



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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ANGELA CHINEN
JOHN MIHLBAUER JR
MELVIN CHANG
EXECUTIVE ASSISTANT

Hoisting Machine Operators Advisory Board Minutes

Thursday, November 14, 2019

1:30 p.m. HT

830 Punchbowl St, Room 114

Board Members Present: Tristan Aldeguer, Doc Bailey, Angela Chinen, and John Mihlbauer Jr.

Staff: Executive Assistant Mel Chang, Tracy Takano

1. Call to Order: A quorum was present and the meeting was called to order by Chairperson Tristan Aldeguer at 1:30 p.m.
2. Approval of Minutes from 9 October 2019. Mihlbauer moved and Chinen seconded to approve minutes. Motion carried unanimously.
3. Director's Office – No report from the Director's Office.
4. HIOSH –No report from HIOSH.
5. Executive Assistant Mel Chang Report
 - a. Certifications and applications report – Chang reported a total of 37 applications processed from October 8, 2019 to November 13, 2019 (11 new applications, 21 renewals, and 5 updated or replaced).
 - b. Fund Status–Chang reported that the latest HMOAB Special Funds Report of October 2019 showed \$ 694.69 in revenues over expenses. The Year to Date showed a gain of \$2,404.68.
6. Old Business:
 - a. Board Vacancy and replacement – Chang updated the Board on the status of replacing Richard Lentes III who resigned from the Board at the October 8, 2019 meeting. Tim Chatfield attended that meeting and was interested in serving as a board member. Chatfield has submitted his application to the Hawaii State Boards and Commissions. This information was communicated to William Kunstman on November 12, 2019. It will now be in the hands of the Governor's office.
 - b. Executive Assistant Replacement – Chang informed the Board that the half-time executive assistant position had expired on June 30, 2019 and needs to be extended. The human resource department suggested the extension should be for two years. The existing executive assistant, Melvin Chang, also needs to be appointed to that position. Bailey moved, Chinen seconded to extend the position and appoint Melvin Chang to that position. The motion carried unanimously.

1. Chang introduced Tracy Takano to the Board. Tracy is applying to fill the executive assistant position. After introductions and questions from the Board, Bailey moved and Muhlbauer seconded to accept Takano's application. The motion carried unanimously.
- c. Medical/physical examination requirements – Chang reported that the medical examination requirements from ASME 30.5 and the DOT medical form have been added to the HMOAB website. The Board suggested that the website should say other medical forms will be accepted if they meet the requirements of ASME 30.3 and ASME 30.5. Chang will update the website.
- d. Future and expanded role of HMOAB - Discussion was deferred on this item.
- e. Proposed legislative and rules changes – Discussion was deferred to next year with the understanding that legislative proposals for the Department of Labor needs to be submitted around September 2020. Rule changes follow a different procedure and can be done at any time.
- f. Possibility of hosting NCCCO meeting in October 2020. Chinen reported that the NCCCO will be unable to hold their meeting in Hawaii in October 13-14, 2020 at the same time as the Pac Rim Safety Conference. The NCCCO could provide a speaker at the October conference. The NCCCO is still interested in holding another commissioners meeting in Hawaii.
7. New Business
 - a. 2019-2020 Budget –The budget was approved with the addition of \$2,000 to advertising line item for a total of \$6,000 for advertising.
8. Community Comments – None
9. Next Board Meeting: The next meeting will be: **Wednesday, January 8, 2020 @1:30 pm**, at 830 Punchbowl Street, Room 114.
10. Adjournment: The meeting adjourned at 2:14 p.m.

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.