

DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM

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Statement of
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before the

SENATE COMMITTEE ON ECONOMIC DEVELOPMENT & TECHNOLOGY

Friday, January 27, 2012

1:15 PM

State Capitol, Conference Room 016

Informational Briefing

Chair Fukunaga, Vice Chair Wakai and Members of the Committee. Thank you for this opportunity to testify on DBEDT's activities.

When I came before this committee last year, there were concerns expressed about DBEDT's handling of procurement, financial oversight, and a reduction in force that retarded the department's ability to function at optimum levels.

I am here today to report that during the past year, we have addressed many of those concerns.

Our employees, especially our managers, have been retrained in procurement procedures; we are strictly monitoring all expenditures; and we have completed a department-wide reorganization which we believe addresses many of the imbalances left by the Reduction-In-Force (RIF) instituted by the previous administration.

The bottom line is that we are successfully putting DBEDT on the right track for success as a facilitator of economic development.

Due to budget and spending reductions, our FY 2012 general fund appropriation remains at **64 percent** of the department's FY 2009 general fund budget.

DBEDT's general fund appropriation increased 29 percent from \$5,727,950 in FY 2011 to \$7,413,272 in FY 2012, with 69.5 general fund positions in FY 2011 and 75.5 positions in FY 2012. However, due to budget reductions **of 36 percent**, the FY 2012 general fund appropriation remains at 64 percent of the department's FY 2009 general fund budget.

The department was authorized a total of **124.50** general fund positions in FY 2009, which has been reduced by 49 positions to 75.5 positions in FY 2012, reflecting a decrease of **39 percent** in total positions.

Despite this, we are continuing to staff and advance all statutory programs and develop new directions and goals for Hawaii's economic and energy future.

After properly following the mandated processes, the formal approval of our reorganization was received in December 2011 – although, through an agreement with the HGEA, the reorganization was already implemented several months ago.

This reorganization did not address all outstanding Union grievances – which we are still working closely with HGEA to resolve.

This reorganization has resulted in name changes for two of our Divisions:

- The former Strategic Marketing and Support Division is now the Business Development & Support Division;
- The former Strategic Industries Division is now the State Energy Office.

In addition, we are extremely pleased that, through the Competitive Recruitment Process, Mark Glick was named as the new Administrator of the State Energy Office.

DBEDT is fortunate to still have some ARRA federal funding for the initiation of the State's renewable energy development projects. As that federal money for renewable energy is phased out, we will be relying on barrel tax funding to fill in the gap of this high growth industry.

DBEDT Focus

In the past year, DBEDT focused on 3 key areas: laying the groundwork for a 21st century infrastructure with a focus on energy, broadband and real estate development.

We are pleased to report that we helped to launch a new broadband initiative that follows on work previously done by the Hawaii Broadband Task Force.

With respect to energy, we offer the following highlights:

1. Hawaii ranks as a national leader in solar, photovoltaics and performance contracting; **2nd in nation** for Cumulative Installed PV Capacity per Capita and Energy Savings Performance Contracting per Capita;
2. More importantly, Hawaii ranks **3rd in the nation** in green job growth;
3. Photovoltaic-related construction represents **15 percent of all State construction** activity;
4. Our Asia Pacific Clean Energy Summit had 1,100 attendees representing 12 countries;

5. Our Chinese CEO energy summit was attended by 200 Chinese CEOs and U.S. Secretary of Energy Stephen Chu;
6. We revamped our website and have a score card on-line that you can review for more information about Hawaii's clean energy landscape.

Right now, we are committed to continuing our broadband initiative and emphasis on renewable energy development.

Now, specifically addressing the budget line items called for in this hearing:

BED 100: Business Development & Support Division (BDS)

We are not currently requesting any budget increase for BDS.

We continue to pursue federal funding and opportunistic economic development activities.

Highlights for this past year include:

- Competing for and winning a \$485,700 grant from the U.S. Small Business Administration to increase the number of exporters in Hawaii and the dollar value of exports from Hawaii.
- Establishing a "Micro-Loan Program" for businesses under the Community-Based Economic Development Program, and making its first loan to a farmer who will be creating jobs, utilizing Hawaii products and creating a new product for export from Hawaii.
- Producing two major business events during APEC with 200 of the largest companies from China and 150 of Hawaii's largest firms to promote trade and investment, with a special focus on renewable energy.
- Conducting seven "Bringing Government to the Communities" workshops on Maui, Kauai, Hawaii and Oahu, covering topics that included the enterprise zone program, community-based economic development program, selling to state government and selling to the military commissaries.
- Conducting fourteen community workshops for non-profits to increase their management and technical capacity.
- Securing a \$15 million loan commitment to Hawaii energy firm, Sopogy, for the construction and purchase of equipment of solar panels for its solar farm. Financing is through the Immigrant Investor Program and will result in 300 direct and indirect jobs.
- Administering the following grants awarded under the Community-Based Economic Development program:
 - \$590,000 from the Department of Health to provide grants to eleven organizations on the Leeward coast of Oahu for environmental projects. Funds were obtained through a settlement with the Department of Health.

- \$250,000 ARRA grant to teach business skills to non-profit organizations on the Leeward coast of Oahu so that these organizations can, in turn, apply for and receive grants.
- Enrolling 93 additional firms in the Enterprise Zone program over the course of the year.

BED 105: Creative Industries Division (CID)

The Creative Industries Division is not requesting any additional operating funds.

Hawaii's creative sectors represent over 44,000 individuals and small businesses which comprise an estimated \$4 billion of the State's GDP annually.

This division is requesting \$3.45 million in CIP funding for enhancements to the existing 7.5 acre Hawaii Film Studio location. This will address safety and much needed improvements in the existing structures. The facility has been in steady use for television series production since 2004 including NBC's "Hawaii," ABC's "Lost," "Off the Map" and "The River."

Film and television production maintained a steady year in 2011 with an estimated \$200M in production expenditures, with a \$390M estimated economic impact, creating 2,500 full time equivalent jobs.

One note relevant to the reorganization: We are in the Competitive Recruitment Process for the manager of our film office. Until that process is complete, Donne Dawson has returned on a temporary-hire basis. Donne is here today with Georja Skinner and can speak specifically toward questions regarding that industry.

Hawaii's Production Tax Credit has brought over \$1.1 billion in production activity to the State since 2006, with over \$1.6 billion in economic impact.

This industry and new, emerging digital media sectors are key drivers of Hawaii's economy; both in business and in their tangible benefits to tourism with television series such as CBS Television's "Hawaii 5-0," and feature films such as "Soul Surfer" and the Fox Searchlight's Golden Globe nominated film, "The Descendants," based on the novel by Hawaii author, Kauai Hart Hemmings.

2013 marks 100 years of film production in Hawaii.

Music integration in film and television also continues to be a major focus of CID.

BED 107: Foreign Trade Zone 9 (FTZ)

The FTZ is special funded and receives no general funds; and has contributed close to \$5 million to the general fund over the past 44 years. Our FTZ has approximately 300

clients which provide revenues of almost \$2 million annually. Over \$8.4 billion in cargo and merchandise transited through FTZ sites in Hawaii last year.

The FTZ was successful in obtaining a grant from the Economic Development Administration to renovate a portion of the warehouse which will expand the available resources with additional office and shared-use facilities. When completed, this \$7.5 million renovation project will add 30,000 square feet of office, conference, and shared work space.

This year, the FTZ will install a 550 kWh solar photovoltaic installation on their Pier 2 facility roof. When installed, the project will supply approximately 75 percent of FTZ's power needs, translating into significant energy savings and is in line with the Governor's "Lead by Example" and "Green Government" initiatives.

FTZ has partnered with other trade-related government agencies and private industry to offer programs and training aimed at fostering import and export activity. These programs include the Manufacturing Extension Partnership program, Export University, and the APEC Opportunity Series.)

BED 120: State Energy Office (SEO)

The State Energy Office relies on federal and special funds for 100 percent of its operations.

With federal funds set to expire in 2012, SEO will rely on the Energy Security Special Fund (ESSF) for programs and personnel.

By November 2012, 100 percent of the entire division will be transitioned from ARRA funds to ESSF with minimal or no funds remaining for programs due to a \$3.5 million expenditure cap.

Before that time, SEO will pursue other federal funding opportunities (i.e. grants) to be used for division programs and projects.

With the aforementioned plan of action, we are not requesting funding at this time. However, we expect to seek an increase on the ESSF \$3.5 million expenditure cap in FY 2014 to ensure that priority programs can be planned and undertaken.

BED 130: Research and Economic Analysis Division (READ)

READ is the economic information and analytical hub of the Department and the State.

READ produces an average of fifty economic and statistical reports a year, covering all aspects related to Hawaii's economy and the population.

READ is the only State agency, aside from the University of Hawaii, that conducts economic studies on regular basis. And, READ is the only viable economic analysis office in the state system at this time.

Further, READ hosts the Hawaii State Data Center that partners with the U.S. Census Bureau, and publishes Hawaii data profiles, including the decennial census, the annual American Community Survey, Economic Census, and the annual population estimates.

READ's website receives an average of 800,000 hits a month.

READ data services are made available to the public, State policy makers, researchers and others via our website and through personal contact – a rare service in an increasingly impersonal web-based infrastructure.

BED 142: Office of the Director

In line with the Governor's "New Day" initiatives, DBEDT is the lead agency for the Hawaii Broadband initiative. The CIP request is a \$1.5 million allocation for planning studies for the transpacific cable landing sites – as recommended by the 2008 Hawaii Broadband Task Force Report.

And, there are two general fund requests that are the initial funding for the Broadband initiative: a) \$400K for eHawaii.gov, and b) \$1 million for the "one-to-one" program to equip schools with laptops or similar technology. Both of these line items are under BED 142.

The DBEDT Director and the High Technology Development Corporation (HTDC) are assisting the Governor's Office to develop a plan which can realize the vision of the Hawaii Broadband Initiative (HBI). DBEDT and HTDC will assist not only in marketing HBI within the community, but will help coordinate activities within the government sectors for this initiative to establish a 21st Century infrastructure here.

BED 143: High Technology Development Corporation (HTDC)

HTDC has leveraged federal funds and community partnerships to provide services relevant to tech-based economic development in these fiscal conditions.

For the FY 2012 budget, HTDC terminated its contract with the High Technology Innovation Corporation (HTIC), and the remaining balance on the contract (~\$320,000) was returned to the general treasury, as part of the budget cut assessed to DBEDT. HTDC's combined contribution back to the general treasury was equivalent to ~40 percent of its general fund appropriations.

Last session, the Legislature asked for a report on fiscal savings should HSDC and HTDC be merged. We have submitted that report and it shows that a consolidation will not result in cost savings or efficiencies.

However, HTDC reorganized its program delivery to further leverage federal programs, such as the Manufacturing Extension Partnership (MEP), to cover some of the expenses at HTDC. For example, the Hawaii Small Business Innovation Research program was subsumed under MEP, resulting in one senior manager instead of two.

The only serious concern for HTDC at the moment is that B&F has denied a request of \$150,000 to address a preliminary examination of options for its Manoa Innovation Center land lease with UH which expires in April, 2015. For HTDC, it is not merely a land issue, but jeopardizes its main funding source and the incubation platform which has been used to attract federal dollars.

BED 145/VC: Hawaii Strategic Development Corporation (HSDC)

HSDC receives no general fund allocations.

HSDC applied for, and was allocated, \$13 million from the US Department of Treasury. The money will be used for HSDC's venture capital Fund of Funds investment program. Key areas of focus for this investment program will be to:

- Finance spinouts from the University of Hawaii;
- Develop a pipeline of venture-ready businesses able to compete for institutional venture capital; and
- Develop Hawaii-based venture capital fund managers.

BED 146: Natural Energy Laboratory of Hawaii Authority (NELHA)

NELHA is special funded and does not receive any general funds.

It is not requesting an increase in the special fund ceiling. This budget code also includes the National Defense Center of Excellence for Research in Ocean Sciences (CEROS) which is federally funded.

NELHA has requested approximately \$3.5 million in Federal funds in FY 2012. These funds, if awarded, will provide for renovation of an existing office building and development of renewable energy projects in the research campus area on Keahole Point.

Thank you for the opportunity to offer these comments.

Department of Business, Economic Development and Tourism
Prioritized List of Functions (Department-wide including EDT Programs)

Table 2

Pri #	Description of Function	Activities	Prog ID(s)	Statutory Reference
1	Strategic Industries Division			
	Statewide coordination of energy plans, resources, and activities	(1) Formulate and recommend specific proposals, as necessary, for conserving energy resources. (2) Coordinate the State's energy programs with those of the federal government and other government entities. (3) Develop programs to encourage private and public exploration, research, and development of indigenous energy resources that will benefit the State. (4) Serve as consultant to the governor, public agencies, and private industry on energy-related matters. (5) Develop and recommend incentives, plans, and programs to encourage the development of renewable energy resource projects within the renewable energy zones.	BED120	HRS Ch 196-4, HRS 201, Ch 196-10.5, 201, 226-18, 201, 125C * 128, 125C-22, 23
	Planning for energy emergencies under petroleum shortage conditions	- Develop and implement energy emergency preparedness / energy assurance plans; participate in preparedness exercises, hurricane scenarios, functional simulations such as "Makani Pahili" with State Civil Defense; maintain readiness to provide ESF12 functions in the event of a disaster	BED120	HRS Ch 125C & 128 HRS Ch 125C-22, 23
2	Hawaii Broadband Initiative	Implement its recommendations of the Hawaii Broadband Task Force	BED 142	
3	Creative Industries Division			
	Creative Industry Development	Strengthen and increase business/revenue streams for Hawaii's creative sectors in arts, culture, music, film, digital media, animation and literary arts.	BED 105	HRS §201-14, §201-61.
	Improve creative sectors physical and technological infrastructure	Improve existing Hawaii Film Studio facility, increase stage facilities infrastructure to support expansion of the film / television / digital media production sectors.	BED 105	
	Develop and support local creative industries	Be an advocate for the diverse artistic and cultural sectors of Hawaii.	BED 105	
	Encourage cross sector integration within creative sectors to build capacity / opportunities	Forge strategic alliances with film/television/music industry leaders and organizations	BED 105	Hawaii Revised Statutes §235-17
	Manage Incentive management Film/Television/Digital Media	Market and manage Act 88/Hawaii's motion picture, film, and digital media tax incentive.		Hawaii Revised Statutes §201-112, 201-113
	Modernize film permitting system to an online system	Launch online film permitting system for open and accessible permits to increase efficiency for users as well as staff.	BED 105	
	Develop arts and culture incubators statewide	Partner with existing arts and cultural organizations, including national arts incubator programs, to develop centers statewide for artists to access business, marketing and export support.	BED 105	

Department of Business, Economic Development and Tourism
Prioritized List of Functions (Department-wide including EDT Programs)

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Pri #	Description of Function	Activities	Prog ID(s)	Statutory Reference
4	Hawaii Strategic Development Corporation			
	Promote technology based economic development and economic diversification in Hawaii through a return driven investment program in partnership with private capital.	HSDC's core activities are to manage and grow its fund of funds investment program that supports technology based economic development in Hawaii. The focus of the investment program will be to support; 1) the development of spin-out opportunities for UH generated intellectual property; 2) development of Hawaii-based entrepreneurs; and 3) the development of Hawaii-based venture capital fund managers	BED145	HRS 211-F
5	Hawaii Community Development Authority			
	Planning and redevelopment of Community Development Districts (Kakaako, Kalaeloa and He'eia) This function will establish the preferred future use and communities located within the Kakaako and Kalaeloa Community Development Districts.	Review Honolulu Seawater development permit/BED 150 KA. Solicit, receive and review developer proposals for conformance to the ratified Makai Area Master Plan/BED 150 KA. Establish, promulgate and administer He'eia Administrative Rules/BED 150KA.	BED150 KA BED150 KL	§206E-1~22, §206E-31~33, §206E-191~199, HRS
	Provide the region with needed affordable rental units and construction activities.	Manage and finance pre-development activities. Locate, purchase and land bank a development lot in the Kakaako Community Development District for a future mixed use affordable rental housing project/BED 150 KA. Manage and prepare Lot 40 (30,000 sf parcel located between Waimanu and Kawaihao Streets) for development of a mixed use affordable rental project/Revolving Funds/BED 150 KA.	BED150 KA	§206E-1~22, §206E-31~33, HRS
	Manage Infrastructure Improvement Projects in the Kalaeloa Community Development District.	Coordinate with Hawaiian Electric Company (HECO) to connect renewable energy facilities located to the east and west of Coral Seas Road with the HECO grid located in the northern regions of the KCDD/Revolving Funds/BED 150 KL.	BED150 KL	§206E-1~22, §206E-191~199, HRS
	Manage the Kewalo Basin Harbor.	Utilize a contract harbor agent to manage day-to-day operations .	BED150 KA	§206E-1~22, §206E-31~33, HRS
6	High Technology Development Corporation			
	Facilitate the growth and development of the commercial high technology industry	Developing and/or operating incubation centers.	BED143	206M-2(a)(1)
	Facilitate the growth and development of the commercial high technology industry	Providing support and services in development of the high tech. industry	BED143	206M-2(a)(2)

Department of Business, Economic Development and Tourism
Prioritized List of Functions (Department-wide including EDT Programs)

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Pri #	Description of Function	Activities	Prog ID(s)	Statutory Reference
	Alternative Transportation Technologies	Projects in advanced transportation technologies & other federally funded projects	BED143	206M-3(a)(15)
7	Natural Energy Laboratory of Hawaii Authority (NELHA) and CEROS			
	Natural Energy Laboratory of Hawaii Authority (NELHA)	To develop and diversify the Hawaii economy by providing resources and facilities for energy and ocean-related research, education, and commercial activities in an environmentally sound and culturally sensitive manner. NELHA administers a 870 acre ocean science and technology park as well as a small 4 acre geothermal research property. These businesses are the backbone of exported manufactured and aquacultural products in the state of Hawaii; generate approximately 400 jobs; and, \$40 million in annual economic impact.	BED 146	HRS 227-D
	National Defense Center of Excellence for Research in Ocean Sciences (CEROS)	Solicit and support concept development and demonstration of advanced technologies for maritime military purposes	BED 146	Cooperative Agreement HR0011-07-2-0005
	To develop and diversify the Hawaii economy by providing resources and facilities for energy and ocean-related research, education, and commercial activities in an environmentally sound and culturally sensitive manner. NELHA operates two distinct seawater delivery systems 24/7/365 for the benefit of over 40 private businesses. These businesses are the backbone of exported manufactured and aquacultural products in the state of Hawaii.	<p>Manage, market and operate facilities.</p> <p>(1) Operate and maintain unique transmission and distribution systems for large volumes (approximately 2 tons per second) of deep and surface seawater.</p> <p>(2) Develop and lead the implementation of new alternative energy methods for the benefit of the State of Hawaii.</p> <p>(3) Identify, develop and implement revenue enhancement opportunities, which support NELHA objectives and its efforts to maintain financial self-sufficiency and sustainability.</p> <p>(4) Operate a water quality laboratory for an environmental monitoring program that samples groundwater, near shore water and offshore water.</p> <p>(5) Provide informational and educational material and lectures to school classes (K-12 and university level), professional associations, community groups, international visitor, legislator, and the general public.</p> <p>(6) Coordinate administration and budgets with the National Defense Center of Excellence for Research in Ocean Sciences (CEROS).</p>	BED 146	HRS 227-D
8	Hawaii Housing Finance & Development Corporation			
	Increase and sustain the supply of workforce and affordable housing.	Increase supply of workforce and affordable housing in sustainable housing developments by facilitating housing construction and preservation by providing developers with tools and resources such as financing, land, and help with land use and zoning approvals.	BED160	HRS 201H

Department of Business, Economic Development and Tourism
Prioritized List of Functions (Department-wide including EDT Programs)

Table 2

Pri #	Description of Function	Activities	Prog ID(s)	Statutory Reference
9	Office of Planning			
	Statewide Planning and Coordination	Conduct statewide planning and coordination; represent the State before the Land Use Commission; administer the coastal zone management program and geographic information system program and administer the Brownfields Cleanup Revolving Loan Fund.	BED144	Ch. 225M, 226, 205, 205A HRS
10	Foreign-Trade Zone Program	<p>Stabilize and steadily grow FTZ program statewide</p> <p>1) The Foreign-Trade Zone has received a \$3M grant from the US Dept. of Commerce to assist in doubling the size of available office space from 30,000 to 60,000 sf. With the additional \$4.5M in reimbursable G.O. bonds, this \$7.5M expansion project is expected to begin early 2012 and be completed before the end of 2013.</p> <p>2) Continue to operate the program in a self-sustaining manner without the use of general funds.</p> <p>3) Administer the federal grant for the Foreign-Trade Zone program in Hawaii by establishing rules and regulations for the operation of the Foreign-Trade Zone.</p> <p>4) Oversee nine general-purpose zone sites and five sub-zone sites within the State of Hawaii by acting as liaison between the Foreign-Trade Zones Board and designated Zone sites. Inform the Zones of the rules and regulations and assist them with resources to help them better compete in external markets. FTZ9 currently assists close to 300 businesses in import and export of goods to over 30 different countries.</p> <p>5) Operate a small business import-export assistance and resource center at the Pier 2 location.</p> <p>6) Expand economic development through the facilitation of international trade, increase global competitiveness of U.S. based companies by fostering relations with EXIM Bank, customs brokers, shipping agents, and offering resources to companies to assist them in growing their import-export business.</p>	BED107	Ch. 212
11	Land Use Commission			
	To preserve, protect, and encourage the development and preservation of lands in the State for those uses to which they are best suited in the interest of public health and welfare of the people of the State of Hawaii through the implementation of the State Land Use Law, Chapter 205, Hawaii Revised Statutes (HRS), as amended.	The program objectives of the Land Use Commission (LUC) are to process, review, and act on petitions for district boundary amendments which involve lands over 15 acres in the State Agricultural, Rural, and Urban Districts and all petitions seeking reclassification of lands in the Conservation District; review and act on applications for special permits in the Agricultural and Rural Districts which are over 15 acres; process motions and boundary interpretation request; and maintain, update, and disseminate official State Land Use district maps and land use information.	BED103DA	Chapter 205, HRS

Department of Business, Economic Development and Tourism
Prioritized List of Functions (Department-wide including EDT Programs)

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Pri #	Description of Function	Activities	Prog ID(s)	Statutory Reference
12	Research and Economic Analysis Division			
	Compilation of basic data on and assessment of Hawaii's Economy for use by policy makers, business and the public	Quarterly Statistical & Economic Report, State of Hawaii Data Book, Monthly economic indicators, Monthly energy indicators, cooperation with the U.S. Census Bureau and dissemination of Census data, prepare short and long-range projections of population and economy.	BED 130	HRS 201-13.8
	Research & Statistics for Growth Industries	Define and measure performance of emerging Industries. Provide annual information on technology industry and its workforce. Provide annual information on the Creative Industries and workforce. Track the status of innovation in Hawaii and impact on economy. Update and use input-output model to assess the relationships among and impact on the economy of emerging and growth industries in the economy.	BED 130	HRS 201-19
	Self-Sufficiency	Define and measure a self-sufficiency income standard for Hawaii and report bi-annually.	BED 130	HRS 201-3(b)
13	Business Development & Support Division			
	\$250,000 ARRA Grant	Mobilize and provide training/assistance to 200 non-profit organizations on the Leeward Coast of Oahu to build management capacity, administer federal funds and reports, work with trainers to deliver services, assess effectiveness of program due for completion in FY13.	BED100	
	\$600,000 Dept. of Health settlement funds	Administer grants for community environmental projects on the Leeward Coast of Oahu due for completion in FY13.	BED100	
	\$485,719 Small Business Administration grant for State Trade Export Program	Provide export training workshops, participate in international tech trade mission to China, organize a buyers mission from China, establish a Hawaii products showroom in Shanghai, participate in an international bio-tech trade show.	BED100	
	Enterprise Zone Program(EZ)	Administer the state's EZ program.	BED100	HRS Chapter 209E
	Community Based Economic Development	Administer and provide grants to community based organizations to increase the employment and economic base of distressed and rural communities.	BED100	HRS Chapter 210D
	Community Based Micro-loan Program	Administer and provide micro-loans to community based businesses and organizations to increase the employment and economic base of distressed and rural communities.	BED100	
	Investment Attraction	Administer the Immigrant Investor Program (EB-5) contract with the support of the Hawaii Strategic Development Corp.	BED100	
	Global Links	Promote and increase the export of Hawaii's products and services; maintain sister state relationships; administer the states overseas offices in Taiwan and Beijing; increase business relationships with greater China region, Japan and Korea; provide market entry assistance and information; promote education and training in Hawaii from overseas destinations.	BED100	HRS Chapter 201-17, 201-81

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Prioritized List of Functions (Department-wide including EDT Programs)

Table 2

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14	Office of Aerospace Development	Develop R&D partnerships with federal/state agencies, universities and private industry; leverage Hawaii's scientific/technological assets and capabilities to enhance our State's competitiveness in national/global aerospace markets; promote Hawaii as site for international aerospace activities; facilitate innovative aerospace education and training programs to grow Hawaii's STEM workforce; recommend innovative strategies and policies to expand/diversify aerospace activities statewide.	BED128	Ch. 201-71 to 73, HRS

Department of Business, Economic Development and Tourism
Resources by Program ID

Table 3
EDT Programs

Prog ID	Program Title	MOF	As budgeted in Act 164/11 (FY12)			Governor's Submittal (FY13)			Percent Change of \$\$\$
			Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$	
BED 100/SM	Strategic Marketing and Support	A	10.00		921,828	9.00		850,123	-8%
BED 100/SM	Strategic Marketing and Support	B	2.00		362,800	(2.00)		(354,982)	-2%
BED 100/SM	Strategic Marketing and Support	N			148,718			148,718	0%
BED 100/SM	Strategic Marketing and Support	V							
BED 100/SM	Strategic Marketing and Support	W			1,821,915			1,821,915	0%
BED 105/CI	Creative Industries Division	A	8.00		841,454	11.00		979,345	14%
BED 107/BA	Foreign Trade Zone	B	17.00		2,066,145	17.00		2,023,354	-2%
BED 130/FA	Research & Economic Analysis Division	A	13.00		853,009	14.00		861,411	1%
BED 142/AA	Departmental Administration	A	21.00		1,536,061	22.00		2,994,854	49%
BED 143/TE	High Tech Development Corporation	A	1.50	4.75	1,049,658	1.50	4.75	1,038,016	-1%
BED 143/TE	High Tech Development Corporation	B	1.50	5.25	3,755,410	1.50	5.25	3,736,746	0%
BED 143/TE	High Tech Development Corporation	N		7.00	5,521,710		7.00	5,491,482	-1%
BED 143/TE	High Tech Development Corporation	W			1,500,000			1,500,000	0%
BED 145/VC	Hawaii Strategic Development Corporation	B			2,608,516			2,608,516	0%
BED 145/VC	Hawaii Strategic Development Corporation	W		1.00	4,218,756		2.00	4,284,672	2%
BED 146/EL	Natural Energy Lab of Hawaii Authority	B		22.00	7,672,917		22.00	7,615,034	-1%
BED 146/EL	Natural Energy Lab of Hawaii Authority	N		6.00	9,926,408		6.00	9,894,248	0%

Department of Business, Economic Development and Tourism
 Current Year (FY12) Restrictions

Table 4
 EDT Programs

<u>Prog ID</u>	<u>MOF</u>	<u>Restriction \$\$\$</u>	<u>Percent of Act 164/11 Appropriation</u>	<u>Impact</u>
BED 100	A	(98,605)	8%	Labor savings adjustment transferred to BUF 741 pursuant to Act 164/11, Section 96 (-\$22,605) & program review adjustment (-\$76,000)
BED 105	A	(18,462)	2%	Labor savings adjustment transferred to BUF 741 pursuant to Act 164/11, Section 96
BED 130	A	(27,617)	3%	Labor savings adjustment transferred to BUF 741 pursuant to Act 164/11, Section 96
BED 142	A	(48,240)	3%	Labor savings adjustment transferred to BUF 741 pursuant to Act 164/11, Section 96
BED 143	A	(11,954)	1%	Labor savings adjustment transferred to BUF 741 pursuant to Act 164/11, Section 96
BED 107	B	(31,167)	2%	Labor savings adjustment
BED 143	B	(13,594)	0%	Labor savings adjustment
BED 146	B	(42,160)	1%	Labor savings adjustment
BED 145	W	(4,670)	0%	Labor savings adjustment
BED 143	N	(28,793)	1%	Labor savings adjustment
BED 146	N	(30,633)	0%	Labor savings adjustment

Department of Business, Economic Development and Tourism
Proposed Budget Reductions

Table 5
EDT Programs

<u>Request Category</u>	<u>Prog ID</u>	<u>Description of Reduction</u>	<u>Impact of Reduction</u>	<u>MOF</u>	<u>Pos (P) FY13</u>	<u>Pos (T) FY13</u>	<u>\$\$\$\$ FY13</u>	<u>Carry-over? (Y/N)</u>
	BED 100/SM	Change/correct means of financing for Branch Chief position count from Special Funds to General Funds and trade-off Other Current Expenses to Personal Services to fund position.	None	B	(1.00)		(80,000)	N
	BED 100/SM	Housekeeping - reduction of special fund position and appropriation	Loss of position previously created by Legislature but improperly funded. Reduces services to small business	B	(1.00)		(274,982)	N
	BED 100/SM	Labor savings adjustment		A			(19,482)	N
	BED 105/CI	Labor savings adjustment		A			(18,906)	N
	BED 130/FA	Labor savings adjustment		A			(26,897)	N
	BED 142/AA	Labor savings adjustment		A			(46,982)	N
	BED 143/TE	Labor savings adjustment		A			(11,642)	N
	BED 100/SM	Labor savings adjustment		B			(7,818)	N
	BED 107/BA	Labor savings adjustment		B			(42,791)	N
	BED 143/TE	Labor savings adjustment		B			(18,664)	N
	BED 146/EL	Labor savings adjustment		B			(57,883)	N
	BED 145/VC	Labor savings adjustment		W			(4,977)	N
	BED 143/TE	Labor savings adjustment		N			(30,228)	N
	BED 146/EL	Labor savings adjustment		N			(32,160)	N

Department of Business, Economic Development and Tourism
Proposed Supplemental Year Additions

Table 6
EDT Programs

<u>Request Category</u>	<u>Prog ID</u>	<u>Description of Addition</u>	<u>Explanation</u>	<u>MOF</u>	<u>Pos (P) FY13</u>	<u>Pos (T) FY13</u>	<u>\$\$\$ FY13</u>
	BED 145/VC	Restoration of administrative assistant position, pseudo psn #912026 and funds	Restores administrative assistant position previously eliminated. HSDC has taken on a more active role in managing its investments and an anticipated increase in activity to solicit new funding from State and Federal sources requires the president's time to be leveraged by an administrative assistant. No General Funds are required. HSDC currently has only one employee, the president. HSDC recently received a \$13 million federal grant to implement a venture capital investment program and HSDC's workload has increased. An administrative assistant is needed to handle the compliance requirements of Federal programs. Leveraging the president's time would allow him to spend a greater amount of time on the target groups and program activities, particularly entrepreneurial development efforts. Also, HSDC will be a more credible applicant for additional Federal programs if HSDC had an administrative support infrastructure.	W		1.00	70,893

Department of Business, Economic Development and Tourism
Proposed Supplemental Year Additions

Table 6
EDT Programs

<u>Request Category</u>	<u>Prog ID</u>	<u>Description of Addition</u>	<u>Explanation</u>	<u>MOF</u>	<u>Pos (P) FY13</u>	<u>Pos (T) FY13</u>	<u>\$\$\$ FY13</u>
	BED 142/AA	Request for a Personnel Clerk V position #912027.	This position would perform HRMS personnel transactions, new employee processing, employee separations, leave auditing, processing of temporary assignments and other clerical type personnel functions of the department. Currently these tasks are performed by personnel professionals, managers, and clerical staff from other sections. Establishment of this position will result in greater program efficiency, reduced processing errors and will free up existing staff to perform their appointed tasks.	A	1.00		29,424
	BED 142/AA	Initiative to upgrade e-gov for high speed	e-Hawaii.gov high speed broadband initiative to facilitate higher eGovernment adoption throughout Hawaii.	A			400,000
	BED 142/AA	Initiative to upgrade high schools for broadband	With funding from public / private partnerships and the State, Hawaii will implement a statewide one to one computing initiative for all public school children.	A			1,000,000

Department of Business, Economic Development and Tourism
Proposed Supplemental Year Additions

Table 6
EDT Programs

<u>Request Category</u>	<u>Prog ID</u>	<u>Description of Addition</u>	<u>Explanation</u>	<u>MOF</u>	<u>Pos (P) FY13</u>	<u>Pos (T) FY13</u>	<u>\$\$\$ FY13</u>
	BED 100/SM	Change/correct means of financing for Branch Chief position count from Special Funds to General Funds and trade-off Other Current Expenses to Personal Services to fund position.	Change means of financing for position count and funding for Business & Community Assistance Branch, Economic Development Specialist (SR-26) from Special Funds to General Funds. Position was erroneously funded by nonexistent Special Fund in BED 100. Also, provide funding for BCAB Branch Chief Chief (EM-05) through trade off of Other Current Expenses by closing the Taiwan Office.	A	1.00		

Department of Business, Economic Development and Tourism
Non-General Fund Balances

Table 7
EDT Programs

<u>Name of Fund</u>	<u>Statutory Reference</u>	<u>MOF</u>	<u>Beginning FY12 Unencumbered Cash Balance</u>	<u>Estimated FY12 Revenues</u>	<u>Estimated FY12 Expenditures and Encumbrances</u>	<u>Estimated FY12 Net Transfers</u>	<u>Estimated FY12 Ending Unencumbered Cash Balance</u>	<u>Balance in Excess of Program Needs</u>
CBED Revolving Loan Fund	HRS 15-126	W	61,261.00	1,400.00	25,000.00	150,000.00	187,661.00	-
Disaster Loan Revolving Fund	Part III, Chapter 209, HRS	W	267,503.00	3,000.00	-	-	270,503.00	270,000.00
FTZ Special Fund	HRS 212	B	922,238.23	1,575,000.00	1,575,000.00	-	922,238.23	-
HTDC Special Fund*	206M-15.5	B	1,641,328.00	1,675,339.00	1,913,585.00	(120,000.00)	1,283,082.00	-
High Technology Loan Revolving Fund	206M-15.6	W	-	-	-	-	-	-
Hawaii Strategic Development Corporation Revolving Fund	HRS Section 211F-5	W	407,686.00	350,000.00	205,197.00	-	552,489.00	-
Hydrogen Capital Investment Special Fund	HRS Section 211F-5.7	B	2,309,544.00	3,900.00	2,240,286.00	-	73,158.00	-
NELHA Special Fund	Section 227D-5, HRS	B	1,483,442.00	6,804,819.00	6,281,038.00	-	2,007,223.00	None

*Note: consolidated information from the HTDC Special Fund and Client Accounts administered under an asset mgmt contract to cover expenses at HTDC's incubation centers.

Department of Business, Economic Development and Tourism
Budget Decisions

Table 9
EDT Programs

Prog ID	Description	MOF	Initial Department Request			Budget and Finance Recommendation			Governor's Decision		
			Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$
BED 100/SM	Labor savings adjustment	A			(19,482.00)			(19,482.00)			(19,482.00)
BED 105/CI	Labor savings adjustment	A			(18,906.00)			(18,906.00)			(18,906.00)
BED 130/FA	Labor savings adjustment	A			(26,897.00)			(26,897.00)			(26,897.00)
BED 142/AA	Labor savings adjustment	A			(46,982.00)			(46,982.00)			(46,982.00)
BED 143/TE	Labor savings adjustment	A			(11,642.00)			(11,642.00)			(11,642.00)
BED 100/SM	Labor savings adjustment	B			(7,818.00)			(7,818.00)			(7,818.00)
BED 107/BA	Labor savings adjustment	B			(42,791.00)			(42,791.00)			(42,791.00)
BED 143/TE	Labor savings adjustment	B			(18,664.00)			(18,664.00)			(18,664.00)
BED 146/EL	Labor savings adjustment	B			(57,883.00)			(57,883.00)			(57,883.00)
BED 145/VC	Labor savings adjustment	W			(4,977.00)			(4,977.00)			(4,977.00)
BED 143/TE	Labor savings adjustment	N			(30,228.00)			(30,228.00)			(30,228.00)
BED 146/EL	Labor savings adjustment	N			(32,160.00)			(32,160.00)			(32,160.00)
BED 145/VC	Restoration of administrative assistant position, pseudo psn #912026 and funds	W		1.00	70,893		1.00	70,893		1.00	70,893
BED 143/TE	Conduct a comprehensive survey for most desirable sites on Oahu to develop incubation center(s) to replace the 40,000 sqft Manoa Innovation Center whose UH lease will expire.	A			150,000						
BED 130/FA	Research & Economic Analysis Division (READ) requests \$51,304 for payroll shortage for an Economist position.	A			51,304						
BED 146/EL	Natural Energy Laboratory of Hawaii Authority (NELHA) Purchase passenger van - transfer \$35,000 from other current expenses to motor vehicle cost element	B			-			-			-
BED 100/SM	Change/correct means of financing for Branch Chief position count from Special Funds to General Funds and trade-off Other Current Expenses to Personal Services to fund position.	B	(1.00)		(80,000)	(1.00)		(80,000)	(1.00)		(80,000)
BED 100/SM	Change/correct means of financing for Branch Chief position count from Special Funds to General Funds and trade-off Other Current Expenses to Personal Services to fund position.	A	1.00			1.00			1.00		
BED 100/SM	Transfer of Secretary II Position #25304 and funds to BED 130 to implement the reorganization.	A	(1.00)		(35,299)	(1.00)		(35,299)	(1.00)		(35,299)

Department of Business, Economic Development and Tourism
Budget Decisions

Table 9
EDT Programs

Prog ID	Description	MOF	Initial Department Request			Budget and Finance Recommendation			Governor's Decision		
			Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$
BED 130/FA	Transfer of Secretary II Position #25304 and funds from BED 100 to implement the reorganization.	A	1.00		35,299	1.00		35,299	1.00		35,299
BED 100/SM	Transfer of Secretary II #26633 and EDS V #44000 to BED 105 to implement the reorganization.	A	(2.00)		(90,352)	(2.00)		(90,352)	(2.00)		(90,352)
BED 105/CI	Transfer of Secretary II #26633 and EDS V #44000 from BED 100 to implement the reorganization.	A	2.00		90,352	2.00		90,352	2.00		90,352
BED 100/SM	Transfer Economic Development Specialist V, SR24, #32403 from BED 120/SI	A	1.00		73,428	1.00		73,428	1.00		73,428
BED 105/CI	Transfer Ocean Resources Development Mgr, EM05, #35798 from BED 120/SI.	A	1.00		66,445	1.00		66,445	1.00		66,445
BED 142/AA	Transfer Economic Development Specialist V, SR24, #44791 from BED 120/SI to BED 142/AA to implement the reorganization.	A	1.00		76,351	1.00		76,351	1.00		76,351
BED 100/SM	Housekeeping - reduction of special fund position and appropriation	B	(1.00)		(274,982)	(1.00)		(274,982)	(1.00)		(274,982)
BED 142/AA	Request for a Personnel Clerk V position #912027.	A	1.00		29,424	1.00		29,424	1.00		29,424
BED 142/AA	Initiative to upgrade high schools for broadband	A			1,000,000			1,000,000			1,000,000
BED 142/AA	Initiative to upgrade e-gov for high speed	A			400,000			400,000			400,000

Department of Business, Economic Development and Tourism
 Program Review Proposals

Table 10
 EDT Programs

Prog ID	Description	MOF	Budget and Finance Proposal			Department Proposal			Governor's Final Decision		
			Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$
BED 100	Reduce general funds for 2 positions in the Business and Community Assistance Branch - FY 12	A						(76,000)			(76,000)

Department of Business, Economic Development and Tourism
Position Vacant as of November 30

Table 11

<u>Prog ID</u>	<u>Date of Vacancy</u>	<u>Position Number</u>	<u>Position Title</u>	<u>SR Level</u>	<u>BU Code</u>	<u>Temp Perm (T/P)</u>	<u>FTE</u>	<u>MOF</u>	<u>Budgeted Amount</u>	<u>Actual Salary Last Paid</u>	<u>Exempt (Y/N)</u>	<u>Authority to Hire (Y/N)</u>	<u>Occupied by 89 Day Hire (Y/N)</u>	<u>Comments</u>
BED100SM	5/30/08	18398	Secretary II	SR14	03	P	1.00	A	24924	31179	N	Y	Y	Permanent employee has return rights to this position.
BED103DA	10/1/08	26364	Chief Clerk I	SR17	3	P	1.00	A	36525	34694	N	Y	Y	Position is under recruitment.
BED105CI	12/7/11	120355	Film Industry Development Manager	EM05	35	P	1.00	A	71760	0	N	Y	Y	Position is under recruitment.
BED107BA	2/19/11	22198	Foreign Trade Zone Administrator	EM08	35	P	1.00	B	92268	68304	N		N	Business Manager V is on temporary assignment to this position. Permanent employee has return rights to this position.
BED107BA	12/31/09	24362	Account Clerk III	SR11	03	P	1.00	B	28836	44412	N		N	
BED107BA	7/29/06	22200	FTZ Representative	SR26	13	P	1.00	B	55500	49566	N	Y	N	Position is under recruitment.
BED107BA	8/1/09	24533	FTZ Warehouse Worker	BC06	01	P	1.00	B	38436	38436	N		N	
BED113TO	1/1/11	107916	HTA Administrative Assistant	SRNA	13	T	1.00	B	42540	42540	Y		N	
BED113TO	2/3/11	107917	HTA Administrative Assistant	SRNA	13	T	1.00	B	40584	40584	Y		N	
BED120SI	7/1/10	101146	Energy Conservation Analyst III	SR24	13	T	1.00	N	75960	75960	Y		N	
BED120SI	10/1/09	101831	Energy Engineer IV	SRNA	13	T	1.00	N	75960	73044	Y		N	
BED120SI	10/1/09	118221	Energy Analyst IV	SRNA	13	T	1.00	N	70200	86004	Y		N	
BED120SI	1/8/11	35798	Ocean Resources Development Manager	EM05	35	P	1.00	A	63736	71760	N		N	
BED120SI	3/18/11	102072	Energy Analyst III	SRNA	13	T	1.00	N	0	78000	Y		N	
BED120SI	7/1/09	119131	Renewable Energy Facilitator	SRNA	73	T	1.00	B	75000	84000	Y		N	
BED120SI	4/12/11	119360	ARRA Renewable Energy Stimulus Project Manager	SRNA	13	T	1.00	V	71383	86004	Y		N	
BED120SI	7/21/11	119362	ARRA Renewable Energy Project Assistant	SRNA	13	T	1.00	B/V	9246/ 46065	52728	Y		N	
BED120SI	11/5/11	119363	ARRA Permitting Specialist	SRNA	13	T	1.00	B/V	12655/ 63047	72168	Y		N	
BED120SI	4/1/11	119410	ARRA Solar Energy Specialist	SRNA	13	T	1.00	V	70905	85428	Y		N	

Department of Business, Economic Development and Tourism
Position Vacant as of November 30

Table 11

<u>Prog ID</u>	<u>Date of Vacancy</u>	<u>Position Number</u>	<u>Position Title</u>	<u>SR Level</u>	<u>BU Code</u>	<u>Temp Perm (T/P)</u>	<u>FTE</u>	<u>MOF</u>	<u>Budgeted Amount</u>	<u>Actual Salary Last Paid</u>	<u>Exempt (Y/N)</u>	<u>Authority to Hire (Y/N)</u>	<u>Occupied by 89 Day Hire (Y/N)</u>	<u>Comments</u>
BED120SI	7/1/11	119413	ARRA Energy Emergency Planning Analyst	SRNA	13	T	1.00	B/V	12495/ 43501	75000	Y		N	
BED120SI	10/17/11	119527	ARRA Energy Analyst	SRNA	13	T	1.00	B/V	0/82608	78480	Y		N	
BED130FA	8/6/10	18822	Economist V	SR24	13	P	1.00	A	51312	51312	N		N	
BED130FA	8/1/10	22407	Economics Research Program Manager	EM05	35	P	1.00	A	71760	98196	N	Y	N	To be filled by 89-day hire. Position is under recruitment.
BED130FA	2/1/11	13161	Economics Research Administrator	EM08	35	P	1.00	A	113244	113244	N	Y	N	Research & Statistics Officer is on temporary assignment to this position. Position is under recruitment.
BED142AA	7/1/11	33961	Personnel Management Specialist IV	SR22	73	P	1.00	A	57708	57708	N	Y	N	Position is under recruitment.
BED143TE	3/8/08	102275	HTDC Special Project Coordinator	SRNA	13	T	0.50/0.50	A/B	32460/ 32460	53352	Y		N	
BED143TE	8/13/11	102460	HTDC Industry Information Specialist	SRNA	13	T	0.50/0.50	A/B	41706/ 41706	79236	Y		N	
BED143TE	11/1/07	102716	HTDC MIC Incubation Program Manager	SRNA	13	T	0.25/0.75	A/B	22281/ 66845	24960	Y		N	
BED143TE	2/12/11	116617	MEP Program Assistant	SRNA	03	T	1.00	N	50004	50004	Y		N	
BED144PL	12/31/10	11280	Planning Program Manager	EM05	35	P	1.00	A	99720	99720	N	Y	N	Position is under recruitment.
BED144PL	3/31/11	11310	Planning Program Manager	EM05	35	P	1.00	A	86880	86880	N	Y	N	Permanent employee has return rights to this position. Position is under recruitment for temporary hire.

