commissioner DeGuzman asked for clarification on the information provided in response to Judicial Selection Commission requests; Executive Director Gluck responded that the Ethics Commission provides information in its files regarding applicants for judicial positions, such as whether complaints have been filed against the applicants or whether the applicants have filed required disclosures on time.

### *Report on Council on Governmental Ethics Laws (COGEL) Conference, December 3-6, 2017, Toronto, Ontario*

Executive Director Gluck reported that he, Chair Graulty, Associate Director Yoza, Staff Attorney Chock, and Staff Attorney Campbell attended the COGEL Conference. Each shared ideas gleaned from the conference.

### *Miscellaneous Office Projects / Updates*

#### *a. Office Lease – Update*

Executive Director Gluck reported that the office lease has been finalized.

#### *b. Electronic Filing System*

Executive Director Gluck reported that the electronic filing system for financial disclosures should be online very shortly, such that legislators can file their financial disclosures using the new system before the January 31, 2018 deadline. The gifts disclosure system should be online shortly, followed by the lobbying registration and expenditure report system.

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

Executive Director Gluck reported meeting with the Chair of the Senate Judiciary Committee regarding the Commission's proposed legislation. Executive Director Gluck received feedback regarding the financial disclosure law's penalties, and was informed that the Legislature may consider amending the law.

Executive Director Gluck also reported that he is communicating with the Legislature regarding the Commission's budget, and continues to reach out to key legislators regarding the Commission's work.

### **Agenda Item No. IV: Evaluation of Executive Director**

Discussion of and action on Report from Permitted Interaction Group regarding instruments and procedures for the evaluation of Executive Director Daniel Gluck.

On behalf of the Permitted Interaction Group ("PIG"), Commissioner Tschumy requested feedback from the Commission regarding the proposed evaluation tools. There were no questions or comments.

Commissioner Tschumy made and Vice Chair O'Neal seconded a motion to approve the PIG Report regarding instruments and procedures for the evaluation of Executive Director Daniel Gluck. The motion carried unanimously (Grauldy, O'Neal, DeGuzman, and Tschumy voting).

The Commission then discussed that it would issue a survey to staff, and each Commissioner would complete an evaluation instrument individually, with the results to be submitted at the next Commission meeting.

### **ADJOURNMENT OF SUNSHINE LAW MEETING**

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, and Tschumy voting).

The meeting was adjourned at 10:22 a.m.

Minutes approved on: January 18, 2018