

# BOARD OF WATER SUPPLY

CITY AND COUNTY OF HONOLULU  
630 SOUTH BERETANIA STREET  
HONOLULU, HI 96843  
[www.boardofwatersupply.com](http://www.boardofwatersupply.com)



January 18, 2022

RICK BLANGIARDI, MAYOR

BRYAN P. ANDAYA, Chair  
KAPUA SPROAT, Vice Chair  
RAY C. SOON  
MAX J. SWORD  
NA'ALEHU ANTHONY

JADE T. BUTAY, Ex-Officio  
DAWN B. SZEWCZYK, Designate Ex-Officio

ERNEST Y. W. LAU, P.E.  
Manager and Chief Engineer

ELLEN E. KITAMURA, P.E.  
Deputy Manager and Chief Engineer

## NOTICE

The Board of Water Supply, City and County of Honolulu, will hold a Regular Meeting on Monday, January 24, at 2:00 p.m. in the Boardroom, Public Service Building, 630 South Beretania Street, Honolulu, Hawaii.

Pursuant to the Emergency Proclamation issued by Governor David Y. Ige on November 29, 2021, related to the COVID-19 emergency, in order to allow public participation in a manner consistent with social distancing practices, the following procedures are in effect for the meeting.

Some Board members may be participating in the meeting by interactive conference technology from remote locations.

### TESTIMONY

Testimony can be submitted as follows:

- Written testimony may be emailed to [board@hbws.org](mailto:board@hbws.org) or faxed to (808) 748-5079. Testimony is due by Monday, January 24, 2022, at noon. Written testimonies should include the submitter's address, email address, and phone number. Written testimony will be posted to the BWS website at [boardofwatersupply.com](http://boardofwatersupply.com).
- Mail written testimony to Board of Water Supply, 630 S. Beretania St., Honolulu, HI 96843. Testimony is due by Monday, January 24, 2022, at noon.
- On-line testimony will be accepted at [boardofwatersupply.com/testimony](http://boardofwatersupply.com/testimony) Fill out the testimony form. Due by Monday, January 24, 2022, at noon.
- Telephone testimony will be accepted during the meeting at (808) 748-6040. Callers will be placed in a queue and brought up to testify one at a time.
- In-person testimony will not be accepted.

Testimony is limited to two (2) minutes and shall be presented by the registered speaker only.

### MATERIALS AVAILABLE FOR INSPECTION

Meeting materials ("board packet" under HRS Section 92-7.5) are accessible at [www.boardofwatersupply.com/boardmeetings](http://www.boardofwatersupply.com/boardmeetings).

### VIEWING THE MEETING

The meeting will be viewable via live streaming on:

(1) the BWS website: [www.boardofwatersupply.com/live](http://www.boardofwatersupply.com/live). Video will appear on screen. You may have to click the arrow on video to start it. You may have to unmute audio as muted audio tends to be the default setting.

## **SPECIAL REQUESTS AND ACCOMMODATIONS**

If you require special assistance, an auxiliary aid or service, and/or an accommodation due to a disability to participate in this meeting (i.e., sign language interpreter; interpreter for language other than English, or wheelchair accessibility), please call (808) 748-5172 or email your request to [board@hbws.org](mailto:board@hbws.org) **at least three business days prior to the meeting date.**

The agenda for the January 24, 2022, Regular Meeting of the Board of Water Supply is as follows:

**ITEMS REQUIRING BOARD ACTION**

1. Approval of the Minutes of the Regular Meeting Held on December 13, 2021
2. Approval of the Minutes of the Public Hearing and Special Meeting Held on January 6, 2022
3. Adoption of Resolution No. 933, 2022, Resolution of Appreciation for Board Member Roger W. Babcock, Jr.
4. To Determine the Role of the Board in the Update of the Board of Water Supply Five-Year Strategic Plan and Creation of a Hawaii Revised Statutes Section 92-2.5(b) Permitted Interaction Group

**ITEMS FOR INFORMATION**

1. Red Hill Crisis Communications Update
2. Recruitment Status Update
3. Status Update of Groundwater Levels at All Index Stations
4. Water Main Repair Report for December 2021

**EXECUTIVE SESSION**

1. Approval of the Minutes of the Executive Session Held on November 22, 2021
2. Approval of the Minutes of the Executive Session Held on December 13, 2021
3. To Consult with the Board's Attorney on Questions and Issues Pertaining to the Board's Powers, Duties, Privileges, Immunities, and Liabilities Pertaining to Matters Concerning the AOA O Terrazza/Corte Bella/Las Brisas/Tiburón's Water Use and Delinquent Water and Sewer Service Charges [HRS §92-5(a)(4)]
4. To Consult with the Board's Attorney on Questions and Issues Pertaining to the Board's Powers, Duties, Privileges, Immunities, and Liabilities Pertaining to Matters Concerning the Red Hill Bulk Fuel Storage Facility [HRS §92-5(a)(4)]

## MINUTES

### THE REGULAR MEETING OF THE BOARD OF WATER SUPPLY

January 24, 2022

At 2:01 PM on January 24, 2022, in the Board Room of the Public Service Building at 630 South Beretania Street, Honolulu, Hawaii, Board Chair Andaya called to order the Regular Meeting.

Present: Bryan P. Andaya, Chair  
Kapua Sproat, Vice Chair via WebEx  
Ray C. Soon, Board Member via WebEx  
Na'alehu Anthony, Board Member via Webex  
Jade T. Butay, Board Member, Ex-Officio via Webex  
Dawn B. Szewczyk., Board Member,  
Designate Ex-Officio via Webex

Also Present: Ernest Lau, Manager and Chief Engineer  
Ellen Kitamura, Deputy Manager and Chief Engineer  
via WebEx  
Jason Takaki, Program Administrator,  
Capital Projects Division via Vimeo  
Jennifer Elflein, Program Administrator,  
Customer Care Division via Vimeo  
Kathleen Elliott-Pahinui, Information Officer,  
Communications Office via WebEx  
Raelynn Nakabayashi, Executive Assistant I,  
Executive Support Office via Vimeo  
Jason Nikaido, Program Administrator,  
Field Operations Division via WebEx  
Joseph Cooper, Waterworks Controller,  
Finance Division via WebEx  
  
Michele Thomas, Executive Assistant I,  
Human Resources Office via WebEx  
Henderson Nuuhiwa, Program Administrator,  
Information Technology Division  
via Vimeo  
Michael Matsuo, Land Administrator, Land Division  
via WebEx  
Erwin Kawata, Program Administrator,  
Water Quality Division via WebEx  
Marc Chun, Assistant Program Administrator,  
Water Resources Division via WebEx  
Kevin Ihu, Program Administrator,  
Water System Operations Division  
via Vimeo  
Kathy Mitchell, Administrative Services Officer  
via Vimeo  
Deanna Thyssen, Manager Secretary via WebEx

Joy Cruz-Achiu, Board Secretary  
Steven Norstrom, Information Specialist II,  
Communications Office via WebEx  
Stella Bernardo, Information Specialist II,  
Communications Office via WebEx  
Michele Harman, Community Relations Specialist I,  
Communications Office via WebEx  
Blaine Fergerstrom, Information Specialist II,  
Communications Office via WebEx

Others Present: Jeff Lau, Deputy Corporation Counsel  
via WebEx  
Jessica Wong, Deputy Corporation Counsel  
via WebEx

Absent: Max Sword, Board Member

## REGULAR MEETING

Chair Bryan Andaya requested a roll call for the Regular Meeting. Chair Andaya asked each Board Member to respond verbally and state who is present in the room if participating via WebEx when their names were called. Vice Chair Kapua Sproat, aye and alone at her current location; Board Member Ray Soon, aye and alone at his current location; Board Member Na'alehu Anthony, aye and alone at his current location; Board Member Dawn Szewczyk, aye and alone at her current location; and Board Member Jade Butay, aye and alone at his current location.

Chair announced that there was a new law that went into effect requiring any Board Members attending any Board Meetings remotely to be visible to the public to be considered present and meet quorum guidelines.

Chair Andaya requested all attendees calling in or video conferencing to please mute their microphones when not speaking to the audience. When intending to speak, unmute their microphone and identify themselves before speaking.

Chair Andaya introduced those present in the Boardroom, Manager Ernest Lau, Board Secretary Joy Cruz-Achui. Joining via WebEx to monitor public testimony is Steven Nordstrom, Information Specialist II, Communications Office. Joining from the City and County Corporation Counsel were Deputy Jeff Lau and Deputy Jessica Wong via WebEx.

Chair Andaya stated under the Emergency Proclamation issued by Governor David Ige on November 29, 2021, to follow public participation in a matter consistent with COVID-19 practices. The following procedures are in effect for the meeting:

Board Members are participating from remote locations via WebEx.

Chair Andaya shared the various ways to submit testimony: Written testimony may be submitted by email to [board@hbws.org](mailto:board@hbws.org), by fax to (808) 748-5079; mailed to Board of Water Supply, 630 S. Beretania St., Honolulu, HI 96843; or online at the [boardofwatersupply.com/testimony](http://boardofwatersupply.com/testimony), which were all due on Monday, January 24, 2022, at noon. However, late testimony will be accepted by email, fax, or mail. Telephone testimony is accepted by calling (808) 748-6040, where you will be put in the queue and allowed to testify one at a time. Unfortunately, due to the pandemic, in-person testimony is suspended. Pursuant to HRS Section 92-7.5, Board Meeting materials are available to view on our website at [www.boardofwatersupply.com/boardmeeting](http://www.boardofwatersupply.com/boardmeeting).

Chair Andaya also announced the Board Meeting is broadcasted live on the BWS website at [www.boardofwatersupply.com/live](http://www.boardofwatersupply.com/live).

APPROVAL OF MEETING	Approval of the Minutes of the Regular Meeting Held on December 13 2021.
MOTION TO APPROVE	Na'alehu Anthony and Kapua Sproat motioned and seconded, respectively, to approve the Minutes of the Regular Meeting of December 13, 2021.
DISCUSSION	Chair Andaya asked if there was any discussion on the minutes from the Board Members. There were no comments or discussion.  In lieu of a roll call vote, Chair Andaya requested a voice vote on the motion and requested that Board Members in favor of the motion say

“Aye.” The Board members present responded with a verbal “Aye.” Chair Andaya then inquired if any Board Members would like to object or vote “Nay” on the motion. There were no objections or “Nay” votes. Chair Andaya announced that the motion was unanimously carried.

THE MINUTES OF THE REGULAR MEETING HELD ON DECEMBER 13, 2021, WERE APPROVED AT THE JANUARY 24, 2022 BOARD MEETING			
	AYE	NO	COMMENT
BRYAN P. ANDAYA	X		
KAPUA SPROAT	X		
RAY C. SOON	X		
MAX J. SWORD			ABSENT
NA'ALEHU ANTHONY	X		
JADE T. BUTAY	X		
DAWN B. SZEWCZYK	X		

**APPROVAL OF MEETING**

Approval of the Minutes of the Public Hearing and Special Meeting Held on January 6, 2022.

**MOTION TO APPROVE**

Ray Soon and Na’alehu Anthony motioned and seconded, respectively, to approve the Minutes of the Public Hearing and Special Meeting of January 6, 2022.

**DISCUSSION**

Chair Andaya asked if there was any discussion on the minutes from the Board Members. There were no comments or discussion.

In lieu of a roll call vote, Chair Andaya requested a voice vote on the motion and requested that Board Members in favor of the motion say “Aye.” The Board members present responded with a verbal “Aye.” Chair Andaya then inquired if any Board Members would like to object or vote “Nay” on the motion. There were no objections or “Nay” votes. Chair Andaya announced that the motion was unanimously carried.

