



STATE OF HAWAII
DEPARTMENT OF LABOR AND INDUSTRIAL RELATIONS
Hoisting Machine Operators Advisory Board
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Hoisting Machine Operators Advisory Board Minutes

Wednesday, June 15, 2016 at 1:30 p.m.
HIC, 201 Merchant Street, Suite 1805

Present: Members Vice-Chairperson Tristan Aldeguer, Angela Chinen, Richard Lentes, III and Jim Weander
Absent: Chairperson Joaquin Diaz
Staff: Executive Director Robert Armstrong, DLIR Deputy Director Leonard Hoshijo
Guests: John Mihlbauer, Kika Bukoski and three members of the Hawai'i Information Consortium, LLC

1. **Call to Order:** A quorum was present when the meeting was called to order at 1:32 p.m. by Vice-Chairperson Aldeguer.
2. **18 May Minutes:** Aldeguer moved and Chinen seconded to approve the minutes. The motion passed unanimously without discussion.
3. **DLIR Deputy Director's Discussion:** Leonard Hoshijo announced the appointment of ASO Director Norman Ahu as the new HIOSH Director effective immediately. He briefly reviewed his qualifications and previous DLIR work with the group and has been invited to meet HMOAB officers at the 15 June meeting.
4. **HIOSH Report:** No report.
5. **HIC Presentation:** Burt Ramos introduced the two teams working on the HMOAB Wordpress-based website. Representative Rosie Warfield went over the content points while Shane described the transactional services. News content is still needed, as is members' data entry, and various citation links to relevant State statutes and administrative rules. In addition, it was decided "promptly" should be used instead of "24 hours" and the jobs portion of the site will be eliminated. The Board's representative will have complete control to change, interrupt and update information as needed. Training will also be provided by HIC as needed. All fees to HIC will be paid by the end of the fiscal year. A test site is currently operational with the real website ready for launch by Monday 27 June.

All aspects were considered as it was being built from colors, photos and content and what Board members viewed represents approximately ten months of constant work to perfect. With the ability for live streaming, credit card use, and data collection, the interactive and attractive website is truly “a new day” in the 16-year development of the Hoisting Machine Operators Advisory Board and represents a new and robust way to communicate with certified operators in Hawai’i.

6. **Executive Director’s Report:** a.) Outgoing ED Bob Armstrong presented \$35 in expenses against \$2700 in revenue for the previous month. With the end of the fiscal year in two weeks, unofficially the agency took in \$34,700 against approximately \$20,400 in expenses. With personnel expenses added in, HMOAB is very near the break-even mark with a good and consistent cash flow. The permanent revolving fund, used to fund the agency since its inception has approximately \$347,000 in reserves.

b.) Twelve new operators were certified this month with another four members choosing renewal. Another two members either updated or replaced their cards for a total of 18 transactions in June. The overall new certification numbers for fiscal year 2015-16 were exactly the same as last year, 61, with three less renewals than the previous twelve months. HMOAB ends the year with a record 464 certified operators in the State.

Incoming Chairperson Aldeguer compliment Bob on the work he has performed on behalf of the Board during his 27 months as the HMOAB Executive Director

7. **Old Business:** a.) The Deputy Director indicates there may be a procurement process necessary to spend the \$15-20,000 agreed to last month to host the NCCCO Commissioners Meeting in 2017. More details will follow once clarification is obtained.

b.) There were no initial reports from HB 2009 submitted yet but Board members agreed to use a drop box account to facilitate use, sharing and corrections.

8. **New Business:** Emeritus Board Member Jim Weander was thanked with a photographic plaque and a hearty handshake for years of service to the State of Hawai’i. Jim is welcomed to return anytime to lend his sage advice or valuable knowledge.

9. **Community Comments:** None

10. **Executive Session:** A brief recess was called to discuss a new Executive Assistant hiring. Afterwards, the public was informed an offer will be forwarded to a qualified candidate to ensure continuity. If accepted, the individual will be trained by Bob until months’ end.

11. **Next Board Meeting:** The first HMOAB meeting of the new fiscal year will be held in room 114 on Wednesday 20 July at 1:30 p.m. in the HMOAB office.

12. **Adjournment:** Chinen motioned to adjourn at 3:09 p.m. and seconded by Weander. Without discussion, the motion carried unanimously.