

# **LAW ENFORCEMENT STANDARDS BOARD**

**WEDNESDAY, JULY 26, 2023, 11:00 AM**  
**THIS MEETING WAS HELD AS A VIDEO CONFERENCE**  
**MEMBERS OF THE PUBLIC JOINED IN**  
**THE ZOOM WEBINAR MEETING.**

## **OPEN SESSION MEETING MINUTES**

### **I. Call to Order; Public Notice; Roll Call and Quorum Determination.**

The meeting was called to order by Board Chair Todd Raybuck at approximately 11:06 a.m.

#### **A. Call to Order; Public Notice; Roll Call and Quorum Determination.**

Present were Board Members: AG Anne Lopez; Henry Haina, filling in for Department of Land and Natural Resources designee Jason Redulla, Department of Taxation Director Gary Suganuma, LESB Board Chairperson KPD Chief Todd Raybuck, HPD Chief Arthur Logan, Jared Redulla (presence entered in Zoom chat function due to microphone issues); Nicholas Courson; Adrian Dhakhwa; Sherry Bird; and Craig Tanaka.

All members confirmed they were in a non-public location and not in the presence of persons who had a personal business, property, or financial interest on any issue before the Board at the meeting. The ten Board Members present constituted a quorum.

Also present were Deputy Attorney General (DAG) Lance Goto, DAG Candace Park, and DAG Lauren Nakamura.

#### **B. Board membership changes:**

1. Anne Lopez, Attorney General for the State of Hawaii
2. Gary Suganuma, Department of Taxation
3. Henry Haina, filling in for Jason Redulla, designee for Chair Dawn Chang  
Department of Land and Natural Resources

### **II. Public Testimony.**

Instructions given by Chair Raybuck and DAG Lance Goto regarding public testimony and DAG Goto confirmed that no testimony had been submitted prior to the meeting. Chair Raybuck asked if there was currently any public testimony on any of the Agenda items. There was none.

### **III. Approval of Board Minutes for the August 30 Meeting.**

Chair Raybuck asked if there was currently any public testimony on this agenda item. There was none.

Mr. Courson made a motion to approve minutes of the Open Session meeting on August 30, 2022. Motion seconded by Chief Logan. Solicitation of objections or abstentions. No objections. Motion passed, August 30, 2022 Open Session Minutes approved.

Chair Raybuck asked if there was currently any public testimony on this agenda item. There was none. Mr. Courson made a motion to approve the Executive Session minutes of the meeting on August 30, 2022. Motion seconded by AG Lopez. Solicitation of objections or abstentions. No objections. Motion passed, August 30, 2022 Executive Session Minutes approved.

IV. Approval of Board Minutes for the December 2 Meeting.

Chair Raybuck asked if there was currently any public testimony on this agenda item. There was none.

Mr. Dhakhwa made a motion to defer approval of December 2, 2022, Open Session minutes as the draft is unavailable for Board review. Motion seconded by Sherry Bird. Solicitation of objections or abstentions. No objections. Motion passed.

Mr. Dhakhwa made a motion to defer approval of December 2, 2022, Executive Session minutes as the draft is unavailable for Board review. Motion seconded by Sherry Bird. Solicitation of objections or abstentions. No objections. Motion passed.

V. Report from Permitted Interaction Group regarding Proposed Administrative Rules/Bylaws of the Board (Courson, Bird, and Dhakhwa).

Chair Raybuck asked if there was currently any public testimony on this agenda item. There was none.

Pursuant to H.R.S. § 92-2.5, the Permitted Interaction Group is only to report on their findings and recommendations at this meeting. Deliberations and decision-making may take place at subsequent Board meetings.

Permitted Interaction Group took advice of assigned Deputy Attorney General and removed rules that are present in Roberts Rules and the Hawaii Revised Statutes. Mr. Dhakhwa noted that with respect to Article II, re: Board Members, the draft states that there are 15 Board Members, but beginning January 1, 2024, there will only be 14 Board Members. The Director of the Department of Public Safety will be replaced by the Director of the Department of Law Enforcement. As a matter of protocol, this can be addressed at the next Board meeting.

AG Lopez made a motion to receive the report of the Permitted Interaction Group regarding the Proposed Administrative Rules/Bylaws of the Board and the Proposed Administrative Rules/Bylaws of the Board. Motion seconded by Mr. Sukanuma. Solicitation of objections or abstentions. No objections. Motion passed.

VI. Report from Permitted Interaction Group regarding Position Descriptions for Administrator and Office Assistant (Courson, Bird, and Dhakhwa).

Chair Raybuck asked if there was currently any public testimony on this agenda item. There

was none.

Pursuant to H.R.S. § 92-2.5, the Permitted Interaction Group is only to report on their findings and recommendations at this meeting. Deliberations and decision-making may take place at subsequent Board meetings.

Mr. Courson reported that the Permitted Interaction Group recommends that Administrator position have a minimum qualification of 10 years' experience with 5 years of supervisory experience; preferred qualifications to be 25 years of experience.

Jared Redulla made a motion to receive the report of the Permitted Interaction Group regarding the Proposed Administrative Rules/Bylaws of the Board and the Proposed Administrative Rules/Bylaws of the Board. Motion seconded by AG Lopez. Solicitation of objections or abstentions. No objections. Motion passed.

#### VII. Update on Board Budget Request.

Chair Raybuck asked if there was currently any public testimony on this agenda item. There was none.

Mr. Dhakhwa reported that Legislature approved the following amounts in the Board Budget:

- Administrator: \$120,000 for fiscal years 2024-2025
- Office Assistant: \$38,238 for fiscal year 2024, and \$40,248 for 2025
- Office Supplies: \$3,000 for fiscal years 2024-2025
- Nothing for rent and office space, with current plans for the Board office space to be in the State Office Tower

Chair Raybuck thanked the Board Members for their support before the Legislature for the Board Budget Request, and thanked the Legislature for their approval of the Board Budget, which includes funding for the Administrator and Office Assistant position to be hired in the future to assist the Board in achieving its goals.

#### VIII. Adjournment.

Mr. Dhakhwa requested that the next meeting be scheduled shortly so the Board may have discussion and decision-making on 1) Proposed Administrative Rules/Bylaws of the Board and 2) Position Descriptions for Administrator and Office Assistant. Also to be addressed in the upcoming meetings is the creation of a Permitted Interaction Group to address the hiring process for the positions will also.

Motion to adjourn the meeting made by Mr. Dhakhwa. Motion seconded by Chief Logan. Meeting adjourned.