THE MINUTES OF THE PUBLIC HEARING AND SPECIAL MEETING HELD ON JANUARY 6, 2022, WERE APPROVED AT THE JANUARY 24, 2022 BOARD MEETING			
	AYE	NO	COMMENT
BRYAN P. ANDAYA	X		
KAPUA SPROAT	X		
RAY C. SOON	X		
MAX J. SWORD			ABSENT
NA'ALEHU ANTHONY	X		
JADE T. BUTAY			ABSTAIN
DAWN B. SZEWCZYK	X		

“January 24, 2022

ADOPTION OF  
RESOLUTION  
NO. 933, 2022,  
RESOLUTION OF  
APPRECIATION  
FOR BOARD  
MEMBER  
ROGER W.  
BABCOCK, JR.

Chair and Members  
Board of Water Supply  
City and County of Honolulu  
Honolulu, Hawaii 96843

Chair and Members:

Subject: Adoption of Resolution No. 933, 2022,  
Resolution of Appreciation for Board Member  
Roger W. Babcock, Jr.

Ex-officio Board member Roger Babcock, Jr., has notified this Board of Directors that he has resigned from his position as a director.

We recommend the adoption of Resolution No.933, 2022, to recognize and thank Dr. Babcock for his service, contributions, and dedication to the Board of Water Supply.

Respectfully Submitted,

/s/ ERNEST Y. W. LAU, P.E  
Manager and Chief Engineer

Attachment”

The foregoing was for information only.

DISCUSSION:

Chair Andaya recognized former Board Member Roger Babcock’s presence via WebEx. He expressed his appreciation for serving as a Board Member on the BWS Board of Directors and read Resolution 933, 2022.

Dr. Babcock expressed his gratitude for the opportunity to serve as a BWS Board Member. He stated that he learned a lot at the BWS and was impressed with the new Utilis program being used to detect leaks. Dr. Babcock shared that he was moving to the City and County (C&C) Department of Environmental Services, where together with the BWS would continue to work as a team.

Chair Andaya and Manager Ernest Lau thanked Dr. Babcock.

MOTION  
TO APPROVE

Kapua Sproat and Jade Butay motioned and seconded, respectively, to approve the Adoption of Resolution 933, 2022, Resolution of Appreciation for Board Member Roger W. Babcock, Jr.

In lieu of a roll call vote, Chair Andaya requested a voice vote on the motion and requested that Board Members in favor of the motion say “Aye.” The Board members present responded with a verbal “Aye.” Chair Andaya then inquired if any Board Members would like to object or vote



"Nay" on the motion. There were no objections or "Nay" votes. Chair Andaya announced that the motion was unanimously carried.

ADOPTION OF RESOLUTION NO. 933, 2022, RESOLUTION OF APPRECIATION FOR BOARD MEMBER ROGER W. BABCOCK, JR, ADOPTED ON JANUARY 24, 2022			
	AYE	NO	COMMENT
BRYAN P. ANDAYA	X		
KAPUA SPROAT	X		
RAY C. SOON	X		
MAX J. SWORD			ABSENT
NA'ALEHU ANTHONY	X		
JADE T. BUTAY	X		
DAWN B. SZEWCZYK	X		



**BOARD OF WATER SUPPLY**  
CITY AND COUNTY OF HONOLULU

**RESOLUTION NO. 933, 2022**

**ROGER W. BABCOCK, JR.**  
**IN APPRECIATION FOR SERVING AS A**  
**MEMBER OF THE BOARD OF WATER SUPPLY**

**WHEREAS**, ROGER W. BABCOCK, JR., Ph.D. P.E., has ably served as an ex-officio member of the Board of Water Supply, City and County of Honolulu, since February 2021 and he has notified the Board of his resignation; and

**WHEREAS**, as Director and Chief Engineer of the City's Department of Facility Maintenance, DR. BABCOCK's prominence in government brought additional recognition and respect for the Board; and

**WHEREAS**, DR. BABCOCK's extensive knowledge and experience as a civil engineer and his insight into operational and administrative issues of managing a City Department made him a helpful resource for Board deliberations and proceedings; and

**WHEREAS**, his accomplishments as a Professor of Civil & Environmental Engineering in the College of Engineering and the Water Resources Research Center at the University of Hawaii at Manoa, and his continued involvement with professional engineering organizations, strengthened his credibility in a wide range of departmental and community matters; and

**WHEREAS**, as a Board member, DR. BABCOCK supported and encouraged initiatives for programs to further preserve and protect Oahu's precious water resources and he volunteered his time and expertise to help effect business and policy decisions for the Board that will impact the direction and operations of this Department for many years to come; and

**WHEREAS**, his service is a testament to his commitment to maintaining a municipal water system deserving of trust from the public it serves; now, therefore,

**BE IT RESOLVED** by the Members of the Board of Water Supply, City and County of Honolulu, that we do hereby express to ROGER W. BABCOCK, JR., our deep appreciation and gratitude for his committed service to this Board and Department; and

**BE IT FURTHER RESOLVED** that the Members of this Board extend to ROGER W. BABCOCK, JR., our sincere aloha and best wishes for continued success in all his future endeavors; and

**BE IT FINALLY RESOLVED** that this Resolution be presented to ROGER W. BABCOCK, JR.



Resolution No. 933, 2022

Adopted this 24<sup>th</sup> day of January 2022  
Board of Water Supply, Honolulu, Hawaii

BRYAN P. ANDAYA  
Chair of the Board

“January 24, 2022

TO DETERMINE  
THE ROLE OF THE  
BOARD IN THE  
UPDATE OF THE  
BOARD OF  
WATER SUPPLY  
FIVE-YEAR  
STRATEGIC PLAN  
AND CREATION  
OF A HAWAII  
REVISED  
STATUTES  
SECTION 92-2.5(B)  
PERMITTED  
INTERACTION  
GROUP

Chair and Members  
Board of Water Supply  
City and County of Honolulu  
Honolulu, Hawaii 96843

Chair and Members:

Subject: To Determine the Role of the Board in the Update of the Board of Water Supply Five-Year Strategic Plan and Creation of a Hawaii Revised Statutes Section 92-2.5(b) Permitted Interaction Group

The department is updating the Board of Water Supply (BWS) Five-Year Strategic Plan for fiscal years 2023-2027 and requests the involvement of the Board in the process. The strategic plan will affirm the vision, mission, sustainability goals, near-term objectives, action plans and performance metrics for the department.

We are seeking Board member(s) participation to work with the department's senior managers on the updating of the Department's Five-Year Strategic Plan. The Board members and BWS senior management teams would attend a series of 4 workshops to review and update the previous 5-year strategic plan. Ultimately, the updated strategic plan will be presented to the Board for adoption at a regular meeting of the Board.

If two or more Board members would like to participate in the update of the strategic plan, we recommend the creation of a permitted interaction group. The pertinent section of Chapter 92, Hawaii Revised Statutes regarding the permitted interaction of members is as follows:

*§92-2.5 Permitted interactions of members. (a) Two members of a board may discuss between themselves matters relating to official board business to enable them to perform their duties faithfully, as long as no commitment to vote is made or sought and the two members do not constitute a quorum of their board.*

*(b) Two or more members of a board, but less than the number of members which would constitute a quorum for the board, may be assigned to:*

*(1) Investigate a matter relating to the official business of their board; provided that:*

*(A) The scope of the investigation and the scope of each member's authority are defined at a meeting of the board;*

*(B) All resulting findings and recommendations are presented to the board at a meeting of the board; and*

*(C) Deliberation and decisionmaking on the matter investigated, if any, occurs only at a duly noticed meeting of the board held subsequent to the meeting at which the findings and recommendations of the investigation were presented to the board; or*

*(2) Present, discuss, or negotiate any position which the board has adopted at a meeting of the board; provided that the assignment is made and the scope of each member's authority is defined at a meeting of the board prior to the presentation, discussion or negotiation.*

The strategic plan is an important opportunity to state overall near-term strategies of the Board and department that address the needs of the BWS and its customers, and to ensure that the Board and the department work together as a team.

Respectfully Submitted,

/s/ ERNEST Y. W. LAU, P.E.  
Manager and Chief Engineer

Attachment"

The foregoing was for information only.

DISCUSSION: Ellen Kitamura, Deputy and Chief Engineer, gave the report.

Board Member Ray Soon inquired if it would be possible to attend the Permitted Interaction Group (PIG) meeting but not be an active participant of the PIG.

Ms. Jessica Wong, Deputy Corporation Counsel replied that Board Members attending the meeting would have to be a member of the PIG.

Chair Andaya asked if during a PIG term could PIG members be substituted.

Ms. Wong responded that the PIG can remove a PIG member but not add or replace a PIG member.

Vice Chair Kapua Sproat encouraged Board Members to participate in the PIG stating that it's a great opportunity to learn about what the BWS does.

Board Member Dawn Szewczyk inquired who participates in the Stakeholders Advisory Group (SAG).

Deputy Kitamura replied that the Stakeholders Advisory Group are volunteers comprised of a wide range of community leaders with different backgrounds that bring insights to BWS programs and initiatives.

Manager Lau shared that the SAG meetings are open to the public but limited to two attending Board Members at a time. He stated that the BWS would provide the notice of meeting dates to the Board Members for their information.

Chair Andaya asked for volunteers to participate in the PIG.

Manager Lau stated that the PIG meeting dates presented are flexible and open to change as required.

Board Member Soon, Board Member Na’alehu Anthony, and Chair Andaya volunteered as members in the BWS Five-Year Strategic Planning for Fiscal Year 2023-2027 PIG.

Chair Andaya requested a motion to approve the formation of the PIG with Board Member Soon, Board Member Anthony, and Chair Andaya as members.

**MOTION  
TO APPROVE**

Kapua Sproat and Jade Butay motioned and seconded, respectively, to approve the formation of the Five-Year Strategic Planning PIG.

In lieu of a roll call vote, Chair Andaya requested a voice vote on the motion and requested that Board Members in favor of the motion say “Aye.” The Board members present responded with a verbal “Aye.” Chair Andaya then inquired if any Board Members would like to object or vote “Nay” on the motion. There were no objections or “Nay” votes. Chair Andaya announced that the motion was unanimously carried.