Department of Business, Economic Development and Tourism
Position Vacant as of November 30

Table 11

<u>Prog ID</u>	<u>Date of Vacancy</u>	<u>Position Number</u>	<u>Position Title</u>	<u>SR Level</u>	<u>BU Code</u>	<u>Temp Perm (T/P)</u>	<u>FTE</u>	<u>MOF</u>	<u>Budgeted Amount</u>	<u>Actual Salary Last Paid</u>	<u>Exempt (Y/N)</u>	<u>Authority to Hire (Y/N)</u>	<u>Occupied by 89 Day Hire (Y/N)</u>	<u>Comments</u>
BED144PL	12/1/09	16865	Planner V	SR24	13	P	1.00	A	51312	63888	N	Y	N	Position is under recruitment.
BED144PL	12/16/09	22408	Planner V	SR24	13	P	1.00	A	51312	60024	N	Y	N	Position is under recruitment.
BED144PZ	7/1/11	102931	Planning & Policy Analyst, OP	SRNA	13	T	1.00	N	43805	89398	Y		N	
BED144PZ	10/1/11	30093	Planner V	SR24	13	P	1.00	N	51312	48744	N	Y	N	Position is under recruitment.
BED146EL	12/1/11	102700	CEROS Contracts & Grants Administrator	SRNA	13	T	1.00	N	98496	98496	Y		N	
BED146EL	12/16/09	102525	NELHA Chemist III	SRNA	13	T	1.00	B	51312	51312	Y		N	
BED146EL	7/16/09	107910	NELHA Admin & Projects Manager	SRNA	73	T	1.00	B	54084	54084	Y		N	
BED150KA	12/31/08	102079	HCDA Secretary	SRNA	03	T	1.00	C		42336	Y		N	Position is CIP funded.
BED160HA	7/1/09	100443	Property Management Coordinator I	SRNA	13	T	1.00	W	70224	70224	Y		N	
BED160HA	7/1/11	107931	Property Management Coordinator I	SRNA	13	T	1.00	W	55500	55500	Y		N	
BED160HA	12/16/08	23660	Accountant IV	SR22	13	P	1.00	W	45576	51312	N	Y	N	Position to be filled with new employee
BED160HD	1/16/09	101325	Housing Development Specialist III	SRNA	13	T	1.00	W	88848	88848	Y		N	
BED160HD	3/29/02	102029	Development Support Section Chief	A99	93	T	1.00	W	66144	66144	Y		N	
BED160HD	7/1/09	100385	Housing Development Specialist I	SRNA	13	T	1.00	W	75960	75960	Y		N	
BED160HD	1/16/09	100387	Housing Development Specialist II	SRNA	13	T	1.00	W	75960	75960	Y		N	
BED160HD	7/1/10	101324	Property Management Coordinator I	SRNA	13	T	1.00	W	78984	78984	Y		N	
BED160HF	6/20/07	105731	Mortgage & Rental Finance Section Chief	SRNA	23	T	1.00	W	64936	64936	Y		N	
BED160HF	3/30/11	27568	Office Assistant III	SR08	03	P	1.00	W	27756	27756	N		N	

Department of Business, Economic Development and Tourism
Personnel Separations

Table 12

<u>Prog ID/Org</u>	<u>Separation Date</u>	<u>Position Number</u>	<u>Position Title</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>
BED113TO	2/1/11	107904	HTA Fiscal Manager	SR31	13	T	B	1	99924	1	99924
BED113TO	1/1/11	107916	HTA Administrative Assistant	SRNA	13	T	B	1	42540	1	42540
BED113TO	2/3/11	107917	HTA Administrative Assistant	SRNA	13	T	B	1	40584	1	40584
BED113TO	4/2/11	107922	HTA Tourism Brand Manager	SRNA	13	T	B	1	93660	1	93660
BED113TO/XC	1/1/11	107929	HTA Executive Assistant	SRNA	63	T	B	0.5/0.5	29748/29748	1	59496
BED113TO	1/1/11	117281	HTA Tourism Brand Manager	SRNA	13	T	B	1	81120	1	81120
BED120SI	3/18/11	102072	Energy Analyst III	SRNA	13	T	B/N	1/0	65000/0	1	78000
BED120SI	11/3/10	102073	Energy Conservation Program Specialist III	SRNA	13	T	B/N	1/0	65004/0	1	56004
BED120SI	4/12/11	119360	ARRA Renewable Energy Stimulus Project Manager	SRNA	13	T	B/V	0.16/0.83	14328/71383	1	86004
BED120SI	7/21/11	119362	ARRA Renewable Energy Project Assistant	SRNA	13	T	B/V	0.16/0.83	9246/46065	1	52728
BED120SI	11/5/11	119363	ARRA Permitting Specialist	SRNA	13	T	B/V	0.16/0.83	12665/63047	1	72168
BED120SI	7/30/11	119407	ARRA Fuels Specialist	SRNA	13	T	B/V	0.17/0.83	10830/53953	1	61752
BED120SI	4/1/11	119410	ARRA Solar Energy Specialist	SRNA	13	T	V	1	70905	1	85428
BED120SI	9/16/11	119411	ARRA Wind Energy Specialist	SRNA	13	T	B/V	0.17/0.83	10816/53884	1	61680
BED120SI	9/3/11	119412	ARRA Energy Data Analyst	SRNA	13	T	B/V	0.17/0.83	9164/37768	1	52260
BED120SI	11/30/10	119412	ARRA Energy Data Analyst	SRNA	13	T	B/V	0.17/0.83	9164/37768	1	45504
BED120SI	7/1/11	119413	ARRA Energy Emergency Planning Analyst	SRNA	13	T	B/V	0.17/0.58	12495/43501	1	75000
BED120SI	8/2/11	119415	ARRA Energy Planning Analyst	SRNA	13	T	B/V	0.17/0.83	10830/53953	1	61752
BED120SI	10/17/11	119527	ARRA Energy Analyst	SRNA	13	T	B/V	0/1	0/82608	1	78480
BED120SI	1/8/11	34060	Energy Program Administrator	EM08	35	P	B/N	1/1	109296/54648	1	109296
BED120SI	1/8/11	35798	Ocean Resources Development Manager	EM05	35	P	A	1	63736	1	71760
BED120SI	7/1/10	35798	Ocean Resources Development Manager	EM05	35	P	A	1	63736	1	88884
BED130FA	8/6/10	18822	Economist V	SR24	13	P	A	1	51312	1	51312
BED130FA	2/1/11	13161	Economics Research Administrator	EM08	35	P	A	1	113244	1	113244
BED130FA	8/1/10	22407	Economics Research Program Manager	EM05	35	P	A	1	71760	1	98196
BED142AA	7/1/10	100062	Private Secretary II	SR22	63	P	A	1	0	1	51936
BED142AA	12/6/10	100120	Director, DBEDT	SRNA	00	P	A	1	133536	1	103512
BED142AA	9/16/11	120264	Private Secretary II	SR22	63	P	A	1	54012	1	42192
BED142AA	9/14/10	12889	Secretary II	SR14	03	P	A	1	0	1	36516
BED142AA	7/1/11	33961	Personnel Management Specialist IV	SR22	73	P	A	1	57708	1	57708
BED143TE	1/25/11	101971	HTDC Secretary	SRNA	03	P	A/B	50/50	30126/30126	1	60252
BED143TE	8/13/11	102460	HTDC Industry Info Specialist	SRNA	13	T	A/B	50/50	41706/41706	1	79236

Department of Business, Economic Development and Tourism
Personnel Separations

Table 12

<u>Prog ID/Org</u>	<u>Separation Date</u>	<u>Position Number</u>	<u>Position Title</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>
BED143TE	2/12/11	116617	MEP Program Assistant	SRNA	03	T	N	1	50004	1	50004
BED144PL	12/31/10	101867	Director, Office Of Planning	SRNA	93	P	A	1	92905	1	92904
BED144PL	6/1/11	102015	Planning & Policy Analyst, OP	SRNA	13	P	A	1	60024	1	57428.8
BED144PL	12/31/10	11280	Planning Program Manager	EM05	35	P	A	1	99720	1	99720
BED144PL	12/31/10	26355	Planning Program Administrator I	EM07	35	P	A	1	109932	1	109932
BED144PZ	7/1/11	102931	Planning & Policy Analyst, OP	SRNA	73	T	N	1	43805	1	89398.4
BED144PZ	10/1/11	30093	Planner V	SR24	13	P	N	1	51312	1	48744
BED146EL	2/19/11	102311	NELHA Executive Director	SRNA	93	T	B	1	134340	1	134340
BED146EL	12/1/11	102700	CEROS Contracts & Grants Administrator	SRNA	13	T	N	1	98496	1	98496
BED150KA	7/1/11	101059	HCDA Program Specialist V	SRNA	13	T	C	1	CIP funded	1	78984
BED150KA	4/1/11	107936	HCDA Project Director	SRNA	13	T	C	1	CIP funded	1	84576
BED150KA	7/1/11	107937	HCDA Asset Manager	SRNA	13	T	C	1	CIP funded	1	77064
BED151AT	7/1/10	101288	Executive Officer, ATDC	SRNA	93	T	B	0	0	1	99624
BED151AT	7/1/10	102707	ATDC Dev Dir/Spec Assistant	SRNA	73	T	B	0	0	1	91116
BED151AT	7/1/10	117411	ATDC Project Manager	SRNA	13	T	B	0	0	1	83244
BED151AT	7/1/10	117412	ATDC Project Manager	SRNA	13	T	B	0	0	1	78792
BED151AT	7/1/10	119261	ATDC HMG Senior Project Manager	SRNA	73	T	X	0	0	1	93600
BED151AT	7/1/10	119298	ATDC HMG Chief Administrative Officer	SRNA	13	T	X	0	0	1	80004
BED151AT	7/1/10	119304	ATDC HMG Project Manager	SRNA	13	T	X	0	0	1	70080
BED151AT	7/1/10	119469	ATDC HMG Secretary	SRNA	03	T	X	0	0	1	48996
BED160HA	7/1/11	107931	Property Management Coord I	SRNA	13	T	W	1	55500	1	55500
BED160HA	10/16/10	42099	Personnel Management Specialist V	SR24	73	P	W	1	51312	1	51312
BED160HD	7/1/10	101324	Property Management Coord I	SRNA	13	T	W	1	78984	1	78984
BED160HF	3/30/11	27568	Office Assistant III	SR08	03	P	W	1	27756	1	27756

Department of Business, Economic Development and Tourism
New Hires

Table 13

<u>Prog ID/Org</u>	<u>New Hire Effective Date</u>	<u>Position Number</u>	<u>Position Title</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>
BED113TO	5/23/11	107904	HTA Financial & Contract Coordinator	SRNA	13	T	B	1	99924	1	92499.96
BED113TO	6/27/11	117281	HTA Strategic Planner	SRNA	13	T	B	1	81120	1	73500
BED113TO	6/1/11	118356	HTA Administrative Assistant	SRNA	13	T	B	1	36192	1	45000
BED120SI	10/3/11	119411	ARRA Wind Energy Specialist	SRNA	13	T	B/V	0.17/0.83	10816/53884	1	61680
BED120SI	10/17/11	119412	ARRA Energy Data Analyst	SRNA	13	T	B/V	0.17/0.83	9164/37768	1	60000
BED120SI	1/18/11	119414	ARRA Energy Planning Analyst	SRNA	13	T	B/V	0.17/0.83	12495/62250	1	75000
BED120SI	11/1/11	119415	ARRA Energy Planning Analyst	SRNA	13	T	B/V	0.17/0.83	10830/53953	0.5	60000
BED120SI	11/1/10	119526	ARRA Energy Efficiency Specialist	SRNA	13	T	B/V	0/1	0/78000	1	78000
BED142AA	12/6/10	100120	Director, DBEDT	SRNA	00	P	A	1	133536	1	103512
BED142AA	5/5/11	120107	Secretary II	SR14	63	P	A	1	42684	1	32424
BED143TE	9/12/11	101971	HTDC Secretary	SRNA	03	P	A/B	50/50	30126/30126	1	29124
BED143TE	9/19/11	116614	MEP Project Manager	SRNA	13	T	N	1	76836	0.5	44004
BED143TE	7/19/10	116616	MEP Project Manager	SRNA	13	T	N	1	75000	1	75000
BED144PL	2/28/11	101867	Director, Office Of Planning	SRNA	93	P	A	1	92905	1	92646
BED144PL	9/12/11	26624	Planner V	SR24	13	P	N	1	55500	1	48744
BED150KA	9/1/11	101059	HCDA Program Specialist V	SRNA	13	T	C	1	CIP funded	1	61752
BED150KA	5/9/11	101074	HCDA Program Specialist IV	SRNA	13	T	C	1	CIP funded	1	58440
BED150KA	6/21/11	102051	HCDA Program Specialist V	SRNA	13	T	C	1	CIP funded	1	65004
BED160HA	1/3/11	102044	Project Resource Specialist	SRNA	73	P	W	1	55008	1	60024
BED160HA	3/14/11	107935	Property Management Coordinator I	SRNA	13	T	W	1	38976	1	70224
BED160HA	9/1/11	118401	HHFDC Asset Manager	SRNA	13	T	W	1	85428	1	82140

Department of Business, Economic Development and Tourism
RIF Related Grievances

Table 14

<u>Prog ID/Org</u>	<u>Position Number</u>	<u>Position Title</u>	<u>SR Level</u>	<u>BU</u>	<u>T/P</u>	<u>MOF</u>	<u>FTE</u>	<u>RIF Date</u>	<u>Grievance Date</u>	<u>Current Status</u>
BED105FI former Pgm ID	118991 former Pos No.	Film Industry Development Specialist IV former position title	SR22 former SR	13 former BU	P	A	1	11/21/09	11/30/09	Pending
BED105FI former Pgm ID	119293 former Pos No.	Professional Worker III former position title	SR20 former SR	13 former BU	P	A	1	11/21/09	9/28/09	Pending
BED113TO current Pgm ID	111614 current Pos No.	Economist VI current position title	SR26 current SR	13 current BU	P	B	1	12/16/09	11/25/09	*
BED120SI current Pgm ID	44791 current Pos No.	Economic Development Specialist V current position title	SR24 current SR	13 current BU	P	A	1	12/16/09	9/28/09	*
BED130FA current Pgm ID	10066 current Pos No.	Information Specialist III current position title	SR20 current SR	13 current BU	P	A	1	12/1/09	7/6/09	*
BED130FA current Pgm ID	17805 current Pos No.	Office Assistant III current position title	SR08 current SR	03 current BU	P	A	1	12/16/09	1/22/10	Pending
BED160HA current Pgm ID	31527 current Pos No.	Office Assistant II current position title	SR06 current SR	03 current BU	P	W	1	12/16/09	1/22/10	**
* Approved reorganization moves toward resolution of grievance.										
** Settlement offer is pending Union review and approval.										

Department of Business, Economic Development and Tourism
Expenditures Exceeding Appropriation Ceilings

Table 15

<u>Prog ID</u>	<u>MOF</u>	<u>Date of Increase</u>	<u>Appropriation Ceiling</u>	<u>Amount Exceeding Appropriation</u>	<u>Increase Percent</u>	<u>Reason for Exceeding Ceiling</u>	<u>Recurring (Y/N)</u>	<u>GF Impact (Y/N)</u>
<u>FY 2012</u>								
BED 100	N	10/1/2011	148,718.00	485,719.00	327%	Notification of award was received after close of 2011 session	N	N
BED144	N	4/23/2011	2,692,310.00	100,000.00	4%	Notification of award was received on 2/24/11. Start date of 10/1/11.	N	N
BED 146	N	9/12/2011	9,926,408.00	600,000.00	6%	Notification of funding availability was received after close of 2011 session - NREL Grant	N	N
BED 146	N	12/9/2011	9,926,408.00	3,000,000.00	30%	Notification of funding availability was received after close of 2011 session - EDA Grant	N	N
BED 160	N	6/2/2011	-	56,953.00	100%	Funding announcement and eligibility criteria for EHLP were not released until 5/13/11.	N	N
BED 160	N	7/11/2011	-	144,209.00	100%	Congressional funding for NFMC Round 5 was not approved until 4/15/11	N	N
BED 160	N	11/24/2010	-	5,000,000.00	100%	Funding announcement and eligibility criteria for NSP Round 3 were not released until 10/19/10.	N	N

Department of Business, Economic Development and Tourism
Federal Grants

Table 16

<u>Prog ID</u>	<u>CFDA No.</u>	<u>Award Description</u>	<u>Awarding Federal Agency</u>	<u>Anticipated or Actual Date of Award</u>	<u>Anticipated or Actual Award Amount</u>	<u>State Fiscal Year</u>	<u>State Matching Requirement or Other Commitment (Describe)</u>	<u>Anticipated Reduction or Discontinuance (Y/N)</u>	<u>Comments</u>
BED107	11.300	Import-Export Small Business Incubator	Economic Development Administration	4/14/010	\$3,000,000	2011	In-kind \$1,000,000	N	
BED120	66.708	Hawaii Green Intern Development and Pollution Prevention Project	Environmental Protection Agency	10/1/2010	\$74,000	FY10-11	50% In-Kind or Cash Match	N	
BED120	43.AAA	Developing an Infrastructure-Based Model for a Sustainable Human Settlement Beyond Low-Earth Orbit	National Aeronautics and Space Administration	8/9/2010	\$100,000	FY10-12	No In-kind Match	N	
BED120	81.041	State Energy Program (SEP) 2010 Formula Grant	USDOE - NETL	7/1/2010	\$172,829	FY10-11	20% In-kind or Cash Match	N	
BED120	81.086	Clean Cities Community Readiness & Planning for EVs and Charging Infrastructure	USDOE - NETL	9/28/2011	\$78,000	FY11-12	39% In-kind Personnel Match	N	

Department of Business, Economic Development and Tourism
Federal Grants

Table 16

<u>Prog ID</u>	<u>CFDA No.</u>	<u>Award Description</u>	<u>Awarding Federal Agency</u>	<u>Anticipated or Actual Date of Award</u>	<u>Anticipated or Actual Award Amount</u>	<u>State Fiscal Year</u>	<u>State Matching Requirement or Other Commitment (Describe)</u>	<u>Anticipated Reduction or Discontinuance (Y/N)</u>	<u>Comments</u>
BED120	81.117	SunShot Initiative - Reducing Market Barriers and Non-Hardware Balance of Systems Costs	USDOE - EERE	9/1/2011	\$750,000	FY11-14	23% In-kind Personnel Match	N	
BED120	10.868	Energy Audits and Renewable Energy Development Assistance	USDA -Rural Development	11/10/2011	\$100,000	FY11-13	25% In-kind Personnel Match	N	
BED120	81.135	Conferences, Outreach, and Networking for New Energy Communities and Technologies	USDOE - ARPA-E	10/20/2011	\$6,357	FY11	Not Applicable	N	
BED120	81.041	State Energy Program (SEP) 2011 Formula Grant	USDOE - NETL	7/1/2011	\$283,000	FY11-12	20% In-kind or Cash Match	N	
BED143	11.611	Manufacturing Extension Partnership (MEP)	National Institute of Standards and Technology	7/1/2011	\$ 437,066.00	FY12	The State and/or partners must contribute \$2 of cash and/or in-kind match for each federal dollar spent	N	

Department of Business, Economic Development and Tourism
Federal Grants

Table 16

<u>Prog ID</u>	<u>CFDA No.</u>	<u>Award Description</u>	<u>Awarding Federal Agency</u>	<u>Anticipated or Actual Date of Award</u>	<u>Anticipated or Actual Award Amount</u>	<u>State Fiscal Year</u>	<u>State Matching Requirement or Other Commitment (Describe)</u>	<u>Anticipated Reduction or Discontinuance (Y/N)</u>	<u>Comments</u>
BED143	12.800	Hawaii Center for Advanced Transportation Technologies (HCATT) National Demonstration Center for Alternative Fuel Vehicles at Joint Base Pearl Harbor-Hickam	United States Air Force	9/23/2011	\$ 6,000,000.00	FY12 - FY14	None	N	This award is from federal fiscal year 2010-11 funding. The Air Force was late in executing the cooperative agreement
BED143	11.611	Manufacturing Extension Partnership (MEP)	National Institute of Standards and Technology	7/1/2012	\$ 437,066.00	FY13	The State and/or partners must contribute \$2 of cash and/or in-kind match for each federal dollar spent	Y	Funding for the current 5 year award period ends. HTDC will need to apply for the next 5 year grant. If not approve, the program will be phased out or transferred to the next entity receiving the award.

Department of Business, Economic Development and Tourism
Federal Grants

Table 16

<u>Prog ID</u>	<u>CFDA No.</u>	<u>Award Description</u>	<u>Awarding Federal Agency</u>	<u>Anticipated or Actual Date of Award</u>	<u>Anticipated or Actual Award Amount</u>	<u>State Fiscal Year</u>	<u>State Matching Requirement or Other Commitment (Describe)</u>	<u>Anticipated Reduction or Discontinuance (Y/N)</u>	<u>Comments</u>
BED143	12.800	Hawaii Center for Advanced Transportation Technologies (HCATT) National Demonstration Center for Alternative Fuel Vehicles at Joint Base Pearl Harbor-Hickam	United States Air Force	9/1/2012	\$ 6,000,000.00	FY13 - FY15	None	N	This award is from federal fiscal year 2011-12 funding. The Air Force is anticipated to execute the cooperative agreement late in the federal fiscal year.
BED144	11.473	Subregional Ocean Partnership	Dept. of Commerce NOAA-NOS-CSC	Jan/Feb. 2012	\$250,000	FY12	None	Y	18 mon. grant.
BED144	11.419	CZM Project of Special Merit: Climate Change Risk & Vulnerability Study	Dept. of Commerce NOAA	Mar. 2012	\$200,000	FY12-13	None	Y	This funding opportunity is available only once every five years.
BED144	11.419	CZM Admin. Award	Dept. of Commerce NOAA	July 2012	\$1.9 mill.est.	FY12-13	One to One	N	Annual CZM Administration Grant
	11.307	CEDS Implementation	Dept. of Commerce, EDA	Oct. 2012	\$150,000	FY12-13	One to One Svcs. In Kind	Y	18 mon. grant.
BED 145		State Small Business Credit Initiative	Treasury	5/27/2011	\$ 13,168,350.00	FY2012 - FY2017	HSDC operating costs	N	

Department of Business, Economic Development and Tourism
Federal Grants

Table 16

<u>Prog ID</u>	<u>CFDA No.</u>	<u>Award Description</u>	<u>Awarding Federal Agency</u>	<u>Anticipated or Actual Date of Award</u>	<u>Anticipated or Actual Award Amount</u>	<u>State Fiscal Year</u>	<u>State Matching Requirement or Other Commitment (Describe)</u>	<u>Anticipated Reduction or Discontinuance (Y/N)</u>	<u>Comments</u>
BED160	14-239	HOME Investment Partnerships Program	US Dept of Housing & Urban Development	7/15/2011	\$ 3,000,000.00	FY2012	25% matching is passed on to Counties receiving Grant monies	N	
BED160	14-239	HOME Investment Partnerships Program	US Dept of Housing & Urban Development	7/15/2012	\$ 3,000,000.00	FY2013	25% matching is passed on to Counties receiving Grant monies	N	
BED160	21.000 PL112-1095x1350	National Foreclosure Mitigation Counseling Round 5	NeighborWorks	10/26/2011	\$ 144,208.50	FY2012-13	20% matching passed to subgrantees	Y	Competitive grant
BED160	14.323	Emergency Homeowners' Loan Program	NeighborWorks	7/29/2011	\$ 56,952.72	FY2012-13	n/a	Y	Competitive grant

Department of Business, Economic Development and Tourism
 Intradepartmental Transfer of Funds

Table 17

<u>Anticipated or Actual Date of Transfer</u>	<u>MOF</u>	<u>Amount of Transfer</u>	<u>From Prog ID</u>	<u>Percent of Imparting Program ID Appropriation</u>	<u>To Prog ID</u>	<u>Percent of Receiving Program ID Appropriation</u>	<u>Reason for Transfer</u>	<u>Recurring (Y/N)</u>
		NONE.						

Department of Business, Economic Development and Tourism
Interdepartmental Transfer of Funds

Table 18

<u>Anticipated or Actual Date of Transfer</u>	<u>MOF</u>	<u>Amount of Transfer</u>	<u>From Prog ID</u>	<u>Percent of Imparting Program ID Appropriation</u>	<u>To Prog ID</u>	<u>Percent of Receiving Program ID Appropriation</u>	<u>Transfer Category LS/PR/O</u>	<u>Reason for Transfer (O - Other)</u>	<u>Recurring (Y/N)</u>
11/23/2011	A	\$ 22,605.00	BED 100	2%	BUF 741	0.02569%	LS		N
11/23/2011	A	\$ 11,778.00	BED 103	2%	BUF 741	0.01338%	LS		N
11/23/2011	A	\$ 18,462.00	BED 105	2%	BUF 741	0.02098%	LS		N
11/23/2011	A	\$ 7,656.00	BED 120	3%	BUF 741	0.00870%	LS		N
11/23/2011	A	\$ 2,703.00	BED 128	3%	BUF 741	0.00307%	LS		N
11/23/2011	A	\$ 27,617.00	BED 130	3%	BUF 741	0.03138%	LS		N
11/23/2011	A	\$ 48,240.00	BED 142	3%	BUF 741	0.05482%	LS		N
11/23/2011	A	\$ 11,954.00	BED 143	1%	BUF 741	0.01358%	LS		N
11/23/2011	A	\$ 31,454.00	BED 144	3%	BUF 741	0.03574%	LS		N
* % based on the \$88,000,000 statewide transfer amount pursuant to Section 96 of Act 164, SLH 2011									

Department of Business, Economic Development and Tourism
Active Contracts

Table 19

Prog ID	MOF	Amount	Frequency (M/A/O)	Max Value	Outstanding Balance	Date Executed	Term of Contract		Organization	Category G/S/E/L	Description	Explanation of How Contract is Monitored	POS Y/N
							From	To					
BED100	A	-	O	20,000.00		3/13/2009	3/13/09	8/31/09	University of Hawaii Center for Chinese Studies	S	Services relating to the Hawaii China Education Exchange Consortium Initiative.	Delivery of services	Y
BED100	T	20,000.00	O	40,000.00	20,000.00	6/22/2011	6/22/11	6/21/12	Hawaii Nature Center Inc.	S	Grant to provide experiential learning opportunities for Leeward Coast students K-12	Progress reports	Y
BED100	T	37,000.00	O	77,000.00	40,000.00	6/21/2011	6/21/11	6/20/12	Kupu/Hawaii Youth Conservation Corp	S	Grant to help with the restoration of the Waianae Mountain Watershed and create service learning opportunities for Leeward Coast youth to earn college credits	Progress reports	Y
BED100	T	30,000.00	O	60,000.00	30,000.00	6/30/2011	6/30/11	6/29/12	Alternative Structures International	S	Grant to improve their operational infrastructure by installing state-of-the-art solar voltaic system which will allow organization to direct more funds to client services	Progress reports	Y
BED100	T	35,000.00	O	69,000.00	34,000.00	6/21/2011	6/21/11	6/20/12	SeaHawaii Foundation	S	Grant to produce, in conjunction with Searider Productions, 3-4 minute video segments and website to document goals, progress & results of each project funded by SEP grants	Progress reports	Y
BED100	T	35,000.00	O	69,000.00	34,000.00	6/21/2011	6/21/11	6/20/12	Malama Learning Center	S	Grant to support two pilot programs which will mentor 30 Leeward Coast students, introduce them to green career paths, provide volunteer opportunities and create partnerships with local landowners	Progress reports	Y
BED100	T	15,000.00	O	20,000.00	5,000.00	6/21/2011	6/21/11	6/20/12	Oahu Society for the Prevention of Cruelty to Animals	S	Grant to help construct spay and neuter clinic for residents of the Leeward Coast	Progress reports	Y
BED100	T	25,000.00	O	42,000.00	17,000.00	6/21/2011	6/21/11	6/20/12	Blue Planet Foundation	S	Grant to implement a CFL exchange program on the Leeward Coast	Progress reports	Y
BED100	T	17,000.00	O	23,000.00	6,000.00	6/21/2011	6/21/11	6/20/12	Ka'ala Farm Inc.	S	Grant to erect a hog wire fence around the Nanakuli Valley Cultural & Botanical Garden to help mitigate damage to archeological sites and killing on new native plantings by feral pigs	Progress reports	Y
BED100	T	25,000.00	O	37,000.00	12,000.00	6/21/2011	6/21/11	6/20/12	Papahana Kuaola	S	Grant to conservation education from a scientific & Hawaiian cultural & historic perspective to teachers and students from Nanakuli schools	Progress reports	Y
BED100	T	-	O	90,000.00	90,000.00	9/7/2011	9/7/11	9/6/12	Nanakuli Elementary School PTA	S	Grant to paint five portable classrooms and the cafeteria roofs with cool white paint to reduce the heat in these buildings	Progress reports	Y

Department of Business, Economic Development and Tourism
Active Contracts

Table 19

Prog ID	MOF	Amount	Frequency (M/A/O)	Max Value	Outstanding Balance	Date Executed	Term of Contract		Organization	Category G/S/E/L	Description	Explanation of How Contract is Monitored	POS Y/N
							From	To					
BED100	T	-	O	73,000.00	73,000.00	10/3/2011	10/3/11	10/2/12	Nani 'O Waianae	G	Grant to organize community watch groups to regularly patrol "hot spots" where illegal dumping occurs	Progress reports	Y
BED 103	A		Variable ¹	15,000.00		2/22/2011	3/1/11	3/1/12	RSS.Ltd.	S	Provides audio-visual services for State Land Use Commission	By Executive Officer of the Commission	Y
1 Most of these costs are passed on to private sectors by Commission Rule.													
BED105	A	24,000.00	Other	24,000.00	5,912.15	3/23/2007	3/1/07	9/18/08	SSC Communication		This contract was for the development of ACDB's website.	The contract was monitored by staff.	Y
BED105	A	2,617.80	Bi-monthly & qtrly	2,617.80	732.97	4/8/2011	5/1/11	3/31/12	Able Pest Exterminators	S	Int/ext pest control performed quarterly; Rodent control (90 bait stations); performed bi-monthly	studio mgr manages the contract	Y
BED105	A	1,132.08	Monthly	1,132.08	283.02	3/29/2011	4/1/11	3/31/12	King's Disposal	S	Disposal of one 3 cu.yd. bin once per wk	studio mgr manages the contract	Y
BED105	A	13,751.80	Monthly	13,751.80	11,120.58	7/28/2011	7/28/11	7/27/12	Oahu Air Conditioning Service	S	Monthly maint. of air conditioning; systems (repairs not included)	studio mgr manages the contract	Y
BED105	A	628.27	Quarterly	628.27	157.06	4/8/2011	5/1/11	2/29/12	Oshiro Door Service	S	Quarterly maintenance of vehicular; access gate, 2 electronic gate operators; (repairs not included)	studio mgr manages the contract	Y
BED105	A	2,785.34	Monthly & Annual	2,785.34	1,790.58	12/7/2011	12/16/11	12/15/12	Precision Cleaning	S	Clean out gutters/downspouts, remove debris from roof at prod. bldg. Service performed monthly on an as needed basis (est. 7 months). Clean out gutters and downspouts at mill and wtr tank. Service performed annually.	studio mgr manages the contract	Y
BED105	A	9,424.08	Semi-annual	9,424.08	9,424.08	11/30/2011	12/1/11	11/30/12	Trees of Hawaii	S	Tree trimming-20 coconut palms 2x/yr, 20 royal poinciana 2x/yr, 12 monkey pod 1x/yr	studio mgr manages the contract	Y
BED105	G	9,500.00	Other	9,500.00	9,500.00	12/22/11	9/30/11	6/30/12	National Academy of Recording Arts & Sciences, Inc.	S	Conduct professional development conference/workshops (e.g. Grammy 101, Music Tech Hawaii) to increase business and export opportunities for Hawaii's music industry sectors, including education programs/integration with Grammy U national initiative.	Oversight by Arts and Culture Development Branch. Monitors deliverables, timeline, execution of program, follow up on impacts.	Y
BED107	B	124,401.12	A	373,203.00	46,016.16	3/13/2009	3/13/09	3/12/12	Star Protection Agency, LLC	S	Security Guard Service for Zone	Monthly as service is provided	Y

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BED107	B	14,910.00	A	44,703.00	13,673.98	9/14/2009	9/14/09	9/13/12	Empico - Jani-King	S	Janitorial Services	Monthly as service is provided	Y
BED107	B	24,472.08	A	72,441.00	24,472.08	10/15/2009	12/3/09	12/2/12	Oahu Air Conditioning Service, Inc.	S	AC Maintenance and Repair	Monthly as service is provided	Y
BED107	B	800.00	A	2,400.00	133.26	1/4/2010	1/4/10	1/3/12	Samurai Professional Services, LLC	S	Grounds Maintenance	Monthly as service is provided	Y
BED107	B	29,987.40	A	89,962.20	29,987.40	12/11/2009	12/24/09	12/24/12	Alliance Personnel, Inc	S	Temporary Labor Service	Monthly as service is provided	Y
BED107	B	6,902.00	A	27,608.00	6,319.65	10/5/2009	10/5/09	10/4/12	Rolloffs Hawaii	S	Refuse Collection and Removal	Monthly as service is provided	Y
BED107	B	11,700.00	A	31,100.00	11,475.00	3/1/2010	3/24/10	3/23/12	KONE, Inc.	S	Elevator Maintenance and Repair	Monthly as service is provided	Y
BED107	B	27,400.00	A	82,200.00	18,333.40	1/3/2011	1/3/11	1/2/13	M4 Services LLC	S	Fork-lift Maintenance and Repair	Monthly as service is provided	Y
BED107	B	30,579.90	A	91,739.70	20,386.54	6/15/2010	7/1/10	6/30/12	Hawaiian Telcom, Inc	S	Desktop and Network Maintenance	Monthly as service is provided	Y
BED113	B	182,000.00	M	208,000.00	26,000.00	12/19/07	12/19/07	03/06/09	Plog Research, Inc. dba TNS	S	2008 Mkt Eff Study; end: 3/06/09, BT-08-05	Progress reports, final report	N
BED113	B	30,000.00	O	40,000.00	10,000.00	02/19/08	02/19/08	05/30/08	Soccer United Marketing	S	2008 Pan-Pacific Championship, BT-08-46; END: 5/30/08	Progress reports, copies of advertising and promotional materials, final report	N
BED113	B	15,000.00	O	20,000.00	5,000.00	06/20/08	06/20/08	01/31/10	Premier Event Management, LLC	S	2009 Maui Marathon, BT-08-62; END: 1/31/10	Progress reports, copies of advertising and promotional materials, final report	N
BED113	B	19,000.00	O	20,000.00	1,000.00	11/28/08	11/28/08	12/01/11	Dept. of Land & Natural Resources, Div. of Forestry & Wildlife	S	Svc related to Invasive Pampas Grass Control on O'ahu project, L-09-08; REVISED END: 12/01/11(A1 - 10/08/10)	Progress reports, final financial and written reports	N

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BED113	B	321,750.00	O	506,300.00	184,550.00	03/09/09	03/09/09	06/29/13	D.K. Shifflet & Associates Ltd.	S	2009-2013 Services related to devel/conduct of Marketing Effectiveness Study, BT-09-25; REVISED END: 6/29/2013	Quarterly reports, final report	N
BED113	B	128,725.00	M	143,000.00	14,275.00	01/01/08	01/01/08	12/31/11	Digital Mediums	S	CY2008- 2011 Website hosting, support, enhancement services BT-08-25, REVISED END: 12/31/11 (S1-4)	Progress reports, monthly meetings with HTA, final report	N
BED113	B	18,000.00	O	21,000.00	3,000.00	2//17/10	2//17/10	03/01/11	Hale Ku`ai Cooperative	S	L-10-19, Maoli Art in Real Time project; end: 3/01/2011	Progress reports, final financial and written reports	N
BED113	B	1,381,622.43	M	1,496,666.00	115,043.57	07/01/07	07/01/07	12/31/11	Stryker Weiner & Yokota Public Relations, Inc.	S	BT-08-02, FY08-11 PR & Communications Svcs; REVISED end date: 12/31/11 (S14-S16)	Progress reports, final financial and written reports	N
BED113	B	820,000.00	O	1,145,000.00	325,000.00	06/25/08	06/25/08	03/01/13	ESPN Regional Television	S	2008-12 Sheraton Hawai'i Bowl/DH Classic Events, BT-08-66, END: 3/01/12	Progress reports, copies of advertising and promotional materials, final report	N
BED113	B	27,000.00	O	30,000.00	3,000.00	02/26/10	02/26/10	04/01/12	Community Work Day Program	S	BT-10-33, Svc related to Lā'ie Wetland Restoration Project; end date: 4/01/2012	Progress reports, final report	N
BED113	B	115,000.00	O	128,600.00	13,600.00	06/14/10	06/14/10	09/30/11	Conservation Council for Hawai'i	S	BT-10-64, Svc related to 2010-2011 Hawai'i Watchable Wildlife project, END: 9/30/11	Progress reports, final report	N
BED113	B	5,000.00	O	75,000.00	70,000.00	05/31/11	05/31/11	12/30/12	County of Kaua'i, OED	S	BT-10-23, Po'ipū Beach Study for Po'ipū Beach Park; REVISED end date: 12/30/12 (S1)	Progress reports, final report	N
BED113	B	27,000.00	O	30,000.00	3,000.00	03/29/10	03/29/10	12/01/12	Dept. of Land & Natural Resources, Div. of Forestry & Wildlife	S	BT-10-25, Conservation & education efforts in the Waimea district of Kaua'i, REVISED end date: 12/01/12, (S1, 10/27/11)	Progress reports, final report	N
BED113	B	25,000.00	O	30,000.00	5,000.00	02/23/10	02/23/10	02/01/12	Hawai'i Forest Industry Association	S	BT-10-30, Pana'ewa Discovery Forest, REVISED end date: 2/01/2012 (S1-3/22/11)	Progress reports, final report	N
BED113	B	56,000.00	O	60,000.00	4,000.00	02/03/10	02/03/10	02/01/13	Hui o Koolau-poko	S	BT-10-22, Ka'elepulu Storm Water Retrofit project; REVISED end date: 2/01/2013 (S1-3/15/11) (S2-10/24/11)	Progress reports, final report	N
BED113	B	36,000.00	O	40,000.00	4,000.00	04/08/10	04/08/10	04/01/11	Ke Aupuni Lōkahi, Inc.	S	BT-10-38, Ala Pala'au Project; end date: 4/01/2011	Progress reports, final report	N

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BED113	B	40,000.00	O	45,000.00	5,000.00	04/08/10	04/08/10	12/01/11	Moanalua Gardens Foundation, Inc.	S	BT-10-32, Kamananui Valley; REVISED end date: 12/01/2011 (S1-eff. 4/04/11; S2-eff 7/01/11)	Progress reports, final report	N
BED113	B	54,000.00	O	60,000.00	6,000.00	04/28/10	04/28/10	08/15/12	Nature Conservancy, The	S	BT-10-62, S1,S2 Restoring nearshore fisheries and coral reefs at Ka'upulehu, REVISED end: 8/15/12 (S2,4/28/11)	Progress reports, final report	N
BED113	B	26,000.00	O	30,000.00	4,000.00	04/13/10	04/13/10	11/15/12	University of Hawai'i, Office of Research Services	S	BT-10-37, Building Capacity through Education & Outreach Program; REVISED end date: 11/15/2012 (S1, 2/11/11) (S2, 10/27/11)	Progress reports, final report	N
BED113	B	7,746.86	O	15,000.00	7,253.14	03/25/11	03/25/11	06/30/11	IQ PR, Inc.	S	L-11-36, Public relations strategic counsel & communications plan; END: 6/30/2011	Timely performance of services, submission of hours worked	N
BED113	B	214,000.00	O	300,000.00	86,000.00	08/30/10	08/30/10	12/31/11	Alston Hunt Floyd & Ing	S	BT-11-03, S1, Exp scope of svc related to consult/assist in HTA's negotiation of contr for dest brndng svcs.; END: 12/31/11	Completion of tasks	N
BED113	B	52,460.80	M	58,952.96	6,492.16	04/01/11	04/01/11	03/31/12	Precision Network	S	BT-09-38, S1, 2009-2012 Maint & Tech support ; REVISED end date: 3/31/12	Progress reports, meetings with HTA, completion of tasks	N
BED113	B	95,000.00	M	100,000.00	5,000.00	08/05/10	08/05/10	07/31/11	Okudara & Associates, Inc.	S	BT-11-01, HTA Legislative package and strategy for 2011 Legislative Regular Session, END: 7/31/2011	Progress reports, final financial and written reports	N
BED113	B	63,866,180.25	M	64,378,848.40	512,668.15	2003	01/01/04	12/31/11	J Compass (Hawai'i Tourism Japan)	S	BT-04-24, CY 2011 Japan major market area, Airline Coop	Submission of an Annual Tourism Marketing Plan (ATMP), expenditure report, monthly progress reports	N
BED113	B	14,298,218.00	M	14,657,710.00	359,492.00	2003	01/01/04	12/31/11	AVIAREPS Marketing Garden (Holdings) Ltd.	S	BT-04-22, S27-S28, CY 2011 Other Asia Major Market Area, Airline Coop	Submission of an ATMP, expenditure report, monthly progress reports	N

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BED113	B	239,828,568.00	M	241,089,168.00	1,260,600.00	2003	01/01/04	12/31/11	Hawaii Visitors & Convention Bureau	S	BT-04-25, S36-S37, CY 2011 North America major market area - Airline Development Program	Submission of an ATMP, expenditure report, monthly progress reports	N
BED113	B	3,900,000.00	O	5,000,000.00	1,100,000.00	03/29/10	03/29/10	10/31/12	Japan Airlines International Co., Ltd.	S	BT-10-60, S1-4, Aloha Program (Waku Waku prog) & JALOALO program into FY13; end date: Oct 2012	Progress reports, final report	N
BED113	B	8,670,081.47	M	8,742,874.00	72,792.53	2003	01/01/04	12/31/11	Walshe Group, The	S	BT-04-23, CY 2011 Oceania/Other major market area	Submission of an Annual Tourism Marketing Plan (ATMP), expenditure report, monthly progress reports	N
BED113	B	475,000.00	O	500,000.00	25,000.00	02/25/11	02/25/11	03/31/12	Dept. of Transportation, Airports Division	S	BT-11-25, 2011 Airport greetings program; END: 3/31/2012	Progress reports, final financial and written reports	N
BED113	B	115,000.00	M	135,000.00	20,000.00	08/26/10	08/26/10	12/31/11	KMH LLP	S	BT-11-02, Svc related to development of operational/fiscal policies for HTA; REVISED END: 12/31/2011 (S2)	Progress reports, completion of tasks	N
BED113	B	64,300.00	M	69,950.00	5,650.00	01/21/10	01/21/10	05/31/11	OmniTrak Group, Inc.	S	BT-10-16, S1, Returning US Residents & Foreign Residents Customs Check Study; REVISED END: 5/31/2011	Timely completion of tasks and delivery of items	N
BED113	B	64,000.00	O	70,000.00	6,000.00	10/19/09	10/19/09	12/31/11	Hospitality Advisors, LLC	S	BT-10-07, Conduct 2011 Visitor Plant Inventory Survey; end: 12/31/2011	Timely completion of tasks and delivery of items, meetings as necessary and/or as requested by the HTA	N
BED113	B	283,695.72	M	293,663.84	9,968.12	08/25/09	08/25/09	12/31/11	Apperson Print Resources, Inc.	S	BT-10-02, S1, 2010-2011 svc for In-flight visitor questionnaires in six (6) languages, END: 12/31/2011	Timely completion of tasks and delivery of items	N

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BED113	B	-	M	153,088.94	153,088.94	03/03/11	03/03/11	03/31/14	FAQ Hawai'i, Inc.	S	BT-11-24, 2011 Custom Check Study; end date: 3/31/14	Timely completion of required tasks and reports	N
BED113	B	286,200.00	M	357,000.00	70,800.00	01/07/10	01/07/10	07/31/12	SMS Research & Mktg Services, Inc.	S	BT-10-18, S1, 2011 Domestic & International Visitor Satisfaction & Activity Survey; END: 7/31/2012	Timely completion of required tasks and reports	N
BED113	B	163,949.00	M	176,406.00	12,457.00	10/19/09	10/19/09	04/30/12	OmniTrak Group Inc.	S	BT-10-08, Conduct Cruise Visitors' Basic Characteristics & Expenditure Survey; end: 4/30/2012	Timely completion of tasks and delivery of items	N
BED113	B	193,286.00	M	929,600.00	736,314.00	06/14/11	06/14/11	06/30/14	OmniTrak Group, Inc.	S	BT-11-44, Departure Visitor Characteristics and Expenditure Survey 2011-2013; END: 6/30/14	Weekly progress reports and meetings with HTA and as requested, submission of a monthly interview schedule and updated Documentation Manual	N
BED113	B	141,715.56	M	933,006.51	791,290.95	05/25/11	05/25/11	06/30/15	SMS Research & Marketing Services, Inc.	S	BT-11-43, Statewide Domestic In-flight Visitors' Basic Characteristics Survey 2011-2014; END: 6/30/15	Submission of timelines and schedules, timely completion of tasks	N
BED113	B	11,975.00	M	19,160.00	7,185.00	05/06/11	05/06/11	01/31/12	OmniTrak Group, Inc.	S	L-11-61, Survey of Intl Travelers for Office of Travel & Tourism Industries (OTTI); end: 1/31/12	Timely completion of tasks and delivery of items	N
BED113	B	65,445.00	M	209,424.00	143,979.00	05/20/11	05/20/11	06/30/12	Number Eight, LLC	S	BT-11-47, Social media research; END: 6/30/12	Executive Summary Report, final financial and written reports, progress reports as requested by HTA	N

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BED113	B	-	O	70,000.00	70,000.00	05/31/11	05/31/11	12/31/12	Prognoz	S	BT-11-48, Online Analytical Processing Model for DBEDT's existing data warehouse; END: 12/31/12	Timely completion of project phases, progress reports	N
BED113	B	17,275.60	O	34,076.44	16,800.84	05/13/11	05/13/11	06/30/12	SinoTech Group (China) Limited	S	L-11-64, Social media to analyze Hawai'i brand in China, Japan, and Korea; END: 6/30/12	Monthly progress report, final report	N
BED113	B	24,500.00	O	49,000.00	24,500.00	06/27/11	06/27/11	06/30/12	University of Hawai'i, ORS	S	L-11-75, Online analytical processing module (OLAPM) for HTA; END: 6/30/12	Timely completion of project phases, progress reports	N
BED113	B	-	M	40,500.00	40,500.00	06/27/11	06/27/11	06/30/12	OmniTrak Group, Inc.	S	L-11-76, Provide SPSS Version 15 programming svc; END: 6/30/12	Timely completion of tasks, progress reports and meetings as requested by HTA	N
BED113	B	100,000.00	O	180,000.00	80,000.00	01/01/10	01/01/10	04/15/13	Maui County Visitors Association dba Maui Visitors Bureau	S	BT-10-10, CY 2010-2012 services to victims in need - Maui, end: 4/15/2013	Progress reports, final report	N
BED113	B	113,000.00	O	193,000.00	80,000.00	01/05/10	01/05/10	04/15/13	Visitor Aloha Society of Kaua'i, Inc.	S	BT-10-13, CY 2010-2012 services to victims in need - Kaua'i; end: 4/15//2013	Progress reports, final report	N
BED113	B	243,000.00	O	388,000.00	145,000.00	01/01/10	01/01/10	04/15/13	VASH Hawai'i Island (formerly VASH West Hawai'i)	S	BT-10-11, CY 2010-2012 services to victims in need Hilo-Kona, end: 4/15/2013	Progress reports, final report	N
BED113	B	479,000.00	O	739,000.00	260,000.00	01/07/10	01/07/10	04/15/13	Visitor Aloha Society of Hawaii	S	BT-10-12, CY 2010-2012 services to victims in need - O'ahu, end: 4/15/2013	Progress reports, final report	N
BED113	B	2,000.00	O	3,000.00	1,000.00	06/24/11	06/24/11	02/15/12	Casinas, Evangeline G.	S	L-11-70, Development of TIM Program Standards project; END: 2/15/12	Progress reports, final report	N
BED113	B	2,000.00	O	3,000.00	1,000.00	06/24/11	06/24/11	02/15/12	Tashiro, Wendell Sunao	S	L-11-71, Development of Hotel Operations Program Standards project; END: 2/15/12	Progress reports, final report	N
BED113	B	5,000.00	O	10,000.00	5,000.00	06/24/11	06/24/11	02/15/13	Center for Citizen Education	S	L-11-72, Development of Program Assessments and Dual Credit Articulated Prog of Study Agreementnt proj; END: 2/15/13	Progress reports, final report	N

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BED113	B	33,000.00	O	50,000.00	17,000.00	12/03/10	12/03/10	10/01/11	Department of Education	S	BT-11-05, Svc related to support of AOHT programs @ 3 Hawai'i high schools and imple/cond of similar hospitality edu prog; END 10/01/11	Progress reports, final report	N
BED113	B	27,000.00	O	69,000.00	42,000.00	06/29/11	06/29/11	03/01/13	Department of Education	S	BT-11-50, Develop a TIM program/Hospitality program at high school level; END: 3/01/13	Progress reports, final report	N
BED113	B	1,100,000.00	M	1,250,000.00	150,000.00	09/23/09	09/23/09	08/01/13	City & County of Honolulu	S	BT-10-05, 2010-2012 County PEP for C&C of Honolulu; End: 8/01/13	Progress reports, final report	N
BED113	B	1,100,000.00	M	1,250,000.00	150,000.00	09/10/09	09/10/09	08/01/13	County of Hawai'i	S	BT-10-03, 2010-2012 Hawai'i County PEP; End: 8/01/13	Progress reports, final report	N
BED113	B	925,000.00	M	1,250,000.00	325,000.00	09/16/09	09/16/09	09/01/13	County of Kauai	S	BT-10-04, 2010-2012 Kauai County PEP; End: 8/01/13	Progress reports, final report	N
BED113	B	850,000.00	M	1,250,000.00	400,000.00	08/19/09	08/19/09	08/01/13	County of Maui	S	BT-10-06, 2010-2012 Maui County PEP; End: 8/01/13	Progress reports, final report	N
BED113	B	180,000.00	O	200,000.00	20,000.00	12/14/10	12/14/10	04/01/12	Waikiki Improvement Association	S	BT-11-08, Revitalization of Waikiki Program; end date: 4/01/2012	Progress reports, final report	N
BED113	B	120,500.00	O	190,500.00	70,000.00	03/18/10	03/18/10	02/15/13	Kona Coffee Cultural Festival	S	BT-10-56, 2010-2012 Kona Coffee Festival; end: 2/15/2013	Progress reports, final report	N
BED113	B	258,000.00	O	414,000.00	156,000.00	02/23/10	02/23/10	07/01/12	Honolulu Festival Foundation	S	BT-10-19, 2010-2012 Honolulu Festival; end date: 7/01/2012	Progress reports, final report	N
BED113	B	171,000.00	O	570,000.00	399,000.00	02/01/11	02/01/11	03/31/14	Bright Light Marketing Group, Inc.	S	BT-11-12, CY 2011-2013 Post-Arrival Promotional Campaign for Hawai'i's Festivals & Events; end: 3/31/2014	Progress reports, final report	N
BED113	B	30,000.00	O	69,000.00	39,000.00	05/03/11	05/03/11	07/29/11	Pacific Network, LLC	S	BT-11-39, Production of 20 videos to promote/mkt Hawai'i's artists & the Heritage Sites of Hawai'i; REVISED END: 7/29/11 (S1)	Timely completion and delivery of videos, progress reports, final financial and written reports	N
BED113	B	60,000.00	O	70,000.00	10,000.00	05/05/11	05/05/11	02/15/12	Hawai'i International Film Festival	S	BT-11-38, 2011 Hawai'i International Film Festival; end date: 2/15/2012	Progress reports, final financial and written reports	N
BED113	B	-	O	49,890.00	49,890.00	06/29/11	06/29/11	11/01/12	University of Hawai'i, ORS	S	L-11-77, Benchmark Analysis & Outreach proj related to climate change study and report; END: 11/01/12	Progress reports, final financial and written reports	N

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							From	To					
BED113	B	-	O	700,000.00	700,000.00	06/09/11	06/09/11	03/31/14	Department of Land & Natural Resources	S	BT-11-41, Mānoa Falls & Diamond Head State Monument Linear Park improvements; REVISED end: 3/31/14 (S1)	Progress reports, final financial and written reports	N
BED113	B	9,000.00	O	10,000.00	1,000.00	01/31/11	01/31/11	03/31/12	Tri-Isle Resource Conservation & Development Council, Inc.	S	L-11-23, Svc related to devel/imple of the Preserve Hawai'i; end: 3/31/12	Progress reports, final financial and written reports	N
BED113	B	9,000.00	O	10,000.00	1,000.00	01/28/11	01/28/11	03/31/12	Kā'anapali Operations Association, Inc.	S	L-11-26, Svc related to the Assessment of Shoreline Needs and Management Alternatives; end: 3/31/12	Progress reports, final financial and written reports	N
BED113	B	10,000.00	O	12,000.00	2,000.00	01/28/11	01/28/11	03/31/12	Friends of D.T. Fleming Arboretum at Pu'u Mahoe, Inc.	S	L-11-12, Pahana Hoola-Seed of Hope project; end: 3/31/12	Progress reports, final financial and written reports	N
BED113	B	9,000.00	O	10,000.00	1,000.00	01/28/11	01/28/11	03/31/12	Pacific Whale Foundation	S	L-11-17, Onsite Coral Reef Naturalist prog; end: 3/31/12	Progress reports, final financial and written reports	N
BED113	B	6,750.00	O	7,500.00	750.00	01/28/11	01/28/11	03/31/12	Save Honolua Coalition	S	L-11-21, Project Port-a-Potty (Mālama Honolua) Program; end: 3/31/12	Progress reports, final financial and written reports	N
BED113	B	18,000.00	O	20,000.00	2,000.00	01/31/11	01/31/11	03/31/12	Tri-Isle Resource Conservation & Development Council, Inc.	S	L-11-22, Saving Auwahi Forest: Volunteerism & Voluntourism on Leeward Haleakalā; end: 3/31/12	Progress reports, final financial and written reports	N
BED113	B	45,000.00	O	50,000.00	5,000.00	03/15/11	03/15/11	03/31/12	National Tropical Botanical Garden	S	BT-11-20, Kahanu Garden Comfort Stations; end date: 3/31/12	Progress reports, final financial and written reports	N
BED113	B	-	O	6,000.00	6,000.00	01/31/11	01/31/11	03/31/12	Po'ipū Beach Foundation, Inc.	S	L-11-19, Kōloa Heritage Trail 2010 Program; end: 3/31/12	Progress reports, final financial and written reports	N
BED113	B	48,000.00	O	54,000.00	6,000.00	02/25/11	02/25/11	04/30/12	Hui o Laka	S	BT-11-17, Kōkua Kōke'e - Partnering to Protect our Parks plan; end: 4/30/12	Progress reports, final financial and written reports	N
BED113	B	22,500.00	O	25,000.00	2,500.00	03/03/11	03/03/11	03/31/12	Garden Island Resource Conservation & Development, Inc.	S	BT-11-14, Kōke'e Resource Conservation Program Trails-Native Diversity; end date: 3/31/12	Progress reports, final financial and written reports	N
BED113	B	45,000.00	O	50,000.00	5,000.00	03/03/11	03/03/11	03/31/12	Garden Island Resource Conservation & Development, Inc.	S	BT-11-15, Makauwahi Cave Conservation, Ecotourism & Edu Initiatives; end date: 3/31/12	Progress reports, final financial and written reports	N

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							From	To					
BED113	B	8,500.00	O	9,500.00	1,000.00	01/28/11	01/28/11	03/31/12	Vacationland Hawai'i Community Association, Inc.	S	L-11-24, Svc related to the Marine Resources Protection Program; end: 3/31/12	Progress reports, final financial and written reports	N
BED113	B	4,500.00	O	5,000.00	500.00	01/31/11	01/31/11	03/31/12	E Mau Na Ala Hele	S	L-11-11, Enhancements of the Puna Trail project; end: 3/31/12	Progress reports, final financial and written reports	N
BED113	B	18,000.00	O	20,000.00	2,000.00	01/31/11	01/31/11	03/31/12	Mālama Kai Foundation	S	L-11-15, Day-Use Mooring User Edu/Outreach project; end date: 3/31/12	Progress reports, final financial and written reports	N
BED113	B	11,000.00	O	20,000.00	9,000.00	01/13/11	01/13/11	07/31/12	Volcano Art Center	S	L-11-25, Volcano Native Rain Forest Restoration & Education Project; end:7/31/12	Progress reports, final financial and written reports	N
BED113	B	19,500.00	O	22,000.00	2,500.00	01/31/11	01/31/11	03/31/12	Hui Aloha Kīholo	S	L-11-28, Kīholo State Part Nativbe Plant Enclosures project; end: 3/31/12	Progress reports, final financial and written reports	N
BED113	B	22,500.00	O	25,000.00	2,500.00	03/03/11	03/03/11	03/31/12	Basic Image, Inc.	S	BT-11-22, Pakalove "ewalu: Plant Native! Project; end: 3/31/12	Progress reports, final financial and written reports	N
BED113	B	27,000.00	O	30,000.00	3,000.00	03/15/11	03/15/11	03/31/12	Kohala Center, Inc.	S	BT-11-18, The Kahalu'u Bay Project; end date: 3/31/12	Progress reports, final financial and written reports	N
BED113	B	9,000.00	O	10,000.00	1,000.00	01/31/11	01/31/11	03/31/12	Ka'ala Farm, Inc.	S	L-11-14, Ka'ala Kipuka project; end: 3/31/12	Progress reports, final financial and written reports	N
BED113	B	18,000.00	O	20,000.00	2,000.00	01/31/11	01/31/11	03/31/12	Mālama Pūpūkea Waimea	S	L-11-16, Pūpūkea-Waimea Marine Life Conservation District Signage Outreach, Education & Interpretation; end: 3/31/12	Progress reports, final financial and written reports	N
BED113	B	13,500.00	O	15,000.00	1,500.00	01/31/11	01/31/11	03/31/12	Papahana Kuaola	S	L-11-18, The Educational Garden at Waipao project; end: 3/31/12	Progress reports, final financial and written reports	N
BED113	B	9,500.00	O	15,000.00	5,500.00	01/28/11	01/28/11	01/15/12	Reef Check Hawai'i, Inc.	S	L-11-20, Website for Coral Reef Threats; end: 1/15/12	Progress reports, final financial and written reports	N
BED113	B	27,000.00	O	30,000.00	3,000.00	02/25/11	02/25/11	01/30/12	Hi'ipaka LLC	S	BT-11-16, Native Plant Nursry, Waimea Valley project; end: 1/30/12	Progress reports, final financial and written reports	N

