

**Department of the Attorney General
2016 Legislative Budget Briefing
January 2016**

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A. MISSION STATEMENT

Legal Services

To provide quality legal services to the State of Hawai‘i by offering advice and counsel to its client agencies, assisting in implementing policy decisions, and aiding the core activities of its client agencies. Carrying out this mission includes (1) appearing for the State in civil and criminal cases when the State is a party; (2) investigating violations of state laws, enforcing the laws, and prosecuting those who violate the law; (3) providing legal opinions for the Governor, Legislature, and the heads of state departments; (4) advising state officials on legal matters so they can faithfully execute their duties and responsibilities; and (5) defending and representing state officials and employees when they are sued for actions that they have taken as part of their official duties.

Hawai‘i Criminal Justice Data Center (HCJDC)

To provide complete, accurate, and timely criminal justice information for use by all criminal justice and certain authorized non-criminal justice agencies throughout the State and to provide a statewide system of civil and criminal identification based on fingerprints and demographics.

Child Support Enforcement Agency (CSEA)

To provide assistance in obtaining support (both financial and medical) for children through locating parents, establishing paternity, establishing support obligations and enforcing those obligations.

B. HOW CURRENT ECONOMIC AND FISCAL CONDITIONS ARE AFFECTING THE DEPARTMENT

Legal Services

Although economic conditions have improved since the 2008 recession, the State has understandably remained conservative in its budgeting approach. Those budget restrictions have impacted the Department. The number of deputies available to respond to the legal needs of our client agencies has remained flat while demand has increased. This is due in large part to the inability to fill vacant positions as a result of the high level of budgeted vacancy savings. Because our vacancy savings are budgeted at 10.1% of payroll, we have fewer deputies available to respond to our clients' legal needs.

Economic and fiscal conditions have hampered our ability to hire personnel to fill vacancies for positions to which we cannot offer salaries that are competitive with other government agencies. Recently some well qualified applicants stated that they chose not to pursue our available positions because the salary was lower than expected. Current delays in our services to our clients are due in some part to an inability to fill positions. As a direct result of the vacancies, deputy attorneys general must limit the time that they spend on their designated clients' legal needs so they can provide services to other agencies that do not have sufficient legal counsel.

Everyone has been doing the best that they can under the circumstances. Because of the decreased manpower and increased volume of work, however, our deputies are faced with more workload with less time to devote to each assignment. At some point, the State may be disadvantaged, legally, when timely legal advice and services are delayed.

Additionally, we continue to lose attorneys to the county prosecutors and Corporation Counsel offices, which on average pay about \$10,000 - \$22,000 more for positions that do similar work.

Hawaii Criminal Justice Data Center (HCJDC)

The HCJDC continues to support the State's mission critical criminal justice systems, which require 24x7 on-call services to law enforcement and criminal justice agencies. This is a high priority for the HCJDC and all such agencies that depend upon these criminal justice services to maintain public safety for the State of Hawai'i.

These systems include CJIS-Hawai'i, the statewide Automated Fingerprint Identification System (AFIS) and facial recognition system, the statewide system/database of booking information (otherwise known as the Green Box System), the Lights-Out Transaction Controller (LOTIC) which ties together these systems in the real-time positive

identification process, connectivity to the FBI's National Crime Information Center (NCIC), as well as the Hawai'i Integrated Justice Information Sharing (HIJIS) program.

CJIS-Hawai'i is the State's central repository for criminal history information and is an integral component of the State's criminal identification, background check, rap back, and HIJIS programs. With over 4,000 users accessing this system and relying on the programs it supports, the database and operating technical platform must be kept up-to-date and configured to maximize its performance. Throughout the years, there has been no budget line item to maintain this mission critical system; rather, monies from the program's operating budget were put toward its maintenance. Those funds are no longer sufficient to continue supporting the system.

The HIJIS program got its initial start through federal grant funding and brings together state and county agencies to foster collaboration across jurisdictions and provide critical information in a more efficient means that improves public safety. Federal funds, while available for projects and new initiatives, are no longer available to sustain programs. In order to ensure the continuity of the program and services it provides the core infrastructure needs to be supported locally.

After 11 years, the statewide AFIS is finally being upgraded. The State has entered into a 5-year lease purchase, and on-going lease payments are partially budgeted with federal funds supplementing the total amount. Once operational, budgeted maintenance payments will need to be reviewed to ensure they are sufficient to cover overall maintenance costs.

Child Support Enforcement Agency (CSEA)

The child support enforcement program is funded with both federal and state resources. CSEA receives 66% federal matching funds for its operating costs and the remaining 34% must be paid through the State's general fund. As a result any restriction in general fund hurts the agency.

There is currently a 10% restriction on the general fund appropriation. This percentage restriction equates to \$436,935 in state general funds, and because every dollar of general fund is matched with two dollars of federal funds, the agency stands to lose \$1,285,106 in total.

80% of this funding restriction – or \$1,028,084 - affects the personal services budget. Losing over one million dollars that would otherwise be devoted to filling vacant positions damages the agency's ability to meet operational needs and maintain its quality of customer service.

C. FEDERAL FUNDS

Legal Divisions

The Department may see a reduction in support from the Department of Education (DOE) on matters relating to special education and related services if federal funds for Individuals with Disabilities Education Act (IDEA) is reduced.

Crime Prevention and Justice Assistance Division

Funding for the Edward Byrne Justice Assistance Grant program (CFDA No. 16.738) has been cut by 40 percent (\$609,973) since FFY 2010. As federal discretionary spending has been reduced, the Department of Justice grant programs have borne nearly the entire reduction required of the Department overall. These reductions in funding come with a cost and impact our ability to continue proven programs and to test innovative new ideas that protect victims, hold offenders accountable, prevent crime, and reduce recidivism. No efforts have been made to supplant the federal reductions for FY 16 and FY 17 with other funds.

Hawaii Criminal Justice Data Center (HCJDC)

HCJDC is not immediately impacted by the loss of federal funds; however, dwindling federal grant funds could have a significant negative impact on the continuity of the HIJS program, personnel to support the Sex Offender Registration program which includes program staff, investigators and deputy attorneys general and the State's ability to supplement on-going lease purchase payments for the statewide AFIS upgrade.

Declining federal funds and the non-existent earmark funds have had a significant impact to the HIJS program which got its initial start with federal funds (Office of Community Oriented Policing Services (COPS) Technology Program, CFDA No. 16.710). HIJS is making strides in its service offerings as a member of the Open Justice Broker Consortium. This membership is critical as it provides 500 hours of justice-related technical support to both maintain and expand its offerings; licenses usage of any services developed by other member agencies, and provides subject matter expertise in keeping HIJS in a lead position on the national justice stage. Without continued membership in the OJBC, HIJS initiatives would either need to cease, timelines would be delayed or services may be needed from other 3rd party vendors resulting in a higher cost to the State. A budget request has been submitted to continue membership in this Consortium using State funds.

The Sex Offender Sentencing, Monitoring, Apprehending, Registering, and Tracking (SMART) Office supports a grant program (CFDA No. 16.750) to assist states with developing and/or enhancing programs designed to implement the Sex Offender

Registration and Notification Act (SORNA) under the Adam Walsh Act. This grant has funded positions in the department to support the sex offender registration program. In recent years, however, requests for continued personnel funding has not been well-received and awards in this area have been on the decline. Positions will be funded through FY16 but thereafter, non-federal funds will need to be sought to meet this payroll expense.

Child Support Enforcement Agency (CSEA)

Federal Funds continue to be available at match rate of 66% federal to 34% state funds. This 2:1 match rate is one of the best offered to fund entitlement programs. In general, federal funds are available to match all state funds appropriated, without limit. The agency is under strict federal regulations that require all personnel and other expenditures be completely related to child support activities. If this requirement is not met the federal government will not provide the matching funds.

D. APPROACH TO DEVELOP AGENCY BUDGET

All division supervisors were asked to submit budget requests to the Administrative Services Manager (ASM), which were reviewed for merit and prioritized. Calculations of costs (Form A) were developed by the ASM and reviewed with the Attorney General and First Deputy Attorney General. Requests were then reprioritized and submitted to Budget and Finance.

E. SIGNIFICANT BUDGET REQUESTS

Significant budget requests are;

Legal Divisions

- i. \$1,940,000 (\$1,063,000 in general funds) added to raise deputies' salaries to narrow but not close the gap between deputy attorneys general salaries and those salaries paid to other government attorneys. The impact is to retain and attract government attorneys to allow the department to best represent the various State agencies.
- ii. \$2,500,000 in interdepartmental funds ceiling to correct the accounting methodology for expense reimbursements. Current practice is to reflect as an expense reduction, however with proper accounting this should reflect as revenue.
- iii. \$190,040 increase to interdepartmental funds to add three positions requested and funded (with special funds) by clients.

Crime Prevention and Justice Assistance Division

1. \$380,000 to increase funding for needed services to victims of sexual assault, and to prevent sexual violence and educate the public on sexual violence. The funds are passed through the Department to the Master Contractor, the Kapiolani Medical Center for Women and Children, Sex Abuse Treatment Center. The funding will improve services statewide and support 5.15 FTE positions. The positions are for Oahu: 1.0 FTE Crisis Worker/Community Liaison, .60 FTE Crisis Program Coordinator; Maui: 1.0 FTE Crisis Intervention and Outreach Specialist III, .30 FTE Crisis Intervention and Outreach Specialist I; Hawaii County: 1.0 FTE Prevention Educator, and Kauai: .25 FTE Therapist, 1.0 FTE Prevention Educator. The funding will restore statewide sexual assault services that were lost as a result of flat and reduced funding over the last 10 years, reduce wait list for treatment services, and provide needed outreach and education services to children and youth.
2. Approximately \$7 million increase in the Federal award ceiling as a result of the FFY 2015 award from the U.S. Department of Justice, Victims Assistance Program (CFDA No. 16.575). The funding is to support direct services to crime victims and underserved victim populations.

Approximately \$1 million increase in the Federal award ceiling as a result of the FFY 2013 award from the Office of National Drug Control Policy, High Intensity Drug Trafficking Area Program (CFDA No. 95.001). The funding is to support contracted employer of record services for Hawaii High Intensity Drug Trafficking Area staff.

Hawaii Criminal Justice Data Center (HCJDC)

- i. \$800,339.
The HCJDC continues to apply for any federal monies that are applicable to projects and initiatives being undertaken. In anticipation of expending awarded federal grants in FY17, an increase in the federal expenditure ceiling (MOF:P) is being requested.

Child Support Enforcement Agency (CSEA)

- i. None.

DEPARTMENT OF THE ATTORNEY GENERAL
OFFICE OF THE ATTORNEY GENERAL
FUNCTIONAL STATEMENT

The Attorney General shall administer and render State legal services, including furnishing of written legal opinions to the governor, legislature and State departments and officers, represent the State in civil actions in which the State is a party; approve as to legality and form all documents relating to the acquisition of any land or interest in lands by the State; and unless otherwise provided by law, prosecute cases involving violations of State laws and cases involving agreements, uniform laws or other matters which are enforceable in the courts of the State. The Attorney General shall be charged with such other duties and have such authority as heretofore provided by common law or statute.

DEPARTMENT OF THE ATTORNEY GENERAL
COMMISSION TO PROMOTE UNIFORM LEGISLATION
FUNCTIONAL STATEMENT

The Commission to Promote Uniform Legislation is placed in the Department of the Attorney General to provide advise on matters relating to the promotion of uniform legislation in accordance with Chapters 3 (Uniformity of Legislation) and 26-7 (Department of the Attorney General, Hawaii Revised Statutes. The Commission consists of five members appointed by the Governor and confirmed by the State Senate, who service with compensation for a term of four years.

**DEPARTMENT OF THE ATTORNEY GENERAL
ADMINISTRATIVE SERVICES OFFICE
FUNCTIONAL STATEMENT**

The Administrative Services Office (ASO) provides the Department with budgeting, accounting, personnel, data processing, purchasing, and other internal support services.

ACCOUNTING/BUDGETING STAFF:

- Provides budget staff assistance to the Office of the Attorney General in the development of the Department's long-range plans.
- Coordinates the development of the Department's executive budget request.
- Provides or coordinates justification of the Department's budget request to the Department of Budget and Finance and the Legislature.
- Assists in the development of the Department's legislative budget testimonies.
- Coordinates the development of the Department's multi-year program and financial plan. May recommend changes based on input from divisions.
- Coordinates the development of the Department's budget execution/operational plans based on the appropriations act and other pertinent special acts involving appropriations.
 - Prepares allotment for various programs of the Department.
 - Assists programs and division in implementing various programs and provisos of the appropriation act.
 - Installs and maintains budgetary controls for the Department.
 - Prepares financial reports as required by the Attorney General, the Department of Budget and Finance, and the Legislature.
 - Advises or recommends adjustments to the Department's budget to responsible personnel.
- Provide budgeting advice and staff services to the Department's federal grants programs.
 - Develops and maintains the Department's accounting system based on general governmental accounting principles and in accordance with State policies and procedures.
 - Maintains a system of fund accounts in accordance with State accounting requirements.
- Maintains records of the Department's fiscal records and provides necessary financial data as requested by authorized personnel.
 - Reconciles departmental records with Department of Accounting and General Services Records.
 - Performs or advises divisions on purchasing activities.
 - Develop and install accounting systems and monitors Department's federal grants and funds and advises program managers on general accounting procedures, as necessary.
 - Computes processes and transmits payroll for preparation of warrants.
- Accounts for monies received by the Department and bills vendors and other state agencies for monies due the Department.

PERSONNEL STAFF

- Advises the Office of the Attorney General, supervisors and employees regarding current personnel management practices, existing personnel rules and regulations, and provisions contained in the collective bargaining agreements.
- Advises and assist in classification and pricing actions.
- Coordinates the civil service recruitment activities for the Department and assists with recruitment of attorneys.

- Assists Department's operating units in planning for their personnel needs.
- Establishes and maintains a centralized system of recording and reporting personnel transactions.
- Reviews and make initial recommendation on worker's compensation cases.
- Maintains personnel files for the Department.
- Coordinates and arranges for the Department's safety program, incentive and service awards program, and other personnel related programs.
- Develops and maintains the Department's Affirmative Action Plan.
- Advises management of organization matters and updates organizational plans.

DATA PROCESSING AND TELECOMMUNICATIONS STAFF

- Coordinates the development of the overall office automation plans for the legal services program.
- As needed, assists other departmental programs with data processing requirements.
- Performs as EDP liaison with the Electronic Data Processing Division of the Department of the Department of Budget and Finance.
- Coordinates the telecommunications activities of the Department.
- Upon request, advises the Office of the Attorney General on the data processing activities and requirements of the Department.
- Troubleshoots EDP problem areas and coordinates EDP related training for the Department.
- Administers the word processing activities of the Department.
- Maintains inventory of data processing and telecommunications equipment.

LIBRARY SERVICES

- Provides law librarian services to personnel in the Department of the Attorney General, other state agencies, and the Legislature.
- Oversees administration and the day-to-day activities of the Department's library.
- Administers the Department's legal services reference information system; as needed, provides, training in the use of the legal services information to the attorney and other appropriate staff of the Department.
- Develop policies and procedures in the operation of the library.

INTERNAL SUPPORT SERVICES STAFF

- Provides intra-departmental messenger services.
- Provides telephone and receptionist services for the Department.
- Maintains a central supply room for the Department.

DEPARTMENT OF THE ATTORNEY GENERAL
ADMINISTRATION DIVISION
FUNCTIONAL STATEMENT

The Administration Division provides legal services to the Office of the Governor; Office of the Lieutenant Governor; Department of Accounting and General Services; Department of Budget and Finance (including the Employees Retirement System and the Hawaii Employer-Union Health Benefits Trust Fund); Department of Business, Economic Development and Tourism (Land Use Commission); Office of Elections; Research Corporation of the University of Hawai`i; Campaign Spending Commission; Judiciary; Department of Taxation (Tax Review Commission); Department of Human Services (Commission on Status of Women and Commission on Fatherhood); the Legislature; and the Department of the Attorney General non-legal services divisions (Crime Prevention and Justice Assistance Division and Hawai`i Criminal Justice Data Center).

Legal services are also provided to the boards, commissions, and agencies which are either administratively assigned to the executive departments, or which are otherwise entitled to receive such services.

LEGAL STENO SERVICES

The Legal Steno Services section provides legal clerical support services to the Administration Division.

**DEPARTMENT OF THE ATTORNEY GENERAL
CHILD SUPPORT ENFORCEMENT AGENCY
FUNCTIONAL STATEMENT**

Under the Department of the Attorney General, the Child Support Enforcement Agency (CSEA) is responsible for providing the guidance and direction to the Child Support Enforcement Program.

ADMINISTRATION

The Administration is responsible for planning, directing, controlling, and coordinating the statewide activities and operations of the Child Support Enforcement Agency. The Administration is also responsible for policy development, program monitoring and evaluation, complaint resolution, administrative staff functions, interpretation of laws and regulations affecting the overall Child Support Enforcement program's goal and priorities, as well as operation of units located on each of the major islands which are responsible for conducting child support enforcement activities in their respective counties.

The Administration coordinates the legal or administrative action required in order to secure support for children. Conducts special studies and reviews to determine the extent of conformance to program policies; provide field services in order to assist county units in operating the program; coordinate and interpret policies and procedures in connection with the program as well as in implementing major program changes. Develops and presents public service information briefings and announcements regarding child support enforcement services. Prepares budget proposals and justification, legislative testimonies, and reports relating to child support. Receives and reviews customer complaints; process incoming correspondence and referrals.

FINANCIAL & TECHNOLOGY MANAGEMENT OFFICE

The Financial & Technology Management Office is responsible for three sections: Statewide Disbursement, General Accounting, and Information Technology. The State Disbursement function is responsible for support payment collections and disbursements in the manner in compliance with the State and Federal requirements in the Child Support area. General Accounting takes care of the agency's invoice and procurement processing, accounting records, banking relations, State and Federal reporting, and other miscellaneous accounting functions. The Information Technology section is responsible for the daily operational maintenance of the KEIKI system through computer programming, data processing, informational retrieval, and user interfaces.

Overall, the Financial & Technology Management Office coordinates the day-to-day support payment processing, accounting and system operations for CSEA.

Information Technology Section

The Information Technology Section is responsible for the development, operation, and maintenance of a statewide automated data processing and information retrieval system, KEIKI, mandated by the federal government in 1988. There are three Units that provide integral support to the KEIKI system and its users; The Systems Unit, the Applications Unit, and the Technical Support Unit.

The Information Technology Section coordinates the systemic operations of the Child Support Enforcement Agency; technical staff services in data control function relating to electronic data processing for the departments; computer processing functions, job submission/controls, input/output processing, and processing operational matters with the Electronic Data Processing Division and Department of Budget and Finance.

Systems Unit

The Systems Unit is responsible for network connections to any site (i.e. mainframe, workstations, servers, etc.), system maintenance of the Agency's networks (i.e. LAN, WAN, etc.), and advises staff on the information/data processing and telecommunications operations.

The Systems Unit maintains and upgrades the LANs, WANs, and email server. Coordinates any security modifications, standards and procedures for maintenance, monitors traffic on the network; troubleshoots network, computer hardware and computer software problems. Maintains inventory of all Agency telecommunication/data lines and evaluates and recommends additional/reduction or telecommunication/data lines based upon various situations (i.e. budget reduction, staffing, etc.).

Applications Unit

The Applications Maintenance Unit is responsible for the maintenance and development of mainframe applications; user interfaces; interface scheduling and tracking; and updating the various Child Support Enforcement Division forms under the Family Support Act.

The Applications Maintenance Unit coordinates and conducts direct programming for computer systems and systems testing; determines programming resources, establishes schedules, tracks progress, and prepares progress reports. Analyzes and evaluates various operating procedures, project resources and capacity problems, work methods, and practices relative to KEIKI. Reviews needs of staff for additional or specialized training.

Technical Support Unit

The Technical Support Unit will be responsible for maintaining user support workstations and "Hotline" issues which the staff encounters, provide day-to-day operational support for more than two hundred (200+) personal computers and printers (e.g. install computer hardware and software, troubleshoot hardware and software problems, perform simple hardware repairs, coordinate more difficult repairs with the State's self-maintenance group or private hardware vendors, and etc.) maintain the Agency's hardware and software inventory, conduct user training, and perform some miscellaneous clerical tasks.

The Technical Support Unit coordinates the technical support for the staff through receiving telephone or email messages in regards to hardware and software problems. Provides operational support of installing, troubleshooting, and coordinating computer hardware and software repairs and problems. Coordinates technical on-site assistance, instruction, and training to users on a variety of computer applications.

STATEWIDE DISTRIBUTION SECTION

The Statewide Distribution Section is responsible for maintaining the individual records of recipients and assists in preparing statements and reports in the Child Support Program. The section understands program regulations and interpretation of laws in keeping all records up to date and adhering to deadlines in collection of data necessary for the preparation of reports in order to meet stringent Federal reporting requirements.

Collections Unit

Receives and reviews support obligation records checking and clarifying for correctness of information. Coordinates the collection, computation, and preparation of incentive payments for intra-state and inter-state collection services.

Disbursement Unit

Reviews and prepares control ledgers, reconciles accounts, and prepares vouchers for disbursement of funds for incentive payments, erroneous deposits and payments of excess collections.

GENERAL ACCOUNTING SECTION

The General Accounting Section is responsible for reviewing, analyzing, and reconciling monthly bank statements, updating and maintaining the CSEA bank accounts, reconciling the automated child support system data, and preparing statistical and financial reports.

The General Accounting Section coordinates the preparation of financial statements and reports to reflect appropriate actions of adjustments and maintenance of all deposits and disbursement that comply with State and Federal rules and regulations. Processes all fiscal transactions for the Division such as purchase orders, travel requests, and payments. Section maintains records of appropriations, expenditures; develops implements and maintains internal fiscal policies and procedures.

ADMINISTRATIVE SUPPORT SERVICES OFFICE

The Administrative Support Services Office is responsible for administrative, clerical, and personnel support for the Child Support Enforcement Agency. The Administrative Support Services Office coordinates all personnel services and requests that comply with State Policies, procedures, rules, and regulations. The office with its clerical staff provides clerical support for the employees in State Administration. The Administrative Support Services Office performs administrative functions to assist the Administrator, such as coordinating the preparation of budget and program plans and preparing appropriate justification; conducting special administrative studies for the Administrator which include defining the problems, conducting background research and other fact finding, analyzing the information, preparing alternatives and making recommendations.

Human Services Section

The Human Resources Section is responsible for providing services to all personnel functions required at the division level in matters relating to personnel administration including recruitment, position classification, organizational analysis, labor relations, training, safety, etc.

The Human Resources Section coordinates all personnel support for the division in securing employees of their benefits; informing supervisors and employees regarding personnel laws, rules, regulations, policies, procedures, collective bargaining agreements, and classification and compensation matters. Coordinates training programs on the laws, principles, concepts, practices, rules and regulations in a technical and professional aspect of all personnel functions. Process appropriate personnel forms for recruitment, workers compensation, leave of absence, etc. in a timely manner. Keep the administrator informed of the status of any disciplinary action.

ADMINISTRATIVE CLERICAL SUPPORT SECTION

The Administrative Clerical Support Office is responsible for providing secretarial, administrative, and office managerial support services for the Child Support Enforcement Agency's State Administration Office. Responsibilities include providing receptionist, fiscal personnel, clerical, and budgetary support.

The Administrative Clerical Office Support Office coordinates and reviews correspondence, memoranda, reports and other materials requiring the Administrator's approval and/or signature. Receives and screens all telephone, or personal queries, complaints and requests, and determines which requires the Administrator's attention and which can be referred to other Child Support administrative staff. Coordinates all legislative matters for the office, including following upon on hearings schedules and bill status, collection committee reports, and monitoring of bills that are interest and have impact on the Child Support Enforcement Agency program. Receives and handles all administrative questions, from other departments and governmental agencies pertaining to the various aspects of the Child Support Enforcement Agency.

POLICY AND PROCEDURES OFFICE

The Policy and Procedures Office is responsible for program development activities, including developing policies and procedures, preparing the State plan, and evaluating the CSEA program and for reviewing federal and state statutes, federal regulations, etc., to identify program requirements, options, etc.

The Policy and Procedures Office conducts special studies including defining the problems, conducting background research and other fact finding, analyzing the information, preparing alternatives and making recommendations; coordinates and oversees the completion of reports and grant application requests, drafts proposed legislation, policies, procedures, rules and regulations.

COMPLAINTS RESOLUTION OFFICE

The Complaints Resolution Office under the direction of the Administrator investigates complaints concerning child support services to determine validity of the complaint and appropriate corrective action to resolve recurring problems.

The Complaints Resolution Office recommends systemic changes to procedures to resolve recurring problems and complaints and improve general processing of work. They provide technical guidance and advice regarding child support enforcement problems, investigations, and administrative reviews. They gather and analyze pertinent data, prepare detailed reports and plans of coercive action, and respond to complainants and representatives via written correspondence, letters, and telephone calls.

CLERICAL OPERATIONS SUPPORT OFFICE

The Clerical Operations Support Office is responsible for processing incoming and outgoing mail, entering appropriate data into the automated child support enforcement system (KEIKI) for control and maintenance of the files of all child support cases.

The Clerical Operations Support Office coordinates and processes case correspondence; researches case information to determine proper actions based on information contained in the KEIKI file and generates responses to the appropriate case participant. Segregates correspondence for referral to other units for proper disposition. Process incoming and outgoing mail for all branches such as opening ,date/time stamping individual pieces, calibrate and operate mail machine, operate and maintain high speed printers for batch printing of correspondence mailed pieces.

ADMINISTRATION PROCESS BRANCH

The Administrative Process Branch is responsible for prosecuting cases on behalf of the Child Support Enforcement Division for the establishment, modification, and enforcement of support obligations owed to dependent children by parents, via an expedited administrative process in accordance with state and federal laws.

The Administrative Process Branch coordinates the enforcement of child support obligations. Serves as representatives in administrative hearings dealing with the establishment, modification, and termination of child support. The branch prepares and reviews legal documents and correspondence following strict State and Federal guidelines and deadlines, making sure that the follow-up is compliant with administrative orders, and certifies case files kept by the Child Support Enforcement Agency are properly executed and filed.

OAHU OPERATIONS BRANCH

The Oahu Operations Branch is responsible for the complex operational needs of the Child Support Enforcement Agency. The Branch, through the Case Management Unit, Call Center Unit, and the Enforcement Units, is responsible for providing quality customer service to

custodial and absent parents who have child support cases; providing case management services, conducting investigative inquiries; determining actions for verification of paternity, support obligations, administrative orders, and fraud; and responding to and resolving customer complaints.

The Oahu Operations Branch coordinates enforcement of support obligations; reviews, verifies and updates CSEA records and applies all available enforcement remedies to enforce the support order. The branch performs phone answering services and walk-in services to client to resolve problems and issues associated with their child support cases; prepares written responses to daily correspondence received using knowledge and understanding of Child Support Enforcement statutes, regulations, and procedures.

HAWAII FAMILY SUPPORT AND OPERATIONS BRANCH AND MAUI OPERATIONS BRANCH

The Hawaii Family Support and Operations Branch and the Maui Operations Branch are responsible for maintaining child support case files, establishing child support obligations, monitoring for compliance, providing case management services and undertaking enforcement actions both administratively and judicially where necessary, to collect child support in their respective districts. These two branches are also responsible for paternity establishment cases on their respective island.

In accordance with federal, State, Attorney General rules, regulations, and policies, and under the provision of state and federal laws for all CSEA activities performed for credit and collection, the branches coordinate the support of customer service for all case participants in their respective districts; prepare financial information necessary for collections and distributions of child support; and receive and process complex correspondence requiring investigation and review.

KAUAI OPERATION BRANCH

The Kauai Operations Branch is responsible for all functional activities listed above for the Hawaii Family Support and Operations Branch and Maui Operations Branch, except for establishing paternity for children.

OAHU FAMILY SUPPORT BRANCH

The Oahu Family Support branch is responsible for establishing paternity cases for Honolulu County. In addition this Branch provides three forms of legal service to the Division.

The first legal service is a Deadbeat Parent Unit. This unit investigates Child Support cases where the arrears are \$10,000 or higher and they have not made voluntary payments for at least two years. Cases are investigated and then taken to court for contempt hearings for non-payment.

The investigation aspect of the Deadbeat Parent Unit is a very active and important part of this Branch. In addition, the Deadbeat Parent Unit is instrumental in negotiating arrears settlements as part of their enforcement function. This unit works cases state-wide.

The second legal service is provision of a Deputy Attorney General position. This position represents CSED in Family Court on all appeals, enforces liens against a non-custodial parent that has a debt. Takes both non-custodial and custodial parents to court to recover funds owed to CSED.

Finally, the third legal service is a position that represents CSED in all: Financial Institution Data Match (FIDM) cases, Insurance Match cases, Bankruptcies, and other related matters where funds are attached or seized to satisfy Child Support arrearages. This position also files in Probate cases, lien enforcement and QDRO actions.

DEPARTMENT OF THE ATTORNEY GENERAL
CIVIL RECOVERIES DIVISION
FUNCTIONAL STATEMENT

The Civil Recoveries Division (CRD) systematically recovers and collects moneys ranging from accounts receivable, dishonored checks, delinquent loans, salary and benefit overpayments, civil judgments, delinquent patient accounts, property damage claims, lease rents, construction litigation, complex construction or contract disputes, and miscellaneous fees or other debts owed to the State and its agencies.

This division represents the State in major contract or construction disputes.

DEPARTMENT OF THE ATTORNEY GENERAL
CIVIL RIGHTS LITIGATION DIVISION
FUNCTIONAL STATEMENT

The Civil Rights Litigation Division (CRLD) provides legal defense to the State, its departments, agencies and certain State employees¹ in lawsuits or other claims that involve allegations of constitutional and civil rights violations. This defense includes, but is not limited to, answering legal complaints filed in court, investigating claims, conducting discovery, filing motions as determined to be necessary, and representing State interests at arbitrations, mediations and/or trials. The Civil Rights Litigation Division does not have responsibility for providing general advice and counsel to any State department or agency, except as may be directed by the Attorney General.

The Civil Rights Litigation division also provides assistance to the Attorney General as requested on matters related to civil rights issues, and interfaces with the State Risk Management Office regarding relevant lawsuits and claims.

In addition to deputies, the staff of the Civil Rights Litigation Division includes a legal secretary, legal clerks, legal assistants, and, if available, student help. These persons provide clerical and paralegal support to the Division.

¹ Representation of State employees by the Department of the Attorney General is discretionary pursuant to Hawaii Revised Statutes Section 662-16 and is based upon a determination that the employee was acting within the course and scope of his or her employment when the alleged negligent or wrongful act occurred.

DEPARTMENT OF THE ATTORNEY GENERAL
COMMERCE AND ECONOMIC DEVELOPMENT DIVISION
FUNCTIONAL STATEMENT

The Commerce and Economic Development Division (CED) provides a full range of legal services including advice and counsel, document, rules, and legislation review, and advocacy in litigation in administrative and judicial fora for its client departments. (CED currently provides legal services to the Department of Commerce and Consumer Affairs, the Department of Business, Economic Development and Tourism, the Department of Agriculture, and their attached agencies. CED also advises agencies with tax deferring benefit programs including deferred compensation and tuition savings programs.)

Enforces the antitrust laws, investigates alleged violations of antitrust laws, and advises the Attorney General on antitrust policy.

Administers chapter 456, Hawaii Revised Statutes, which involves the commissioning and regulation of notaries public and handles inquiries and complaints about notaries public and their practices. statement.

**DEPARTMENT OF THE ATTORNEY GENERAL
CRIMINAL JUSTICE DIVISION
FUNCTIONAL STATEMENT**

The primary function of the Criminal Justice Division (CJD) is to discharge the Attorney General's responsibilities as the State's chief law enforcement officer. The division also administers the Medicaid Fraud program, Asset Forfeiture Coordination Program and the Missing Children's Clearinghouse for the State. The functions of the division include the following:

- Review and prosecute, if appropriate, cases referred to the Attorney General's Office for criminal action.
- Provide advice and counsel to clients regarding crimes and criminal procedure.
- Provide assistance to office of the Prosecuting Attorney in each county.
- Coordinate investigations and prosecutions of crimes occurring in more than one county.
- Coordinate legislative advocacy on crimes and criminal justice.
- Assist or represent the Attorney General in organizations and committees concerning crimes, criminal justice, and criminal procedure.
- Respond to inquiries by members of the public about criminal laws and procedure or the criminal justice system, and provide information or refer the public to the appropriate agency.

MEDICAID FRAUD BRANCH

- Plan, supervise and coordinate the criminal and civil investigations and prosecutions of fraud and abuse in the administration of the Medicaid Program.
- Initiate appropriate civil actions for the recovery of funds due the Medicaid program as a result of fraud and abuse by providers.
- Receive complaints of abuse and neglect of Medicaid patients in health care facilities and take required action.
- Be responsible for conducting legal preparation and prosecution of cases for trial. Coordinate the investigation of case with Deputy Attorney General and carry out the assignment through to completion.
- Conduct specialized criminal and civil investigations of all incidents of alleged fraud and abuse involving any party who receives federal funds through the Social Security Act (Medicare and Medicaid).
- Submit reports and required applications to Federal Agencies to obtain funds.
- Provide legal clerical services and other related office services such as maintaining all case files, scheduling of appointments for staff, and ordering of supplies and equipment.
- Plan, supervise, review financial data and reports; advise and assist in the presentation of financial data in civil and criminal trials of individuals or businesses in Medicaid provider fraud cases.
- Prepare financial reports of individual or business firms and request verification of payment claims.

ASSET FORFEITURE COORDINATION PROGRAM

- Administer the disposition of forfeiture petitions filed pursuant to Section 712
- A-10, Hawai'i Revised Statutes.
- Manage the storage, maintenance, liquidation, and distribution of assets seized and forfeited pursuant to Sections 712A-6 and 712A-16, Hawai'i Revised Statutes.

LEGAL CLERICAL SERVICES

- Provide secretarial and administrative services for the division.
- Provide typing, filing, copying and other related clerical services for the division.
- Maintain confidential files for the division.

**DEPARTMENT OF THE ATTORNEY GENERAL
CRIME PREVENTION AND JUSTICE ASSISTANCE DIVISION
FUNCTIONAL STATEMENT**

The Crime Prevention and Justice Assistance Division (CPJAD) serves as the central agency which provides the Attorney General, the chief law enforcement office of Hawaii, with the information and resources needed to address crime and crime prevention issues.

RESEARCH AND STATISTICS BRANCH

Develops, directs, and coordinates the major crime and crime prevention research projects of the division. Also collects, compiles, and reports uniform crime statistics for the state.

- Plans, organizes, coordinates, and conducts research studies.
- Prepares comprehensive written reports and other publications that may be required for the Uniform Crime Reporting service based on research findings.
- Evaluates projects and their impact for other branches of the division.
- Disseminates and presents research findings to interested individuals, groups, and appropriate government agencies.
- Establishes and maintains effective working relationships with other agencies, national clearinghouse and between branches of the division.

GRANTS AND PLANNING BRANCH

Maintains information on financial (federal and state funds) and non-financial resources that may be available to assist in improving the coordination of crime policies and service delivery of the criminal justice and juvenile justice systems.

- Identifies and evaluates overall needs and concerns of the criminal and juvenile justice agencies in the State.
- Seeks, applies for, and administers federal and other resources.
- Provides financial and technical assistance to the state and county agencies.
- Monitors projects for adherence to contractual agreements, program goals, and expenditures plans.
- Completes and submits required federal fiscal and program reports on a timely basis.
- Facilitates meetings and prepares materials for the Department's crime-related committees such as the governor's Committee on Crime, Violence Against Women Planning Committee, and Statewide Gang Task Form. Facilitates informal interagency meetings for coordination of criminal justice issues.
- Establishes and maintains effective working relationships with other criminal and juvenile justice agencies, federal and other state agencies, and between branches of the division.

COMMUNITY AND CRIME PREVENTION BRANCH

Develops, directs, and coordinate the major education and crime prevention training activities.

- Assists community groups, educators, and agencies to develop community crime prevention programs.
- Plans, develops, and implements education and crime prevention training projects.
- Promotes public-private partnerships in the development of community and crime prevention programs and activities.
- Coordinates video documentaries and public service announcements to assist citizens in developing the knowledge and confidence to become involved in preventing crimes and avoid becoming victims of crime.

- Establishes and maintains effective working relationships with the media, government agencies, private service providers, business, corporations, and community groups and between branches of the division.

JUVENILE JUSTICE INFORMATION SYSTEM

Provides information to juvenile agencies on juveniles in the juvenile justice system in a timely, efficient, and effective manner. Insures that the information system responds to the juvenile justice system agencies' needs.