APPROVAL OF THE BOARD OF WATER SUPPLY FIVE-YEAR STRATEGIC PLAN AND CREATION OF HAWAII REVISED STATUTES SECTION 92-2.5(B) PERMITTED INTERACTION GROUP WAS APPROVED ON JANUARY 24, 2022			
	AYE	NO	COMMENT
BRYAN P. ANDAYA	X		
KAPUA SPROAT	X		
RAY C. SOON	X		
MAX J. SWORD			ABSENT
NA’ALEHU ANTHONY	X		
JADE T. BUTAY	X		
DAWN B. SZEWCZYK	X		

# PERMITTED INTERACTION GROUP

## HRS § 92-2.5(B)

### **§92-2.5 Permitted interactions of members.**

- (a) Two members of a board may discuss between themselves matters relating to official board business to enable them to perform their duties faithfully, as long as no commitment to vote is made or sought and the two members do not constitute a quorum of their board.*
- (b) Two or more members of a board, but less than the number of members which would constitute a quorum for the board, may be assigned to:
  - (1) Investigate a matter relating to the official business of their board; provided that:
    - (A) The scope of the investigation and the scope of each member's authority are defined at a meeting of the board;*
    - (B) All resulting findings and recommendations are presented to the board at a meeting of the board; and*
    - (C) Deliberation and decisionmaking on the matter investigated, if any, occurs only at a duly noticed meeting of the board held subsequent to the meeting at which the findings and recommendations of the investigation were presented to the board; or**
  - (2) Present, discuss, or negotiate any position which the board has adopted at a meeting of the board; provided that the assignment is made and the scope of each member's authority is defined at a meeting of the board prior to the presentation, discussion or negotiation.**





# UPDATED STRATEGIC PLAN FY 2023-2027 PROPOSED SCHEDULE

Oct – Dec 2021	Jan 2022	Feb – May 2022	June 2022	July 2022
Planning				
	Create PIG			
		<ul style="list-style-type: none"> <li>• Workshops with PIG and BWS Leadership Team (8:30-11:30 am)               <ul style="list-style-type: none"> <li>• 02/18/2022</li> <li>• 03/24/2022</li> <li>• 04/18/2022</li> <li>• 05/26/2022</li> </ul> </li> <li>• Stakeholder Advisory Group (4:00 pm)               <ul style="list-style-type: none"> <li>• 04/21/2022</li> </ul> </li> </ul>		
			PIG Report and Presentation of Strategic Plan to Board (06/27/2022)	
				Acceptance of PIG Report and Adoption of Strategic Plan (07/25/2022)

ITEM FOR INFORMATION NO. 1

RED HILL CRISIS Chair and Members  
COMMUNICATIONS Board of Water Supply  
UPDATE City and County of Honolulu  
Honolulu, Hawaii 96843

Chair and Members:

Subject: Red Hill Crisis Communications Update

The Board of Water Supply Communications Office has initiated an emergency contract with Strategic Communications Solutions to assist with messaging during the Red Hill crisis. This contract covers:

- Community survey about Red Hill – data will be used to help develop long term strategies.
- Developing TV and radio segments to discuss the BWS response to the crisis and conservation messages.
- Develop small space ad for the newspaper for same.
- Social media to promote programs, conservation, and other important messages.
- Email content and webpage refresh.

As this issue will not be resolved soon and the impact to the BWS distribution system has been significant, the BWS wants to be able to have additional resources ready to assist in developing communications strategies and their implementation.

/s/ ERNEST Y. W. LAU, P.E.  
Manager and Chief Engineer

Attachment"

The foregoing was for information only.

DISCUSSION: Kathleen Elliott-Pahinui, Information Officer, Communications Office gave the report.

Vice Chair Sproat expressed her appreciation to the BWS, recognizing, Ms. Elliott-Pahinui, Mr. Erwin Kawata, and Manager Lau for their efforts. She pointed out the amount of information that has flooded social media concerning Red Hill.

Board Member Anthony echoed Vice Chair Sproat's comments. He appreciates all the time spent monitoring and attending meetings regarding Red Hill. Board Member Anthony stated the Red Hill issue will be a long haul.



Ms. Elliott-Pahinui quoted Manager Lau, "It's a marathon, not a sprint." She shared that they are scheduled to speak at various venues. If any Board Members were interested in attending to contact her.

Board Member Soon expressed concern with the title, 'Water is Life, Knowledge is Power,' that was used in the presentation. He inquired why was 'Knowledge is Power' used.

Ms. Elliott-Pahinui replied the information that the BWS shares with the public offers knowledge of the water system, which the community has the opportunity to ask questions and get a better understanding of the water. The title is only used for the presentation and not a BWS slogan.

Chair Andaya requested that the BWS share public speaking schedules.

Manager Lau agreed to provide the Board Members with the BWS public speaking schedules and offered any materials that would assist them should they encounter someone with questions, comments, or concerns.

Chair Andaya appreciated Manager Lau's offer and thanked Ms. Elliott-Pahinui for her presentation.



WATER IS LIFE!  
A COMMUNICATIONS PLAN  
TO EMPOWER THE COMMUNITY

Board of Water Supply

January 24, 2022





# WATER IS LIFE, KNOWLEDGE IS POWER

A CAMPAIGN TO KEEP THE COMMUNITY INFORMED AND  
REINFORCE THE IMPORTANCE OF KULEANA

[WWW.BOARDOFWATERSUPPLY.COM](http://WWW.BOARDOFWATERSUPPLY.COM)



## The Opportunity

# Overarching Objective

- **Trusted Resource**

Continue to be the trusted source of information on BWS operations, water protection, and water conservation



## The Opportunity

# Overall Approach

- **Timely, Accurate Information**

Provide the community with timely, accurate information about status of BWS water system and operations

- **Accessible Multiple Touch Points**

Make relevant information readily accessible through various channels for the community





## Execution

### Touch Points

- **Dedicated Web Page**
- **Social Media Posts**
- **BWS E-Newsletter**
- **Weekly WaterWisdom Wednesdays on Hawaii News Now**
- **Weekly educational information on KSSK**
- **Monthly ads in the Honolulu Star-Advertiser**
- **Speakers Bureau**



MAHALO!

QUESTIONS?



"January 24, 2022

ITEM FOR INFORMATION NO. 2

RECRUITMENT  
STATUS  
UPDATE

Chair and Members  
Board of Water Supply  
City and County of Honolulu  
Honolulu, Hawaii 96843  
Chair and Members:

Subject: Recruitment Status Update

Michele L. Thomas, Executive Assistant, Human Resources Office, will be presenting an update on the Recruitment Status for the period of October 2021 to December 2021.

Respectfully Submitted,

/s/ ERNEST Y. W. LAU, P.E  
Manager and Chief Engineer

Attachment"

The foregoing was for information only.

DISCUSSION: Michele Thomas, Executive Assistant I, Human Resources Office, gave the report.

Board Member Szewczyk inquired about the vacancy rate at BWS.

Ms. Thomas replied that the BWS vacancy rate was at approximately 20%. She stated she would send the updated information to the Board.

Ms. Thomas stated that it is natural for any organization to have some vacancies, especially during a pandemic. She explained that there is a phenomenon known as The Great Resignation, that is happening now due to the pandemic in which people are re-evaluating their life circumstances and looking for positions that allow flexibility in the workplace.

Board Member Szewczyk asked if the BWS was participating in the job fair at the Blaisdell Center.

Deputy Kitamura responded she would be present at the job fair representing the BWS.

Board Member Anthony suggested outreach and recruiting engineer interns at the University of Hawaii (UH).



Ms. Thomas responded that the BWS continues to work with the UH, College of Engineering and shares with them the opportunities available at the BWS.

Board Member Soon inquired if the number of vacancies has had an impact on the BWS Capital Improvement Program (CIP) projects.

Manager Lau replied that the BWS CIP projects are executed despite the vacant positions because consultant services are hired.

Board Member Soon asked if hiring consultant services affect the BWS CIP budget.

Manager Lau responded that the cost to hire consultant services are higher, however, that cost is budgeted into the CIP budget.

Manager Lau explained that the BWS faces challenges in hiring qualified engineers and qualified inspectors, as they prefer other entities that have benefits that the C&C does not provide. He shared that the BWS is looking forward to participating in a new pilot program that is being discussed at the C&C Human Resources Department which would allow the BWS delegated department authority to offer recruits above the minimum salary.

Board Member Soon expressed his appreciation for the good work that the BWS continues to do even with the issues surrounding Red Hill.

Manager Lau thanked Board Member Soon. He stated that the work at BWS is a team effort. The work of the BWS is important to the life of the community because there is no substitute for pure water, Ola I Ka Wai, Water is Life, Ka Wai Ola.

Chair Andaya thanked Ms. Thomas for the report.

## Positions Filled December 1, 2020 through December 30, 2021



For the Period Oct21 - Dec21 Actions: 6 New Hires, 6 Promotions, 1 Demotion, 2 Transfers, 6 Separations, 14 Retirements

# BOARD OF WATER SUPPLY

City and County of Honolulu

## RECRUITMENT AND SEPARATION STATUS For Period October 31, 2021 to December 31, 2021

### Status of Positions Under Recruitment

	as of		
	10/31/2021	11/30/2021	12/31/2021
Pending DHR Open List (external recruitment)	20	27	28
Pending Internal recruitments	1	4	4
Pending Final Interview Questions	18	17	16
Pending Interviews with Division	28	20	18
Anticipated Starts (pre-employment clearances)	6	8	4
<b>Total Positions Under Recruitment</b>	<b>73</b>	<b>76</b>	<b>76</b>

### Filled Positions

Month	Oct-21	Nov-21	Dec-21
Open list	2	2	3
Internal Promotions	1	2	2
Internal Demotions/Transfers	0	1	2
Upward Reallocations	8	5	0

### Separations

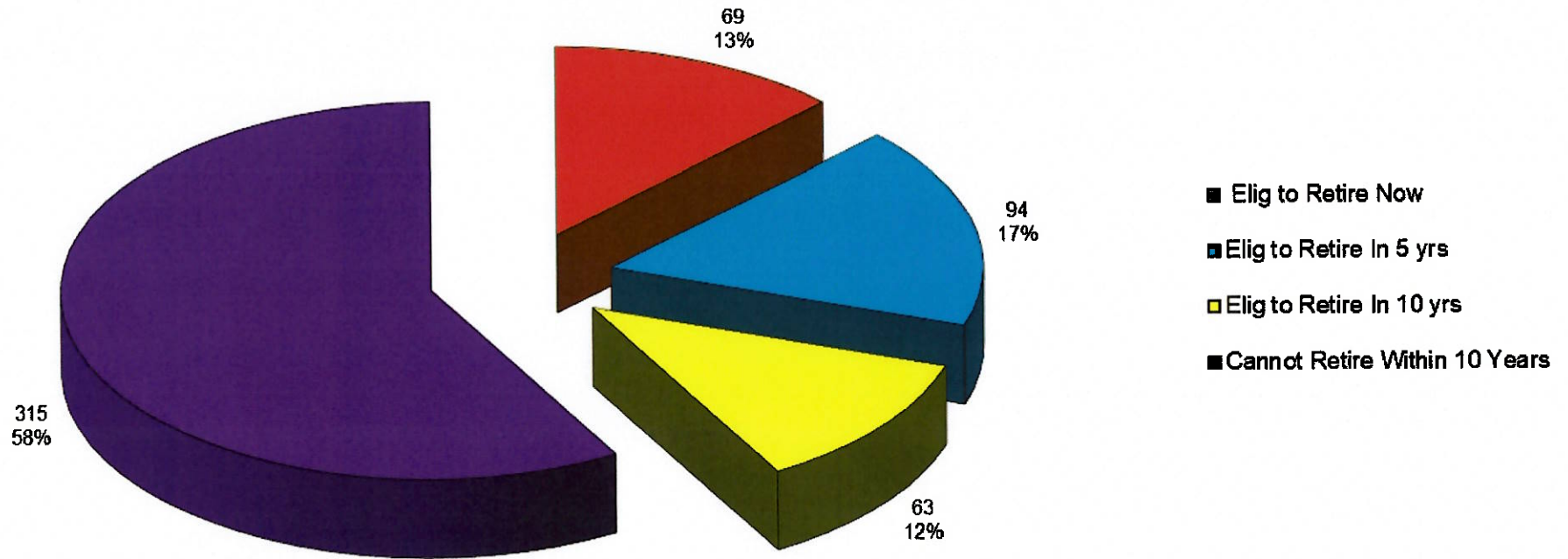
Month	Oct-21	Nov-21	Dec-21
Retire	3	0	11
Resign/Termination/Other	4	2	2

*Legend:*

*DHR = Department of Human Resources City and County of Honolulu*

*Reallocation = Employee has demonstrated competency in higher level position and position was adjusted*

## BWS Retirement Projections As of December 31, 2021



"January 24, 2022

ITEM FOR INFORMATION NO. 3

STATUS  
UPDATE OF  
GROUNDWATER  
LEVELS AT  
ALL INDEX  
STATIONS

Chair and Members  
Board of Water Supply  
City and County of Honolulu  
Honolulu, Hawaii 96843

Chair and Members:

Subject: Status Update of Groundwater Levels at All Index Stations

There were two aquifer index stations in low groundwater condition for the production month of December 2021. Kaimuki and Punaluu are in Caution Status. The monthly production average for December 2021 was 124.31 million gallons per day.