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							From	To					
BED113	B	22,500.00	O	25,000.00	2,500.00	02/25/11	02/25/11	03/31/12	Mālama na Honu	S	BT-11-19, Mālama na Honu Education & Conservation Project #3; end date: 3/31/12	Progress reports, final financial and written reports	N
BED113	B	21,000.00	O	30,000.00	9,000.00	02/13/11	02/13/11	03/31/12	Moanalua Gardens Foundation, Inc.	S	BT-11-23, Kamananui Valley Improvements-Phase II; end date: 3/31/12	Progress reports, final financial and written reports	N
BED113	B	40,000.00	O	45,000.00	5,000.00	04/01/11	04/01/11	04/30/12	University of Hawai'i, Office of Research Services	S	BT-11-21, Reef Watch Waikiki (Phase II); end date: 4/30/12	Progress reports, final financial and written reports	N
BED113	B	18,000.00	O	20,000.00	2,000.00	01/31/11	01/31/11	03/31/12	Coral Reef Alliance, The	S	L-11-27, Promoting the Hawaiian Values of Lōkahi & Lāulima thru Marine Resource Conservation-Year 2; end: 3/31/12	Progress reports, final financial and written reports	N
BED113	B	11,700.00	O	13,000.00	1,300.00	04/01/11	04/01/11	06/01/12	Hāna Cultural Center	S	L-11-40, Sharing the Culture and History of East Maui project; END: 6/01/2012	Progress reports, final financial and written reports	N
BED113	B	18,000.00	O	20,000.00	2,000.00	04/08/11	04/08/11	05/01/12	Kīpahulu 'ohana Inc.	S	L-11-48, Kapahu Living Farm project; END: 5/01/12	Progress reports, final financial and written reports	N
BED113	B	9,000.00	O	10,000.00	1,000.00	04/08/11	04/08/11	02/15/12	Maui Arts & Cultural Center	S	L-11-50, Kulanihakoī - Living Waters; END: 2/15/12	Progress reports, final financial and written reports	N
BED113	B	13,500.00	O	15,000.00	1,500.00	03/11/11	03/11/11	05/01/12	Ke Kula O Nawahiokalaniopuu	S	L-11-30, 'A 'a I ka Hula: Historical & Contemp. Representations of the Hawaiian Language at the 2011 Merrie Monarch Festival; end: 5/01/12	Progress reports, final financial and written reports	N
BED113	B	40,500.00	O	45,000.00	4,500.00	06/30/11	06/30/11	09/01/12	Tropidilla Productions LLC	S	BT-11-32, Honoring and Perpetuating the Hawai'i Paniolo Culture and Community Project; end: 9/01/12	Progress reports, final financial and written reports	N
BED113	B	9,000.00	O	10,000.00	1,000.00	04/01/11	04/01/11	01/01/12	Hawai'i Island Economic Development Board	S	L-11-42, Keauhou Heritage Corridor Phase 2 project; END: 1/01/2012	Progress reports, final financial and written reports	N
BED113	B	10,800.00	O	12,000.00	1,200.00	04/01/11	04/01/11	05/01/12	Ahu `ena Heiau, Inc.	S	L-11-38, Ahu `ena Heiau Restoration project; END: 5/01/2012	Progress reports, final financial and written reports	N

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							From	To					
BED113	B	13,500.00	O	15,000.00	1,500.00	04/08/11	04/08/11	05/01/12	Hawai'i Forest Industry Association	S	L-11-45, Ka Pilina Poina 'Ole "Connection Not Forgotten" Project; end: 5/01/12	Progress reports, final financial and written reports	N
BED113	B	18,000.00	O	20,000.00	2,000.00	04/08/11	04/08/11	05/01/12	Keomailani Hanapi Foundation	S	L-11-47, HOEA (Hawaiian 'ohana for Education in the Arts); END: 5/01/12	Progress reports, final financial and written reports	N
BED113	B	9,000.00	O	10,000.00	1,000.00	04/08/11	04/08/11	05/01/12	Makani Hou o Kaloko-Honokōhau	S	L-11-49, Na Leo Kahiko Cultural Live in Center-Kupuna Conference; END: 5/01/12	Progress reports, final financial and written reports	N
BED113	B	70,000.00	O	88,052.00	18,052.00	03/03/11	03/03/11	10/01/12	Council for Native Hawaiian Advancement	S	BT-11-28, 2011 Kukula Ola: Living Hawai'i Culture Program (LHCP); end: 10/01/12	Progress reports, final financial and written reports	N
BED113	B	-	O	138,193.59	138,193.59	06/30/11	06/30/11	08/01/12	Department of Transportation, AD, VID	S	BT-11-56, Na Kahua Mokulele Program; END: 8/01/12	Progress reports, final financial and written reports	N
BED113	B	13,500.00	O	15,000.00	1,500.00	03/11/11	03/11/11	05/01/12	Friends of Kahana	S	L-11-33, Canoe Restoration Project; end: 5/01/12	Progress reports, final financial and written reports	N
BED113	B	58,200.00	O	60,000.00	1,800.00	04/04/11	04/04/11	06/01/12	Makaula	S	BT-11-33, Pana 'āina Project; end: 6/01/12	Progress reports, final financial and written reports	N
BED113	B	9,000.00	O	10,000.00	1,000.00	03/11/11	03/11/11	01/01/12	Wahea Foundation	S	L-11-31, Pan Pacific Hula Exhibition 2011: Hawai'i; end: 1/01/12	Progress reports, final financial and written reports	N
BED113	B	12,000.00	O	18,000.00	6,000.00	04/01/11	04/01/11	05/01/12	Bishop Museum	S	L-11-39, Na Kukui a Pauahi: Hawaiian Hall Docent Program; END: 5/01/2012	Progress reports, final financial and written reports	N
BED113	B	24,300.00	O	27,000.00	2,700.00	05/05/11	05/05/11	05/01/12	Kaua'i Economic Development Board dba West Kaua'i Technology & Visitor Center	S	BT-11-35, The Keepers of the Culture program; END: 5/01/12	Progress reports, final financial and written reports	N
BED113	B	31,000.00	O	35,000.00	4,000.00	05/05/11	05/05/11	05/01/12	Hawai'i Theatre Center	S	BT-11-37, Ka Wa Hula O Honolulu "the Honolulu Hula Sason" program; END: 5/01/12	Progress reports, final financial and written reports	N

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BED113	B	9,000.00	O	10,000.00	1,000.00	04/08/11	04/08/11	05/01/12	Hula Preservation Society	S	L-11-43, Honoring the Ancients project; End: 5/01/12	Progress reports, final financial and written reports	N
BED113	B	13,500.00	O	15,000.00	1,500.00	04/08/11	04/08/11	05/01/12	Hawaiian Sailing Canoe Association	S	L-11-46, HSCA 2011 Huaka'i Project; END: 5/01/12	Progress reports, final financial and written reports	N
BED113	B	9,000.00	O	10,000.00	1,000.00	04/08/11	04/08/11	05/01/12	Na Pualei O Likoehua	S	L-11-51, Na Mo 'olelo O O'ahu - Keaomelemele project; END: 5/01/12	Progress reports, final financial and written reports	N
BED113	B	18,000.00	O	20,000.00	2,000.00	04/08/11	04/08/11	05/01/12	Alu Like, Inc. - Native Hawaiian Library	S	L-11-52, Pupukahi i Holomua project; END: 5/01/12	Progress reports, final financial and written reports	N
BED113	B	13,500.00	O	15,000.00	1,500.00	04/08/11	04/08/11	05/01/12	Pacific American Foundation	S	L-11-53, Cultural Education & Stewardship of the Waikalua Loko Fishpond; END: 5/01/12	Progress reports, final financial and written reports	N
BED113	B	13,500.00	O	15,000.00	1,500.00	04/08/11	04/08/11	07/01/12	Puakea Foundation of Hawai'i, Inc.	S	L-11-54, Sharing Hawai'i's Canoe Culture with Hawai'i's Residents & Visitors project; END: 7/01/12	Progress reports, final financial and written reports	N
BED113	B	315,000.00	O	575,000.00	260,000.00	06/30/11	06/30/11	09/01/12	Native Hawaiian Hospitality Association	S	BT-11-52, 2011 Hawaiian Culture Initiative Program, end: 9/01/12	Progress reports, final financial and written reports	N
BED113	B	18,000.00	O	20,000.00	2,000.00	04/01/11	04/01/11	05/01/12	Hawai'i Capital Cultural Coalition	S	L-11-41, Heritage Event & Cultural Organization Marketing Support project; END: 5/01/2012	Progress reports, final financial and written reports	N
BED113	B	35,000.00	O	50,000.00	15,000.00	05/05/11	05/05/11	05/01/12	Pasifika Foundation Hawai'i, Inc.	S	BT-11-36, Community-based Host-Visitor Project: CBHV 4 - Ka Welina Network Expansion project; END: 5/01/12	Progress reports, final financial and written reports	N
BED113	B	18,000.00	O	20,000.00	2,000.00	04/08/11	04/08/11	05/01/12	Ka 'ohana O Kalaupapa	S	L-11-44, Kalaupapa Traveling Exhibit project; end: 5/01/12	Progress reports, final financial and written reports	N
BED113	B	13,500.00	O	15,000.00	1,500.00	04/29/11	04/29/11	12/01/11	Tri-Isle Resource Conservation & Development Council, Inc.	S	L-11-57, Na Kamehameha Cemmemorative Pa'u Parade/Ho'olaule'a event (Maui); END: 12/01/11	Progress reports, final financial and written reports	N
BED113	B	35,000.00	O	40,000.00	5,000.00	06/17/11	06/17/11	03/01/12	Tri-Isle Resource Conservation & Development Council, Inc.	S	L-11-65, Festivals of Aloha, Maui Nui Style evend; END: 3/01/12	Progress reports, final financial and written reports	N

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BED113	B	18,000.00	O	20,000.00	2,000.00	06/17/11	06/17/11	03/01/12	Po'ipū Beach Foundation, Inc.	S	L-11-66, Aloha Kaua'i Festival 2011 event; END: 3/01/12	Progress reports, final financial and written reports	N
BED113	B	13,500.00	O	15,000.00	1,500.00	04/29/11	04/29/11	12/01/11	Hale Mua Cultural Group	S	L-11-58, King Kamehameha Day Community Parade (HI Island); END: 12/01/11	Progress reports, final financial and written reports	N
BED113	B	12,000.00	O	20,000.00	8,000.00	04/29/11	04/29/11	03/01/12	Big Island Resource Conservation & Development Council	S	L-11-59, "Hawai'i Island Festival-30 Days of Aloha" event (HI Island); END: 3/01/2012	Progress reports, final financial and written reports	N
BED113	B	134,000.00	O	150,000.00	16,000.00	02/09/10	02/09/10	01/15/12	Aloha Week Hawaii, Inc. dba Aloha Festivals	S	BT-10-53, 2011 Aloha Festivas on Oahu; end: 1/15/2012	Progress reports, final financial and written reports	N
BED113	B	40,000.00	O	65,000.00	25,000.00	05/05/11	05/05/11	12/01/11	King Kamehameha Celebration Commission	S	BT-11-46, 2011 King Kamehameha Celebration on O'ahu & Kaua'i; END: 12/01/11	Progress reports, final financial and written reports	N
BED113	B	1,250,000.00	O	1,300,000.00	50,000.00	06/24/10	06/24/10	12/31/11	Hawaiian Airlines, Inc.	S	BT-10-67, S2, Additional airlift services added from Osaka-Itami Intl Airport to Honolulu; END: 12/31/11	Progress reports, final financial and written reports	N
BED113	B	84,300.00	O	87,300.00	3,000.00	04/28/11	04/28/11	03/31/12	Rakuten Travel USA Inc.	S	BT-11-40, Dev/imple promot campaign on their website; end: 3/31/12	Progress reports, final financial and written reports	N
BED113	B	828,324.77	M	901,674.35	73,349.58	02/22/09	01/01/09	12/31/11	AVIAREPS Tourism GmbH	S	BT-09-26, S10, CY 2011 Europe major market area; END: 12/31/2011	Submission of an ATMP, expenditure report, monthly progress reports	N
BED113	B	17,325.00	M	21,000.00	3,675.00	12/31/10	12/31/10	01/31/12	Guridi, Julo	S	L-11-09, 2011 Latin America mktg, end: 1/31/12	Quarterly reports, progress reports as requested by HTA, final report	N

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BED113	B	-	O	16,170.21	16,170.21	06/27/11	06/27/11	12/31/11	MVNP	S	L-11-73, Develop updated, consistent logos for the HTA and its marketing partners; END: 12/31/11	Timely completion of tasks and delivery of work product, progress reports, final financial and written reports	N
BED113	B	100,000.00	O	375,000.00	275,000.00	05/25/11	05/25/11	01/02/14	Hawai'i Agricultural Foundation	S	BT-11-42, 2011-2013 Hawai'i Food & Wine Festival; end: 1/02/2014	Progress reports, final financial and written reports	N
BED113	B	1,750,000.00	O	7,091,813.50	5,341,813.50	01/01/11	01/01/11	12/31/14	PGA Tour	S	BT-11-10 & BT-11-10a, 2011-2014 PGA Tour, end: 12/31/2014	Conduct of PGA events, networking opportunities, television coverage, tournament assets	N
BED113	B	99,000.00	O	108,000.00	9,000.00	11/08/10	11/08/10	05/31/12	Kemper Sports Marketing, Inc.	S	BT-11-06, Svc related to 2010-2011 EA Sports Maui Invitational Tournament; end: 5/31/12	Schedule and copies of advertising activities, revised work plan, if necessary, progress reports as requested by HTA, final financial and written reports	N
BED113	B	20,000.00	O	30,000.00	10,000.00	04/07/11	04/07/11	06/30/12	Tropidilla Productions, LLC	S	BT-11-27, The Hawai'i Marlin Tournament Series 2011; end date: 6/30/12	Schedule and copies of advertising activities, revised work plan, if necessary, progress reports as requested by HTA, final financial and written reports	N

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BED113	B	97,500.00	O	132,000.00	34,500.00	06/30/11	06/30/11	10/31/12	Television Events & Marketing, Inc. dba TEAM Unlimited	S	BT-11-55, 2011 Xterra World Championship; END: 10/31/12	Schedule and copies of advertising activities, revised work plan, if necessary, progress reports as requested by HTA, final financial and written reports	N
BED113	B	197,000.00	O	200,000.00	3,000.00	06/30/11	06/30/11	01/14/12	World Triathlon Corporation	S	BT-11-53, 2011 Ford Ironman World Championship; END: 1/14/12	Schedule and copies of advertising activities, revised work plan, if necessary, progress reports as requested by HTA, final financial and written reports	N
BED113	B	-	O	7,500.00	7,500.00	12/31/10	12/31/10	04/01/11	Quiksilver, Inc.	S	L-11-07, Svc related to conduct of the event "The Quiksilver in Memory of Eddie Aikau"; end: 4/01/11	Schedule and copies of advertising activities, revised work plan, if necessary, progress reports as requested by HTA, final financial and written reports	N

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							From	To					
BED113	B	-	O	15,000.00	15,000.00	01/28/11	01/28/11	04/01/11	National Football League	S	L-11-10, plan, develop, promo & conduct a Japan Coach program and one (1) destination commercial promoting Hawai'i & Pro Bowl; end: 4/01/11	Schedule and copies of advertising activities, revised work plan, if necessary, progress reports as requested by HTA, final financial and written reports	N
BED113	B	20,000.00	O	25,000.00	5,000.00	05/09/11	05/09/11	08/31/12	Rainbow Sandals, Inc.	S	L-11-63, The Battle of the Paddle Hawai'i event; END: 8/31/12	Schedule and copies of advertising activities, revised work plan, if necessary, progress reports as requested by HTA, final financial and written reports	N
BED113	B	60,000.00	O	80,000.00	20,000.00	06/30/11	06/30/11	11/01/11	Pacific Rim Sports Initiative LLC	S	BT-11-49, UH Sporting events on Japanese Sports channel & collegiate baseball tournament between Hawai'i-Japan teams; END: 11/01/11	Schedule and copies of advertising activities, revised work plan, if necessary, progress reports as requested by HTA, final financial and written reports	N

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							From	To					
BED113	B	5,000.00	O	10,000.00	5,000.00	06/17/11	06/17/11	10/31/12	Television Events & Marketing, Inc. dba TEAM Unlimited	S	L-11-68, 2011 Xterra Half Marathon World Championship; END: 10/31/12	Schedule and copies of advertising activities, revised work plan, if necessary, progress reports as requested by HTA, final financial and written reports	N
BED113	B	-	O	25,000.00	25,000.00	06/24/11	06/24/11	05/31/12	Quiksilver, Inc.	S	L-11-74, Svc related to "Quiksilver in Memory of Eddie Aikau" event; END: 5/31/12	Schedule and copies of advertising activities, revised work plan, if necessary, progress reports as requested by HTA, final financial and written reports	N
BED113	B	-	O	10,000.00	10,000.00	06/29/11	06/29/11	12/31/11	Outrigger Duke Kahanamoku Foundation	S	L-11-78, 2011 Duke's Oceanfest event: ENF: 12/31/11	Schedule and copies of advertising activities, revised work plan, if necessary, progress reports as requested by HTA, final financial and written reports	N

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							From	To					
BED113	B	11,000.00	O	12,500.00	1,500.00	06/17/11	06/17/11	12/31/11	Zon3 LLC	S	L-11-67, Queen Lili'uokalani Canoe Race, North Shore Swim Series, Olukai Canoe Surf Contest; END: 12/31/11	Schedule and copies of advertising activities, revised work plan, if necessary, progress reports as requested by HTA, final financial and written reports	N
BED113	B	80,000.00	O	100,000.00	20,000.00	06/30/11	06/30/11	04/30/12	Ocean Promotion	S	BT-11-54, 2011 Vans Triple Crown of Surfing; END: 4/30/12	Schedule and copies of advertising activities, revised work plan, if necessary, progress reports as requested by HTA, final financial and written reports	N
BED113	B	583,994.88	O	732,864.50	148,869.62	11/17/10	11/17/10	01/31/12	APEC 2011 Hawai'i	S	BT-11-04a, Svc related to support and conduct of activities, events, initiatives, programs of 2011 APEC mtg in Honolulu; END: 1/31/12	Submission of project proposals	N
BED113	B	60,000.00	O	100,000.00	40,000.00	05/25/11	05/25/11	06/30/12	Uapo, LLC	S	BT-11-45, Real-time mktplace for flts to Hawai'i & customer airfare ticker widget; END: 6/30/12	Timely completion of tasks, progress reports, final financial and written reports	N
BED113	B	347,871.18	O	408,100.00	60,228.82	06/14/08	06/14/08	12/31/11	Office of the Auditor	S	BT-08-40, HCC/HTA general audit for FYE 2008-2011; end: 12/31/11	Meetings with HTA and the timely receipt of draft and final audit reports	N

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							From	To					
BED113	B	206,000.00	M	308,775.00	102,775.00	09/27/11	09/27/11	12/31/11	a.link LLC	S	BT-12-03, Mktg mgmt of Major Market Area of Japan; END 12/31/11	Submission of ATMP and budget and completion of Key Performance Indicators set by HTA	N
BED113	B	-	M	6,805,845.00	6,805,845.00	01/01/12	01/01/12	12/31/12	a.link LLC	S	BT-12-03, Mktg mgmt of Major Market Area of Japan; END 12/31/12	Submission of ATMP and budget and completion of Key Performance Indicators set by HTA	N
BED113	B	-	M	1,905,000.00	1,905,000.00	10/17/011	01/01/12	12/31/12	AVIAREPS Marketing Garden (Holdings) Ltd.	S	BT-12-04, Mktg mgmt of Major Market Area of Other Asia; END: 12/31/12	Submission of ATMP and budget and completion of Key Performance Indicators set by HTA	N
BED113	B	-	M	1,100,000.00	1,100,000.00	10/17/11	01/01/12	12/31/12	The Walshe Group PTY Ltd.	S	BT-12-05, Mktg mgmt of Major Market Area of Oceania; END: 12/31/12	Submission of ATMP and budget and completion of Key Performance Indicators set by HTA	N
BED113	B	-	O	140,000.00	140,000.00	10/27/11	10/27/11	08/31/12	Number Eight, LLC, dba Liquid Planet Studios	S	BT-12-06, Planning and conduct of the Fox College Sports program; END: 8/31/12	Schedule and copies of advertising activities, revised work plan, if necessary, progress reports as requested by HTA, final financial and written reports	N

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							From	To					
BED113	B	-	M	1,400,000.00	1,400,000.00	11/01/11	11/01/11	12/31/13	Council for Native Hawaiian Advancement	S	BT-12-08, Mgmt/support of the Kukula Ola: Living Hawaiian Culture Program and the Natural Resources Program; END: 12/31/13	Progress reports, final financial and written reports, meetings as requested by the HTA	N
BED113	B	21,250.00	M	85,000.00	63,750.00	11/16/11	11/16/11	11/30/12	Okudara & Associates, Inc.	S	BT-12-09, Devel/implementation of the HTA's legislative package and strategy for the 2012 Legislative Regular Session; END: 11/30/11	Monthly progress report, final report	N
BED113	B	-	M	116,887.37	116,887.37	12/01/11	12/01/11	07/01/12	Strategic Advisory Group	S	BT-12-13, Facilitation/mgmt of its recommendations to the HTA regarding the HTA's current structure for meetings and conventions sales and marketing for the HVCB and the HCC; END: 7/01/12	Progress reports, meetings with HTA staff	N
BED113	B	-	O	3,000.00	3,000.00	07/01/11	07/01/11	06/30/12	Net Results	S	L-12-01, For services related to the centralized maintenance, management, administration, technical support, and control of Internet domain names in which the HTA has interests; END: 6/30/12	Progress reports and meetings as requested by HTA	N
BED113	B	-	O	10,000.00	10,000.00	11/08/11	11/08/11	11/08/11	Aha Pūnana Leo	S	L-12-06, 8th Annual Ne'epapa I Ke O Mau event that helps to promote Hawaiian medium education; END: 11/08/11	n/a	N
BED113	B	-	O	17,000.00	17,000.00	11/17/11	11/17/11	05/01/12	Ailevon, LLC	S	L-12-07, Svc related to providing analysis and consulting services to support air service objectives for the Hawai'i Tourism Authority; END: 5/01/12	Progress reports and meetings as requested by HTA	N
BED113	B	105,991.60	M	124,900.00	18,908.40	02/01/10	02/01/10	01/31/12	Capital Consulting	S	BT-10-61, S1-3 Japan Airline's "JALOALO Program"; REVISED end: 1/31/2012	Progress reports, final financial and written reports	N
BED113	B	961.66	M	12,809.86	11,848.20	10/27/2010	12/01/10	11/30/15	Xerox Corporation	L	MFP3635X Copier/Printer, Contract # 071626604, SN LBP-352949, 60-mo, installed 11/16/10, eff 12/1/10 - 11/30/15	n/a	N
BED113	B	44,372.43	M	56,067.90	11,695.47	12/27/2007	01/01/08	12/31/13	Xerox Corporation	L	WC7345P Workcentre (Color), Contract #071626604, SN FKA-465136, 60-mo, installed 12/28/07, eff 1/1/08 - 12/31/13	n/a	N
BED113	B	39,261.02	M	52,953.77	13,692.75	12/27/2007	03/01/08	02/28/13	Xerox Corporation	L	4595CP Copier/Printer/Scan, SN MTE-005612, 60-mo, installed 2/12/08, eff 3/1/08 - 2/28/13	n/a	N

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							From	To					
BED113	B	1,448.75	M	2,400.95	952.20	9/24/2008	11/01/08	10/31/13	Xerox Corporation	L	Fax/Copier, Contract # 071626604, SN YHT-199032, installed 10/14/08, eff 11/1/08 - 10/31/13	n/a	N
BED113	B	2,160.00	M	6,480.00	4,320.00	5/28/2010	07/31/10	07/30/14	Pitney Bowes	L	Mailing system, Account #5409875, Model DM200L, SN 4429482, 48-mo, eff. 7/31/10 - 7/30/14 (installed 6/23/10)	n/a	N
BED113	B	194,835,576.44	M	203,057,956.00	8,222,379.56	06/28/97	07/01/97	06/30/12	SMG	S	40970, S1-36, Mgmt fee/ operating cost of Hawai'i Convention Center	Monthly progress reports, meetings with HTA as necessary and as requested by HTA	N
BED113	B	57,085,000.00	M	57,655,000.00	570,000.00	06/28/97	07/01/97	06/30/12	SMG	S	40970, S1-36, Sales & Marketing/MFF of Hawai'i Convention Center	Monthly progress reports, meetings with HTA as necessary and as requested by HTA	N
BED113	B	205,000.00	O	250,000.00	45,000.00	10/03/05	10/03/05	06/30/13	Bank of Hawai'i	S	BT-06-05, Svc providing Depository & Financial Services; end: 6/30/13	Meetings with HTA and the submission of progress reports as requested or required.	N
BED 120	N	39,500.00	O	40,000.00	50.00	6/26/2007	6/26/2007	12/31/2010	Synchronous Energy	S	Technical assistance for performance contracting for energy savings for state buildings.	Quarter progress reports, telephone, emails and team meetings with the Contractor.	Y
BED 120	A	40,964.50	O	42,817.00	1,852.50	6/13/2007	6/13/2007	12/12/2009	U. S. Green Building Council	S	Conduct training in the US Green Building Council's leadership in energy and environment design programs.	DBEDT/SID staff worked closely with the Contractor to monitor progress through each phase of completion.	Y

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BED 120	V	19,506.81	M	26,259.00	6,752.19	6/26/2008	4/11/2008	9/30/2012	Inoue-Hawaii Realty	L	Lease Rent for Hawaii Island energy office extension.	The Leasing Services Branch in DAGS Public Works Div. is a statewide program which provides centralized office leasing services to all Executive Branch departments.	N
BED 120	B	7,355,125.00	O	8,700,000.00	1,344,875.00	9/4/2008	9/4/2008	9/3/2012	Kolohala Ventures LLC	S	Manage hydrogen equity fund investment to encourage hydrogen pathway.	Quarter reports and advisory meetings, annual performance and financial reports, as well as meetings with the Consultant.	Y
BED 120	N	5,328.40	O	15,000.00	9,671.60	11/8/2008	11/10/2008	11/9/2009	Carlsmith Ball	S	Provide legal services for the hydrogen partnership agreement relating to the hydrogen agreement.	DBEDT/SID staff worked closely with Contractor to monitor progress through review of stages of partnership agreement.	Y
BED 120	N	16,030.00	O	1,200,000.00	1,183,970.00	6/10/2009	6/10/2009	10/10/2012	University of Hawaii	S	Hydrogran Power Parks project: Set up hydrogen fueling stations for alternative vehicle use ie hydrogen buses.	Through HNEI quarterly and annual progress reports.	Y
BED 120	V	4,960,005.84	O	7,165,889.00	2,205,883.16	3/29/2010	3/29/2010	4/30/2012	R.W. Beck, Inc.	S	Provide rebates for energy efficient appliances and equipments for utility customers served on Oahu, Maui, and Hawaii. Another contract with KIUC serves customers on Kauai.	This contract is monitored by the PUC, with fiscal oversight from DBEDT. DBEDT is the funding agent with U.S. DOE ARRA funds.	Y

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BED 120	N	63,953.80	O	150,000.00	86,046.20	12/30/2009	12/30/2009	12/29/2012	Duncan Weinberg, Genzer & Pembroke, P.C.	S	Assist the state in administrative quasi-judicial proceedings by providing expert witness-related technical assistance regarding energy policy.	Due to the technical nature of the tasks required, DBEDT/SID staff have personal interactions via phone calls, emails, and meetings with the consultants.	Y
BED 120	V	147,500.00	O	150,000.00	2,500.00	3/24/2010	3/24/2010	9/30/2011	University of Hawaii	S	Conduct additional seafloor sonar surveys.	Ensure all reports are delivered to DBEDT and website is updated.	Y
BED 120	V	259,988.67	O	500,000.00	240,011.33	5/3/2010	5/3/2010	2/10/2012	Kauai Island Utility Cooperative	S	Provide rebate for ENERGY STAR qualified refrigerators and properly dispose/recycle old inefficient appliances, retrofit State, County & non-profit buildings on Kauai with energy efficiency measures, provide rebates for solar water heaters.	DBEDT/SID worked closely with Contractor to ensure that rebates were provided and old, inefficient appliances were disposed of properly.	Y
BED 120	V	143,121.49	O	200,000.00	56,878.51	8/20/2009	8/20/2009	8/15/2012	Kobayashi, Sugita, Goda	S	Provide special deputy attorney general services for the Interisland Cable project.	Staff is in close contact with attorneys through telephone, email, and team meetings.	Y
BED 120	V	2,219,231.70	O	2,997,947.00	778,715.30	5/20/2010	5/20/2010	4/30/2012	AECOM	S	Perform environmental studies supportive of a programmatic EIS for Interisland Undersea Cable.	Bi-monthly phone calls, project status reports. Project managers may request a status report at any time. Quarterly ARRA reports.	Y

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BED 120	V	87,693.14	O	135,360.00	47,666.86	3/29/2010	3/29/2010	4/30/2012	James Flanagan Associates, Inc.	S	Provide rebates for energy efficient appliances and equipments for utility customers served on Oahu, Maui, and Hawaii. Another contract serves customers of Kauai.	This contract is monitored by the PUC, with fiscal oversight from DBEDT. DBEDT is the funding agent with U.S. DOE ARRA funds.	Y
BED 120	V	682,475.00	O	725,000.00	42,525.00	5/7/2010	5/7/2010	12/30/2011	Council for Native Hawaiian Advancement	S	Homestead Energy Program: Assist Homesteaders with energy efficiency retrofits of their homes to reduce energy consumption and costs.	This contract is monitored by DLIR-OCS staff, with oversight by DBEDT. DBEDT is the funding agent with U.S. DOE ARRA funds.	Y
BED 120	V	653,008.00	O	725,000.00	71,992.00	7/22/2010	7/22/2010	12/30/2011	Dowling Company, Inc.	S	Homestead Energy Program: Assist Homesteaders with energy efficiency retrofits of their homes to reduce energy consumption and costs.	This contract is monitored by DLIR-OCS staff, with oversight by DBEDT. DBEDT is the funding agent with U.S. DOE ARRA funds.	Y
BED 120	V	548,415.00	O	1,050,000.00	501,585.00	4/20/2010	4/20/2010	12/30/2011	Honolulu Community Action Program	S	Homestead Energy Program: Assist Homesteaders with energy efficiency retrofits of their homes to reduce energy consumption and costs.	This contract is monitored by DLIR-OCS staff, with oversight by DBEDT. DBEDT is the funding agent with U.S. DOE ARRA funds.	Y
BED 120	V	258,102.00	O	400,000.00	108,565.00	5/7/2010	5/7/2010	12/30/2011	Maui Economic Opportunity, Inc.	S	Homestead Energy Program: Assist Homesteaders with energy efficiency retrofits of their homes to reduce energy consumption and costs.	This contract is monitored by DLIR-OCS staff, with oversight by DBEDT. DBEDT is the funding agent with U.S. DOE ARRA funds.	Y

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BED 120	V	pending	O	367,000.00	367,000.00	7/29/2010	7/29/2010	4/30/2012	InSynergy Engineering, Inc.	S	Provide technical assistance for high energy-efficient buildings including but not limited to owner, developers, county building code officials to ensure that new and renovated buildings are designed with high efficiency.	DBEDT/SID oversees the contract through active contract administration, on-site visits, and careful review of invoices and reports.	Y
BED 120	V	111,868.00	O	300,000.00	188,132.00	6/30/2010	6/30/2010	4/30/2012	Green Building Services, Inc.	S	Provide technical assistance for high energy-efficient buildings including but not limited to owner, developers, county building code officials to ensure that new and renovated buildings are designed with high efficiency.	DBEDT/SID oversees the contract through active contract administration, on-site visits, and careful review of invoices and reports.	Y
BED 120	V	62,506.04	O	119,058.84	56,553.80	6/30/2010	6/30/2010	4/30/2012	The Chong Group, LLC	S	Provide ENERGY STAR technical assistance to hotels and commercial buildings in Waikiki to attain an ENERGY STAR label.	DBEDT/SID oversees the contract through active contract administration, on-site visits, and careful review of invoices and reports.	Y
BED 120	V	169,013.22	O	210,000.00	40,986.78	7/19/2010	7/19/2010	9/30/2011	Honolulu Community Action Program	S	Provide Weatherization Assistance Program (WAP) Services for Low-Income Persons.	This contract is monitored by DLIR-OCS staff, with oversight by DBEDT. DBEDT is the funding agent with U.S. DOE ARRA funds.	Y

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BED 120	V	10,253.33	O	80,000.00	69,746.67	7/19/2010	8/5/2010	9/30/2011	Kauai Economic Opportunity	S	Provide Weatherization Assistance Program (WAP) Services for Low-Income Persons.	This contract is monitored by DLIR-OCS staff, with oversight by DBEDT. DBEDT is the funding agent with U.S. DOE ARRA funds.	Y
BED 120	V	95,560.00	O	200,000.00	104,440.00	4/1/2010	7/27/2010	4/30/2012	University of Hawaii	S	Provide a comprehensive written report evaluating the environmental costs & benefits of a district-wide Sea Water Air Conditioning System (SWAC) for Waikiki.	DBEDT/SID oversees the contract through active contract administration, on-site visits, and careful review of invoices and reports.	Y
BED 120	V	417,722.54	O	500,000.00	82,277.46	8/26/2010	8/26/2010	4/30/2012	Milici Valenti Ng Pack	S	Provide public relations and communications support to further the state's clean energy goal of 70 percent clean energy by 2030.	Due to the nature of this contract, DBEDT/SID and the Contractor work in close coordination for every project and initiative, thus monitoring is constant.	Y
BED 120	V	101,398.17	O	160,000.00	58,601.83	9/24/2010	9/24/2010	4/30/2012	University of Hawaii Hilo Conference Center	S	Provide conference, workshop, seminar, training, etc. facilitation services.	Due to the nature of this contract, DBEDT/SID and the Contractor work in close coordination for every project and initiative, thus monitoring is constant.	Y

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BED 120	V	108,073.00	O	110,000.00	1,927.00	7/22/2010	7/22/2010	9/30/2011	Maui Economic Opportunity, Inc.	S	Provide Weatherization Assistance Program (WAP) Services for Low-Income Persons.	This contract is monitored by DLIR-OCS staff, with oversight by DBEDT. DBEDT is the funding agent with U.S. DOE ARRA funds.	Y
BED 120	V	137,677.80	O	150,000.00	12,322.20	9/28/2010	9/28/2010	4/30/2012	PB Americas, Inc.	S	Final editing and development of the Hawaii Renewable Permits and Approvals Guidebooks, assistance on the Renewable Energy Facility Siting Process, and develop a web-based tool that will enable users to generate a customized permit plan outlining the required permits for development of renewable energy facilities in Hawaii.	Bi-weekly meetings, progress reports and documents are kept in a private secured shared website called "Share Point" for ease of access.	Y
BED 120	V	662,711.29	O	1,200,000.00	537,288.71	10/13/2010	10/13/2010	12/31/2013	Navigant Consulting, Inc.	S	Provide technical expertise and act as the state's representative for the Interisland Electrical Transmission Cable project.	Due to the nature of this contract, DBEDT and the Contractor work in close coordination for every task, thus monitoring is constant.	Y
BED 120	V	pending	O	900,000.00	900,000.00	9/22/2010	9/22/2010	4/30/2012	Hawaii Electric Light Co., Inc.	S	Demonstrate the application of energy storage devices for stabilizing voltage & frequency fluctuations on the Hawaii Island grid.	DBEDT/SID project managers work closely with HELCO project manager to approve in writing each milestones before continuing.	Y

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BED 120	G	7,685.43	O	12,185.43	4,500.00	10/19/2010	10/19/2010	6/30/2012	University of Hawaii Hilo Conference Center	S	Provide logistical support for the Japan-U.S. Science, Technology & Space Applications Symposium and the Pacific International Space Alliance conference to include registration, onsite conference coordination, website development and maintenance, as well as other duties.	Due to the nature of this contract, DBEDT and the Contractor work in close coordination for every project and initiative, thus monitoring is constant.	Y
BED 120	V	626,080.00	O	1,200,000.00	573,920.00	9/22/2010	9/22/2010	4/30/2012	Maui Electric Company, Ltd.	S	Increase utility grid ability to manage penetration of intermittent renewables: battery energy storage system on Maui grid; Molokai system equipment based on circuit-wide interconnection requirements study.	DBEDT/SID project managers work closely with MECO project managers for updates on milestones and deliverables.	Y
BED 120	V	56,660.81	O	229,072.00	172,411.19	12/15/2010	12/15/2010	8/14/2012	Science Applications International Corporation	S	Professional and technical services for energy assurance planning and program development.	Due to the technical nature of the tasks required, DBEDT/SID staff have personal interactions via phone calls, emails, or meetings with the consultants.	Y

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							From	To					
BED 120	V	105,410.57	O	200,000.00	94,589.43	1/4/2011	1/4/2011	3/30/2012	GreenCar Hawaii LLC	S	Simultaneously support electric vehicles, chargers, and communication with the public to establish non-petroleum transportation energy options.	Project manager works closely with grant recipient to ensure deliverables are being met. Monthly reporting and other communications are keeping monitoring current and on site visits will begin in the new year.	Y
BED 120	V	193,200.00	O	276,000.00	82,800.00	1/25/2011	1/25/2011	3/30/2012	County of Kauai	S	Simultaneously support electric vehicles, chargers, and communication with the public to establish non-petroleum transportation energy options.	Project manager works closely with grant recipient to ensure deliverables are being met. On site visits as well as monthly reporting helps to keep monitoring current.	Y
BED 120	V	170,787.04	O	296,898.00	126,110.96	2/2/2011	2/2/2011	9/20/2012	Hawaii Community Reinvestment Corporation*	S	Expand the capital available to fund building retrofits and energy improvements across all building segments by creating and funding a loan loss reserve fund and program.	DBEDT/SID project managers work closely with Contractor through telephone, emails and team meetings for updates on milestones and deliverables. Quarterly progress and financial reports.	Y

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							From	To					Y/N
BED 120	V	2,717,278.00	O	2,717,278.00	-	(see above)			*Loss Reserve Funds		Loan loss reserve funds.		Y
BED 120	V	123,000.00	O	820,000.00	697,000.00	3/1/2011	3/1/2011	3/30/2012	AeroVironment, Inc.	S	Simultaneously support electric vehicles, chargers, and communication with the public to establish non-petroleum transportation energy options.	Project manager works closely with grant recipient to ensure deliverables are being met. Monthly reporting and other communications are keeping monitoring current and on site visits will begin in the new year.	Y
BED 120	V	200,000.00	O	400,000.00	200,000.00	3/10/2011	3/10/2011	3/30/2012	City & County of Honolulu	S	Simultaneously support electric vehicles, chargers, and communication with the public to establish non-petroleum transportation energy options.	Project manager works closely with grant recipient to ensure deliverables are being met. Monthly reporting and other communications are keeping monitoring current and on site visits will begin in the new year.	Y

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							From	To					Y/N
BED 120	V	5,000.00	O	50,000.00	45,000.00	3/10/2011	3/10/2011	3/30/2012	Plug In America	S	Simultaneously support electric vehicles, chargers, and communication with the public to establish non-petroleum transporatation energy options.	Project manager works closely with grant receipt to ensure deliverables are being met. Monthly reporting and other communications are keeping monitoring current and on site visits will begin in the new year.	Y
BED 120	V	pending	O	581,943.00	581,943.00	3/17/2011	3/17/2011	3/30/2012	Better Place Inc.	S	Simultaneously support electric vehicles, chargers, and communication with the public to establish non-petroleum transporatation energy options.	Project manager works closely with grant receipt to ensure deliverables are being met. Monthly reporting and other communications are keeping monitoring current and on site visits will begin in the new year.	Y

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							From	To					
BED 120	N	pending	O	500,000.00	500,000.00	9/30/2011	9/30/2011	9/30/2012	University of Hawaii	S	Assist the state to fulfill the requirements of the NETL grant to establish policy framework that will enable and accelerate the integration of utility scale renewable energy using innovative demand side management, storage, smart grid, plus transmission and delivery technologies for the grid infrastructure of Hawaii, specifically for the island of Oahu.	Due to the technical nature of the tasks required, DBEDT/SID staff have personal interactions via phone calls, emails, or meetings with the consultants regularly, therefore monitoring is ongoing throughout the contract.	Y
BED143	A	40,000.00	O	72,500.00	32,500.00	6/29/2001	6/29/01	12/28/02	Honolulu Community C	S	produce & provide collateral material and other creative marketing initiatives including CD Rom related to high tech endeavors in the State, training program, workshops and conferences related to advanced technologies.	Contract expired and working on closing the contract. No longer monitored from the operational side.	Y
BED143	A	295,266.00	M	320,860.00	25,594.00	8/7/2002	9/1/02	8/31/03	Marcus & Associates	S	property mgmt services	Contract expired and working on closing the contract. No longer monitored from the operational side.	Y

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							From	To					
BED143	A	103,686.00	M	113,112.00	9,426.00	11/2/2009	12/1/10	11/30/11	Marcus & Associates	S	property mgmt services	Invoices were matched against the compensation schedule. Approval is obtained by program staff before payment is made. Periodic meeting with property manager. Final Payment and closing of contract is to be done after transition with the new asset management contractor is complete.	Y
BED143	A	-	M	178,004.00	178,004.00	11/1/2011	11/1/11	10/31/12	Colliers Monroe Friedl	S	asset mgmt services	This is a recently entered into contract. Monthly invoices are to be matched against the CAVR. Approval is obtained by program staff before payment is made. Qtrly meeting with property manager.	Y

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							From	To					
BED143	B	221,539.00		243,189.00	21,650.00	3/18/2002	9/1/02	8/31/03	Marcus & Associates	S		Contract expired and working on closing the contract. No longer monitored from the operational side.	Y
BED143	B	173,858.00	M	448,294.00	274,436.00	9/27/2002	10/1/02	9/30/03	CB Richard Ellis	S	property mgmt services	Contract expired and working on closing the contract. No longer monitored from the operational side.	Y
BED143	B	-	M	75,000.00	75,000.00	9/29/2003	10/1/03	11/30/03	CB Richard Ellis	S	property mgmt services	Contract expired and working on closing the contract. No longer monitored from the operational side.	Y
BED143	N	56,888.00	M	170,664.00	113,776.00	7/11/2011	9/1/11	8/31/12	Hawaiian Electric	L	HCATT's facility rent at 531 Cooke St.	HCATT's Contract Specialist oversees extension of lease and payment of lease rent	N
BED143	N	34,000.00	O	74,000.00	40,000.00	12/19/2008	12/19/08	6/30/12	University of Hawaii	S	Data Collection for HCATT project(s)	HCATT's Contract Specialist and the Program Director oversees project deliverables and payments	Y

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Prog ID	MOF	Amount	Frequency (M/A/O)	Max Value	Outstanding Balance	Date Executed	Term of Contract		Organization	Category G/S/E/L	Description	Explanation of How Contract is Monitored	POS Y/N
							From	To					
BED143	N	-	O	127,678.00	127,678.00	12/27/2010	12/27/10	6/30/12	University of Hawaii	S	Data Collection for HCATT project(s)	HCATT's Contract Specialist and the Program Director oversees project deliverables and payments	Y
BED143	N	80,635.00	O	134,200.00	53,565.00	12/18/2008	12/18/08	12/31/11	First Hawaiian Bank as assigned from	S	Wind power generation project for HCATT	HCATT's Contract Specialist and the	Y
BED143	N	10,125.00	O	38,435.00	28,310.00	3/24/2010	3/24/10	12/31/11	First Hawaiian Bank as assigned from	S	Wind power generation project for HCATT	HCATT's Contract Specialist and the	Y
BED143	N	840,480.00	O	1,145,480.00	305,000.00	1/22/2010	1/22/10	3/31/12	US Hybrid Corp.	S	r-12 Refueler truck conversion to fuel cell hybrid electric vehicle	HCATT's Contract Specialist and the Program Director oversees project deliverables and payments	Y
BED143	N	630,222.00	O	1,097,000.00	466,778.00	11/5/2010	11/5/10	12/31/12	Enova Systems	S	Flightline sweeper conversion to fuel cell hybrid electric vehicle	HCATT's Contract Specialist and the Program Director oversees project deliverables and payments	Y
BED143	N	24,000.00	M	36,000.00	12,000.00	8/29/2011	9/1/11	11/30/11	Enova Systems	S	Maintenance on existing alternative fuel vehicle	HCATT's Contract Specialist and the Program Director oversees project deliverables and payments	Y

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							From	To					
BED143	N	52,000.00	M	78,000.00	26,000.00	8/26/2011	9/1/11	11/30/11	Hydraflx Systems	S	Maintenance of hydrogen production & refueling station	HCATT's Contract Specialist and the Program Director oversees project deliverables and payments	Y
BED143	N	-	M	210,000.00	210,000.00	11/29/2011	12/1/11	5/31/12	Hydraflx Systems	S	Maintenance of hydrogen production & refueling station	HCATT's Contract Specialist and the Program Director oversees project deliverables and payments	Y
BED143	N	727,750.00	O	850,000.00	122,250.00	5/23/2011	5/23/11	11/30/11	Hydraflx Systems	S	Electrolysis-based hydrogen production system	HCATT's Contract Specialist and the Program Director oversees project deliverables and payments	Y
BED143	N	351,000.00	O	582,000.00	231,000.00	8/17/2011	8/17/11	12/31/11	Hydraflx Systems	S	Improvement projects for hydrogen refueling & production station	HCATT's Contract Specialist and the Program Director oversees project deliverables and payments	Y
BED143	N	-	M	72,000.00	72,000.00	11/22/2011	12/1/11	5/31/12	US Hybrid Corp.	S	Maintenance of alternative fuel vehicle (vendor replacement for Enova)	HCATT's Contract Specialist and the Program Director oversees project deliverables and payments	Y

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							From	To					
BED143	N	-	O	682,000.00	682,000.00	11/16/2011	11/16/11	9/30/13	US Hybrid Corp.	S	Dump truck conversion to fuel cell hybrid electric	HCATT's Contract Specialist and the Program Director oversees project deliverables and payments	Y
BED144	N	10,000.00	O	85,000.00	75,000.00	7/7/2011	7/7/2011	5/31/2012	UNIVERSITY OF HAWAII AT HILO	S	Services for a pilot study to test methodologies on alternative development proposals, evaluate the results and develop recommendations to improve existing procedures and methodology used to determine potential long-term impacts of runoff and erosion.	Monitored via scope of services and deliverables	N
BED144	N	-	O	30,000.00	30,000.00	8/16/2011	8/16/2011	10/30/2011	UNIVERSITY OF	S	Alternative futures exercise to assist in	Monitored via	N
BED144	N	22,154.06	O	30,000.00	7,845.94	1/1/2011	1/1/2011	12/31/2011	RESEARCH CORPORATION OF THE UNIVERSITY OF HAWAII	S	Services for Marine and Coastal Zone Advocacy Council advocacy and outreach activities and Coastal Hazards activities - Extend for 1 additional year.	Monitored via scope of services and deliverables	N
BED144	N	-	O	299,567.00	299,567.00	7/19/2011	7/19/2011	7/31/2012	COUNTY OF HAWAII	S	Services required to administer a Coastal Zone Management Program and implement Coastal Zone Management Law, Chapter 205A, HRS. FY11-12	Monitored via scope of services and deliverables	N
BED144	N	-	O	244,323.00	244,323.00	7/27/2011	7/27/2011	7/31/2012	COUNTY OF KAUAI	S	Services required to administer a Coastal Zone Management Program and implement Coastal Zone Management Law, Chapter 205A, HRS. FY11-12	Monitored via scope of services and deliverables	N
BED144	N	-	O	301,290.00	301,290.00	7/27/2011	7/27/2011	7/31/2012	COUNTY OF MAUI	S	Services required to administer a Coastal Zone Management Program and implement Coastal Zone Management Law, Chapter 205A, HRS. FY11-12	Monitored via scope of services and deliverables	N
BED144	A	-	O	43,397.00	43,397.00	7/19/2011	7/19/2011	7/31/2012	COUNTY OF HAWAII	S	Services required to administer a Coastal Zone Management Program and implement Coastal Zone Management Law, Chapter 205A, HRS. FY11-12	Monitored via scope of services and deliverables	N

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							From	To					
BED144	A	-	O	43,398.00	43,398.00	7/27/2011	7/27/2011	7/31/2012	COUNTY OF KAUAI	S	Services required to administer a Coastal Zone Management Program and implement Coastal Zone Management Law, Chapter 205A, HRS. FY11-12	Monitored via scope of services and deliverables	N
BED144	A	-	O	43,398.00	43,398.00	7/27/2011	7/27/2011	7/31/2012	COUNTY OF MAUI	S	Services required to administer a Coastal Zone Management Program and implement Coastal Zone Management Law, Chapter 205A, HRS. FY11-12	Monitored via scope of services and deliverables	N
BED146	B	28,500.00	O	29,518.00	1,018.00	9/26/2011	9/26/11	3/25/12	Ferarro Choi	S	Pre-feasibility study building renovation	Staff	Y
BED146	B	23,908.70	M	23,908.70	-	11/12/2009	1/1/10	12/31/12	Pacific Waste	S	Rubbish Disposal	Staff	Y
BED 146	B	22,500.00	O	22,500.00	-	3/3/2010	3/3/10	9/30/11	ACM Consultants	S	Land Appraisal	Staff	N
BED146	B	233,153.75	O	385,421.00	152,267.25	12/14/2009	7/30/10	1/14/12	PB Americas	S	Road Design	Staff	Y
BED146	C	28,500.00	O	391,102.00	362,602.00	12/15/2009	7/31/10	1/15/12	PB Americas	S	Road Design	Staff	Y
BED146	C	6,666.69	O	538,440.00	531,773.31	1/20/2010	7/27/10	1/19/12	RM Towill	S	Seawater System Design	Staff	Y
BED146	C	200,550.00	O	287,417.00	86,867.00	5/19/2010	9/29/10	3/23/12	Makai Ocean Engineer	S	Ocean Pipeline Repair Design	Staff	Y
BED 146	N	356,165.00	O	467,829.00	111,664.00	12/12/2008	12/3/08	9/30/10	Oceanit Laboratories #57846	S	R&D: Ku-SATCOM Phased Array Antenna	Contracts/Research Administrators *	Y
BED 146	N	16,630.63	M	40,135.08	23,504.45	1/5/2009	8/1/11	12/31/12	DEG, LLC #57902	L	Honolulu Office Space Lease	Fiscal Assistant	Y
BED 146	N	223,540.00	O	336,526.00	112,986.00	9/22/2009	10/1/09	12/31/11	Pacific Environmental Tech. #58585	S	R&D: Mini-DOMS Deep-Sea Mass Spectrometer	Contracts/Research Administrators	Y
BED 146	N	222,100.00	O	260,997.00	38,897.00	9/22/2009	9/17/09	12/31/11	Lidar Pacific Corp. #58588	S	R&D: AXTG Air-Deployable Expendable Tide Gauge	Contracts/Research Administrators	Y
BED 146	N	294,008.00	O	382,542.00	88,534.00	10/8/2009	10/1/09	9/30/11	CBI Polymers, LLC #58631	S	R&D: Methods of Chemical Decontamination of Navy Assets	Contracts/Research Administrators	Y
BED 146	N	94,218.00	O	489,305.00	395,087.00	10/8/2009	10/1/09	6/30/12	Oceanit Laboratories #58634	S	R&D: Nanocomposite Anechoic Submarine Tiles	Contracts/Research Administrators	Y
BED 146	N	177,987.00	O	634,989.00	457,002.00	9/27/2010	9/1/10	2/29/12	CBI Polymers, LLC #59642	S	R&D: Improved Anticorrosion Coatings for Navy Ships	Contracts/Research Administrators	Y
BED 146	N	87,341.00	O	576,032.00	488,691.00	9/28/2010	10/1/10	3/31/12	Spectrum Photonics #59645	S	R&D: Trace Chemical Sensor for Underwater Explosive Ordnance Detection	Contracts/Research Administrators	Y
BED 146	N	291,856.00	O	574,437.00	282,581.00	9/28/2010	9/1/10	1/31/12	Pacific Defense Solutions #59646	S	R&D: Automatic Decision Aides for Submarine Situational Awareness	Contracts/Research Administrators	Y