- Develops, maintains, and enhances the statewide, computerized juvenile information system.
- Maintains involvement of the juvenile justice agencies in the development and operations of the system through the Juvenile Justice Information System Committee and other ad hoc groups.
- Trains juvenile justice system personnel in their agencies' maintenance of the information system.
- Provides juvenile justice data to the other branches of the division for research and evaluation purposes.

MISSING CHILDREN'S CLEARINGHOUSE

- Assist and coordinate the efforts of government agencies in locating , recovering, and protecting missing children.
- Maintain access to national databases to locate suspected abductor and missing children to assist law enforcement agencies.

DEPARTMENT OF THE ATTORNEY GENERAL
EDUCATION DIVISION
FUNCTIONAL STATEMENT

The Education Division (EDU) provides legal services to the Department of Education, including the two hundred sixty-eight (268) Department of Education public schools, the Board of Education, the Hawaii State Public Libraries System, the Hawaii Teacher Standards Board, the Charter School Review Panel, the Charter School Administrative Office, including the thirty-one (31) public charter schools, and the Department of Health as it relates to *Felix* matters. The Legal Support Services section provides legal clerical support services to the Education Division.

DEPARTMENT OF THE ATTORNEY GENERAL
EMPLOYMENT LAW DIVISION
FUNCTIONAL STATEMENT

The Employment Law Division (ELD) provides legal representation and advice to the Department of Human Resources Development and to all state departments and agencies, except UH and HHSC, on employment-related issues. The division represents all state employers in mandatory arbitration hearings, administrative agency hearings, and civil litigation involving disputes over employment matters with the State's employees.

In addition to providing legal representation to the Department of Human Resources Development, Office of Collective Bargaining, Counties' and State Civil Service Commissions (Merit Appeals Boards), the division provides legal assistance to all State departments, agencies and programs in all personnel-related matters.

DEPARTMENT OF THE ATTORNEY GENERAL
FAMILY LAW DIVISION
FUNCTIONAL STATEMENT

The Family Law Division (FLD) provides representation at Family Court and other legal services, to various State agencies. Specifically, the Division:

- Represents the Department of Human Services (DHS) in child welfare cases (CWS) instituted pursuant to Chapter 587, Hawaii Revised Statutes (HRS). Services extend to Permanent placements for children, including adoption and legal guardianship.
- Represents the Department of Education (DOE) in educational neglect and truancy cases pursuant to Chapter 587, and 471, HRS.
- Represents the Department of Health in involuntary hospitalization for mental health reasons, and works closely with mental health professionals affiliated with public and private health care facilities.
- Represents DHS in dependent adult protective proceedings instituted under the provisions of Chapter 346, HRS;
- Provides representation to the Office of the Public Guardian (OPG) in proceedings brought under Article V of Chapter 560, HRS, where that office is petitioning to be appointed guardian of the person of an incapacitated adult or is assisting others to be so appointed;
- Represents DOH, DOE, and DHS in situations where those agencies, as service providers, are brought into court for juvenile matters pursuant to Chapter 571, HRS;
- Works with the Family Court, the Children's Justice Center, the client agencies, and others on matters involving policies and procedure related to those areas in which FLD provides legal services.

The Division's support staff includes a legal secretary, legal clerks, clerk typists, and legal assistants, all of whom provide clerical or other support to the Division.

DEPARTMENT OF THE ATTORNEY GENERAL
HAWAII CRIMINAL JUSTICE DATA CENTER
FUNCTIONAL STATEMENT

The Hawaii Criminal Justice Data Center (HCJDC) manages statewide criminal justice information systems, the statewide criminal justice telecommunications network, and criminal identification resources, all in support of the statewide integrated criminal justice process in Hawaii.

Information Systems

To develop, implement, and operate comprehensive and integrated statewide criminal justice information and identification systems to support Hawaii's criminal justice systems.

Criminal Justice Information

To manage data as a resource, to be collected, stored, disseminated, and controlled as inter-related data designed to meet the needs of multiple types of criminal justice users. To provide statistical analysis and reports in response to agency user operational needs.

Criminal Justice Services

To process criminal history record expungements, requests for fingerprint-based and name-based criminal history background checks, and requests for public criminal history record information. To manage the statewide sex offender registration and verification program.

Teleprocessing Network

To provide telecommunications capability for accessing intrastate, interstate, and national criminal justice information systems and data.

Technical Assistance

To provide specialized Information Technology (IT) assistance related to data processing, security, telecommunications, criminal justice information systems, and infrastructure support.

Identification

To establish and maintain a statewide system of criminal identification.

OFFICE OF THE ADMINISTRATOR

Provides overall direction and leadership to the HCJDC in the management and administration of statewide criminal justice information systems, and of the criminal identification program, as outlined in the agency function statement.

Provide Clear Planning Stages for HCJDC (strategic and administrative)

This includes the estimation, projection, and scheduling of future requirements, and the resources needed to meet them. To continually revise these projections as requirements become more clearly defined. The Office of the Administrator is also responsible for initiating and maintaining plans that are responsive to the mission/goals of the entire agency, and for keeping the criminal justice agencies and other impacted users fully aware of these plans. Fundamental elements of these plans are:

- The development of project selection, definition, scheduling, reporting, and control.
- The selection and integration of technologically current equipment and software.
- The scheduling of personnel needs, by type.
- Scheduling of physical and administrative support resource requirements.

Provide Management and Overall Project(s) Administration

Management refers to the organization and direction of the branches and the responsibilities and activities assigned to each branch, through the respective branch chiefs. Overall project(s) administration includes the following:

- The definition of project goals and objectives.
- The assessment of priorities and resource allocation for agency projects, including readjustments of priorities and resources agency-wide, when required.
- The monitoring of overall performance and resource usage of all projects.
- Interagency administrative coordination.

Provide Financial Management

The analysis of cost records, management of the operating budget, oversight of procurement, coordination of branch fiscal requirements, long-range fiscal planning and budgeting, and other financial services.

Provide Personnel Management

The administration of staffing and personnel programs. Principle functions include:

- Personnel resource management and planning.
- Recruitment and selection.
- Performance evaluation.
- Administration of employees' time and attendance records.
- Maintenance of position descriptions and allocations.
- Labor Relations.
- Health and Safety requirements.
- Maintenance of general personnel transaction records.

Provide Legislative Planning and Support for the HCJDC

Planning refers to appropriate legislation required to support and/or implement changes and initiatives for the programs and systems managed by the HCJDC. Activities for legislative support include the following:

- Preparation and submittal of draft legislation required by the HCJDC programs, including budget-related submittals and testimony.
The monitoring of all legislative bills and resolutions introduced in a session.
- The drafting of legislative information sheets and active testimony for legislative bills and resolutions having direct impact to the HCJDC programs.
- Follow-up on action required on Acts passed that impact any HCJDC program.

Provide Planning and Support of Federal Mandates and Congressional Legislation

Planning refers to federal legislation required to implement changes and initiatives passed by Congress. Activities for Congressional legislative support include the following:

- Preparation and submittal of legislation at the state level that may be required to effectuate the Congressional legislation passed.
- The monitoring of legislation at the federal level, including participation in federal working groups, councils, and user groups to address any administrative concerns.
- Startup action to initiate any program changes required

Identify and Administer Grant Funding Sources for the HCJDC Program

Activities under this function include the following:

- Research and identify potential funding sources for new initiatives identified via strategic planning for the agency.
- Coordinate the application process, including the required budget information.
- Administer the appropriation, procurement and expenditure of grant funds and coordinate reporting and compliance requirements.

Provide a Reporting Function

To translate technical measures of progress and performance into commonly understood standards and reports, and to provide regular administrative reports on planning, project performance, and resource utilization.

ADMINISTRATIVE SUPPORT SERVICES OFFICE

Provide General Administrative Support

The management of ongoing operating business responsibilities. This includes:

- Secretarial and clerical assistance.
- General record keeping and files maintenance.
- Maintenance of inventory for the HCJDC equipment, including those located at user sites.
- Maintenance of the agency's physical office facilities.

Provide Financial Support

Principle functions include:

- Maintenance of general and non-general fund accounts.
- Payroll records.
- Procurement and cost records.
- Expenditure control.
- Contracts maintenance.
- Fiscal report and statistics.
- Audits.
- Regulatory compliance.

Provide Grant Support

Principle functions include:

- Coordination of Application Process.
- Grant Reporting Requirements.
- Grant Expenditure Records.
- Federal grant compliance, including match requirements.
- Research of new grant initiatives for the HCJDC.

SYSTEM SERVICES BRANCH

To plan and manage the technical and operational resources for the HCJDC IT systems maintained, electronic interfaces to national systems, and all IT projects undertaken and managed by the HCJDC. To provide statewide strategic and tactical IT planning for these systems. To coordinate and manage the responsibilities of the following sections:

Technical Services Section

To provide technical assistance for the IT infrastructure required to support systems administered by the HCJDC.

Telecommunications Network

- Plan, develop, and manage the statewide criminal justice telecommunications infrastructure required to support connectivity of authorized users to the HCJDC IT systems.
- Maintain network performance and availability levels that meet the requirements of the HCJDC IT systems.
- Assist user agencies with inter-connection to HCJDC services.

Data Administration

- Establish and maintain policies and procedures governing the internal control processes related to database management.
- Plan for, design, and install databases used by the HCJDC statewide IT systems and LAN.
- Establish and administer standards for data structures, data dictionaries, access methods and utilization.
- Manage space allocation and storage devices for all application systems.

Technical Assistance and Installation Support

- Provide expert technical assistance in troubleshooting hardware/software problems that are referred from users or other HCJDC sections/branches.
- Implement software and hardware products including database, teleprocessing facilities, and IT computer system components.
- Develop or acquire materials and courses for the development and maintenance of computer knowledge and skills among the HCJDC's IT staff and management. This includes all levels of technical knowledge required to maintain and/or use the operational systems supported by the HCJDC.

Systems Architecture Strategic Planning

- Research and identify IT alternatives for managing the HCJDC's present and future IT requirements.
- Monitor the performance and availability levels of the system components.
- Provide back-up and security tools for the IT infrastructure of the HCJDC IT systems.

Security

Develop and administer security standards for the HCJDC IT systems designed to monitor and protect the security and integrity of data, to provide recovery and back-up options, and to prevent the unauthorized use of the telecommunications network.

Application Services

- Plan and direct the IT staff resources as they relate to the design, development, implementation and maintenance of application software.
- Develop and maintain policies and procedures for IT functions governed by the Systems Development Life Cycle, including requirements, business needs, analysis, programming, testing, implementation, documentation, and ongoing maintenance.
- Responsible for IT application support for the collection, storage, and processing of statewide criminal justice information, including ad hoc requests for data.
- Serve as technical liaison between the agency and vendors of third-party application systems.

Change Control

Plan and direct the statewide implementation of new or updated changes to hardware and/or software in all of the computer-based IT system components under the HCJDC. Maintain and update internal change control policies and procedures for these statewide systems.

User Support /Operations Section

To serve as the first Point Of Contact for technical and operational assistance for authorized statewide criminal justice users of CJIS-Hawaii, and to maintain the quality and availability of the information at the highest levels practicable. To advise and assist the Administration in identifying future operational requirements for CJIS-Hawaii, including the necessary resources for personnel, fiscal, capital, and other operational needs.

Data Quality Assurance

- Establish and administer statewide policies and procedures for the entry and access of information into the HCJDC operational systems by criminal justice user agencies.

- Develop and administer the CJIS-Hawaii Delinquent Disposition Reporting Plan and to proactively evaluate statewide delinquent disposition rates by agency and jurisdiction, and to provide resources to address the problem and priority items effectively.
- Develop and direct regular state level audits of criminal justice information, as it relates to accuracy, completeness, timeliness, and relevance of reporting disposition information, and provide recommendations on data quality improvements, as applicable.

Automated Criminal Justice Interfaces

- Provide operational support for the production runs of external criminal justice agency electronic interfaces to CJIS-Hawaii.
- Plan for and manage staff resources to maximize the efficient evaluation of data being transmitted via the electronic interfaces to CJIS-Hawaii, and to improve the level of accurate and timely posting of information.
- Develop the functional requirements for all new state and national level electronic interface initiatives, consistent with established technical standards for CJIS-Hawaii.

User Support

- Maintain availability of the HCJDC's statewide operational criminal justice information systems (CJIS-Hawaii, including all of its subsystems) to authorized users, as much as is practicable, and provide timely notification of downtimes to designated technical staff for action.
- Maintain a statewide Help Desk Facility for data, desktop, hardware, or software problems related to CJIS-Hawaii.
- Authorize access to and use of CJIS-Hawaii by the end-users.
- Responsible for recommendations on future operational requirements for CJIS-Hawaii, including the necessary resources for personnel, fiscal, and capital needs.
- Responsible for the production jobs for operational systems under the HCJDC, and for the dissemination of production reports.
Responsible for the statewide training plan for new users and new applications as required.
- Responsible for the operations documentation library, including Help System documentation.
- Responsible for back-up clerical support services, including the typing of reports and disposition of equipment that is the responsibility of the HCJDC.

IDENTIFICATION SERVICES BRANCH

To manage and administer statewide policies and procedures related to identification systems for criminal justice and non-criminal justice users sex offender registration/notification, and statewide training for the identification systems maintained by the HCJDC. To advise and assist the Administration with strategic planning for the HCJDC programs under this branch. To provide these services by coordinating and managing the following sections:

Criminal Identification Section

To plan, manage, and coordinate a statewide identification system of offenders arrested and other records received from contributing law enforcement, custodial and judicial agencies in the State of Hawaii. This includes the following functions:

- Establish policies and procedures for the management and operation of the statewide Automated Fingerprint Identification System (AFIS) and facial recognition system, including activities to monitor workload throughput, and support quality control.
- Responsible for the fingerprint-based positive identification of first-time and repeat offenders including any associated arrest information.
- Responsible for a statewide training program for all identification systems managed by the HCJDC.
- Serve as the State's Point of Contact and Single Source Contributor for Hawaii's electronic transmissions to and from the Federal Bureau of Investigation's (FBI) national Integrated Automated Fingerprint Identification System/Interstate Identification Index (IAFIS/III) system.

- Responsible for state level III program requirements, including III information and responses for arrest/disposition information from out-of-state law enforcement agencies.
- Responsible for all electronic state fingerprint-based checks for statutorily authorized state agencies.

Dissemination Services Section

To provide authorized services to the public and non-criminal justice users of CJIS-Hawaii information. This includes the following functions:

Sex Offender Registration Unit:

- Responsible for the statewide sex offender registration program, including the 90-day verification requirements.
- Responsible for the monitoring and followup on non-compliant convicted sex offenders.
- Responsible for the maintenance and monitoring of data quality on the sex offender website.
- Responsible for program compliance with the FBI's National Sex Offender Registry reporting requirements.
- Responsible for the authorized dissemination of sex offender information to criminal justice users, non-criminal justice users, outside agencies, and the general public.

Expungement of Arrest Records

Responsible for the expungement of arrest records for all qualified applicants, including the coordination required from other city, county, state and national criminal justice agencies.

Criminal History Record Check Unit

- Management of the statewide Public Access Facility and the State's online criminal history website (eCrim) that disseminates conviction information to the general public.
- Responsible for the dissemination of criminal history record information for all statutorily authorized purposes at both the state and national levels.
- Responsible for the capture and monitoring of the quality of fingerprints required for non-criminal fingerprint-based background checks, both manually and via electronic capture on site and at outside agencies.

DEPARTMENT OF THE ATTORNEY GENERAL
HEALTH AND HUMAN SERVICES DIVISION
FUNCTIONAL STATEMENT

The Health and Human Services Division (HHSD) furnishes legal services to the Department of Health and the Department of Human Services, except for family court matters.

These legal services include general advice and counsel to all programs, assistance in rule making, review of and advice on contracts, advice to boards and commissions, preparation of legal opinions, environmental enforcement actions and licensing enforcement actions both in administrative forums and in court, and litigation and appeals in state and federal courts..

DEPARTMENT OF THE ATTORNEY GENERAL
INVESTIGATIONS DIVISION
FUNCTIONAL STATEMENT

The Investigations Division (INV) conducts a broad range of investigations involving suspected or actual violations of criminal, civil, and administrative laws, rules, regulations or other legal requirements.

INVESTIGATIVE SERVICES SECTION

- Conducts special investigations dealing with confidential matters such as crime, subversive activities, public employees and officers, malfeasance and other sensitive matters.
- Provides investigative services in according with the Uniform Criminal Extradition Act.
- Conducts investigations of municipal and State agencies for nonconformance to policies or regulations.
- Reviews and conducts necessary investigations for all applications for pardon, commutation of criminal sentence, final discharge from parole, petitions for writ of habeas corpus, and other matters regarding disposition of persons convicted of criminal offenses, submitted to the Office of the Governor through the Board of Pardons, Parole or through independent sources.
- Conducts immediate investigations of patient abuse and neglect at Hawai`i State Hospital.
- Conducts investigations of Hazardous Waste violations.

TOBACCO TAX SECTION

Conducts enforcement of the Tobacco Tax law, which began on April 1, 2001. The law requires that no individual package of cigarettes may be sold or offered for sale to the general public unless affixed with a stamp required under Chapter 245, HRS. Statewide enforcement is provided on a continuous basis.

CLERICAL SERVICES

Provides all clerical and other support services to Chief Investigator and staff.

DEPARTMENT OF THE ATTORNEY GENERAL
LABOR DIVISION
FUNCTIONAL STATEMENT

The Labor Division provides legal services and litigation support, including agency appeals, to the Department of Labor and Industrial Relations and boards and agencies administratively attached to that department, including the State Fire Council, Office of Community Services, Office of Language Access, and Workforce Development Council. In connection with its enforcement of the various labor laws, the division also collects penalties, fines, and reimbursements. The Labor Division also currently advises and represents the Medical Board of the Employees' Retirement System.

DEPARTMENT OF THE ATTORNEY GENERAL
LAND/TRANSPORTATION DIVISION
FUNCTIONAL STATEMENT

The attorneys in the Land/Transportation Division (LTD) provide assistance on all legal matters to their clients who are the Department of Transportation, the Board of Land and Natural Resources, Department of Land and Natural Resources (including the Commission on Water Resource Management, Kaho'olawe Island Reserve Commission, and the Island Burial Councils for Hawaii, Oahu, Kauai/Niihau, Molokai, and Maui/Lanai).

This work includes the preparation of written legal opinions and advice, client counseling, reviewing legislation and administrative rules, assisting on legal issues at board and commission meetings, and being responsible for numerous types of lawsuits including eminent domain and quiet title actions, actions concerned with public land trust matters, appeals from administrative agencies, and other civil actions exclusive of torts that are assigned to another division. The division routinely prepares and reviews a great many land documents including the governor's executive orders setting aside public lands to various public uses, deeds, leases, permits, licenses and easements. The legal steno services section provides a full range of clerical support to the deputies and legal assistant of the division.

DEPARTMENT OF THE ATTORNEY GENERAL
OFFICE OF CHILD SUPPORT HEARINGS
FUNCTIONAL STATEMENT

The Office of Child Support Hearings (OCSH) establishes, modifies, enforces, suspends, and terminates support obligations owed to dependent children by parents, via an administrative process in accordance with state and federal laws.

HEARINGS STAFF

- Hears and determines child support proceedings.
- Issues orders, including default and consent orders, which may include establishing, modifying, enforcing, suspending, and terminating support.
- Schedules cases for the administrative process branch and the child support enforcement agency, as requested by the CSEA.
- Develops written procedures for hearings officer training, and research and development for the child support hearings program as required by federal law.
- Establishes and maintains liaison with all family support divisions, county and state attorneys and courts.
- Reviews, evaluates, and recommends amendments to state and federal child support laws, administrative rules, and regulations.

CLERICAL SERVICES

- Provides clerical support services for the Office of Child Support Hearings staff in such general areas as correspondence, purchasing, and inventory; and specific program areas as support cases, amendments to present child support laws and administrative rules, reciprocal support cases and divorce order to show cause cases.
- Provides clerical support services for the Administrator of the Child Support Hearings.
- Schedules cases for the administrative hearing process.
- Performs clerical functions necessary for the operation of the section.

DEPARTMENT OF THE ATTORNEY GENERAL
PUBLIC SAFETY, HAWAIIAN HOME LANDS AND HOUSING DIVISION
FUNCTIONAL STATEMENT

The Public Safety, Hawaiian Home Lands and Housing Division (PSHHD) provides legal services to the Department of Public Safety and its attached commissions and agencies which include the Hawaii Paroling Authority, Crime Victim Compensation Commission, Correctional Industries Advisory Committee and the Corrections Population Management Commission, the Department of Hawaiian Home Lands, Hawaii Public Housing Authority, Hawaii Housing Finance and Development Corporation and the Hawaii Community Development Authority.

The Legal Steno Services section provides legal stenographic support to the Public Safety, Hawaiian Home Lands and Housing Division.

The legal services provided by this division includes advice and counsel to client departments and agencies on a variety of issues including advice to boards and commissions, assistance in rule making, preparation of legal opinions, contract, legislation and other documentation review, eviction, foreclosure and eminent domain actions, administrative appeals and other state and federal litigation and related appeals. The division is also responsible for handling extradition and pardon requests on behalf of the State, correspondence and communication with the public and the media on behalf of the department on matters relating to its clients, and the defense of the State in quasi-criminal matters, such as habeas corpus petitions and petitions under Rule 40 of the Hawaii Rules of Penal Procedure.

DEPARTMENT OF THE ATTORNEY GENERAL
SPECIAL ASSIGNMENT DIVISION
FUNCTIONAL STATEMENT

The Special Assignment Division provides legal services on any special assignment as determined by the attorney general, or assistant attorney general. The Steno Services section provides stenographic services for the Special Assignment Division.

DEPARTMENT OF THE ATTORNEY GENERAL
TAX AND CHARITIES DIVISION
FUNCTIONAL STATEMENT

The Tax and Charities Division (TCD) provides legal representation and advice to the Department of Taxation and other state departments and agencies, primarily in the areas of:

- Tax appeals and other tax litigation in State and Federal Courts.
- Tax legislation,
- Tax related administrative rules
- Tax audits and investigations
- Procurement
- Opinions and advice.

The division also represents the Department of Taxation in federal bankruptcy cases. The division represents the Attorney General, as *parens patriae*, in the oversight and enforcement of laws pertaining to charitable trusts, public charities, public benefit corporations, and private foundations.

The division is also responsible administering and enforcing the department's registration and bonding function for charitable organizations, professional solicitors and professional fundraising counsels under chapter 467B, Hawaii Revised Statutes, and the enforcement of the State's charitable solicitation laws. The division is the custodian of certifications by charities that issue charitable gift annuities under HRS § 431:204(b).

The division also provides oversight over public benefit corporations under chapter 414D, Hawaii Revised Statutes, including reviewing the proposed dissolution of public benefit corporations and the sale of substantially all of their assets.

The division is also responsible for reviewing the proposed acquisition of nonprofit hospitals under section 323D-73, Hawaii Revised Statutes.

The division also responds to governor's referrals and responds to inquiries from legislators in connection with addressing legislative concerns.

The Legal Steno Services section provides legal stenographic services for the Tax Division.

DEPARTMENT OF THE ATTORNEY GENERAL
TORT LITIGATION DIVISION
FUNCTIONAL STATEMENT

The Tort Litigation Division (TLD) provides defense against legal claims made against the State, its departments, agencies and certain State employees². The Tort Litigation Division does not have primary responsibility to give advice and counsel to any State department or agency, to conduct criminal prosecutions, nor to collect monies owed to the State.

The Tort Litigation Division provides legal services to all State departments and agencies that are sued, or have affirmative claims for relief made against them, in personal injury, property damage and/or other tort claims.

In addition to deputies, the staff of the Tort Litigation Division includes a legal secretary, legal clerks, legal assistants, and if available, student help. These persons provide clerical and paralegal support to the Division.

The services provided by the Division include:

- Accepting service of legal complaints for the Attorney General
- Answering legal complaints made against the State
- Investigating claims and conducting discovery on claims
- Representing State interests at arbitrations, mediations and trial
- Assisting in training State departments and agencies on tort liability issues, when requested
- Drafting or monitoring legislation relevant to litigation
- Advising the State Risk Management Office regarding tort claims against the State

² Representation of State employees by the Department of the Attorney General is discretionary pursuant to Hawaii Revised Statutes Section 662-16 and is based upon a determination that the employee was acting within the course and scope of his or her employment when the alleged negligent or wrongful act occurred.

Department of the Attorney General
Prioritized List of Functions

Table 1

Priority	Description of Function	Activities	Prog ID(s)	Statutory Reference
1	Represents the State in civil litigation in which the State is a party.	Number of cases completed and the outcomes.	ATG100	HRS§28-1
2	Provides legal services to State agencies and employees; drafts and approves as to form the legality of various documents.	Number of legal opinions and advice issued and number of contracts and legislative bills reviewed.	ATG100	HRS§28-1, §28-3, & §28-4
3	Prosecutes criminal offenses, such as Medicaid fraud, elder abuse, welfare fraud, tax fraud, unemployment fraud, organized crimes, and other crime against the public order; initiates, develops, and performs or coordinates programs and activities on the subject of crime.	Number of cases and investigations completed and the amount of judgments collected for the State.	ATG100	§28-91
4	Administers the Child Support Enforcement Program, which involves initiating legal or administrative actions required to secure financial support for children.	Number of cases establishing paternity and support orders established, plus percentage of current support collections and delinquent support collected.	ATG500	HRS§576D
5	Responsible for the statewide criminal justice information system (CJIS-Hawaii), the statewide Automated Fingerprint Identification System (AFIS), Sex Offender Registration, National Crime Information Center (NCIC), and Expungements.	Average number of days to enter disposition data and complete expungements; percentage of completed dispositions; State ID applicants served; crime scene hits; registered and compliant sex offenders; average number of days to complete criminal history record checks and submission of fingerprint records to the FBI.	ATG231	HRS§846, HRS 846E, HRS Section 831-3.2
6	Conducts civil, criminal, and administrative investigations.	Number of investigations completed.	ATG100	HRS§28-11, §28-2.5
7	Recovers money owed to the State.	Amount of money recovered.	ATG100	HRS§40-82, §128D-.5, §480-14 & §231-9
8	Regulation of Charitable Solicitation and Charitable Oversight	Over 2,800 registered charitable organizations, ongoing technical support for registration system users; development of online registration system for professional solicitors and fundraising counsel; ongoing maintenance of Hawaii charity registration database, collection of \$615,000 in annual fees by registered charitable organizations, respond to and investigate complaints regarding non-profit charities and solicitation fraud.	ATG 100	HRS 467B-2.1, et. Seq. HRS ch. 414D.

Department of the Attorney General
Department-Wide Totals

Table 2

Fiscal Year 2016				
Act 119/15 Appropriation	Restriction	Emergency Appropriations	Total FY16	MOF
\$ 29,038,673.00		\$ 1,000,000.00	\$ 30,038,673.00	A
\$ 3,226,526.00			\$ 3,226,526.00	B
\$ 5,428,548.00			\$ 5,428,548.00	N
\$ 6,171,826.00			\$ 6,171,826.00	T
\$ 11,096,847.00			\$ 11,096,847.00	U
\$ 6,542,028.00			\$ 6,542,028.00	W
\$ 19,072,927.00			\$ 19,072,927.00	P
\$ 80,577,375.00	\$ -	\$ 1,000,000.00	\$ 81,577,375.00	Total
Fiscal Year 2017				
Act 119/15 Appropriation	Reductions	Additions	Total FY17	MOF
\$ 29,068,590.00		\$ 2,128,300.00	\$ 31,196,890.00	A
\$ 3,282,965.00		\$ 118,000.00	\$ 3,400,965.00	B
\$ 5,666,216.00	(1,297,792.00)	\$ 7,196,955.00	\$ 11,565,379.00	N
\$ 6,174,732.00				T
\$ 11,402,833.00		\$ 3,929,290.00	\$ 15,332,123.00	U
\$ 6,587,730.00		\$ 42,560.00	\$ 6,630,290.00	W
\$ 19,067,927.00		\$ 1,648,869.00	\$ 20,716,796.00	P
\$ 81,250,993.00	\$ (1,297,792.00)	\$ 15,063,974.00	\$ 95,017,175.00	Total

Department of the Attorney General
Program ID Totals

Table 3

Prog ID	Program Title	MOF	As budgeted by Act 119/15 (FY16)			Governor's Submittal (FY17)			
			Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$	Percent Change of \$\$\$
ATG100	Legal Services	A	248.31	25.37	\$ 22,602,863	246.01	25.37	\$ 24,594,263	8.81%
		B	24.60	0.50	\$ 3,282,965	24.60	0.50	\$ 3,400,965	3.59%
		N	5.20	9.05	\$ 5,666,216	6.55	9.05	\$ 11,565,379	104.11%
		P	12.66	2.05	\$ 2,223,439	12.56	0.15	\$ 3,042,681	36.85%
		T	-	-	\$ 3,943,508	-	-	\$ 3,943,508	0.00%
		U	100.11	30.50	\$ 11,360,273	107.11	30.50	\$ 15,332,123	34.96%
		W	4.90	1.00	\$ 3,218,449	4.90	1.00	\$ 3,218,449	0.00%
ATG231	Hawaii Criminal Justice Data Center	A	25.50	-	\$ 2,039,005	25.50	-	\$ 2,164,005	6.13%
		P	-	5.00	\$ 649,661	1.00	5.00	\$ 1,492,560	129.74%
		U	1.00	-	\$ 42,560	-	-	\$ -	-100.00%
		W	22.50	-	\$ 3,369,281	22.50	-	\$ 3,369,281	0.00%
ATG500	Child Support Enforcement Services	A	74.80	0.34	\$ 4,426,722	75.14	0.34	\$ 4,438,622	0.27%
		P	145.20	0.66	\$ 16,194,827	145.86	0.66	\$ 16,224,115	0.18%
		T	-	-	\$ 2,231,224	-	-	\$ 2,231,224	0.00%
ATG TOTALS			<u>664.78</u>	<u>74.47</u>	<u>\$ 81,250,993</u>	<u>671.73</u>	<u>72.57</u>	<u>\$ 95,017,175</u>	<u>16.94%</u>
ATG TOTALS BY MOF									
		A	348.61	25.71	29,068,590	346.65	25.71	31,196,890	7.32%
		B	24.60	0.50	3,282,965	24.60	0.50	3,400,965	3.59%
		N	5.20	9.05	5,666,216	6.55	9.05	11,565,379	104.11%
		P	157.86	7.71	19,067,927	159.42	5.81	20,759,356	8.87%
		T	-	-	6,174,732	-	-	6,174,732	0.00%
		U	101.11	30.50	11,402,833	107.11	30.50	15,332,123	34.46%
		W	27.40	1.00	6,587,730	27.40	1.00	6,587,730	0.00%
ATG TOTALS			<u>664.78</u>	<u>74.47</u>	<u>81,250,993</u>	<u>671.73</u>	<u>72.57</u>	<u>95,017,175</u>	<u>16.94%</u>

Department of the Attorney General
Budget Decisions

Table 4

Prog ID	Sub-Org	Description of Request	MOF	Initial Department Request FY17			Budget & Finance Recommendation FY17			Governor's Decision FY17		
				Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$
ATG100	AA	Correct vacancy savings by Program ID	A			65,000			65,000			65,000
ATG100	AD	Correct vacancy savings by Prog ID	A			(35,000)			(35,000)			(35,000)
ATG100	CJ	Correct vacancy savings by Prog ID	A			(30,000)			(30,000)			(30,000)
ATG100	AC	Funding - Sexual Assault Services	A			499,528			380,000			380,000
ATG100	AA	Funding corrections (Transfer \$313,579 in general fund salary amnts to vacancy savings)	A	(4.00)			(4.00)			(4.00)		
ATG100	AA	Funding corrections	U	4.00		592,810	4.00		592,810	4.00		592,810
ATG100	AA	Rent for Tax Division (Charitable)	B			40,000			35,000			35,000
ATG100	AA	Rent for Tax Division (Charitable)	A			40,000			35,000			35,000
ATG100	AA	Ceiling increase to post reimbursements as revenue, not expense reduction	U			2,500,000			2,500,000			2,500,000
ATG100	AC	Increase federal awards ceiling	N			6,975,096			6,975,096			6,975,096
ATG100	AC	Increase federal awards ceiling	P			822,258			822,258			822,258
ATG100	AI	Decrease federal awards ceiling	N						(1,297,792.00)			(1,297,792.00)
ATG100	AA	ProLaw and iManage upgrades required for Ofc 365	A			110,000			110,000			110,000
ATG231	BC	CJIS Hawaii support	A			40,000			40,000			40,000
ATG100	AA	Computer replacements	A			160,000			160,000			160,000
ATG231	BC	Membership dues for Hawaii Integrated Justice Information Sharing (HIJIS) to the Open Justice Broker Consortium	A			85,000			85,000			85,000
ATG100	AA	Staff additions - client requests	U	3.00		190,040	3.00		190,040.00	3.00		\$ 190,040
ATG500	GA	Add Data Security Officer	A	0.34		11,900	0.34			0.34		11,900
			P	0.66		29,288	0.66			0.66		29,288
ATG100	AA	Staff additions - ASO	A	2.00		44,330	1.00		25,900	1.00		25,900
ATG100	AC	MOF update of positions	A		0.70	-		0.70	-		0.70	-
ATG100	AC	MOF update of positions	N		1.35	116,859		1.35	116,859		1.35	116,859
ATG100	AC	MOF update of positions	P		(0.05)	(3,016)		(0.05)	(3,016)		(0.05)	(3,016)
ATG231	BC	Convert U fund position to W funds	U	(1.00)		(42,560)	(1.00)		(42,560)	(1.00)		(42,560)
ATG231	BC	Convert U fund position to W funds	W	1.00		42,560	1.00		42,560	1.00		42,560
ATG231	BC	Federal fund ceiling adjustment	P			800,339			800,339			800,339
ATG 100	AA	Salary Increases - Deputy Attorneys General	A			4,200,000			1,063,000			1,063,000
ATG 100	AA	Salary Increases - Deputy AGs	B						83,000			83,000
ATG 100	AA	Salary Increases - Deputy AGs	N						105,000			105,000
ATG 100	AA	Salary Increases - Deputy AGs	U						689,000			689,000
ATG 100	AA	Office 365 Licenses	A						217,500			217,500
				6.00	2.00	\$ 17,254,432	5.00	2.00	\$ 13,724,994	5.00	2.00	\$ 13,766,182

Department of the Attorney General
Proposed Budget Reductions

Table 5

Prog ID	Sub-Org	Description of Reduction	Impact of Reduction	MOF	FY17			FY16 Restriction (Y/N)				
					Pos (P)	Pos (T)	\$\$\$					
ATG100	AI	Decrease federal awards ceiling	NONE	N			(1,297,792.00)					

Department of the Attorney General
Proposed Budget Additions

Table 6

Prog ID	Sub-Org	Addition Type	Prog ID Priority	Dept-Wide Priority	Description of Addition	Justification	MOF	FY17		
								Pos (P)	Pos (T)	\$\$\$
ATG100	AC	FC	1	18	Funding additional Sexual Assault Services	To cover cost increases and additional services	A			\$ 380,000
ATG100	AA	FC	4	4	Funds for full year rent - Tax & Charities Div.	Full year rent	A			\$ 35,000
							B			\$ 35,000
ATG100	AA	NG	5	5	Ceiling increase interdepartmental funds	To account for reimbursements as revenue, not expenses reductions	U			\$ 2,500,000
ATG100	AA	FC	6a	6a	Salary increase - Deputy attorney general	To close the gap as lowest compensated government attorneys	A			\$ 1,063,000
							B			\$ 83,000
							N			\$ 105,000
							U			\$ 689,000
ATG100	AC	NG	6	6	Increase federal awards ceilings	Increased awards	N			\$ 6,975,096
							P			\$ 822,258
ATG100	AA	NR	7	7	Funds to upgrade case and document management systems to O365 standards.	Upgrade needed to integrate with O365	A			\$ 110,000
ATG231	BC	FC	1	8	Support and maintenance for Adult CJIS	CJIS-Hawaii is the State's central repository for criminal history information and is mission critical for law enforcement and criminal justice agencies. With over 4,000 users accessing the system, the database and operating technical platform must be kept up-to-date and configured to maximize its performance. This maintenance and support will allow the HCJDC technical staff to consult with experts in these areas to ensure operation of the system continues uninterrupted	A			\$ 40,000
ATG100	AA	NR	9	9	Desk top computers are over five years old and gradual renewal is planned	Renewal over two years	A			\$ 160,000
ATG231	BC	FC	2	10	Membership dues to Open Justice Broker Consortium		A			\$ 85,000
ATG100	AA	FC	10	12.00	Add staff to meet client needs.	2 attorneys and one Office assistant paid with client special funds.	U	3.00		\$ 190,040
ATG500	GA	FC	2	16	Add Data Security Officer	Agency needs someone to focus full time on data security to meet federal needs.	A	0.34		\$ 11,900
							P	0.66		\$ 29,288
ATG100	AA	FC	17	20	Add Management Analyst	To assure compliance with SPO and contract rules	A	1.00		\$ 25,900
ATG100	AC	NG	20	24	Update MOF of two positions	Federal awards allow a % for grant administration and this corrects funding based on latest grants	A		0.70	\$ -
							N		1.35	\$ 116,859
							P		(0.05)	\$ (3,016)
ATG231	BC	NG	4	26	Federal fund ceiling adjustment	Based on latest grant information	P			\$ 800,339
ATG100	AA	FC			Office 365 licenses	State conversion to Office 365	A			\$ 217,500

Department of the Attorney General
FY16 Restrictions

Table 7

<u>Prog ID</u>	<u>Sub-Org</u>	<u>MOF</u>	<u>Budgeted by Dept</u>	<u>Restriction</u>	<u>Difference Between Budgeted & Restricted</u>	<u>Percent Difference</u>	<u>Impact</u>
ATG100		A	\$ 22,660,526	\$ 2,418,054	\$ 20,242,472	89.33%	We are in the process of requesting a reduction in the restriction due to the unusually high vacancy savings required by our budget.
ATG231		A	\$ 1,608,795	\$ 160,880	\$ 1,447,915	90.00%	The 10% restriction results in a shortfall of budgeted payroll expenses and funds from 'other current expenses' (OCE) will need to be used to cover this. This, along with the restriction of OCE, will force us to delay critical hardware/software maintenance and license renewal payments for the mission-critical CJS-Hawaii system.
ATG500		A	\$ 4,369,352	\$ 436,936	\$ 3,932,416	90.00%	The 10% restriction has a more substantial impact on ATG500's budget because for every dollar of general fund the federal government matches with two dollars, CSEA will then lose \$1,285,106 in total. This reduction is going to severely hamper the agency's ability to fill vacant positions, to meet operational needs, and to maintain the quality of customer services.