The Board of Water Supply rainfall index for the month of December 2021 was 276 percent of normal, with a 5-month moving average of 118 percent. As of January 4, 2022, the Hawaii Drought Monitor shows no dry conditions on the island of Oahu. The National Weather Service (NWS) is forecasting above-normal precipitation for January 2022. In addition, due to the present La Nina conditions, NWS is forecasting enhanced probabilities for above normal precipitation through the winter months and into Spring 2022.

Most monitoring wells exhibited increasing head levels for the month, due to decreased pumping during the winter season and the recent heavy rainfall. Average monthly Production for December 2021 was lower than the previous year and the 5-year monthly average.

Respectfully Submitted,

/s/ ERNEST Y. W. LAU, P.E  
Manager and Chief Engineer

Attachment"

The foregoing was for information only.

DISCUSSION: Marc Chun, Assistant Program Administrator, Water Resources Division, gave the report. There were no comments or discussion.

**PRODUCTION, HEAD AND RAINFALL REPORT  
MONTH OF DECEMBER 2021**

**POTABLE**

STATION	MGD
<b>HONOLULU (1)</b>	
KULIOUOU	0.00
WAILUPE	0.12
AINA KOA	0.02
AINA KOA II	0.66
MANOA II	0.60
PALOLO	1.40
KAIMUKI HIGH	1.02
KAIMUKI LOW	2.58
WILDER	7.29
BERETANIA HIGH	5.14
BERETANIA LOW	4.90
KALIHI HIGH	0.00
KALIHI LOW	0.00
KAPALAMA	1.17
KALIHI SHAFT	7.98
MOANALUA	1.56
HALAWA SHAFT	0.48
KAAMILO	0.87
KALAUAO	6.51
PUNANANI	12.37
KAAHUMANU	0.29
HECO WAI AU	2.57
MANANA	0.46
WELLS SUBTOTAL:	58.00
MANOA TUNNEL	0.17
PALOLO TUNNEL	0.00
GRAVITY SUBTOTAL:	0.17
HONO. SUBTOTAL:	58.17

STATION	MGD
<b>WINDWARD (2)</b>	
WAIMANALO II	0.00
WAIMANALO III	0.00
KUOU I	0.40
KUOU II	0.03
KUOU III	0.25
LULUKU	0.82
HAIKU	0.22
IOLEKAA	0.19
KAHALUU	0.69
KAHANA	0.00
PUNALUU I	0.00
PUNALUU II	2.49
PUNALUU III	2.16
KALUANUI	0.76
MAAKUA	0.26
HAUULA	0.25
WELLS SUBTOTAL:	8.52
WAIM. TUNNELS I & II	0.00
WAIM. TUNNELS III&IV	0.19
WAIHEE INCL. WELLS	0.65
WAIHEE TUNNEL	3.71
LULUKU TUNNEL	0.28
HAIKU TUNNEL	0.00
KAHALUU TUNNEL	1.39
GRAVITY SUBTOTAL:	6.22
WIND. SUBTOTAL:	14.74

STATION	MGD
<b>NORTH SHORE (3)</b>	
KAHUKU	0.30
OPANA	0.31
WAIALEE I	0.03
WAIALEE II	0.56
HALEIWA	0.00
WAIALUA	2.09
N.SHORE SUBTOTAL:	3.29

<b>MILILANI (4)</b>	
MILILANI I	1.53
MILILANI II	0.00
MILILANI III	0.57
MILILANI IV	2.05
MILILANI SUBTOTAL:	4.14

<b>WAIHAWA (5)</b>	
WAIHAWA	0.00
WAIHAWA II	2.86
WAIHAWA SUBTOTAL:	2.86

<b>PEARL CITY-HALAWA (6)</b>	
HALAWA 277	0.15
HALAWA 550	0.00
AIEA	0.28
AIEA GULCH 497	0.80
AIEA GULCH 550	0.53
KAONOHI I	1.38
WAIMALU I	0.00
NEWTOWN	0.79
WAI AU	0.55
PEARL CITY I	0.81
PEARL CITY II	1.04
PEARL CITY III	0.24
PEARL CITY SHAFT	0.91
PEARL CITY-HALAWA SUBTOTAL:	7.47

STATION	MGD
<b>WAIPAHU-EWA (7)</b>	
WAIPIO HTS.	0.43
WAIPIO HTS. I	0.00
WAIPIO HTS. II	0.30
WAIPIO HTS. III	1.08
WAIPAHU	5.59
WAIPAHU II	1.77
WAIPAHU III	3.33
WAIPAHU IV	1.41
KUNIA I	3.91
KUNIA II	1.66
KUNIA III	1.49
HOAEAE	4.64
HONOULIULI I	0.00
HONOULIULI II	4.24
MAKAKILO	0.13
WAIPAHU-EWA SUBTOTAL:	29.98

<b>WAIANAE (8)</b>	
MAKAHA I	0.68
MAKAHA II	0.00
MAKAHA III	0.21
MAKAHA V	0.05
MAKAHA VI	0.00
MAKAHA SHAFT	0.00
KAMAILE	0.04
WAIANAE I	0.32
WAIANAE II	0.06
WAIANAE III	0.67
WELLS SUBTOTAL:	2.04
WAI A. C&C TUNNEL	1.40
WAI A. PLANT. TUNNELS	0.21
GRAVITY SUBTOTAL:	1.61
WAIANAE SUBTOTAL:	3.65

**NONPOTABLE**

NONPOTABLE	MGD
KALAUAO SPRINGS	0.36
BARBERS POINT WELL	0.90
GLOVER TUNNEL NP	0.28
NONPOTABLE TOTAL:	1.54

**RECYCLED WATER (NOVEMBER 2021)**

RECYCLED WATER	MGD
HONOULIULI WRF R-1	6.27
HONOULIULI WRF RO	1.33
RECYCLED WATER TOTAL:	7.60

**PRODUCTION, HEAD AND RAINFALL REPORT  
MONTH OF DECEMBER 2021**

**PRODUCTION SUMMARIES**

TOTAL WATER	MGD
PUMPAGE	116.31
GRAVITY	8.00
POTABLE TOTAL:	124.31
NONPOTABLE	1.54
RECYCLED WATER	7.60
TOTAL WATER:	133.45

CWRM PERMITTED USE AND BWS ASSESSED YIELDS FOR BWS POTABLE SOURCES				
WATER USE DISTRICTS		A	B	C
		PERMITTED USE/ BWS YLDS	DEC 2021	DIFF. A-B
1	HONOLULU	82.93	58.00	24.93
2	WINDWARD	25.02	10.38	14.64
3	NORTH SHORE	4.70	3.29	1.41
4	MILILANI	7.53	4.14	3.39
5	WAHIAWA	4.27	2.86	1.41
6	PEARL CITY-HALAWA	12.25	7.47	4.78
7	WAIPAHU-EWA	50.63	29.98	20.65
8	WAIANAE	4.34	2.04	2.30
TOTAL:		191.67	118.16	73.50

CWRM PERMITTED USE FOR BWS NONPOTABLE SOURCES				
WATER USE DISTRICTS		A	B	C
		PERMITTED USE	DEC 2021	DIFF. A-B
7	WAIPAHU-EWA (BARBERS POINT WELL)	1.00	0.90	0.10
TOTAL:		1.00	0.90	0.10

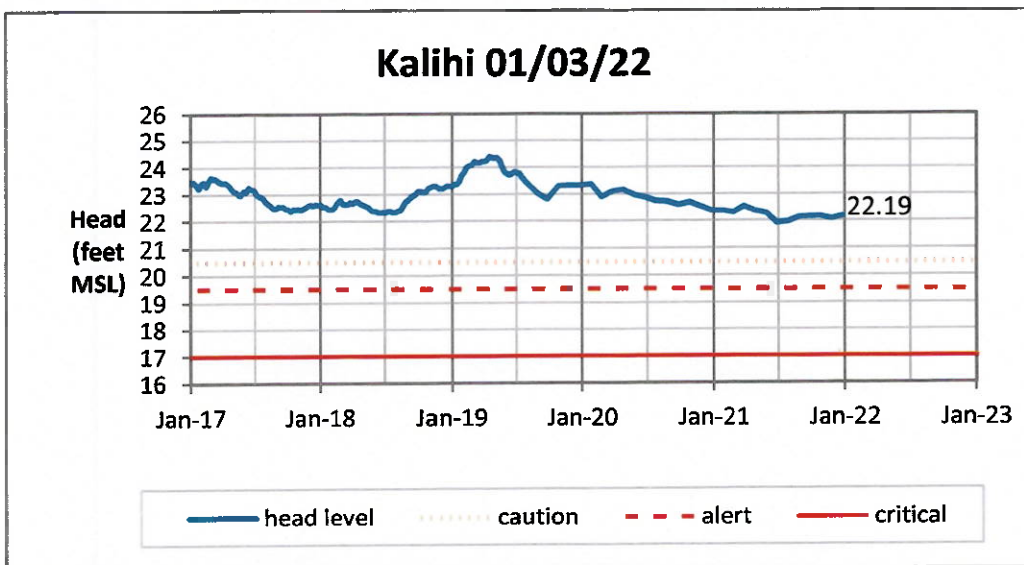
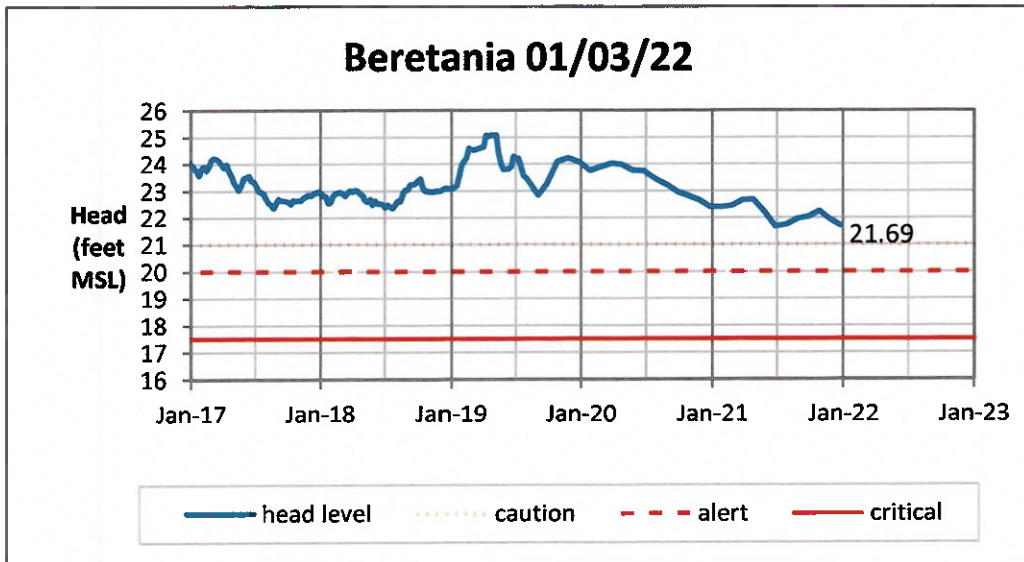
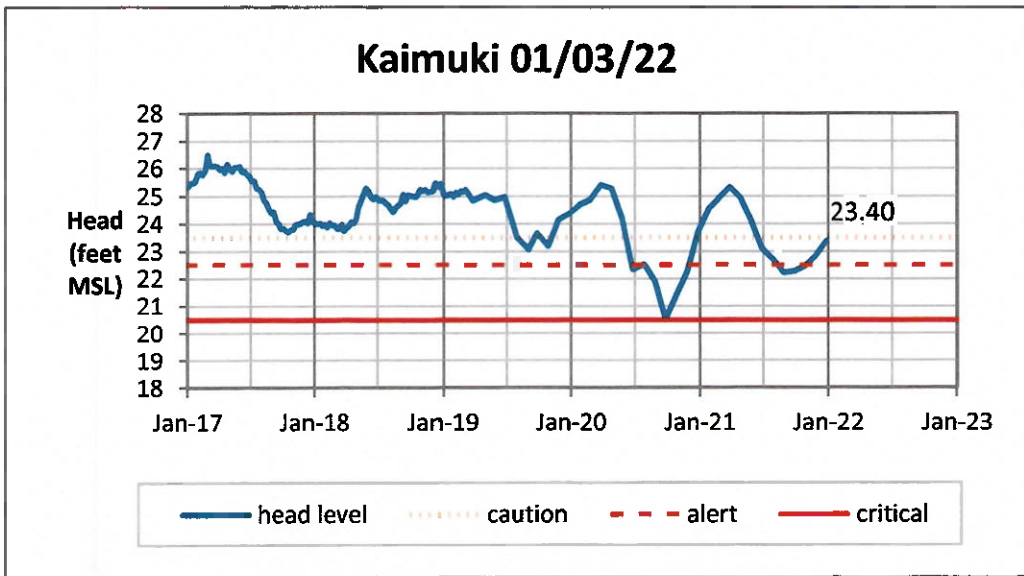
**EFFECTIVE WATER DEMAND PER DISTRICT**

