



STATE OF HAWAII
DEPARTMENT OF LABOR AND INDUSTRIAL RELATIONS
Hawaii Occupational Safety and Health Division
Hoisting Machine Operators Advisory Board
830 Punchbowl Street, Room 114
Honolulu, Hawaii 96813
Telephone: (808) 586-8146; E-mail: HMOAB@hawaii.gov

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DEPUTY DIRECTOR
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ANGELA CHINEN
JOAQUIN DIAZ
RICHARD E. LENTES III
JOHN MIHLBAUER JR
MELVIN CHANG
EXECUTIVE ASSISTANT

Hoisting Machine Operators Advisory Board Minutes

Wednesday, December 14, 2016

1:30 p.m. HT

830 Punchbowl Street, Room 114
Honolulu, HI 96813

Board Members Present: Tristan Aldeguer, Angela Chinen, Richard Lentes III, and John Muhlbauer Jr.

Excused: Joaquin Diaz

Staff: Executive Assistant Mel Chang and Aadel Khandaker (for Leonard Hoshijo)

Guests: none

1. Call to Order: Meeting was called to order by chair Tristan Aldeguer at 1:36 pm
2. Approval of Minutes from 26 October 2016. Lentes moved and Muhlbauer seconded to approve minutes as circulated. It was noted that the November 16, 2016 meeting was cancelled for lack of quorum.
3. DLIR Deputy Director Leonard Hoshijo Report – Aadel Khandaker did not have a report from Leonard Hoshijo.
4. Executive Assistant Mel Chang Report
 - a. Income and expenses – Chang reported a total income of \$13,700 from fees collected from July 1 through December 12, 2016. There were expenses of \$10,017.29 for the same period. This expense includes the executive assistant wages and office expenses. This resulted in revenues over expenses of \$3,682.71.
 - b. Certifications and applications report – Chang reported 14 applications were processed in November and December with 5 pending.
 - c. Incomplete application – Chang updated the board on an incomplete application from the September 28 meeting. It was pointed out that the application is now complete. The Board moved to approve the application.
5. Old Business:
 - a. 2017 NCCCO Commissioners Meeting – Chinen reported that arrangements for the Commissioners meeting from May 2-5, 2017, at the Ala Moana Hotel are being finalized. HMOAB will co-host the event and host a public meeting with the commissioners on May 5 and 6.

- b. Final Report to the Legislature on HB 2009 – the Board moved to approve the Final Report as corrected. Lentes seconded. Motion carried unanimously.
6. New Business:
 - a. 2016-2017 HMOAB Budget – the Board increased the postage by doubling the mailing and adding \$2000 for the 2017 OSHA workshop.
 - b. 2015-2016 Annual Report – Chang reported that the annual report has been completed.
 - c. Pay Increase for exempt employees – Chinen moved and Lentes seconded to approve the pay increase for Executive Assistant Melvin Chang. Passed unanimously.
7. Next Board Meeting: **Wednesday, Jan. 18, 2016 @ 1:30 pm**, HMOAB Office #114
8. Adjournment: The meeting adjourned at 2:45 pm.

Persons unable to attend or wishing to present additional comments may send written or e-mail correspondence to: the above address or HMOAB@hawaii.gov. Any person requiring a special accommodation (large print materials, sign language interpreters, etc.) should make a request in writing or by calling (808) 586-8146. The request must be received at least five business days before the hearing date.