Department of the Attorney General
 Emergency Appropriation Requests

Table 8

<u>Prog ID</u>	<u>Description of Request</u>	<u>Explanation of Request</u>	<u>MOF</u>	<u>Pos (P)</u>	<u>Pos (T)</u>	<u>\$\$\$</u>
NONE						

Department of the Attorney General
Expenditures Exceeding Appropriation Ceilings in FY15 and FY16

Table 9

<u>Prog ID</u>	<u>MOF</u>	<u>Date</u>	<u>Appropriation</u>	<u>Amount Exceeding Appropriation</u>	<u>Percent Exceeded</u>	<u>Reason for Exceeding Ceiling</u>	<u>Legal Authority</u>	<u>Recurring (Y/N)</u>	<u>GF Impact (Y/N)</u>
						NONE			

Department of the Attorney General
Intradepartmental Transfers in FY15 and FY16

Table 10

<u>Actual or Anticipated Date of Transfer</u>	<u>MOF</u>	<u>Pos (P)</u>	<u>Pos (T)</u>	<u>\$\$\$</u>	<u>From Prog ID</u>	<u>Percent of Program ID Appropriation Transferred From</u>	<u>To Prog ID</u>	<u>Percent of Receiving Program ID Appropriation</u>	<u>Reason for Transfer</u>	<u>Recurring (Y/N)</u>
3/11/2015	A			\$ 412,590	ATG500	10.0%	ATG100	2.1%	ATG500 Restrictions Release and transferred to ATG100 to cover Allotment Deficit per Governor's approval	N
3/11/2015	A			\$ 147,614	ATG231	10.0%	ATG100	0.7%	ATG231 Restrictions Release and transferred to ATG100 to cover Allotment Deficit per Governor's approval	N
6/25/2015	A			\$ 76,000	ATG500	1.8%	ATG100	0.4%	ATG100 Allotment Deficit due to Vacancy Savings	N
6/25/2015	A			\$ 24,000	ATG500	0.6%	ATG231	1.6%	To cover allotment deficit for ATG231	N

Department of the Attorney General
Active Federal Awards as of December 1, 2015

Table 11

<u>State Expending Agency</u>	<u>Program ID</u>	<u>Award Number</u>	<u>CFDA Number</u>	<u>Award Description</u>	<u>Awarding Federal Agency</u>	<u>Award Amount</u>	<u>Award Amount Allocated to the Pgm ID in Column B</u>	<u>State Appropriation Symbol</u>	<u>State Fund Match (If Any)</u>	<u>Contact Name</u>	<u>Contact Phone</u>	<u>Contact Email</u>
N (ATG)	ATG 100 AB	1601HI5050	93.775	State Medicaid Fraud Control Unit	DOJ	\$1,340,868	\$1,340,868	S-16-503-N	25% State Fund Match	Christopher Young	586-1073	christopher.w.young@hawaii.gov
N (ATG)	ATG 100 AC	2013-VA-GX- 0071	16.575	FY 2013 Victims of Crime Act Victim Assistance	DOJ	\$2,243,150	\$2,243,150	S-14-205-N	\$50,211 (approx.; includes state sub-recipient match)	Shaleigh Tice	586-1157	shaleigh.k.tice@hawaii.gov
N (ATG)	ATG 100 AC	2014-VA-- GX-0049	16.575	FY 2014 Victims of Crime Act Victim Assistance	DOJ	\$2,380,094	\$2,380,094	S-15-205-N	\$50,211 (approx.; includes state sub-recipient match)	Shaleigh Tice	586-1157	shaleigh.k.tice@hawaii.gov
N (ATG)	ATG 100 AC	2015-VA-GX- 0035	16.575	FY 2015 Victims of Crime Act Victim Assistance	DOJ	\$8,995,706	\$8,995,706	S-16-205-N	dependent on awards; any awarded state sub-recipient will need to provide a 20% match	Shaleigh Tice	586-1157	shaleigh.k.tice@hawaii.gov
N (ATG)	ATG 100 AC	2011-DJ-BX- 2205	16.738	FY 2011 Edward Byrne Memorial Justice Assistance Grant	DOJ	\$1,213,980	\$1,213,980	S-14-206-N	n/a	Shaleigh Tice	586-1157	shaleigh.k.tice@hawaii.gov
N (ATG)	ATG 100 AC	2012-DJ-BX- 0436	16.738	FY 2012 Edward Byrne Memorial Justice Assistance Grant	DOJ	\$926,191	\$926,191	S-14-206-N	n/a	Shaleigh Tice	586-1157	shaleigh.k.tice@hawaii.gov

Department of the Attorney General
Active Federal Awards as of December 1, 2015

Table 11

<u>State Expending Agency</u>	<u>Program ID</u>	<u>Award Number</u>	<u>CFDA Number</u>	<u>Award Description</u>	<u>Awarding Federal Agency</u>	<u>Award Amount</u>	<u>Award Amount Allocated to the Pgm ID in Column B</u>	<u>State Appropriation Symbol</u>	<u>State Fund Match (If Any)</u>	<u>Contact Name</u>	<u>Contact Phone</u>	<u>Contact Email</u>
N (ATG)	ATG 100 AC	2012-DJ-BX- 0436 Supplement #1	16.738	FY 2012 Edward Byrne Memorial Justice Assistance Grant Supplemental - Wrongful Conviction Demonstration Project	DOJ	\$52,072	\$57,072	S-14-206-N	n/a	Shaleigh Tice	586-1157	shaleigh.k.tice@hawaii.gov
N (ATG)	ATG 100 AC	2013-DJ-BX- 0018	16.738	FY 2013 Edward Byrne Memorial Justice Assistance Grant	DOJ	\$940,328	\$940,328	S-14-206-N	n/a	Shaleigh Tice	586-1157	shaleigh.k.tice@hawaii.gov
N (ATG)	ATG 100 AC	2014-DJ-BX- 0910	16.738	FY 2014 Edward Byrne Memorial Justice Assistance Grant	DOJ	\$908,157	\$908,157	S-15-206-N	n/a	Shaleigh Tice	586-1157	shaleigh.k.tice@hawaii.gov
N (ATG)	ATG 100 AC	2015-DJ-BX- 0342	16.738	FY 2015 Edward Byrne Memorial Justice Assistance Grant	DOJ	\$798,144	\$798,144	S-16-206-N	n/a	Shaleigh Tice	586-1157	shaleigh.k.tice@hawaii.gov
N (ATG)	ATG 100 CJ	2015-BJ-CX- K003	16.550	Officer Training and Proficiency Measurements for Hawaii's Offender Management Information System	DOJ	\$51,972	\$51,972	S-16-208-N	n/a	Paul Perrone	586-1420	paul.a.perrone@hawaii.gov
N (ATG)	ATG 100 AC	2011-WF-AX- 0008	16.588	FY 2011 Violence Against Women Act	DOJ	\$1,027,563	\$1,027,563	S-14-213-N	\$49,665 (includes state sub-recipient match)	Shaleigh Tice	586-1157	shaleigh.k.tice@hawaii.gov

Department of the Attorney General
Active Federal Awards as of December 1, 2015

Table 11

<u>State Expending Agency</u>	<u>Program ID</u>	<u>Award Number</u>	<u>CFDA Number</u>	<u>Award Description</u>	<u>Awarding Federal Agency</u>	<u>Award Amount</u>	<u>Award Amount Allocated to the Pgm ID in Column B</u>	<u>State Appropriation Symbol</u>	<u>State Fund Match (If Any)</u>	<u>Contact Name</u>	<u>Contact Phone</u>	<u>Contact Email</u>
N (ATG)	ATG 100 AC	2012-WF-AX- 0032	16.588	FY 2012 Violence Against Women Act	DOJ	\$1,036,624	\$1,036,624	S-14-213-N	\$50,104 (includes state sub-recipient match)	Shaleigh Tice	586-1157	shaleigh.k.tice@hawaii.gov
N (ATG)	ATG 100 AC	2013-WF-AX- 0002	16.588	FY 2013 Violence Against Women Act	DOJ	\$1,010,149	\$1,010,149	S-14-213-N	\$48,825 (includes state sub-recipient match)	Shaleigh Tice	586-1157	shaleigh.k.tice@hawaii.gov
N (ATG)	ATG 100 AC	2014-WF-AX- 0019	16.588	FY 2014 Violence Against Women Act	DOJ	\$1,075,272	\$1,075,272	S-15-213-N	\$35,843 (includes state sub-recipient match)	Shaleigh Tice	586-1157	shaleigh.k.tice@hawaii.gov
N (ATG)	ATG 100 AC	2015-WF-AX- 0024	16.588	FY 2015 Violence Against Women Act	DOJ	\$1,061,994	\$1,061,994	S-16-213-N	\$35,400 (includes state sub-recipient match)	Shaleigh Tice	586-1157	shaleigh.k.tice@hawaii.gov
N (ATG)	ATG 100 AC	2011-RT-BX- 0060	16.593	FY 2011 Residential Substance Abuse Treatment	DOJ	\$142,888	\$142,888	S-14-214-N	\$47,630 (includes state sub-recipient match)	Shaleigh Tice	586-1157	shaleigh.k.tice@hawaii.gov
N (ATG)	ATG 100 AC	2012-RT-BX- 0042	16.593	FY 2012 Residential Substance Abuse Treatment	DOJ	\$53,278	\$53,278	S-14-214-N	\$17,760 (includes state sub-recipient match)	Shaleigh Tice	586-1157	shaleigh.k.tice@hawaii.gov
N (ATG)	ATG 100 AC	2013-RT-BX- 0025	16.593	FY 2013 Residential Substance Abuse Treatment	DOJ	\$66,442	\$66,442	S-14-214-N	\$22,148 (includes state sub-recipient match)	Shaleigh Tice	586-1157	shaleigh.k.tice@hawaii.gov

Department of the Attorney General
Active Federal Awards as of December 1, 2015

Table 11

<u>State Expending Agency</u>	<u>Program ID</u>	<u>Award Number</u>	<u>CFDA Number</u>	<u>Award Description</u>	<u>Awarding Federal Agency</u>	<u>Award Amount</u>	<u>Award Amount Allocated to the Pgm ID in Column B</u>	<u>State Appropriation Symbol</u>	<u>State Fund Match (If Any)</u>	<u>Contact Name</u>	<u>Contact Phone</u>	<u>Contact Email</u>
N (ATG)	ATG 100 AC	2014-RT-BX- 0037	16.593	FY 2014 Residential Substance Abuse Treatment	DOJ	\$53,982	\$53,982	S-15-214-N	\$17,994 (includes state sub-recipient match)	Shaleigh Tice	586-1157	shaleigh.k.tice@hawaii.gov
N (ATG)	ATG 100 AC	2015-RT-BX- 0028	16.593	FY 2015 Residential Substance Abuse Treatment	DOJ	\$54,181	\$54,181	S-16-214-N	\$18,061 (includes state sub-recipient match)	Shaleigh Tice	586-1157	shaleigh.k.tice@hawaii.gov
N (ATG)	ATG 100 AC	2014-KF-AX- 0043	16.017	FY 2014 Sex Assault Services Program	DOJ	\$278,648	\$278,648	S-15-216-N	n/a	Shaleigh Tice	586-1157	shaleigh.k.tice@hawaii.gov
N (ATG)	ATG 100 AC	2015-KF-AX- 0050	16.017	FY 2015 Sex Assault Services Program	DOJ	\$308,254	\$308,254	S-16-216-N	n/a	Shaleigh Tice	586-1157	shaleigh.k.tice@hawaii.gov
N (ATG)	ATG 100 AC	2014-CD-BX- 0030	16.742	FY 2014 Paul Coverdell National Forensic Science Improvement Act	DOJ	\$63,029	\$63,029	S-15-228-N	n/a	Shaleigh Tice	586-1157	shaleigh.k.tice@hawaii.gov
N (ATG)	ATG 100 AC	2015-CD-BX- 0010	16.742	FY 2015 Paul Coverdell National Forensic Science Improvement Act	DOJ	\$63,705	\$63,705	S-16-228-N	n/a	Shaleigh Tice	586-1157	shaleigh.k.tice@hawaii.gov
N (ATG)	ATG 100 AC	2015-RJ-BX- 0007	16.816	FY 2015 John R Justice Student Loan Repayment Program	DOJ	\$31,216	\$31,216	S-16-257-N	n/a	Shaleigh Tice	586-1157	shaleigh.k.tice@hawaii.gov
N (ATG)	ATG 100 AC	2012-DS-BX- 0021	16.580	FY 2012 SORNA	DOJ	\$57,904	\$57,904	S-14-260-N	n/a	Shaleigh Tice	586-1157	shaleigh.k.tice@hawaii.gov

Department of the Attorney General
Active Federal Awards as of December 1, 2015

Table 11

<u>State Expending Agency</u>	<u>Program ID</u>	<u>Award Number</u>	<u>CFDA Number</u>	<u>Award Description</u>	<u>Awarding Federal Agency</u>	<u>Award Amount</u>	<u>Award Amount Allocated to the Pgm ID in Column B</u>	<u>State Appropriation Symbol</u>	<u>State Fund Match (If Any)</u>	<u>Contact Name</u>	<u>Contact Phone</u>	<u>Contact Email</u>
N (ATG)	ATG 100 AC	2012-DS-BX- 0021 Supplement #1	16.580	FY 2013 SORNA	DOJ	\$58,788	\$58,788	S-14-260-N	n/a	Shaleigh Tice	586-1157	shaleigh.k.tice@hawaii.gov
N (ATG)	ATG 100 AC	2012-DS-BX- 0021 Supplement #2	16.580	FY 2014 SORNA	DOJ	\$52,688	\$52,688	S-15-260-N	n/a	Shaleigh Tice	586-1157	shaleigh.k.tice@hawaii.gov
N (ATG)	ATG 100 AC	2015-DS-BX- 0001	16.580	FY 2015 SORNA	DOJ	\$46,501	\$46,501	S-16-260-N	n/a	Shaleigh Tice	586-1157	shaleigh.k.tice@hawaii.gov
N (ATG)	ATG 100 AC	2015-XT-BX- 0009	16.751	FY 2015 PREA Reallocation Funds	DOJ	\$23,251	\$23,251	S-16-505-N	n/a	Shaleigh Tice	586-1157	shaleigh.k.tice@hawaii.gov
N (ATG)	ATG 100 AC	2015-VF-GX- 0031	16.582	FY 2015 VOCA Discretionary Grant Training	DOJ	\$147,757	\$147,757	S-16-509-N	n/a	Shaleigh Tice	586-1157	shaleigh.k.tice@hawaii.gov
N (ATG)	ATG 100 AC	G14HI0007 A	95.001	Hawaii HIDTA	ONDCP	\$614,986	\$991,750	S-15-262-N	n/a	Julie Ebato	587-7442	julie.y.ebato@hawaii.gov
N (ATG)	ATG 100 AC	G15HI0007 A	95.001	Hawaii HIDTA	ONDCP	\$809,125	\$991,750	S-16-262-N	n/a	Julie Ebato	587-7442	julie.y.ebato@hawaii.gov
N (ATG)	ATG 100 AI	2014-MC-FX- K002	16.543	OJJDP FY14 ICAC	DOJ	\$250,130	\$250,130	S-16-223-N	n/a	Kevin Takata	586-1169	kevin.k.takata@hawaii.gov
N (ATG)	ATG 231	2010-CK-WX- 0492	16.710	COPS 2010 - HIJS	DOJ	\$2,000,000 remaining balance: \$221,227	\$2,000,000	S-14-221-N	n/a	Laureen Uwaine	587-3110	laureen.m.uwaine@hawaii.gov

Department of the Attorney General
Active Federal Awards as of December 1, 2015

Table 11

<u>State Expending Agency</u>	<u>Program ID</u>	<u>Award Number</u>	<u>CFDA Number</u>	<u>Award Description</u>	<u>Awarding Federal Agency</u>	<u>Award Amount</u>	<u>Award Amount Allocated to the Pgm ID in Column B</u>	<u>State Appropriation Symbol</u>	<u>State Fund Match (If Any)</u>	<u>Contact Name</u>	<u>Contact Phone</u>	<u>Contact Email</u>
N (ATG)	ATG 231	2013-DG-BX-K010	16.738	Firearms 2013 - NICS	DOJ	\$700,000 remaining balance: \$497,731	\$700,000	S-14-502-N	n/a	Laureen Uwaine	587-3110	laureen.m.uuwaine@hawaii.gov
N (ATG)	ATG 231	2011-MU-BX-K070	16.554	NCHIP 2011 - CJIS-Hawaii	DOJ	\$475,000 Remaining balance: \$283,169	\$475,000	S-14-210-N	\$52,778	Laureen Uwaine	587-3110	laureen.m.uuwaine@hawaii.gov
N (ATG)	ATG 231	2012-RU-BX-K010	16.554	NCHIP 2012 - CJIS-Hawaii	DOJ	\$241,088 Remaining balance: \$35,672	\$241,088	S-14-210-N	\$26,788	Laureen Uwaine	587-3110	laureen.m.uuwaine@hawaii.gov
N (ATG)	ATG 231	2013-MU-BX-K010	16.554	NCHIP 2013 - CJIS-Hawaii	DOJ	\$250,004 Remaining balance: \$210,004	\$250,004	S-14-210-N	\$27,778	Laureen Uwaine	587-3110	laureen.m.uuwaine@hawaii.gov
N (ATG)	ATG 231	2014-RU-BX-K012	16.554	NCHIP 2014 - CJIS-Hawaii	DOJ	392371 Remaining balance: \$333,292	\$392,371	S-15-210-N	\$43,597	Laureen Uwaine	587-3110	laureen.m.uuwaine@hawaii.gov
N (ATG)	ATG 231	2015-RU-BX-K010	16.554	NCHIP 2015 - CJIS-Hawaii	DOJ	\$1,067,197	\$1,067,197	S-16-210	\$128,022	Laureen Uwaine	587-3110	laureen.m.uuwaine@hawaii.gov
N (ATG)	ATG 231	2010-DB-BX-K053	16.751	NJIS 2010 - HIJIS Federated Identity	DOJ	\$500,000 Remaining balance: \$31,214	\$500,000	S-14-258-N	n/a	Laureen Uwaine	587-3110	laureen.m.uuwaine@hawaii.gov
N (ATG)	ATG231	2011-AW-BX-0024	16.750	SMART 2011 - Sex Offender	DOJ	\$254,770 Remaining balance: \$32,584	\$254,770	S-14-244-N	n/a	Laureen Uwaine	587-3110	laureen.m.uuwaine@hawaii.gov

Department of the Attorney General
Active Federal Awards as of December 1, 2015

Table 11

<u>State Expending Agency</u>	<u>Program ID</u>	<u>Award Number</u>	<u>CFDA Number</u>	<u>Award Description</u>	<u>Awarding Federal Agency</u>	<u>Award Amount</u>	<u>Award Amount Allocated to the Pgm ID in Column B</u>	<u>State Appropriation Symbol</u>	<u>State Fund Match (If Any)</u>	<u>Contact Name</u>	<u>Contact Phone</u>	<u>Contact Email</u>
N (ATG)	ATG 231	2013-AW-BX-0012	16.750	SMART 2013 - Sex Offender	DOJ	\$390,950 Remaining balance: \$414	\$390,950	S-14-244-N	n/a	Laureen Uwaine	587-3110	laureen.m.u.uwaine@hawaii.gov
N (ATG)	ATG 231	2014-AW-BX-0016	16.750	SMART 2014 - Sex Offender	DOJ	\$200,000 Remaining balance: \$2,132	\$200,000	S-15-244-N	n/a	Laureen Uwaine	587-3110	laureen.m.u.uwaine@hawaii.gov
N (ATG)	ATG 231	2015-AW-BX-0005	16.750	SMART 2015 - Sex Offender	DOJ	\$400,000	\$400,000	S-16-244-N	n/a	Laureen Uwaine	587-3110	laureen.m.u.uwaine@hawaii.gov
N (ATG)	ATG 231	2015-NS-BX-K018	16.813	NARIP 2015 - HCJDC	DOJ	\$401,249	\$401,249	S-16-510-N	n/a	Laureen Uwaine	587-3110	laureen.m.u.uwaine@hawaii.gov
N(ATG)	ATG500	N/A	N/A	Federal matching fund	OCSE	\$ 11,850,140	\$ 11,850,140	S-15-250-P	34%	Sheri Wang	692-7131	sheri.wan.g@hawaii.gov
N(ATG)	ATG500	N/A	N/A	Federal incentive payments	OCSE	\$ 1,600,000	\$ 1,600,000	S-15-902-T	34%	Sheri Wang	692-7131	sheri.wan.g@hawaii.gov

Department of xxx
Table 11 Instructions

COLUMN	DATA ELEMENT	DEFINITION
A	State Expending Agency	State entity authorized to expend the funds as authorized by the appropriation or as delegated by the Governor. Select from drop-down menu. See legend below.
B	Program I.D.	The unique identifier for the specific program responsible for carrying out the program consisting of the abbreviation for the State entity followed by the organization number for the program. Format: XXX###
C	Award Number	The identifying number assigned by the awarding Federal Agency, such as the federal grant number, federal contract number or the federal loan number that appears in the federal award document.
D	CFDA No.	The number associated with the published description of Federal assistance program in the Catalog of Federal Domestic Assistance. Only applies to grants and loans. A list of CFDA codes can be searched at: https://www.cfda.gov/index?s=program&tab=list&mode=list Format: ##.###.
E	Award Description	Award title and description with purpose of funding action.
F	Awarding Federal Agency	Name of the federal agency that awarded and administers the award on behalf of the funding agency. Select from drop-down menu. See agency list below.
G	Award Amount	For Grants: The total amount of the award. For Loans: The total amount of the loan obligated by the Federal Agency; the face value of the loan. For Contracts: The total amount obligated by the Federal Agency.
H	Award Amount Allocated to the Program ID in Column B	Enter the portion of the total award amount allocated to this Program ID. For example, if a federal award in the amount of \$500 is allocated to only AGR100, the "Award Amount" and the "Award Amount Allocated to the Pgm ID in Column B" would both be \$500. However, if the \$500 will be allocated to AGR100, AGR200 and AGR300, in the amounts of \$100, \$250 and \$150, respectively, the "Award Amount" would be the \$500 for all three program IDs but the "Award Amount Allocated to the Pgm ID in Column B" would be \$100 for AGR100, \$250 for AGR200 and \$150 for AGR300.
I	State Appropriation Symbol	The account number established in FAMIS. The appropriation account is a combination of 4 fields: Fund Type, Fiscal Year, Appropriation Account Number, and Dept. Code. If an award has appropriation symbols for multiple fiscal years, enter the symbol for the first fiscal year. Format: X-YY-###-X
J	State Fund Match (If Any)	The amount of state funds necessary to match the award.
K	Contact Name	Name of the individual at the program level responsible for performance of the award.
L	Contact Phone No.	Phone no. of the individual at the program level responsible for performance of the award.
M	Contact Email	Email of the individual at the program level responsible for performance of the award.
	LEGEND:	
	State Expending Agency	
A (AGR)	Department of Agriculture	
B (BED)	Department of Business, Economic Dev & Tourism	
C (LNR)	Department of Land and Natural Resources	
D (TRN)	Department of Transportation	
E (EDN)	Department of Education	
F (UOH)	University of Hawaii	

Department of xxx
Table 11 Instructions

Table 11

G (DEF)	Department of Defense	
H (HTH)	Department of Health	
I (HHL)	Department of Hawaiian Home Lands	
J (JUD)	Judiciary	
K (HMS)	Department of Human Services	
L (LBR)	Department of Labor and Industrial Relations	
M (AGS)	Department of Accounting and General Services	
N (ATG)	Department of Attorney General	
O (BUF)	Department of Budget and Finance	
P (HRD)	Department of Human Resources Development	
Q (GOV)	Office of the Governor	
R (CCA)	Department of Commerce and Consumer Affairs	
S (LTG)	Office of the Lieutenant Governor	
T (TAX)	Department of Taxation	
V1 (PSD)	Department of Public Safety	
Z1 (OHA)	Office of Hawaiian Affairs	
	Federal Agency	
	Dept. of Agriculture	
	Dept. of Commerce	
	Dept. of Defense	
	Dept. of Education	
	Dept. of Energy	
	Dept. of Health and Human Services	
	Dept. of Homeland Security	
	Dept. of Housing and Urban Development	
	Dept. of Justice	
	Dept. of Labor	
	Dept. of State	
	Dept. of the Interior	
	Dept. of the Treasury	
	Dept. of Transportation	
	Dept. of Veterans Affairs	
	Corporation for National & Community Svc	
	Environmental Protection Agency	
	General Services Administration	
	NASA	
	National Science Foundation	
	Nuclear Regulatory Commission	
	Office of Personnel Management	
	Small Business Administration	
	Social Security Administration	
	U.S. Agency for International Development	

Non-General Funds

Name of Fund	Purpose	Statutory Reference	MOF	Beginning FY16	Estimated FY16	Estimated FY16	Estimated FY16	Estimated FY16	Balance in Excess
				Unencumbered Cash Balance	Revenues	Expenditures and Encumbrances		Net Transfers	
Medicaid Investigation Recovery Fund S-302	Special Fund to deposit Medicaid Investigation and fraud settlements which supports Medicaid Fraud Control Unit	HRS 28-91-5	B	\$ 1,368,391.00	\$ 350,000.00	\$ 400,000.00	\$ -	\$ 1,318,391.00	\$ -
DNA Registry Special Fund S-305	Funds to be used for DNA collection, testing, and related costs.	HRS 706-603	B	\$ 30,206.00	\$ 30,000.00	\$ 40,000.00	\$ -	\$ 20,206.00	\$ -
Tobacco Enforcement Special Fund S-307	To enforce Chapters 675, 486P, and 245, HRS and related statutes and programs.	HRS 28-15	B	\$ 500,000.00	\$ 2,000,000.00	\$ 1,247,526.00	\$ 752,474.00	\$ 500,000.00	\$ -
Criminal Forfeiture Revolving Fund S-320	To serve as an operating account for the Asset Forfeiture Program.	HRS 712A-16(4)	W	\$ 576,736.00	\$ 600,000.00	\$ 275,000.00	\$ 650,000.00	\$ 251,736.00	\$ -
Criminal History Record Improvement Revolving Fund S-321	Fund was established to deposit fees for services related to criminal history record information.	HRS 846-10.5	W	\$ 1,698,910.00	\$ 2,250,000.00	\$ 2,259,518.00	\$ -	\$ 1,689,392.00	\$ -
Notary Public Revolving Fund S-325	Funds to be used for all notary public program costs.	HRS 456-9.5	W	\$ 7,961.00	\$ 80,000.00	\$ 80,000.00	\$ -	\$ 7,961.00	\$ -
Solicitation of Funds for Charitable Purposes Special Fund S-326	Funds to be used for the enforcement of Chapter 467B, and the oversight of charities.	HRS 467B-15	B	\$ 1,422,110.00	\$ 950,000.00	\$ 1,018,749.00	\$ -	\$ 1,353,361.00	\$ -
Litigation Settlement Clearance Account T-901	To serve as a clearing account to facilitate the holding and timely disbursement of litigation funds.	Comptroller's Approval	T	\$ 119,432.00	\$ 800.00	\$ -	\$ -	\$ 120,232.00	\$ -
Antitrust Trust Fund T-908	Funds used for the enforcement of Antitrust Laws.	HRS 28-13	T	\$ 48,035.00	\$ -	\$ 40,000.00	\$ -	\$ 8,035.00	\$ -
Litigation Deposits Trust Fund Account T-909	Funds to account moneys received through any civil action in which the State is a party.	HRS 28-16	T	\$ 1,286,257.00	\$ 150.00	\$ -	\$ 300,000.00	\$ 986,407.00	\$ -
HCJC Donations - T-903	Fund was established to receive and expend financial grants and donations for crime research, prevention, or education.	HRS 28-10.6	T	\$ 3,479.17	\$ -	\$ 3,479.17	\$ -	\$ -	\$ -
Criminal Forfeiture Bond Holding Account - T-905	Bond monies (Cost Bond) posted by a person who alleged property interest in property seized for administrative forfeiture.	§ 712A-10(4) and (9), HRS	T	\$ 12,500.00	\$ 6,000.00	\$ 5,000.00	\$ -	\$ 13,500.00	\$ -
Seized Funds - Final Disposition Pending Account - T-906	Fund seized for administrative or judicial forfeiture which can be ordered returned back to claimant, forfeited to the State.	§ 712A, HRS	T	\$ 801,665.00	\$ -	\$ -	\$ 100,000.00	\$ 701,665.00	\$ -
Federal Community Restitution - T-912	Fund was established to receive federal restitution payments related to drug cases where there is no identifiable victim ("community restitution").	S.735, Antiterrorism and Effective Death Penalty Act of 1996	T	\$ 3,355.67	\$ -	\$ -	\$ -	\$ 3,355.67	\$ -
Temporary Deposit - Child Support Enforcement Services T-902	To record the deposit of incentive payments earned for child support enforcement services	HRS 576D	T	\$ 37,792.00	\$ 750,000.00	\$ 750,000.00	\$ -	\$ 37,792.00	\$ -
Child Support Enforcement Agency Trust Fund T-999	The account is established for depositing and distributing child support collections.	HRS 576D	T	\$ 20,852,692.00	\$ 120,000,000.00	\$ 120,000,000.00	\$ -	\$ 20,852,692.00	\$ -

Department of the Attorney General
Vacancy Report as of November 30, 2015

Table 13

Count	Prog ID	Sub-Org	Date of Vacancy	Expected Fill Date	Position Number	Position Title	Exempt (Y/N)	SR Level	BU Code	Perm Temp (P/T)	FTE	MOF	Budgeted Amount	Actual Salary Last Paid	Authority to Hire (Y/N)	Occupied by 89 Day Hire (Y/N)	# of 89 Hire Appts	Describe if Filled by other Means	Priority # to Retain
1	ATG100	AA	8/3/2015	3/1/2016	1454	Legal Clerk	N	SR14	63	R	1.00	A	\$ 41,064	\$ 41,064	Y				71
2	ATG100	AA	11/15/2014	7/1/2016	6477	Investigator V	N	SR24	73	R	1.00	A	\$ 53,373	\$ 53,375	Y	1	1		
3	ATG100	AA	8/1/2013	5/1/2016	10596	Legal Clerk	N	SR14	03	R	1.00	U	\$ 46,176	\$ 46,176	Y				69
4	ATG100	AA	8/24/2015	7/1/2016	11597	Legal Clerk	N	SR14	63	R	1.00	A	\$ 33,717	\$ 33,718	Y	1	1		65
5	ATG100	AA	7/31/2015	2/1/2016	32755	Office Assistant III	N	SR08	3	R	1.00	A	\$ 26,707	\$ 26,708	Y	1	2		28
6	ATG100	AA	12/31/2005	7/1/2016	33404	Investigator VI	N	SR26	73	R	1.00	A	\$ 57,720	\$ 57,722	Y	1	12		
7	ATG100	AA	11/14/2015	2/1/2016	36723	Legal Clerk	N	SR14	63	R	1.00	A	\$ 33,717	\$ 33,718	Y	1			73
8	ATG100	AA	8/3/2015	Ret. Rights	37607	Legal Clerk	N	SR14	63	R	1.00	A	\$ 42,684	\$ 42,684	Y				53
9	ATG100	AA	12/31/2013	7/1/2016	40287	Information Technol Spclt VI	N	SR26	23	R	1.00	A	\$ 85,416	\$ 85,416	Y	1		TA filled	22
10	ATG100	AA	10/22/2015	3/1/2016	40444	Legal Clerk	N	SR14	63	R	1.00	A	\$ 33,717	\$ 33,718	Y	1	11		25
11	ATG100	AA	8/1/2013	7/1/2016	40555	Legal Assistant III	N	SR20	13	R	1.00	A	\$ 51,312	\$ 51,312	Y				43
12	ATG100	AA	1/29/2005	7/1/2016	40975	Investigator IV	N	SR22	73	R	1.00	U	\$ 47,403	\$ 47,405	Y	1	15		80
13	ATG100	AA	5/31/2015	1/11/2016	41166	Legal Assistant III	N	SR20	73	R	1.00	A	\$ 60,012	\$ 60,012	Y				45
14	ATG100	AA	11/1/2012	7/1/2016	41803	Office Assistant III	N	SR08	03	R	1.00	A	\$ 25,668	\$ 25,668	Y				75
15	ATG100	AA	10/6/2015	2/1/2016	42208	Legal Assistant III	N	SR20	73	R	1.00	A	\$ 57,720	\$ 57,720	Y				47
16	ATG100	AA	3/25/2014	7/1/2016	46063	Legal Assistant II	N	SR18	13	T	1.00	U	\$ 40,539	\$ 40,541	Y	1	1		41
17	ATG100	AA	9/15/2003	7/1/2016	49324	Investigator IV	N	SR22	73	T	1.00	A	\$ 47,403	\$ 47,405	Y	1	51		
18	ATG100	AA	7/16/2011	7/1/2016	49338	Investigator V	N	SR24	73	R	1.00	A	\$ 53,373	\$ 53,375	Y	1	12		
19	ATG100	AA	5/9/2015	7/1/2016	50195	Investigator VI	N	SR26	73	R	1.00	A	\$ 57,720	\$ 57,722	Y	1	42		
20	ATG100	AA	11/13/2015	7/1/2016	100981	Deputy Attorney General	E	SRNA	73	R	1.00	A	\$ 73,008	\$ 73,008	Y				1
21	ATG100	AA	9/4/2015	7/1/2016	101256	Deputy Attorney General	E	SRNA	73	R	1.00	U	\$ 69,996	\$ 69,996	Y				4
22	ATG100	AA	10/3/2015	7/1/2016	101880	Deputy Attorney General	E	SRNA	73	R	1.00	A	\$ 71,100	\$ 71,100	Y				7
23	ATG100	AA	11/16/2010	7/1/2016	102661	Deputy Attorney General	E	SRNA	73	R	1.00	U	\$ 73,008	\$ 73,008	Y				10
24	ATG100	AA	12/31/2014	3/1/2016	111526	Legal Clerk	N	SR14	63	R	1.00	A	\$ 39,492	\$ 39,492	Y				57
25	ATG100	AA	9/27/2014	7/1/2016	111531	Deputy Attorney General	E	SRNA	73	R	1.00	A	\$ 62,400	\$ 62,402	Y				13
26	ATG100	AA	5/31/2003	7/1/2016	112836	Investigator V	N	SR24	73	T	1.00	U	\$ 53,373	\$ 53,375	Y	1	46		
27	ATG100	AA	2/28/2007	7/1/2016	112837	Investigator V	N	SR24	73	T	1.00	U	\$ 53,373	\$ 53,375	Y	1	31		
28	ATG100	AA	10/1/2011	7/1/2016	112931	Investigator VI	N	SR26	73	R	1.00	A	\$ 75,000	\$ 75,960	Y	1		TA filled	
29	ATG100	AA	12/17/2010	7/1/2016	116407	Investigator V	N	SR24	73	T	1.00	U	\$ 53,161	\$ 53,375	Y	1	5		
30	ATG100	AA	10/16/2010	7/1/2016	116408	Investigator V	N	SR24	73	T	1.00	U	\$ 51,314	\$ 53,375	Y	1	5		
31	ATG100	AA	2/12/2013	7/1/2016	116441	Investigator V	N	SR24	73	T	1.00	U	\$ 53,161	\$ 53,375	Y	1	11		
32	ATG100	AA	11/19/2015	7/1/2016	116465	Investigator V	N	SR24	73	R	1.00	U	\$ 56,255	\$ 53,375	Y	1			
33	ATG100	AA	5/3/2008	7/1/2016	116466	Investigator V	N	SR24	73	R	0.50	A	\$ 28,127	\$ 53,375	Y	1	6		
34	ATG100	AA	12/27/2003	7/1/2016	116482	Investigator V	N	SR24	73	T	1.00	U	\$ 54,300	\$ 53,375	Y	1	20		
35	ATG100	AA	10/1/2005	7/1/2016	116698	Investigator V	N	SR24	73	T	1.00	U	\$ 56,255	\$ 53,375	Y	1	21		
36	ATG100	AA	6/30/2007	7/1/2016	116785	Investigator V	N	SR24	73	T	1.00	U	\$ 56,255	\$ 53,375	Y	1	10		
37	ATG100	AA	6/30/2012	7/1/2016	116786	Investigator V	N	SR24	73	T	1.00	A	\$ 56,255	\$ 53,375	Y	1	8		
38	ATG100	AA	11/14/2015	7/1/2016	117555	Legal Clerk	N	SR14	03	R	1.00	A	\$ 39,347	\$ 39,492	Y				61
39	ATG100	AA	8/1/2015	7/1/2016	117606	Legal Clerk	N	SR14	03	R	1.00	A	\$ 42,542	\$ 42,684	Y				63
40	ATG100	AA	4/1/2014	7/1/2016	117709	Accountant III	N	SR20	13	R	1.00	A	\$ 46,185	\$ 43,812	Y	1		TA filled	37
41	ATG100	AA	10/7/2006	7/1/2016	117838	Investigator V	N	SR24	73	T	1.00	A	\$ 56,255	\$ 53,375	Y	1	6		
42	ATG100	AA	10/10/2015	7/1/2016	118088	Investigator V	N	SR24	73	R	1.00	A	\$ 62,185	\$ 53,375	Y				
43	ATG100	AA	7/13/2013	7/1/2016	118091	Investigator V	N	SR24	73	T	1.00	A	\$ 53,161	\$ 53,375	Y	1	11		
44	ATG100	AA	10/29/2011	7/1/2016	118092	Investigator V	N	SR24	73	T	1.00	A	\$ 53,161	\$ 53,375	Y	1	17		
45	ATG100	AA	4/13/2013	7/1/2016	118093	Investigator V	N	SR24	73	R	1.00	U	\$ 56,255	\$ 53,375	Y	1	5		
46	ATG100	AA	4/1/2010	2/1/2016	118266	Legal Assistant III	N	SR20	73	R	1.00	U	\$ 43,649	\$ 42,132	Y				49
47	ATG100	AA	3/29/2008	7/1/2016	118774	Investigator V	N	SR24	73	T	1.00	U	\$ 53,373	\$ 53,161	Y	1	32		
48	ATG100	AA	2/16/2008	7/1/2016	118775	Investigator V	N	SR24	73	R	1.00	A	\$ 53,373	\$ 56,255	Y	1	30		
49	ATG100	AA	11/3/2015	7/1/2016	119289	Deputy Attorney General	E	SRNA	73	R	1.00	B	\$ 75,000	\$ 77,700	Y				16
50	ATG100	AA	7/1/2014	5/1/2016	121068	Personnel Mgmt Specialist IV	N	SR22	73	R	1.00	A	\$ 37,461	\$ 39,490	Y				31
51	ATG100	AA	12/20/2014	7/1/2016	121497	Investigator V	N	SR24	73	T	0.00	A	\$ -	\$ 53,375	Y	1	6		