IMPORT/EXPORT BETWEEN WATER USE DISTRICTS			
FROM	TO		MGD
2	1	WINDWARD EXPORT	0.02
7	8	BARBERS PT LB	4.11

WATER USE DISTRICTS		SUBTOTAL	IMPORT	EXPORT	EFFECTIVE WATER DEMAND
1	HONOLULU	58.00	0.02	-	58.02
2	WINDWARD	10.38	-	0.02	10.36
3	NORTH SHORE	3.29	-	-	3.29
4	MILILANI	4.14	-	-	4.14
5	WAHIAWA	2.86	-	-	2.86
6	PEARL CITY-HALAWA	7.47	-	-	7.47
7	WAIPAHU-EWA	29.98	-	4.11	25.86
8	WAIANAE	2.04	4.11	-	6.15
TOTAL:		118.16	4.13	4.13	118.16

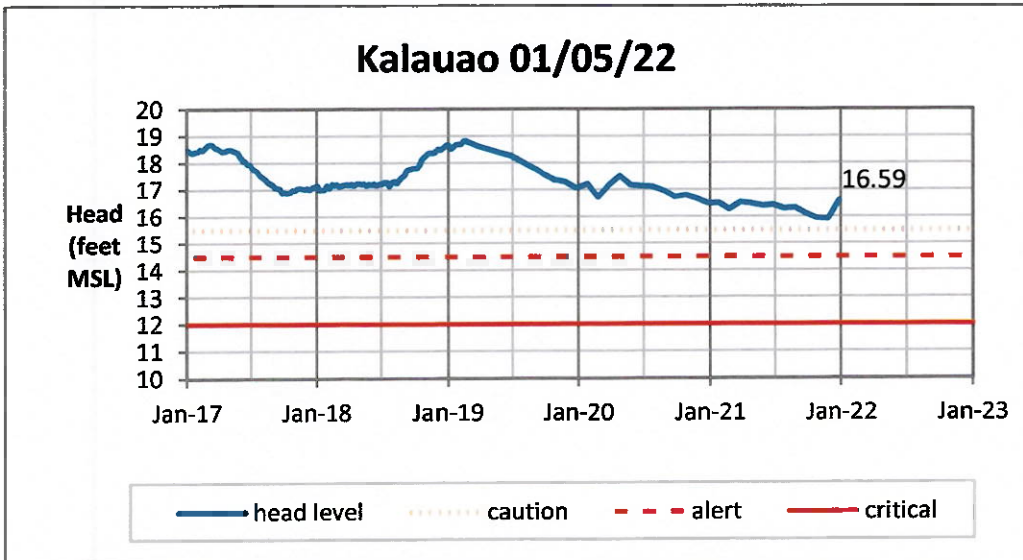
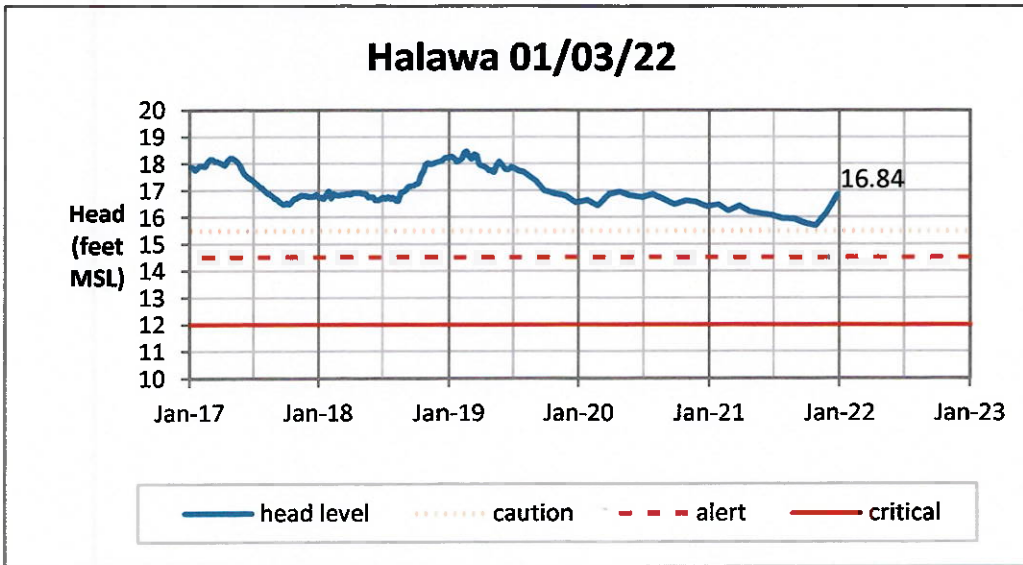
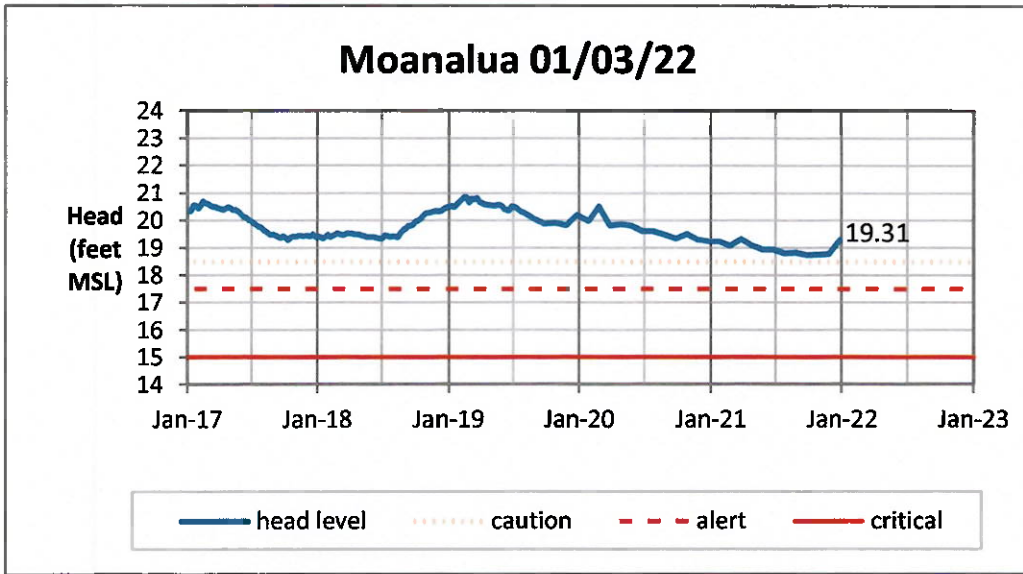