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BED 146	N	311,673.00	O	492,000.00	180,327.00	9/28/2010	10/1/10	1/31/12	Lockheed Martin Corp. #59647	S	R&D: Contact Association Across Nodes	Contracts/Research Administrators	N
BED 146	N	536,696.00	O	691,000.00	154,304.00	9/28/2010	10/1/10	1/31/12	Lockheed Martin Corp. #59648	S	R&D: Advanced System for Faster-Than-Real-Time Acoustic Processing	Contracts/Research Administrators	N
BED 146	N	427,032.00	O	684,044.00	257,012.00	9/28/2010	9/1/10	3/31/12	Phoenix Intl Holdings #59649	S	R&D: Underwater 3-D Damage Assessment Tool	Contracts/Research Administrators	
BED 146	N	98,772.00	O	389,145.00	290,373.00	10/26/2010	11/1/10	4/30/12	Ocean Acoustical Srv/Instrum Syst. #59732	S	R&D: Improving Glider Position Estimates and Ocean State Forecasts	Contracts/Research Administrators	
BED 146	N	166,021.00	O	370,991.00	204,970.00	10/27/2010	10/1/10	9/30/11	Kuehne Agrosystems, Inc. #59737	S	R&D: Mixotrophic Grown Biomass for Biofuels	Contracts/Research Administrators	
BED 146	N	176,433.00	O	392,950.00	216,517.00	11/15/2010	12/1/10	1/31/12	Science Applications Intl Corp. #59776	S	R&D: Thermochemical Underwater Sound Source	Contracts/Research Administrators	
BED 146	N	7,274.12	O	18,000.00	10,725.88	11/30/2010	10/20/10	9/30/11	Bales, Susan L #59805	S	Technical Reviewer for Contracts	Fiscal Assistant	
BED 146	N	342,096.00	O	568,300.00	226,204.00	12/28/2010	12/3/10	4/30/12	Makai Ocean Engineering #59873	S	R&D: Underwater Array Burial System	Contracts/Research Administrators	N
BED 146	N	196,883.00	O	364,640.00	167,757.00	12/28/2010	12/3/10	1/31/12	Lockheed Martin Corp. #59874	S	R&D: Non-Traditional Sonar System	Contracts/Research Administrators	N
BED 146	N	4,952.19	M	-	-	3/30/2011	4/1/11	3/31/16	LEAF	E	Copier Lease	Fiscal Assistant	N
BED 146	N	2,281.97	O	-	-	9/22/2009	10/1/09	9/30/14	Pitney Bowes	E	Postage Meter Lease	Fiscal Assistant	N
									* Research Administrator		Lee Fausak		N
									* Contract & Grants Administrator				N
BED150	W	35,403.09	M	36,942.36	1,539.27	7/22/10	7/2/08	7/1/11	HO'ONANI LANDSCAPING, LTD.	S	Furnishing Roadway Median Landscape Maintenance For Iialo St & Queen St Extbsuib(Kamakee St to Waimanu St)At Kakaako Community Development District.	Program Manager	N
BED150	W	12,644.02	M	13,193.76	549.74	7/22/10	7/2/08	7/1/11	HO'ONANI LANDSCAPING, LTD.	S	Furnishing Roadway Median Landscape Maintenance For Iialo St & Queen St Extbsuib(Kamakee St to Waimanu St)At Kakaako Community Development District.	Program Manager	N
BED150	W	-	M	10,000.00	10,000.00	7/22/10	7/2/08	7/1/11	HO'ONANI LANDSCAPING, LTD.	S	Furnishing Roadway Median Landscape Maintenance For Iialo St & Queen St Extbsuib(Kamakee St to Waimanu St)At Kakaako Community Development District.	Program Manager	N

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BED150	C	283,399.27	M	341,170.00	57,770.73	8/14/08	9/1/08	3/4/13	AUSTIN, TSUTSUMI & ASSOC.,INC.	S	Misc Repairs & Uprgrades To The Kakaako Waterfront Park, Makai Gateway Park & Kewalo Basin Park Opt To Extend 2-12 Mos.	Program Manager	N
BED150	W	105,813.74	M	115,453.58	9,639.84	10/8/08	11/3/08	5/1/12	AECOM PACIFIC, INC.	S	Preparation For Natl Pollutant Discharge Elimination System Permit Requirements For Federal, State & City/County-Owned Small Municipal Areas.	Program Manager	N
BED150	W	30,832.57	M	73,000.00	42,167.43	2/3/11	11/3/08	5/1/12	AECOM PACIFIC, INC.	S	Preparation For Natl Pollutant Discharge Elimination System Permit Requirements For Federal, State & City/County-Owned Small Municipal Areas.	Program Manager	N
BED150	W	140,460.10	M	146,375.00	5,914.90	5/13/09	5/20/09	7/9/11	PAREN, INC.	S	Design Of Traff Signal & The Intersection Of Kamakee & Queen St Kakaako Community Development District Oahu	Program Manager	N
BED150	W	50,813.00	M	78,098.00	27,285.00	2/4/10	5/20/09	7/9/11	PAREN, INC.	S	Design Of Traff Signal & The Intersection Of Kamakee & Queen St Kakaako Community Development District Oahu	Program Manager	N
BED150	W	161,410.29	M	210,000.00	48,589.71	7/15/09	7/20/09	n/a	UMEMOTO CASSANDRO DESIGN	S	Design & Construction Of Mother Waldron Park Kakaako Comm Development District Oahu	Program Manager	N
BED150	W	-	M	27,042.41	27,042.41	9/21/10	7/20/09	n/a	UMEMOTO CASSANDRO DESIGN	S	Design & Construction Of Mother Waldron Park Kakaako Comm Development District Oahu	Program Manager	N
BED150	W	296,204.22	M	382,199.00	85,994.78	8/17/09	8/27/09	n/a	MVE PACIFIC, INC.	S	Develop Plans & Programs For District-Wide Parking Kakaako Makai Area Oahu.	Program Manager	N
BED150	W	940,778.02	M	1,008,803.51	68,025.49	2/8/10	9/9/09	n/a	MOFFATT & NICHOL	S	Design & Construction Of Improvements To Kewalo Basin Kakaako Community Development District Oahu	Program Manager	N
BED150	W	-	M	150,000.00	150,000.00	7/11/11	9/9/09	n/a	MOFFATT & NICHOL	S	Design & Construction Of Improvements To Kewalo Basin Kakaako Community Development District Oahu	Program Manager	N
BED150	W	132,881.90	M	166,597.00	33,715.10	10/14/09	10/26/09	n/a	OKAHARA & ASSOCIATES, INC.	S	Army & Air Force Exchange Services (Aafes) Bldg Repairs Project Kakaako Community Development District Oahu	Program Manager	N
BED150	W	-	M	60,000.00	60,000.00	11/16/11	10/26/09	n/a	OKAHARA & ASSOCIATES, INC.	S	Army & Air Force Exchange Services (AAFES) Bldg Repairs Project Kakaako Community Development District Oahu	Program Manager	N

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							From	To					
BED150	W	770.00	M	10,000.00	9,230.00	11/5/09	11/1/09	10/31/12	ROLLOFFS HAWAII, LLC.	S	Refuse Collection Services At Kakaako Waterfront Park Kewalo Basin & Kew Lo Basin Harbor / Kakaako Comm Development District Oahu	Program Manager	N
BED150	W	6,430.32	M	6,430.32	-	11/5/09	11/1/09	10/31/12	ROLLOFFS HAWAII, LLC.	S	Refuse Collection Services At Kakaako Waterfront Park Kewalo Basin & Kew Lo Basin Harbor / Kakaako Comm Development District Oahu	Program Manager	N
BED150	W	25,006.80	M	25,006.80	-	11/5/09	11/1/09	10/31/12	ROLLOFFS HAWAII, LLC.	S	Refuse Collection Services At Kewalo Basin Lo Basin Harbor / Kakaako Comm Development District Oahu	Program Manager	N
BED150	W	-	M	6,430.32	6,430.32	11/5/09	11/1/09	10/31/12	ROLLOFFS HAWAII, LLC.	S	Refuse Collection Services At Kakaako Waterfront Park Kewalo Basin & Kew Lo Basin Harbor / Kakaako Comm Development District Oahu	Program Manager	N
BED150	W	-	M	25,006.80	25,006.80	11/5/09	11/1/09	10/31/12	ROLLOFFS HAWAII, LLC.	S	Refuse Collection Services At Kewalo Basin Lo Basin Harbor / Kakaako Comm Development District Oahu	Program Manager	N
BED150	W	3,259,656.86	M	3,293,196.00	33,539.14	1/7/10	5/10/10	n/a	IIDA, T. CONTRACTING, LTD.	S	Misc. Repairs & Impr. To Kakaako Waterfront Park, Kwalo Basin Park & Makai Gateway Park Kakaako Community Development District, Oahu.	Program Manager	N
BED150	W	60,718.00	M	99,852.00	39,134.00	10/15/10	5/10/10	n/a	IIDA, T. CONTRACTING, LTD.	S	Misc. Repairs & Impr. To Kakaako Waterfront Park, Kwalo Basin Park & Makai Gateway Park Kakaako Community Development District, Oahu.	Program Manager	N
BED150	W	-	M	59,044.00	59,044.00	1/19/11	5/10/10	n/a	IIDA, T. CONTRACTING, LTD.	S	Misc. Repairs & Impr. To Kakaako Waterfront Park, Kwalo Basin Park & Makai Gateway Park Kakaako Community Development District, Oahu.	Program Manager	N
BED150	W	-	M	143,200.00	143,200.00	7/21/11	5/10/10	n/a	IIDA, T. CONTRACTING, LTD.	S	Misc. Repairs & Impr. To Kakaako Waterfront Park, Kwalo Basin Park & Makai Gateway Park Kakaako Community Development District, Oahu.	Program Manager	N
BED150	C	46,136.85	M	50,000.00	3,863.15	4/29/10	5/1/10	12/31/11	MITSUNAGA & ASSOCIATES, INC.	S	Planning & Design Services For The Dept Of Public Safety Interim Facility.	Program Manager	N

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							From	To					
BED150	C	104,526.00	M	104,526.00	-	4/29/10	5/1/10	12/31/11	MITSUNAGA & ASSOCIATES, INC.	S	Planning & Design Services For The Dept Of Public Safety Interim Facility.	Program Manager	N
BED150	W	927,245.44	M	1,119,751.00	192,505.56	5/17/10	9/13/10	7/1/11	RMY CONSTRUCTION, INC.	S	Queen & Kamakee Intersection Traffic Signal Imprvmts Kakaako Comm Development Dist/ Oahu	Program Manager	N
BED150	C	950.00	M	1,000.00	50.00	6/21/10	5/27/10	n/a	TOWILL, R. M. CORPORATION	S	Design Services For Kalaeloa Life Safety Projects Kalaeloa Community Development District Oahu	Program Manager	N
BED150	C	107,351.15	M	113,002.00	5,650.85	6/21/10	5/27/10	n/a	TOWILL, R. M. CORPORATION	S	Design Services For Kalaeloa Life Safety Projects Kalaeloa Community Development District Oahu	Program Manager	N
BED150	C	42,658.85	M	49,000.00	6,341.15	6/21/10	5/27/10	n/a	TOWILL, R. M. CORPORATION	S	Design Services For Kalaeloa Life Safety Projects Kalaeloa Community Development District Oahu	Program Manager	N
BED150	C	-	M	1,000.00	1,000.00	11/15/10	5/27/10	n/a	TOWILL, R. M. CORPORATION	S	Design Services For Kalaeloa Life Safety Projects Kalaeloa Community Development District Oahu	Program Manager	N
BED150	C	-	M	13,857.00	13,857.00	11/15/10	5/27/10	n/a	TOWILL, R. M. CORPORATION	S	Design Services For Kalaeloa Life Safety Projects Kalaeloa Community Development District Oahu	Program Manager	N
BED150	W	1,500.00	M	4,500.00	3,000.00	6/30/10	5/1/10	4/30/13	DOONWOOD ENGINEERING, INC.	S	Furnishing Maintenece & Repair Svcs For The Sewage Pump Systems At The Kawaako Waterfront,Kakaako Makai Gateway & Kewalo Basin Parks.	Program Manager	N
BED150	W	1,570.00	M	3,900.00	2,330.00	6/30/10	5/1/10	4/30/13	DOONWOOD ENGINEERING, INC.	S	Furnishing Maintenece & Repair Svcs For The Sewage Pump Systems At The Kawaako Waterfront,Kakaako Makai Gateway & Kewalo Basin Parks.	Program Manager	N
BED150	W	440,724.80	M	563,890.00	123,165.20	7/22/10	8/2/10	n/a	HO, RONALD N. S. & ASSOCIATES,	S	Misc. Repairs & Impr. To Kakaako Waterfront Park, Kwalo Basin Park & Makai Gateway Park Kakaako Community Development District, Oahu.	Program Manager	N
BED150	W	7,558.20	M	41,730.00	34,171.80	7/30/10	9/1/10	12/31/12	BOWERS + KUBOTA CONSULTING INC	S	Kewalo Basin Charter Boat Building Repairs, Kakaako Community Development District.	Program Manager	N
BED150	C	1,268,581.25	M	1,288,000.00	19,418.75	8/13/10	10/19/10	6/2/11	IIDA, T. CONTRACTING, LTD.	S	Construct The Sheriff'S Div. Interim Facility In The Kakaako Area, Dept. Of Public Safety Interim Facility, Oahu	Program Manager	N
BED150	C	19,823.75	M	20,025.00	201.25	6/8/11	10/19/10	6/2/11	IIDA, T. CONTRACTING, LTD.	S	Construct The Sheriff'S Div. Interim Facility In The Kakaako Area, Dept. Of Public Safety Interim Facility, Oahu	Program Manager	N

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							From	To					
BED150	W	7,000.00	M	60,000.00	53,000.00	11/1/10	10/13/10	10/12/12	PAREN, INC.	S	Subdivision Applications For Land Parcels To Be Dedicated To The C/C Hon Kakaako Comm Development District Oahu / W/ Option To Extend For One Yr	Program Manager	N
BED150	W	28,832.00	M	30,528.00	1,696.00	12/3/10	10/20/10	11/29/12	H-5 HAWAII HELPING THE HUNGRY	S	Trash Collection Services For Kakaako Waterfront Park, Makai Gateway, Kewalo Basin Parks & Kewalo Basin Harbor/ Kakaako Comm Development District	Program Manager	N
BED150	W	15,900.67	M	16,836.00	935.33	12/3/10	10/20/10	11/29/12	H-5 HAWAII HELPING THE HUNGRY	S	Trash Collection Services For Kakaako Waterfront Park, Makai Gateway, Kewalo Basin Parks & Kewalo Basin Harbor/ Kakaako Comm Development District	Program Manager	N
BED150	W	4,975.33	M	5,268.00	292.67	12/3/10	10/20/10	11/29/12	H-5 HAWAII HELPING THE HUNGRY	S	Trash Collection Services For Kakaako Waterfront Park, Makai Gateway, Kewalo Basin Parks & Kewalo Basin Harbor/ Kakaako Comm Development District	Program Manager	N
BED150	W	-	M	10,000.00	10,000.00	12/3/10	10/20/10	11/29/12	H-5 HAWAII HELPING THE HUNGRY	S	Trash Collection Services For Kakaako Waterfront Park, Makai Gateway, Kewalo Basin Parks & Kewalo Basin Harbor/ Kakaako Comm Development District	Program Manager	N
BED150	W	-	M	30,528.00	30,528.00	12/3/10	10/20/10	11/29/12	H-5 HAWAII HELPING THE HUNGRY	S	Trash Collection Services For Kakaako Waterfront Park, Makai Gateway, Kewalo Basin Parks & Kewalo Basin Harbor/ Kakaako Comm Development District	Program Manager	N
BED150	W	-	M	16,836.00	16,836.00	12/3/10	10/20/10	11/29/12	H-5 HAWAII HELPING THE HUNGRY	S	Trash Collection Services For Kakaako Waterfront Park, Makai Gateway, Kewalo Basin Parks & Kewalo Basin Harbor/ Kakaako Comm Development District	Program Manager	N
BED150	W	-	M	5,268.00	5,268.00	12/3/10	10/20/10	11/29/12	H-5 HAWAII HELPING THE HUNGRY	S	Trash Collection Services For Kakaako Waterfront Park, Makai Gateway, Kewalo Basin Parks & Kewalo Basin Harbor/ Kakaako Comm Development District	Program Manager	N
BED150	W	-	M	10,000.00	10,000.00	12/3/10	10/20/10	11/29/12	H-5 HAWAII HELPING THE HUNGRY	S	Trash Collection Services For Kakaako Waterfront Park, Makai Gateway, Kewalo Basin Parks & Kewalo Basin Harbor/ Kakaako Comm Development District	Program Manager	N

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							From	To					
BED150	W	136,666.67	M	150,000.00	13,333.33	12/14/10	12/3/10	12/2/12	PARADISE PROPERTIES INC.	S	Furnishing Grounds Maintenance Services For Kakaako Waterfront Kakaako Makai Gateway & Kewalo Basin Parks	Program Manager	N
BED150	W	38,266.67	M	42,000.00	3,733.33	12/14/10	12/3/10	12/2/12	PARADISE PROPERTIES INC.	S	Furnishing Grounds Maintenance Services For Kakaako Waterfront Kakaako Makai Gateway & Kewalo Basin Parks	Program Manager	N
BED150	W	500.00	M	2,000.00	1,500.00	12/14/10	12/3/10	12/2/12	PARADISE PROPERTIES INC.	S	Furnishing Grounds Maintenance Services For Kakaako Waterfront Kakaako Makai Gateway & Kewalo Basin Parks	Program Manager	N
BED150	W	47,507.75	M	50,000.00	2,492.25	12/14/10	12/3/10	12/2/12	PARADISE PROPERTIES INC.	S	Furnishing Grounds Maintenance Services For Kakaako Waterfront Kakaako Makai Gateway & Kewalo Basin Parks	Program Manager	N
BED150	W	-	M	150,000.00	150,000.00	12/14/10	12/3/10	12/2/12	PARADISE PROPERTIES INC.	S	Furnishing Grounds Maintenance Services For Kakaako Waterfront Kakaako Makai Gateway & Kewalo Basin Parks	Program Manager	N
BED150	W	-	M	42,000.00	42,000.00	12/14/10	12/3/10	12/2/12	PARADISE PROPERTIES INC.	S	Furnishing Grounds Maintenance Services For Kakaako Waterfront Kakaako Makai Gateway & Kewalo Basin Parks	Program Manager	N
BED150	W	-	M	2,000.00	2,000.00	12/14/10	12/3/10	12/2/12	PARADISE PROPERTIES INC.	S	Furnishing Grounds Maintenance Services For Kakaako Waterfront Kakaako Makai Gateway & Kewalo Basin Parks	Program Manager	N
BED150	W	-	M	50,000.00	50,000.00	12/14/10	12/3/10	12/2/12	PARADISE PROPERTIES INC.	S	Furnishing Grounds Maintenance Services For Kakaako Waterfront Kakaako Makai Gateway & Kewalo Basin Parks	Program Manager	N
BED150	W	16,451.61	M	18,000.00	1,548.39	12/15/10	12/2/10	12/1/12	PUANANI LANDSCAPE/MAINTENANCE	S	Grounds Maintenance Services For Kolowalu Park/Kakaako Comm Dev District Oahu	Program Manager	N
BED150	W	5,700.00	M	10,000.00	4,300.00	12/15/10	12/2/10	12/1/12	PUANANI LANDSCAPE/MAINTENANCE	S	Grounds Maintenance Services For Kolowalu Park/Kakaako Comm Dev District Oahu	Program Manager	N
BED150	W	-	M	18,000.00	18,000.00	12/15/10	12/2/10	12/1/12	PUANANI LANDSCAPE/MAINTENANCE	S	Grounds Maintenance Services For Kolowalu Park/Kakaako Comm Dev District Oahu	Program Manager	N
BED150	W	-	M	10,000.00	10,000.00	12/15/10	12/2/10	12/1/12	PUANANI LANDSCAPE/MAINTENANCE	S	Grounds Maintenance Services For Kolowalu Park/Kakaako Comm Dev District Oahu	Program Manager	N
BED150	W	186.27	M	155,397.00	155,210.73	5/3/11	6/1/11	n/a	CULTURAL SURVEYS HAWAII, INC.	S	Archaeological Monitoring For The Fort Barrette/Enterprise Rd Energy Corridor Kalaeloa Community Development District Oahu	Program Manager	N

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							From	To					
BED150	W	36,699.45	M	52,618.00	15,918.55	5/13/11	5/9/11	5/8/14	HO, RONALD N. S. & ASSOCIATES,	S	Consultant Svcs For Us Army Joint Trunk System Project, Kakaako Makai Area Kakaako Community Development District.	Program Manager	N
BED150	W	93,366.00	M	892,787.00	799,421.00	5/31/11	9/6/11	6/2/12	DKSL, LLC	S	Design & Construction Of Variou Repairs To The Army & Air Force Exchange Services(AAFES) Building Kakaako Community Development District, Oahu	Program Manager	N
BED150	W	235,000.00	M	235,000.00	-	6/13/11	6/15/11	6/14/12	VEATCH, CHRIS	S	CFS3 Bldg Roofing & Repairs, Kakaako Community Development District, Oahu	Program Manager	N
BED150	C	-	M	121,141.00	121,141.00	9/6/11	8/10/11	2/6/12	MEGA CONSTRUCTION, INC.	S	Life Safety Improvement Projects, Kalaeloa Community Development District, Oahu	Program Manager	N
BED150	C	-	M	49,000.00	49,000.00	9/6/11	8/10/11	2/6/12	MEGA CONSTRUCTION, INC.	S	Life Safety Improvement Projects, Kalaeloa Community Development District, Oahu	Program Manager	N
BED150	C	-	M	407,300.00	407,300.00	9/6/11	8/10/11	2/6/12	MEGA CONSTRUCTION, INC.	S	Life Safety Improvement Projects, Kalaeloa Community Development District, Oahu	Program Manager	N
BED150	W	3,920.00	M	33,600.00	29,680.00	9/15/11	9/19/11	9/18/13	PUANANI LANDSCAPE/MAINTENANCE	S	Landscape Maintenance For Piano Lot, Ilalo St Median, Ohe, Ahui, Olomehani St Tree Wells, Kakaako Community Development District, Oahu	Program Manager	N
BED150	W	-	M	10,000.00	10,000.00	9/15/11	9/19/11	9/18/13	PUANANI LANDSCAPE/MAINTENANCE	S	Landscape Maintenance For Piano Lot, Ilalo St Median, Ohe, Ahui, Olomehani St Tree Wells, Kakaako Community Development District, Oahu	Program Manager	
BED150	W	-	M	33,600.00	33,600.00	9/15/11	9/19/11	9/18/13	PUANANI LANDSCAPE/MAINTENANCE	S	Landscape Maintenance For Piano Lot, Ilalo St Median, Ohe, Ahui, Olomehani St Tree Wells, Kakaako Community Development District, Oahu	Program Manager	
BED150	W	-	M	10,000.00	10,000.00	9/15/11	9/19/11	9/18/13	PUANANI LANDSCAPE/MAINTENANCE	S	Landscape Maintenance For Piano Lot, Ilalo St Median, Ohe, Ahui, Olomehani St Tree Wells, Kakaako Community Development District, Oahu	Program Manager	
BED150	W	-	M	5,005.00	5,005.00	9/15/11	9/19/11	9/18/13	PUANANI LANDSCAPE/MAINTENANCE	S	Landscape Maintenance For Piano Lot, Ilalo St Median, Ohe, Ahui, Olomehani St Tree Wells, Kakaako Community Development District, Oahu	Program Manager	

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							From	To						
BED150	W	-	M	32,146.58	32,146.58	11/16/11	11/20/11	11/19/13	SIAH, MARC M. & ASSOCIATES,	S	Demolition & Clearing Of The Look Laboratory, Kakaako Community Development District, Oahu, Opt To Extend 1-12 Mos	Program Manager		
BED150	W	-	M	15,330.00	15,330.00	11/21/11	11/17/11	11/16/12	HONOLULU MERCHANT PATROL	S	Furnishing Security Attendant Svcs For Kakaako Waterfront, Makai Gateway Kewalo Basin Parks & Piano Parking Lot, Kakaako Community Development District.	Program Manager		
BED150	W	-	M	15,330.00	15,330.00	11/21/11	11/17/11	11/16/12	HONOLULU MERCHANT PATROL	S	Furnishing Security Attendant Svcs For Kakaako Waterfront, Makai Gateway Kewalo Basin Parks & Piano Parking Lot, Kakaako Community Development District.	Program Manager		
BED150	W	-	M	15,330.00	15,330.00	11/21/11	11/17/11	11/16/12	HONOLULU MERCHANT PATROL	S	Furnishing Security Attendant Svcs For Kakaako Waterfront, Makai Gateway Kewalo Basin Parks & Piano Parking Lot, Kakaako Community Development District.	Program Manager		
BED150	W	-	M	5,000.00	5,000.00	11/21/11	11/17/11	11/16/12	HONOLULU MERCHANT PATROL	S	Furnishing Security Attendant Svcs For Kakaako Waterfront, Makai Gateway Kewalo Basin Parks & Piano Parking Lot, Kakaako Community Development District.	Program Manager		
BED 160	W	208,055.00	O	222,918.00	14,863.00	1/9/2007	1/9/07	5/18/11	Kishi, Robert Architect LLC	S	Prof. Services to draft plans and spec's, obtain approvals and permits, and oversight of Phases I & II of Kahikolu Ohana Hale O Waianae Proj.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	DEV 07-03
BED 160	W	7,942.65	O	15,000.00	7,057.35	4/4/2007	4/4/07	1/15/08 Est.	Control Point Surveying, Inc.	S	Small Purchase Contract for surveyor services to identify current properties impacted, title rpt. Of impacted properties, and legal description of Villages of Leiali'i project for offsite sewer easement.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	DEV 07-08
BED 160	W	836,344.19	O	971,000.00	134,655.81	11/5/2007	11/5/07	5/11/12	Belt Collins Hawaii Ltd	S	Master Plan and EIS for Villages of Leiali'i, Lahaina, Maui, Hawaii	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	DEV 07-21
BED 160	W	292,016.00	O	352,243.00	60,227.00	9/14/2007	9/14/07	10/31/08 Est.	Maui Master Builders, Inc.	S	Construction contract for cleanup of retention basin, installation of security fencing, and clearing of vegetation mauka of Village 1A.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	DEV 07-20

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							From	To						
BED 160	W	319,295.26	O	333,710.80	14,415.54	11/30/2007	11/30/07	11/29/09	Royal Contracting Co., Ltd.	S	Provide maint. services for replacement of st. signs, markers and markings, and repair potholes at Villages of Kapolei	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	DEV 07-22
BED 160	W	191,070.65	O	199,940.00	8,869.35	4/2/2008	4/2/08	4/8/10	Standard Electric, Inc	S	Repair and maintenance of Street lights and electrical equipment at the Villages of Kapolei	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	DEV 08-01
BED 160	W	101,640.00	O	121,400.00	19,760.00	4/24/2008	4/24/08	5/10/10 Est.	Belt Collins Hawaii Ltd	S	Complete EA and CDUA Approvals for Production Well at Well Site #4 and off-site water improvements for the Keahuolu Affordable Hsg. Proj.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	DEV 08-04
BED 160	W	146,598.67	O	155,000.00	8,401.33	10/1/2008	11/30/07	12/23/09	Royal Contracting Co., Ltd.	S	Increase Allowance for patching of potholes, pavement cracks & ruts with cold/hot asphalt patching. Increase Allowance for restriping of roadway traffic lines, wording & replacement of raised traffic markers.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	DEV 07-22SA01
BED 160	W	5,293.40	O	50,000.00	44,706.60	10/24/2008	10/24/08	4/8/10	Standard Electric, Inc	S	Increase Allowance for Electrical troubleshooting for proper street light operation, including street light metering equipment and power supply.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	DEV 08-01SA01
BED 160	W	20,050.40	O	104,847.00	84,796.60	11/26/2008	11/26/08	12/7/10	Belt Collins Hawaii Ltd	S	EA for an exploratory well at Well Site #3, TMK (3)7-5-1: 55 & 117, Keopu, Hawaii for Kamakana Villages at Keahuolu Proj., Keahuolu, Kona, HI	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	DEV 08-10
BED 160	W	96,920.65	O	191,196.85	94,276.20	12/22/2009	12/22/09	12/23/10	Royal Contracting Co., Ltd.	S	Extend contract time by 1 year and increase contract sum per the multi-term provision of the contract.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	DEV 07-22SA02
BED 160	W	0.00	O	203,632.00	203,632.00	3/22/2010	4/7/10	4/8/12	Standard Electric, Inc	S	Extend contract.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	DEV 08-01SA02
BED 160	W	5,000.00	O	10,000.00	5,000.00	11/9/2009	11/9/09	5/11/10	Bills Engineering Inc.	S	Prof. Engineering Services to prepare conceptual roadway drawings for the Northwest Corner at the Villages of Kapolei.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	DEV 08-05SA02

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							From	To						
BED 160	W	143,827.15	O	164,200.00	20,372.85	5/4/2010	5/4/10	7/7/12	Pural Water Specialty Co.,	S	Operate and maintain non potable water system - 24 months contract extension.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	DEV 08-08SA01
BED 160	W	53,754.00	O	68,000.00	14,246.00	9/3/2009	9/3/09	9/15/10	Belt Collins Hawaii Ltd	S	TDEM resistivity engineering surveys to determine the existence of high level, high capacity potable ground water sources for the Villages of Leialii.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	DEV 09-06
BED 160	W	39,182.37	O	56,244.60	17,062.23	10/7/2009	10/8/09	10/30/11	Kleen Sweeps, Inc.	S	Street sweeping services at the Villages of Kapolei.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	DEV 09-10
BED 160	W	46,170.00	O	136,400.00	90,230.00	12/1/2009	12/1/09	12/15/11	Imua Landscaping Co., Inc.	S	Maintenance of the lower drainage channel at the Villages of Kapolei.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	DEV 09-14
BED 160	W	0.00	O	40,000.00	40,000.00	3/1/2011	3/1/11	7/7/12	Pural Water Specialty Co.,	S	Increase repair and replacement allowance.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	DEV 08-08SA02
BED 160	W	9,333.16	O	19,600.00	10,266.84	7/1/2010	3/29/10	3/29/11	Paradise Bloom Landscaping	G/S	Yard maintenance and property inspection in anticipation of resale of property under HHFDC's affordable resale program.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	RES 11-01
BED 160	W	49,043.75	O	100,000.00	50,956.25	8/16/2010	8/16/10	8/31/11 Est.	Belt Collins Hawaii Ltd	S	Phase A Master Plan and Expansion of Water Supply Plan.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	DEV 11-01
BED 160	W	25,723.80	O	686,472.00	660,748.20	9/1/2010	9/1/10	8/31/13	Bills Engineering Inc.	S	Prof. engineering and related services for planning, design, construction, and subdiv. Of Waiahole Valley Water system, inclusive of an environmental assessment, public relations, plans & specs.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	DEV 11-02
BED 160	W	0.00	O	49,366.68	\$ 49,366.68	12/14/2011	12/14/11	1/3/13	H.T.M. Contractors, Inc.	G/S	Sidewalk and Storm Drain Catch Basin Repairs at Villages of Kapolei.	Staff oversees actual work; disbursements are monitored by Fiscal Office.	Y	DEV 12-06

Department of Business, Economic Development and Tourism
Active Contracts

Table 19

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							From	To						
BED 160	W	1,590.44	M	2,406.05	815.61		2/1/11	1/31/12	United Courier Services, Inc.	S	Security courier services contracted by State. Contract No. IFB-09-019-O	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	IFB 09-019-O
BED 160	W	4,023.65	O	9,500.00	5,476.35	11/8/2010	11/16/10	12/15/11	Samurai Professional Services	G/S	Furnishing landscape maintenance services for HHFDC property in anticipation of HHFDC' s affordable resale program.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	RES 11-03
BED 160	W	903.62	O	2,681.50	1,777.88	11/5/2010	11/16/10	11/15/11	Lanakila Rehabilitation Center	S	Furnishing landscape maintenance services for HHFDC property in anticipation of resale under HHFDC' s affordable resale program; and Lot 417, Waianae.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	RES 11-02
BED 160	W	13,000.00	O	87,956.00	74,956.00	1/21/2011	1/21/11	2/15/13	Towill, R. M. Corporation	S	Professional engineering and land survey services for the Villages of Kapolei, Oahu.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	DEV 11-07
BED 160	W	78,335.53	O	528,200.00	449,864.47	3/16/2011	3/16/11	3/31/13	Hawaii National Landscape	S	Landscape Maintenance of right of ways and vacant parcels, including trimming of street trees and irrigation line leaks.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	DEV 11-08
BED 160	W	4,322.23	O	21,611.15	17,288.92	1/5/2011	3/3/11	5/31/2011 Revised 11/30/11	SMS Research Marketing	S	Conduct research & analysis on the housing supply and demand in the State of Hawaii.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	PEO 11-01 PEO 11-01SA01 (Rev. Completion Date)
BED 160	W	23,987.44	O	132,700.00	108,712.56	6/28/2011	7/1/11	6/30/12	Doonwood Engineering, Inc.	G/S	Waiahole Valley Water System Operations and Maintenance - Initial one-year Contract with two, two-yr. optional, sup. Contract extensions (total five-yrs., upon approval of both HHFDC & Contractor).	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	DEV 11-13
BED 160	N	3,237,097.28	O	3,402,150.89	165,053.61	5/11/2009	3/19/09	3/18/13	County of Kauai	N/A	Recipient of Federal Grant Funds that will be used to construct 3 homeownership units, and ac/rehab as affordable rentals, for households with incomes 120% AMI in County of Kauai. (NSP)	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	PEO 09-02

Department of Business, Economic Development and Tourism
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Table 19

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							From	To						
BED 160	N	5,020,564.92	O	5,374,200.00	353,635.08	6/12/2009	3/19/09	3/18/13	County of Hawaii	N/A	Recipient of Federal Funds that will be used to construct 4 or more affordable rental units in the Kaloko Hsg. Proj. for households with incomes ≤ 120% AMI in the County of Hawaii. (NSP)	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	PEO 09-03
BED 160	N	1,900,000.00	O	2,000,000.00	100,000.00	6/15/2009	3/19/09	3/18/13	Hui Kauhale Inc.	N/A	Recipient of federal grant funds that will construct 8 rental units serving households with incomes ≤ 50% AMI, in the Ewa Villages Apts. Project. (NSP)	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	PEO 09-04
BED 160	N	370,661.06	O	500,000.00	129,338.94	5/26/2011	5/26/11	11/2/13	Housing and Land Enterprise of Maui, dba: Na Hale O Maui	N/A	Recipient of federal grant funds that will be used for acquisition of foreclosed property to be sold to households ≤120% AMI.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	FIN 11-15
BED 160	N	40,676.66	O	4,275,000.00	4,234,323.34	6/24/2011	7/1/11	12/31/12	County of Hawaii - Office of Housing and Community Development	N/A	Recipient of Neighborhood Stabilization Program funds that will be used for redevelopment of vacant land for affordable rental units at 50% AMI.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	FIN 11-17
BED 160	N	45,993.75	O	46,620.00	626.25	4/10/2009	4/10/09	6/30/12	Hawaiian Community Assets, Inc.	S	Federal grant to providers of foreclosure mitigation counseling services.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	FIN 09-03
BED 160	N	37,710.00	O	38,520.00	810.00	1/28/2010	1/28/10	6/30/12	Legal Aid Society of Hawaii	S	Federal grant to providers of foreclosure mitigation counseling services.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	FIN 09-04
BED 160	N	131,500.00	O	190,000.00	58,500.00	4/10/2009	4/10/09	6/30/14	Legal Aid Society of Hawaii	S	Provide legal assistance to homeowners at risk of mortgage foreclosure.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	FIN 09-05
BED 160	N	72,345.00	O	77,580.00	5,235.00	1/28/2010	1/28/10	6/30/12	Hawaii HomeOwnership Center	S	Federal grant to providers of foreclosure mitigation counseling services.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	FIN 09-07
BED 160	N	7,226.25	O	7,380.00	153.75	4/20/2009	4/20/09	6/30/12	Hale Mahaolu	S	Federal grant to providers of foreclosure mitigation counseling services.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	FIN 09-09

Department of Business, Economic Development and Tourism
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Table 19

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							From	To						
BED 160	N	46,882.50	O	47,880.00	997.50	4/14/2010	4/14/10	6/30/12	Consumer Credit Counseling Service of Hawaii	S	Federal grant to providers of foreclosure mitigation counseling services.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	FIN 10-06
BED 160	N	2,820.00	O	2,880.00	60.00	4/14/2010	4/14/10	6/30/12	Hale Mahaolu	S	Federal grant to providers of foreclosure mitigation counseling services.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	FIN 10-07
BED 160	N	30,092.50	O	30,520.00	427.50	4/14/2010	4/14/10	6/30/12	Hawaii HomeOwnership Center	S	Federal grant to providers of foreclosure mitigation counseling services.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	FIN 10-08
BED 160	N	24,322.50	O	24,840.00	517.50	4/14/2010	4/14/10	6/30/12	Hawaiian Community Assets	S	Federal grant to providers of foreclosure mitigation counseling services.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	FIN 09-09
BED 160	N	10,927.50	O	11,160.00	232.50	4/14/2010	4/14/10	6/30/12	Legal Aid Society of Hawaii	S	Federal grant to providers of foreclosure mitigation counseling services.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	FIN 11-10
BED 160	N	52,537.50	O	63,540.00	1,102.50	8/3/2010	8/3/10	12/31/12	Consumer Credit Counseling Service of Hawaii	S	Federal grant to providers of foreclosure mitigation counseling services.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	FIN 11-01
BED 160	N	4,890.00	O	5,940.00	1,050.00	8/4/2010	8/4/10	12/31/12	Hale Mahaolu	S	Federal grant to providers of foreclosure mitigation counseling services.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	FIN 11-02
BED 160	N	45,015.00	O	54,540.00	9,525.00	8/4/2010	8/4/10	12/31/12	Hawaii HomeOwnership Center	S	Federal grant to providers of foreclosure mitigation counseling services.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	FIN 11-03
BED 160	N	25,365.00	O	28,080.00	2,715.00	8/4/2010	8/4/10	12/31/12	Hawaiian Community Assets	S	Federal grant to providers of foreclosure mitigation counseling services.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	FIN 11-04

Department of Business, Economic Development and Tourism
Active Contracts

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							From	To						
BED 160	N	32,572.50	O	40,680.00	8,107.50	8/4/2010	8/4/10	12/31/12	Legal Aid Society of Hawaii	S	Federal grant to providers of foreclosure mitigation counseling services.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	FIN 11-05
BED 161	N	3,293.25	O	32,932.50	29,639.25	8/29/2011	8/29/11	6/30/14	Consumer Credit Counseling Service of Hawaii	S	Federal grant to providers of foreclosure mitigation counseling services.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	FIN 12-01
BED 162	N	388.00	O	3,875.00	3,487.00	8/29/2011	8/29/11	6/30/14	Consumer Credit Counseling Service of Hawaii	S	Federal grant to providers of foreclosure mitigation counseling services.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	FIN 12-02
BED 163	N	1,712.50	O	17,125.00	15,412.50	8/29/2011	8/29/11	6/30/14	Hawaii HomeOwnership Center	S	Federal grant to providers of foreclosure mitigation counseling services.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	FIN 12-03
BED 160	N	21,315.00	O	52,200.00	30,885.00	10/21/2011	10/21/11	12/31/13	Consumer Credit Counseling Service of Hawaii	S	Federal grant to providers of foreclosure mitigation counseling services.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	FIN 12-08
BED 160	N	25,431.00	O	62,280.00	36,849.00	10/21/2011	10/21/11	12/31/13	Hawaii HomeOwnership Center	S	Federal grant to providers of foreclosure mitigation counseling services.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	FIN 12-09
BED 160	N	1,176.00	O	2,880.00	1,704.00	10/21/2011	10/21/11	12/31/13	Hale Mahaolu	S	Federal grant to providers of foreclosure mitigation counseling services.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	FIN 12-10
BED 160	N	7,717.50	O	18,900.00	11,182.50	10/21/2011	10/21/11	12/31/13	Legal Aid Society of Hawaii	S	Federal grant to providers of foreclosure mitigation counseling services.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	FIN 12-11
BED 160	W	0.00	O	120,336.66	120,336.65	12/12/2011	12/12/11	4/11/12	Century Computers, Inc.	G/S	Accounting Software and Server Upgrade.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	FMO 12-01

Department of Business, Economic Development and Tourism
Active Contracts

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							From	To					Y/N	
BED 160	W	309,429.30	O	347,004.00	20,034.00	1/30/2009	3/1/09	2/13/12	Hawaii Affordable Properties, Inc.	G/S	Property management and maintenance services at Nani O Puna for three year period with two 1-year options.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	PPMS 09-01
BED 160	W	630,959.37	O	687,408.00	34,109.00	2/23/2009	3/1/09	2/29/12	Hawaii Affordable Properties, Inc.	G/S	Property management and maintenance services at Kekuilani Courts for three year period with two 1-year options.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	PPMS 09-02
BED 160	W	1,082,829.78	O	1,165,224.00	57,769.00	2/23/2009	3/1/09	2/29/12	Hawaii Affordable Properties, Inc.	G/S	Property management and maintenance services at Kamakee Vista for three year period with two 1-year options.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	PPMS 09-03
BED 160	W		O	580,260.00	41,658.00	3/17/2009	4/1/09	3/31/12	Realty Lau, LLC	G/S	Property management and maintenance services at Kekuilani Gardens for three-year period with two 1-year options.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	PPMS 09-04
BED 160	W	504,041.94	O	1,354,656.00	808,418.00	7/20/2010	10/1/10	9/30/13	Hawaii Affordable Properties, Inc.	G/S	Property management and maintenance services at Kauhale Kakaako for three (3) year period with two (2) one-year (1-year) options.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	PPMS 10-03
BED 160	W	804,520.28	O	1,981,128.00	1,167,739.00	9/7/2010	10/1/10	9/30/13	Hawaii Affordable Properties, Inc.	G/S	Property management and maintenance services at Pohulani for three (3) year period with two (2) one-year (1-year) options.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	PPMS 11-02
BED 160	W	613,800.73	O	1,691,310.00	812,578.00	9/22/2010	10/1/10	11/30/13	Hawaii Affordable Properties, Inc.	G/S	Property management and maintenance services at La'ilani for three (3) year period with two (2) one-year (1-year) options.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	PPMS 11-03
BED 160	W	459,793.18	O	1,434,904.00	647,567.00	9/30/2010	10/1/10	1/31/14	Hawaii Affordable Properties, Inc.	G/S	Property management and maintenance services at Kamaaina Hale for three year four months (3 yr. 4 mos.) period with two (2) one-year (1-year) options.	Staff oversees actual work; disbursements are monitored by Fiscal Office.	Y	PPMS 11-05
BED 160	W	\$ 80,731.35	O	337,700.00	202,620.00	11/2/2011	10/17/11	3/31/12	Hawaii Affordable Properties, Inc.	G/S	Property management and maintenance services at Honokowai Kauhale from October 17, 2011 to March 31, 2012.	Staff oversees actual work; disbursements are monitored by Fiscal Office	Y	PPMS 12-01

Department of Business, Economic Development and Tourism
CIP Summary

Table 20
EDT Programs

<u>Priority</u>	<u>Project Title</u>	<u>FY13 \$\$\$</u>	<u>MOF</u>	
	Hawaii Film Studio - Site Improvements	3,450,000	C	BED 105
	Transpacific Cable Project	1,500,000	C	BED 142
	Proposed Lapsed Projects - NONE.			

JAN 20 2012



EXECUTIVE CHAMBERS

HONOLULU

NEIL ABERCROMBIE
GOVERNOR

January 16, 2012

The Honorable Shan Tsutsui, President
and Members of the Senate
Twenty-Sixth State Legislature
State Capitol, Room 409
Honolulu, Hawaii 96813

The Honorable Calvin Say, Speaker
and Members of the House
Twenty-Sixth State Legislature
State Capitol, Room 431
Honolulu, Hawaii 96813

Dear President Tsutsui, Speaker Say, and Members of the Legislature:

For your information and consideration, I am transmitting two (2) copies of the report entitled, "Reorganization and Reduction in Force Actions within the Department of Business, Economic Development and Tourism," as required by Section 122 of Act 164, Session Laws of Hawaii 2011.

In accordance with Section 93-16, Hawaii Revised Statutes, a copy of this report has been transmitted to the Legislative Reference Bureau Library and the report may be viewed electronically at <http://hawaii.gov/dbedt/main/about/annual>.

Sincerely,

A handwritten signature in black ink that reads "Neil Abercrombie".

NEIL ABERCROMBIE
Governor, State of Hawaii

Enclosures



**DEPARTMENT OF BUSINESS,
ECONOMIC DEVELOPMENT & TOURISM**

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RICHARD C. LIM
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**Report to the Twenty-Sixth Legislature
Regular Session 2012**

**“Reorganization and Reduction in Force Actions
within the Department of Business, Economic
Development & Tourism”**

**In Response to Section 122 of Act 164
Session Laws of Hawaii 2011**

**Impact Statement Prepared By:
Business, Economic Development & Tourism**

BACKGROUND

Section 122, Act 164, SLH 2011 called for a report on the department's past and current reorganization efforts, information on Reduction in Force (RIF) past actions and general impact statements.

SECTION 1 – A chronology of all reorganizations implemented for the prior six years

Date	Program
8/2/06	CID
12/5/06	SMSD/HSDC
2/16/07	NELHA
7/9/07	HCDA
7/9/07	HTDC
5/27/08	ASO

SECTION 2 - The impact of all reduction in force actions and identification of all impacted positions by program ID

See Exhibit 1.

SECTION 3 - Department-wide and agency specific goals of current reorganization efforts

See Exhibit 2.

SECTION 4 - Impacted position titles and numbers by program ID

See Exhibit 2 – Revised List of Positions Affected by the Proposed Reorganization.

SECTION 5 - Impact statements from each affected division's administrator

BED 100 – Strategic Marketing & Support Division: The RIF resulted in significant downsizing of SMSD, from 11 professionals to 5. As a result, SMSD's priority was to ensure that statutorily mandated small business programs were continued and maintained. The re-organization will help the Division to operate more efficiently with its limited human resources.

BED 103 – Land Use Commission: Abolishment of the Secretary position has caused delay of statistical reports, disruption to normal operation of the division; and the morale of the employees. There was no significant impact of the RIF action to move one employee into the staff planner position.

BED 105 – Creative Industries Division: RIF IMPACTS – BED 105 RIF's resulted in the abolishment of six (6) FTE positions; three (3) secretarial staff to retirement and the RIF of three (3) professional staff, reducing the Creative Industries Division (CID) and its Film and Arts and Culture Development Branches from thirteen (13) staff to six (6). This had a significant impact to the program's core functions, general operations, and increased significantly the daily workload on remaining staff and division head. Elimination of all three (3) secretarial positions required the remaining professional staff to handle all support functions until the department was able to temporarily assign a secretary II to assist.

The division re-prioritized duties, continued to manage the statutory obligations of film permitting, tax incentive and studio management, and maintained the consistency and level of service without interruption. Capacity of staff and the division administrator was stretched as increased production demands from a \$400 million year became the priority. The division's additional core programs in the arts, culture, music, digital media and literary sectors were impacted due to staff capacity as well as the reduction of 50% of the division's program funding. It is important to note that \$600 million in economic impact was generated by film production activity in 2010. The thirteen creative sectors collectively generate an estimated \$4.0 billion of Hawaii's GDP annually and are comprised of 44,000 artisans, entrepreneurs and small businesses statewide.

REORG IMPACTS -- In the 2011 legislative session, the administration requested and the legislature established two (2) positions in BED 105 for the film program; a business and industry development branch manager and an economic development specialist VI. The legislature also provided restored basic funding for film and arts and culture programs and studio operations.

The proposed DBEDT reorganization restores capacity/staffing for the Film Branch and the Arts and Culture Development Branch, providing them the ability to perform their core functions and revitalize the programs which support development of Hawaii's creative sectors, including local film and digital media industry initiatives. The transfer of three (3) positions; an economic development specialist V for Film Branch, an economic development VI for the Arts and Culture Development Branch and a secretary III for the division/branches, will allow the division to re-establish key

initiatives, provide neighbor island programs which are critical to the development of Hawaii's creative economy.

BED 120 – Strategic Industries Division: SID was not impacted by the RIF, due to its refocus on solely energy functions. The positions by those affected by the RIF were later absorbed into existing business development programs within the Department. However, this resulting re-organization provides for no current capabilities in ocean resources and life sciences within SID. Consequently, ocean and life sciences related assignments need to be referred to the Office of Planning or other appropriate agencies.

BED 128 – Office of Aerospace Development: The recent RIF at DBEDT had no impact on the staffing or operation of this office. The Office of Aerospace Development moved from BED 120 to BED 128. This move established a dedicated line item for aerospace in the State budget, thereby enabling both the Administration and Legislature to directly monitor the expenditure and impact of State funds specifically appropriated for aerospace development. This also will enhance the visibility and underscore the importance of aerospace as a strategic growth industry for the State, differentiating "aerospace" initiatives from "energy" programs (which are currently funded through BED 120). Finally, it will expedite the receipt and expenditure of extramural funding (e.g., federal grants; corporate donations) specifically targeted for aerospace activities.

BED 130 – Research and Economic Analysis Division: Reduction in Force (RIF) in 2009 resulted in the loss of four (4) positions in the division: the division's secretary (Secretary III), the Librarian V, a Research Statistician V, and an Office Assistant III.

The impact of the RIF includes: (1) the closure of the DBEDT Library which was open to the public for over 20 years; (2) temporary assignment of a Secretary from another division to keep the normal operation of the division; (3) the delay of statistical reports; and (4) the morale of the employees.

Reorganization -- In order for the division to perform its normal functions and improve efficiency, reorganization is necessary. The reorganization would transfer a secretary to the division from another division so that the professional staff would have adequate office support. The reorganization would combine a branch that has no branch manager since 2008 with another branch. The reorganization will also officially eliminate the Tourism Research Branch which has been allocated to Hawaii Tourism Authority since 2009. During the reorganization, one position will be reallocated from Information Specialist III to Information Specialist IV at no cost due to the bumping in the 2009 RIF.

The reorganization will enable READ to perform normal research functions, and improve employee morale; thus, improving productivity.

BED 142 – Administrative Services Office: The RIF resulted in the reduction of seven (7) positions in ASO, two (2) of the seven (7) were clerical support positions.

The Secretary position was restored through Act 180, SLH 2010 and was filled in May 2011. Four (4) positions were from the Fiscal Staff. This severe staff reduction required internal programs to re-prioritize duties and to cross train staff. The Personnel unit was reduced with the RIF and subsequent abolishment of a Personnel Clerk V.

Along with the RIF of the above positions, the Administrative Services Offices lost positions that were vacant and ultimately abolished. This included a Personnel Management Specialist, Contracts Specialist and Contracts Assistant. The reduction in the Personnel staffing increased the waiting time to process routine personnel transactions, dramatically affecting employees' hiring and compensation throughout the department and its Attached Agencies. The loss of the two contract positions resulted in prolonging the processing time of the contracts.

The Director's office also had to adjust to the elimination of the Information Director, Information Specialist IV, Special Assistant and 2 clerical positions. The Deputy and Private Secretary were also briefly eliminated, but later restored.

BED 144 – Office of Planning: Former Governor Linda Lingle's reduction in force (RIF) policy in 2009 cut the Office of Planning's (OP) general fund budget by \$497,288 or by 32 percent. Six positions and funding were lost, a 37 percent cut. In addition to the direct loss of program wide productivity, the total reduction of general funds and positions has reduced OP's ability to match existing federal funds, including annual Coastal Zone Management Program grants that fund approximately half of OP's staff and federal planning grants that would benefit statewide planning.

In recent legislative sessions, the legislature restored two Land Use Division planner positions; however, OP is in dire need of the following RIF positions.