Department of the Attorney General
Vacancy Report as of November 30, 2015

Table 13

Count	Prog ID	Sub-Org	Date of Vacancy	Expected Fill Date	Position Number	Position Title	Exempt (Y/N)	SR Level	BU Code	Perm Temp (P/T)	FTE	MOF	Budgeted Amount	Actual Salary Last Paid	Authority to Hire (Y/N)	Occupied by 89 Day Hire (Y/N)	# of 89 Hire Appts	Describe if Filled by other Means	Priority # to Retain
52	ATG100	AA	11/2/2014	7/1/2016	121498	Investigator V	N	SR24	73	T	1.00	N	\$ 53,373	\$ 53,375	Y	1	5		
53	ATG100	AA	10/16/2015	7/1/2016	121499	Investigator V	N	SR24	73	T	0.00	N	\$ -	\$ 53,375	Y	1	1		
54	ATG100	AB	12/1/2011	2/1/2016	29622	Auditor III	N	SR20	13	R	1.00	B.25-P.75	\$ 49,332	\$ 49,332	Y				59
55	ATG100	AB	7/31/2010	2/1/2016	29624	Investigator VI	N	SR26	93	R	1.00	B.25-P.75	\$ 57,720	\$ 57,722	Y	1	24		
56	ATG100	AB	3/20/2010	2/1/2016	31525	Investigator V	N	SR24	73	R	1.00	B.25-P.75	\$ 53,373	\$ 53,375	Y	1	10		
57	ATG100	AB	6/6/2012	2/1/2016	33220	Investigator V	N	SR24	73	R	1.00	B.25-P.75	\$ 53,373	\$ 53,375	Y	1	9		
58	ATG100	AB	9/28/2013	2/1/2016	34172	Investigator V	N	SR24	73	R	1.00	B.25-P.75	\$ 53,373	\$ 53,375	Y	1	11		
59	ATG100	AB	6/28/2014	1/11/2016	34764	Investigator V	N	SR24	73	R	1.00	B.25-P.75	\$ 53,373	\$ 53,375	Y	1	4		
60	ATG100	AD	4/6/2015	7/1/2016	102386	JJIS Analyst	E	SRNA	13	R	1.00	A	\$ 51,314	\$ 51,316	Y	1	3		39
61	ATG100	AE	7/16/2015	5/1/2016	110953	Legal Clerk	N	SR14	03	R	1.00	B	\$ 36,468	\$ 36,468	Y				67
62	ATG100	AE	6/22/2013	7/1/2016	111544	Investigator V	N	SR24	73	R	1.00	B	\$ 53,373	\$ 53,375	Y	1	6		
63	ATG100	AE	4/10/2015	7/1/2016	111854	Investigator V	N	SR24	73	R	1.00	B	\$ 53,373	\$ 53,375	Y	1	3		
64	ATG100	AE	3/19/2011	7/1/2016	111855	Investigator V	N	SR24	73	R	1.00	B	\$ 53,373	\$ 53,375	Y	1	15		
65	ATG100	AE	9/29/2012	7/1/2016	111856	Investigator V	N	SR24	73	R	1.00	B	\$ 53,373	\$ 53,375	Y	1	12		
66	ATG100	AE	1/28/2006	7/1/2016	117668	Investigator V	N	SR24	73	R	1.00	B	\$ 53,373	\$ 53,375	Y	1	41		
67	ATG100	AE	10/29/2011	7/1/2016	117669	Investigator V	N	SR24	73	R	1.00	B	\$ 53,373	\$ 53,375	Y	1	15		
68	ATG100	AI	6/29/2013	7/1/2016	111761	Investigator V	N	SR24	73	T	1.00	P	\$ 55,505	\$ 53,375	Y	1	5		
69	ATG100	AI	1/8/2011	7/1/2016	117188	Investigator V	N	SR24	73	T	1.00	P	\$ 55,505	\$ 53,375	Y	1	20		
70	ATG100	AI	7/15/2015	7/1/2016	117189	Investigator V	N	SR24	73	T	1.00	P	\$ 55,505	\$ 53,375	Y	1	2		
71	ATG100	AI	12/1/2014	7/1/2016	117286	Personnel Mgmt Specialist V	N	SR24	73	R	1.00	A	\$ 58,493	\$ 55,488	Y	1		TA filled	33
72	ATG100	AI	1/16/2015	7/1/2016	117420	Investigator V	N	SR24	73	T	1.00	P	\$ 55,505	\$ 53,375	Y	1	2		
73	ATG100	AI	11/29/2011	7/1/2016	117552	Investigator VI	N	SR26	73	T	1.00	P	\$ 61,077	\$ 57,722	Y	1	17		
74	ATG100	AI	11/17/2012	7/1/2016	117553	Investigator V	N	SR24	93	R	1.00	U	\$ 53,373	\$ 53,375	Y	1	3		
75	ATG100	AI	9/27/2014	7/1/2016	117837	Investigator V	N	SR24	73	T	0.22	A	\$ 28,055	\$ 53,375	Y	1	6		
76	ATG100	AI	7/16/2011	7/1/2016	117946	Investigator V	N	SR24	73	R	1.00	A	\$ 52,000	\$ 53,375	Y	1	3		
77	ATG100	AI	8/24/2013	7/1/2016	117968	Deputy Attorney General	E	SRNA	73	R	1.00	P	\$ 60,600	\$ 65,496	Y				19
78	ATG100	AI	12/30/2006	7/1/2016	118101	Investigator V	N	SR24	73	T	0.50	A	\$ 30,000	\$ 30,000	Y	1	3		
79	ATG100	AI	11/9/2013	7/1/2016	118369	Investigator V	N	SR24	73	T	1.00	P	\$ 55,505	\$ 53,375	Y	1	8		
80	ATG100	AI	1/23/2010	7/1/2016	118374	Investigator V	N	SR24	73	R	0.50	A	\$ 26,000	\$ 26,000	Y	1	6		
81	ATG100	AI	1/4/2014	7/1/2016	119453	Investigator V	N	SR24	73	T	1.00	A	\$ 52,000	\$ 52,000	Y	1	2		
82	ATG100	AI	8/31/2013	7/1/2016	119454	Investigator V	N	SR24	73	T	1.00	A	\$ 53,373	\$ 52,000	Y	1	11		
83	ATG100	AI	9/13/2014	7/1/2016	121316	Investigator V	N	SR24	73	R	1.00	A	\$ 53,373	\$ 53,375	Y	1	6		
84	ATG100	CU	9/23/2015	7/1/2016	39454	Legal Assistant III	N	SR20	13	T	1.00	A	\$ 53,364	\$ 53,364	Y				51
85	ATG100	CU	5/30/2015	7/1/2016	48449	Legal Assistant III	N	SR20	13	R	1.00	A	\$ 43,812	\$ 43,812	Y				79
86	ATG100	CU	4/1/2011	7/1/2016	49322	Legal Secretary	N	SR18	03	R	1.00	A	\$ 54,012	\$ 54,012	Y				77
87	ATG100	CU	8/27/2015	7/1/2016	110697	Office Assistant III	N	SR08	03	T	1.00	U	\$ 26,707	\$ 26,708	Y	1	1		35
88	ATG100	CU	12/10/2014	7/1/2016	121416	Legal Assistant III	N	SR20	13	T	1.00	U	\$ 43,812	\$ 43,812	Y	1		TA filled	55
89	ATG231	BA	10/16/2015	1/30/2016	118393	Criminal ID Technician I	N	SR10	03	R	1.00	W	\$ 31,236	\$ 31,236	Y				6
90	ATG231	BC	11/19/2015	12/1/2015	39019	Office Assistant IV	N	SR10	03	R	1.00	W	\$ 24,627	\$ 29,988	Y				8
91	ATG231	BC	7/22/2013	3/1/2016	117520	Office Assistant IV	N	SR10	03	R	1.00	A	\$ 30,036	\$ 30,036	Y				17
92	ATG231	BC	5/29/2015	4/30/2016	117715	Office Assistant IV	N	SR10	03	R	1.00	W	\$ 28,870	\$ 28,872	Y				14
93	ATG231	BC	8/16/2011	6/30/2016	119339	Office Assistant IV	N	SR10	03	T	1.00	P	\$ 27,756	\$ 27,756	Y				23
94	ATG231	BC	4/11/2015	5/31/2016	119340	Office Assistant IV	N	SR10	03	T	1.00	P	\$ 28,870	\$ 28,872	Y	1	1		20
95	ATG231	BC	11/29/2011	7/1/2016	119341	Office Assistant IV	N	SR10	03	T	1.00	P	\$ 27,756	\$ 27,756	Y				26
96	ATG231	BC	3/30/2013	7/1/2016	119342	Office Assistant IV	N	SR10	03	T	1.00	P	\$ 27,756	\$ 27,756	Y				29
97	ATG231	BC	2/20/2015	3/30/2016	119457	HJIS Program Manager	E	SRNA	13	T	1.00	P	\$ 78,996	\$ 78,996	Y				2
98	ATG231	BC	1/5/2012	7/1/2016	119498	HJIS Info Tech Spcct	E	SRNA	13	T	1.00	P	\$ 45,576	\$ 45,576	Y				5
99	ATG500	GA	1/16/2015	1/11/2016	25948	Secretary III	N	SR16	63	R	1.00	A.34-P.66	\$ 46,188	\$ 46,188	Y	1		TA filled	11
100	ATG500	GA	10/1/2015	3/1/2016	29210	Information Technol Spclt IV	N	SR22	13	R	1.00	A.34-P.66	\$ 57,720	\$ 57,720	Y				15
101	ATG500	GA	8/7/2015	1/30/2016	29533	Office Assistant IV	N	SR10	03	R	1.00	A.34-P.66	\$ 31,236	\$ 31,236	Y				36
102	ATG500	GA	7/17/2007	3/1/2016	31195	Child Support Enfc Spclt IV	N	SR22	13	R	1.00	A.34-P.66	\$ 47,436	\$ 47,436	Y				44

Department of the Attorney General
Vacancy Report as of November 30, 2015

Table 13

Count	Prog ID	Sub-Org	Date of Vacancy	Expected Fill Date	Position Number	Position Title	Exempt (Y/N)	SR Level	BU Code	Perm Temp (P/T)	FTE	MOF	Budgeted Amount	Actual Salary Last Paid	Authority to Hire (Y/N)	Occupied by 89 Day Hire (Y/N)	# of 89 Hire Appts	Describe if Filled by other Means	Priority # to Retain
103	ATG500	GA	2/23/2015	3/1/2016	32961	Office Assistant IV	N	SR10	03	R	1.00	A.34-P.66	\$ 35,112	\$ 35,112	Y				38
104	ATG500	GA	12/31/2014	1/11/2016	34963	Information Technol Spclt IV	N	SR22	13	R	1.00	A.34-P.66	\$ 57,720	\$ 57,720	Y				18
105	ATG500	GA	10/1/2015	3/1/2016	37330	Cashier II	N	SR12	03	R	1.00	A.34-P.66	\$ 37,980	\$ 37,980	Y				9
106	ATG500	GA	4/2/2015	1/18/2016	38421	Office Assistant III	N	SR08	03	R	1.00	A.34-P.66	\$ 26,700	\$ 26,700	Y				64
107	ATG500	GA	8/1/2014	3/1/2016	40922	Office Assistant IV	N	SR10	03	R	1.00	A.34-P.66	\$ 44,388	\$ 44,388	Y				21
108	ATG500	GA	5/8/2014	2/1/2016	41119	Information Technol Spclt IV	N	SR22	13	R	1.00	A.34-P.66	\$ 40,548	\$ 40,548	Y	1		TA filled	24
109	ATG500	GA	5/20/2014	3/1/2016	42394	Cashier Clerk	N	SR08	03	R	1.00	A.34-P.66	\$ 26,707	\$ 26,708	Y	1	2		12
110	ATG500	GA	8/10/2015	3/1/2016	42607	Legal Assistant III	N	SR20	13	R	1.00	A.34-P.66	\$ 43,812	\$ 43,812	Y				48
111	ATG500	GA	4/14/2015	3/1/2016	42608	Legal Assistant III	N	SR20	13	R	1.00	A.34-P.66	\$ 43,812	\$ 43,812	Y				50
112	ATG500	GA	4/11/2015	1/18/2016	52815	Legal Assistant III	N	SR20	13	R	1.00	A.34-P.66	\$ 43,812	\$ 43,812	Y				52
113	ATG500	GA	6/1/2015	3/1/2016	110169	Support Payments Officer	N	SR15	03	R	1.00	A.34-P.66	\$ 39,492	\$ 39,492	Y				72
114	ATG500	GA	3/2/2015	1/18/2016	110177	Office Assistant III	N	SR08	03	R	1.00	A.34-P.66	\$ 24,627	\$ 24,628	Y	1	1		74
115	ATG500	GA	9/1/2015	3/1/2016	110291	Office Assistant IV	N	SR10	03	R	1.00	A.34-P.66	\$ 33,720	\$ 33,720	Y				76
116	ATG500	GA	9/10/2015	3/1/2016	112591	Information Technol Spclt IV	N	SR22	13	R	1.00	A.34-P.66	\$ 53,364	\$ 53,364	Y				27
117	ATG500	GA	2/6/2015	3/1/2016	117861	Social Service Assistant IV	N	SR11	03	R	1.00	A.34-P.66	\$ 29,994	\$ 29,995	Y				40
118	ATG500	GA	3/7/2015	3/1/2016	117866	Social Service Assistant IV	N	SR11	03	R	1.00	A.34-P.66	\$ 29,994	\$ 29,995	Y				42
119	ATG500	GA	3/3/2014	3/1/2016	117868	Social Service Assistant IV	N	SR11	03	R	1.00	A.34-P.66	\$ 29,994	\$ 29,995	Y	1	5		66
120	ATG500	GA	8/15/2004	3/1/2016	117869	Social Service Assistant IV	N	SR11	03	R	1.00	A.34-P.66	\$ 29,994	\$ 29,995	Y	1	5		34
121	ATG500	GA	3/7/2015	3/1/2016	117871	Social Service Assistant IV	N	SR11	03	R	1.00	A.34-P.66	\$ 29,994	\$ 29,995	Y				70
122	ATG500	GA	4/16/2009	3/1/2016	118481	Deputy Attorney General	E	SRNA	73	R	1.00	A.34-P.66	\$ 75,024	\$ 75,024	Y				68
123	ATG500	GA	10/3/2015	3/1/2016	118483	Account Clerk III	N	SR11	03	R	1.00	A.34-P.66	\$ 29,988	\$ 29,988	Y				78
124	ATG500	GA	2/11/2015	3/1/2016	118493	Legal Assistant III	N	SR20	13	R	1.00	A.34-P.66	\$ 43,812	\$ 43,812	Y	1		TA filled	60
125	ATG500	GA	8/12/2014	3/1/2016	119165	General Professional IV	N	SR22	23	R	1.00	A.34-P.66	\$ 47,400	\$ 47,400	Y				46
126	ATG500	GD	10/1/2015	3/1/2016	32866	Office Assistant IV	N	SR10	03	R	1.00	A.34-P.66	\$ 32,460	\$ 32,460	Y	1		TA filled	62
127	ATG500	GE	4/16/2014	3/1/2016	25953	Child Support Enfc Spclt IV	N	SR22	23	R	1.00	A.34-P.66	\$ 47,400	\$ 47,400	Y				30
128	ATG500	GE	11/25/2014	3/1/2016	29529	Office Assistant IV	N	SR10	03	R	1.00	A.34-P.66	\$ 29,988	\$ 29,988	Y				32
129	ATG500	GF	12/1/2012	3/1/2016	25951	Child Support Enfc Spclt IV	N	SR22	23	R	1.00	A.34-P.66	\$ 67,488	\$ 67,488	Y	1		TA filled	3
130	ATG500	GF	7/16/2015	1/11/2016	29528	Office Assistant IV	N	SR10	03	R	1.00	A.34-P.66	\$ 29,988	\$ 29,988	Y				54
131	ATG500	GF	7/1/2015	1/11/2016	31307	Office Assistant IV	N	SR10	03	R	1.00	A.34-P.66	\$ 41,064	\$ 41,064	Y				56
132	ATG500	GF	8/9/2014	3/1/2016	38060	Office Assistant III	N	SR08	03	R	1.00	A.34-P.66	\$ 26,707	\$ 26,708	Y	1	5		58
											127.7								

Department of the Attorney General
Personnel Separations from July 1, 2014 to November 30, 2015

Table 14

<u>Prog ID</u>	<u>Sub-Org</u>	<u>Separation Date</u>	<u>Position Number</u>	<u>Position Title</u>	<u>Exempt (Y/N)</u>	<u>SR Level</u>	<u>BU Code</u>	<u>T/P</u>	<u>MOF</u>	<u>Budgeted FTE</u>	<u>Budgeted Salary</u>	<u>Actual FTE</u>	<u>Actual Salary</u>
ATG100	AA	8/3/2015	1454	Legal Clerk	N	SR14	63	Perm	A	1.00	\$40,914	1.00	\$41,064
ATG100	AA	4/20/2015	3294	Personnel Tech VI	N	SR15	63	Perm	A	1.00	\$45,584	1.00	\$56,172
ATG100	AA	7/1/2015	3932	Receptionist	N	SR07	3	Perm	A	1.00	\$34,934	1.00	\$33,720
ATG100	AA	8/24/2015	11597	Legal Clerk	N	SR14	63	Perm	A	1.00	\$34,934	1.00	\$35,112
ATG100	AA	12/30/2014	31022	Legal Clerk	N	SR14	3	Perm	A	1.00	\$40,914	1.00	\$39,492
ATG100	AA	11/30/2014	32755	Office Assistant III	N	SR08	3	Perm	A	1.00	\$37,781	1.00	\$36,468
ATG100	AA	7/31/2015	32755	Office Assistant III	N	SR08	3	Perm	A	1.00	\$37,781	1.00	\$36,468
ATG100	AA	12/1/2014	37605	Legal Secretary	N	SR18	63	Perm	A	1.00	\$47,851	1.00	\$46,188
ATG100	AA	8/3/2015	37607	Legal Clerk	N	SR14	63	Perm	A	0.00	\$0	1.00	\$42,684
ATG100	AA	5/20/2015	37659	Office Assistant III	N	SR06	3	Perm	A	1.00	\$26,418	1.00	\$24,636
ATG100	AA	10/21/2015	40444	Legal Clerk	N	SR14	63	Perm	A	1.00	\$34,934	1.00	\$41,064
ATG100	AA	4/30/2015	41166	Legal Assistant III	N	SR20	73	Perm	A	1.00	\$63,260	1.00	\$60,012
ATG100	AA	12/31/2014	47686	Legal Assistant III	N	SR20	13	Perm	A	1.00	\$51,978	1.00	\$49,308
ATG100	AA	10/31/2014	49334	Legal Assistant III	N	SR20	73	Perm	A	1.00	\$63,260	1.00	\$60,012
ATG100	AA	10/15/2015	52798	Office Assistant IV	N	SR10	63	Perm	A	1.00	\$31,068	1.00	\$31,236
ATG100	AA	12/31/2014	100020	Private Secretary III	N	SR24	63	Perm	A	1.00	\$70,875	1.00	\$68,412
ATG100	AA	1/2/2015	100082	Deputy Attorney General	Y	NA	73	Perm	U	1.00	\$62,160	1.00	\$66,000
ATG100	AA	1/2/2015	100103	Deputy Attorney General	Y	NA	73	Perm	U	1.00	\$79,772	1.00	\$79,008
ATG100	AA	12/1/2014	100121	Attorney General	Y	NA	0	Perm	A	1.00	\$151,136	1.00	\$143,028
ATG100	AA	10/14/2014	100476	Deputy Attorney General	Y	NA	73	Perm	A.50-U.50	1.00	\$59,680	1.00	\$62,712
ATG100	AA	11/13/2015	100981	Deputy Attorney General	Y	NA	73	Perm	A	1.00	\$75,636	1.00	\$73,008
ATG100	AA	12/29/2014	101148	Deputy Attorney General	Y	NA	73	Perm	U	1.00	\$65,479	1.00	\$77,004
ATG100	AA	8/19/2014	101148	Deputy Attorney General	Y	NA	73	Perm	U	1.00	\$65,479	1.00	\$70,008
ATG100	AA	6/1/2015	101731	Supv Deputy Attorney Gen	Y	NA	73	Perm	A.7-B.15-W.15	1.00	\$113,442	1.00	\$109,500
ATG100	AA	2/25/2015	101834	Deputy Attorney General	Y	NA	73	Perm	A.50-U.50	1.00	\$68,594	1.00	\$64,716
ATG100	AA	10/2/2015	101880	Deputy Attorney General	Y	NA	73	Perm	A.50-U.50	1.00	\$72,830	1.00	\$71,100
ATG100	AA	2/12/2015	102058	Deputy Attorney General	Y	NA	73	Perm	A	1.00	\$96,050	1.00	\$92,712
ATG100	AA	10/15/2015	102640	Deputy Attorney General	Y	NA	73	Perm	A	1.00	\$83,095	1.00	\$80,208
ATG100	AA	8/1/2015	102657	Deputy Attorney General	Y	NA	73	Perm	Y	1.00	\$84,649	1.00	\$93,492
ATG100	AA	3/20/2015	110242	Deputy Attorney General	Y	NA	73	Perm	U	1.00	\$90,343	1.00	\$90,708

Department of the Attorney General
Personnel Separations from July 1, 2014 to November 30, 2015

Table 14

<u>Prog ID</u>	<u>Sub-Org</u>	<u>Separation Date</u>	<u>Position Number</u>	<u>Position Title</u>	<u>Exempt (Y/N)</u>	<u>SR Level</u>	<u>BU Code</u>	<u>T/P</u>	<u>MOF</u>	<u>Budgeted FTE</u>	<u>Budgeted Salary</u>	<u>Actual FTE</u>	<u>Actual Salary</u>
ATG100	AA	7/31/2014	110577	Deputy Attorney General	Y	NA	73	Perm	U	1.00	\$97,604	1.00	\$94,212
ATG100	AA	12/30/2014	111526	Legal Clerk	N	SR14	63	Perm	A	1.00	\$40,914	1.00	\$39,492
ATG100	AA	8/14/2014	113217	Office Assistant III	N	SR08	63	Perm	A	1.00	\$27,661	1.00	\$26,700
ATG100	AA	11/28/2014	116640	Deputy Attorney General	Y	NA	73	Perm	U	1.00	\$84,649	1.00	\$75,504
ATG100	AA	1/29/2015	117245	Deputy Attorney General	Y	NA	73	Perm	U	1.00	\$62,160	1.00	\$60,000
ATG100	AA	12/1/2014	117286	Personnel Mgmt Spec V	N	SR24	73	Perm	A	1.00	\$58,493	1.00	\$55,488
ATG100	AA	11/13/2015	117555	Legal Clerk	N	SR14	3	Perm	A	1.00	\$39,347	1.00	\$39,492
ATG100	AA	8/1/2015	117606	Legal Clerk	N	SR14	3	Perm	A	1.00	\$42,542	1.00	\$42,684
ATG100	AA	8/18/2014	118088	Investigator V	N	SR24	73	Perm	A	1.00	\$62,185	1.00	\$67,512
ATG100	AA	6/1/2015	118762	Personnel Clerk V	N	SR13	63	Perm	A	1.00	\$47,851	1.00	\$46,188
ATG100	AA	11/3/2015	119289	Deputy Attorney General	Y	NA	73	Perm	W	1.00	\$77,700	1.00	\$75,000
ATG100	AA	5/15/2015	119297	Sp Asst to the AG	Y	NA	73	Perm	A	1.00	\$101,010	1.00	\$97,500
ATG100	AA	7/15/2014	121235	Deputy Attorney General	Y	NA	73	Temp	A	0.00	\$0	1.00	\$63,756
ATG100	AB	9/23/2014	100411	Deputy Attorney General	Y	NA	73	Perm	B.25-P.75	1.00	\$80,000	1.00	\$86,508
ATG100	AB	6/1/2015	101056	Deputy Attorney General	Y	NA	73	Perm	B.25-P.75	1.00	\$88,628	1.00	\$94,512
ATG100	AD	9/5/2014	102386	JJIS Analyst	Y	NA	13	Perm	A	1.00	\$59,940	1.00	\$59,940
ATG100	AE	7/16/2015	110953	Legal Clerk	N	SR14	3	Perm	B	1.00	\$35,112	1.00	\$36,432
ATG100	AI	10/15/2015	120728	Deputy Attorney General	Y	NA	73	Perm	A	1.00	\$67,973	1.00	\$85,716
ATG100	CU	9/23/2015	39454	Legal Assistant III	N	SR20	13	Temp	A	1.00	\$56,202	1.00	\$53,364
ATG100	CU	5/29/2015	48449	Legal Assistant III	N	SR20	13	Perm	A	1.00	\$57,284	1.00	\$43,812
ATG100	CU	9/2/2014	101850	Deputy Attorney General	Y	NA	73	Perm	U	1.00	\$73,000	1.00	\$68,508
ATG100	CU	6/23/2015	110697	Office Assistant III	N	SR08	3	Temp	U	1.00	\$29,000	1.00	\$26,700
ATG100	CU	12/9/2014	121416	Legal Assistant III	N	SR20	73	Temp	U	1.00	\$45,800	1.00	\$43,812
ATG231	BA	10/16/2015	118393	Criminal ID Tech I	N	SR10	3	Perm	S	1.00	\$41,040	1.00	\$31,236
ATG231	BC	6/16/2015	32941	Information Tech Spec V	N	SR24	13	Perm	A	1.00	\$56,202	1.00	\$53,364
ATG231	BC	8/12/2014	39019	Office Assistant III	N	SR8	3	Perm	A	1.00	\$26,700	1.00	\$26,700
ATG231	BC	12/24/2014	52800	Office Assistant V	N	SR12	3	Perm	A	1.00	\$35,112	1.00	\$35,112
ATG231	BC	1/26/2015	117715	Office Assistant IV	N	SR10	3	Perm	W	1.00	\$29,988	1.00	\$29,988
ATG231	BC	5/29/2015	119136	Office Assistant IV	N	SR10	3	Perm	A	1.00	\$29,988	1.00	\$28,872
ATG231	BC	4/10/2015	119340	Office Assistant IV	N	SR10	3	Perm	N	1.00	\$29,104	1.00	\$28,872

Department of the Attorney General
Personnel Separations from July 1, 2014 to November 30, 2015

Table 14

<u>Prog ID</u>	<u>Sub-Org</u>	<u>Separation Date</u>	<u>Position Number</u>	<u>Position Title</u>	<u>Exempt (Y/N)</u>	<u>SR Level</u>	<u>BU Code</u>	<u>T/P</u>	<u>MOF</u>	<u>Budgeted FTE</u>	<u>Budgeted Salary</u>	<u>Actual FTE</u>	<u>Actual Salary</u>
ATG231	BC	2/19/2015	119457	HJIS Program Manager	Y	NA	13	Temp	N	1.00	\$75,548	1.00	\$78,996
ATG500	GA	2/23/2015	11258	Cashier II	N	SR12	3	Perm	A.34-P.66	1.00	\$36,468	1.00	\$36,468
ATG500	GA	1/16/2015	25948	Secretary III	N	SR16	63	Perm	A.34-P.66	1.00	\$46,188	1.00	\$46,188
ATG500	GA	9/30/2015	29210	Information Tech Spec IV	N	SR22	13	Perm	A.34-P.66	1.00	\$60,780	1.00	\$57,720
ATG500	GA	8/7/2015	29533	Office Assistant IV	N	SR10	3	Perm	A.34-P.66	1.00	\$29,988	1.00	\$31,236
ATG500	GA	9/30/2015	32866	Office Assistant IV	N	SR10	3	Perm	A.34-P.66	1.00	\$29,988	1.00	\$32,460
ATG500	GA	2/23/2015	32961	Office Assistant IV	N	SR10	3	Perm	A.34-P.66	1.00	\$35,112	1.00	\$35,112
ATG500	GA	12/30/2014	34963	Information Tech Spec IV	N	SR22	13	Perm	A.34-P.66	1.00	\$60,780	1.00	\$57,720
ATG500	GA	4/30/2015	37334	Support Payment Officer	N	SR15	3	Perm	A.34-P.66	1.00	\$46,288	1.00	\$46,188
ATG500	GA	4/1/2015	38421	Office Assistant III	N	SR08	3	Perm	A.34-P.66	1.00	\$27,768	1.00	\$26,700
ATG500	GA	7/31/2014	40922	Office Assistant IV	N	SR10	3	Perm	A.34-P.66	1.00	\$44,388	1.00	\$44,388
ATG500	GA	8/10/2015	42607	Legal Assistant III	N	SR20	13	Perm	A.34-P.66	1.00	\$42,696	1.00	\$43,812
ATG500	GA	4/13/2015	42608	Legal Assistant III	N	SR20	13	Perm	A.34-P.66	1.00	\$42,696	1.00	\$43,812
ATG500	GA	4/10/2015	52815	Legal Assistant III	N	SR20	13	Perm	A.34-P.66	1.00	\$46,140	1.00	\$43,812
ATG500	GA	11/30/2015	102651	Child Support Enfc Admin	Y	NA	93	Perm	A.34-P.66	1.00	\$105,996	1.00	\$109,512
ATG500	GA	1/29/2015	110031	Information Tech Spec V	N	SR24	13	Perm	A.34-P.66	1.00	\$56,202	1.00	\$53,364
ATG500	GA	6/1/2015	110169	Support Payment Officer	N	SR15	3	Perm	A.34-P.66	1.00	\$39,490	1.00	\$39,492
ATG500	GA	3/2/2015	110177	Office Assistant III	N	SR08	3	Perm	A.34-P.66	1.00	\$27,872	1.00	\$26,700
ATG500	GA	9/1/2015	110291	Office Assistant IV	N	SR10	3	Perm	A.34-P.66	1.00	\$29,988	1.00	\$33,720
ATG500	GA	9/1/2015	112591	Information Tech Spec V	N	SR22	13	Perm	A.34-P.66	1.00	\$56,202	1.00	\$53,364
ATG500	GA	7/15/2014	118468	Deputy Attorney General	Y	NA	73	Perm	A.34-P.66	1.00	\$54,756	1.00	\$60,264
ATG500	GA	10/2/2015	118483	Account Clerk III	N	SR11	3	Perm	A.34-P.66	1.00	\$27,829	1.00	\$29,988
ATG500	GA	2/10/2015	118493	Legal Assistant III	N	SR20	13	Perm	A.34-P.66	1.00	\$49,322	1.00	\$43,812
ATG500	GA	8/11/2014	119165	General Professional	Y	SR22	23	Perm	A.34-P.66	1.00	\$49,914	1.00	\$47,400
ATG500	GE	11/24/2014	29529	Office Assistant IV	N	SR10	3	Perm	A.34-P.66	1.00	\$29,988	1.00	\$29,988
ATG500	GE	7/1/2015	29529	Office Assistant IV	N	SR10	3	Perm	A.34-P.66	1.00	\$29,988	1.00	\$29,988
ATG500	GF	7/1/2014	30815	Support Payments Officer	N	SR15	3	Perm	A.34-P.66	1.00	\$37,980	1.00	\$33,720
ATG500	GF	6/30/2015	31307	Office Assistant IV	N	SR10	3	Perm	A.34-P.66	1.00	\$41,064	1.00	\$41,064
ATG500	GF	8/8/2014	38060	Office Assistant III	N	SR8	8	Perm	A.34-P.66	1.00	\$27,768	1.00	\$27,768
ATG500	GF	11/30/2015	40801	Office Assistant III	N	SR08	3	Perm	A.34-P.66	1.00	\$26,700	1.00	\$26,700

Department of the Attorney General
 Personnel Separations from July 1, 2014 to November 30, 2015

Table 14

<u>Prog ID</u>	<u>Sub-Org</u>	<u>Separation Date</u>	<u>Position Number</u>	<u>Position Title</u>	<u>Exempt (Y/N)</u>	<u>SR Level</u>	<u>BU Code</u>	<u>T/P</u>	<u>MOF</u>	<u>Budgeted FTE</u>	<u>Budgeted Salary</u>	<u>Actual FTE</u>	<u>Actual Salary</u>
ATG500	GF	6/30/2015	40801	Office Assistant III	N	SR08	3	Perm	A.34-P.66	1.00	\$26,700	1.00	\$26,700

Department of the Attorney General
Positions Filled from July 1, 2014 to November 30, 2015