# Head Report

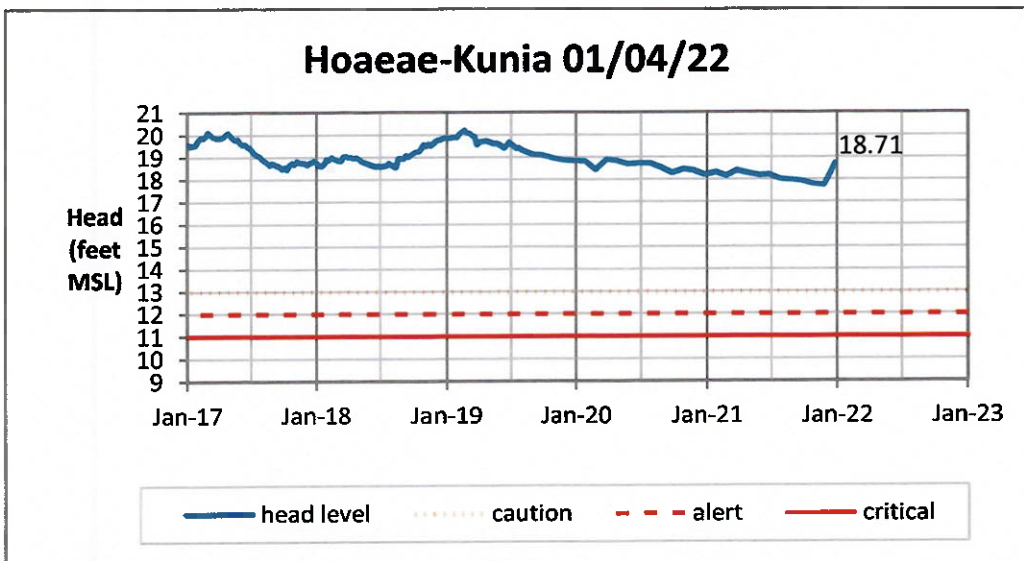
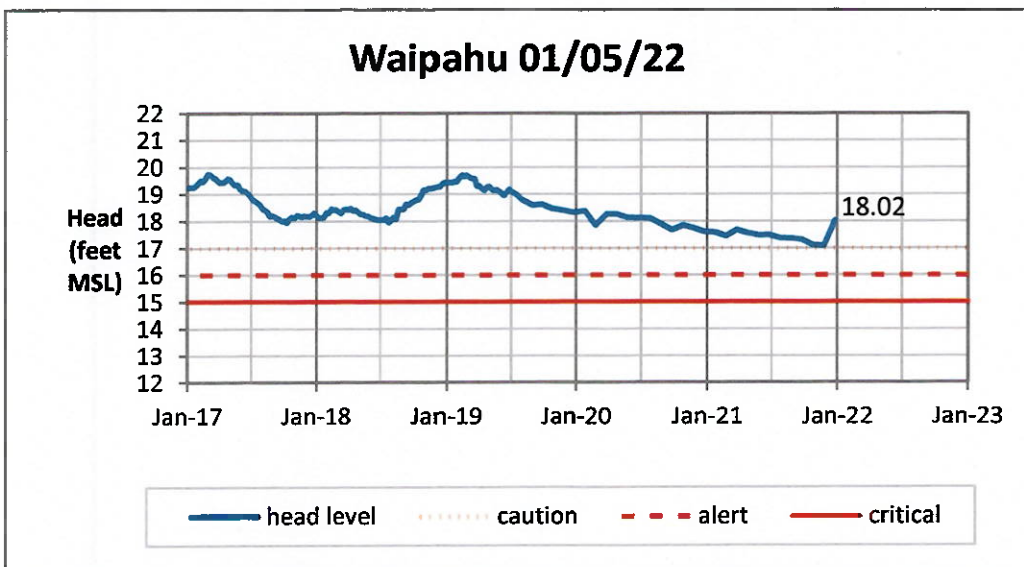
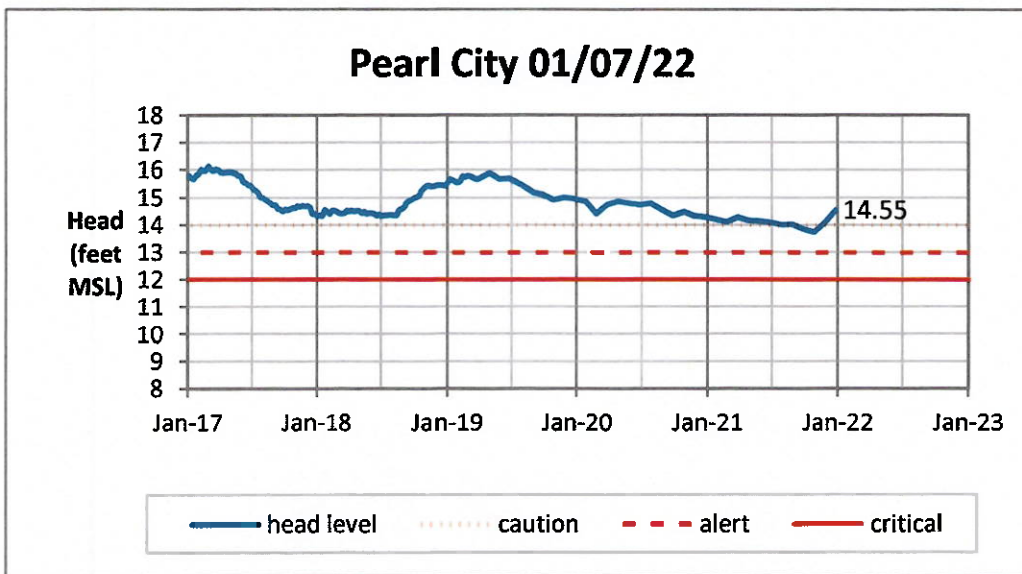




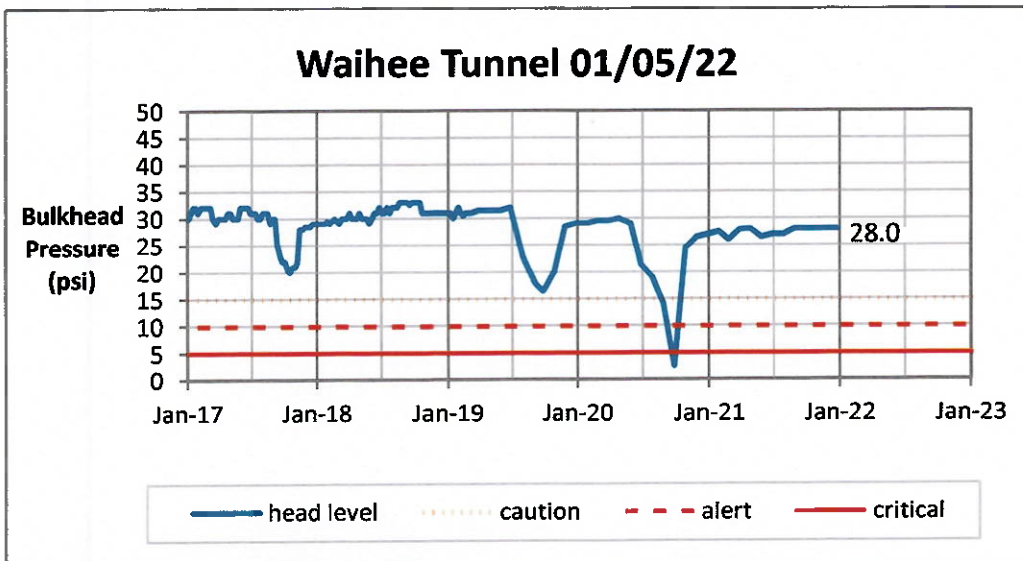
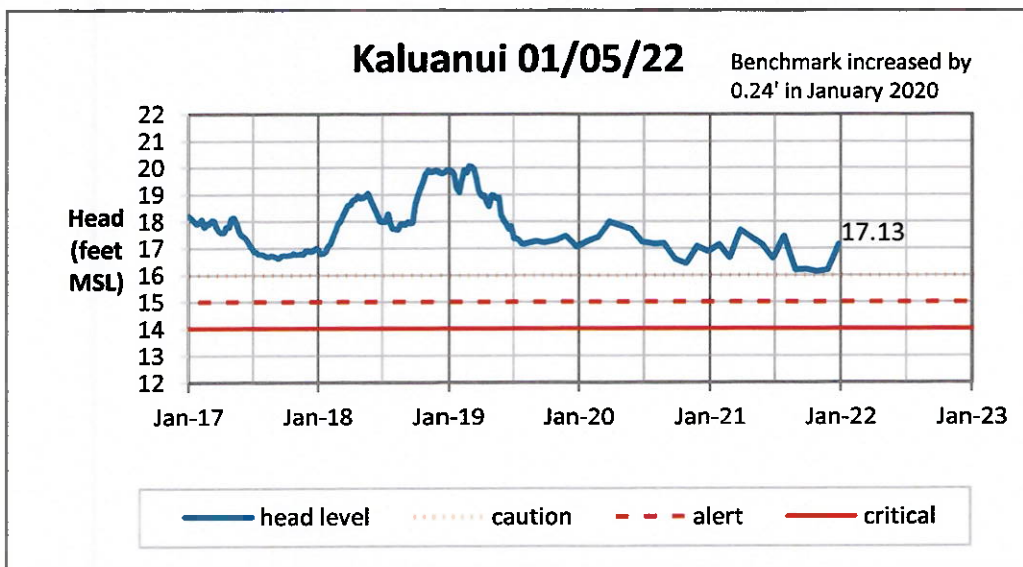
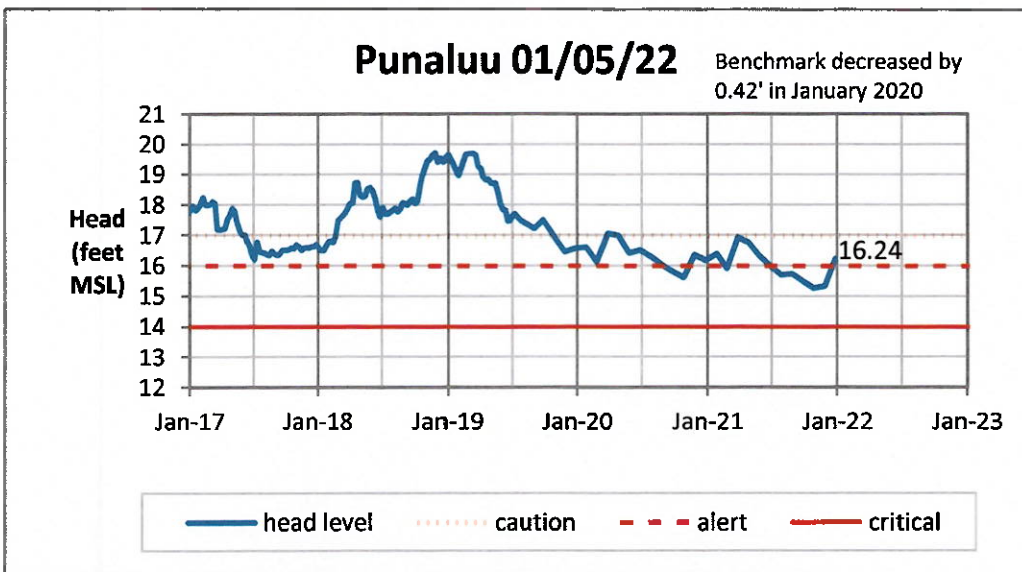
# Head Report



