

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

ORDINANCE _____

BILL **45 (2023), CD2**

A BILL FOR AN ORDINANCE

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.

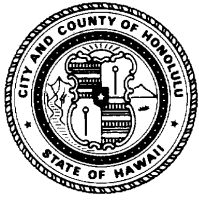
The director shall:

- (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~~[-]~~;
- (3) Work with other city departments to analyze, monitor, and identify obsolete vacant positions; and
- (4) Submit an annual report to the council in accordance with § 2-18.7."

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 or the mayor's designee, which may include the director of human resources, shall also submit to the council a report on position vacancies in the ~~[city]~~ city's executive branch. The report ~~[shall]~~ 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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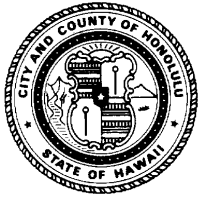
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- (2) The impact of the vacant positions on the city's operations and delivery of services;
 - (3) The steps taken to fill the vacant positions and any challenges encountered; and
 - (4) An updated listing (as of January 31 of the year of submittal or later) of all vacant positions abolished in the preceding fiscal year.
- (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;
 - (6) ~~[and whether]~~ Whether and when the position is proposed to be filled or ~~[abolished.]~~ abolished;
 - (7) For any vacant position that has been abolished, the positions, if any, to which the responsibilities of the abolished vacant position have been transferred."

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.



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SECTION 5. This ordinance takes effect upon its approval.

INTRODUCED BY:

Tommy Waters

DATE OF INTRODUCTION:

July 19, 2023

Honolulu, Hawai'i

Councilmembers

APPROVED AS TO FORM AND LEGALITY:

Deputy Corporation Counsel

APPROVED this _____ day of _____, 20 _____.

RICK BLANGIARDI, Mayor
City and County of Honolulu