Table 15

Prog ID	Sub-Org	Effective Date Position Filled	Position Number	Position Title	Exempt (Y/N)	SR Level	BU Code	T/P	MOF	Budgeted FTE	Budgeted Salary	Actual FTE	Actual Salary	Occupied by 89 Day Hire (Y/N)
ATG100	AA	6/1/2015	3294	Personnel Technician VI	N	SR15	63	P	A	1.00	\$45,584	1.00	\$51,924	N
ATG100	AA	7/31/2015	3932	Receptionist	N	SR17	03	P	A	1.00	\$34,934	1.00	\$35,112	N
ATG100	AA	9/21/2015	6477	Investigator V	N	SR24	73	P	A	1.00	\$56,255	1.00	\$53,373	Y
ATG100	AA	9/21/2015	11597	Legal Clerk	N	SR14	63	P	A	1.00	\$47,851	1.00	\$33,717	Y
ATG100	AA	8/18/2014	25937	Investigator VI	N	SR26	73	P	A	1.00	\$81,827	1.00	\$75,960	N
ATG100	AA	5/4/2015	26219	Legal Clerk	N	SR14	03	P	A.5-U.5	1.00	\$34,934	1.00	\$33,720	N
ATG100	AA	8/3/2015	31022	Legal Clerk	N	SR14	03	P	A	1.00	\$34,933	1.00	\$41,064	N
ATG100	AA	2/2/2015	32755	Office Assistant III	N	SR08	03	P	A	1.00	\$37,781	1.00	\$26,707	N
ATG100	AA	7/1/2014	37478	Legal Clerk	N	SR14	03	P	A	1.00	\$34,934	1.00	\$35,112	N
ATG100	AA	8/3/2015	37605	Legal Secretary	N	SR18	63	P	A	1.00	\$47,851	1.00	\$48,024	N
ATG100	AA	12/1/2014	37607	Legal Clerk	N	SR14	63	P	A	1.00	\$34,934	1.00	\$42,684	N
ATG100	AA	10/16/2015	37659	Office Assistant II	N	SR06	03	P	A	1.00	\$26,418	1.00	\$24,636	N
ATG100	AA	4/20/2015	40710	Legal Assistant III	N	SR20	73	P	A	1.00	\$46,185	1.00	\$43,812	N
ATG100	AA	5/11/2015	41406	Legal Clerk	N	SR14	63	P	A	1.00	\$34,934	1.00	\$33,720	N
ATG100	AA	11/2/2015	44231	Legal Secretary	N	SR18	03	P	A	1.00	\$40,914	1.00	\$39,492	N
ATG100	AA	9/23/2015	47686	Legal Assistant III	N	SR20	13	P	A	1.00	\$51,978	1.00	\$53,364	N
ATG100	AA	10/16/2014	49330	Legal Clerk	N	SR14	03	P	W	1.00	\$51,767	1.00	\$54,012	N
ATG100	AA	8/24/2015	49334	Legal Assistant III	N	SR07	73	P	A	1.00	\$63,260	1.00	\$43,812	N
ATG100	AA	11/16/2015	52798	Office Assistant IV	N	SR10	63	P	A	1.00	\$31,068	1.00	\$31,236	N
ATG100	AA	3/16/2015	100020	Private Secretary III	Y	SR24	63	P	A	1.00	\$70,875	1.00	\$65,736	N
ATG100	AA	5/1/2015	100082	Deputy Attorney General	Y	SRNA	73	P	U	1.00	\$62,160	1.00	\$83,004	N
ATG100	AA	11/9/2015	100095	Deputy Attorney General	Y	SRNA	73	P	A	1.00	\$96,240	1.00	\$75,000	N
ATG100	AA	6/29/2015	100103	Deputy Attorney General	Y	SRNA	73	P	U	1.00	\$79,772	1.00	\$75,000	N
ATG100	AA	8/19/2014	100113	Deputy Attorney General	Y	SRNA	73	P	U	1.00	\$79,772	1.00	\$70,008	N
ATG100	AA	7/16/2014	100118	Deputy Attorney General	Y	SRNA	73	P	U	1.00	\$66,051	1.00	\$63,756	N
ATG100	AA	12/1/2014	100121	Attorney General	Y	SRNA	00	P	A	1.00	\$151,136	1.00	\$145,884	N
ATG100	AA	3/12/2015	100121	Attorney General	Y	SRNA	00	P	A	1.00	\$151,136	1.00	\$145,884	N
ATG100	AA	11/26/2014	100476	Deputy Attorney General	Y	SRNA	73	P	A.5-U.5	1.00	\$59,680	1.00	\$56,004	N
ATG100	AA	1/12/2015	101148	Deputy Attorney General	Y	SRNA	73	P	U	1.00	\$65,479	1.00	\$75,000	N
ATG100	AA	6/1/2015	101731	Supv Deputy Attny Genera	Y	SRNA	73	P	A.7-B.3	1.00	\$113,442	1.00	\$109,500	N

Department of the Attorney General
Positions Filled from July 1, 2014 to November 30, 2015

Table 15

Prog ID	Sub-Org	Effective Date Position Filled	Position Number	Position Title	Exempt (Y/N)	SR Level	BU Code	T/P	MOF	Budgeted FTE	Budgeted Salary	Actual FTE	Actual Salary	Occupied by 89 Day Hire (Y/N)
ATG100	AA	6/3/2015	101817	Deputy Attorney General	Y	SRNA	73	P	A.5-U.5	1.00	\$64,968	1.00	\$70,008	N
ATG100	AA	4/17/2015	101834	Deputy Attorney General	Y	SRNA	73	P	A.5-U.5	1.00	\$68,694	1.00	\$65,604	N
ATG100	AA	3/12/2015	101984	First Deputy Atty General	Y	SRNA	00	P	A	1.00	\$132,612	1.00	\$134,208	N
ATG100	AA	3/13/2015	101985	Private Secretary II	Y	SR22	63	P	A	1.00	\$62,968	1.00	\$63,168	N
ATG100	AA	11/17/2014	101988	Deputy Attorney General	Y	SRNA	73	P	A	1.00	\$80,510	1.00	\$66,000	N
ATG100	AA	4/27/2015	102058	Deputy Attorney General	Y	SRNA	73	P	A	1.00	\$96,050	1.00	\$92,520	N
ATG100	AA	9/16/2015	102612	Deputy Attorney General	Y	SRNA	73	P	A	1.00	\$95,851	1.00	\$80,004	N
ATG100	AA	11/3/2015	102640	Deputy Attorney General	Y	SRNA	73	P	A	1.00	\$83,095	1.00	\$75,000	N
ATG100	AA	8/3/2015	102657	Deputy Attorney General	Y	SRNA	73	P	U	1.00	\$84,649	1.00	\$58,008	N
ATG100	AA	6/15/2015	110242	Deputy Attorney General	Y	SRNA	73	P	U	1.00	\$90,343	1.00	\$57,000	N
ATG100	AA	11/6/2014	110577	Deputy Attorney General	Y	SRNA	73	P	U	1.00	\$97,604	1.00	\$69,000	N
ATG100	AA	8/1/2014	112844	Deputy Attorney General	Y	SRNA	73	P	U	1.00	\$94,649	1.00	\$78,708	N
ATG100	AA	8/11/2014	113217	Office Assistant III	N	SR08	63	P	A	1.00	\$27,661	1.00	\$27,768	N
ATG100	AA	5/20/2015	113217	Office Assistant III	N	SR08	63	P	A	1.00	\$27,661	1.00	\$27,768	N
ATG100	AA	1/12/2015	116640	Deputy Attorney General	Y	SRNA	73	P	U	1.00	\$84,649	1.00	\$57,000	N
ATG100	AA	7/24/2015	117189	Investigator V	N	SR24	73	T	U	1.00	\$55,505	1.00	\$53,373	Y
ATG100	AA	7/14/2014	117245	Deputy Attorney General	Y	SRNA	73	P	U	1.00	\$62,160	1.00	\$75,000	N
ATG100	AA	10/1/2014	118093	Investigator V	N	SR24	73	P	U	1.00	\$56,255	1.00	\$53,373	Y
ATG100	AA	6/22/2015	118272	Legal Clerk	N	SR14	03	P	A.34-U.66	1.00	\$60,000	1.00	\$33,720	N
ATG100	AA	8/3/2015	118762	Personnel Clerk IV	N	SR11	63	P	A	1.00	\$47,851	1.00	\$29,988	N
ATG100	AA	9/2/2014	119100	Office Assistant III	N	SR08	03	P	W	1.00	\$28,490	1.00	\$27,768	N
ATG100	AA	8/3/2015	119295	Secretary to Specl Asst to A	Y	SRNA	63	P	A	1.00	\$56,031	1.00	\$60,780	N
ATG100	AA	6/1/2015	119297	Special Assistant to the AG	Y	SRNA	73	P	A	1.00	\$101,010	1.00	\$104,004	N
ATG100	AI	11/16/2015	120728	Deputy Attorney General	Y	SRNA	73	P	A	1.00	\$67,300	1.00	\$73,008	N
ATG100	AA	7/16/2014	121390	Deputy Attorney General	Y	SRNA	73	P	A	1.00	\$72,520	1.00	\$86,016	N
ATG100	AA	8/10/2015	121495	Deputy Attorney General	Y	SRNA	73	P	U	1.00	\$72,520	1.00	\$76,008	N
ATG100	AA	11/3/2014	121498	Investigator V	N	SR24	73	T	N	1.00	\$0	1.00	\$53,373	Y
ATG100	AA	10/26/2015	121499	Investigator V	N	SR24	73	T	N	0.00	\$0	0.00	\$53,373	Y
ATG100	AB	7/1/2014	29623	Office Assistant III	N	SR08	03	P	B.25-P.75	1.00	\$26,251	1.00	\$27,768	N
ATG100	AB	9/1/2015	30850	Auditor IV	N	SR22	13	P	B.25-P.75	1.00	\$57,891	1.00	\$47,400	N

Department of the Attorney General
Positions Filled from July 1, 2014 to November 30, 2015

Table 15

Prog ID	Sub-Org	Effective Date Position Filled	Position Number	Position Title	Exempt (Y/N)	SR Level	BU Code	T/P	MOF	Budgeted FTE	Budgeted Salary	Actual FTE	Actual Salary	Occupied by 89 Day Hire (Y/N)
ATG100	AB	6/1/2015	100411	Deputy Attorney General	Y	SRNA	73	P	B.25-P.75	1.00	\$80,000	1.00	\$94,512	N
ATG100	AB	12/5/2014	101056	Deputy Attorney General	Y	SRNA	73	P	B.25-P.75	1.00	\$88,628	1.00	\$105,504	N
ATG100	AB	6/1/2015	101056	Deputy Attorney General	Y	SRNA	73	P	B.25-P.75	1.00	\$88,628	1.00	\$105,504	N
ATG100	AC	9/1/2015	121720	Criminal Justice Planning	Y	SRNA	13	P	N	1.00	\$0	1.00	\$57,204	N
ATG100	AD	4/7/2015	102386	JJIS ANALYST	Y	SRNA	13	P	A	1.00	\$59,940	1.00	\$51,314	Y
ATG100	AE	9/15/2014	111544	Investigator V	N	SR24	73	P	B	1.00	\$55,000	1.00	\$53,373	Y
ATG100	AI	7/17/2014	102097	Deputy Attorney General	Y	SRNA	73	P	N	1.00	\$72,325	1.00	\$68,004	N
ATG100	AI	7/20/2015	119453	Investigator V	N	SR24	73	T	A	1.00	\$52,000	0.00	\$53,373	Y
ATG100	CU	11/17/2014	43214	Office Assistant III	N	SR08	03	T	U	1.00	\$29,000	1.00	\$27,768	N
ATG100	CU	12/17/2014	43215	Office Assistant III	N	SR08	03	T	U	1.00	\$29,000	1.00	\$26,700	N
ATG100	CU	9/23/2014	101850	Deputy Attorney General	Y	SRNA	73	P	W	1.00	\$73,000	1.00	\$86,508	N
ATG100	CU	12/29/2014	110221	Office Assistant III	N	SR08	03	T	U	1.00	\$51,930	1.00	\$26,700	N
ATG100	CU	10/7/2015	110697	Office Assistant III	N	SR08	03	T	U	1.00	\$29,000	1.00	\$26,707	Y
ATG100	CU	5/11/2015	120952	Deputy Attorney General	Y	SRNA	73	P	U	1.00	\$72,748	1.00	\$64,008	N
ATG100	CU	6/1/2015	121421	Deputy Attorney General	Y	SRNA	73	P	U	1.00	\$81,500	1.00	\$59,004	N
ATG231	BC	7/31/2015	32941	Information Technol Spclt	N	SR24	13	P	A	1.00	\$56,202	1.00	\$64,920	N
ATG231	BC	2/25/2015	32943	Data Procsg Sysys Anal III	N	SR18	13	P	A	1.00	\$42,696	1.00	\$43,812	Y
ATG231	BC	9/8/2014	39019	Office Assistant IV	N	SR10	03	P	A	1.00	\$26,700	1.00	\$29,988	N
ATG231	BC	6/1/2015	44997	Office Assistant IV	N	SR10	03	P	A	1.00	\$29,988	1.00	\$28,872	N
ATG231	BC	9/2/2014	47584	Account Clerk II	N	SR08	03	P	W	1.00	\$25,668	1.00	\$27,768	N
ATG231	BC	2/27/2015	47829	Information Technol Spclt	N	SR20	13	P	W	1.00	\$45,576	1.00	\$45,576	N
ATG231	BC	8/7/2015	52800	Office Assistant V	N	SR12	03	P	A	1.00	\$35,112	1.00	\$33,720	N
ATG231	BC	8/28/2014	118331	Office Assistant IV	N	SR10	03	P	W	1.00	\$27,756	1.00	\$29,988	N
ATG231	BC	10/19/2015	119136	Office Assistant IV	N	SR10	03	P	A	1.00	\$29,988	1.00	\$28,872	N
ATG231	BC	10/13/2015	119340	Office Assistant IV	N	SR10	03	T	N	1.00	\$29,104	1.00	\$28,870	Y
ATG500	GA	9/1/2015	11258	Cashier II	N	SR12	03	P	A.34-P.66	1.00	\$36,468	1.00	\$36,468	N
ATG500	GA	2/23/2015	15973	Support Payments Officer	N	SR15	03	P	A.34-P.66	1.00	\$37,980	1.00	\$41,064	N
ATG500	GF	7/1/2014	30815	Support Payments Officer	N	SR15	03	P	A.34-P.66	1.00	\$37,980	1.00	\$39,492	N
ATG500	GA	8/10/2015	32428	Child Support Enfc Spclt IV	N	SR22	13	P	A.34-P.66	1.00	\$68,364	1.00	\$47,400	N
ATG500	GA	1/16/2015	35281	Clerical Supervisor III	N	SR14	04	P	A.34-P.66	1.00	\$42,684	1.00	\$44,388	N

Department of the Attorney General
Positions Filled from July 1, 2014 to November 30, 2015

Table 15

Prog ID	Sub-Org	Effective Date Position Filled	Position Number	Position Title	Exempt (Y/N)	SR Level	BU Code	T/P	MOF	Budgeted FTE	Budgeted Salary	Actual FTE	Actual Salary	Occupied by 89 Day Hire (Y/N)
ATG500	GA	10/1/2015	37334	Support Payments Officer	N	SR15	03	P	A.34-P.66	1.00	\$46,188	1.00	\$42,684	N
ATG500	GA	10/7/2014	37346	Office Assistant III	N	SR08	03	P	A.34-P.66	1.00	\$35,112	1.00	\$27,768	N
ATG500	GA	10/12/2015	49320	Personnel Mgmt Specialist	N	SR18	73	P	A.34-P.66	1.00	\$39,450	1.00	\$42,168	Y
ATG500	GA	2/23/2015	52796	Support Payments Officer	N	SR15	03	P	A.34-P.66	1.00	\$48,024	1.00	\$42,684	N
ATG500	GA	9/10/2015	110031	Information Technol Spclt	N	SR24	13	P	A.34-P.66	1.00	\$56,200	1.00	\$60,012	N
ATG500	GA	2/23/2015	110171	Support Payments Officer	N	SR15	03	P	A.34-P.66	1.00	\$34,388	1.00	\$37,980	N
ATG500	GA	10/14/2014	118468	Deputy Attorney General	Y	SRNA	73	P	A.34-P.66	1.00	\$54,758	1.00	\$62,712	N
ATG500	GB	11/10/2014	102114	Child Supp Hearings Officer	Y	SRNA	73	P	A.34-P.66	1.00	\$79,914	1.00	\$65,004	N
ATG500	GA	7/1/2014	4719	Cashier II	N	SR12	03	P	A.34-P.66	1.00	\$31,236	1.00	\$32,460	N
ATG500	GA	8/18/2014	37459	Cashier II	N	SR12	03	P	A.34-P.66	1.00	\$32,424	1.00	\$32,460	N
ATG500	GA	11/9/2015	38415	Office Assistant III	N	SR08	03	P	A.34-P.66	1.00	\$28,872	1.00	\$26,700	N
ATG500	GA	5/4/2015	38416	Office Assistant III	N	SR08	03	P	A.34-P.66	1.00	\$29,988	1.00	\$26,700	N
ATG500	GA	9/1/2015	40022	Social Service Assistant IV	N	SR11	03	P	A.34-P.66	1.00	\$31,236	1.00	\$29,988	N
ATG500	GA	6/17/2015	42394	Cashier Clerk	N	SR08	03	P	A.34-P.66	1.00	\$28,872	1.00	\$26,707	Y
ATG500	GA	7/7/2014	101879	Deputy Attorney General	Y	SRNA	73	P	A.34-P.66	1.00	\$75,529	1.00	\$70,008	N
ATG500	GA	4/16/2015	110177	Office Assistant III	N	SR06	03	P	A.34-P.66	1.00	\$28,872	1.00	\$24,627	Y
ATG500	GA	9/22/2014	110476	Office Assistant III	N	SR08	03	P	A.34-P.66	1.00	\$25,668	1.00	\$27,768	N
ATG500	GA	10/5/2015	112593	Information Technol Spclt	N	SR22	13	P	A.34-P.66	1.00	\$49,914	1.00	\$47,400	N
ATG500	GA	10/14/2014	117868	Social Service Assistant IV	N	SR11	03	P	A.34-P.66	1.00	\$32,460	1.00	\$29,994	Y
ATG500	GA	3/16/2015	117869	Social Service Assistant IV	N	SR11	03	P	A.34-P.66	1.00	\$29,988	1.00	\$29,994	Y
ATG500	GE	5/26/2015	38058	Office Assistant IV	N	SR10	03	P	A.34-P.66	1.00	\$35,112	1.00	\$28,872	N
ATG500	GE	8/4/2014	40799	Office Assistant III	N	SR08	03	P	A.34-P.66	1.00	\$27,768	1.00	\$27,768	N
ATG500	GF	11/3/2014	31192	Office Assistant IV	N	SR10	03	P	A.34-P.66	1.00	\$31,212	1.00	\$29,988	N

Department of the Attorney General
 Unauthorized Positions as of November 30, 2015

Table 16

<u>Prog ID</u>	<u>Sub-Org</u>	<u>Date Established</u>	<u>Legal Authority</u>	<u>Position Number</u>	<u>Position Title</u>	<u>Exempt (Y/N)</u>	<u>SR Level</u>	<u>BU Code</u>	<u>T/P</u>	<u>MOF</u>	<u>FTE</u>	<u>Annual Salary</u>	<u>Filled (Y/N)</u>	<u>Occupied by 89 Day Hire (Y/N)</u>
ATG100	AA	9/30/2014	HRS 28,11-A	121497	Investigator V	N	SR24	73	T	P	1.00	\$53,375	Y	Y
ATG100	AA	9/30/2014	HRS 28,11-A	121498	Investigator V	N	SR24	73	T	P	1.00	\$53,375	Y	Y
				121720	Criminal Justice Plng Spec.	Y	SRNA	13	T	N	1.00	\$57,204	Y	Y

Department of the Attorney General
Overtime Expenditure Summary

Table 17

Prog ID	Sub-Org	Program Title	MOF	FY15 (actual)			FY16 (estimated)			FY17 (budgeted)		
				<u>Base Salary</u> \$\$\$\$	<u>Overtime</u> \$\$\$\$	<u>Overtime</u> Percent	<u>Base Salary</u> \$\$\$\$	<u>Overtime</u> \$\$\$\$	<u>Overtime</u> Percent	<u>Base Salary</u> \$\$\$\$	<u>Overtime</u> \$\$\$\$	<u>Overtime</u> Percent
ATG100		Legal Services	M	\$ 42,321,589	\$ 177,406	0.42%	\$ 43,379,630	\$ 181,840	0.42%	\$ 44,464,120	\$ 186,386	0.42%
ATG231		Hawaii Criminal Justice Data Cer	M	\$ 2,123,518	\$ 98,131	4.62%	\$ 2,176,610	\$ 100,580	4.62%	\$ 2,231,025	\$ 103,095	4.62%
ATG500		Child Support Enforcement Ager	A/P	\$ 11,878,608	\$ 10,512	0.09%	\$ 12,175,570	\$ 10,775	0.09%	\$ 12,479,960	\$ 11,044	0.09%
		M = Multiple MOF										
		A = 34% ; P = 66%										

Department of the Attorney General
Overtime Position List

Table 18

(Only for Positions the Sum of Overtime Paid and Value of Compensatory Time for which was at Least 10% of Base Pay during FY15)

Prog ID	Position No.	Bargaining Unit	Included in CB (Y/N)	Exempt (Y/N)	Temp or Perm (T/P)	MOF	Position Title	Salary Range Level	Base Annual Pay	Hours Exceeding Standard	FY 15						
											OT		Comp Time		Total OT/Comp		
											\$ Amount Paid	% of Base	Hours Earned	\$ Value of Hours Earned	% \$ Value of Base Salary	\$ Amount OT Paid + \$ Value Comp Hours Earned	% of Base
ATG100	117838	73	Y	Y	T	A	Investigator	22	58,069	276.75	7,269	12.5%			0.0%	7,269	12.5%
ATG100	03294	63	Y	Y	P	A	Personnel Tech VI	15	54,962	374.25	8,213	14.9%			0.0%	8,213	14.9%
ATG231	117919	03	Y	N	P	P	Criminal ID Tech II	12	47,721	543.00	9,863	20.7%			0.0%	9,863	20.7%
ATG231	118392	03	Y	N	P	P	Criminal ID Tech I	10	43,129	693.00	10,773	25.0%			0.0%	10,773	25.0%
ATG231	118393	03	Y	N	P	P	Criminal ID Tech II	12	40,887	765.00	10,995	26.9%			0.0%	10,995	26.9%
ATG231	118631	04	Y	N	P	W	Clerical Supervisor	16	44,101	249.38	4,736	10.7%			0.0%	4,736	10.7%
ATG231	48790	04	Y	N	P	P	Criminal ID Superv	23	68,009	760.50	18,201	26.8%			0.0%	18,201	26.8%
ATG231	48958	03	Y	N	P	G	CRIMINAL ID TECH	14	56,083	554.25	11,766	21.0%			0.0%	11,766	21.0%
ATG231	48959	03	Y	N	P	P	CRIMINAL ID TECH	14	62,751	644.25	14,804	23.6%			0.0%	14,804	23.6%
GRAND TOTAL									475,712	4,860.38	96,619	20.3%	-	-	0.0%	96,619	20.3%
Totals by MOF						A		113,031	651.00	-	0.0%	-	-	0.0%	-	0.0%	
						B		-	-	-							
						C		-	-	-							
						N		-	-	-							
						P		214,776	2,862.75	54,773	25.5%	-	-	0.0%	54,773	25.5%	
						R		-	-	-							
						T		-	-	-							
						U		-	-	-							
						W		44,101	249.38	4,736	10.7%	-	-	0.0%	4,736	10.7%	
						X		-	-	-							

Department of the Attorney General
Overpayments as of November 30, 2015

Table 19

<u>Name of Employee</u>	<u>Date of Over-payment</u>	<u>Gross Amount Overpaid</u>	<u>Amount Recovered</u>	<u>Balance</u>	<u>Category</u>				<u>Reason for Overpayment</u>	<u>Referred to Attorney General</u>
					<u>Employed Occurred > 2 Years</u>	<u>Employed Occurred < 2 Years</u>	<u>Not Employed Occurred > 2 Years</u>	<u>Not Employed Occurred < 2 Years</u>		
[REDACTED]	11/20/03-01/15/04	\$ 7,727.27	\$ 300.00	\$ 7,427.27			\$ 7,427.27		Notification to stop pay check was not timely provided to ATG Fiscal Office	Yes
[REDACTED]	10/24 - 31/2005	\$ 718.00	\$ -	\$ 718.00			\$ 718.00		LWOP Notification was late in coming to ATG Fiscal Office	Yes
[REDACTED]	04/21/11-05/15/11	\$ 2,531.49	\$ -	\$ 2,531.49			\$ 2,531.49		LWOP Notification was late in coming to ATG Fiscal Office	Yes

Department of the Attorney General
Active Contracts as of December 1, 2015

Prog ID	MOF	Amount	Frequency (M/A/O)	Max Value	Outstanding Balance	Term of Contract			Entity	Contract Description	Explanation of How Contract is Monitored	POS Y/N	Category E/L/P/C/G/S	
						Date Executed	From	To						
ATG100	A	\$ 178	M	\$ 10,664	\$ -	03/14/2009	03/14/2009	03/14/2015	Xerox Corp	Copier Machine Lease	By FLD-Kona per Monthly Billing	N	E	GBP240801
ATG100	A	\$ 665	M	\$ 39,897	\$ 7,979	07/11/2011	07/11/2011	07/11/2016	IKON Office Solutions	Copier Machine Lease	By CJD-TEU per Monthly Billing	N	E	C31004058
ATG100	A	\$ 229	M	\$ 13,740	\$ 7,786	05/30/2013	05/30/2013	04/30/2018	Xerox Corp	Copier Machine Lease	By FLD-Maui per Monthly Billing	N	E	MX4316998
ATG500	A / P	\$ 302	M	\$ 18,120	\$ 11,476	08/29/2013	08/29/2013	08/29/2018	Xerox Corp	Copier Machine Lease	By CSEA per Monthly Billing	N	E	RFX-018755
ATG500	A / P	\$ 53	M	\$ 3,180	\$ 3,074	04/24/2015	05/01/2015	05/01/2020	Xerox Corp	Copier Machine Lease	By CSEA per Monthly Billing	N	E	A2T-377533
ATG500	A / P	\$ 360	M	\$ 21,600	\$ 9,000	08/08/2012	08/08/2012	08/08/2017	Xerox Corp	Copier Machine Lease	By CSEA per Monthly Billing	N	E	FKA-941260
ATG500	A / P	\$ 353	M	\$ 21,180	\$ 8,825	08/08/2012	08/08/2012	08/08/2017	Xerox Corp	Copier Machine Lease	By CSEA per Monthly Billing	N	E	XKP-547835
ATG500	A / P	\$ 128	M	\$ 7,680	\$ 6,272	07/29/2014	08/01/2014	08/01/2019	Xerox Corp	Copier Machine Lease	By CSEA per Monthly Billing	N	E	B3G-485463
ATG500	A / P	\$ 19	M	\$ 1,140	\$ 665	05/24/2013	06/01/2013	06/01/2018	Xerox Corp	Copier Machine Lease	By CSEA per Monthly Billing	N	E	VMA-576447
ATG500	A / P	\$ 53	M	\$ 3,180	\$ 3,074	04/24/2015	05/01/2015	05/01/2020	Xerox Corp	Copier Machine Lease	By CSEA per Monthly Billing	N	E	A2T-199952
ATG500	A / P	\$ 53	M	\$ 3,180	\$ 3,074	04/24/2015	05/01/2015	05/01/2020	Xerox Corp	Copier Machine Lease	By CSEA per Monthly Billing	N	E	A2T-377537
ATG500	A / P	\$ 214	M	\$ 12,840	\$ 10,272	06/16/2014	06/16/2014	06/16/2019	Xerox Corp	Copier Machine Lease	By CSEA per Monthly Billing	N	E	MX4-135295
ATG500	A / P	\$ 214	M	\$ 12,840	\$ 10,486	07/21/2014	07/21/2014	07/21/2019	Xerox Corp	Copier Machine Lease	By CSEA per Monthly Billing	N	E	MX4-135531
ATG500	A / P	\$ 25,371	M	\$ 2,055,033	\$ 359,631	11/23/2009	11/23/2009	08/18/2016	Redmane Technology LLC	Maintenance and Support of Child Support System	By CSEA per Monthly Billing	Y	S	
ATG500	A / P	\$ 3,153	M	\$ 75,677	\$ -	07/01/2013	07/01/2013	06/30/2015	Star Protection Agency	Security Services for CSEA Maui Office	By CSEA per Monthly Billing	Y	S	
ATG500	A / P	\$ 15,153	M	\$ 363,664	\$ -	06/10/2013	06/10/2013	05/26/2015	Aloha Data Services, Inc.	File Conversion Services/Scan Case Files	By CSEA per Monthly Billing	Y	S	
ATG500	A / P	\$ 537	O	\$ 27,912	\$ 930	08/15/2013	08/15/2013	08/14/2015	Arekat Pacific Security, Inc.	Security Services for CSEA Oahu Branch Office	By CSEA per Monthly Billing	Y	S	
ATG100	N	\$ 83	M	\$ 4,987	\$ -	11/05/2007	11/05/2007	11/05/2012	Xerox Corp	Copier Machine Lease	By CPJA per Monthly Billing	N	E	TFW028525
ATG100	N	\$ 188	M	\$ 11,255	\$ -	02/06/2009	02/06/2009	02/06/2014	Business Works Hawaii	Mail Machine Lease	By CPJA per Monthly Billing	N	E	833027576
ATG100	B	\$ 500.00	M	\$ 30,000	\$ 7,000	8/26/2011	8/26/2011	8/26/2016	IKON Office Solutions	Software Maintenance	By TEU per Monthly Billing	Y	E	
ATG231	A/W	\$ 96,824	O	\$ 658,145	\$ -	5/1/2012	5/1/2012	12/31/2013	Morpho Trak (MetaMorpho)	AFIS Maintenance NOTE: A contract extension is currently being worked on	HCJDC per Billing Received	Y	S	
ATG231	P	billed for time as services are provided	O	\$ 69,341	\$ -	4/15/2011	4/15/2011	4/14/2014	Communication Consulting Services	To replace and maintain the HCJDC Computer Room UPS/PDU	HCJDC per Billing Received	Y	S	
ATG231	P	billed for time as services are provided	O	\$ 300,000	\$ -	2/11/2013	2/21/2013	4/30/2104	SEARCH Group, Inc.	Federated Identity Management for HIJIS Program	HCJDC per Billing Received	Y	S	

Department of the Attorney General
FY16 Appropriation Status

Table 21

Act/ Year	ProgID	Seq No.	Description	Comments	MOF	FY16 Appropriation			Amount used as of November			Comments	
						Temp Pos.	Perm. Pos.	Amount	Temp Pos.	Perm. Pos.	Amount		
Act119/15	ATG	210001	GOVERNOR'S MESSAGE (2/10/15): ADD FUNDS FOR VACANCY SAVINGS REDUCTIONS (ATG100/AA).	LEGISLATURE CONCURS. DETAIL OF GOVERNOR'S REQUEST: VACANCY SAVINGS (500,000)	A		0	\$500,000	-	-	-	Until restrictions are lifted these funds are not available.	
Act119/15	ATG	210003	GOVERNOR'S MESSAGE (2/10/15): ADD FUNDS FOR STATEWIDE SEXUAL ASSAULT SERVICES (ATG100/AC).	LEGISLATURE DOES NOT CONCUR. REDUCE 380,000 IN FY17. DETAIL OF ADJUSTED GOVERNOR'S REQUEST: SEX ASSAULT SERVICES MASTER CONTRACT (FY16: 380,000)	A		0	\$380,000	-	-	-	Health and Human Services Contract. Contract executed.	
Act119/15	ATG	210004	GOVERNOR'S MESSAGE (2/10/15): ADD FUNDS FOR THE INTERNET CRIMES AGAINST CHILDREN SPECIAL FUND (ATG100/AA).	LEGISLATURE DOES NOT CONCUR. REDUCE 15,000 IN FY16 AND 25,000 IN FY17 FOR TRAINING AND FORENSIC MATERIALS. FROM INTERNET CRIMES AGAINST CHILDREN SPECIAL FUND. DETAIL OF ADJUSTED GOVERNOR'S REQUEST: TRAINING AND FORENSIC MATERIALS (5,000) FORENSIC EQUIPMENT (5,000)	B		0	\$ 10,000			-	Courts are not collecting the fines due to some confusion regarding who is to be fined.	
Act119/15	ATG	1100002	LEGISLATIVE ADJUSTMENT: ADD FUNDS FOR VACATION PAYOUT.	DETAIL OF LEGISLATIVE ADJUSTMENT: VACATION PAYOUT (280,000)	A		0	\$280,000				Until restrictions are lifted these funds are not available.	
Act119/15	ATG	4000001	LEGISLATIVE ADJUSTMENT: ADD FUNDS FOR OTHER CURRENT EXPENSES AND EQUIPMENT AS A GRANT PURSUANT TO CHAPTER 42F, HAWAII REVISED STATUTES, TO HAWAII STATE COALITION AGAINST DOMESTIC VIOLENCE.		A		0	\$ 26,000				Chapter 42F award. Awaiting legal review on HSCADV's eligibility & compliance for 42F requirements.	
Act119/15	ATG	4001001	LEGISLATIVE ADJUSTMENT: ADD FUNDS FOR OTHER CURRENT EXPENSES AS A GRANT PURSUANT TO CHAPTER 42F, HAWAII REVISED STATUTES, TO THE CHILDREN'S ALLIANCE OF HAWAII.		A		0	\$150,000				Chapter 42F award. Awaiting legal review on Children's Alliance of Hawaii eligibility & compliance for 42F requirements.	
Act119/15	ATG	210001	GOVERNOR'S MESSAGE (2/10/15): ADD FUNDS FOR THE CRIMINAL HISTORY RECORD IMPROVEMENT PROGRAM (ATG231/BC).	LEGISLATURE CONCURS. FROM CRIMINAL HISTORY RECORD IMPROVEMENT REVOLVING FUND. DETAIL OF GOVERNOR'S REQUEST: CEILING INCREASE (700,000)	W		0	\$700,000			839,238	The ceiling increase was for appropriation S-321-N. This reflects S-16-321-N expenditures as of 11/30/15.	
Act119/15	ATG	210002	GOVERNOR'S MESSAGE (2/10/15): CHANGE MEANS OF FINANCING FOR (2) TEMPORARY POSITIONS FROM OTHER FEDERAL FUNDS TO REVOLVING FUNDS FOR THE HAWAII INTEGRATED JUSTICE INFORMATION SHARING PROGRAM (ATG231/BC).	LEGISLATURE CONCURS. FROM CRIMINAL HISTORY RECORD IMPROVEMENT REVOLVING FUND. DETAIL OF GOVERNOR'S REQUEST: (1) TEMPORARY HAWAII INTEGRATED JUSTICE INFORMATION SHARING PROGRAM MANAGER (#119457; -75,548P/75,548W) (1) TEMPORARY HAWAII INTEGRATED JUSTICE INFORMATION SHARING INFORMATION TECHNOLOGY SPECIALIST (#119438; - 43,824P/43,824W) FRINGE BENEFITS (-50,136P/50,136W) SEE ATG231 SEQ. NO. 210-003.	W	2.00	0	\$169,508	2.00			-	The department is continuing to work with the Department of Human Resources and Development to convert the temporary positions to permanent positions. It is targeted to be completed in December 2016.

Department of the Attorney General
Capital Improvements Program (CIP) Requests

Table 22

<u>Prog ID</u>	<u>Prog ID</u> <u>Priority</u>	<u>Dept- Wide</u> <u>Priority</u>	<u>Senate</u> <u>District</u>	<u>Rep.</u> <u>District</u>	<u>Project Title</u>	<u>MOF</u>	<u>FY17 \$\$\$</u>
					NONE		

Department of the Attorney General
CIP Lapses

Table 23

<u>Prog ID</u>	<u>Act/Year of Appropriation</u>	<u>Project Title</u>	<u>MOF</u>	<u>Lapse Amount</u> \$\$\$\$	<u>Reason</u>
		NONE			

Department of the Attorney General
Division Resources

Table 24

<u>Division</u>	<u>Associated Program IDs</u>					
Legal Services:						
Administration Division	ATG100AA					
Appellate Division	ATG100AA					
Civil Recoveries Division	ATG100CU					
Civil Right Litigation Division	ATG100AA					
Commerce & Economic Dev. Division	ATG100AA					
Criminal Justice Division	ATG100AA	ATG100AB	ATG100AE			
Education Division	ATG100AA					
Employment Law Division	ATG100AA					
Family Law Division	ATG100AA					
Health & Human Services Division	ATG100AA					
Investigations Division	ATG100AA	ATG100AI	ATG100AJ			
Labor Division	ATG100AA					
Land/Transportation Division	ATG100AA					
Legislative Division	ATG100AA					
Public Safety/Hawaiian Homeland/Housing	ATG100AA					
Taxation & Charities Division	ATG100AA					
Tort Litigation Division	ATG100AA					
Administrative Services Office	ATG100AA					
Crime Prevention & Justice Assistance Div.	ATG100AC	ATG100AD	ATG100CJ			
Hawaii Criminal Justice Data Center	ATG231BA	ATG231BB *	ATG231BC			
Child Support Enforcement Agency	ATG500GA	ATG500GC	ATG500GD	ATG500GE	ATG500GF	
Office of Child Support Hearings	ATG500GB					
* ATG231BB was the program ID for the State Identification program. This program ID will be abolished when the historical data is dropped.						