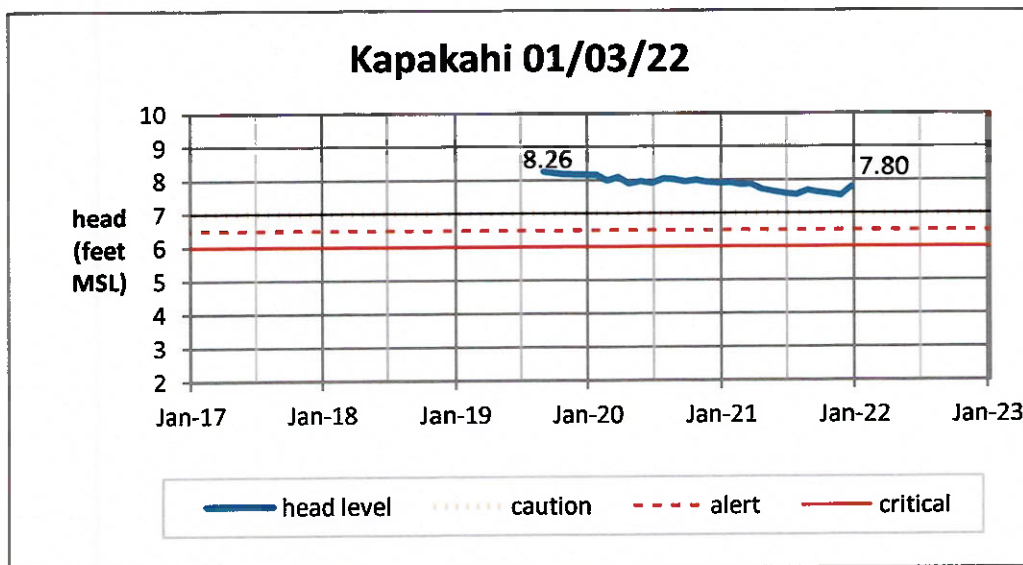
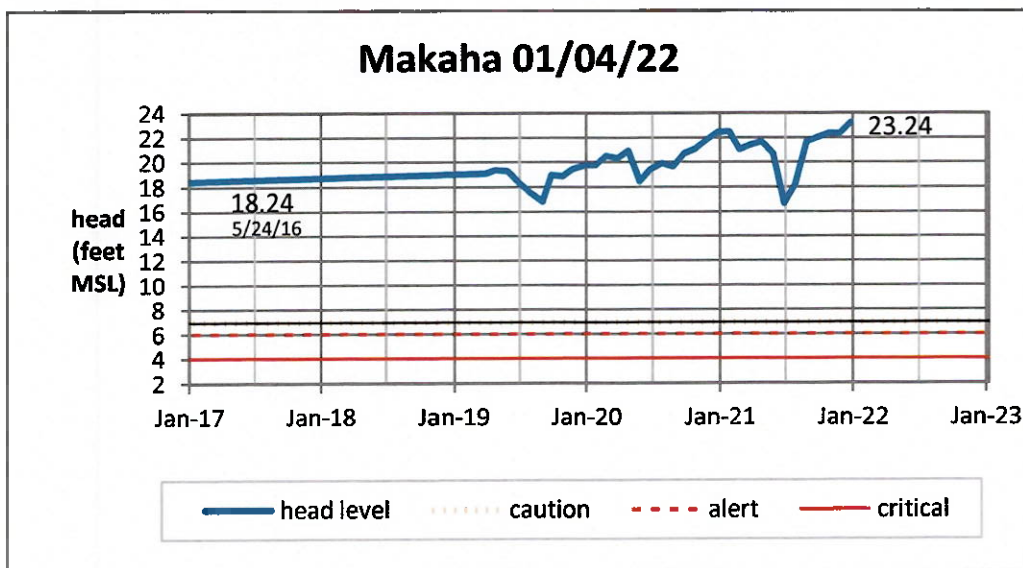
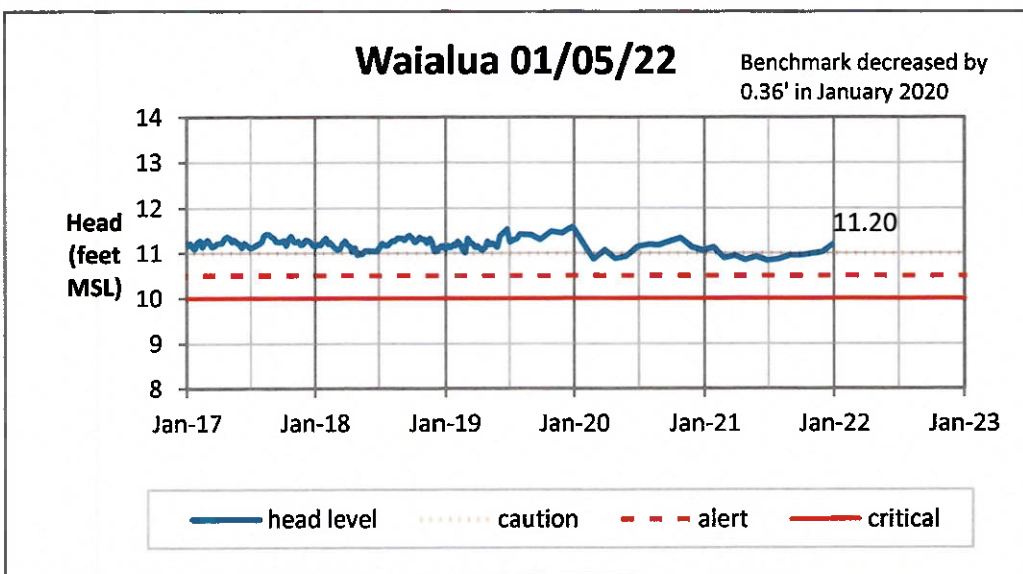
# Head Report



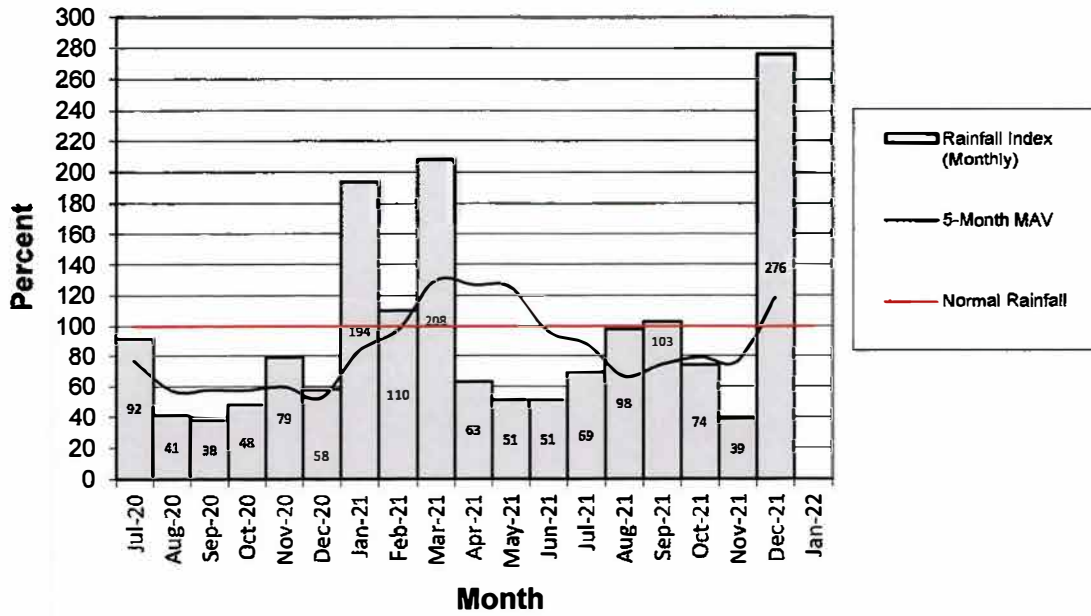
# Head Report



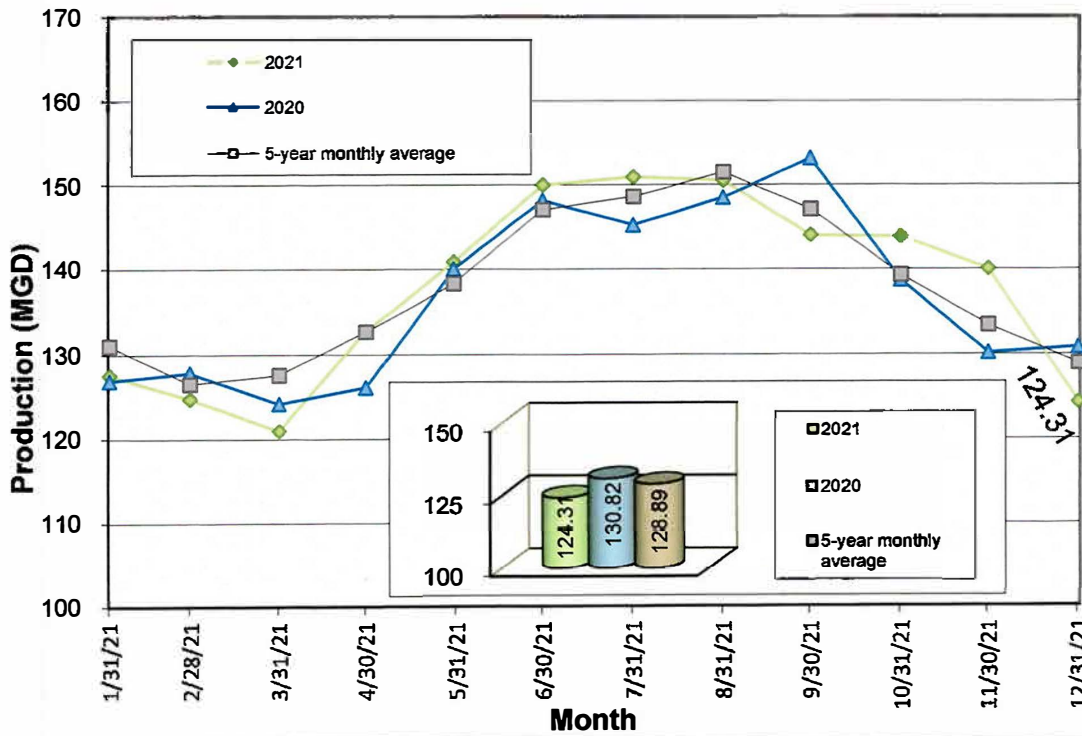
# Head Report



### HONOLULU WATERSHED AREA Rainfall Intake



### Monthly Production





"January 24, 2022

ITEM FOR INFORMATION NO. 4

WATER MAIN  
REPAIR  
REPORT FOR  
DECEMBER 2021

Chair and Members  
Board of Water Supply  
City and County of Honolulu  
Honolulu, Hawaii 96843

Chair and Members:

Subject: Water Main Repair Report for December 2021

Jason Nikaido, Acting Program Administrator, Field Operations Division, will report on water main repair work for the month of December 2021.

Respectfully submitted,

/s/ ERNEST Y. W. LAU, P.E  
Manager and Chief Engineer

Attachment"

The foregoing was for information only.

DISCUSSION: Jason Nikaido, Program Administrator, Field Operations Division, gave the report.

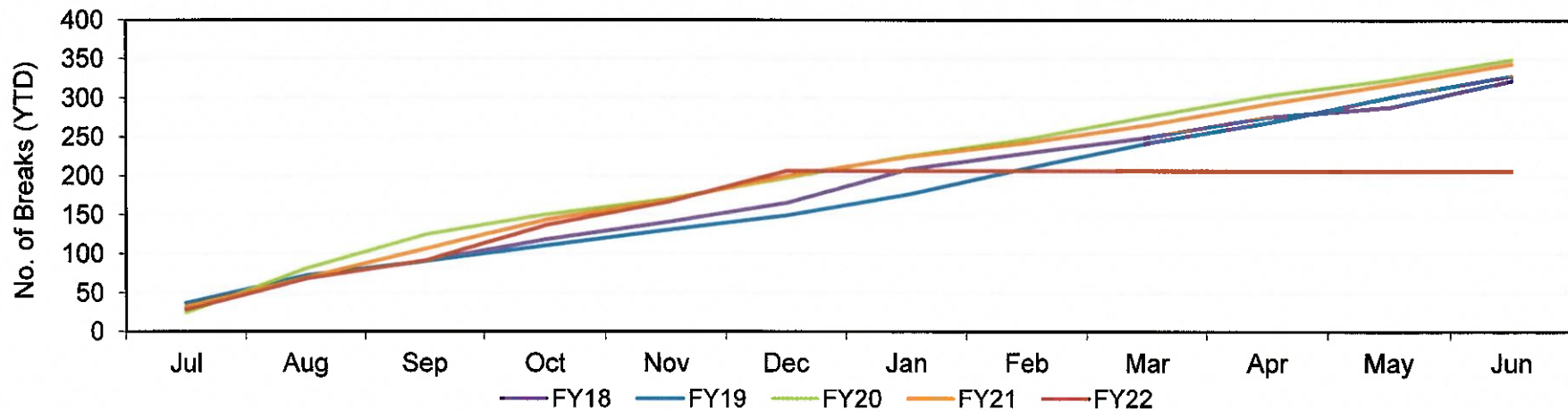
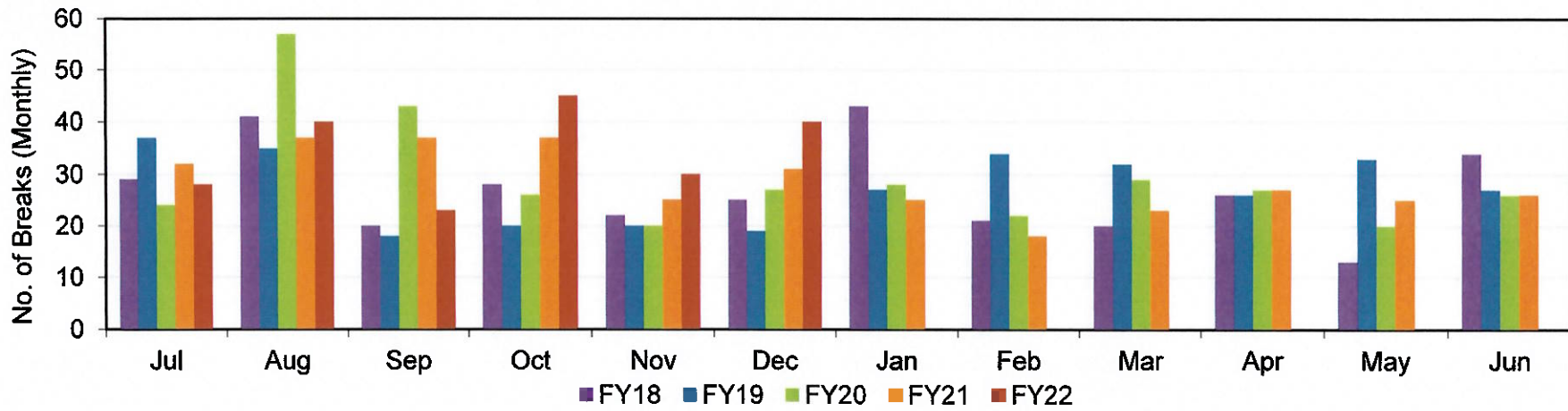
Manager Lau recognized Mr. Nikaido for the great work that he has demonstrated and congratulated Mr. Nikaido as the new Program Administrator of the Field Operations Divisions. He stated that Mr. Nikaido and his team are expanding the capabilities and efficiency of the BWS by using new leak detection technology which was presented in the new presentation format.