Land Use Division (LUD) Secretary II: The RIF of the LUD Secretary II position has meant a loss and reduction in public services related to the preparation and organization of position papers, pleadings, testimonies and other legal documents necessary to represent the State's position before the quasi-judicial State Land Use Commission (LUC). Specifically, the filing of official documents may not be up to date or complete, and the organization and filing of land use docket records in the Division's electronic tracking system is backlogged. These backlogs impair the ability of the Division to timely file and organize records that may be needed upon judicial appeal and to more thoroughly address proposed project cumulative impacts cause by proposed regional developments. OP's ability legally serve parties has been impaired, which can jeopardize the State's interest in the LUC's proceedings. Without the Secretary II position, the quality and timeliness of legal submittals to the LUC will continued to be significantly impaired.

In addition to the direct impacts caused by the loss of this position, OP's current secretary has to cover the duties of two secretaries, which include tracking and logging documents, arranging Neighbor Island travel to hearings, and providing office wide clerical support. In addition to these added tasks, OP's current secretary is also covering the duties, roles, and responsibilities that were previously covered by the OP Director Secretary (2008 RIF), Clerk Steno II (2009 RIF), and Account Clerk (2009 RIF).

OP Administrative Support: The Clerk Steno II and Account Clerk were cut during the 2009 RIF. OP relies heavily on federal grants to continue its work on economic development planning, coastal zone management, and ocean resource planning. The loss of these positions has meant delays in processing invoices and drawdowns for federal funds resulting in an increase in interest payments for the late payment of invoices. The loss of these positions also has the cumulative effect of taking productive time away from professional planning staff and managers who must inefficiently use their time to work on clerk steno and account clerk tasks.

Planner #14957: The loss of this general funded position has meant a loss in OP's ability to carry out statewide planning tasks mandated in HRS Chapter 225M and HRS Chapter 226. Administering the Hawaii State Plan and the implementation of statewide planning is a core function of OP.

BED 160 – Hawaii Housing Finance & Development Corporation: HHFDC was negatively impacted by the RIF. It lost an employee with specific knowledge and experience in accounting and reporting for tax-exempt revenue bonds. It also gained 6 employees which were placed in positions, the majority of which were not slotted to be filled. As such, HHFDC has increased personnel costs and some personnel without the specialized knowledge and experience needed for the job.

Department of Business, Economic Development and Tourism
Reduction in Force (RIF) Actions

Table 13

RIF Code	Prog ID/Org	RIF Action	Position ##	Position Title	MO E	FTE	Current Comp Rate	Position Salary Decrease	Position Salary Increase	Comp Freq (Mo/Hr)	SR Level	BU	Perm/Temp	Placement Action	Reason
007A	BED100SM	Initial RIF	026982	Economic Dev Spclt VI	A	1.00	6,844.00	(6,844.00)	-	M	SR26M	13	Permanent	None	Retirement
008A	BED100SM	Initial RIF	015522	Business Loan Officer II	A	1.00	6,330.00	(6,330.00)	-	M	SR26K	13	Permanent	Fill Vacancy	
014A	BED100SM	Initial RIF	049142	Economic Dev Spclt VI	A	1.00	6,330.00	(6,330.00)	-	M	SR26K	13	Permanent	Bump	
018A	BED100SM	Initial RIF	043036	Economic Dev Spclt VI	A	1.00	5,410.00	(5,410.00)	-	M	SR26G	13	Permanent	None	Return to former position no. 111614, Economist VI
019A	BED100SM	Initial RIF	026981	Economic Dev Spclt VI	A	1.00	6,582.00	(6,582.00)	-	M	SR26L	13	Permanent	Bump	
021A	BED100SM	Initial RIF	049144	Economic Dev Spclt IV	A	1.00	4,625.00	(4,625.00)	-	M	SR22H	13	Permanent	None	J/W placement-out
011B	BED103DA	Placement of incumbent	045497	Planner V	A	1.00	4,276.00	(4,276.00)	5,624.00	M	SR24J	13	Permanent	None	<24 retention points
029A	BED105CI	Initial RIF	014768	Secretary III	A	1.00	4,501.00	(4,501.00)	-	M	SR16L	63	Permanent	None	Retirement
006A	BED113FI	Initial RIF	015735	Secretary II	A	1.00	4,161.00	(4,161.00)	-	M	SR14L	03	Permanent	None	Retirement
022A	BED113FI	Initial RIF	118991	Film Industry Dev Spclt IV	A	1.00	3,798.00	(3,798.00)	-	M	SR22C	13	Permanent	None	<24 retention points
023A	BED113FI	Initial RIF	119293	Professional Worker III	A	1.00	3,511.00	(3,511.00)	-	M	SR20C	13	Permanent	None	On initial probation
026A	BED113FI	Initial RIF	024597	Film Industry Dev Mgr	A	1.00	7,066.00	(7,066.00)	-	M	EM05	35	Permanent	None	J/W placement-out
014B	BED120SI	Placement of incumbent	032403	Economic Dev Spclt V	A	1.00	4,276.00	(4,276.00)	6,330.00	M	SR24M	13	Permanent	None	J/W placement-out
019B	BED120SI	Placement of incumbent	044791	Economic Dev Spclt V	A	1.00	4,276.00	(4,276.00)	6,582.00	M	SR24M*	13	Permanent	None	J/W placement-out
003C	BED130FA	Placement of incumbent	017805	Office Assistant III	A	1.00	2,225.00	(2,225.00)	2,702.00	M	SR08G	03	Permanent	None	<24 retention points
004A	BED130FA	Initial RIF	022100	Office Assistant III	A	1.00	2,313.00	(2,313.00)	-	M	SR08C	03	Permanent	Bump	
009A	BED130FA	Initial RIF	018676	Librarian V	A	1.00	5,852.00	(5,852.00)	-	M	SR24K	23	Permanent	None	Declined placement
015B	BED130FA	Placement of incumbent	010066	Information Spclt III	A	1.00	3,511.00	(3,511.00)	4,446.00	M	SR20I	13	Permanent	None	<24 retention points
024A	BED130FA	Initial RIF	047749	Research Statistician V	A	1.00	5,202.00	(5,202.00)	-	M	SR24H	13	Permanent	None	Retirement
028A	BED130FA	Initial RIF	046083	Secretary III	A	1.00	4,501.00	(4,501.00)	-	M	SR16L	63	Permanent	None	Retirement
002A	BED142AA	Initial RIF	039255	Office Assistant III	A	1.00	2,503.00	(2,503.00)	-	M	SR08E	03	Permanent	Fill Vacancy	
003A	BED142AA	Initial RIF	044669	Account Clerk III	A	1.00	2,702.00	(2,702.00)	-	M	SR11D	03	Permanent	Bump	
012A	BED142AA	Initial RIF	042609	Accountant III	A	1.00	3,798.00	(3,798.00)	-	M	SR20E	13	Permanent	Bump	
015A	BED142AA	Initial RIF	012695	Information Spclt IV	A	1.00	4,446.00	(4,446.00)	-	M	SR22G	13	Permanent	Bump	
016A	BED142AA	Initial RIF	044554	Program Budget Analyst IV	A	1.00	4,446.00	(4,446.00)	-	M	SR20F	13	Permanent	None	J/W placement-out
020A	BED142AA	Initial RIF	033960	Accountant III	A	1.00	3,652.00	(3,652.00)	-	M	SR20D	13	Permanent	None	J/W placement-out
027A	BED142AA	Initial RIF	044841	Personnel Clerk V	A	1.00	3,164.00	(3,164.00)	-	M	SR13F	63	Permanent	Bump	
001A	BED144PL	Initial RIF	011243	Clerk Steno III	A	1.00	3,701.00	(3,701.00)	-	M	SR11L	03	Permanent	None	Retirement
005A	BED144PL	Initial RIF	026359	Secretary II	A	1.00	2,813.00	(2,813.00)	-	M	SR14B	03	Permanent	None	<24 retention points
010A	BED144PL	Initial RIF	014957	Planner VI	A	1.00	6,087.00	(6,087.00)	-	M	SR26J	13	Permanent	Bump	
010B	BED144PL	Placement of incumbent	026356	Planner VI	A	1.00	6,087.00	(6,087.00)	6,087.00	M	SR26J	13	Permanent	Bump	
011A	BED144PL	Initial RIF	016865	Planner V	A	1.00	5,624.00	(5,624.00)	-	M	SR24J	13	Permanent	Bump	
017A	BED144PL	Initial RIF	022408	Planner V	A	1.00	5,002.00	(5,002.00)	-	M	SR24G	13	Permanent	Bump	
010C	BED144PZ	Placement of incumbent	026238	Planner V	N	1.00	4,276.00	(4,276.00)	6,087.00	M	SR24L	13	Permanent	None	<24 retention points
017B	BED144PZ	Placement of incumbent	030094	Planner V	N	1.00	4,624.00	(4,624.00)	5,002.00	M	SR24G	13	Permanent	None	<24 retention points
002B	BED160HA	Placement of incumbent	031527	Office Assistant II	W	1.00	1,974.00	(1,974.00)	2,503.00	M	SR06G	03	Permanent	Fill Vacancy	
003B	BED160HA	Placement of incumbent	014769	Account Clerk III	W	1.00	2,702.00	(2,702.00)	2,702.00	M	SR11D	03	Permanent	Bump	
012B	BED160HA	Placement of incumbent	042098	Accountant III	W	1.00	4,446.00	(4,446.00)	3,798.00	M	SR20E	13	Permanent	None	J/W placement-out
027B	BED160HA	Placement of incumbent	042092	Office Assistant III	W	1.00	2,503.00	(2,503.00)	3,164.00	M	SR08K	63	Permanent	None	J/W placement-out
004B	BED160HF	Placement of incumbent	027568	Office Assistant III	W	1.00	2,139.00	(2,139.00)	2,313.00	M	SR08C	03	Permanent	None	<24 retention points
008B	BED160HF	Initial RIF	025650	Housing Loan Svcs Officer	W	1.00	4,276.00	(4,276.00)	6,330.00	M	SR24M	23	Permanent	Fill Vacancy	

NEIL ABERCROMBIE
GOVERNOR

RICHARD C. LIM
DIRECTOR

MARY ALICE EVANS
DEPUTY DIRECTOR



**DEPARTMENT OF BUSINESS,
ECONOMIC DEVELOPMENT & TOURISM**

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October 28, 2011

To: Kalbert K. Young, Director of Finance
Department of Budget and Finance

From: Richard C. Lim

Subject: Proposed Reorganization of the Department of Business, Economic
Development and Tourism (DBEDT)

In accordance with A.D. 90-01, dated January 25, 1990 Policy and Procedures for Effecting Changes in Organization, as amended by A.D. 95-06, Interim Policy and Procedures for Effectuating Changes in Organization, we respectfully submit for your consideration and approval a reorganization plan for the Department of Business, Economic Development and Tourism (DBEDT).

INTRODUCTION

There has been a need to reorganize the department since 2009 when the State experienced a fiscal crisis and the department experienced abolishment of vacant positions and a Reduction-In-Force (RIF).

The purpose of this proposal is to make changes to the department's organizational structure, which will allow DBEDT to carry out its statutory mission. The affected programs are:

1. Office of Tourism Liaison;
2. Office of the Director;
3. Administrative Services Office (ASO);
4. Aloha Tower Development Corporation (ATDC);
5. Strategic Marketing & Support Division (SMSD);
6. Creative Industries Division (CID);
7. Research & Economic Analysis Division (READ);
8. Strategic Industries Division (SID);
9. Office of Aerospace Development.

All transfers/re-descriptions of required positions will be accomplished within the same methods of financing and, when necessary, additional payroll costs will be funded internally via tradeoff/transfers within the programs.

A. MISSION AND PURPOSE OF THE DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT AND TOURISM

DBEDT's mission is to achieve an economy that embraces innovation and is globally competitive, dynamic and productive, providing opportunities for all of Hawaii's citizens to prosper. To accomplish this, the department will serve as an advocate for business and energy development, a resource for analytic data, and a facilitator for export business. DBEDT will also foster planned, sustainable community development, create affordable workforce housing units in high-quality living environments, and work with the private sector to promote innovation sector job growth.

The vision for DBEDT is to align the department with the Governor's *New Day in Hawaii* plan, with a focus on energy; knowledge-based and creative industries; and small business while supporting affordable housing and tourism. The department plans to focus on key emerging growth areas where we have strong core competencies, such as energy, knowledge-intensive industries and creative industries, and support small business through promotion and developmental initiatives.

B. DESCRIPTION OF PROGRAMS

1. Office of Tourism Liaison (elimination)

The department proposes to eliminate the Office of Tourism Liaison from its organizational chart. The positions under this program were transferred to the Office of the Governor or abolished through Act 162, SLH 2009. The functions of this office have been undertaken by the Hawaii Tourism Authority, which is attached to DBEDT for administrative purposes.

- a. Tourism Liaison, Position No. 101868, SRNA – position was transferred to the Office of the Governor (Gov 100).
- b. Administrative Assistant to the Tourism Liaison, Position No. 117045, SRNA – position was originally a Film Industry/CIP Coordinator from the Creative Industries Division and was redescribed to an Administrative Assistant position, which was subsequently abolished on 6/30/09, through Act 162, SLH 2009.

2. Office of the Director (BED 142)

The Office of the Director, under the general direction of the Governor, plans, organizes, directs, coordinates, and reports on the various activities of the department within the scope of laws and establishes policies and regulations.

Duties and responsibilities that were performed by these positions were absorbed through various programs of the department.

- a. Special Assistant for International Affairs, Position No. 103233E, SRNA – position was abolished on 6/30/09, through Act 162, SLH 2009.
- b. Secretary III, Position No. 41975, SR16 – position was abolished on 6/30/09 through Act 162, SLH 2009.
- c. Deputy Director, Position No. 101265E, SRNA – position was abolished through Act 162, SLH 2009. Position restored through Act 164, SLH 2011 (position number remained the same).
- d. Private Secretary II, Position No. 100062E, SR22 – position was abolished through Act 180, SLH 2010. Position restored through Act 164, SLH 2011 (position number remained the same).
- e. DBEDT Information Director, Position No. 100134E, SRNA – position was abolished through Act 180, SLH 2010.
- f. Information Specialist IV, Position No. 12695, SR22 – position was part of the RIF, abolished through Act 180, SLH 2010.
- g. Secretary II, Position No. 12889, SR14 – position was abolished through Act 180, SLH 2010.
- h. Economic Development Specialist V, Position No. 44791, SR24 – proposed to be transferred from Strategic Industries Division, Science & Technology Branch, to the Office of the Director to staff the Small Business Regulatory Review Board and propose to be reallocated to Economic Development Specialist VI, SR26 (see #8.1.d.).

The Economic Development Specialist V would staff the Small Business Regulatory Review Board (SBRRB). The board reviews proposed Hawaii Administrative Rules (HAR) and advises government agencies on the impact on small businesses prior to adoption by the Governor. The board also reviews proposed rules, regulations and legislation for economic impact on small businesses, and proposes rules or statutory changes that would improve the regulated climate for small businesses.

The Hawaii Government Employees Association (HGEA) had no objections to the transfer of the Economic Development Specialist V pending submittal of formal reorganization.

3. Administrative Services Office (BED 142)

The Administrative Services Office is responsible for internal management, fiscal, budgetary, contractual, legislative, personnel, and information technology services in support of departmental programs and activities; provides advice and assistance to Director and staff in administrative matters.

Changes were made to the following positions.

- a. Secretary II, Position No. 14413, SR14 – position was vacated due to retirement and subsequently the position was abolished on 6/30/09 through Act 162, SLH 2009. The position was restored through Act 180, SLH 2010.
- b. Office Assistant.III, Position No. 39255, SR08 – position eliminated due to RIF and abolished on 1/31/10 through Act 180, SLH 2010.
- c. Account Clerk III, Position No. 44669, SR11 – position was eliminated due to RIF and abolished on 1/31/10 through Act 180, SLH 2010.
- d. Accountant III, Position No. 33960, SR20 – position was eliminated due to RIF and abolished on 1/31/10 through Act 180, SLH 2010.
- e. Accountant III, Position No. 42609, SR20 – position was eliminated due to RIF and abolished on 1/31/10 through Act 180, SLH 2010.
- f. Program Budget Analyst IV, Position No. 44554, SR22 – position was eliminated due to RIF and abolished on 1/31/10, through Act 180, SLH 2010.
- g. Personnel Clerk V, Position No. 44841, SR13 – position was eliminated due to RIF and abolished on 1/31/10 through Act 180, SLH 2010.
- h. Contracts Assistant I, Position No. 15643, SR13 – position was vacant and subsequently abolished on 7/15/09 through Act 162, SLH 2009.
- i. Departmental Contracts Specialist, Position No. 49254, SR22 – position was abolished on 6/30/09 through Act 162, SLH 2009.
- j. Personnel Management Specialist IV, Position No. 19539, SR22 – position was abolished on 6/30/09 through Act 162, SLH 2009.
- k. Management Analyst, Position No. 49491, SR22 - position was vacated due to retirement and abolished on 1/31/10 through Act 180, SLH 2010.

ASO lost eleven (11) positions out of 27 positions, a 40% reduction. DBEDT is still trying to recover from the reductions and has been successful in restoring one (1) position to ASO, the Secretary II position.

4. Aloha Tower Development Corporation (ATDC) (BED 151) (elimination)

ATDC was transferred to the Department of Transportation through Act 152, SLH 2011. We propose to eliminate ATDC as an attached agency to DBEDT on our organization chart.

Positions affected:

- a. Executive Officer, Position No. 101288E, SRNA
- b. ATDC Secretary, Position No. 116882E, SRNA
- c. Development Director/Special Assistant, Position No. 102707E, SRNA

- d. ATDC Property Manager, Position No. 117411E, SRNA
- e. ATDC Property Manager, Position No. 117412E, SRNA
- f. ATDC Development Manager Special Assistant, Position No. 116965, SRNA
- g. ATDC/HMG Chief, Position No. 119298, SRNA
- h. ATDC/HMG, Position No. 119299, SRNA

Harbors Modernization Group

- a. HMG Development Director, Position No. 99011, SRNA
- b. HMG Secretary, Position No. 99026, SRNA
- c. HMG Administrative Assistant, Position No. 99027, SRNA
- d. HMG Administrative Assistant, Position No. 99028, SRNA
- e. ATDC HMG Senior Project Manager, Position No. 119261, SRNA
- f. HMG Development Manager, Position No. 119300, SRNA
- g. HMG Assistant Development Manager, Position No. 99024, SRNA
- h. ATDC HMG Senior Project Manager, Position No. 119262, SRNA
- i. HMG Development Manager, Position No. 119301, SRNA
- j. ATDC HMG Senior Project Manager, Position No. 119263, SRNA
- k. HMG Development Manager, Position No. 119302, SRNA
- l. ATDC HMG Senior Project Manager, Position No. 119264, SRNA
- m. HMG Development Manager, Position No. 119303, SRNA
- n. ATDC HMG Senior Project Manager, Position No. 119265, SRNA
- o. HMG Development Manager, Position No. 119304, SRNA
- p. HMG Assistant, Position No. 99025, SRNA

5. Strategic Marketing and Support Division: Propose to Rename to Business Development and Support Division (BED 100)

Propose to rename the division from Strategic Marketing and Support Division (SMSD) to Business Development and Support Division (BDS) to better reflect the division's current scope of services.

The division promotes industry development and economic diversification by supporting existing and emerging industries through the attraction of new business, investment, and support services; promoting the increase of exports of Hawaii professional services; expansion of Hawaii's participation in global trade and commerce; and assistance to new entrepreneurs and community based economic organizations. The division works collaboratively with a network of public and private sector partners.

5.1 Service Trade Branch Rename to Business Development Branch

Propose to rename the branch from Service Trade Branch (STB) to Business Development Branch (BDB).

The branch plans, implements and supports marketing initiatives to expand existing markets and open new markets for Hawaii's professional services and products; promotes Hawaii to overseas markets as a location for business and investment; increases international linkages for Hawaii's government agencies, business and educational institutions; expands international educational programs and exchanges to broaden the opportunities for Hawaii's students and teachers to have international experiences; oversees and develops sister state relationships and activities; handles international related protocol matters; develops and produces events and activities that promotes goodwill and relationships with international markets.

- a. Secretary II, Position No. 25304, SR14 – position proposed to be transferred to the Research and Economic Analysis Division (READ) and proposed to be reallocated to Secretary III, SR16 (see READ # 7.1.b.).
- b. Business Loan Officer-II, Position No. 15522, SR26 – position was eliminated due to RIF and abolished on 1/31/10, through Act 180, SLH 2010.
- c. Economic Development Specialist VI, Position No. 43036, SR26 – position was eliminated due to RIF and abolished on 1/31/10 through Act 180, SLH 2010.
- d. Office Assistant III, Position No. 49143, SR8 – position proposed to be transferred from the proposed Business Development & Support Division, Business Support Branch (aka Strategic Marketing & Support Division, Business & Community Assistance Branch (see # 5.3.c.).

HGEA agreed on 8/2/11, via email from Brandon Lee, to the temporary assignment of the Secretary II position to READ and the Office Assistant III transfer from BCAB pending submittal of formal reorganization.

5.2 Investment & Business Analysis Branch (elimination)

Propose to eliminate the Investment & Business Analysis Branch (IBAB) and incorporate the functions of this branch into the proposed Business Development Branch (BDB).

- a. Business Development Program Manager, Position No. 49499, EM05 – position was vacant and subsequently abolished on 7/15/09 through Act 180, SLH 2010.
- b. Secretary II, Position No. 26633, SR14 – position proposed to be transferred to Creative Industries Division (CID) and proposed to be reallocated to Secretary III, SR16 (see CID # 6.b.).
- c. Economic Development Specialist VI, Position No. 27489, SR26 – position was vacant and subsequently abolished on 7/15/09 through Act 162, SLH 2009.
- d. Economic Development Specialist VI, Position No. 26982, SR26 – position eliminated due to RIF and abolished on 1/31/10 through Act 180, SLH 2010.
- e. Economic Development Specialist V, Position No. 44000, SR24 – position proposed to be transferred to Creative Industries Division (CID) (see # 6.1.g.).

HGEA agreed on 8/2/11, via email from Brandon Lee, to the temporary assignment of the Secretary II and Economic Development Specialist V positions to the Creative Industries Division pending submittal of formal reorganization.

5.3 Business & Community Assistance Branch (BCAB) rename to Business Support Branch (BSB)

Propose to rename the branch from Business & Community Analysis Branch (BCAB) to Business Support Branch (BSB).

The branch coordinates and facilitates community economic development technical and financial assistance programs, administers economic development initiatives to rural and economically distressed areas of the State, and administers the State Enterprise Zones and Disaster Loan Programs.

- a. Business Development Program Manager, Position No. 35621, EM05 – position was vacant and abolished on 7/15/09 through Act 162, SLH 2009.
- b. Business Development Program Manager, Position No. 912022, EM05 newly created position through Act 164, SLH 2011.
- c. Office Assistant III, Position No. 49143, SR08 – position proposed to be transferred to the proposed Business Development Branch (aka Service Trade Branch) (see # 5.1.d.).
- d. Economic Development Specialist VI, Position No. 26981, SR26 – position was eliminated due to RIF and abolished on 1/31/10 through Act 180, SLH 2010.

- e. Economic Development Specialist VI, Position No. 912023 SR26 – newly created position through Act 164, SLH 2011.
- f. Economic Development Specialist VI, Position No. 49142, SR26 – position was eliminated due to RIF and abolished on 1/31/10 through Act 180, SLH 2010.
- g. Economic Development Specialist IV, Position No. 49144, SR22 – position was eliminated due to RIF and abolished on 1/31/10 through Act 180, SLH 2010.
- h. Economic Development Specialist V, Position No. 32403, SR24 – position proposed to be transferred from Strategic Industries Division, Science & Technology Branch and proposed to be reallocated to Economic Development Specialist VI, SR26 (see # 8.1.e.).

HGEA agreed on 8/2/11, via email from Brandon Lee, to the temporary assignment of the Office Assistant III pending submittal of formal reorganization.

6. Creative Industries Division (BED 105)

The Creative Industries Division (CID) develops business opportunities; promotes, advocates and develops initiatives which accelerate the growth of Hawaii's creative industries through implementation of program activities resulting in a vibrant, internationally-recognized self-sustaining creative economic sector of Hawaii's economy.

- a. Secretary III, Position No. 14768, SR16 – position was vacated due to retirement and abolished 7/31/09 through Act 180, SLH 2010.
- b. Secretary II, Position No. 26633, SR-14 – position proposed to be transferred from Business Development & Support Division, Investment & Business Analysis Branch (aka Strategic Marketing & Support Division, IBAB) to Creative Industries Division and proposed to be reallocated to a Secretary III, SR16 (see # 5.2.b).

HGEA agreed on 8/2/11, via email from Brandon Lee, to the temporary assignment of the Secretary II pending submittal of formal reorganization.

6.1 Film Industry Branch

The Film Industry Branch (FIB) (aka Hawaii Film Office) is the first point of contact for the majority of film productions in the State. The office serves as a one-stop film-permitting center for filming on public lands and works closely with all four county film offices to support filming activity that falls under the respective county jurisdiction. It also manages the Hawaii Film

Studio. FIB also manages the motion picture, television, film and digital media tax credit program (HRS 235-17), in conjunction with the Department of Taxation.

- a. Film Industry Development Manager, Position No. 24597, EM05 – position eliminated due to RIF and abolished on 1/31/10 through Act 180, SLH 2010.
- b. Business Development Manager, Position No. 120355, EM05 - New position created through Act 164, SLH 2011- currently going through the recruitment process.
- c. Secretary II, Position No. 15735, SR14 – position vacated due to retirement and abolished on 7/31/09 through Act 180, SLH 2010.
- d. Film Industry Development Specialist IV, Position No. 118991, SR22 – position eliminated due to RIF and abolished on 1/31/10 through Act 180, SLH 2010.
- e. Professional Worker III, Position No. 119293, SR20 – position eliminated due to RIF and abolished on 1/31/10 through Act 180, SLH 2010.
- f. Economic Development Specialist V, Position No. 35259, SR24 – position was abolished on 7/15/09 through Act 162, SLH 2009.
- g. Economic Development Specialist V, Position No. 44000, SR24 – position proposed to be transferred from the proposed Business Development & Support Division, Investment & Business Analysis Branch (aka Strategic Marketing & Support Division) to Creative Industries, Film Industry Branch (see # 5.2.e.).
- h. Economic Development Specialist VI, Position No. 912005, SR26 – new position added through Act 164, SLH 2011.

HGEA agreed on 8/2/11, via email from Brandon Lee, to the temporary assignment of the Economic Development Specialist V pending submittal of formal reorganization.

The Film Industry Branch was reduced to two positions to facilitate film permits and manage the Film Studio. The Legislature created the positions for an Economic Development Specialist and a Business Development Manager to oversee the film office through Act 164, SLH 2011.

6.2 Arts & Culture Development Branch

The Arts & Culture Development Branch (ACDB) directs the formulation and implementation of a statewide program to assist Hawaii businesses in developing and expanding domestic and foreign markets for Hawaii's arts and cultural products and services and other Hawaii-made products. The

ACDB acts as a statewide liaison and business advocate identifying and supporting economic development opportunities for arts and culture sectors and organizations.

- a. Secretary II, Position No. 44666, SR14 – position vacated due to retirement and abolished on 7/15/09 through Act 162, SLH 2009.
- b. Ocean Resources Development Manager, Position No. 35798, EM05 – position is vacant due to incumbent's retirement. Position to be transferred from Strategic Industries Division and reallocated to an Economic Development Specialist VI, SR26 (see # 8.1.a.).

7. Research and Economic Analysis Division (BED 130)

The mission of the Research and Economic Analysis Division (READ) is to enable sound public and private decisions by providing timely data, information and analysis on economic, demographic, and related issues affecting Hawaii's people, consistent with statewide program objectives. The division:

- Collects, compiles, interprets, and publishes information and statistical data on all aspects of the economy.
- Uses economic models, other analytical tools, and economic principles to provide insight, direction and policy recommendations regarding the impact of economic forces and potential policy changes on the economy, as well as to make economic and population growth forecasts and projections.
- Maintains a statewide economic, business and tourism statistics reporting system.

7.1 Office Service Unit

The Office Services Unit provides administrative support to the division; coordinates with the Director's Office on the division's publications; prepares presentation materials for the Director and Division Administrator; answers inquiries from media, other government agencies, and the general public on data products.

- a. Secretary III, Position No. 46083, SR16 – position was vacated due to incumbent's retirement and abolished on 1/31/10, Act 180, SLH 2010.
- b. Secretary II, Position No. 25304, SR14 – position proposed to be transferred from the proposed Business Development & Support Division, Business Development Branch (aka Strategic Marketing &

- Support Division, Services Trade Branch) and proposed to be reallocated to Secretary III, SR16 (see # 5.1.a.).
- c. Office Assistant III, Position No. 22100, SR08 – position was eliminated due to RIF and abolished on 1/31/10, Act 180, SLH 2010.
 - d. Information Specialist III, Position No. 10066, SR20 – position proposed to be transferred from READ's Economic Information Staff to READ's Office Services and proposed to be reallocated to Information Specialist IV, SR22 (see # 7.3.d.).

HGEA agreed on 8/2/11, via email from Brandon Lee, to the temporary assignment of the Secretary II and Information Specialist III positions pending submittal of formal reorganization.

7.2 Economic Research Branch

The Economic Research Branch researches, measures, analyzes, and publishes reports on Hawaii's established and emerging regional and sub-regional economic growth sectors; assists the department in assessing the effectiveness of its economic development efforts; and develops and utilizes economic models and other analytic tools to examine the impact of economic changes on Hawaii.

- a. Economist VII, Position No. 29283, SR28 – position abolished on 6/30/09 through Act 162, SLH 2009.
- b. Economics Research Program Manager, Position No. 22407, EM05 – position proposed to be transferred from Economic Information Staff to Economic Research Branch and serve as the Branch Manager (see #7.3.a.).
- c. Economist V, Position No. 39449, SR24 – position proposed to be transferred from Economic Information Staff to Economic Research Branch (see # 7.3.c.).
- d. Economist V, Position No. 118822, SR-24 – position proposed to be transferred from Economic Information Staff to Economic Research Branch (see #7.3.d.).

7.3 Economic Information Staff (elimination)

DBEDT proposes to eliminate the Economic Information Staff and incorporate the functions of the Information Products Section into the Economic Research Branch. Functions of the Library Section have been eliminated and the library collection is in the process of being dismantled.

- a. Economic Research Program Manager, Position No. 22407, EM05 – position proposed to be transferred to READ, Economic Research Branch and serve as the Branch Manager (see # 7.2.b.).
- b. Librarian V, Position No. 18676, SR24 – position eliminated due to RIF and abolished on 1/31/10, Act 180, SLH 2010.
- c. Economist V, Position No. 39449, SR24 – position proposed to be transferred to READ, Economic Research Branch (see # 7.2.c.).
- d. Economist V, Position No. 118822, SR24 – position proposed to be transferred to READ, Economic Research Branch (see #7.2.d.).
- e. Information Specialist III, Position No. 10066, SR20 – position proposed to be transferred to READ, Office Services Unit (see # 7.1.d.).

7.4 Statistics and Data Support Branch

Develops, evaluates, interprets, and disseminates data and reports on economic and business statistics such as income and population characteristics, military personnel and dependents, housing, land use, education, and government finance and employment, for use by the Department, other government agencies, the business community, and the public.

- a. Research Statistician V, Position No. 47749, SR24 – position was vacated due to retirement and abolished through Act 180, SLH 2010.

7.5 Tourism Research Branch (elimination)

Propose to eliminate the Tourism Research Branch from the Research and Economic Analysis Division. Act 5, Special Session of 2009, transferred the tourism research and data responsibility to the Hawaii Tourism Authority. In January 2010, the Tourism Research Branch was physically relocated to the Hawaii Convention Center to join the staff of the Hawaii Tourism Authority.

- a. Research & Statistics Officer, Position No. 111599, EM05 – position transferred to the Hawaii Tourism Authority.
- b. Tourism Specialist VI, Position No. 46249, SR26 – position transferred to the Hawaii Tourism Authority.
- c. Economist VI, Position No. 111614, SR26 – position transferred to the Hawaii Tourism Authority.
- d. Research Statistician IV, Position No. 111615, SR22 – position transferred to the Hawaii Tourism Authority.

These four staff transfers have already been recognized in the Hawaii Tourism Authority's reorganization that was approved on June 28, 2011.

8. Strategic Industries Division (BED 120)

A permanent Energy Program Administrator, who heads the Strategic Industries Division, was recently hired on October 16, 2011. Since the division plays a critical role in reducing Hawaii's dependence on imported fuels and transforming Hawaii to a clean energy economy, we would like to give the Program Administrator the opportunity to reorganize this division to better focus and coordinate the various functional areas with his vision. Thus, DBEDT will submit a reorganization of the Strategic Industries Division at a later time.

The proposed changes listed below reflect changes to positions that affect the other divisions in the department.

8.1 Science and Technology Branch (elimination)

Propose to eliminate the Science and Technology Branch (STB). Functions of the STB have been absorbed through other programs or agencies such as the High Technology Development Corporation, Office of Aerospace Development, Hawaii Strategic Development Corporation, and the University of Hawaii, Office of Technology Transfer and Economic Development.

The affected positions are:

- a. Ocean Research Development Manager, Position No. 35798, EM05 – position proposed to be transferred to Creative Industries Division, Arts & Culture Development Branch and reallocated to an Economic Development Specialist VI, SR26. Incumbent retired and the position is temporarily vacant pending reorganization submittal (see # 6.2.b.).
- b. Secretary II, Position No. 32770, SR14 – position abolished through Act 162, SLH 2009.
- c. Research & Development Coordinator, Position No. 49497, SR26 – position proposed to be transferred to Office of Aerospace Development (see # 9.a.).
- d. Economic Development Specialist V, Position No. 44791, SR24 – position proposed to be transferred to the Office of the Director to staff the Small Business Regulatory Review Board and propose to be reallocated to an Economic Development Specialist VI, SR26 (see # 2.h.).

- e. Economic Development Specialist V, Position No. 32403, SR24 – position proposed to be transferred to Business Development & Support Division, Business Support Branch (aka Strategic Marketing & Support Division, Business & Community Assistance Branch) and reallocated to an Economic Development Specialist VI, SR26 (see # 5.3.h.).

9. Office of Aerospace Development (BED 128)

The Hawaii Office of Aerospace Development (OAD) provides a point of contact within State government to facilitate dialogue and coordination among Hawaii's government, private and academic sectors, and between State-based entities and overseas organizations, both public and private, to promote the growth and diversification of Hawaii's aerospace industry.

- a. Research & Development Coordinator, Position No. 49497, SR26 – position proposed to be transferred from Strategic Industries Division, Science & Technology Branch (see # 8.1.c.).

The Office of Aerospace Development was created through Act 149, SLH 2007.

C. PURPOSE OF REORGANIZATION

Since the 2009 Reduction-in-Force and abolishment of positions in DBEDT, the department has struggled to fill voids and make changes to effectively carry out the functions of the department's mission. Thus, the purpose of this proposal is to formalize the organizational structure which the department feels will make the best use of remaining staff and positions to carry out our statutory duties and responsibilities.

D. Description of Proposed Changes

The department's position count has substantially reduced since the last organizational chart was approved. Changes involve consolidation of responsibilities to fewer positions as positions were eliminated.

DBEDT needs an organizational structure that optimizes the current staff's skills and abilities.

In order to do that, DBEDT proposes the following changes:

1. Redistribute clerical/secretarial resources between READ, CID, and SMSD to gain greater program efficiencies by freeing professional and managerial staff from clerical duties.

In 2009, senior secretarial positions in the Creative Industries Division and Research and Economic Analysis Division were vacated due to retirements. The vacated positions were used to fulfill the department's Reduction-in-Force requirements in order to avoid eliminating filled positions. It was recognized after the RIF process, some reallocation of clerical positions was necessary to balance the clerical resources among the programs. Due to increased duties and responsibilities, the Secretary II positions are proposed to be reallocated to Secretary III positions.

2. Eliminate the Office of the Tourism Liaison, Aloha Tower Development Corporation, and the Tourism Research Branch of READ as these program's staff have already been transferred to different programs or eliminated due to abolishment of positions.
3. Rename the Strategic Marketing and Support Division to the Business Development and Support Division; the Service Trade Branch to Business Development Branch; and Business & Community Assistance Branch to Business Support Branch to better reflect their current functions.
4. Eliminate the Investment & Business Analysis Branch of the Strategic Marketing and Support Division and incorporate the functions of this branch into the proposed Business Development Branch.
5. Eliminate the Economic Information Staff and incorporate the functions of the Information Products Section into the Economic Research Branch and eliminate the functions of the Library Section.
6. Eliminate the Science & Technology Branch within the Strategic Industries Division and redeploy staff to support current departmental priorities in the Creative Industries Division, Business Development & Support Division. (aka Strategic Marketing and Support Division), Small Business Regulatory Review Board, and Office of Aerospace Development.
7. Remove positions that were abolished through legislative action or Reduction-in-Force within certain programs from the organizational charts.
8. Add new positions that were created through legislative action.

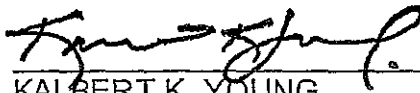
Memo to Director of Budget and Finance
DBEDT Reorganization
October 28, 2011
Page 16

9. Transfer positions between programs in order to effectively carry out the mission of the department and programs.

Details of the proposals were listed above in Section B - Description of Programs and the attached spreadsheet on the "Summary of Positions Affected by the Proposed Reorganization."

If there are any questions, please call Mr. Ken Kitamura, Administrative Services Officer, at 586-2433.

APPROVED DISAPPROVED



KALBERT K. YOUNG
Director of Finance

DEC 14 2011

Date

c: Barbara Krieg, Interim Director, Department of Human Resources Development
Randall Perreira, Hawaii Government Employees Association

Attachments:

Summary of Positions Affected by the Proposed Reorganization
Present and Proposed Organization Charts for DBEDT, Office of the Director, Office of the Tourism Liaison, ATDC, BDSO (aka SMSO), CID, READ, SID, and OAD
Proposed Functional Statements for Office of the Director, BDSO (aka SMSO), CID, READ, SID, and OAD



**DEPARTMENT OF BUSINESS,
ECONOMIC DEVELOPMENT & TOURISM**

NEIL ABERCROMBIE
GOVERNOR

RICHARD C. LIM
DIRECTOR

MARY ALICE EVANS
DEPUTY DIRECTOR

No. 1 Capitol District Building, 250 South Hotel Street, 5th Floor, Honolulu, Hawaii 96813
Mailing Address: P.O. Box 2359, Honolulu, Hawaii 96804
Web site: www.hawaii.gov/dbedt

Telephone: (808) 586-2355
Fax: (808) 586-2377

October 28, 2011

Mr. Randall Perreira
Executive Director
Hawaii Government Employees Association (HGEA)
888 Mililani Street, Suite 601
Honolulu, Hawaii 96813

Dear Mr. Perreira:

In accordance with Article 4, Personnel Policy Changes, of the Contract Agreements for Bargaining Unit 13, we are submitting for consultation purposes, copies of our reorganization proposal for the Department of Business, Economic Development and Tourism.

Enclosed are the reorganization proposal, organizational charts, and functional statements which have been sent to the Department of Budget & Finance in accordance with Administrative Directive No. 95-06, dated July 28, 1995, Interim Policy and Procedures for Effecting Changes in Organization.

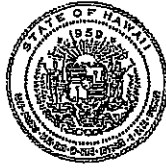
We look forward to discussing our reorganization proposal with you or your staff if there are any concerns. Please respond by C.O.B. November 11, 2011, if you have any comments or concerns. Our contact person is Mr. Ken Kitamura, Administrative Services Officer, at phone 586-2432. Thank you for your attention to this matter.

Sincerely,

Richard C. Lim

Attachments

NEIL ABERCROMBIE
GOVERNOR



KALBERT K. YOUNG
DIRECTOR

LUIS P. SALAVERIA
DEPUTY DIRECTOR


STATE OF HAWAII
DEPARTMENT OF BUDGET AND FINANCE
P.O. BOX 150
HONOLULU, HAWAII 96810-0150

EMPLOYEES' RETIREMENT SYSTEM
HAWAII EMPLOYER-UNION HEALTH BENEFITS TRUST FUND
OFFICE OF THE PUBLIC DEFENDER
PUBLIC UTILITIES COMMISSION

ADMINISTRATIVE AND RESEARCH OFFICE
BUDGET, PROGRAM PLANNING AND
MANAGEMENT DIVISION
FINANCIAL ADMINISTRATION DIVISION
OFFICE OF ECONOMIC RECOVERY
AND REINVESTMENT (ARRA)

December 14, 2011

TO: The Honorable Richard C. Lim, Director
Department of Business, Economic Development and Tourism

FROM: Kalbert K. Young 
Director of Finance

SUBJECT: Organization Proposal for the Department of Business, Economic
Development and Tourism

Your organization proposal for the Department of Business, Economic Development and Tourism is acknowledged. Attached for your records are the final acknowledged organizational charts.

Attachment

REVISED LIST OF POSITIONS AFFECTED BY THE PROPOSED REORGANIZATION													Department of Business Economic Development & Tourism	
date: 12/9/2011														
Pos. No.	Current (Last Approved/Acknowledged Org Chart)				Proposed Reorganization								Comments	
	Perm	Temp	Exempt	MOF	Position Title as reflected on the latest approved/acknowledged org chart	Pgm ID (Act 41/04)	Organization Section (based on last approved/acknowledged Org chart)	Supervisory Assignment (based on last approved/acknowledged org chart)	Position Title	Pgm ID	Organization Section	Supervisory Assignment		
101868		x	x	A	Tourism Liaison	BED 142AA	Office of Tourism Liaison	117045			Office of the Governor		Transferred to Office of the Governor. Act 162, SLH 2009	
117045		x	x	A	Administrative Assistant to the Tourism Liaison	BED142AA	Office of Tourism Liaison						Abolished on 6/30/09 thru Act 162, SLH 2009.	
103233E		x	x	A	Special Assistant for International Affairs	BED 142AA	Office of the Director	41975					Abolished 6/30/09, Act 162, SLH 2009	
41975		x		A	Secretary III	BED 142AA	Office of the Director						Abolished 6/30/09, Act 162, SLH 2009	
101265E	x		x	A	Deputy Director	BED 142AA	Office of the Director	100062E	Deputy Director	BED 142AA	Office of the Director	100062E, 44791	Abolished thru Act 162, SLH 2009. Restored thru Act 164, SLH 2011. Position number remains same.	
100062E	x		x	A	Private Secretary II	BED 142AA	Office of the Director		Private Secretary II	BED 142AA	Office of the Director		Abolished thru Act 180, SLH 2010. Restored thru Act 164, SLH 2011. Position number remains same.	
100134E	x		x	A	DBEDT Information Director	BED 142AA	Office of the Director	12695, 12889					Abolished thru Act 180, SLH 2010.	
12695	x			A	Information Specialist IV	BED 142AA	Office of the Director						RIF, abolished thru Act 180, SLH 2010.	
12889	x			A	Secretary II	BED 142AA	Office of the Director						Abolished thru Act 180, SLH 2010.	
44791	x			A	Economic Development Specialist V	BED 120	Strategic Industries Division, Science & Technology Branch		Economic Development Specialist VI	BED 142	Office of the Director		Propose to transfer from Strategic Industries, Science & Technology Branch to the Office of the Director, and propose to reallocate to Economic Development Specialist VI	
14413	x			A	Secretary II	BED 142AA	Administrative Services Office	39255	Secretary II	BED 142	Administrative Services Office		Abolished on 6/30/09 thru Act 162, SLH 2009. Position restored thru Act 180, SLH 2010. Position number remains same.	
39255	x			A	Office Assistant III	BED 142AA	Administrative Services Office						RIF, abolished 1/31/10 thru Act 180, SLH 2010.	
44669	x			A	Account Clerk III	BED 142AA	Administrative Services Office						RIF, abolished 1/31/10, thru Act 180, SLH 2010.	
33960	x			A	Accountant III	BED 142AA	Administrative Services Office						RIF, abolished 1/31/10, thru Act 180, SLH 2010.	
42609	x			A	Accountant III	BED 142AA	Administrative Services Office						RIF, abolished 1/31/10, thru Act 180, SLH 2010.	

REVISED LIST OF POSITIONS AFFECTED BY THE PROPOSED REORGANIZATION Department of Business Economic Development & Tourism

date: 12/9/2011

Pos. No.	Current (Last Approved/Acknowledged Org Chart)				Proposed Reorganization				Comments				
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44554	x			A	Program Budget Analyst IV	BED 142AA	Administrative Services Office						RIF, abolished 1/31/10 thru Act 180, SLH 2010.
44841	x			A	Personnel Clerk V	BED 142AA	Administrative Services Office						RIF, abolished 1/31/10, thru Act 180, SLH 2010.
15643	x			A	Contracts Assistant I	BED 142AA	Administrative Services Office						Abolished 7/15/09 thru Act 162, SLH 2009.
49254	x			A	Departmental Contracts Specialist	BED 142AA	Administrative Services Office						Abolished 6/30/09 thru Act 162, SLH 2009.
19539	x			A	Personnel Management Specialist IV	BED 142AA	Administrative Services Office						Abolished 6/30/09 thru Act 162, SLH 2009.
49491	x			A	Management Analyst	BED 142AA	Administrative Services Office						Abolished 1/31/10, thru Act 180, SLH 2010.
101288E		x	x	B	Executive Officer	BED 151	Aloha Tower Development Corporation	116882E, 102707E, 116965E, 99011, 119298					ATDC transferred to the Dept of Transportation thru Act 152, SLH 2011
116882E		x	x	B	ATDC Secretary	BED 151	Aloha Tower Development Corporation						ATDC transferred to the Dept of Transportation thru Act 152, SLH 2011
102707E		x	x	B	Development Director/ Special Assistant	BED 151	Aloha Tower Development Corporation	117411E, 117412E					ATDC transferred to the Dept of Transportation thru Act 152, SLH 2011
117411E		x	x	B	ATDC Property Manager	BED 151	Aloha Tower Development Corporation						ATDC transferred to the Dept of Transportation thru Act 152, SLH 2011
117412E		x	x	B	ATDC Property Manager	BED 151	Aloha Tower Development Corporation						ATDC transferred to the Dept of Transportation thru Act 152, SLH 2011
116965E		x	x	B	ATDC Development Manager Special Assistant	BED 151	Aloha Tower Development Corporation						ATDC transferred to the Dept of Transportation thru Act 152, SLH 2011
119298		x	x	B	ATDC/HMG Chief	BED 151	Aloha Tower Development Corporation	119299					ATDC transferred to the Dept of Transportation thru Act 152, SLH 2011
119299		x	x	B	ATDC/HMG	BED 151	Aloha Tower Development Corporation						ATDC transferred to the Dept of Transportation thru Act 152, SLH 2011
99011		x	x	B	HMG Development Director	BED 151	Aloha Tower Development Corporation, Harbors Modernization Group	99026, 119261, 119262, 119263, 119264, 119265					ATDC transferred to the Dept of Transportation thru Act 152, SLH 2011
99026		x	x	B	HMG Secretary	BED 151	Aloha Tower Development Corporation, Harbors Modernization Group	99027, 99028					ATDC transferred to the Dept of Transportation thru Act 152, SLH 2011
99027		x	x	B	HMG Administrative Assistant	BED 151	Aloha Tower Development Corporation, Harbors Modernization Group						ATDC transferred to the Dept of Transportation thru Act 152, SLH 2011

REVISIED LIST OF POSITIONS AFFECTED BY THE PROPOSED REORGANIZATION													
Department of Business Economic Development & Tourism													
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99028		x	x	B	HMG Administrative Assistant	BED 151	Aloha Tower Development Corporation, Harbors Modernization Group						ATDC transferred to the Dept of Transportation thru Act 152, SLH 2011
119261		x	x	B	ATDC HMG Senior Project Manager	BED 151	Aloha Tower Development Corporation, Harbors Modernization Group	119300					ATDC transferred to the Dept of Transportation thru Act 152, SLH 2011
119300		x	x	B	HMG Development Manager	BED 151	Aloha Tower Development Corporation, Harbors Modernization Group						ATDC transferred to the Dept of Transportation thru Act 152, SLH 2011
99024		x	x	B	HMG Assistant Development Manager	BED 151	Aloha Tower Development Corporation, Harbors Modernization Group						ATDC transferred to the Dept of Transportation thru Act 152, SLH 2011
119262		x	x	B	ATDC HMG Senior Project Manager	BED 151	Aloha Tower Development Corporation, Harbors Modernization Group	119301					ATDC transferred to the Dept of Transportation thru Act 152, SLH 2011
119301		x	x	B	HMG Development Manager	BED 151	Aloha Tower Development Corporation, Harbors Modernization Group						ATDC transferred to the Dept of Transportation thru Act 152, SLH 2011
119263		x	x	B	ATDC HMG Senior Project Manager	BED 151	Aloha Tower Development Corporation, Harbors Modernization Group	119302					ATDC transferred to the Dept of Transportation thru Act 152, SLH 2011
119302		x	x	B	HMG Development Manager	BED 151	Aloha Tower Development Corporation, Harbors Modernization Group						ATDC transferred to the Dept of Transportation thru Act 152, SLH 2011
119264		x	x	B	ATDC HMG Senior Project Manager	BED 151	Aloha Tower Development Corporation, Harbors Modernization Group	119303					ATDC transferred to the Dept of Transportation thru Act 152, SLH 2011
119303		x	x	B	HMG Development Manager	BED 151	Aloha Tower Development Corporation, Harbors Modernization Group						ATDC transferred to the Dept of Transportation thru Act 152, SLH 2011
119265		x	x	B	ATDC HMG Senior Project Manager	BED 151	Aloha Tower Development Corporation, Harbors Modernization Group	119304					ATDC transferred to the Dept of Transportation thru Act 152, SLH 2011
119304		x	x	B	HMG Development Manager	BED 151	Aloha Tower Development Corporation, Harbors Modernization Group						ATDC transferred to the Dept of Transportation thru Act 152, SLH 2011

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Department of Business Economic Development & Tourism

date: 12/9/2011

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99025		x	x	B	HMG Assistant	BED 151	Aloha Tower Development Corporation, Harbors Modernization Group						ATDC transferred to the Dept of Transportation thru Act 152, SLH 2011
25304	x			A	Secretary II	BED 100	Business Development & Support Division, Business Development Branch (aka Strategic Marketing & Support Division, Services Trade Branch)		Secretary III	BED 130	Research & Economic Analysis Division	17805	Propose to transfer from proposed Business Development & Support Division, Business Development Branch (aka SMSD, Services Trade Branch) and propose to reallocate to Secretary III
15522	x			A	Business Loan Officer II	BED 100	Business Development & Support Division, Business Development Branch (aka Strategic Marketing & Support Division, Services Trade Branch)						RIF, abolished 1/31/10, Act 180, SLH 2010.
43036	x			A	Economic Development Specialist VI	BED 100	Business Development & Support Division, Business Development Branch (aka Strategic Marketing & Support Division, Services Trade Branch)						RIF, abolished 1/31/10, Act 180, SLH 2010.
49143	x			A	Office Assistant III	BED 100	Business Development & Support Division, Business Support Branch (aka Strategic Marketing & Support Division, Business & Community Assistance Branch)		Office Assistant III	BED 100	Business Development & Support Division, Business Development Branch (aka Strategic Marketing & Support Division, Services Trade Branch)		Propose to transfer from the proposed Business Development & Support Division, Business Support Branch (aka Strategic Marketing & Business Development Division) Business & Community Economic Development, to Business Development & Support Division, Business Development Branch
49499	x			A	Business Development Program Manager	BED 100	Strategic Marketing & Support Division, Investment & Business Analysis Branch	26633, 26982, 27489, 44000					Abolished 7/15/09, Act 180, SLH 2010

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26633	x			A	Secretary II	BED 100	Business Development & Support Division, (aka Strategic Marketing & Support Division), Investment & Business Analysis Branch		Secretary III	BED 105	Creative Industries Division		Propose to transfer from the proposed Business Development & Support Division, Investment & Business Analysis Branch (aka Strategic Marketing & Support Division, IBAB) to Creative Industries Division and propose to reallocate to Secretary III	
27489	x			A	Economic Development Specialist VI	BED 100	Business Development & Support Division, (aka Strategic Marketing & Support Division), Investment & Business Analysis Branch						Abolished 7/15/09, Act 162, SLH 2009	
26982	x			A	Economic Development Specialist VI	BED 100	Business Development & Support Division, (aka Strategic Marketing & Support Division), Investment & Business Analysis Branch						RIF, abolished 1/31/10, Act 180, SLH 2010.	
44000	x			A	Economic Development Specialist V	BED 100	Business Development & Support Division, (aka Strategic Marketing & Support Division), Investment & Business Analysis Branch		Economic Development Specialist V	BED 105	Creative Industries Division, Film Industry Branch		Propose to transferred from Business Development & Support Division (aka Strategic Marketing & Support Division) Investment & Business Analysis Branch to Creative Industries Division, Film Industry Branch.	
35621	x			A	Business Development Program Manager	BED 100	Business Development & Support Division, Business Support Branch (aka Strategic Marketing & Support Division, Business & Community Assistance Branch)						Abolished 7/15/09, Act 162, SLH 2009	

REVISED LIST OF POSITIONS AFFECTED BY THE PROPOSED REORGANIZATION				Department of Business Economic Development & Tourism											
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912022	x			A					Business Development Program Manager	BED 100	Business Development & Support Division, Business Support Branch (aka Strategic Marketing & Support Division, Business & Community Assistance Branch)	18398, 32403, 912023	Newly created position thru Act 164, SLH 2011.		
49143	x			A	Office Assistant III	BED 100	Business Development & Support Division, Business Support Branch (aka Strategic Marketing & Support Division, Business & Community Assistance Branch)		Office Assistant III	BED 100	Business Development & Support Division, Business Development Branch (aka Strategic Marketing & Support Division, Services Trade Branch)		Propose to transfer from Business Development & Support Division, Business Support Division (aka SMSD, BCAB) to Business Development & Support Division, Business Development Branch (aka SMSD, STB)		
26981	x			A	Economic Development Specialist VI	BED 100	Business Development & Support Division, Business Support Branch (aka Strategic Marketing & Support Division, Business & Community Assistance Branch)						RIF, abolished 1/31/10, Act 180, SLH 2010.		
912023	x			A					Economic Development Specialist VI	BED 100	Business Development & Support Division, Business Support Branch (aka Strategic Marketing & Support Division, Business & Community Assistance Branch)		Newly created position thru Act 164, SLH 2011.		
49142	x			A	Economic Development Specialist VI	BED 100	Business Development & Support Division, Business Support Branch (aka Strategic Marketing & Support Division, Business & Community Assistance Branch)						RIF, abolished 1/31/10, Act 180, SLH 2010.		
49144	x			A	Economic Development Specialist IV	BED 100	Business Development & Support Division, Business Support Branch (aka Strategic Marketing & Support Division, Business & Community Assistance Branch)						RIF, abolished 1/31/10, Act 180, SLH 2010.		