Department of the Attorney General
Program ID Sub-Organizations

<u>Program ID</u>	<u>Sub-Org Code</u>	<u>Name</u>	<u>Objective</u>
ATG100	AA	Legal Services	Provide legal counsel to the various State agencies
	AB	Medicaid Fraud Unit	Investigate and prosecute medicaid fraud cases
	AC	Justice Assistance	Utilize federal and state funds and non-financial resources to address crime problems and criminal justice system issues
	AD	Juvenile Justice Information System	Develop and maintain a statewide computerized juvenile offender information system that includes status offenders and runaways
	AE	Tobacco Tax Unit	Enforce the Master Settlement Agreement with tobacco companies and enforce tobacco tax stamp program.
	AI	Investigations Unit	Investigate civil and criminal cases in protection of the State and it's various agencies.
	AJ	Investigations Unit	
	CJ	Research and Prevention	Research crime issues and report comprehensive crime statistics; plan, develop, and implement education and crime prevention programs to promote community safety; & assist in locating, recovering, and reuniting missing children and runaways with their fa
	CU	Collections Unit	Collection of debts owed the State and various agencies
	EA	Commission on Uniform Legislation	Promotion of uniform state legislation recommended by the National Conference of Commissioners on Uniform State Laws.
ATG231	BA	Criminal Identification	Maintain a statewide system of criminal identification, including the Automated Fingerprint Identification System (AFIS).
	BC	Hawaii Criminal Justice Data Center	Responsible for the statewide criminal justice information system (CJIS-Hawaii), Sex Offender Registration, National Crime Information Center (NCIC), the Hawaii Integrated Justice Information Sharing (HIJIS) program, and Expungements.

Department of the Attorney General
Program ID Sub-Organizations

Table 25

<u>Program ID</u>	<u>Sub-Org Code</u>	<u>Name</u>	<u>Objective</u>
	BD		Same as BC. This sub-org had to be created because eBuddi could not accommodate more than 4 MOFs.
ATG500	GA	Child Support Enforcement Agency	Provide child support services such as order establishment and modifications, case enforcement, as well as child support payment collections and disbursements
	GB	Office of Child Support Hearings	Resolve child support disputes for administrative proceedings initiated through the Child Support Enforcement Agency (CSEA) fairly, impartially, and expeditiously
	GC	Maui Family Support Unit	Provide paternity establishment services for child support purposes
	GC	Maui CSEA Unit	Provide child support services such as order establishment and modification, case enforcement, as well as child support payment collections
	GE	Lihue CSEA Unit	Provide child support services such as order establishment and modification, case enforcement, as well as child support payment collections
	GF	Hilo CSEA Unit	Provide child support services such as order establishment and modification, case enforcement, as well as child support payment collections

Department of the Attorney General
Organization Changes

Table 26

<u>Year of Change</u> FY16/FY17	<u>Page</u> Number	<u>Description of Change</u>
FY16	13 (prev) 15 (new)	Investigations Division: Extended temporary reallocation of Investigator V, pos. no. 33404, to level VI. NTE date: 3/31/2015.
FY16	13 (prev) 15 (new)	Investigations Division: Extended temporary reallocation of Investigator V, pos. no. 117552, to level VI. NTE date: 6/30/2015.
FY16	13 (prev) 15 (new)	Investigations Division: Extended temporary reallocation of Investigator V, pos. no. 17645 to level VI. NTE date: 7/31/2015.
FY16	13 (prev) 15 (new)	Investigations Division: Added Investigator V, pos. no. 121316.
FY16	13 (prev) 15 (new)	Investigations Division: Temporary reallocation of Investigator V, pos. no. 50195, to level VI. NTE date: 6/30/2015.
FY16	13 (prev) 15 (new)	Investigations Division: Added Investigator V pos. nos.: 121497, 121498, 121499. NTE date for all: 6/30/2015.
FY16	13 (prev) 15 (new)	Investigations Division: Abolished Investigator V, pos. nos.: 112838, 117351, 117553, 118101.
FY16	19 (prev) 21 (new)	Education Division: Added Deputy Attorney General, pos. no. 121390.
FY16	15 (prev) 17 (new)	Civil Recoveries Division: Added two Deputy Attorney Generals, pos. no.121421 and pos. no. 121422.
FY16	15 (prev) 17 (new)	Civil Recoveries Division: Added four Legal Assistant III positions, pos. nos. 121416, 121417, 121418, 121419. NTE date for all: 6/30/2015.
FY16	15 (prev) 17 (new)	Civil Recoveries Division: Transferred Deputy Attorney General, pos. no. 102227 to CSEA Oahu Family Support Branch, per Reorganization.
FY16	26 (prev) 27 (new)	Public Safety, Hawaiian Homelands & Housing Division: Added Deputy Attorney General, pos. no. 121495.
FY16	28 (prev) 29 (new)	Tax & Charities Division: Added Deputy Attorney General, pos. no. 121547.
FY16	21 (prev) 23 (new)	Family Law Division: Transferred 26 positions (from Honolulu Family Support Branch, Hawaii Family Support Branch, and Deadbeat Parent Unit) to CSEA per Reorganization. See Attachment 26a for list of positions and position nos.

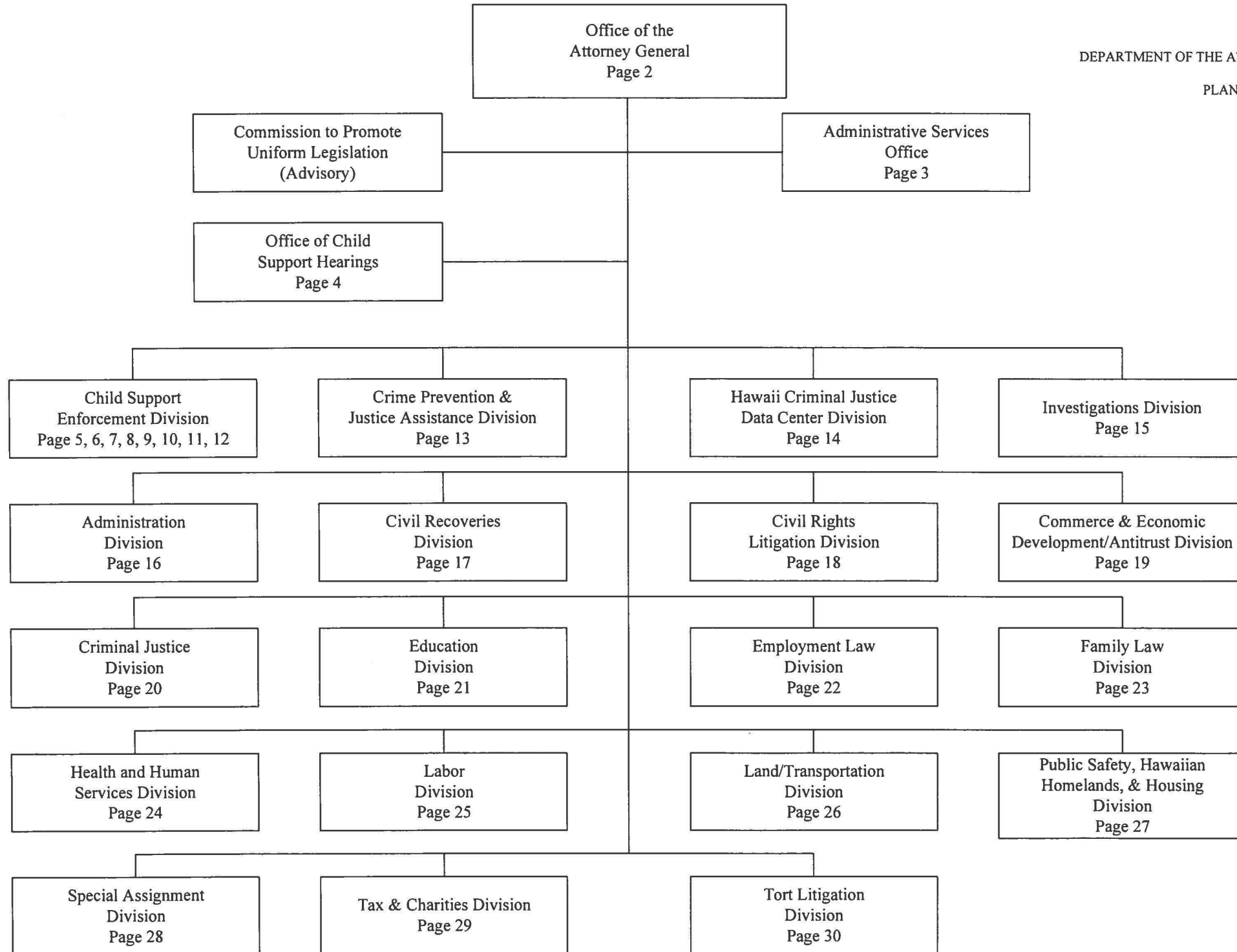
Department of the Attorney General
Organization Changes

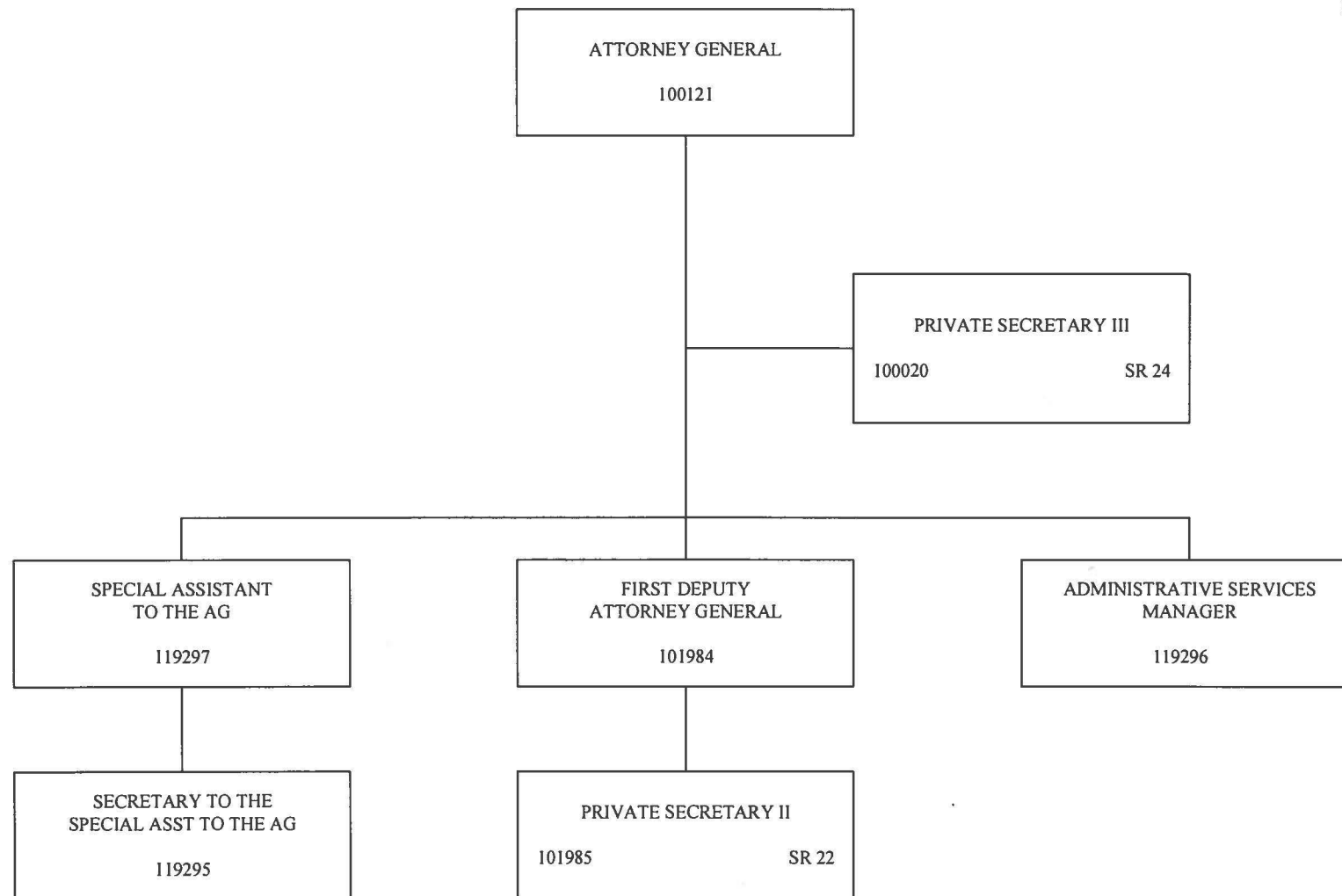
<u>Year of Change</u> <u>FY16/FY17</u>	<u>Page</u> <u>Number</u>	<u>Description of Change</u>
FY16	11, 12 (new)	Child Support Enforcement Division: Added 28 positions (27 from FLD; 1 from CRD) to staff the Oahu Family Support Branch and the Hawaii Family Support Branch, per Reorganization. See Attachment 26a for list of positions and position nos.
FY16	14 (prev) 16 (new)	Administration Division: Converted 3 Deputy Attorney General positions from Temporary to Permanent. Pos. nos.: 100431, 101855, 112973.
FY16	15 (prev) 17 (new)	Civil Recoveries Division: Converted 3 Deputy Attorney General positions from Temporary to Permanent. Pos. nos.: 101730, 101850, 106063
FY16	16 (prev) 18 (new)	Civil Rights Litigation Division: Converted 1 Deputy Attorney General position from Temporary to Permanent. Pos. nos.: 117522.
FY16	17 (prev) 19 (new)	Commerce & Economic Development Division: Converted 3 Deputy Attorney General positions from Temporary to Permanent. Pos. nos.: 100437, 101266, 102467.
FY16	18 (prev) 20 (new)	Criminal Justice Division: Converted 4 Deputy Attorney General positions from Temporary to Permanent. Pos. nos.: 117968, 101236, 116487, 112920.
FY16	19 (prev) 21 (new)	Education Division: Converted 6 Deputy Attorney General positions from Temporary to Permanent. Pos. nos.: 101069, 101842, 102665, 112489, 117245, 116640.
FY16	20 (prev) 22 (new)	Employment Law Division: Converted 8 Deputy Attorney General positions from Temporary to Permanent. Pos. nos.: 101207, 101291, 101294, 102653, 102655, 112402, 118046, 101389.
FY16	21-22 (prev) 23 (new)	Family Law Division: Converted 14 Deputy Attorney General positions from Temporary to Permanent. Pos. nos.: 100140, 100422, 100423, 100424, 100425, 100426, 100427, 100428, 100476, 101817, 101833, 101834, 110479, 110480.
FY16	23 (prev) 24 (new)	Health and Human Services Division: Converted 12 Deputy Attorney General positions from Temporary to Permanent. Pos. nos.: 101262, 102480, 102611, 102657, 102658, 107710, 110242, 110577, 112843, 112844, 117451, 117521.
FY16	25 (prev) 26 (new)	Land and Transportation Division: Converted 6 Deputy Attorney General positions from Temporary to Permanent. Pos. nos.: 100082, 100108, 101148, 102661, 107700, 112195.
FY16	26 (prev) 27 (new)	Public Safety, Hawaiian Homelands & Housing Division: Converted 8 Deputy Attorney General positions from Temporary to Permanent. Pos. nos.: 101235, 101256, 101290, 101388, 101870, 106267, 120728, 121064.
FY16	27 (prev) 28 (new)	Special Assignment Division: Converted 2 Deputy Attorney General positions from Temporary to Permanent. Pos. nos.: 113083, 100999.

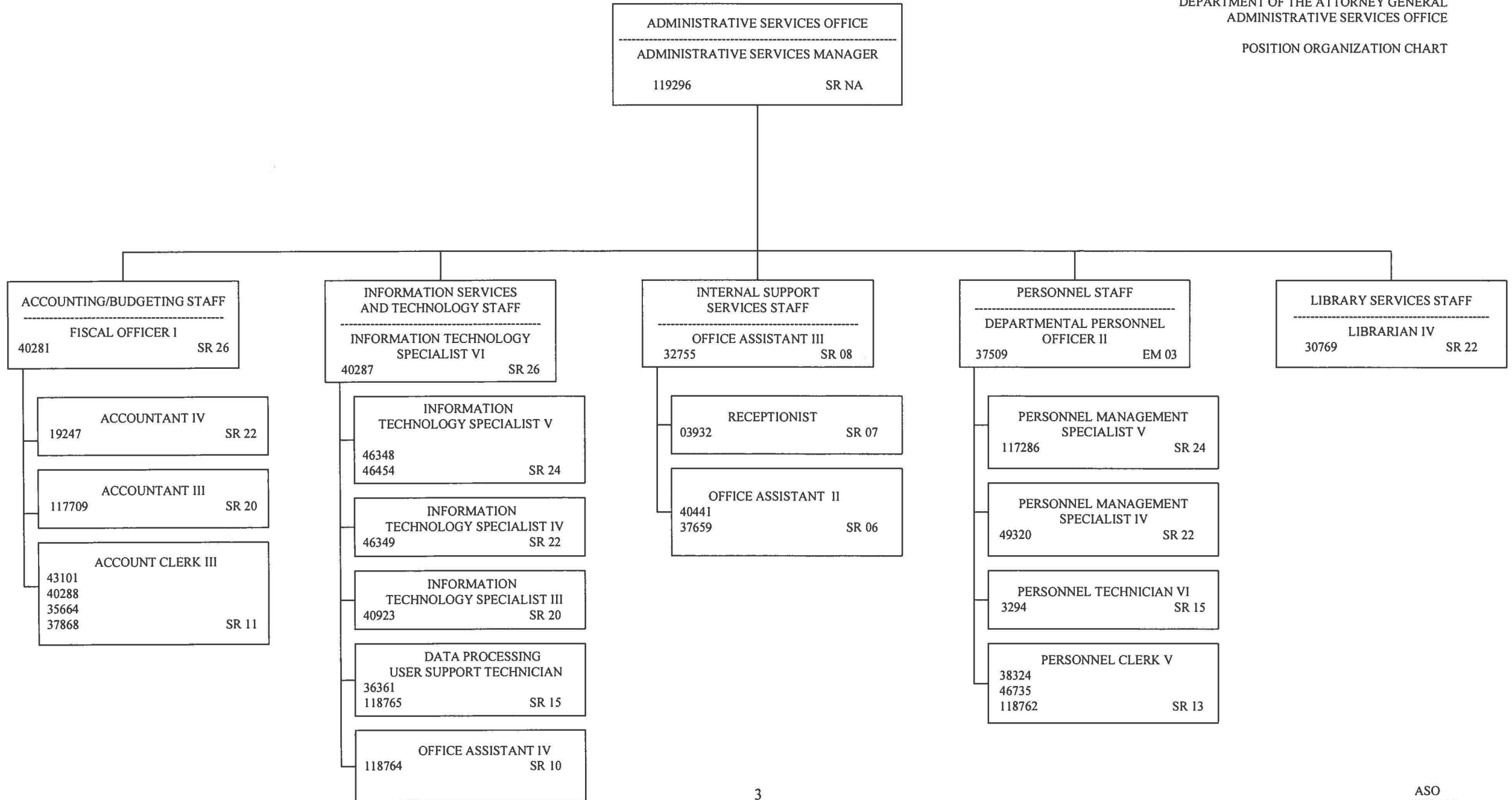
Department of the Attorney General
Organization Changes

Table 26

<u>Year of Change</u> FY16/FY17	<u>Page</u> Number	<u>Description of Change</u>
FY16	28 (prev) 29 (new)	Tax & Charities Division: Converted 1 Deputy Attorney General position from Temporary to Permanent. Pos. no.: 100998.
FY16	29 (prev) 30 (new)	Tort Litigation Division: Converted 1 Deputy Attorney General position from Temporary to Permanent. Pos. no.: 102076.
FY16	22 (prev) 11 (new)	Child Support Enforcement Division: Reallocation of OA IV, pos. no. 118470 to Legal Clerk.
FY16	12 (prev) 14 (new)	Hawaii Criminal Justice Data Center: Reallocation of OA III, pos. no. 39019 to OA IV.
FY16	26 (prev) 27 (new)	Public Safety, Hawaiian Homelands, and Housing Division: Established new position Legal Clerk, pos. no. 121831.

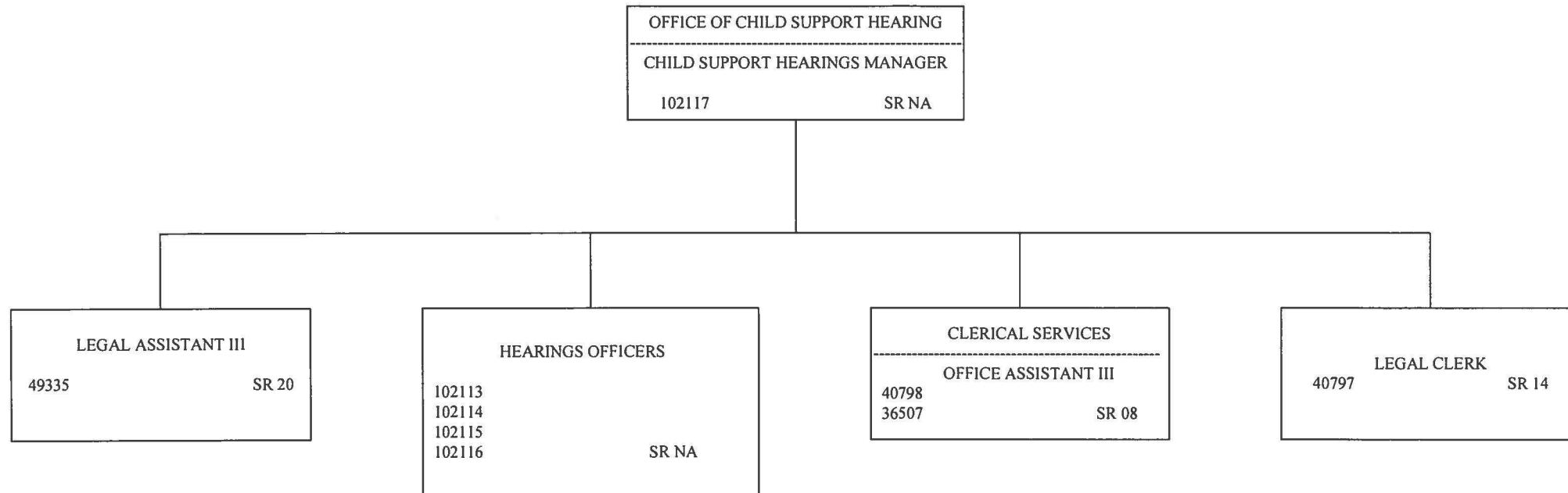


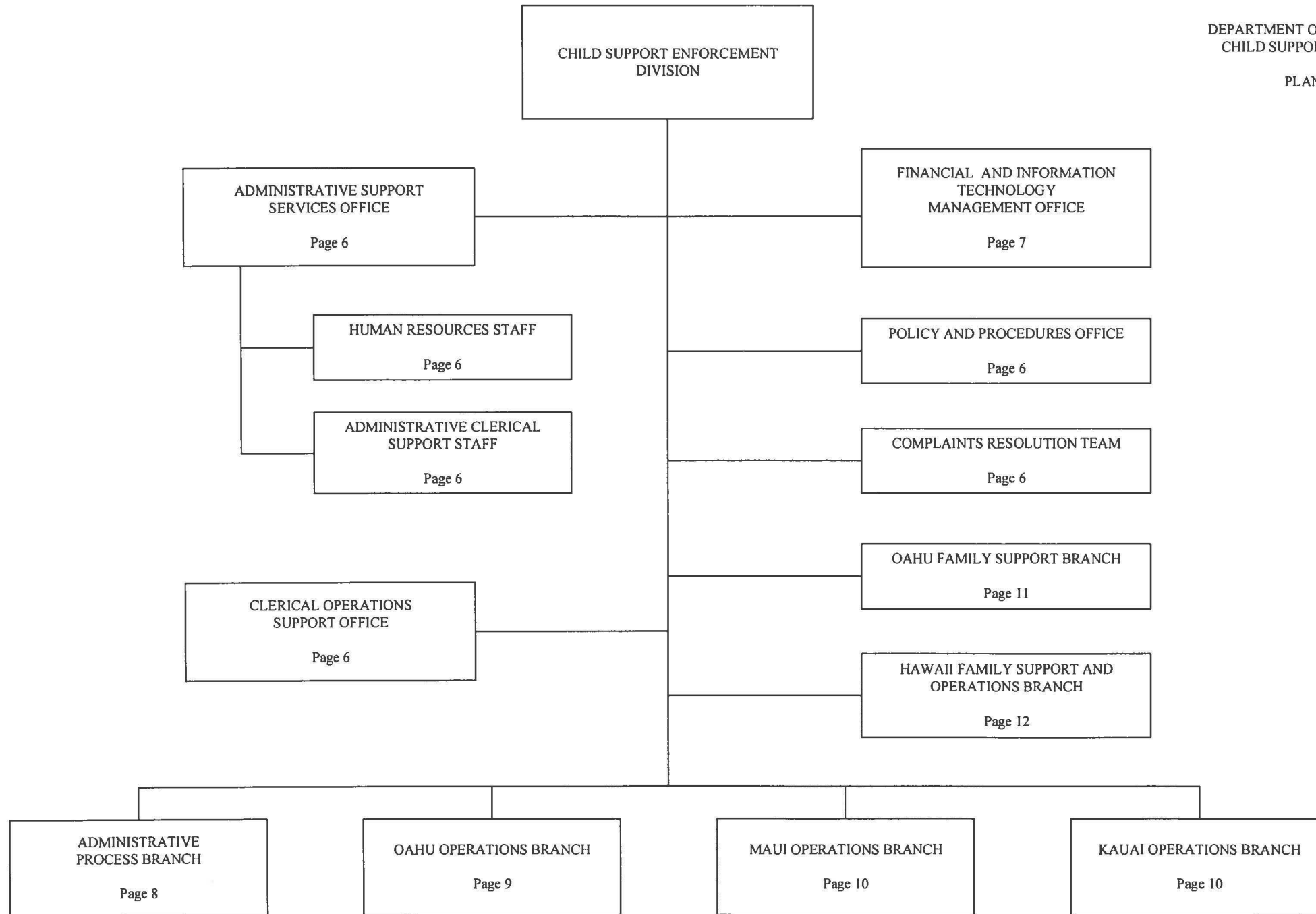


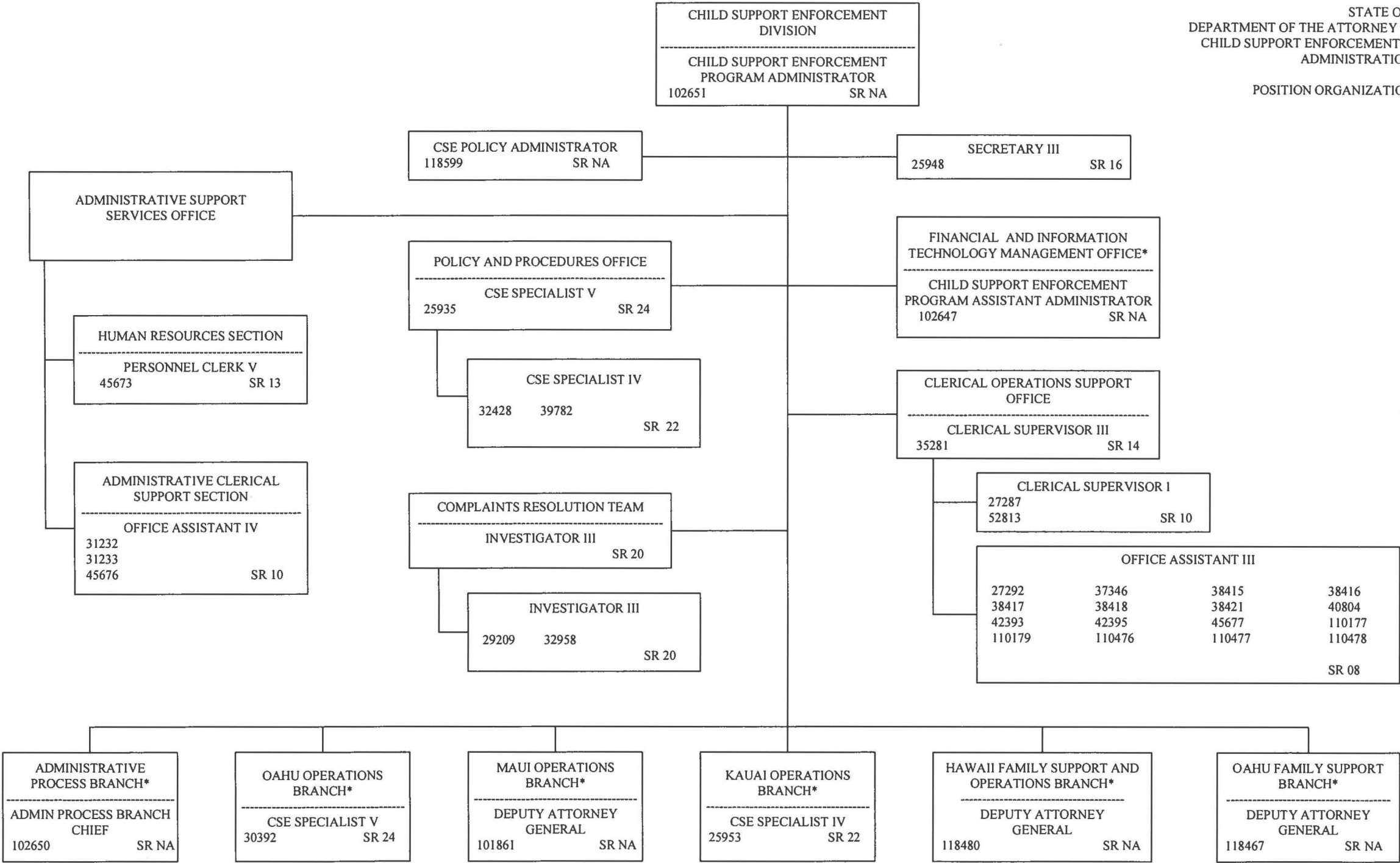


STATE OF HAWAII
DEPARTMENT OF THE ATTORNEY GENERAL
OFFICE OF CHILD SUPPORT HEARINGS

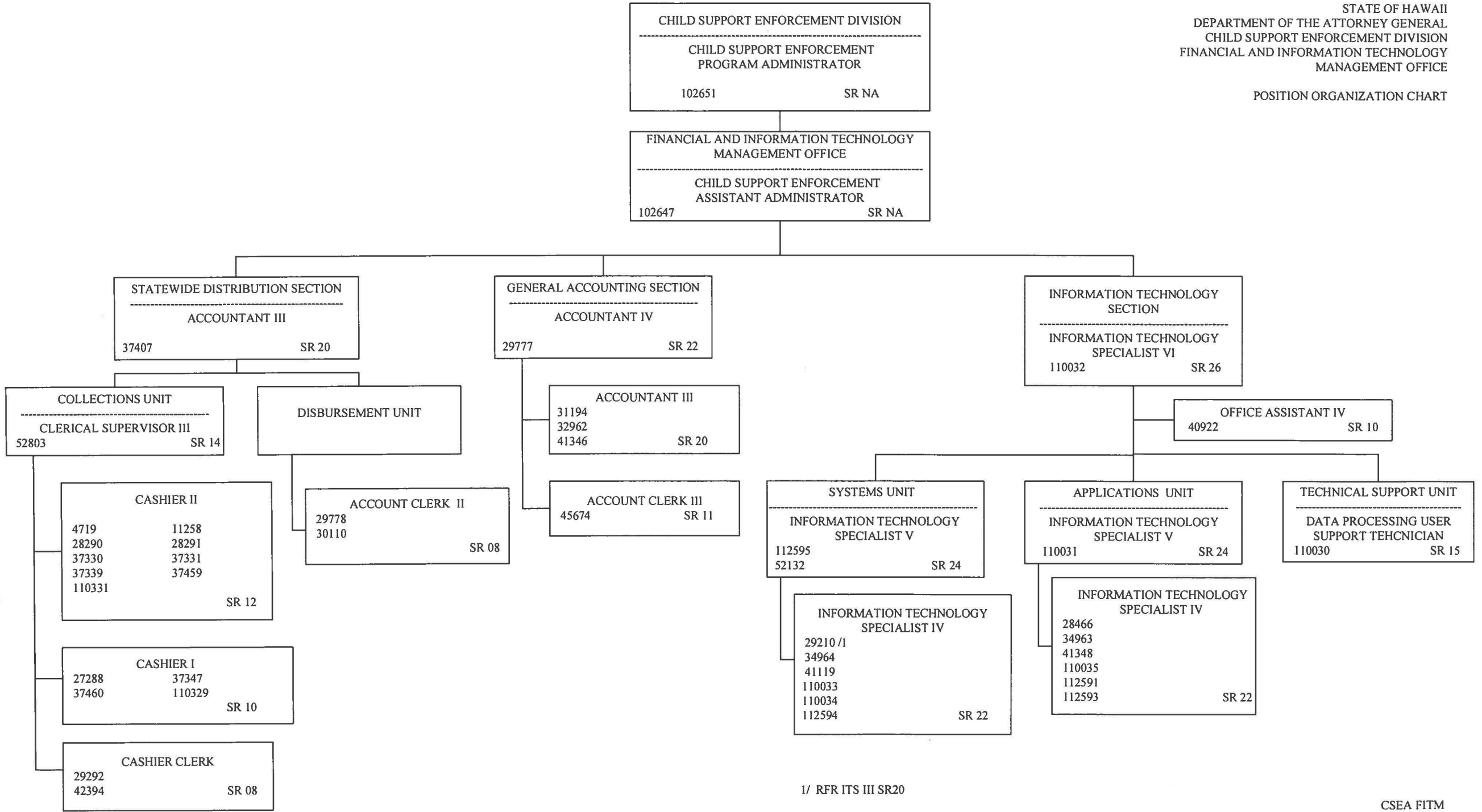
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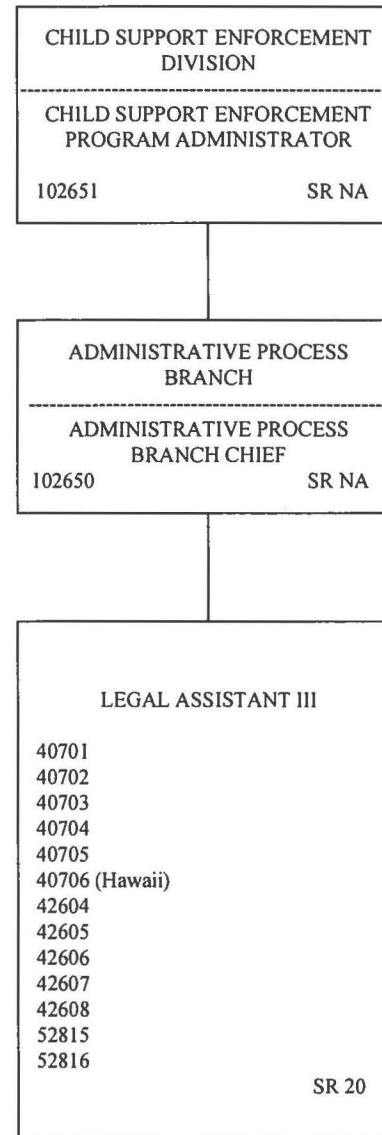
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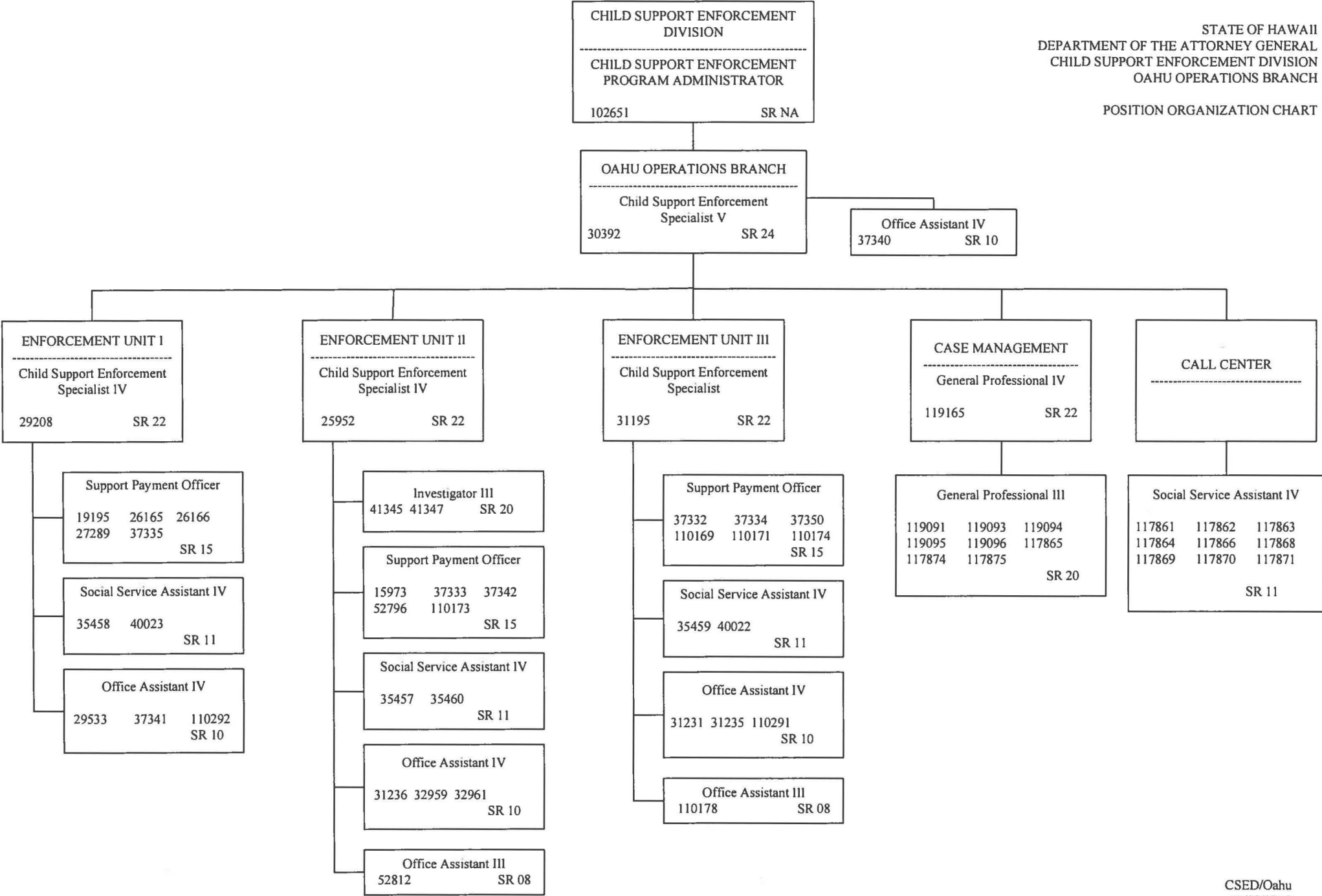


