

**A BILL FOR AN ORDINANCE**

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RELATING TO HUMAN RESOURCES.

BE IT ORDAINED by the People of the City and County of Honolulu:

SECTION 1. Purpose. The purpose of this ordinance is to address the powers, duties, and functions of the Director of Human Resources.

SECTION 2. Section 2-6.1, Revised Ordinances of Honolulu 2021, is amended to read as follows:

**"§ 2-6.1 Director of human resources—Additional powers, duties, and functions.**

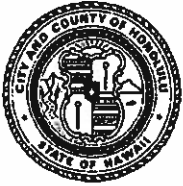
The director shall:

- (1) Prepare and recommend to the civil service commission reasonable regulations to carry out applicable provisions of the charter; ~~and~~
- (2) Examine all applicants for employment and all officers and employees of the city pursuant to any applicable ordinance, civil service laws, and rules then in effect~~[-]; and~~
- (3) Work with other city departments and agencies to compile the report required under § 2-18.7, by prescribing a form containing the information required under § 2-18.7 for each city department or agency to complete, and compiling the information received into a comprehensive report that presents the information in an organized, functional, and useful manner.

SECTION 3. Section 2-18.7, Revised Ordinances of Honolulu 2021, is amended to read as follows:

**"§ 2-18.7 Report on position vacancies.**

- (a) Within five days after the mayor submits to the council the budget documents specified in Charter § 9-102.1, the mayor shall also submit to the council a report on position vacancies in the ~~[city]~~ city's executive branch. The report ~~[shall]~~ must be data-driven and must include, but need not be limited to:
  - (1) ~~[an]~~ An updated listing (as of January 31 of the year of submittal or later) of all vacant positions, by activity, within each city executive branch department and agency, and by position number and position title~~[-];~~



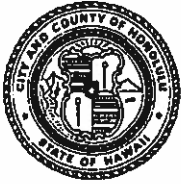
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- (2) An updated listing (as of January 31 of the year of submittal or later) of all vacant positions in each city executive branch department and agency that were abolished in the preceding fiscal year;
- (3) For any vacant position that has been abolished in the preceding fiscal year, the positions, if any, to which the responsibilities of the abolished vacant position have been transferred;
- (4) A qualitative and quantitative discussion of the impact of the vacant positions in each city executive branch department and agency on the operations and delivery of services for that department or agency; and
- (5) The steps taken to fill the vacant positions in each city executive branch department and agency, and any challenges encountered.

(b) For each vacant position, the report [~~shall~~] must indicate:

- (1) [~~the~~] The amount budgeted for the position in the upcoming fiscal year, including the source of funds;
- (2) [~~whether~~] Whether the position has ever been filled;
- (3) [~~if~~] If the position has at some time been filled, the most recent date on which the position became vacant;
- (4) [~~whether~~] Whether the position is temporary or permanent;
- (5) Whether the duration of the vacancy is:
  - (A) Three years up to five years;
  - (B) More than five years up to seven years; or
  - (C) More than seven years; and
- (6) [~~and whether~~] Whether and when the position is proposed to be filled or abolished."



**HONOLULU CITY COUNCIL**  
KE KANIHELA O KE KALANA O HONOLULU  
CITY AND COUNTY OF HONOLULU

ORDINANCE 23-31

BILL 45 (2023), CD2, FD1

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SECTION 4. Ordinance material to be repealed is bracketed and stricken. New material is underscored. When revising, compiling, or printing this ordinance for inclusion in the Revised Ordinances of Honolulu, the Revisor of Ordinances need not include the brackets, the material that has been bracketed and stricken, or the underscoring.

SECTION 5. This ordinance takes effect upon its approval.

INTRODUCED BY:

Tommy Waters  
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DATE OF INTRODUCTION:

July 19, 2023  
Honolulu, Hawai'i

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\_\_\_\_\_  
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Councilmembers

APPROVED AS TO FORM AND LEGALITY:

Shannon M. Lau  
Deputy Corporation Counsel

APPROVED this 13<sup>th</sup> day of December, 20 23.

Rick Blangiardi  
RICK BLANGIARDI, Mayor  
City and County of Honolulu

CITY COUNCIL  
CITY AND COUNTY OF HONOLULU  
HONOLULU, HAWAII  
CERTIFICATE

BILL 45 (2023), CD2, FD1

Introduced: 07/19/23 By: TOMMY WATERS

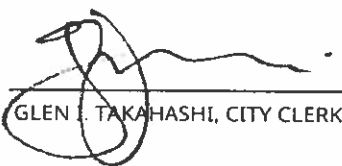
Committee: EXECUTIVE MATTERS AND LEGAL AFFAIRS (EMLA)

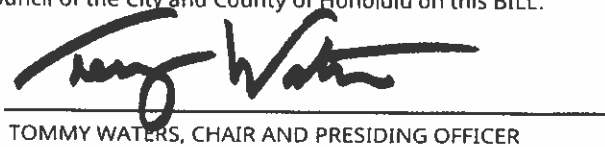
Title: RELATING TO HUMAN RESOURCES.

Voting Legend: \* = Aye w/Reservations

07/19/23	INTRO	Introduced.
08/09/23	CCL	Passed first reading.  9 AYES: CORDERO, DOS SANTOS-TAM, KIA'ĀINA, OKIMOTO, SAY, TULBA, TUPOLA, WATERS, WEYER
08/22/23	EMLA	Reported out for passage on second reading and scheduling of a public hearing as amended in CD1 form.  CR-228  9 AYES: CORDERO, DOS SANTOS-TAM, KIA'ĀINA, OKIMOTO, SAY, TULBA, TUPOLA, WATERS, WEYER
08/25/23	PUBLISH	Public hearing notice published in the Honolulu Star-Advertiser.
09/06/23	CCL/PH	Bill passed second reading as amended, public hearing closed and referred to committee.  8 AYES: DOS SANTOS-TAM, KIA'ĀINA, OKIMOTO, SAY, TULBA, TUPOLA, WATERS, WEYER  1 ABSENT: CORDERO
09/12/23	EMLA	Reported out for passage on third reading as amended in CD2 form.  CR-263  9 AYES: CORDERO, DOS SANTOS-TAM, KIA'ĀINA, OKIMOTO, SAY, TULBA, TUPOLA, WATERS, WEYER
09/13/23	PUBLISH	Second reading notice published in the Honolulu Star-Advertiser.
12/06/23	CCL	Amended to FD1.  OCS2023-1068/11/28/2023 9:07 AM  9 AYES: CORDERO, DOS SANTOS-TAM, KIA'ĀINA, OKIMOTO, SAY, TULBA, TUPOLA, WATERS, WEYER
12/06/23	CCL	Committee report adopted and Bill passed third reading.  9 AYES: CORDERO, DOS SANTOS-TAM, KIA'ĀINA, OKIMOTO, SAY*, TULBA, TUPOLA, WATERS, WEYER*

I hereby certify that the above is a true record of action by the Council of the City and County of Honolulu on this BILL.

  
GLEN J. TAKAHASHI, CITY CLERK

  
TOMMY WATERS, CHAIR AND PRESIDING OFFICER