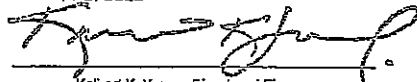
REVISED LIST OF POSITIONS AFFECTED BY THE PROPOSED REORGANIZATION													
Department of Business Economic Development & Tourism													
date: 12/9/2011													
Pos. No.	Current (Last Approved/Acknowledged Org Chart)				Proposed Reorganization								
	Perm	Temp	Exempt	MOF	Position Title as reflected on the latest approved/acknowledged org chart	Pgm ID (Act 41/04)	Organization Section (based on last approved/acknowledged Org chart)	Supervisory Assignment (based on last approved/acknowledged org chart)	Position Title	Pgm ID	Organization Section	Supervisory Assignment	Comments
32403	x			A	Economic Development Specialist V	BED 120	Strategic Industries Division, Science & Technology Branch		Economic Development Specialist VI	BED 100	Business Development & Support Division, Business Support Branch (aka Strategic Marketing & Support Division, Business & Community Assistance Branch)		Propose to transfer from Strategic Industries Division, Science & Technology Branch to Business Development & Support Division, Business Support Branch (aka SMSD, BCAB) and propose to reallocate to Economic Development Specialist VI
14768	x			A	Secretary III	BED 105	Creative Industries Division						Abolished 7/31/09, Act 180, SLH 2010
26633	x			A	Secretary II	BED 100	Business Development & Support Division, (aka Strategic Marketing & Support Division), Investment & Business Analysis Branch		Secretary III	BED 105	Creative Industries Division		Propose to transfer from the proposed Business Development & Support Division, Investment & Business Analysis Branch (aka Strategic Marketing & Support Division, IBAB) to Creative Industries Division and propose to reallocate to Secretary III
24597	x			A	Film Industry Development Manager	BED 105	Creative Industries Division, Film Industry Branch						RIF, abolished 1/31/10, Act 180, SLH 2010.
120355	x			A					Film Industry Development Manager	BED 105	Creative Industries Division, Film Industry Branch	35260, 912005, 49490, 44000	Position created through Act 164, SLH 2011.
15735	x			A	Secretary II	BED 105	Creative Industries Division, Film Industry Branch						Abolished 7/31/09, Act 180, SLH 2010
118991	x			A	Film Industry Development Specialist IV	BED 105	Creative Industries Division, Film Industry Branch						RIF, abolished 1/31/10, Act 180, SLH 2010.
119293	x			A	Professional Worker III	BED 105	Creative Industries Division, Film Industry Branch						RIF, abolished 2/2/10, Act 180, SLH 2010.

REVISED LIST OF POSITIONS AFFECTED BY THE PROPOSED REORGANIZATION					Department of Business Economic Development & Tourism								
date: 12/9/2011													
Pos. No.	Current (Last Approved/Acknowledged Org Chart)				Proposed Reorganization								Comments
	Perm	Temp	Exempt	MOF	Position Title as reflected on the latest approved/acknowledged org chart	Pgm ID (Act 41/04)	Organization Section (based on last approved/acknowledged Org chart)	Supervisory Assignment (based on last approved/acknowledged org chart)	Position Title	Pgm ID	Organization Section	Supervisory Assignment	
35259	x			A	Economic Development Specialist V	BED 105	Creative Industries Division, Film Industry Branch						Position was redescribed from Film Industry Development Specialist IV, SR22, effective 12/29/05. Position was then redescribed to Energy Emergency Planner and transferred to Strategic Industries on 7/1/09, Act 162, SLH 2009. Position abolished 7/15/09, Act 162, SLH 2009
44000	x			A	Economic Development Specialist V	BED 100	Business Development & Support Division, (aka Strategic Marketing & Support Division), Investment & Business Analysis Branch		Economic Development Specialist V	BED 105	Creative Industries Division, Film Industry Branch		Propose to transfer from Business Development & Support Division (aka Strategic Marketing & Support Division) Investment & Business Analysis Branch to Creative Industries Division, Film Industry Branch.
912005	x			A					Economic Development Specialist VI	BED 105	Creative Industries Division, Film Industry Branch		New Position created through Act 164, SLH 2011
44666	x			A	Secretary II	BED 105	Creative Industries Division, Arts & Culture Development Branch						Abolished 7/15/09, Act 162, SLH 2009
35798	x			A	Ocean Resources Development Manager	BED 120	Strategic Industries Division, Science & Technology Branch	32770, 49497T, 44791, 32403	Economic Development Specialist VI	BED 105	Creative Industries Division, Arts & Culture Development Branch		Propose to transfer from Strategic Industries Division, Science & Technology Branch to Creative Industries Division, Arts & Culture Development Branch and propose to reallocate to an Economic Development Specialist VI
46083	x			A	Secretary III	BED 130	Research & Economic Analysis Division, Office Services						Abolished 1/31/10, Act 180, SLH 2010

REVISED LIST OF POSITIONS AFFECTED BY THE PROPOSED REORGANIZATION													
Department of Business Economic Development & Tourism													
date: 12/9/2011													
Pos. No.	Current (Last Approved/Acknowledged Org Chart)				Proposed Reorganization				Comments				
	Perm	Temp	Exempt	MOF	Position Title as reflected on the latest approved/acknowledged org chart.	Pgm ID (Act 41/04)	Organization Section (based on last approved/acknowledged Org chart)	Supervisory Assignment (based on last approved/acknowledged org chart)		Position Title	Pgm ID	Organization Section	Supervisory Assignment
25304	x			A	Secretary II	BED 100	Business Development & Support Division, Business Development Branch (aka Strategic Marketing & Support Division, Services Trade Branch)		Secretary III	BED 130	Research & Economic Analysis Division	17805	Propose to transfer from proposed Business Development & Support Division, Business Development Branch (aka SMSD, Services Trade Branch) to READ and propose to reallocate to Secretary III
22100	x			A	Office Assistant III	BED 130	Research & Economic Analysis Division, Office Services						RIF, abolished 1/31/10, Act 180, SLH 2010.
10066	x			A	Information Specialist III	BED 130	Research & Economic Analysis Division, Economic Information Staff		Information Specialist IV	BED 130	Research & Economic Analysis Division, Office Services		Propose to transfer from READ, Economic Information Staff to Office Services and propose to reallocate to Information Specialist IV
29283	x			A	Economist VII	BED 130	Research & Economic Analysis Division, Economic Research Branch						Abolished 6/30/09 thru Act 162, SLH 2009
22407	x			A	Economics Research Program Manager	BED 130	Research & Economic Analysis Division, Economic Information Staff		Economics Research Program Manager	BED 130	Research & Economic Analysis Division, Economic Research Branch	11299, 14884, 39449, 118822	Propose to transfer from READ, Economic Information Staff to Economic Research Branch and serve as branch manager
39449	x			A	Economist V	BED 130	Research & Economic Analysis Division, Economic Information Staff	10066	Economist V	BED 130	Research & Economic Analysis Division, Economic Research Branch		Propose to transfer from READ, Economic Information Staff to Economic Research Branch.
118822	x			A	Economist V	BED 130	Research & Economic Analysis Division, Economic Information Staff		Economist V	BED 130	Research & Economic Analysis Division, Economic Research Branch		Propose to transfer from READ, Economic Information Staff to Economic Research Branch.
22407	x			A	Economics Research Program Manager	BED 130	Research & Economic Analysis Division, Economic Information Staff		Economics Research Program Manager	BED 130	Research & Economic Analysis Division, Economic Research Branch	11299, 14884, 39449, 118822	Propose to transfer from READ, Economic Information Staff to Economic Research Branch and serve as branch manager

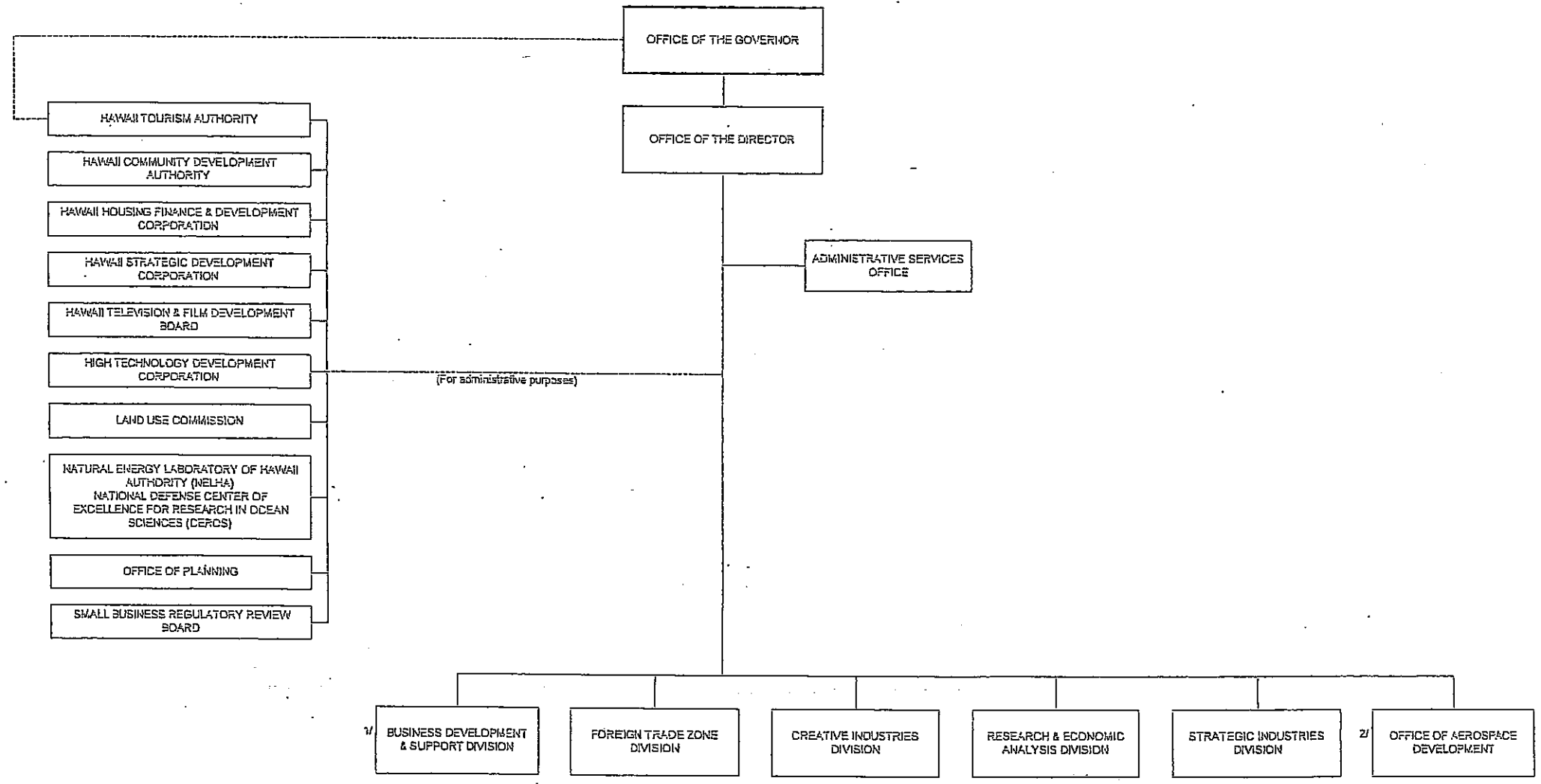
REVISED LIST OF POSITIONS AFFECTED BY THE PROPOSED REORGANIZATION													
Department of Business Economic Development & Tourism													
date: 12/9/2011													
Pos. No.	Current (Last Approved/Acknowledged Org Chart)				Proposed Reorganization				Comments				
	Perm	Temp	Exempt	MOF	Position Title as reflected on the latest approved/acknowledged org chart	Pgm ID (Act 41/04)	Organization Section (based on last approved/acknowledged Org chart)	Supervisory Assignment (based on last approved/acknowledged org chart)		Position Title	Pgm ID	Organization Section	Supervisory Assignment
18676	x			A	Librarian V	BED 130	Research & Economic Analysis Division, Economic Information Staff						RIF, abolished 1/31/10, Act 180, SLH 2010.
39449	x			A	Economist V	BED 130	Research & Economic Analysis Division, Economic Information Staff	10066	Economist V	BED 130	Research & Economic Analysis Division, Economic Research Branch		Propose to transfer from READ, Economic Information Staff to Economic Research Branch.
118822	x			A	Economist V	BED 130	Research & Economic Analysis Division, Economic Information Staff	10066	Economist V	BED 130	Research & Economic Analysis Division, Economic Research Branch		Propose to transfer from READ, Economic Information Staff to Economic Research Branch.
10066	x			A	Information Specialist III	BED 130	Research & Economic Analysis Division, Economic Information Staff		Information Specialist IV	BED 130	Research & Economic Analysis Division, Office Services		Propose to transfer from READ, Economic Information Staff to Office Services and propose to reallocate to Information Specialist IV
47749	x			A	Research Statistician V	BED 130	Research & Economic Analysis Division, Statistics and Data Support Branch						Abolished thru Act 180, SLH 2010.
111599	x			U	Research & Statistics Officer	BED 130	Research & Economic Analysis Division, Tourism Research Branch				Hawaii Tourism Authority		Tourism Research Branch was transferred to HTA, Act 5, Special, 2009 SLH. Recognized on HTA reorg.
46249	x			U	Tourism Specialist VI	BED 130	Research & Economic Analysis Division, Tourism Research Branch				Hawaii Tourism Authority		Tourism Research Branch was transferred to HTA, Act 5, Special, 2009 SLH. Recognized on HTA reorg.
111614	x			U	Economist VI	BED 130	Research & Economic Analysis Division, Tourism Research Branch				Hawaii Tourism Authority		Tourism Research Branch was transferred to HTA, Act 5, Special, 2009 SLH. Recognized on HTA reorg.
111615	x			U	Research Statistician IV	BED 130	Research & Economic Analysis Division, Tourism Research Branch				Hawaii Tourism Authority		Tourism Research Branch was transferred to HTA, Act 5, Special, 2009 SLH. Recognized on HTA reorg.

REVISED LIST OF POSITIONS AFFECTED BY THE PROPOSED REORGANIZATION													
Department of Business Economic Development & Tourism													
date: 12/9/2011													
Pos. No.	Current (Last Approved/Acknowledged Org Chart)				Proposed Reorganization				Comments				
	Perm	Temp	Exempt	MOF	Position Title as reflected on the latest approved/acknowledged org chart	Pgm ID (Act 41/04)	Organization Section (based on last approved/acknowledged Org chart)	Supervisory Assignment (based on last approved/acknowledged org chart)		Position Title	Pgm ID	Organization Section	Supervisory Assignment
35798	x			A	Ocean Resources Development Manager	BED 120	Strategic Industries Division, Science & Technology Branch	32770, 49497T, 44791, 32403	Economic Development Specialist VI	BED 105	Creative Industries Division, Arts & Culture Development Branch		Propose to transfer from Strategic Industries Division, Science & Technology Branch to Creative Industries Division, Arts & Culture Development Branch and propose to reallocate to an Economic Development Specialist VI
32770	x			A	Secretary II	BED 120	Strategic Industries Division, Science & Technology Branch						Abolished thru Act 162, SLH 2009.
49497	x			A	Research and Development Coordinator	BED 120	Strategic Industries Division, Science & Technology Branch		Research & Development Coordinator	BED 128	Office of Aerospace Development		Propose to transfer from Strategic Industries Division, Science & Technology Branch to Office of Aerospace Development.
44791	x			A	Economic Development Specialist V	BED 120	Strategic Industries Division, Science & Technology Branch		Economic Development Specialist VI	BED 142	Small Business Regulatory Review Board		Propose to transfer from Strategic Industries Division, Science & Technology Branch to Office of the Director, and proposed to reallocate to Economic Development Specialist VI
32403	x			A	Economic Development Specialist V	BED 120	Strategic Industries Division, Science & Technology Branch		Economic Development Specialist VI	BED 100	Business Development & Support Division, Business Support Branch (aka Strategic Marketing & Support Division, Business & Community Assistance Branch)		Propose to transfer from Strategic Industries Division, Science & Technology Branch to Business Development & Support Division, Business Support Branch (aka SMSD, BCAB) and propose to reallocate to Economic Development Specialist VI
49497	x			A	Research and Development Coordinator	BED 120	Strategic Industries Division, Science & Technology Branch		Research & Development Coordinator	BED 128	Office of Aerospace Development		Propose to transfer from Strategic Industries Division, Science & Technology Branch to Office of Aerospace Development.

PROPOSED

 Kelvin K. Young, Director of Finance

DEC 14 2011
 Date

STATE OF HAWAII
 DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM
 ORGANIZATION CHART
 PROPOSED



1/ Strategic Marketing & Support Division proposed to be renamed to Business Development & Support Division
 2/ Office Aerospace Development established - Act 149, SLH 2007.
 * Office of Tourism Liaison abolished - Act 162, SLH 2009.
 ** Aloha Tower Development Corporation abolished - Act 152, SLH 2011.

ACKNOWLEDGED

STATE OF HAWAII
DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM

ORGANIZATION CHART

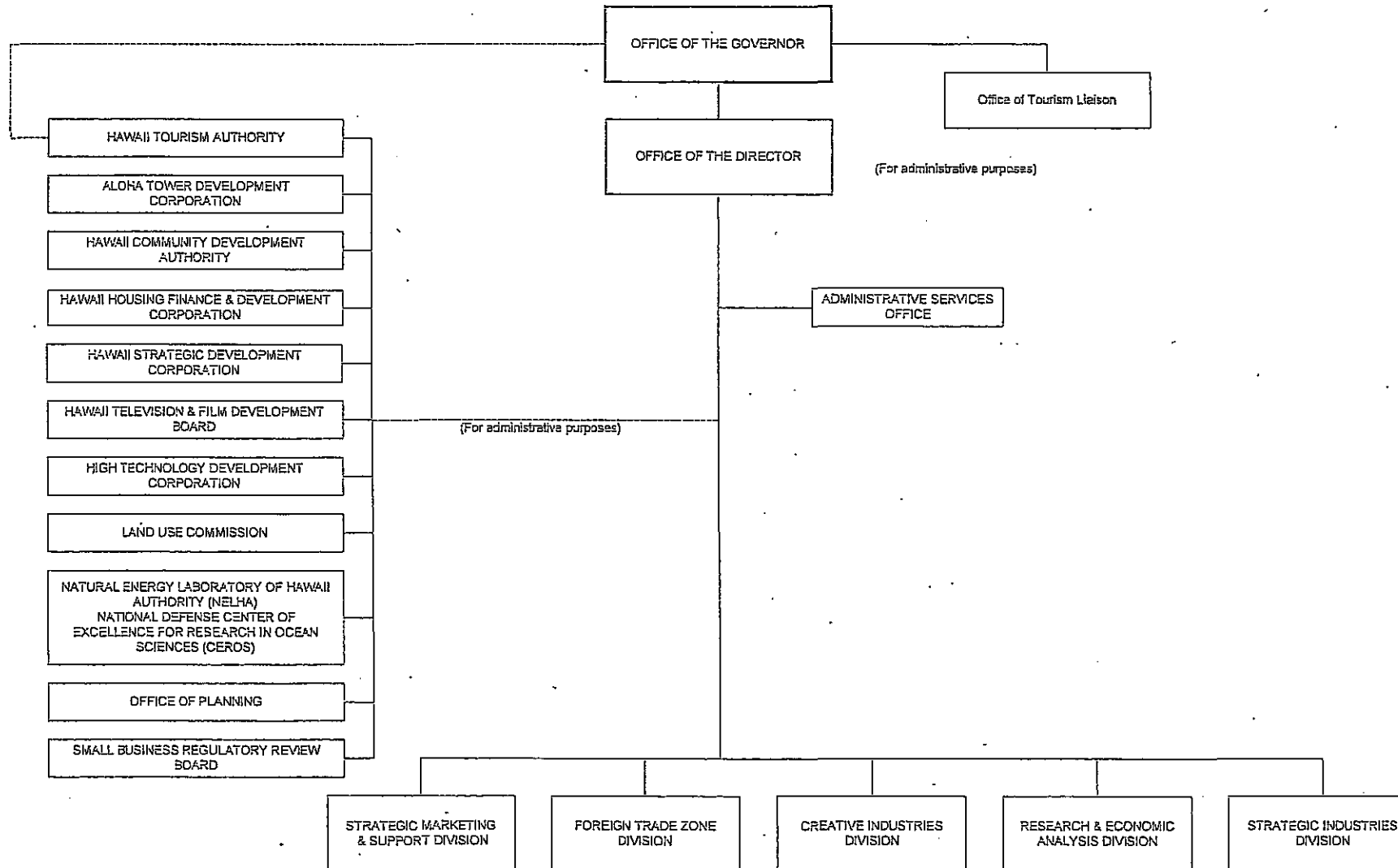
PRESENT

Acknowledged

04/28/09

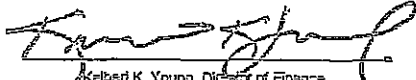
Georgina K. Kawamura, Director of Finance

Date



January 18, 2007

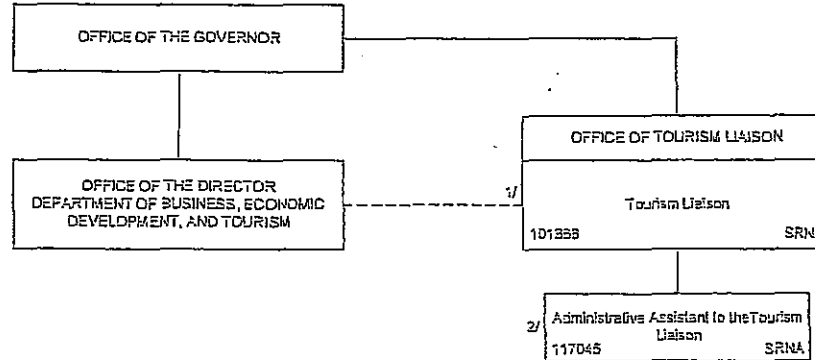
PROPOSED


Robert K. Young, Director of Finance

DEC 14 2011

Date

STATE OF HAWAII
DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM
OFFICE OF TOURISM LIAISON
POSITION ORGANIZATION CHART



Office of Tourism Liaison
Abolished Act 162, SLH 2009

1/ Position 101255 transferred to Office of the Governor, Act 162, SLH 2009.
2/ Position 117045 abolished 5/30/09, Act 162, SLH 2009.

ACKNOWLEDGED

Acknowledged

Georgina K. Kawamura, Director of Finance

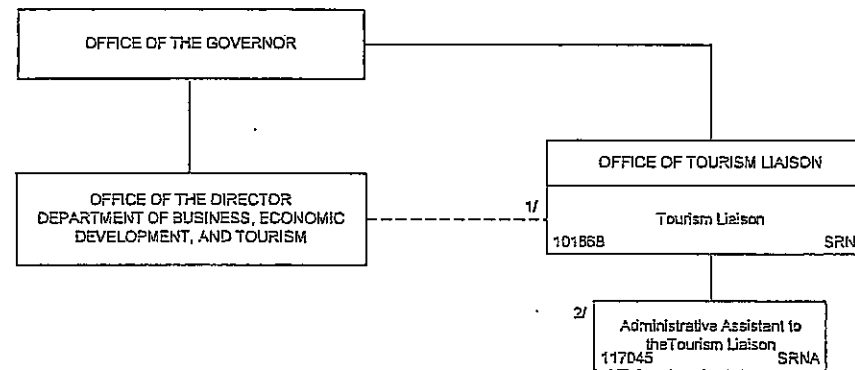
4/2/2004

Date

STATE OF HAWAII
DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM
OFFICE OF TOURISM LIAISON

POSITION ORGANIZATION CHART

PRESENT



1/ Temporary NTE 12/31/10.
2/ Re-described from Film Industry/CIP Coordinator, CID and transferred to OTL; NTE 12/30/2009
* Position No. 116584 abolished 05/30/05 Act 178-05 SLH

July 03, 2007

PROPOSED

Kabani K. Young
Kabani K. Young, Director of Finance

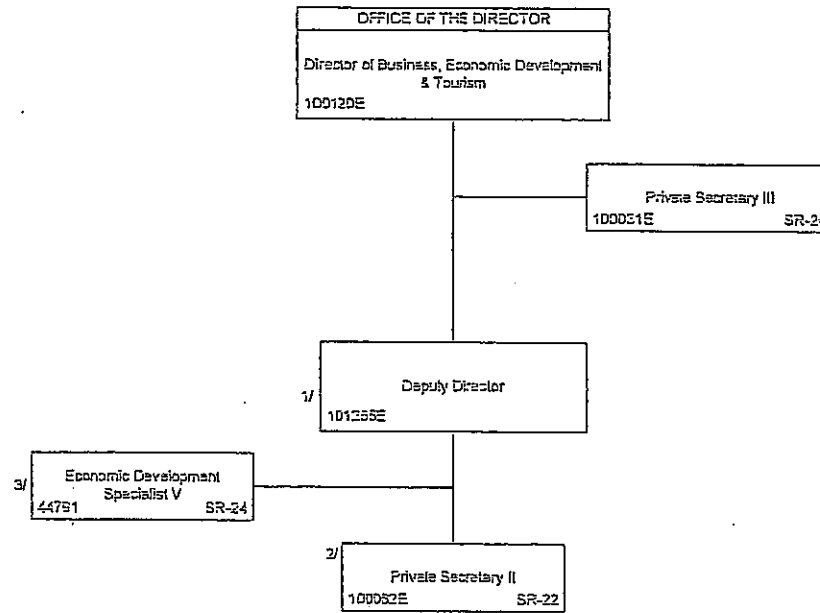
DEC 14 2011

Date

STATE OF HAWAII
DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM
OFFICE OF THE DIRECTOR

POSITION ORGANIZATION CHART

PROPOSED



E = Exempt

1/ Position #101255E, abolished Act 162, SLH 2009, Restored thru Act 164, SLH 2011. Position # is same.

2/ Position #100032E, abolished Act 180, SLH 2010, Restored thru Act 184, SLH 2011. Position # is same.

3/ Position #44781, Economic Development Specialist V, SR-24 proposed to be transferred from Strategic Industries Division, Science & Technology Branch to the Director's Office and proposed to be reallocated to Economic Development Specialist VI, SR-25.

The following positions have been abolished:

Position #103233E, Special Assistant for International Affairs abolished 6/30/09 - Act 162, SLH 2009.

Position #41575, Secretary III abolished 6/30/09 - Act 162, SLH 2009.

Position #100134E, DBEDT Information Director abolished - Act 180, SLH 2010.

Position #12685, Information Specialist IV, RIF, abolished - Act 180, SLH 2010.

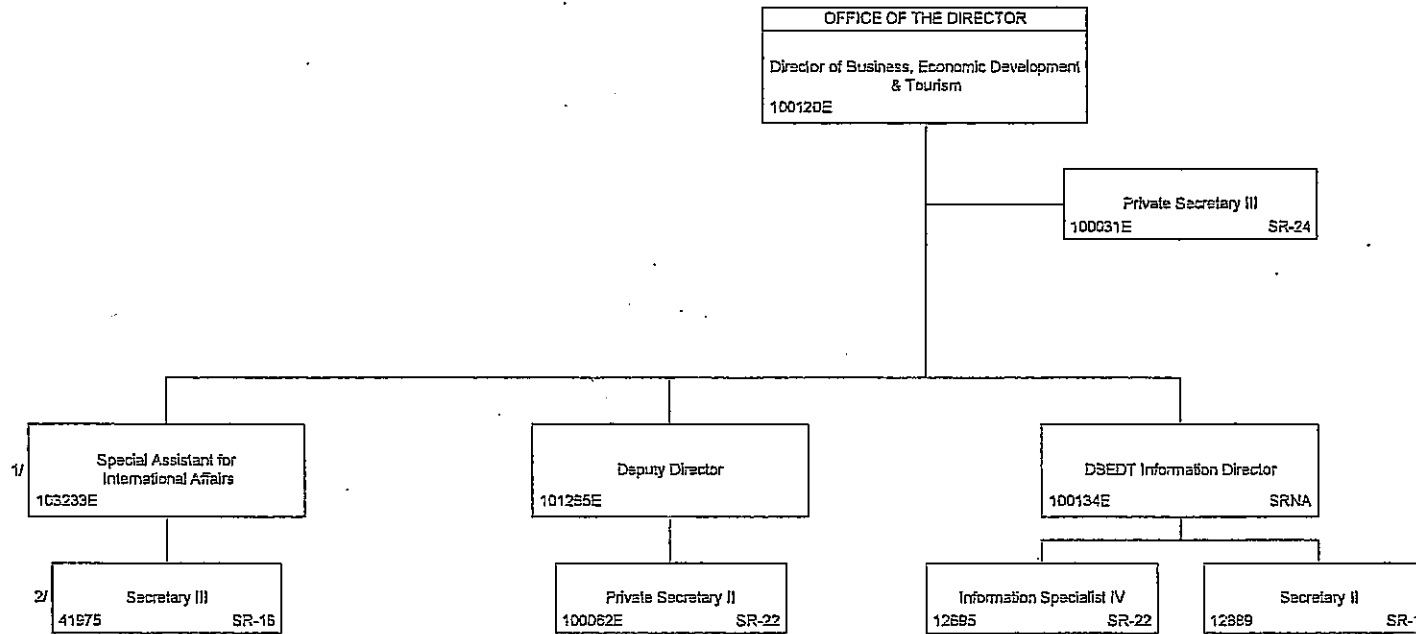
Position #12389, Secretary II, abolished - Act 180, SLH 2010.

ACKNOWLEDGED

Acknowledged
Georgina K. Kawamura, Director of Finance

4/2/2004
Date

STATE OF HAWAII
DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM
OFFICE OF THE DIRECTOR
POSITION ORGANIZATION CHART
PRESENT



E = Exempt
1/ Re-described to Special Assistant for International Affairs -- 05/25/07; NTE 06/30/09
2/ NTE - 06/30/09
Position No. 117452, DBEDT Projects Coordinator - Established 07/01/05-abolished 06/30/06

July 3, 2007

PROPOSED

Kelbert K. Young
Kelbert K. Young, Director of Finance

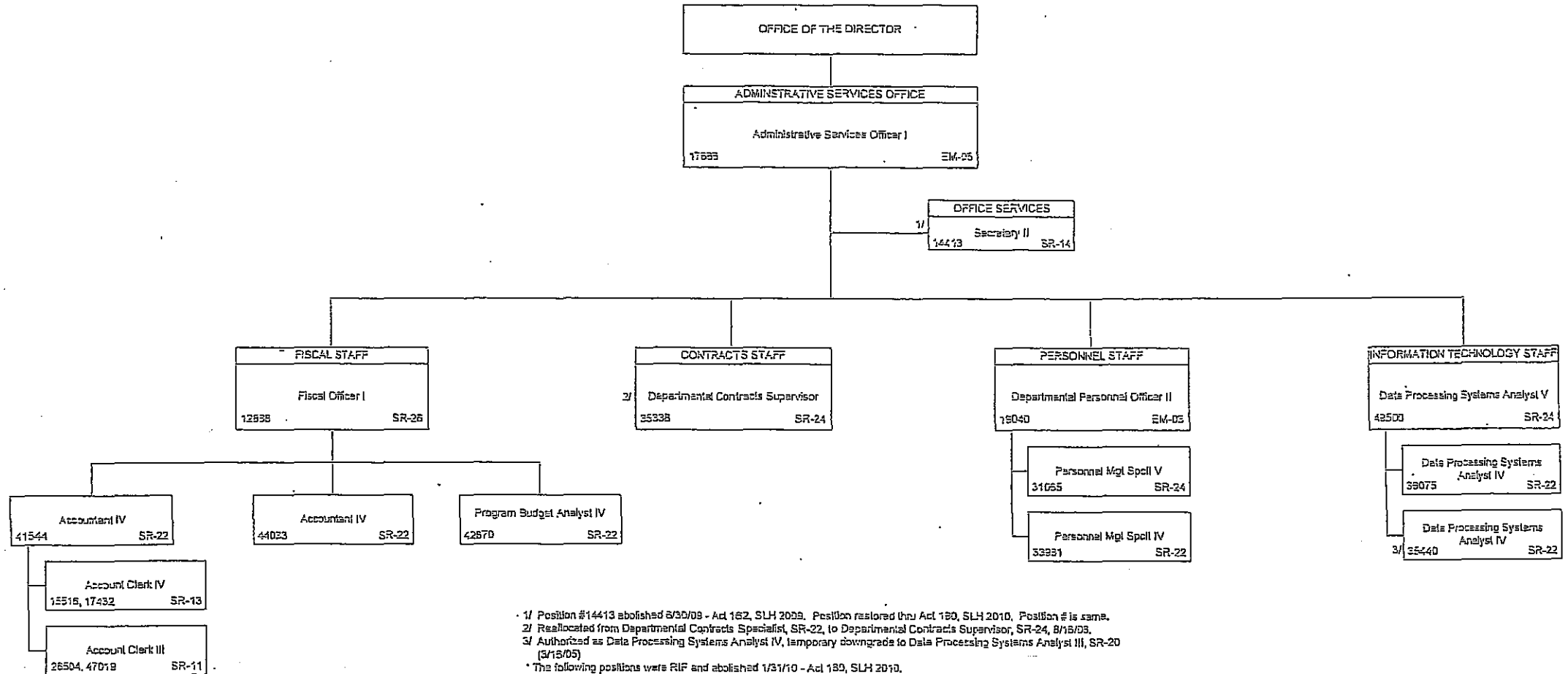
DEC 14 2011

Date

STATE OF HAWAII
DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM
ADMINISTRATIVE SERVICES OFFICE

POSITION ORGANIZATION CHART

PROPOSED



- 1/ Position #14413 abolished 8/30/09 - Act 162, SLH 2009. Position restored thru Act 150, SLH 2010. Position # is same.
- 2/ Reallocated from Departmental Contracts Specialist, SR-22, to Departmental Contracts Supervisor, SR-24, 8/15/09.
- 3/ Authorized as Data Processing Systems Analyst IV, temporary downgrade to Data Processing Systems Analyst III, SR-20 (3/15/05)
- * The following positions were RIF and abolished 1/31/10 - Act 189, SLH 2010.
Position #35255, Office Assistant III (reclassified effective 7/1/08), SR-08.
Position #44659, Account Clerk III, SR-11
Position #33950, Accountant III, SR-20
Position #42609, Accountant III, SR-20
Position #44254, Program Budget Analyst IV, SR-22
Position #44541, Personnel Clerk V, SR-13
- ** The following positions were abolished 8/30/09 - Act 162, SLH 2009.
Position #15543, Contracts Assistant I, SR-13
Position #49254, Departmental Contracts Specialist, SR-22
Position #19539, Personnel Management Specialist IV, SR-22
- *** Position #49491, Management Analyst IV, SR-22, abolished 1/31/10 - Act 169, SLH 2010.

ACKNOWLEDGED

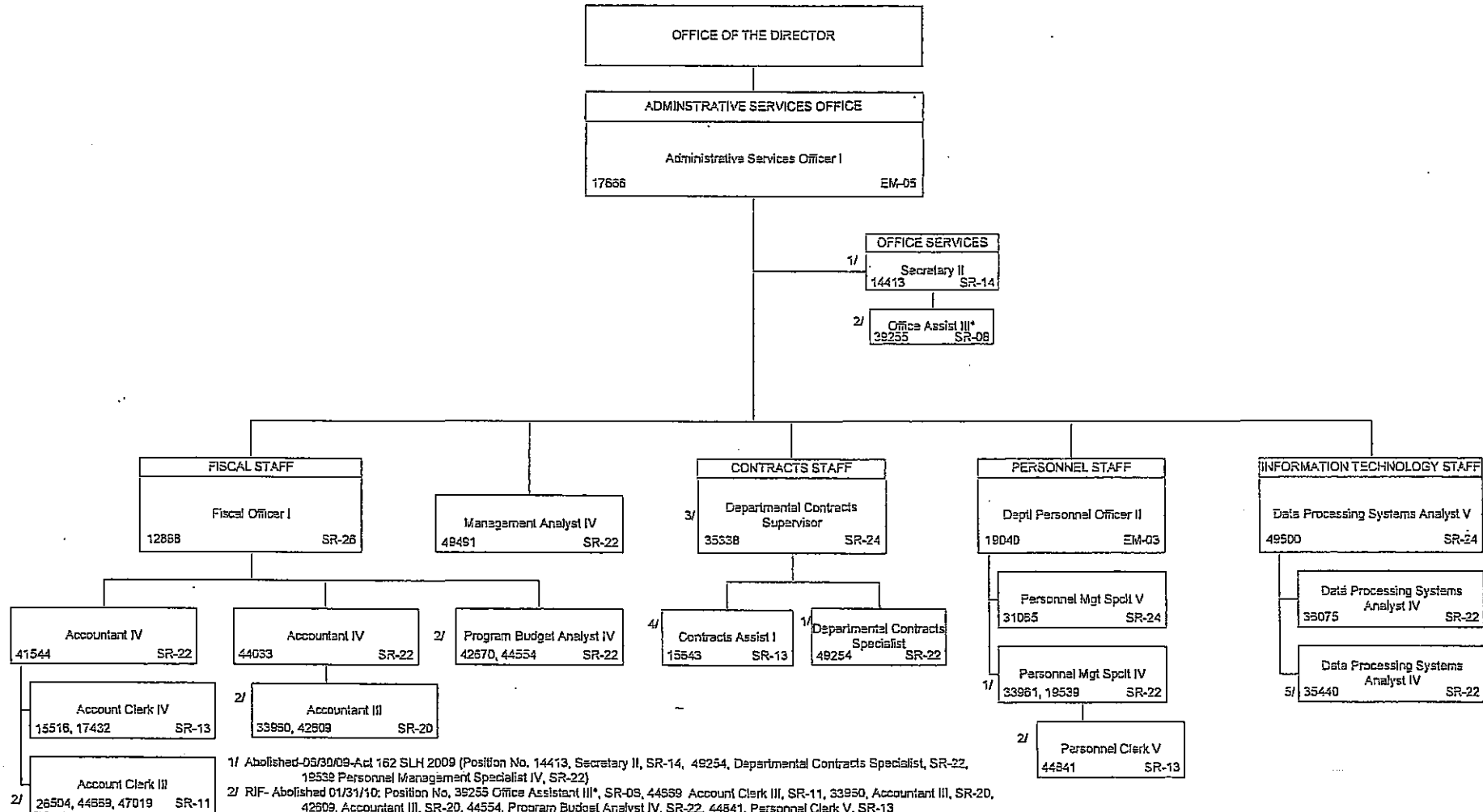
Theodore E. Liu
Theodore E. Liu, Director, DBEDT

August 07, 2008
Date

STATE OF HAWAII
DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM
ADMINISTRATIVE SERVICES OFFICE

POSITION ORGANIZATION CHART

PRESENT



1/ Abolished-05/30/09-Act 162 SLH 2009 (Position No. 14413, Secretary II, SR-14, 49254, Departmental Contracts Specialist, SR-22, 19539 Personnel Management Specialist IV, SR-22)
 2/ RIF- Abolished 01/31/10; Position No. 39255 Office Assistant III*, SR-08, 44659 Account Clerk III, SR-11, 33950, Accountant III, SR-20, 42509, Accountant III, SR-20, 44554, Program Budget Analyst IV, SR-22, 44541, Personnel Clerk V, SR-13
 3/ Reallocated from Departmental Contracts Specialist, SR-22 to Departmental Contracts Supervisor SR-24, 05/15/08
 4/ Abolished 07/15/09
 5/ Authorized as DPSA IV, temporary downgrades to DPSA III, SR-20 (3/16/05)
 * Position Reclassified effective 07/01/08

January 28, 2010

PROPOSED

Albert K. Young
Albert K. Young, Director of Finance

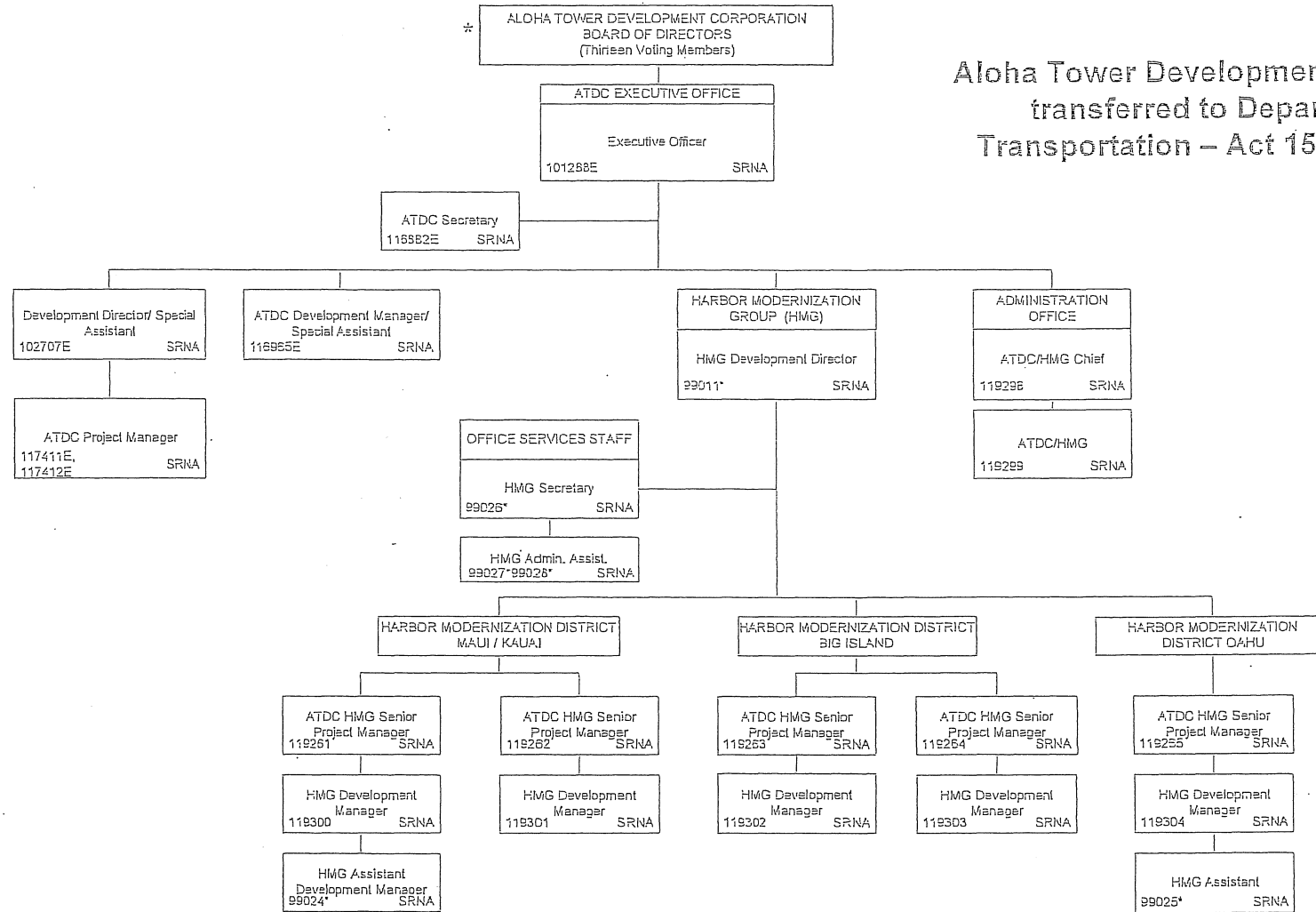
DEC 14 2011

Date

STATE OF HAWAII
DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM
ALOHA TOWER DEVELOPMENT CORPORATION

POSITION ORGANIZATION CHART

Aloha Tower Development Corporation transferred to Department of Transportation – Act 152, SLH 2011.



* Eliminate attached agency, transferred to Department of Transportation, Act 152, SLH 2011

Robert Piper

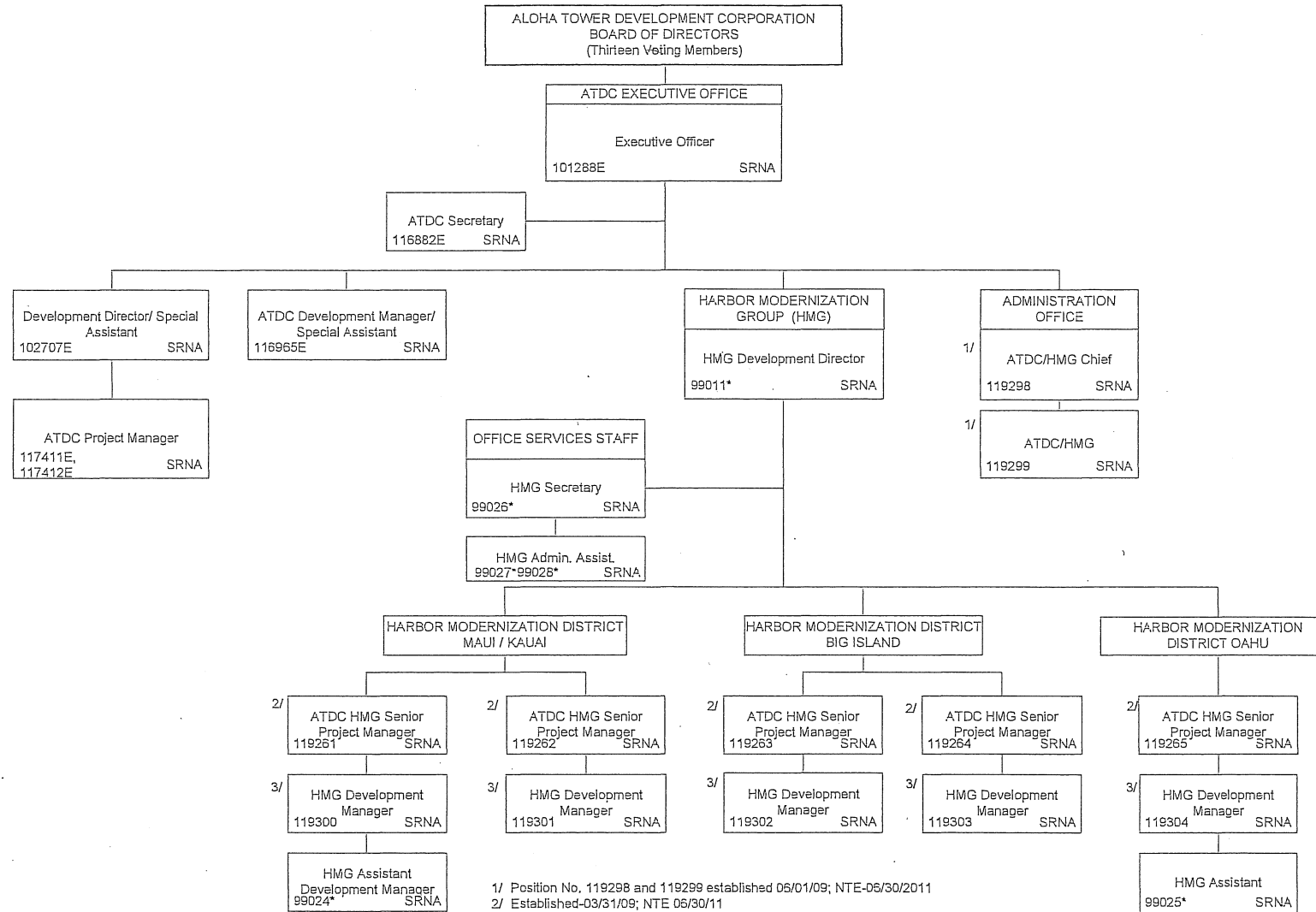
September 24, 2008

Georgina K. Kawamura, Director of Finance

Date


POSITION ORGANIZATION CHART

PRESENT



1/ Position No. 119298 and 119299 established 06/01/09; NTE-06/30/2011
 2/ Established-03/31/09; NTE 06/30/11
 3/ Position No. 119300-119304 established 06/12/09; NTE 06/30/11
 * Position No. 99011, 99024-99028 to be established-Act 200-08 SLH
 E = NTE 06/30/09

PROPOSED

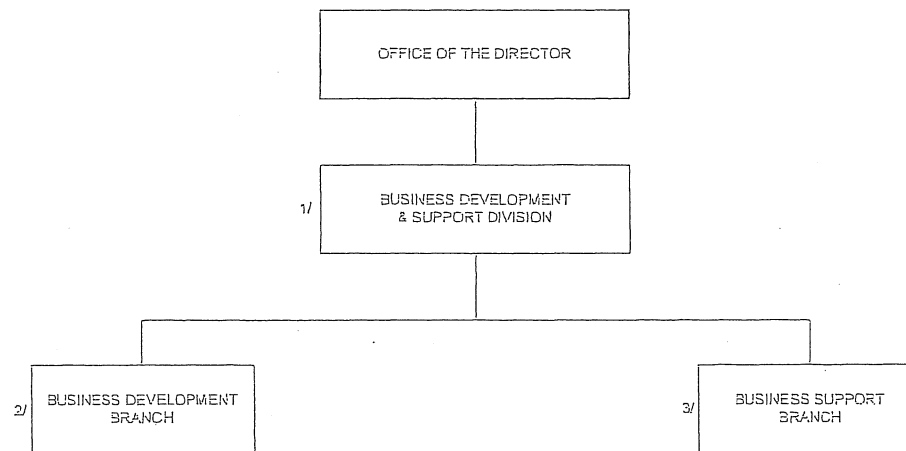

Albert K. Young, Director of Finance

DEC 14 2011
Date

STATE OF HAWAII
DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM
BUSINESS DEVELOPMENT & SUPPORT DIVISION

ORGANIZATION CHART

PROPOSED



- 1/ Strategic Marketing & Support Division proposes to be renamed to Business Development & Support Division
- 2/ Services Trade Branch proposes to be renamed to Business Development Branch.
- 3/ Business & Community Assistance Branch proposes to be renamed to Business Support Branch.
- * Investment & Business Analysis Branch proposes to be eliminated.