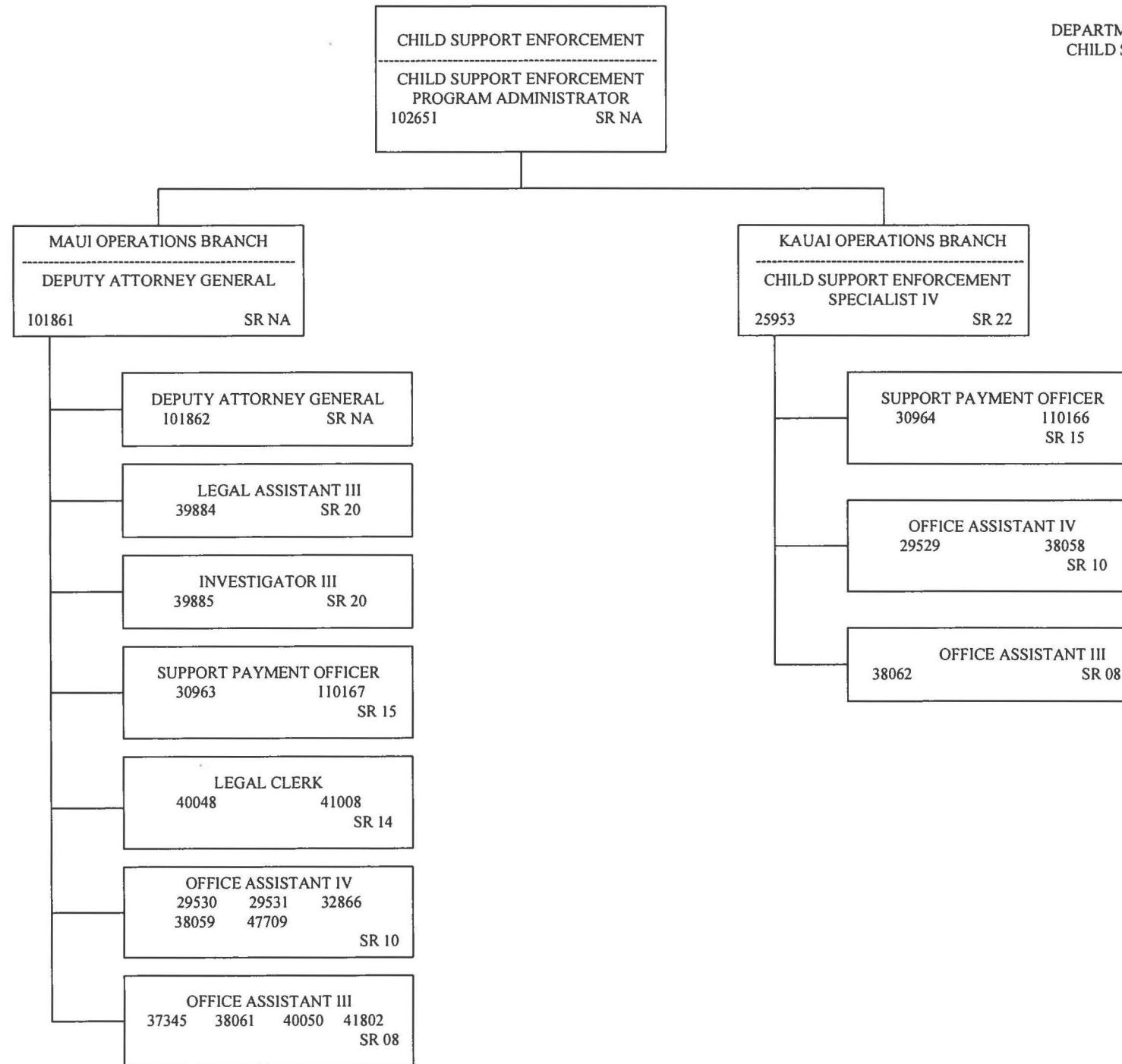
1/ RFR ITS III SR20

STATE OF HAWAII
DEPARTMENT OF THE ATTORNEY GENERAL
CHILD SUPPORT ENFORCEMENT DIVISION
ADMINISTRATIVE PROCESS BRANCH

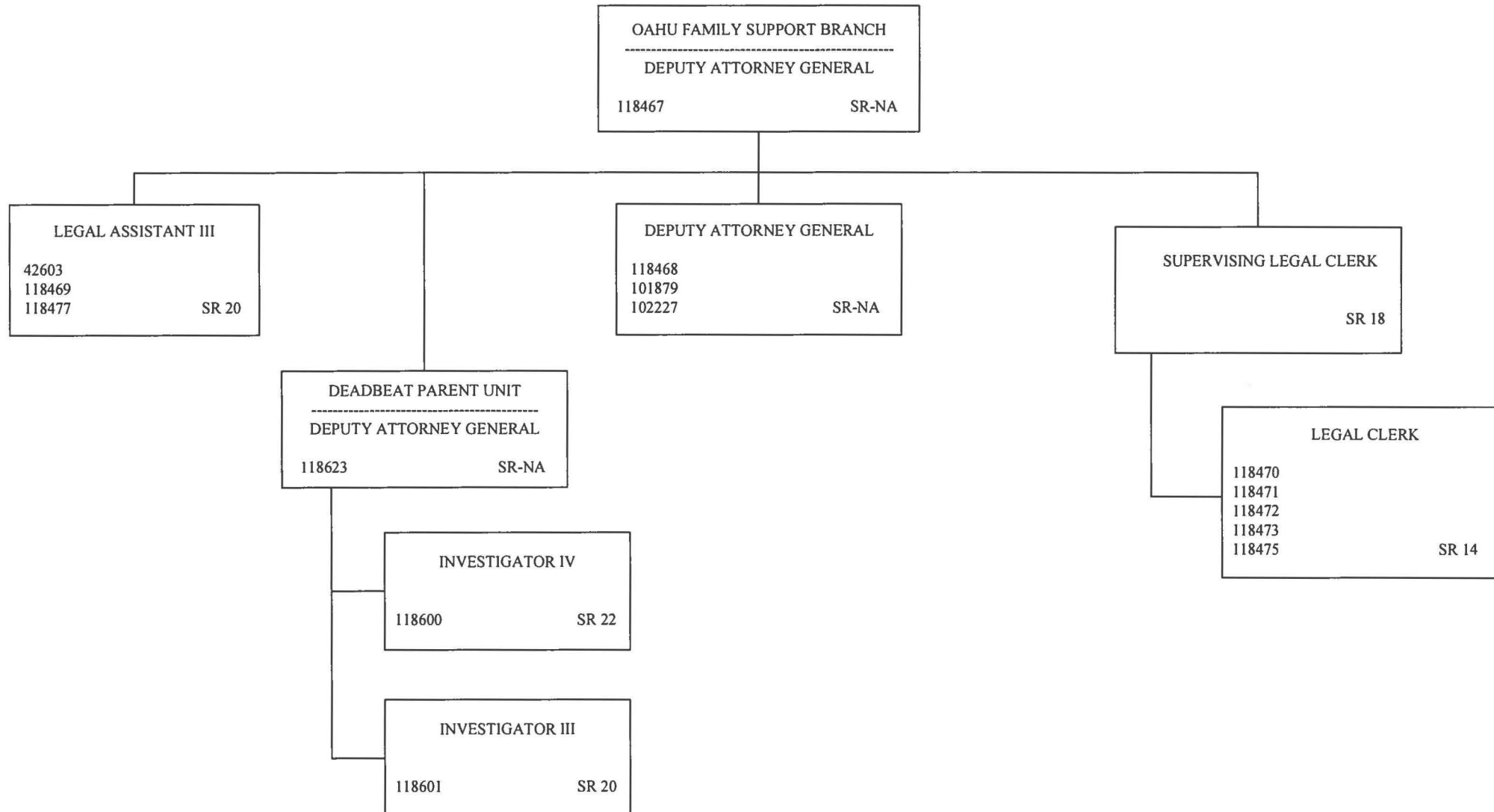
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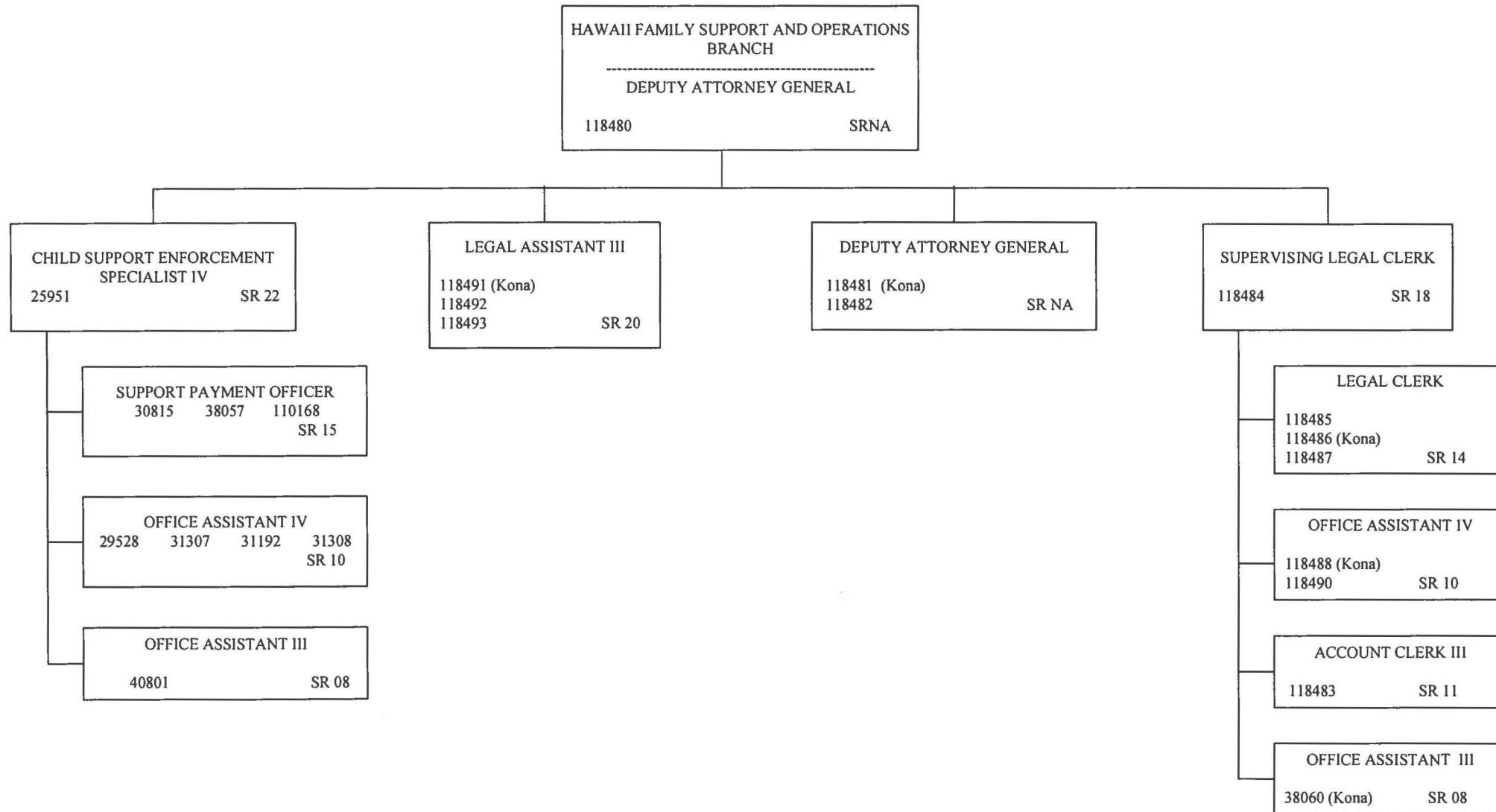


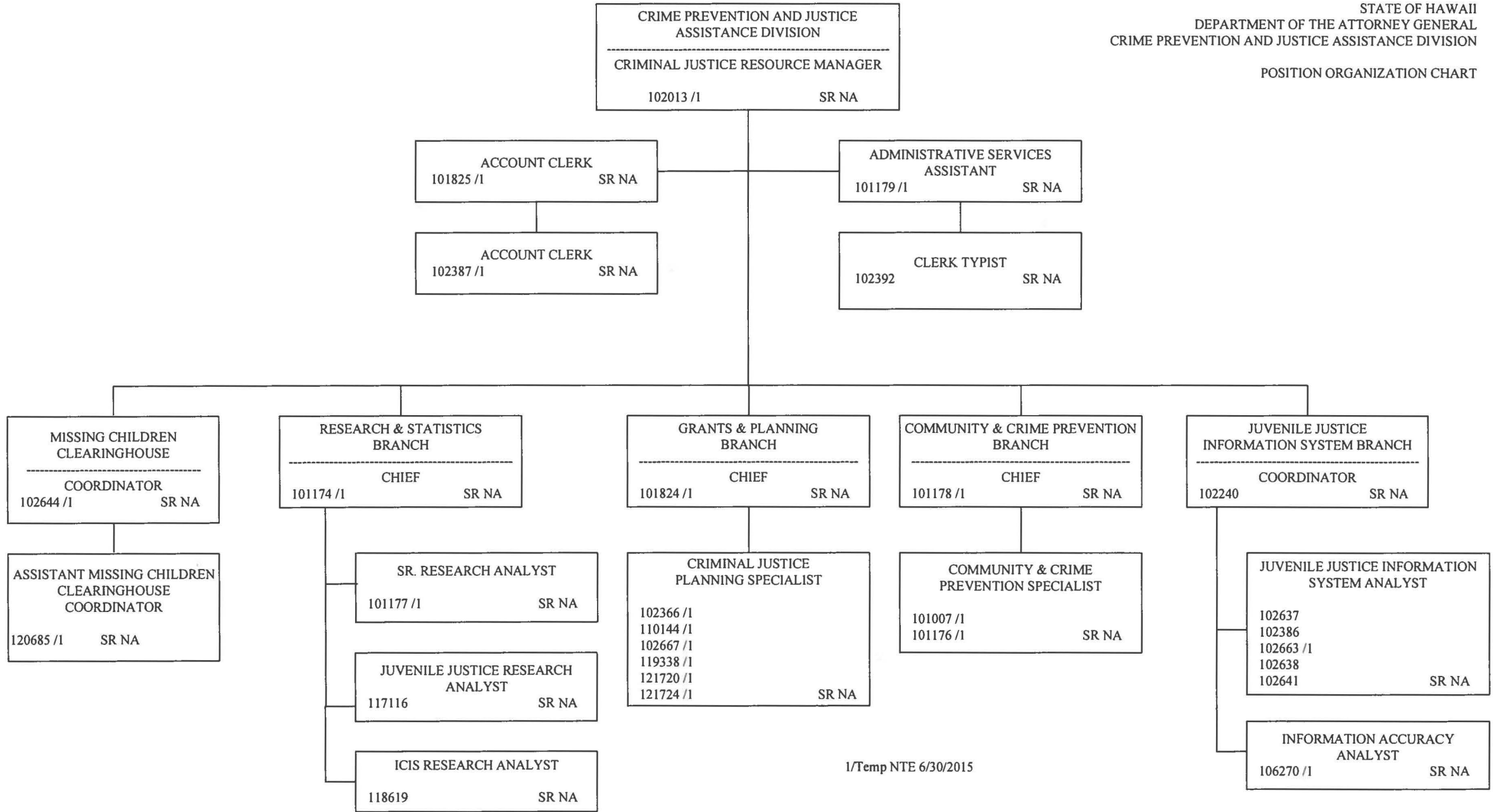


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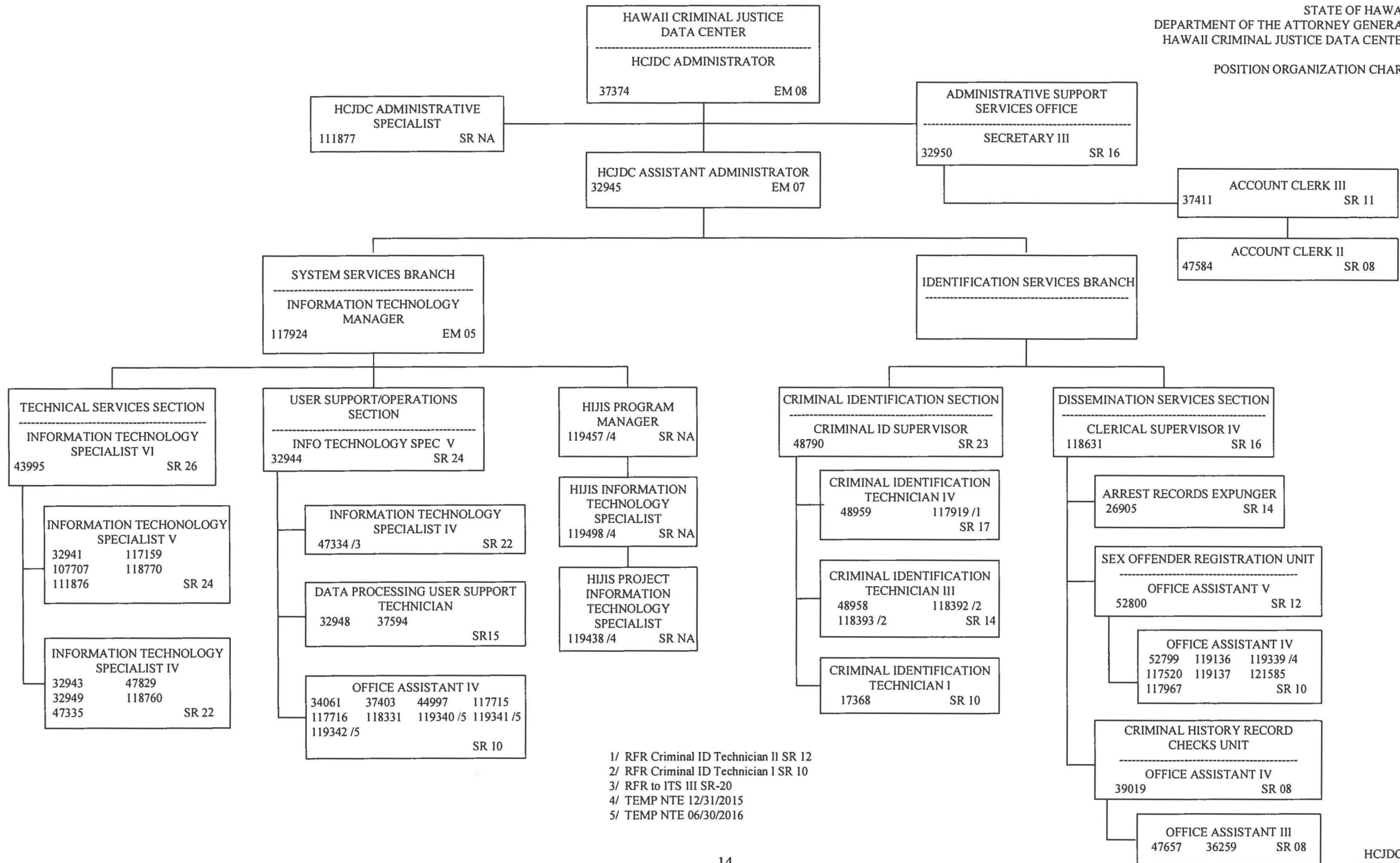


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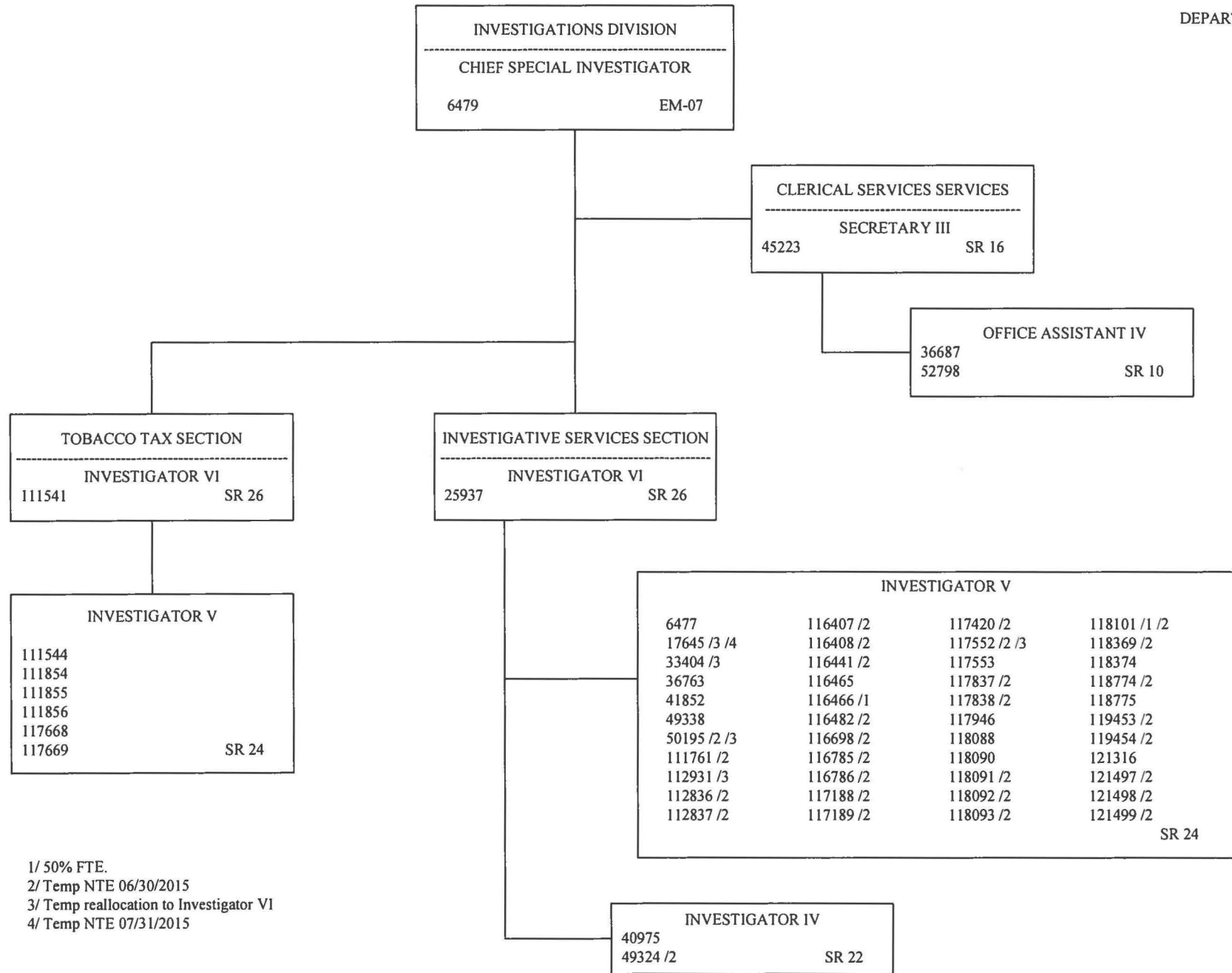




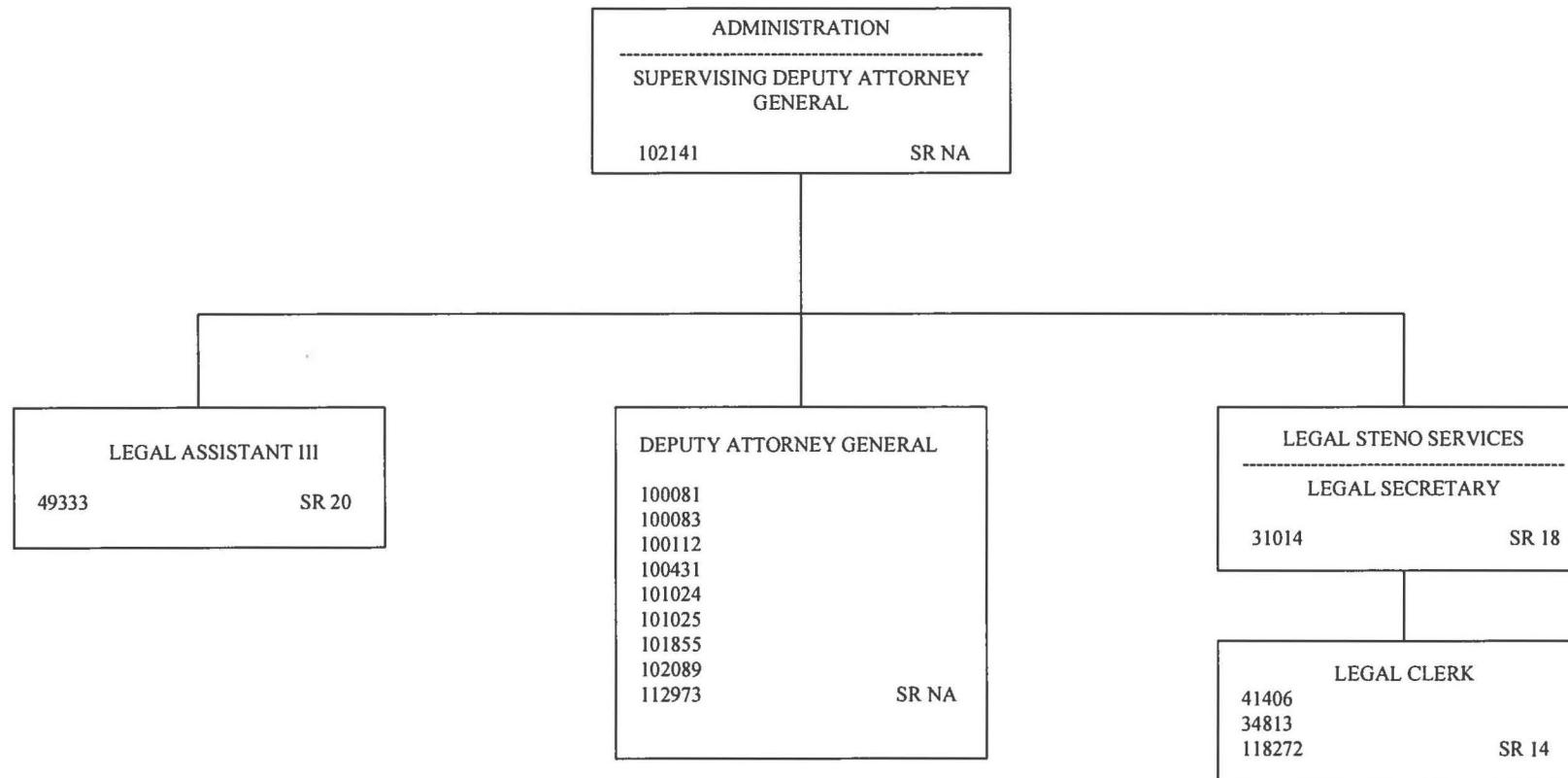
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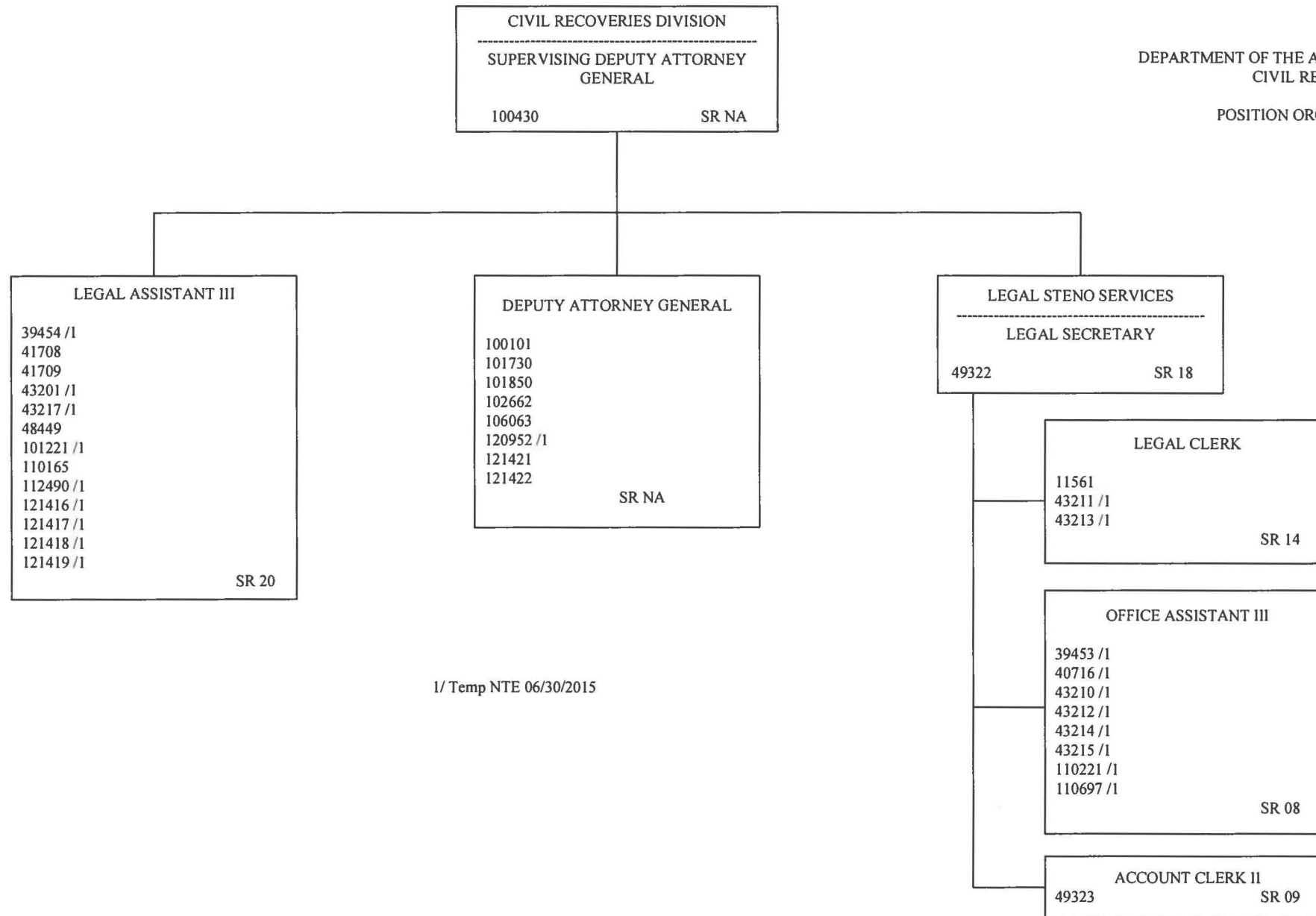


1/ RFR Criminal ID Technician II SR 12
2/ RFR Criminal ID Technician I SR 10
3/ RFR to ITS III SR-20
4/ TEMP NTE 12/31/2015
5/ TEMP NTE 06/30/2016

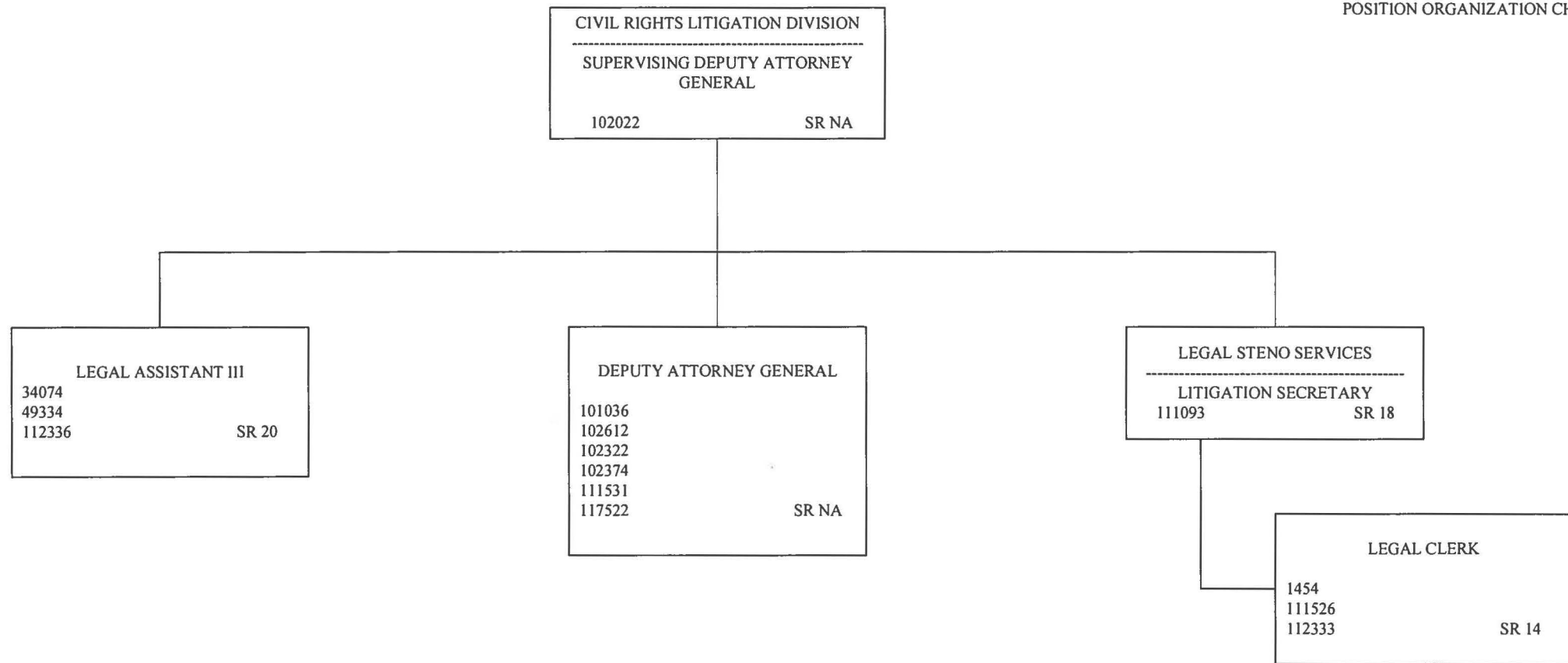


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 2/ Temp NTE 06/30/2015
 3/ Temp reallocation to Investigator VI
 4/ Temp NTE 07/31/2015