Chair Andaya praised Mr. Nikaido for his great work and thanked him for his presentation.

**WATER MAIN REPAIR REPORT  
for December 2021**

**Monthly Main Breaks**

FY	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
2022	28	40	23	45	30	40							206
2021	32	37	37	37	25	31	25	18	23	27	25	26	343
2020	24	57	43	26	20	27	28	22	29	27	20	26	349
2019	37	35	18	20	20	19	27	34	32	26	33	27	328
2018	29	41	20	28	22	25	43	21	20	26	13	34	322



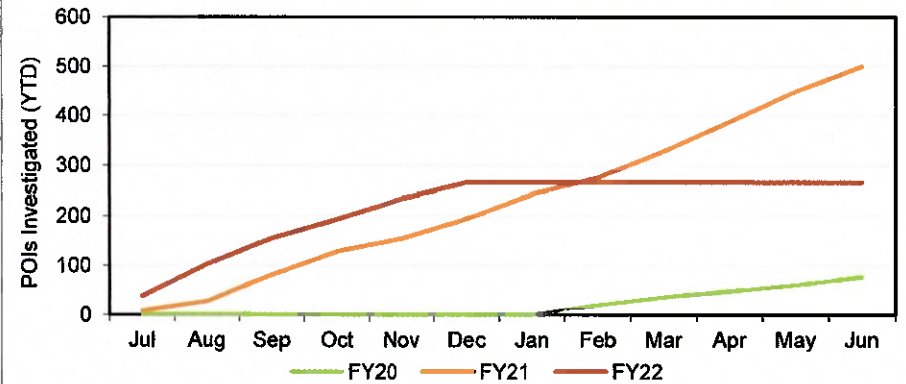
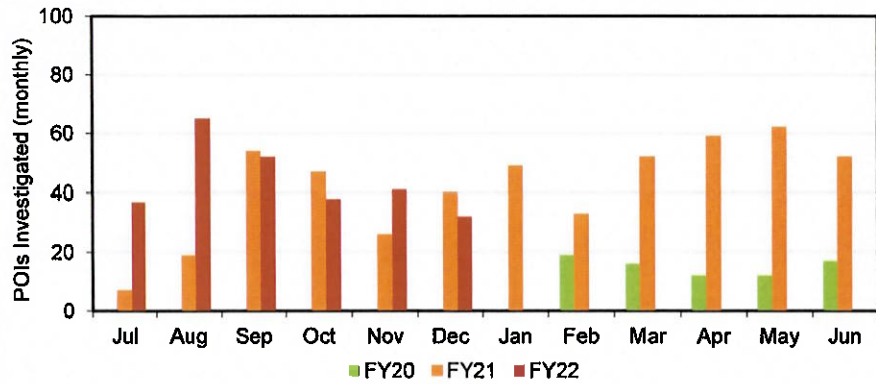
Date	Address	Size (In)	Pipe Type	Date	Address	Size (In)	Pipe Type
12/1/2021	2043 Liliha St, Honolulu	12	PVC	12/20/2021	3434 McCorriston St, Honolulu	8	CI
12/1/2021	45-578 Apapane St, Kaneohe	8	CI	12/21/2021	3265 Pinaoula St, Honolulu	8	CI
12/1/2021	979 Waiohinu Dr, Honolulu	6	CI	12/22/2021	905 Ahua St, Honolulu	12	CI
12/3/2021	1091 Kumukumu St, Honolulu	8	PVC	12/29/2021	94-1024 Pulelo St, Waipahu	8	PVC
12/4/2021	59-598 Akanoho Pl, Haleiwa	8	CI	12/29/2021	91-59 Hanua St, Kapolei	12	AC
12/4/2021	2863 Kalakaua Ave, Honolulu	8	CI	12/29/2021	98-775 Kaonoahi St, Aiea	12	CI
12/5/2021	2302 Palolo Ave, Honolulu	8	CI	12/30/2021	141 Puiwa Rd, Honolulu	8	CI
12/5/2021	98-1827 Hapaki St, Aiea	12	CI	12/30/2021	169 Puuikena Dr, Honolulu	8	DI
12/5/2021	2043 Liliha St, Honolulu	12	PVC	12/31/2021	1329 Palolo Ave, Honolulu	8	PVC
12/6/2021	245 Kalama St, Kailua	6	CI	12/31/2021	727 Mahailua St, Waimanalo	4	CI
12/6/2021	3860 Sierra Dr, Honolulu	8	CI				
12/7/2021	910 Waioli St, Honolulu	8	CI				
12/7/2021	4295 Nuuanu Pali Dr, Honolulu	4	AC				
12/8/2021	4202 Salt Lake Blvd, Honolulu	6	CI				
12/8/2021	45-560 Keaahala Rd, Kaneohe	6	CI				
12/10/2021	87-209 Mamoalii Way, Waianae	8	PVC				
12/11/2021	87-150 Mamoalii Pl, Waianae	8	PVC				
12/12/2021	720 8th Ave, Honolulu	6	CI				
12/12/2021	45-273 Puaae Rd, Kaneohe	6	CI				
12/14/2021	4606 Aliikoa St, Honolulu	6	CI				
12/14/2021	2841 Henry St, Honolulu	8	CI				
12/15/2021	1003 Auloa Rd, Kailua	12	CI				
12/15/2021	1020 Hulakui Dr, Honolulu	6	CI				
12/15/2021	2924 Kolomona Pl, Honolulu	6	CI				
12/16/2021	87-118 Auyoung Homestead Rd, Waianae	8	CI				
12/16/2021	969 Auloa Rd, Kailua	12	CI				
12/18/2021	3116 Alike Ave, Honolulu	8	PVC				
12/18/2021	1600 Makaloa St, Honolulu	8	CI				
12/19/2021	618 Kili Dr, Waianae	16	CC				
12/20/2021	2472 Kekuanoni St, Honolulu	4	CI				



**LEAK DETECTION  
for December 2021**

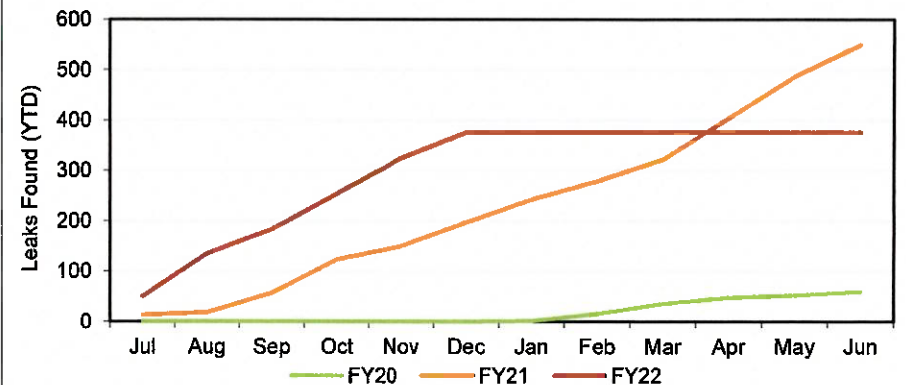
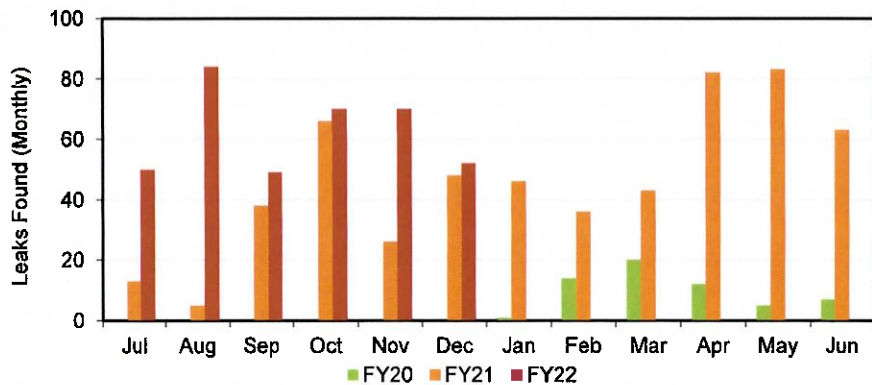
**POIs Investigated**

FY	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
2022	37	65	52	38	41	32							265
2021	7	19	54	47	26	40	49	33	52	59	62	52	500
2020							0	19	16	12	12	17	76



**Leaks Found**

FY	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
2022	50	84	49	70	70	52							375
2021	13	5	38	66	26	48	46	36	43	82	83	63	549
2020							1	14	20	12	5	7	59



**MOTION TO  
RECESS INTO  
EXECUTIVE  
SESSION**

There being no further business Chair Andaya at 3:10 PM called for a motion to adjourn the Open Session. Na'alehu Anthony so moved; seconded by Dawn Szewczyk and unanimously carried.

Upon unanimous approved motion, the Board recessed into Executive Session Pursuant to [HRS § 92-5 (a)(4)] at 3:11 PM to Consider Issues Pertaining to Matters Posted for Discussion at an Executive Session.

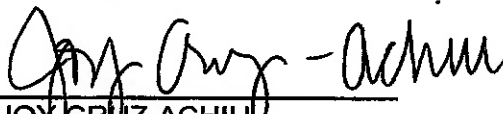
**OPEN  
SESSION**

The Board reconvened in Open Session at 5:46 PM.


**MOTION TO  
ADJOURN**

There being no further business Chair Andaya at 5:48 PM called for a motion to adjourn the Regular Session. Kapua Sproat so moved; seconded by Jade Butay and unanimously carried.

The minutes of the Regular Meeting held on January 24, 2022 are respectfully submitted,

  
JOY CRUZ-ACHIU

APPROVED:

  
BRYAN P. ANDAYA  
Chair of the Board  
FEB 28 2022

Date

THE MINUTES OF THE REGULAR SESSION BOARD MEETING ON JANUARY 24, 2022 WERE APPROVED AT THE FEBRUARY 28, 2022 BOARD MEETING			
	AYE	NO	COMMENT
BRYAN P. ANDAYA	X		
KAPUA SPROAT	X		
RAY C. SOON	X		
MAX J. SWORD			ABSTAIN
NA'ALEHU ANTHONY	X		
JADE T. BUTAY	X		
DAWN B. SZEWCZYK	X		