ACKNOWLEDGED

ACKNOWLEDGED

Georgina K. Kawamura, Director of Finance

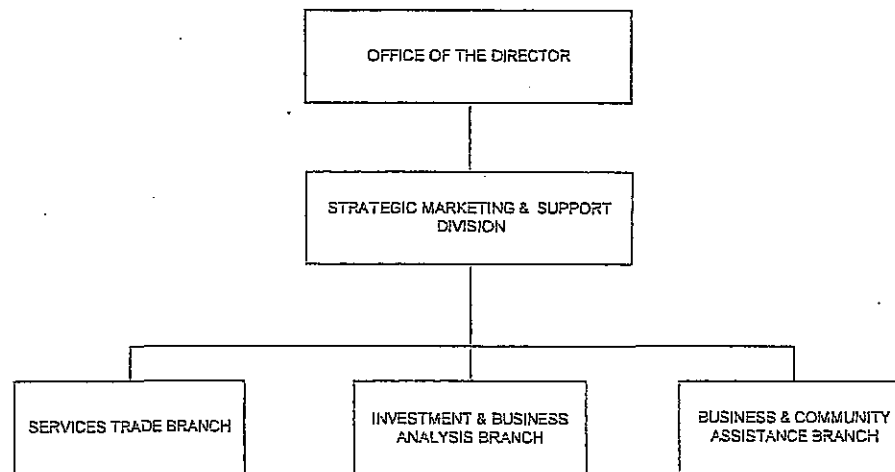
05/03/07

Date

STATE OF HAWAII
DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM
STRATEGIC MARKETING & SUPPORT DIVISION

ORGANIZATION CHART

PRESENT



December 1, 2003

PROPOSED

Robert K. Young
Robert K. Young, Director of Finance

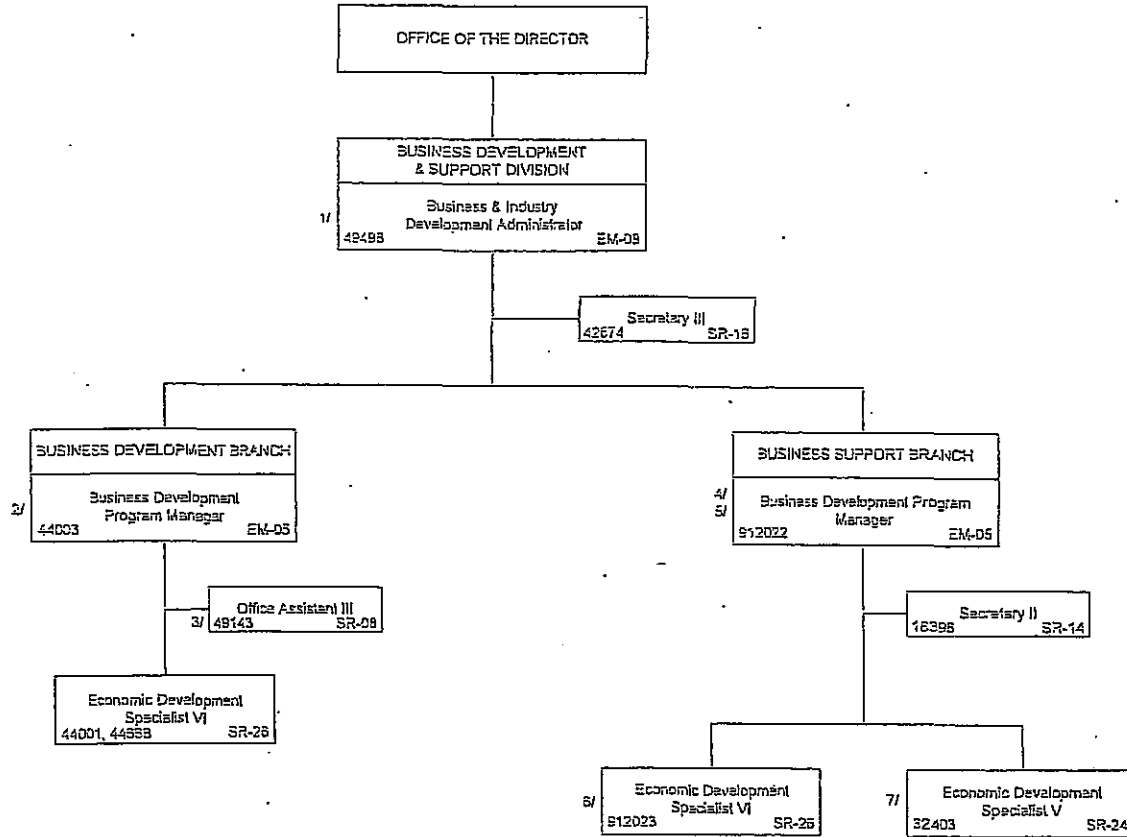
DEC 14 2011

Date

STATE OF HAWAII
DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM
BUSINESS DEVELOPMENT & SUPPORT DIVISION
BUSINESS DEVELOPMENT BRANCH
BUSINESS SUPPORT BRANCH

POSITION ORGANIZATION CHART

PROPOSED



1/ Strategic Marketing & Support Division proposes to be renamed Business Development & Support Branch

2/ Services Trade Branch proposes to be renamed Business Development Branch

3/ Position #48143 Office Assistant III, SR-08 (position reclassified effective 7/31/09) proposes to be transferred from the proposed Business Support Branch (aka Business & Community Assistance Branch) to the proposed Business Development Branch (aka Services Trade Branch).

4/ Business & Community Assistance Branch proposes to be renamed Business Support Branch

5/ Position #312022 Business Development Program Manager, EM-05, newly created position - Act 154, SLH 2011

6/ Position #312023 Economic Development Specialist VI, SR-26, newly created position - Act 154, SLH 2011

7/ Position #22403 Economic Development Specialist V, SR-24, proposes to be transferred from Strategic Industries Division, Science & Technology Branch to the proposed Business Support Branch (aka Business & Community Assistance Branch) and proposes to be reallocated to Economic Development Specialist VI, SR-26.

* The following positions were RIF, abolished 1/31/13 - Act 160, SLH 2010

Position #15522 Business Loan Officer II, SR-25

Position #43038 Economic Development Specialist VI, SR-26

Position #26521 Economic Development Specialist VI, SR-26

Position #49142 Economic Development Specialist VI, SR-26

Position #49144 Economic Development Specialist IV, SR-22

~ The following positions were abolished Act 152, SLH 2009

Position #25521 Business Development Program Manager, EM-05 abolished 7/15/09.

--- Position #25304 Secretary II, SR-14, proposes to be transferred from the proposed Business Development Branch (aka Services Trade Branch) to Research & Economic Analysis Division and proposes to be reallocated to Secretary III, SR-15.

--- Investment & Business Analysis Branch proposes to be eliminated

Position #46499 Business Development Program Manager, EM-05 abolished 7/15/09 - Act 160, SLH 2010

Position #26633 Secretary II, SR-14, proposes to be transferred from Investment & Business Analysis Branch to Creative Industries Division and proposes to be reallocated to Secretary III, SR-15.

Position #28952 Economic Development Specialist VI, SR-26 RIF, abolished 1/31/10 - Act 180, SLH 2010

Position #27468 Economic Development Specialist VI, SR-26 abolished 7/15/09, Act 152, SLH 2009

Position #44000 Economic Development Specialist V, SR-24 proposes to be transferred from Investment & Business Analysis Branch to Creative Industries, Division, Film Industry Branch

ACKNOWLEDGED

ACKNOWLEDGED

Georgina K. Kawamura, Director of Finance

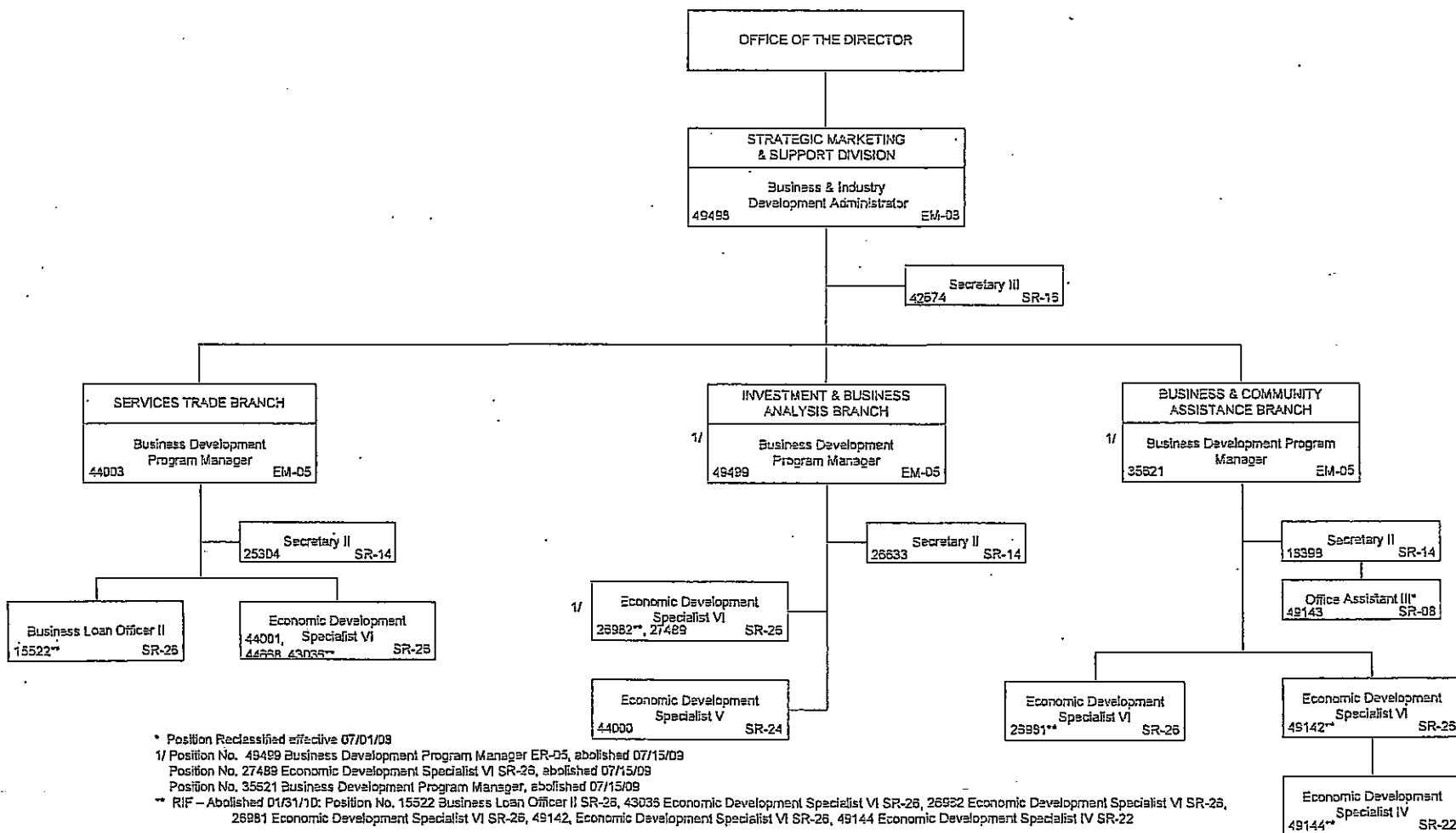
08/05/07

Date

STATE OF HAWAII
DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM
STRATEGIC MARKETING & SUPPORT DIVISION
SERVICES TRADE BRANCH AND
INVESTMENT & BUSINESS ANALYSIS BRANCH
BUSINESS & COMMUNITY ASSISTANCE BRANCH

POSITION ORGANIZATION CHART

PRESENT



* Position Reclassified effective 07/01/09
 1/ Position No. 49489 Business Development Program Manager ER-05, abolished 07/15/09
 Position No. 27489 Economic Development Specialist VI SR-26, abolished 07/15/09
 Position No. 35521 Business Development Program Manager, abolished 07/15/09
 ** RIF - Abolished 01/31/10: Position No. 15522 Business Loan Officer II SR-26, 43035 Economic Development Specialist VI SR-26, 26982 Economic Development Specialist VI SR-26, 26981 Economic Development Specialist VI SR-26, 49142, Economic Development Specialist VI SR-26, 49144 Economic Development Specialist IV SR-22

January 28, 2010

PROPOSED

[Signature]
Kalbert K. Young, Director of Finance

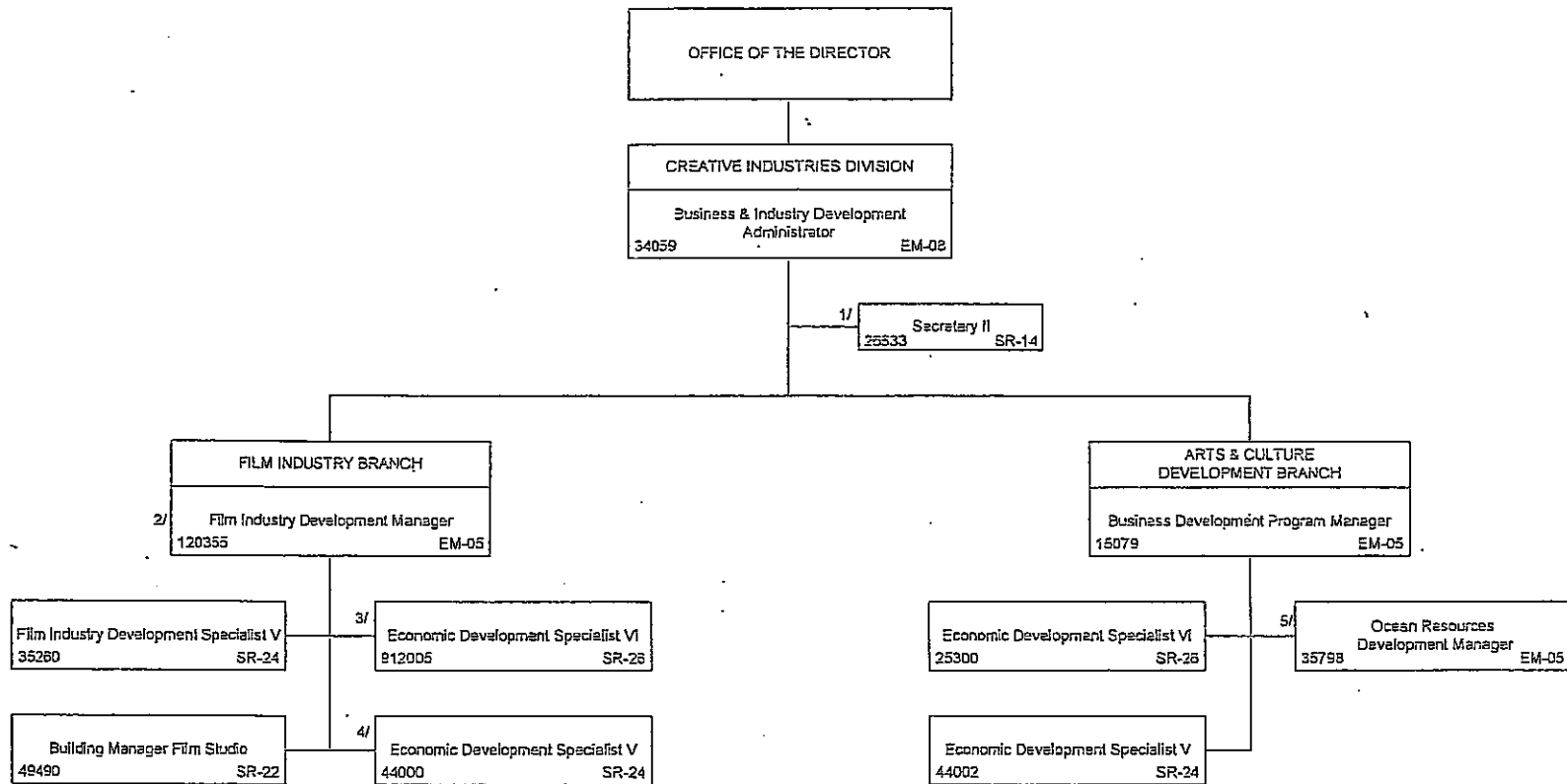
DEC 22 2011

Date

STATE OF HAWAII
DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM
CREATIVE INDUSTRIES DIVISION
FILM INDUSTRY BRANCH
ARTS & CULTURE DEVELOPMENT BRANCH

POSITION ORGANIZATION CHART

PROPOSED



1/ Position #26333, Secretary II, SR14, proposes to be transferred from the proposed Business Development & Support Division (aka Strategic Marketing & Support Division), Investment & Business Analysis Branch and proposes to be reallocated to Secretary III, SR16.

2/ Position #120355, Film Industry Development Manager, EM05, newly created position - Act 164, SLH 2011.

3/ Position #912005 Economic Development Specialist VI, SR26, newly created position - Act 164, SLH 2011.

4/ Position #44000 Economic Development Specialist V, SR24, proposes to be transferred from the proposed Business Development & Support Division (aka Strategic Marketing & Support Division), Investment & Business Analysis Branch to the Creative Industries Division, Film Industry Branch.

5/ Position #35798 Ocean Resources Development Manager, EM05, proposes to be transferred from the Strategic Industries Division, Science & Technology Branch to Creative Industries Division, Arts & Culture Development Branch and proposes to be reallocated to Economic Development Specialist VI, SR26.

* The following positions were RIF, abolished 1/31/10 - Act 180, SLH 2010:

Position # 24597 Film Industry Development Manager, EM05

Position # 118991 Film Industry Development Specialist IV (established 7/1/08 - Act 213, SLH 2007)

Position # 119293 Film Industry Development Specialist IV (established 5/1/09 - Act 213, SLH 2007)

** The following positions were abolished 7/15/09 - Act 152, SLH 2009

Position #35259 Economic Development Specialist V, SR24 (redescribed from Film Industry Development Specialist IV, SR22, effective 12/29/05, and redescribed to Energy Emergency Planner to SID on 7/1/09, Act 152, SLH 2009).

Position #44665 Secretary II, SR14

*** The following positions were abolished 7/31/09 - Act 180, SLH 2010

Position #14768 Secretary III, SR 16

Position #15735 Secretary II, SR-14

ACKNOWLEDGED

ACKNOWLEDGED

Georgina K. Kawamura, Director of Finance

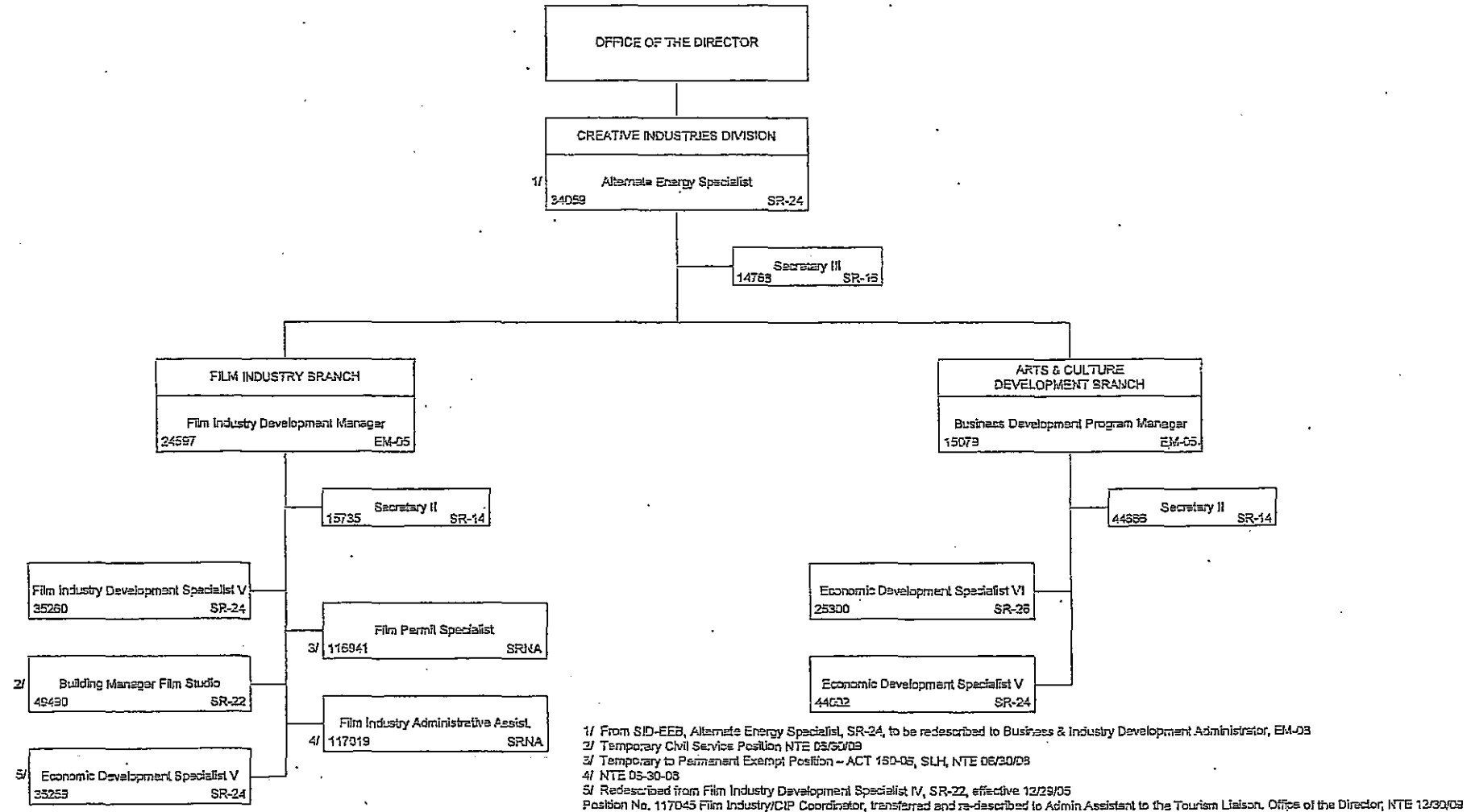
7/21/2008

Date

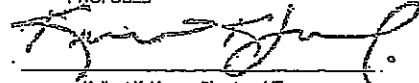
STATE OF HAWAII
DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM
CREATIVE INDUSTRIES DIVISION
FILM INDUSTRY BRANCH
ARTS & CULTURE DEVELOPMENT BRANCH

POSITION ORGANIZATION CHART

PRESENT

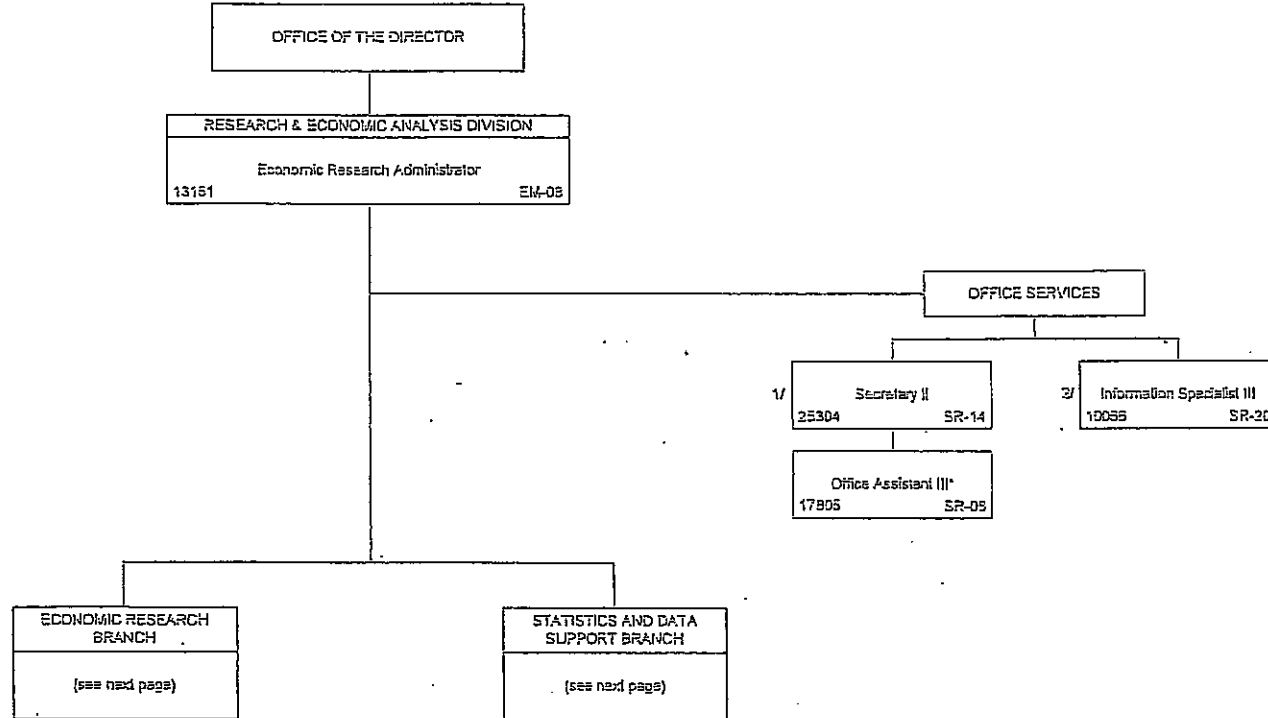


July 03, 2007

PROPOSED

 Kalbert K. Young, Director of Finance

DEC 14 2011
 Date

STATE OF HAWAII
 DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM
 RESEARCH & ECONOMIC ANALYSIS DIVISION
 ORGANIZATION CHART
 PROPOSED



1/ Positions #25304 Secretary II, SR 14 proposes to be transferred from the proposed Business Development & Support Division, Business Development Branch (aka Strategic Marketing & Support Division, Services Trade Branch) and proposes to be reallocated to Secretary III, SR18.
 2/ Position #10055 Information Specialist III, SR20 proposes to be transferred from Research & Economic Analysis Division, Economic Information Staff and proposes to be reallocated to Information Specialist IV, SR22.
 * Position reclassified effective 7/01/09.
 ** Position # 22100, RIF, abolished 1/31/10 - Act 180, SLH 2010
 *** Economic Information Staff proposes to be eliminated.

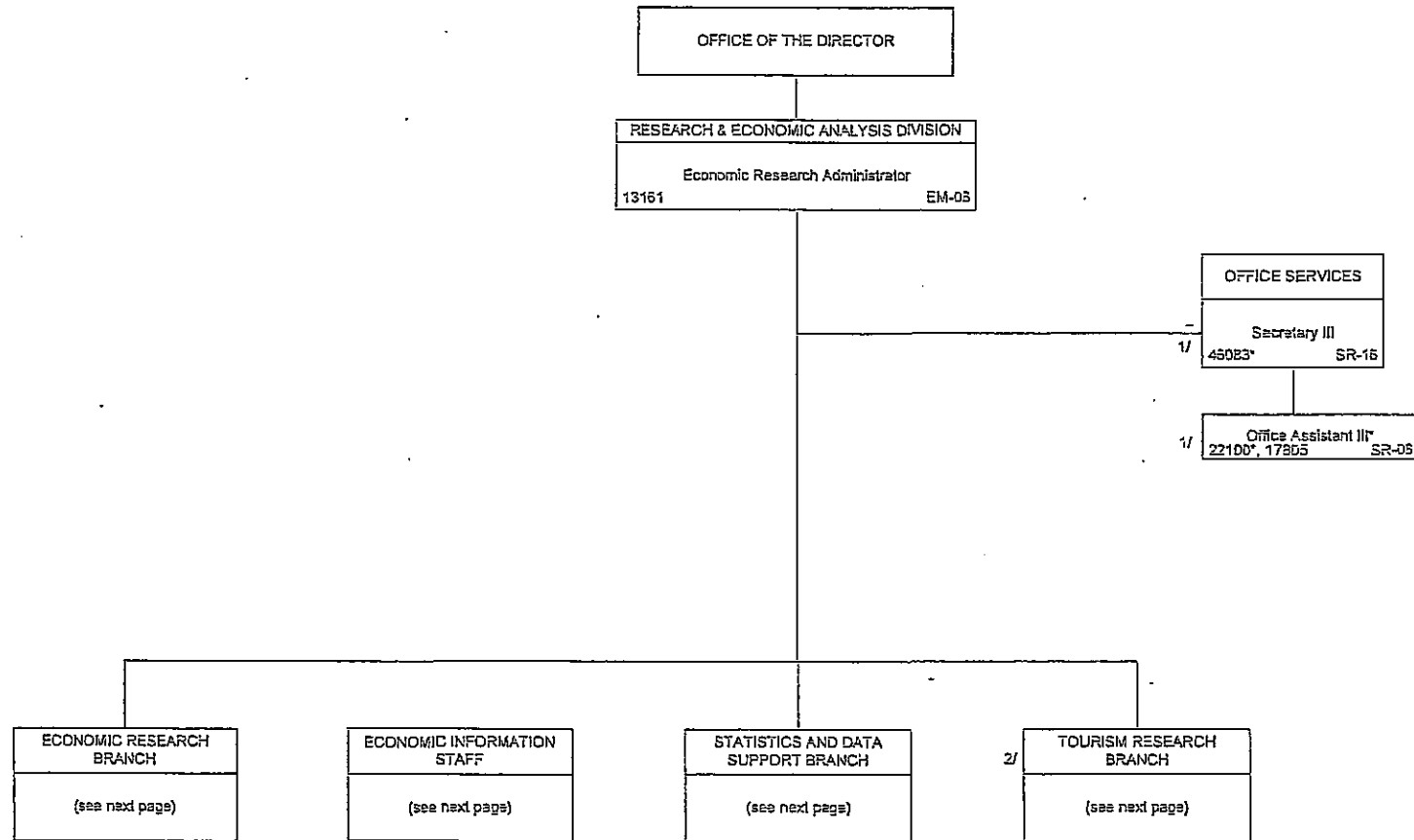
ACKNOWLEDGED

ACKNOWLEDGED-Theodore E. Liu
Georgina K. Kawamura, Director of Finance

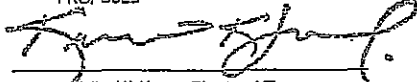
05/29/2007
Date

STATE OF HAWAII
DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM
RESEARCH & ECONOMIC ANALYSIS DIVISION

POSITION ORGANIZATION CHART
PRESENT



* Position Reclassified effective 07/01/08
1/ RIF - Abolished 01/31/10: Position No. 46083-Secretary III, SR-16, 22100-Office Assistant III, SR-08
2/ Tourism Research Branch: Effective 7/1/09-Transferred to DBEDT-HTA, ACT 162 SLH 2009 and ACT 5 SP-SLH 2009

PROPOSED

 Robert K. Young, Director of Finance

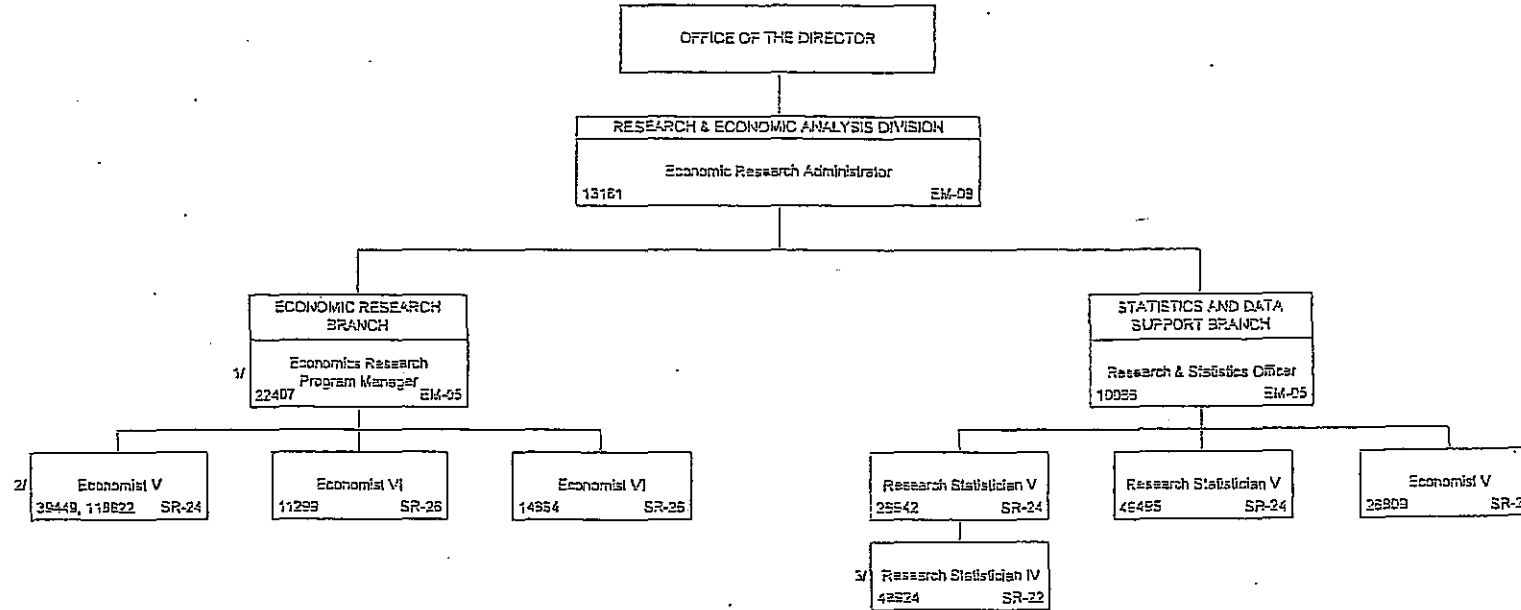
DEC 14 2011

Date

STATE OF HAWAII
 DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM
 RESEARCH & ECONOMIC ANALYSIS DIVISION
 ECONOMIC RESEARCH, STATISTICS AND DATA SUPPORT
 AND TOURISM RESEARCH BRANCHES

POSITION ORGANIZATION CHART

PROPOSED



- 1/ Position #22407 Economic Research Program Manager, EM-05, proposes to be transferred from Research & Economic Analysis Division, Economic Information Staff to Research & Economic Analysis Division, Economic Research Branch to serve as manager.
- 2/ Position #39449 Economist V, SR-24, proposes to be transferred from Research & Economic Analysis Division, Economic Information Staff, Information Products Section to Research & Economic Analysis Division, Economic Research Branch. Position #119622 Economist V, SR-24 established Act 162, SLH 2009, proposes to be transferred from Research & Economic Analysis Division, Economic Information Staff, Information Products Section to Research & Economic Analysis Division, Economic Research Branch.
- 3/ Position #42224 Research Statistician IV, SR-22 temporary downgrade to Research Statistician III, SR-20, 7/16/07. Restored to Research Statistician IV, SR-22 on 4/15/08.
- * Position #25283 Economist VII, SR25 abolished 5/30/09, Act 152, SLH 2009.
- ** Economic Information Staff, Library Section and Information Products Section proposes to be eliminated
- *** Position #15676 Librarian V, SR24, RIF, abolished 1/31/10 - Act 150, SLH 2010
- **** Position #10935 Information Specialist III, SR 20, proposes to be transferred from the Research & Economic Analysis Division, Economic Information Staff, Information Products Section to Research & Economic Analysis Division, Office Services and proposes to be reallocated to Information Specialist IV, SR-22.
- ***** Position #47749 Research Statistician V, SR24 abolished 7/31/09 - Act 150, SLH 2010
- ***** Tourism Research Branch transferred to DBEDT-Hawaii Tourism Authority effective 7/1/09 - Act 162, SLH 2009 and Act 5, Special SLH 2009.
- Position #111529 Research & Statistics Officer, EM05
- Position #111514 Economist VI, SR25
- Position #46249 Tourism Specialist VI, SR25
- Position #111615 Research Statistician IV, SR22

ACKNOWLEDGED

ACKNOWLEDGED-Theodore E. Liu

Georgina K. Kawamura, Director of Finance

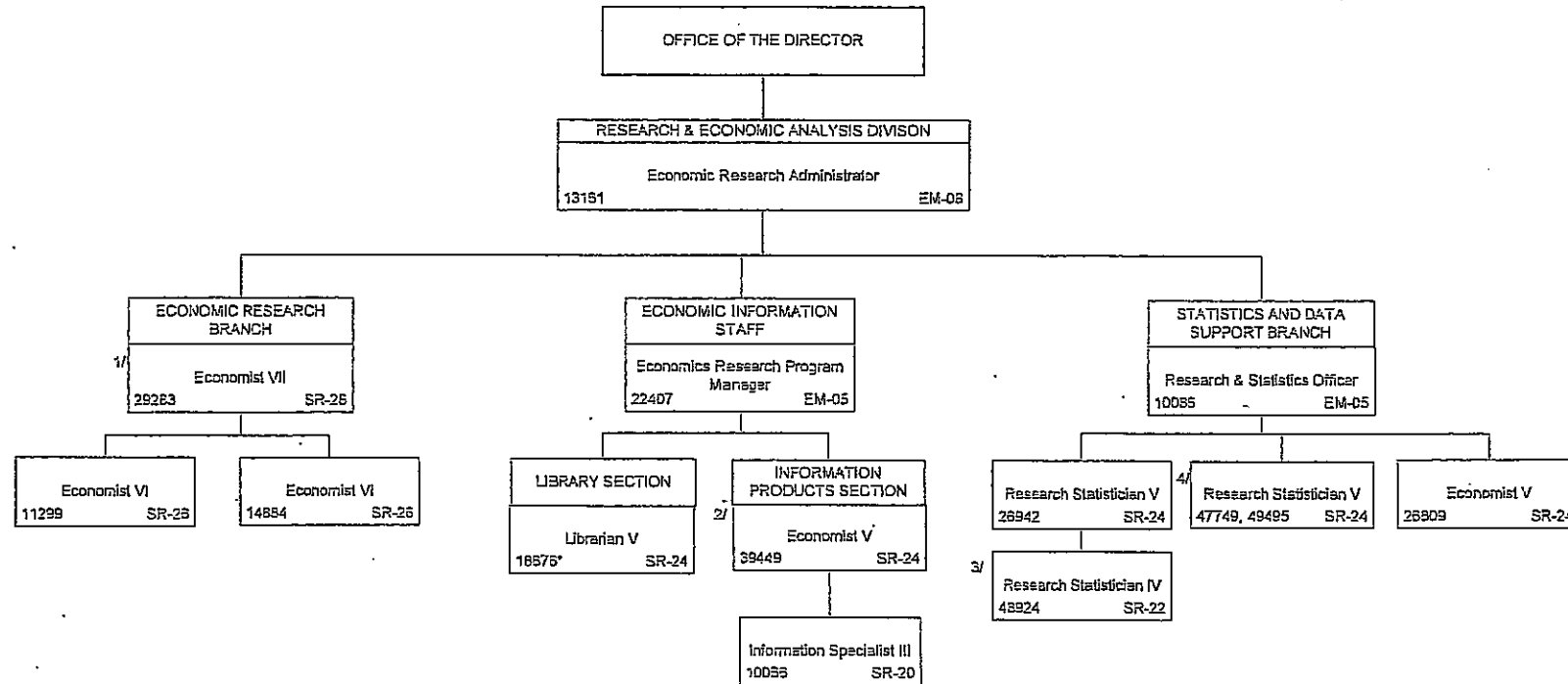
09/29/2007

Date

STATE OF HAWAII
DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM
RESEARCH & ECONOMIC ANALYSIS DIVISION
ECONOMIC RESEARCH, STATISTICS AND DATA SUPPORT,
AND TOURISM RESEARCH BRANCHES

POSITION ORGANIZATION CHART

PRESENT



1/ Position No. 29223 Economist VII, SR-28, abolished 05/30/09 SLH 2009

2/ Re-described as Economist V, SR-24, from Librarian IV, SR-22, 12/28/07 (Temporary downgrade to Economist IV, until 11/15/08); Return to Economist V, SR-24-11/15/08

3/ Temporary downgrade to Research Statistician III, SR-20, 07/16/07

4/ Position No. 47749, abolished 07/31/09

Tourism Research Branch: Effective 7/1/09-Transferred to DBEDT-HTA, ACT 162 SLH 2009 and ACT 5 SP-SLH 2009:

Position No. 111599, Research & Statistics Officer, EM-05

Position No. 111614, Economist VI, SR-28

Position No. 48249, Tourism Specialist VI, SR-26

Position No. 111615, Research Statistician IV, SR-22

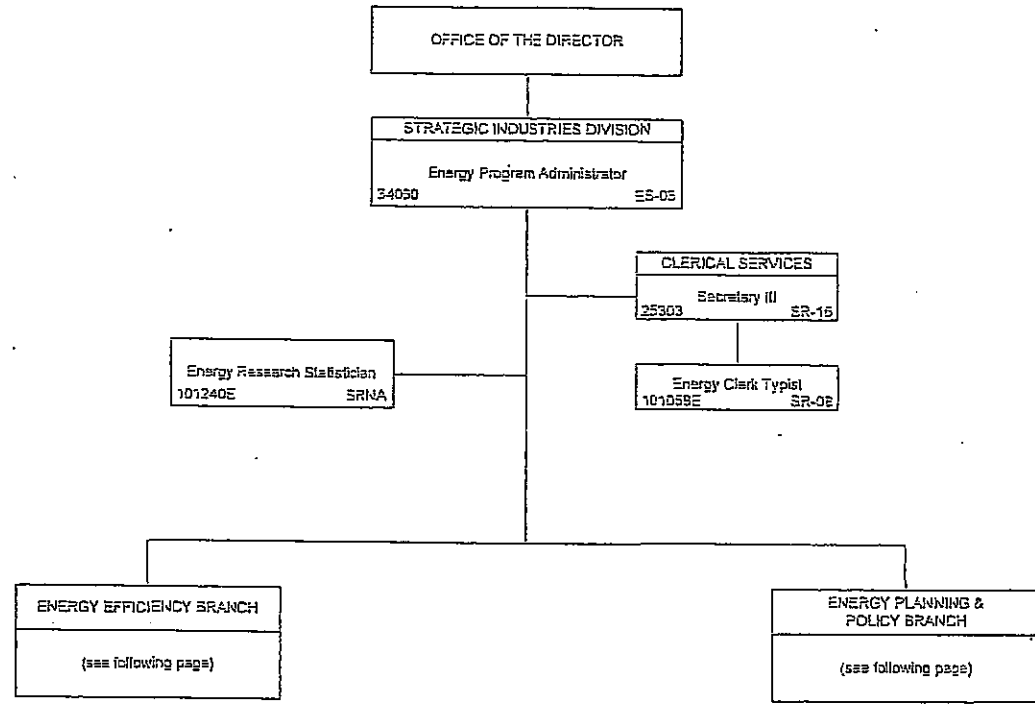
*RIF- Abolished 01/31/10; Position No. 16876 Librarian V, SR-24

January 28, 2010

PROPOSED
Kalbert K. Young
Kalbert K. Young, Director of Finance

DEC 14 2011
Date

STATE OF HAWAII
DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM
STRATEGIC INDUSTRIES DIVISION
ORGANIZATION CHART
PROPOSED



1/ Propose to eliminate Science & Technology Branch

ACKNOWLEDGED

ACKNOWLEDGED

Georgina K. Kawamura, Director of Finance

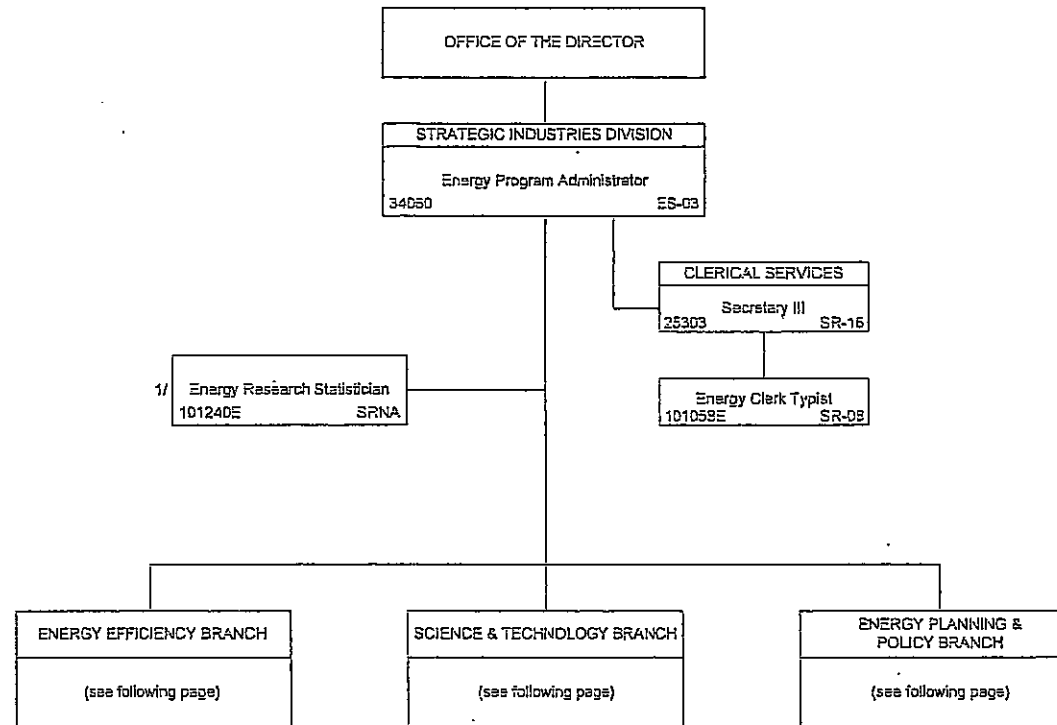
2/5/2005

Date

STATE OF HAWAII
DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM
STRATEGIC INDUSTRIES DIVISION

POSITION ORGANIZATION CHART

PRESENT



1/ To be redescribed as Federal Contracts & Grants Specialist
E - Temporary exempt position, NTE 05/30/08

July 03, 2007

PROPOSED

Kelbert K. Young
Kelbert K. Young, Director of Finance

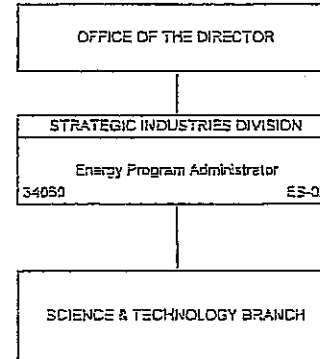
DEC 14 2011

Date

STATE OF HAWAII
DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM
STRATEGIC INDUSTRIES DIVISION
SCIENCE & TECHNOLOGY BRANCH

POSITION ORGANIZATION CHART

PROPOSED



Eliminate Science &
Technology Branch

- * Proposes to eliminate Science & Technology Branch
- ** Position #35792 Ocean Resources Development Manager, EM-25, proposes to be transferred from Strategic Industries Division, Science & Technology Branch to Creative Industries Division, Arts & Culture Development Branch and proposes to be reallocated to Economic Development Specialist VI, SR-25.
- *** Position # 32770 Secretary II, SR 14 abolished 6/30/09 - Act 162, SLH 2009
- **** Position #48457T Research & Development Coordinator, SRNA proposes to be transferred from Strategic Industries Division, Science & Technology Branch to Office of Aerospace Development (established Act 149, SLH 2007)
- ***** Position #44761 Economic Development Specialist V, SR-24, proposes to be transferred from Strategic Industries Division, Science & Technology Branch to Office of the Director and proposes to be reallocated to Economic Development Specialist VI, SR-25.
- ***** Position #32403 Economic Development Specialist V, SR-24, proposes to be transferred from Strategic Industries Division, Science & Technology Branch to the proposed Business Development & Support Division, Business Support Branch (aka Strategic Marketing & Support Division, Business & Community Assistance Branch) and proposes to be reallocated to Economic Development Specialist VI, SR-25.

ACKNOWLEDGED

ACKNOWLEDGED

Georgina K. Kawamura, Director of Finance

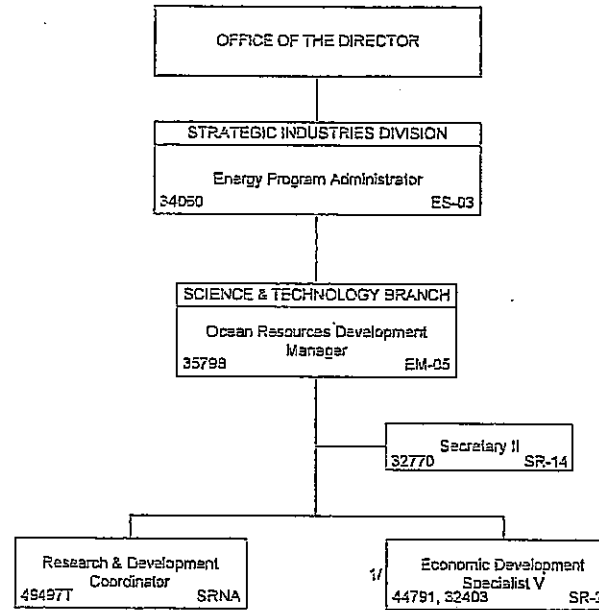
2/3/2006

Date

STATE OF HAWAII
DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM
STRATEGIC INDUSTRIES DIVISION
SCIENCE & TECHNOLOGY BRANCH

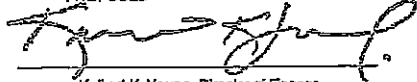
POSITION ORGANIZATION CHART

PRESENT



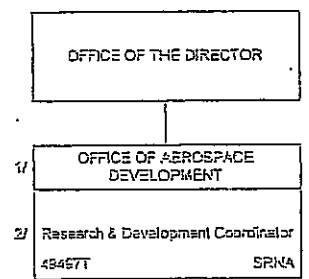
1/ Marine Programs Specialist, SR-24, re-described to Economic Development Specialist V, SR-24 (Position No. 44791-01/16/07; Position No. 32403-03/01/07)
T = Temporary civil service position, NTE, 05/30/09

July 05, 2007

PROPOSED

Robert K. Young, Director of Finance

DEC 14 2011
Date

STATE OF HAWAII
DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM
OFFICE OF AEROSPACE DEVELOPMENT
ORGANIZATION CHART
PROPOSED



1/ Establish Office of Aerospace Development, Act 149, SLH 2007.
2/ Position #49467T Research & Development Coordinator, SRNA, proposed to be transferred from Strategic Industries Division, Science & Technology Branch to Office of Aerospace Development.

DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT, AND
TOURISM

OFFICE OF THE DIRECTOR
PRESENT FUNCTIONAL STATEMENT

Under the General direction of the Governor of the State of Hawaii, plans, organizes, directs, coordinates, and reports on the various activities of the department within the scope of laws and established policies and regulations. The work of the department includes statewide economic development; energy development and management; and research, economic analysis, artistic, entertainment and film industry liaison and other support activities.

To the extent that the State seeks to market itself as a business location and in business development initiatives, the department will create and initiate business attraction programs and proactively seek to promote the State of Hawaii in venues both foreign and domestic.

1. Recommends policies, programs, organizations, and directs their implementation after approval is obtained.
2. Promulgates administrative rules, regulations, and procedures governing the conduct of departmental activities.
3. Directs and maintains program and financial planning, evaluation activities and management improvement services.
4. Develops and directs the State's primary economic development and business marketing program to external constituencies.
5. Provides interface with the visitor industry, Hawaii Tourism Authority and inter-governmental agencies on tourism related issues.
6. Provides the State's interface with the Art, Film and Entertainment communities, with the intent of supporting Hawaii's cultural activities as a viable business sector.
7. Directs the preparation of program budgets, submits and justifies budgets before reviewing and approving authorities, and exercises control and expenditure of funds made available to the department.
8. Serves as a major liaison with the news media, the public and business sectors, particularly in conveying DBEDT initiatives and priorities aimed at developing and attracting business, capital investment and supporting statewide planning activities.
9. Represents the department before the legislature and community and public groups.
10. Maintains effective working relationships between the department and the Governor, legislature, other government officials and the general public.
11. Conceptualizes and administers a wide-ranging information and advertising program which targets current economic activities in Hawaii and pursues new sources of employment and revenue.
12. Exercises leadership, guidance and control of the efforts of employees toward the achievement of department objectives; directs personnel management of the department and serves as the department appointing authority.