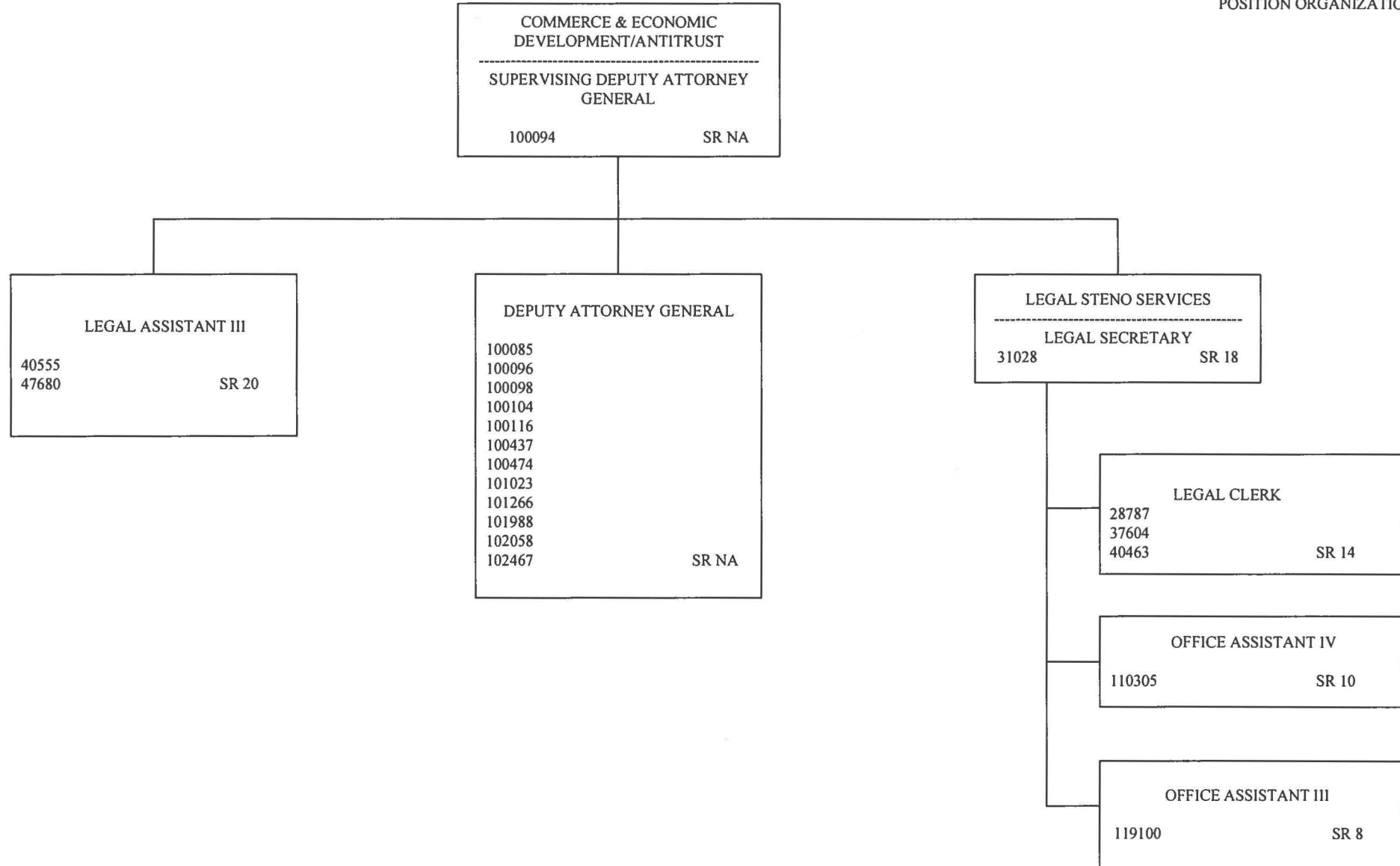


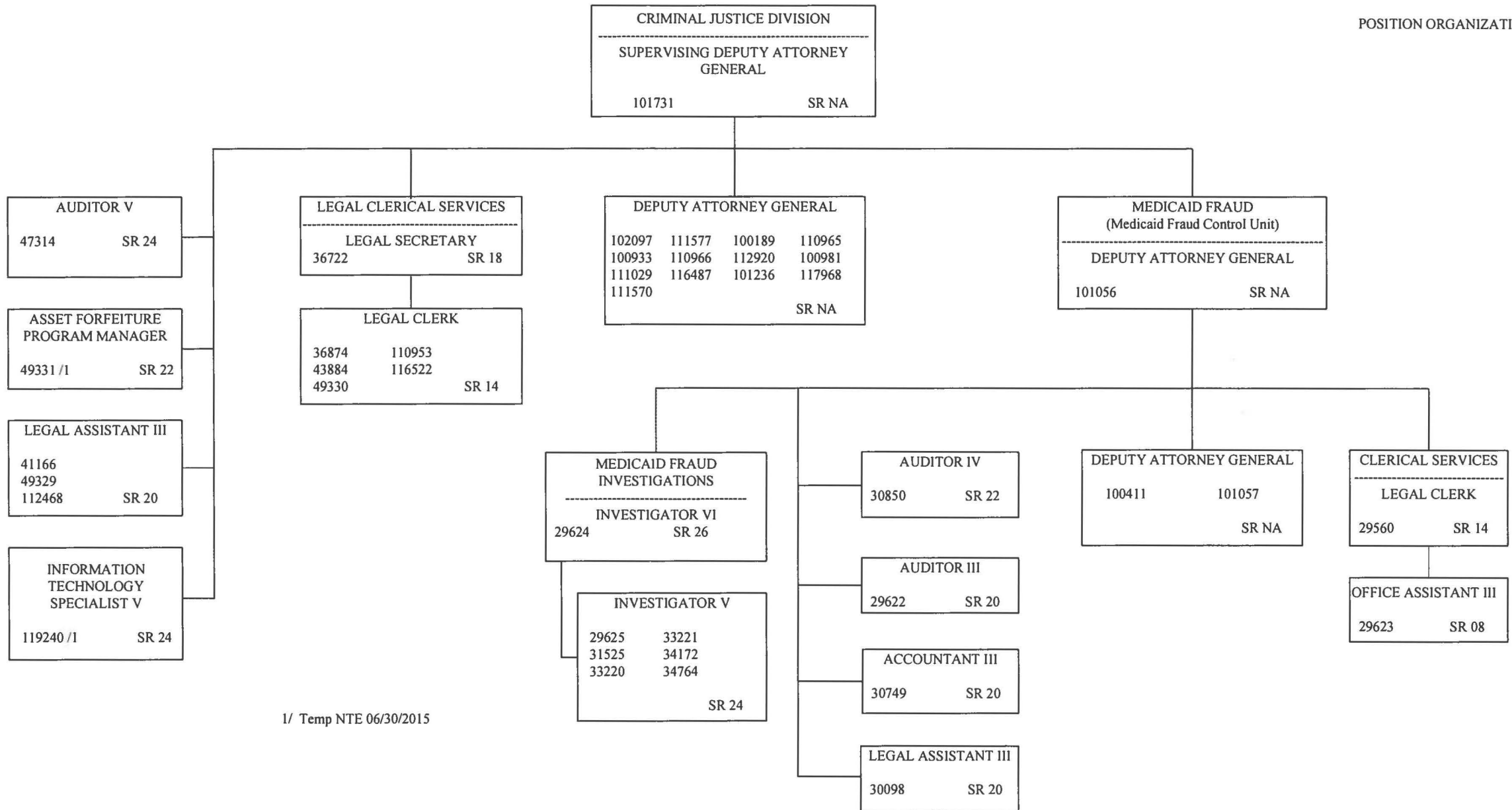


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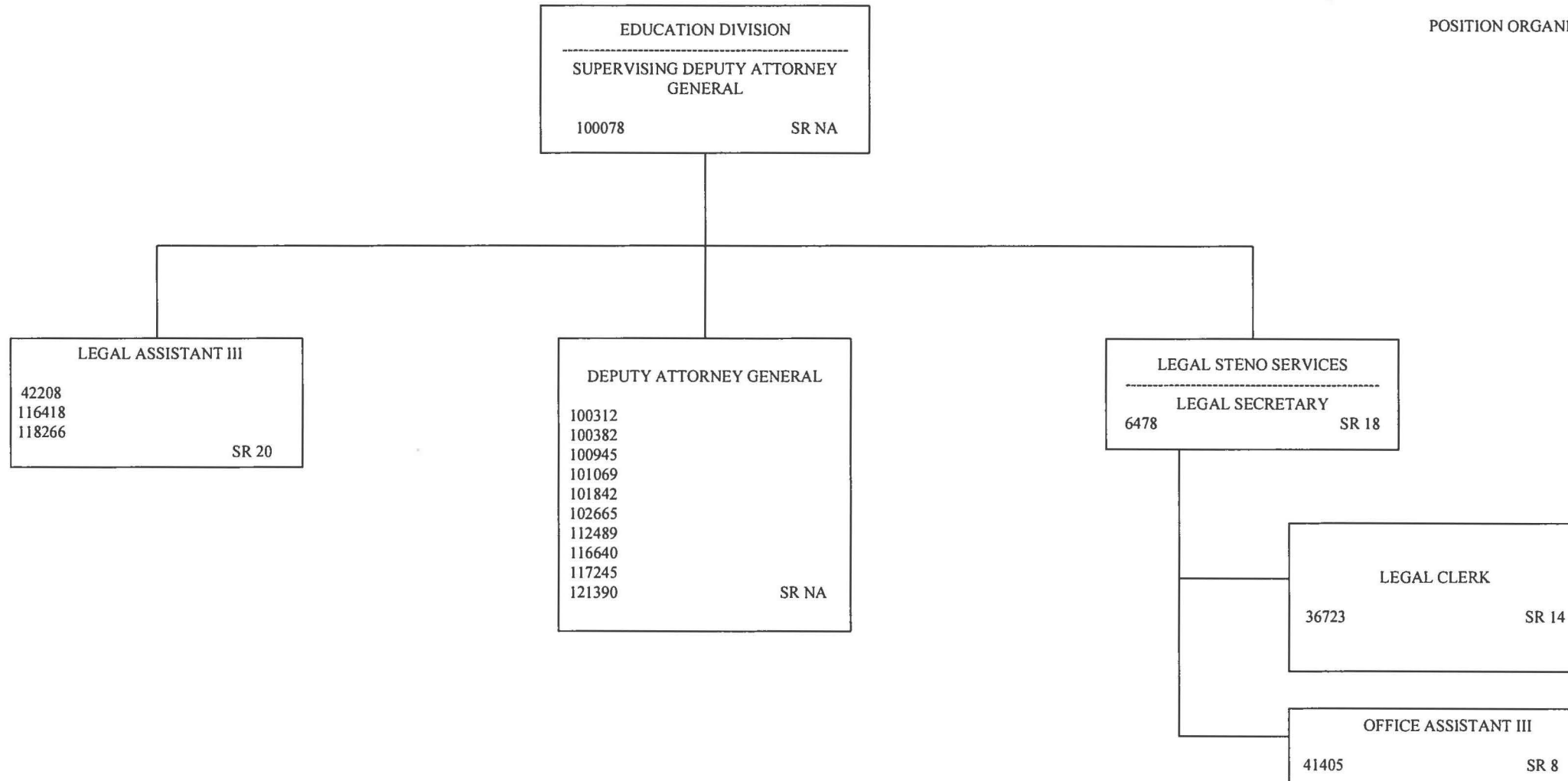


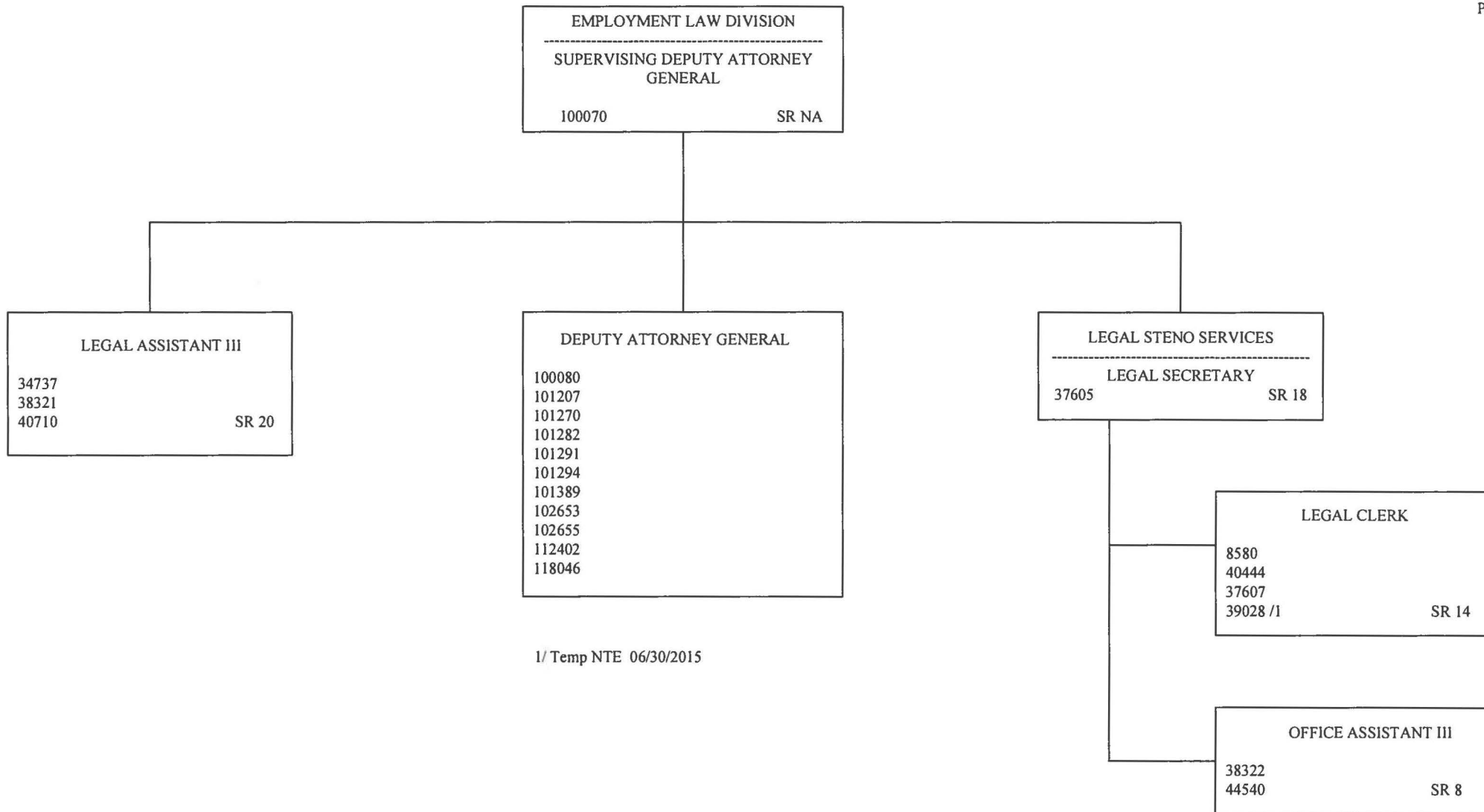
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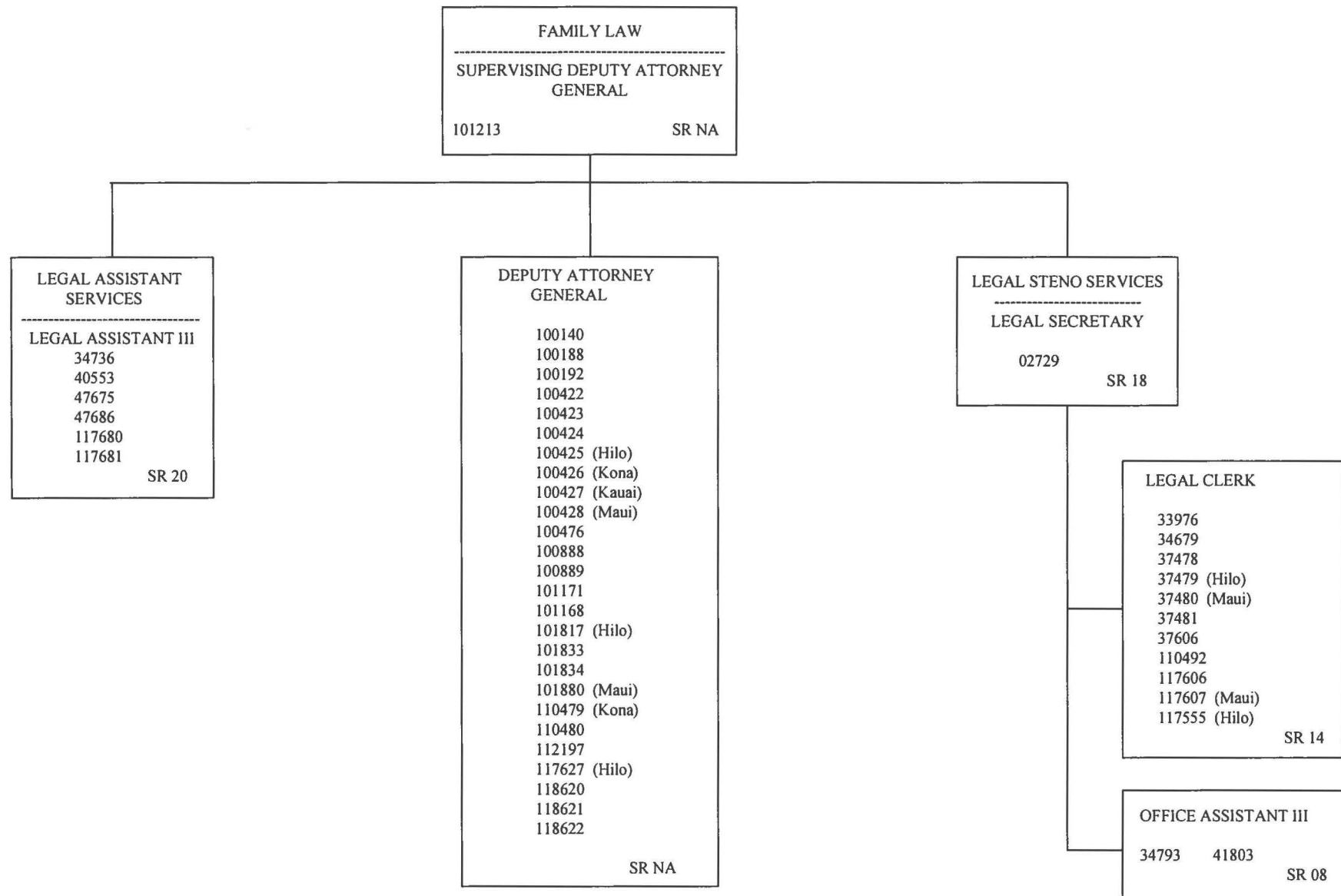


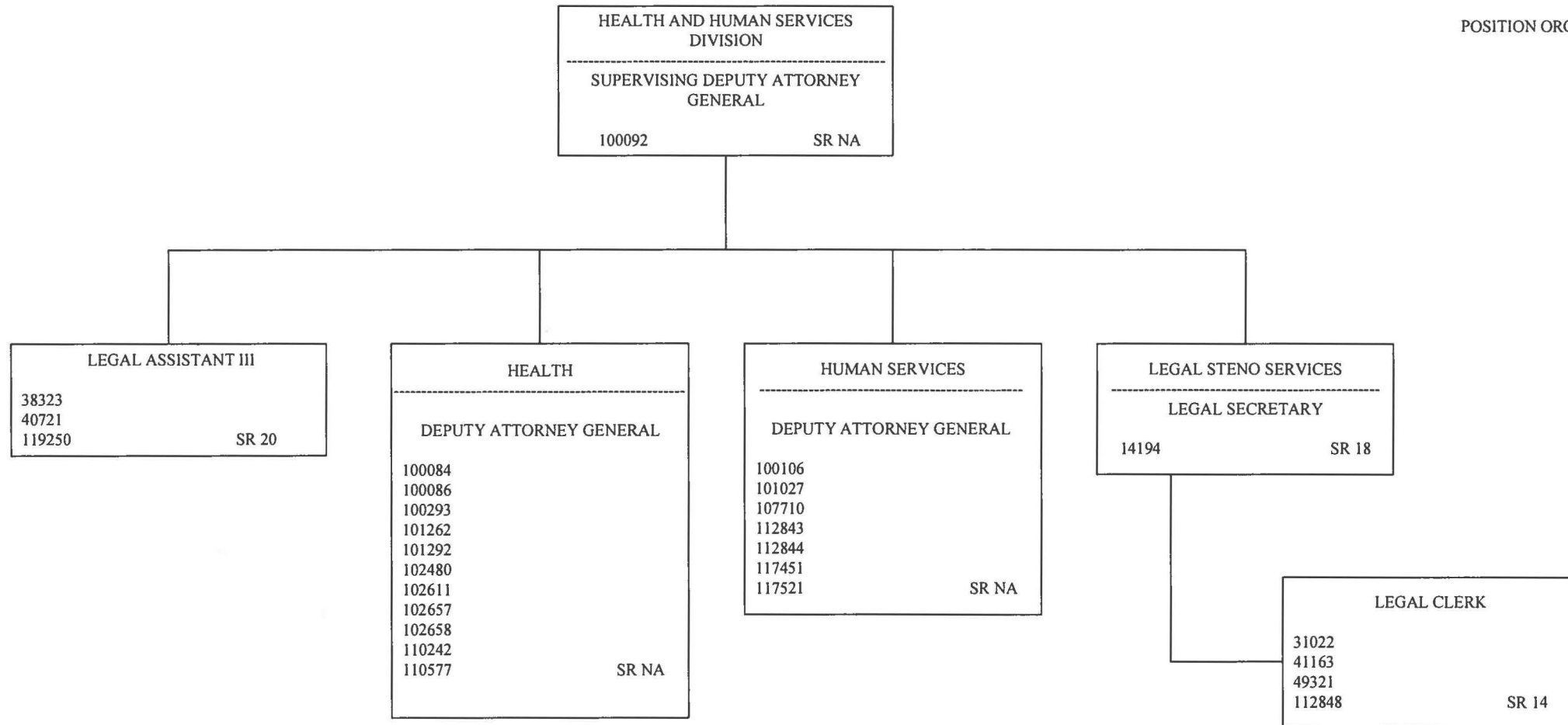


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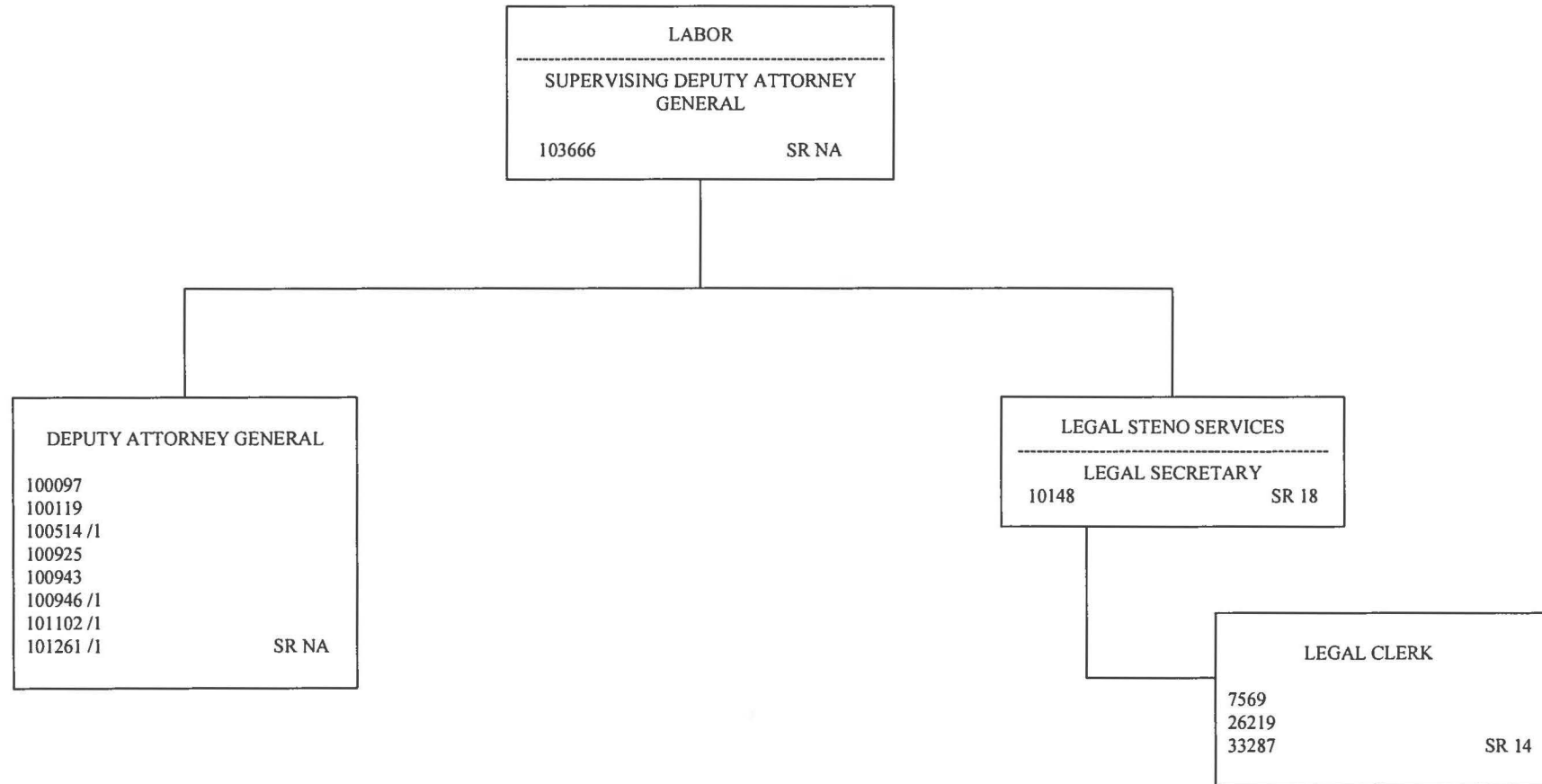




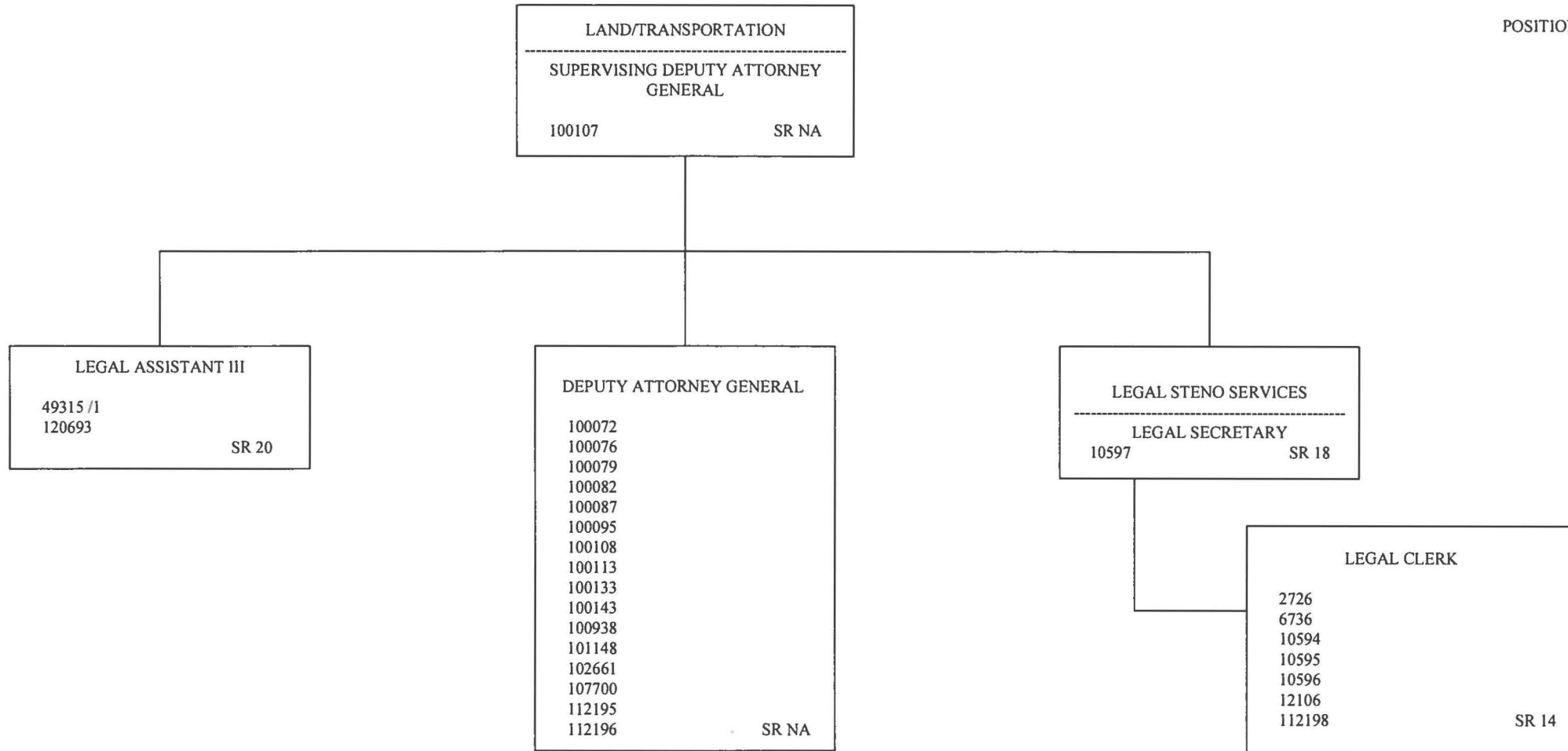




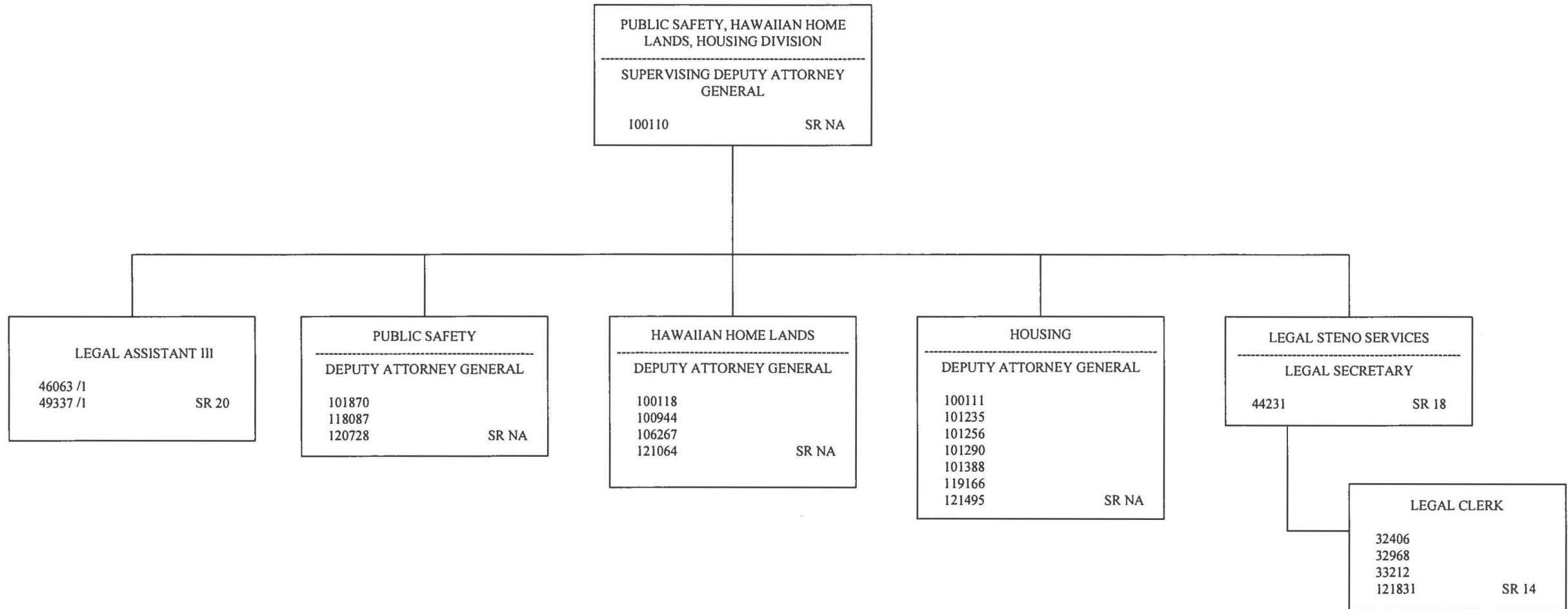
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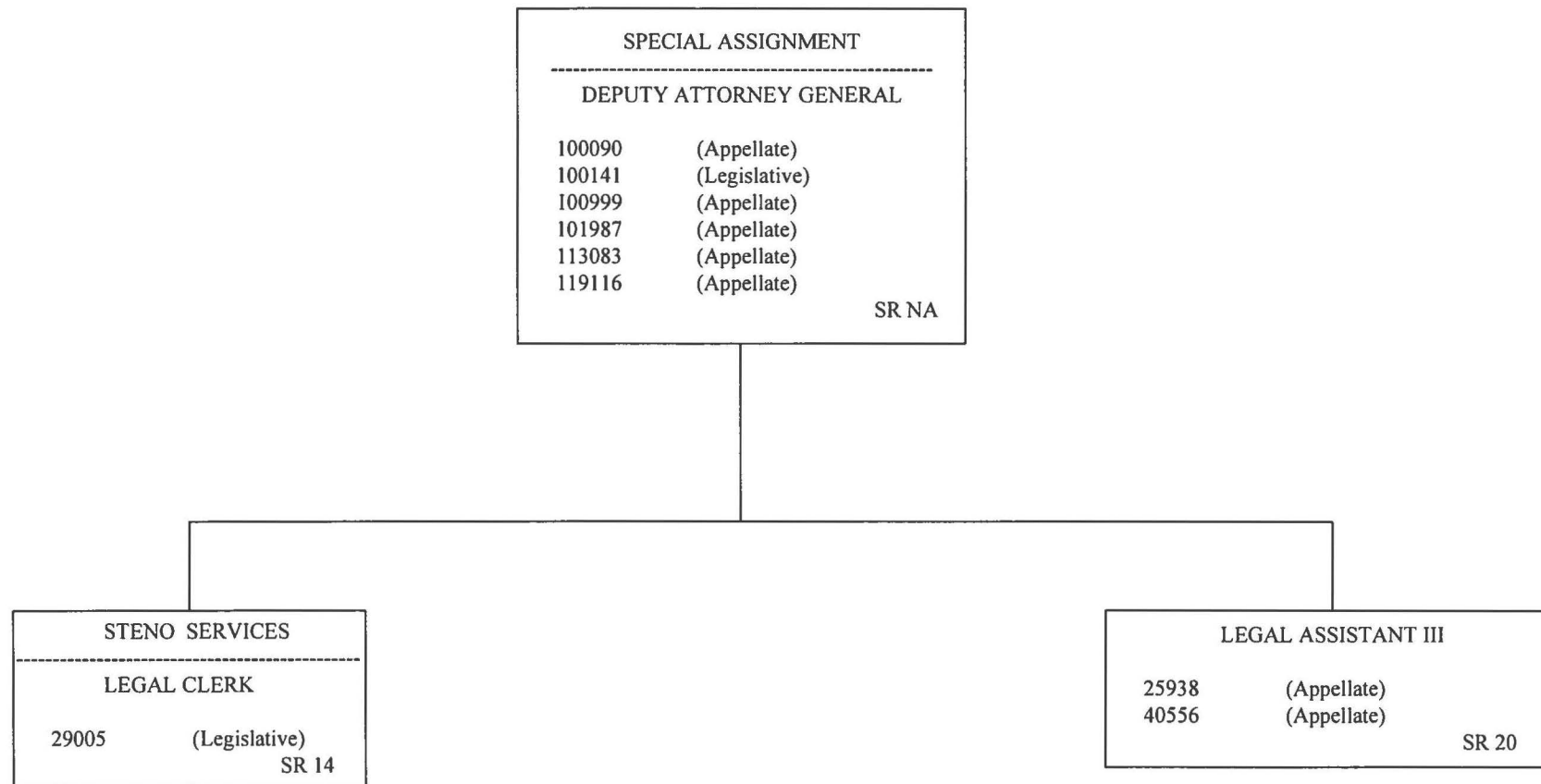


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1/ Temp NTE 06/30/2016

POSITION ORGANIZATION CHART



POSITION ORGANIZATION CHART