13. Serves on committees, boards, and commissions established by the Governor from time to time or as provided by legislation.
14. Serves as Science Advisor to the Governor; provides advice on developing science and technology matters of interest to economic development and quality of life of Hawaii.
15. Conducts periodic staff meetings of program manager; establishes procedures for communication between the office of the director and subordinate units.
16. Directs a department public information program that includes preparing and distributing promotional and informational news releases, newsletters, reports, brochures, web-based materials and other media on business and economic issues to individuals and organizations throughout the State, the mainland and abroad; and assisting with DBEDT-sponsored events.
17. Serves as State Energy Resource Coordinator and carries out functions assigned by Chapter 196, HRS.
18. Pursuant to Section 26-35, HRS, and implementing executive policies, provides for the supervision of boards and commissions assigned by statutes to the department for administrative purposes.

SMALL BUSINESS REGULATORY REVIEW BOARD

The Small Business Regulatory Review Board is comprised of 11 members who are appointed by the Governor pursuant to section 26-34. The board provides support to businesses in dealing with the regulatory environment and in their interactions with government. The board reviews and monitors proposed rules, regulations and legislation for economic impact on the business sector, and proposes rule or statutory changes that would improve the business climate.

1. Provides administrative and research support to the Small Business Regulatory Review Board which acts as direct representatives of the small business community.
2. Reviews existing state and county Administrative Rules and provides comments on new and modified Administrative Rules to rule-making agencies.
3. Acts as a facilitator between the private sector and agencies; recommends streamlining of government practices; reviews existing and proposed administrative rules or laws to determine the impact of business and the economy; recommends legislation in support of economic growth and business stability and to remove government barriers to business formation and expansion.
4. Submits an annual report to the legislature detailing any requests from small business owners for review of any rule adopted by a state agency, and any recommendations made by the board to an agency or the legislature regarding the need for a rule change or legislation. The report should also contain a summary of the comments made by the board to agencies regarding its review of proposed new or amended rules.
5. Provides to the head of each agency a list of any rules adopted by the agency that affect small business and have generated complaints or concerns, including any rules that the board determines may duplicate, overlap, or conflict with other rules, or exceed statutory authority.
6. Submits an evaluation report to the legislature which includes an assessment as to whether the public interest significantly outweighs a rule's effect on small business and any legislative proposal to eliminate or reduce the effect on small business.

DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT, AND TOURISM

ADMINISTRATIVE SERVICES OFFICE PRESENT FUNCTIONAL STATEMENT

Provides internal management, fiscal, budgetary, contractual, legislative, personnel, and information technology services in support of departmental programs and activities; provides advice and assistance to Director and staff in administrative matters.

- Provides general internal management assistance to the administering programs and activities of the department.
- Examines goals, objectives, policies, procedures, and operations of the department and programs and recommends changes.
- Coordinates the preparation and submittal of program and financial plans, budgets, fiscal, variance, personnel, and other reports to the Department of Budget and Finance (B&F), the Department of Accounting and General Services (DAGS), the Department of Human Resources Development (DHRD), and other government agencies.
- Advises and assists department staff in developing, drafting, processing, and monitoring contracts; maintains a tracking system for contracts going through the approval and execution process; coordinates contract approvals with the Office of the Governor, B&F, the Department of the Attorney General, DAGS, and other government agencies.
- Coordinates the formulation, preparation, compilation, and submittal of bills, resolutions, testimony, reports, and requested information to the Legislature, its members, committees, and staff. This includes the development and maintenance of a system of reviewing, analyzing, and monitoring legislative measures affecting the department.
- Coordinates the preparation and submittal of the departmental organization.
- Coordinates and supports information technology activities of the department.
- Provides divisions and programs with advice and assistance in obtaining other administrative support services.

FISCAL STAFF

1. Establishes and maintains an accounting system for the department's budget consisting of General, Special, Federal, Revolving, Trust, and Bond funds, in conformity with applicable State and Federal rules and regulations and governmental accounting standards. Reviews and implements revisions to the accounting systems required for compliance with regulations and the maintenance of proper internal control over accounting ledgers and records.
2. Performs purchasing activities in conformity with applicable policies and requirements; maintains departmental property and equipment records and prepares quarterly and annual inventory reports.
3. Processes the departmental payroll; reports expense data to comply with federal requirements, distributes payroll checks/statements, and maintains payroll records.
4. Administers the expenditure and receipt of departmental funds in accordance with Federal/State statutes, rules and regulations, budget execution and other administrative policies, and generally accepted accounting practices and procedures.
5. Prepares various financial reports as required or requested for the department,

Department of Accounting and General Services, Department of Budget and Finance, Federal agencies, and legislative committees.

6. Prepares audit schedules and prepares or coordinates responses for information requested for operational and financial audits of the department including the annual single audit of federal grants and audits conducted by State, Federal, Legislative, or other agency. Consolidates program comments and prepares the departmental response to audit findings and implements revisions to accounting procedures as required.
7. Provides technical advice on accounting policies and procedures to management and departmental programs. Develops and implements recommendations for compliance to changes in financial management policies and procedures.
8. Coordinates the budget development, formulation, presentation, submittal, and execution. Advises and assists departmental personnel in interpreting budget directives, instructions, policies and procedures.
9. Reviews/compiles budget requests and assists programs in preparation of financial and budget testimony for support of the department's budget request. Prepares or coordinates the preparation of responses to requests from the legislature for financial and other information regarding biennium and supplemental budget requests. Reviews proposed legislation and provides analysis relating to the impact on the department's budget.
10. Implements budget execution policies and procedures. Coordinates and reviews operational expenditure plans and prepares allotment request and amendments in accordance with policies and procedures. Develops and maintains budgetary controls over appropriations and allotments. Reviews status of appropriations, allotments, fund balances, variances, and recommends fund transfers as required.
11. Prepares and coordinates the department's Capital Improvement Program (CIP) expenditure plan. Reviews requests for allotment of CIP funds for conformance to administrative policies and approved expenditure plan.
12. Prepares various budgetary reports on operating and CIP appropriations, allotments, actual revenues and expenditures, fund balances and variances for the department or other agencies as required. Prepares reports on revenue projections on a quarterly basis as requested by the Department of Budget and Finance.
13. Provides technical advice to management and programs on all aspects of budget development, formulation, and execution.

PERSONNEL STAFF

Administers DBEDT human resources (HR)/personnel program and provides advice and assistance in HR/personnel management subject areas, including, but not limited to labor relations; classification and compensation; recruitment, selection, and placement; personnel transactions; training, employee development, and benefits; employee services; records management; workers compensation; occupational health and safety; and equal employment opportunity/affirmative action.

1. Advises top management and others on labor relations (LR) personnel policies, rules, regulations, procedures, etc. Investigates employee/management problems. Advises supervisors and higher management on discipline concepts and principles. Advises and works with program staff to address all types of grievances and adherence to Bargaining Unit (BU) Contract provisions. Drafts and negotiates Settlement Agreements. Proposes, amends, and develops LR policies, procedures, rules, regulations, and other guidelines.
2. Reviews and analyzes classification and compensation (CC) requests. Conducts on-site reviews with program staff. Prepares classifier's reports. Advises program staff on creation or amendment of position descriptions. Works with the central State HR

agency to amend existing or develop new classes. Addresses administrative reviews and CC appeals. Prepares and processes selective certification requests. Analyzes and coordinates re-pricing requests and appeals before the Public Employees' Compensation Appeals Board (PECAB). Oversees other CC requests, e.g., establish new positions, abolish positions, personal contracts, BU determinations, etc. Participates in CC special projects, surveys, etc.

3. Advises program staff on recruitment, selection and job placement (RSJP) requirements, BU Contract provisions, Americans w/Disabilities Act (ADA) provisions/requirements, civil service rules and regulations, etc. Explains to applicable parties, minimum qualifications (MQ), appropriate salary ranges (SR), job standards, hiring practices, fringe benefits, etc. Prepares Internal Vacancy Announcements (IVA). Coordinates recruitment efforts and activities at the IVA level and above. Works on hiring-above-the-minimum requests and shortage category requests. Oversees recruitment in concert with employment service companies, universities, and other non-civil service entities. Screens job applicant's qualifications against MQs or other criteria such as those for exempt positions. Works with Division/Office/Attached Agency staff on preparation of interview standards and selection criteria. Ensures appointment recommendations are in line with appropriate laws, rules, and regulations. Coordinates Reduction-In-Force (RIF) activities within DBEDT and with external entities.
4. Oversees personnel transactions (PT) processing for appointments, promotions, transfers, reallocations, leaves without pay, terminations, etc. and generates pertinent reports. Coordinates PT with Fiscal Staff to ensure completion of proper payroll adjustments, e.g., workers' compensation, leave without pay, and retroactive classification actions. Coordinates and carries out activities for mass pay adjustments from negotiated collective bargaining pay increases, change to new salary schedules, and lump sum retroactive payments. Processes newly hired employees, including tending to related paperwork. Processes performance evaluation forms and maintains related records. Provides services to employees re: benefits such as, retirement, health plans, etc. Maintains record-keeping for employee leaves and related activities.
5. Coordinates processing of DBEDT training requests. Reviews training requests then recommends or takes action. Identifies DBEDT training needs and works with appropriate parties to setup training programs. Oversees various employee benefit programs, e.g., health fund, retirement, union membership, premium conversion plan, etc. Reviews and distributes training announcements to proper parties. Screens training requests for compatibility with employees' position requirements. Maintains training records. Keeps track of pending training requests and takes appropriate follow-up actions.
6. Coordinates and oversees a workers' compensation (WC) program for the department. Reviews WC forms. Calculates disability payments. Provides data requested by appropriate agencies. Calculates employees' WC leaves. Maintains WC records and files.
7. Oversees activities to comply with Equal Employment Opportunity (EEO)/Affirmative Action (AA) requirements. Investigates EEO discrimination charges and prepares response. Periodically analyzes DBEDT workforce for identification of protected employee groups.
8. Promotes safety and health awareness throughout DBEDT and carries-out related activities. Attends meetings regarding safety and health subjects or to address specific concerns or problems. Coordinates seminars, classes, workshops, other training opportunities on safety and health for employees. Participates in investigation of accidents on the job. Determines probable causes and recommends corrective actions to prevent accidents. Works with staff involved in safety and health programs.

CONTRACTS STAFF

1. Advises and assists department staff in developing, drafting, processing, and monitoring

contracts.

2. Maintains a tracking system for contracts going through the approval and execution process.
3. Coordinates contract approvals with the Office of the Governor, B&F, the Department of the Attorney General, DAGS, and other government agencies.

INFORMATION TECHNOLOGY STAFF

1. Maintain the integrity of the communications links within the department's local area network (LAN) and wide area network (WAN).
2. Maintain and upkeep the numerous department servers:
 - a. File and print servers
 - b. Lotus Domino / Notes R6 servers
 - c. Internet / Intranet servers (WWW, DNS, SMTP)
 - d. Database servers (FileMaker and SQL)
3. Maintain the many security systems of the network.
 - a. Firewalls (on-site and off-site)
 - b. Anti-virus software (desktop and server)
 - c. Anti-spam filtering software
 - d. Security log analyzer
4. Coordinate the updating of the web pages on the department's Internet and Intranet websites.
5. Develop and produce multimedia based CD-ROMs for the various offices within the department. The CD-ROMs are then distributed or sold to the public at trade shows, conventions or other venues.
6. Install and repair the desktop computers and printers used by the department staff.
7. Assist in the configuration and ordering of new technology related hardware and software.
8. Assist the department staff with technology related issues.

OFFICE SERVICES

Provides clerical, scheduling, correspondence, and other administrative support services to staff of the Administrative Services Office.

1. Provides receptionist, stenographic, typing, photocopying, mailing, faxing and other clerical functions to facilitate the work of the office.
2. Maintains files of the office and retrieves filed materials, as needed by office staff.
3. Makes arrangements for purchase of services, supplies, and equipment for the office.
4. Coordinates State parking assignments for department staff.

DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT, AND
TOURISM

BUSINESS DEVELOPMENT AND SUPPORT DIVISION
(formerly the STRATEGIC MARKETING & SUPPORT DIVISION)
PROPOSED FUNCTIONAL STATEMENT

The Business Development and Support Division (BDS), formerly the Strategic Marketing & Support Division (SMSD), promotes industry development and economic diversification by increasing the exports of Hawaii products and professional services; expanding Hawaii's participation in global trade and commerce; linking Hawaii firms and organizations to overseas markets to increase opportunities in the global marketplace; serving as the point of contact for international markets to engage in business, government, education and protocol relationships with the State; increasing local awareness of the opportunities of international trade and relationships; supporting existing and emerging industries through the attraction of new business, investment, and support services; assisting community based economic organizations to develop entrepreneurial activities; and managing the Enterprise Zones and Disaster Loans programs. Working collaboratively with a network of public and private sector partners, BDS plans and implements programs to:

- Encourage the growth of existing and emerging industries by opening and developing domestic and international markets for Hawaii firms;
- Attract new business and investment, particularly knowledge-based and environmentally compatible industries to grow and diversify Hawaii's economy;
- Market Hawaii as a serious place to do business, and as an international center for the exchange of people, products and ideas;
- Create new jobs, particularly those that require high-skills to support knowledge-based industries;
- Increase sales and exports of Hawaii products and professional services;
- Administer and promote Hawaii's sister-state relationships to facilitate economic development objectives;
- Collaborate with the counties and private business and economic development organizations to support the state's economic development objectives;
- Represents the department on various government and private task forces, resource committees, and other policy development and implementation bodies that deal with growth and diversification of Hawaii's economy, international initiatives, workforce and economic development initiatives;
- Supports community based business operations through grants, loans and technical assistance. Loan assistance is also provided to business and personal setbacks caused by a state-declared natural disaster;
- Operate out-of-state representative offices to provide stable linkages with selected regions to generate and follow-up on business opportunities;
- Administers and coordinates the activities of division branches.

BUSINESS DEVELOPMENT BRANCH (FORMERLY SERVICES TRADE BRANCH)

The Business Development Branch (BDB) includes the branch plans, implements and supports marketing initiatives to expand existing markets and open new markets for Hawaii's professional services and products; promotes Hawaii to overseas markets as a location for business and

investment; increase international linkages for Hawaii's government agencies, business and educational institutions; expand international educational programs and exchanges to broaden the opportunities for Hawaii's students and teachers to have international experiences; oversee and develop sister state relationship and activities; handle international related protocol matters; develop and produce events and activities that promotes goodwill and relationships with international markets. BDB works closely with industry and professional associations to increase sales, build capacity and serve as a communication link for domestic and international trade opportunities; plans and implements initiatives to increase the export and growth of Hawaii's professional services in targeted industries such as education-related services including edu-tourism, infrastructure-related services including resort development, architectural, engineering, planning, and environmental services; and technology-related services such as bio-tech and environmental services.

The branch also seeks out and facilitates overseas investments directly into Hawaii or through partnerships and alliances with Hawaii service firms to expand market reach growth potential, and is the lead coordinator on matters related to international protocol and sister state relationships.

1. Raise the level of awareness, assist, and provide relevant information for companies interested in exporting;
2. Organize and support firms to gain new customers, increase sales and access new markets;
3. Work with industry to build capacity, encourage cohesiveness, and plan marketing efforts to strengthen the industry.
4. Promote Hawaii as a center of excellence for selected professional services;
5. Increase trade and investment attraction services to Hawaii companies by developing international networks;
6. Promote Hawaii as a good place to do business in partnership with the private sector;
7. Collaborate with the counties and private business and economic development organizations to support the state's economic development objectives.
8. Promote Hawaii as an attractive location for international conferences, meetings and seminars;
9. Facilitate education attraction and student recruitment initiatives with Hawaii schools;
10. Supports and works closely with potential investors to increase the capital flow into the state from out-of-state sources.

BUSINESS SUPPORT BRANCH (FORMERLY THE BUSINESS AND COMMUNITY ASSISTANCE BRANCH)

The Business Support Branch formerly the Business and Community Assistance Branch coordinates and facilitates community economic development technical and financial assistance programs, administers economic development initiatives to rural and economically distressed areas of the state, and administers the State Enterprise Zones and Disaster Loan Programs.

1. Coordinates community and rural economic development activities of the State and counties.
2. Prepares grant applications and administers various federal, state and private grants for economic development projects that target distressed communities.
3. Formulates specific economic development plans for distressed rural areas, including those transitioning from an economy based on agriculture.

4. Facilitates overall job creation strategies in rural areas.
5. Administers the Community-Based Economic Development (CBED) Program and provides administrative and research support to the CBED Advisory Council.
6. Prepares and administers CBED grant contracts.
7. Provides technical assistance to CBED grant recipients relating to organizational development, business activities and determination of financial assistance.
8. Administers the Enterprise Zones (EZ) Partnership in coordination with county councils and mayors to identify areas qualifying for zone designation.
9. Markets, administers and facilitates business participation for the EZ Partnership in conjunction with county governments and other economic development organizations.
10. Underwriting and servicing loans for the Commercial/Personal Disaster Loan Program.
11. Conducts research on Hawaii's comparative rankings in business industry, investment, incentives and other economic factors.

**DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT,
AND TOURISM**

**CREATIVE INDUSTRIES DIVISION
(FORMERLY ARTS, ENTERTAINMENT AND FILM DIVISION)**

PROPOSED FUNCTIONAL STATEMENT

Creative Industries Division (CID) promotes, advocates and develops initiatives which accelerate the growth of Hawaii's creative industries through implementation of programs activities resulting in a vibrant, internationally recognized, self-sustaining creative economic sector of Hawaii's economy.

CID administers and coordinates the activities of the division branches; Film Industry Branch (aka Hawaii Film Office) and Arts and Culture Development Branch. This includes the statutory responsibilities of film permitting, tax incentive management and studio facilities operations and management. The division leverages strategic partnerships locally and globally in the arts, culture, music, film, television, digital media and animation sectors to support development and export of creative content originated in Hawaii.

CID works in partnership with various government agencies, private industry and other policy development and implementation bodies that deal with growth and diversification of Hawaii's economy.

FILM INDUSTRY BRANCH

1. Develops programs to support business attraction for location based filming activity statewide, as well as programs which support local content creation in film, television, new media and animation.
2. Manages Motion Picture, television, film and digital media tax credit program (HRS 235-17), in conjunction with the Department of Taxation.
3. Responsible for data collection and reporting on estimated production expenditures, workforce growth and economic impacts related to film production on an annual basis to the administration, legislature and the public.
4. In coordination with county film offices, develops and administers a statewide program to encourage motion picture and television production companies and studios to use Hawaii as a production site for feature films, television films and programs, television commercials, and other filming activities.
5. Develops and maintains contacts with key decision makers in the film, television and digital media industries-at-large to market Hawaii as a filming destination, including resources available to support filmmaking activities.
6. Provides assistance to producers in obtaining film locations, equipment, facilities, permits and clearances, and other requirements for production of films.
7. Provides administrative, logistical and research support to the Hawaii Television and Film Development Board.
8. Conducts or arranges for research regarding the film industry; develops data to identify people, firms, and other resources available to support production; disseminates research findings and information.
9. Prepares and administers state contracts for the development and promotion of the film industry.

10. Identifies and analyzes major public problems and issues involving the film industry; recommends appropriate State actions through the development of legislative proposals and policies.
11. Works closely with committees, task forces, community groups, and industry representatives in addressing problems and issues involving the film industry and in addressing development and promotion of the film industry in Hawaii.
12. Markets, administers and manages the Hawaii Film Studio, a multi-soundstage facility for the production of television series, motion pictures and commercials. Oversees the design, construction and operation of the facility, as well as develops materials to promote the facility.

ARTS AND CULTURE DEVELOPMENT BRANCH

1. Directs the formulation and implementation of a statewide program to assist Hawaii businesses in developing and expanding domestic and foreign markets for Hawaii's arts and cultural products and services.
2. Assumes the role of facilitator for export- and visitor-related components of Hawaii's arts and culture industry.
3. Acts as a statewide liaison and business advocate to identify and support economic development opportunities for arts and culture sectors and organizations.
4. Attracts national, regional and international arts and culture events with the potential for positive net export and visitor-related benefits.
5. Develops strategic partnerships with tourism and arts and culture industry sectors to leverage destination marketing activities.
6. Arranges and conducts research regarding baseline data on the local arts and culture industry and its relation to export-earning sectors.
7. Prepares and administers state contracts for the development and promotion of Hawaii's arts and culture industry.
8. Identifies and analyzes major challenges and issues involving the arts and culture industry; works closely with industry representatives and recommends appropriate State actions through the development of legislative proposals and policies.
9. Responsible for data collection and reporting on sector growth on an annual basis to the administration, legislature and the public.

DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT, AND
TOURISM

RESEARCH AND ECONOMIC ANALYSIS DIVISION
PROPOSED FUNCTIONAL STATEMENT

The mission of the Research and Economic Analysis Division is to enable sound public and private decisions by providing timely data, information and analysis on economic, demographic and related issues affecting Hawaii's people, consistent with statewide program objectives under BED 130. The division:

- Collects, compiles, interprets, and publishes information and statistical data on all aspects of the economy.
- Conducts research into the Hawaii regional economy and sub regions and with a focus on development (especially emerging growth and innovation-oriented sectors) and the performance of economic programs and initiatives;
- Uses economic models, other analytical tools and economic principles to provide insight, direction and policy recommendations regarding the impact of economic forces and potential policy changes on the economy, as well as to make economic and population growth forecasts and projections.
- Maintains a statewide economic, business, energy, and tourism statistics reporting system.

OFFICE SERVICE UNIT

Provides fiscal, personnel, clerical and other support to the division's staff. Coordinates with Governor's Communication's Office and the Director's Office on division's publications; prepare presentation materials for the Director and the Division Administrator; answers inquiries from media, other government agencies, and the general public on data products.

1. Provides receptionist, mail and other clerical functions to facilitate the work of the division.
2. Maintains files of the division and obtains materials from files needed by staff members.
3. Prepares purchase orders and other fiscal and personnel documents, maintains an inventory of equipment and supplies, and prepares and maintains a database of expenditures and balance of funds.
4. Monitors correspondence and information requests.
5. Assists in the production of statistical, economic, and administrative reports of the division.
6. Assists in the processing of contracts, letters of agreement, quotations for goods and services, and the maintenance of related files.
7. Maintains mailing lists and distributes reports, press releases and announcements in the appropriate manner to staff and various target groups.
8. Assists in the processing, monitoring and filing of legislative matters referred to the division for comment or action.
9. Prepare presentation materials for the Department Director and Division Administrator.

10. Provides legislative coordination, information management and editing services to the division.
11. Supervises, reviews and improves presentation of the division's internet website content;
12. Assists the development, editing and publication of division reports. Vehicles for the distribution of information may range from published reports, to internet website, electronic mail, pamphlet/brochure distributions, and where appropriate, records of seminars, workshops and conferences.

ECONOMIC RESEARCH BRANCH

Researches, measures, analyzes and publishes reports on Hawaii's established and emerging regional and sub regional economic growth sectors, assists the department in assessing the effectiveness of its economic development efforts, and develops and utilizes economic models and other analytic tools to examine the impact of economic changes on Hawaii:

1. Maintains the Hawaii Input/Output Model, the Hawaii Population and Economic Projection and Simulation Model, and the Short-Run Econometric Forecasting Model.
2. Provides quarterly forecasts of economic growth.
3. Conducts, studies, analyzes and prepares annual benchmark data related to the development of existing and potential growth sectors of the economy such as, but not limited to, energy, ocean science and technology, biotechnology/life science, astronomy, technology/information services, film/creative media, diversified agriculture, aquaculture, specialty tourism, and support industries/resources helpful for the development of growth activities; Analyzes developments in major economic sectors for Hawaii (such as the creative, energy, and technology sectors), and other issues and events that may require actions by government or industry.
4. Develops and publishes information annually on such economic development topics as trends in economic diversification, income/income distribution, technology and technology change, the technology based workforce, innovation enterprise, research and development activity, global connections, and venture capital.
5. Through the use of economic models and other tools examines the impact of national and international economic developments on Hawaii's economy.
6. Applies quantitative economic methods to special projects such as the impact of tax changes or regulations on the state's economy, benefit-cost analysis of economic activities and development programs, and institutional and programmatic changes that will improve economic development efforts.
7. Uses such quantitative economic tools as the Hawaii Input/Output Model to analyze the impact of changes occurring in various sectors of Hawaii's economy, such as agriculture, tourism, defense and communications, among others.

STATISTICS AND DATA SUPPORT BRANCH

Develops, evaluates, interprets, and disseminates data and reports on economic and business statistics such as income and population characteristics, military personnel and dependents, housing, land use, education, and government finance and employment, for use by the Department, other government agencies, the business community, and the public.

1. Prepares the annual *State of Hawaii Data Book*, a statistical abstract for Hawaii, the *Quarterly Statistical and Economic Report*, the monthly Selected Economic Activities report and other statistical reports.

2. Develops and maintains a statewide economic and business statistical database on the Internet.
3. Provides statistical services to DBEDT staff and other agencies of government and the community.
4. Provides data to support the various economic models and accounts maintained by Division staff and other public and private agencies.
5. Helps prepare, evaluate, and disseminate population estimates and forecasts for the State and sub-State areas.
6. Provides liaison with the U.S. Census Bureau in the development of data for current population estimates and other census reports through the Federal-State Cooperative Program for Population Estimates (FSCPE).
7. Operates a State Data Center under a cooperative agreement with the U.S. Census Bureau to make census products and other Federal statistics accessible to government agencies and the public.
8. Provides workshops and training on the use and access to Census and other information.
9. Maintain a database for the Energy Industry Information Reporting Program (EIIRP).

**DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT, AND
TOURISM
STRATEGIC INDUSTRIES DIVISION**

PROPOSED FUNCTIONAL STATEMENT

The Strategic Industries Division supports statewide economic development, efficiency, productivity, and diversification by promoting, attracting, and facilitating the sustainable development of Hawaii's energy, environmental, and science & technology-based industries and resources.

The Division directs the activities of its three branches -- the Energy Efficiency Branch, Energy Policy and Planning Branch, and Science & Technology Branch. The Administrator plans, organizes, coordinates, evaluates, and reports on Division activities and participation in State and Federal programs conducted by the branches. The Division provides staff support to the Director of the Department of Business, Economic Development, and Tourism in the Director's statutory role of Energy Resources Coordinator.

Division programs are coordinated with activities at the University of Hawaii, the State's High Technology Development Corporation (HTDC), Pacific International Center for High Technology Research (PICHTR), Natural Energy Laboratory of Hawaii Authority (NELHA), the U.S. Departments of Energy and Commerce, and the U.S. Environmental Protection Agency. In addition, the Division works closely with other State agencies, especially the Public Utilities Commission, the Consumer Advocate, State Civil Defense, the Departments of Land and Natural Resources, Agriculture, and Health, and other relevant public and private organizations. It also collaborates with County economic development agencies and local economic development boards.

Division activities are funded by State and Federal funds that are often leveraged by additional non-state funding in the form of competitively awarded grants and public-private partnerships.

ENERGY EFFICIENCY BRANCH

The Energy Efficiency Branch plans, develops, implements, and evaluates programs, projects, and activities contributing to the State's statutory energy self-sufficiency and efficiency objectives, which also enhance economic efficiency and productivity. The branch ensures that its energy efficiency, conservation, and renewable energy programs comport with State energy policy objectives and are consistent with objectives of the State Energy Program funded, supported, and directed by the U.S. Department of Energy.

In coordination with the Science & Technology Branch, and the Energy Planning & Policy Branch, and in relevant functional areas of the branch, supports strategic partnerships and innovative programs that bring industry, government and research institutions together to collaborate and leverage state funds and partners' resources to develop, diversify and grow Hawaii's economy. Seeks opportunities and prepares proposals for federally- and industry-funded programs and projects in relevant functional areas of the branch; leveraging of state funds to be sought as a priority. Provides technical assistance in the branch's functional areas to support the Division's participation in relevant policy proceedings.

Branch program areas include, but are not limited to: energy efficiency codes and standards; energy efficiency, conservation, and renewable energy in State and other government buildings; facilities, and procurement; energy efficiency, conservation, and renewable energy in private and non-profit sector buildings, facilities and energy-consuming processes/activities; sustainable building design, planning, and construction; environmentally preferable product promotion; and recycling and remanufacturing of used materials. Key activities include the following:

Renewable Energy Functions. In coordination with the Energy Planning and Policy Branch, proposes, plans, conducts, and reports on results of activities to increase the use of indigenous, sustainable renewable and alternate energy, including the following:

1. Participates in renewable and sustainable energy evaluation and demonstration projects, outreach, and other activities to promote technically, economically, and environmentally feasible projects.
2. Supports State and County transportation planning efforts through recommendations for cost-effective energy efficiency transportation system management measures and alternative transportation fuels and modes.
3. Administers the State's alternate fuels program, encouraging cost-effective use of indigenous fuel feedstocks (e.g., ethanol and biodiesel), pursuant to State laws and regulations (e.g., Chapter 486J-10, HRS), and monitors and reports compliance with requirements established therein.

Energy Efficiency and Conservation Functions. Proposes, plans, conducts, and reports on results of energy efficiency and conservation programs. Provides advice and assistance to the general public, private and non-profit sectors, and to public agencies on energy efficiency and conservation, demand-side management (DSM), and renewable energy projects. These energy efficiency and conservation activities include the following functions:

1. Works with design professionals, the building industry, and county officials to update and implement the Model Energy Code for commercial buildings and residential dwellings and to install energy efficient technologies.
2. Promotes the adoption of energy efficiency practices and technologies in governmental agencies and the private sector.
3. Provides professional and technical advice and assistance to public building management in developing and implementing energy efficiency programs and practices.
4. Monitors, evaluates and reports on the effectiveness of utility DSM programs.
5. Develops partnerships and networks with the public and private sectors and community organizations to provide information and education on energy efficiency.

Recycling Functions. Provides advice and assistance on use and procurement of environmentally preferable and recycled and recycled-content products and materials, develops and expands markets for recycled content products.

Clerical Services Function. Provides clerical, stenographic, typing and other administrative support services to the Branch's staff and other authorized programs.

ENERGY PLANNING & POLICY BRANCH

The Energy Planning & Policy Branch creates, develops, implements, and evaluates comprehensive integrated energy development plans; energy data collection, analyses, and forecasting; and contingency plans to protect critical energy systems and effectively deal with energy crises. Advocates diversification of the State's energy resource portfolio, market-based development of cost-competitive indigenous energy sources and advanced energy technologies. Coordinates programs and projects to ensure they comport with State energy policy objectives and are consistent with objectives of the State Energy Program funded, supported, and directed by the U.S. Department of Energy.

Coordinates policy analysis and development activities of the Division. Provides technical assistance to support the Division's participation in relevant policy proceedings. Provides statistical research and technical reference services to Division. Integrates legislative coordination for the Division.

In coordination with the Science & Technology Branch, and Energy Efficiency Branch, other public and private energy organizations, supports strategic partnerships and innovative programs to collaborate and leverage State funds and partners' resources to develop, diversify and grow Hawaii's economy in relevant functional areas of the branch; e.g., conventional energy supply-side resource options and advanced energy system technologies with emphasis on those with the most promise to commercially capitalize on the sustainable development of indigenous energy resources of Hawaii, and the most sustainable use of fossil fuels on the market; promotes Hawaii as the best location to conduct energy related sustainable economic development activities and enterprises; and develops proposals for appropriate incentives for sustainable energy development in Hawaii.

Conducts assessments of economic, social, and environmental impacts of strategic targeted energy supply programs and objectives; conducts analyses and long-range assessments of conventional and advanced energy resources to ensure sustainable resource development. Conducts analyses of existing and proposed alternate and conventional energy supply-side resource programs and projects; evaluates analyses done by others; makes recommendations on programs which represent the most effective allocation of research and development, operating, and CIP funds.

Energy Planning and Policy Functions. Provides professional staff services in support of the DBEDT Director's statutory role and responsibilities as State Energy Resources Coordinator, for statewide energy management and development, and the State Energy Program (SEP) objectives, and to achieve the State's sustainable statewide economic diversification and development objectives. Activities include the following:

1. In accordance with Chapter 196D and Chapter 226, HRS, prepares comprehensive energy plans, including the Hawaii Energy Strategy program activities, and forecasts of energy supply and demand using advanced computer models of the state's energy systems and economy.
2. Promotes and facilitates commercial development of distributed energy resources (DER) and other advanced sustainable energy technologies.
3. Assesses impacts of changes in energy supply and demand on global, national, and State levels, and recommends appropriate State and private sector actions.

Advanced Energy Technology and Resources Functions. Develops plans and programs for the sustainable development and use of Hawaii's energy supply-side resources; assesses, develops, and makes recommendations for cost-effective, sustainable development of Hawaii's indigenous renewable energy resources.

1. Administers programs such as the Pacific Regional Biomass Energy Partnership and GeoPowering the West, and hydrogen projects to promote the use of renewable energy resources with focus on technology innovation.
2. Identifies appropriate Hawaii renewable energy resources and relevant application technologies through assessments and analyses to facilitate project demonstration and commercial development.
3. Coordinates education and outreach activities with counties, private sector, research, and other government agencies to establish and maintain cooperation on projects of shared interest.
4. Identifies, plans and manages technical assistance projects to support the development of innovative renewable energy projects by government and the private sector.

Emergency Energy Preparedness and Homeland Security Functions. In accordance with Chapter 125C, HRS and in coordination with other government and private agencies and organizations, develops, maintains, exercises, and in the event of an actual energy emergency implements, with augmentation by additional staff as may be required, the State's statutory energy emergency preparedness plans. Formulates and recommends plans, policies and procedures for fuel allocation and distribution to be implemented in the event of a declared energy emergency, and conducts daily operations of the State Emergency Fuel Set-Aside Office.

1. Supports State Civil Defense (SCD), pursuant to Chapter 128, HRS, in the event of an emergency or a Homeland Security threat. Conducts State-level Emergency Support Function #12 - Energy, and under direction of SCD, compiles and analyzes data and information for preparation of emergency situation reports relating to energy, fuels and critical energy infrastructure facilities.
2. Maintains up-to-date information on procedures for Hawaii's emergency access to national and international petroleum stockpiles during fuel market disruptions; provides staff assistance to obtain fuel from the U.S. Strategic Petroleum Reserve, and proposes other mechanisms meet Hawaii's emergency fuel needs.
3. Supports efforts to establish an industry based on strategic advantages for homeland security within the Asia Pacific region.

Energy Data Monitoring Function. Provides staff services in support of the DBEDT Director's statutory role and responsibilities as State Energy Resources Coordinator, and the Division's programs, projects, and activities by compiling, evaluating, and disseminating data and information on fuel supplies, energy savings, energy demand and supply. In accordance with relevant laws, rules and regulations, gathers, analyzes, and reports petroleum and fuel supply, production, demand, storage, transport, and price data.

Clerical Services Function. Provides clerical, stenographic, typing and other administrative support services to the Branch's staff and other authorized programs.

**DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT, AND
TOURISM**

**OFFICE OF AEROSPACE DEVELOPMENT
PROPOSED FUNCTIONAL STATEMENT**

The Hawaii Office of Aerospace Development (OAD) provides a focal point within State government to facilitate dialogue and coordination among Hawaii's government, private and academic sectors, and between State-based entities and overseas organizations, both public and private, to promote the growth and diversification of Hawaii's aerospace industry.

Statutorily created within the State Department of Business, Economic Development and Tourism, OAD's primary functions are to:

1. Identify and promote opportunities for expanding and diversifying aerospace-related industries in Hawaii, including but not limited to applied optics, astronomy and astrophysics, aviation, space-based applications of dual-use technologies, environmental monitoring and remote sensing, satellite communications, robotic and human space exploration, and commercial space launch.
2. Catalyze partnerships among local universities and businesses to (1) improve the relevance and quality of university training to support the growth and diversification of Hawaii's aerospace industry; (2) identify entrepreneurial opportunities for commercializing innovative spinoffs from basic research; and (3) facilitate technology transfer from universities to the private sector.
3. Assist local universities, companies, research institutions, and other interested organizations in establishing partnerships with corporate, government, and educational entities overseas that can promote and enhance Hawaii's aerospace industry.
4. Promote innovative education and workforce development programs that will enhance public awareness of Hawaii's aerospace potential and enable local citizens to pursue employment in the State's aerospace industry.
5. Leverage aerospace and related technological capabilities in Hawaii's government, academic and private sectors to enhance the State's ability to procure both federal and private research and development grants to increase the State's competitiveness in national and global aerospace markets.
6. Establish alliances with NASA and other federal and state space agencies and institutions that can support both Hawaii-based aerospace development and the United States space program, and enable international dialogue and exchange toward the design, development and implementation of multinational space initiatives that can enhance and expand both opportunities and benefits for space exploration and development.
7. Monitor national and global trends in the aerospace industry and recommend programs and policies that can support aerospace industry development statewide.
8. Facilitate the development and distribution of publications, exhibits and other marketing materials that highlight the current capabilities and future potential of Hawaii's aerospace industry.
9. Serve as a central point of contact for State government that can respond to both local and out-of-state inquiries concerning Hawaii's aerospace-related interests and activities.

2011



ANNUAL REPORT



State of Hawaii

Department of Business, Economic Development & Tourism



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www.hawaii.gov/dbedt



DIRECTOR'S STATEMENT

DBEDT's mission continues to be achieving a Hawaii economy that embraces innovation and is globally competitive, dynamic and productive, providing opportunities for all Hawaii's citizens.

In particular, we serve as an advocate for renewable energy development, a resource for analytic data, and a facilitator for business development.

Through our attached agencies, we also foster planned community development, create affordable workforce housing units in high-quality living environments, and promote innovation sector job growth.

We have – and will continue to – develop strategies and policies that are aligned with the Governor's New Day in Hawaii plan; and will implement these strategies in a transparent and collaborative process with the legislature and the affected communities.

Hawaii's economy continues a modest recovery from the global economic recession, although we still expect that the recovery process will be significantly slower than in previous business cycles due to the turmoil in Europe, structural changes in the workforce and the fact that recessions resulting from financial crises historically require a longer recovery period.

We expect to see continued positive growth in 2012.

We recognize that Hawaii's recovery from the Great Recession, which ended in June 2009, has slowed.

Nevertheless, the visitor industry, although down from the double-digit increases experienced earlier this year, experienced 2.3% growth in the number of visitor arrivals in October 2011, compared to October 2010, buoyed by strong growth in the Canadian market. While visitor arrivals have decreased, total visitor expenditures have grown by 14.8%, resulting in an additional \$1.3 billion flowing into Hawaii's economy this year.

We have added 4,600 jobs to our economy compared to December 2010. Unemployment claims have declined by 12% compared to December 2010. Total Personal Income (TPI) is expected to



Richard Lim



increase by 4.5% this year. However, the COR has set the figure at 4.0% in 2012, to account for any decline that may result from national and European economic uncertainties potentially affecting Hawaii's visitor industry.

While we are not comfortable with a 6.5% unemployment rate, we are encouraged that Hawaii's unemployment rate is within the lowest 10 states in the nation. When the final numbers are tabulated, we expect the number of wage and salary jobs in Hawaii will show an increase of 1.4% in 2011.

As with the national economy, job growth has lagged other economic indicators in Hawaii. We do not expect to see the payroll job count peak above the 630,000 level for several years. Due to the increases in oil prices, DBEDT expects the Honolulu Consumer Price Index (CPI), a proxy for inflation, will rise 3.3% in 2011.

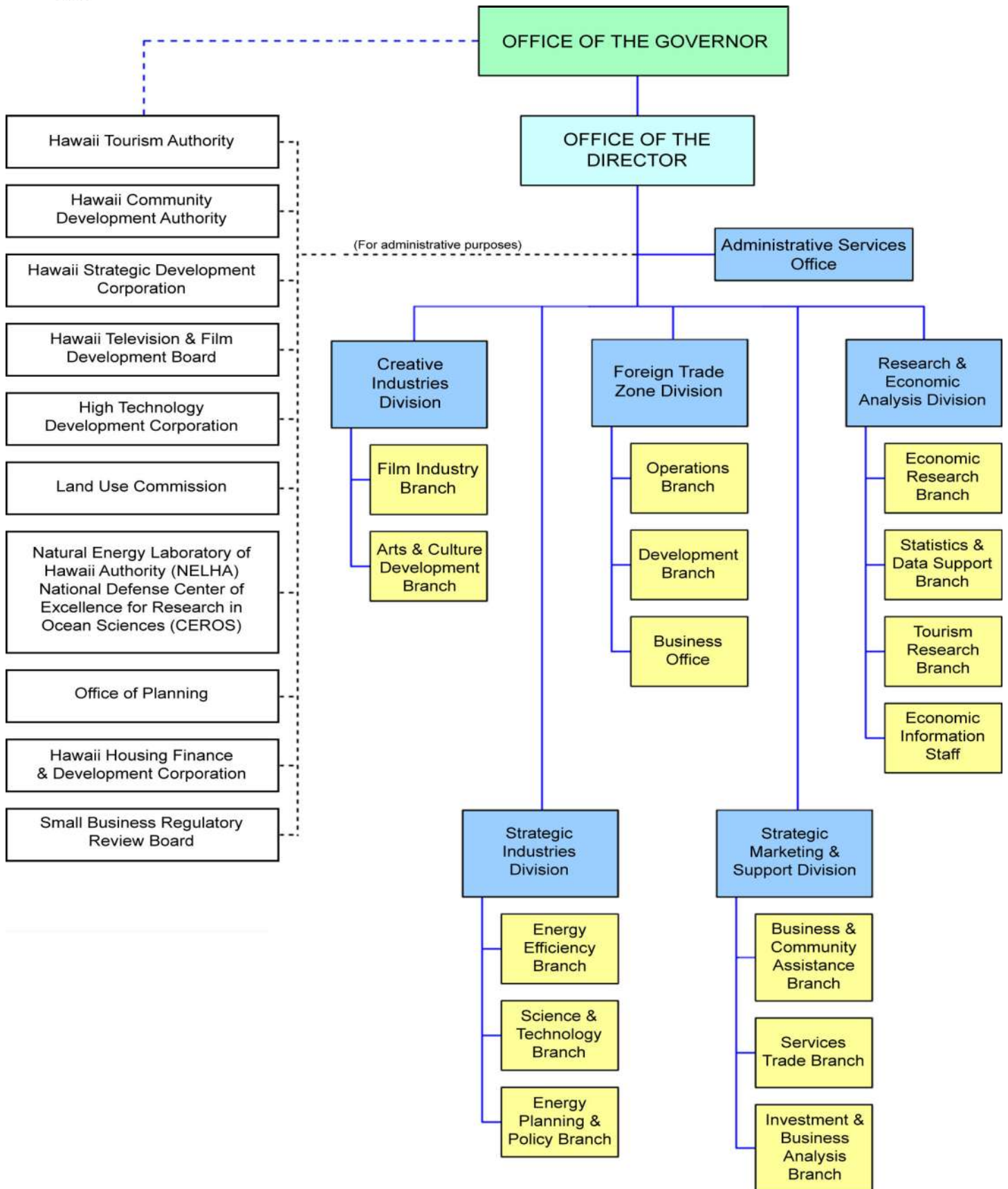
Our general excise tax revenue, an important indicator of our current economic activity, grew by 8.8% during the first 9 months of 2011 (the latest data we have).

We have finally overcome the so-called "Lingle effect," caused by the delay in 2010 state tax refunds – which subsequently hit us hard in 2011. By the third quarter of 2011, the net Individual Income Tax revenues increased \$230.1 million or 139.2% to \$395.4 million - as compared to the third quarter of 2010; this was the highest third quarter Net Individual Income Tax revenue ever generated in Hawaii.

Also, in the third quarter of 2011, total tax collections distributed to the State general fund totaled \$1,203.4 million, an increase of \$294.5 million or 32.4% over the same quarter of 2010; this was 3.6% higher than the previous third quarter peak value realized in the third quarter of 2008.

In the past year, DBEDT focused on 3 key areas: addressing issues and concerns as discussed earlier, laying the groundwork for a 21st century infrastructure with a focus on energy and broadband and real estate development.







DBEDT DIVISIONS AND BRANCHES

Strategic Marketing & Support Division

The Strategic Marketing & Support Division (SMSD) promotes industry development and diversification in Hawaii by supporting existing and emerging industries; attracting new investment and businesses that can create more skilled, quality jobs in the State; and working to increase exports of Hawaii products and services.

Business support provides new and existing businesses direct loans, licensing and permit information and referral, business advocacy, planning and coordination of programs and projects aimed at specific business sectors or economically-distressed areas (including rural areas and areas affected by natural disasters).

Although faced with significant downsizing, SMSD's priority is to ensure that legislatively mandated small business and community-based programs are maintained, and that federal funding is procured. This includes:

- Competing for and winning a \$485,700 grant from the U.S. Small Business Administration to increase the number of exporters in Hawaii and the dollar value of exports from Hawaii.
- Establishing a "Micro-Loan Program" for businesses under the Community-Based Economic Development Program, and making its first loan to a farmer who will be creating jobs, utilizing Hawaii products and creating a new product for export from Hawaii.
- Producing two business events during APEC with 200 of the largest companies from China and 150 of Hawaii's largest firms to promote trade and investment, with a special focus on renewable energy.
- Administering grants awarded under the Community-Based Economic Development program.
- Administering a \$250,000 ARRA grant to teach business skills to non-profit organizations on the Leeward coast of Oahu so that these organizations can, in turn, apply for and receive grants.
- Enrolling 103 additional firms in the Enterprise Zone program over the course of the year.

Vision:

SMSD will continue to ensure that legislatively mandated small business and community-based programs are maintained, federal funding is pursued, and opportunistic economic development activities are seized.

For further information, please call (808) 587-2750 or visit: [Strategic Marketing & Support Division](#)



Strategic Industries Division

The role of the Department of Business, Economic Development and Tourism's Strategic Industries Division (SID) is to provide a catalyst through investment, policy, and regulatory frameworks that enable the development of clean energy businesses, projects and the growth of new jobs for Hawaii.



SID's overall strategy for energy independence is to focus on the Hawaii Clean Energy Initiative's community-based efforts to create high impact, clean energy solutions that encourage innovative economic development. This will be accomplished, in part, by leveraging resources and partnerships with business, government, and the public at-large.



Vision:

Long-term goals include the development of three key areas: geothermal, smart grids, and biofuels for jet fuel. These long-term objectives will require substantial analysis and policy work through our governmental and community collaborations.

Moving forward, SID will act as the facilitator for Hawaii's overall goal of energy independence. SID will focus on leveraging resources and partnerships with businesses, government and the public. SID will work toward deploying clean energy infrastructure as a catalyst for economic growth, innovation sector development, and energy security advancement by identifying clean energy RD&D opportunities and promote business development for local companies.

The division will also work to encourage renewable energy investment and deployment to advance clean energy innovation and economic development by concentrating on renewable energy and transportation technologies and projects with the highest potential for near-term and mid-term gains. SID will continue its work on energy efficiency by mobilizing investment in high-impact energy efficiency projects for public and private sectors by prioritizing public and commercial energy efficiency projects based on their potential for greatest reductions in energy use.

With sufficient funding, SID will be able to progress toward powering Hawaii's economy through clean energy.

For further information, call: 587-3807 or visit: [Strategic Industries Division](#).





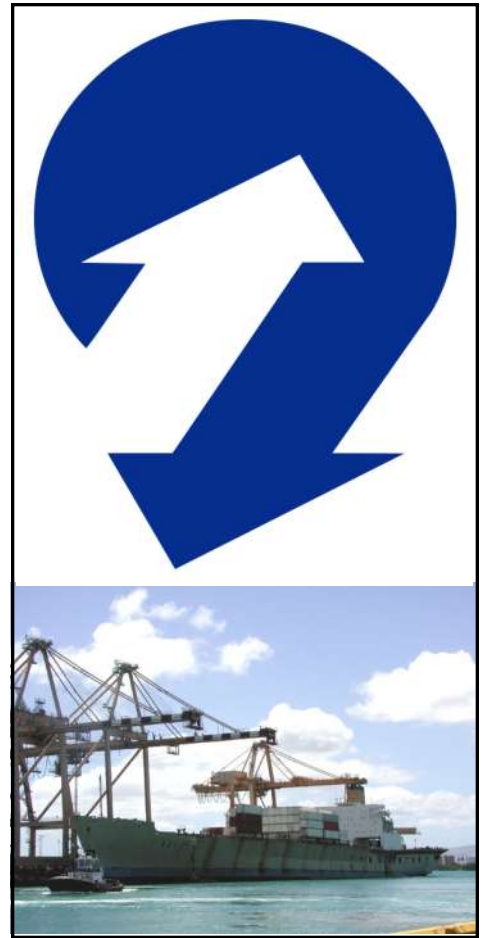
Foreign-Trade Zone Division

The Foreign-Trade Zone Division (FTZ) administers the federal grant, issued in 1965 to the State of Hawaii, for the Foreign-Trade Zone program. FTZ provides advice and direction to potential users of the program and operates a general-purpose zone and Resource Center at Pier 2. Any company that imports and exports merchandise can take advantage of the benefits of the Foreign-Trade Zone program at the Pier 2 shared-use facility. FTZ also provides important port services to the Department of Homeland Security (DHS), U.S. Customs and Border Protection.

The strategic goals of the FTZ Division include: 1) participate in the economic development and planning efforts of the State; 2) continue to respond to the changing economic and community demands, adjusting services accordingly; and 3) operate without the use of the State of Hawaii General Fund.

The program's operational goals include:

- 1) Provide a safe, secure, efficient, and user-friendly facility that is well maintained and aesthetically pleasing as well as the amenities needed by clients and other third party logistics (3PL) companies supporting importing and exporting;
- 2) Provide facilities to be leased by importing and exporting companies at fair market value to assist the Division in its mission to be financially self-sustaining; and
- 3) Provide services to importing and exporting companies at fair market value to assist the Division in its mission to be financially self-sustaining.



FTZ was successful in obtaining a grant from the Economic Development Administration to renovate a portion of the warehouse which will expand the available resources with additional office and shared-use facilities. When completed, this \$7.5 million renovation project will add 30,000 square feet of office, conference, and shared work space. This new space for the International Trade Resource Center will be used to attract additional organizations that develop and facilitate small business development, international trade, and



house trade-related, non-profit organizations. The concentration of these trade-related resources in one location will increase business formation, improve coordination in Hawaii's international trade community and, ultimately, increase the amount of international trade activity in Hawaii.

FTZ has partnered with other trade-related government agencies and private industry to offer programs and training aimed at fostering import and export activity. These programs include the Manufacturing Extension Partnership program, Export University, and the APEC Opportunity Series. Each has been widely accepted and well attended. Export University has graduated over 60 companies through its program designed to educate potential exporters of the benefits and challenges of trading internationally.

Vision:

The role of the FTZ is to actively work within the changing world economic environment to increase the amount of international trading in Hawaii. FTZ will do this by continuing to rebrand and reinvent itself as the "Hub of International Trade," adapting and leveraging its resources to encourage value-added activities, stimulate capital investment, and generate employment opportunities through its federal trade development program in an effort to reduce the costs associated with international trade.

FTZ will work to establish, maintain, and administer general-purpose Foreign-Trade Zones and special-purpose Foreign-Trade Subzones throughout the State; provide storage and distribution services to firms engaged in import/export of merchandise; and lease office, warehouse, and manufacturing space to firms engaged in international trade. It will work with public and private agencies to foster and improve programs that encourage international trade and investment in Hawaii.

FTZ will continue to operate the program in a self-sustaining manner and work to create a vibrant resource center for international trade at its Pier 2 facility.

For further information, visit:
[Foreign-Trade Zone Division](#)

Hawaii Foreign-Trade Zone

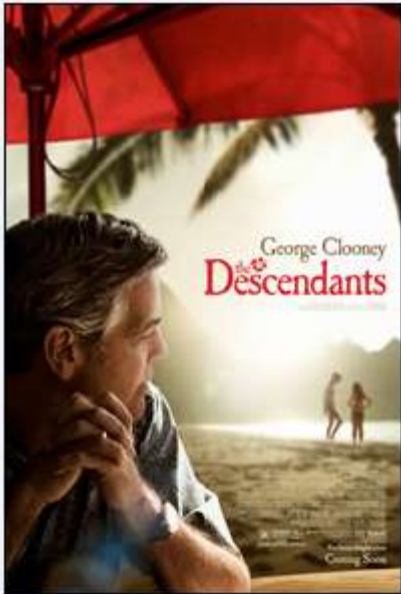
521 Ala Moana Blvd.
Suite 201, Pier 2
Honolulu, Hawaii 96813
(808) 586-2507





Creative Industries Division

As the State's lead agency which serves as a business and industry advocate for the advancement of Hawaii's creative economy, the Creative Industries Division (CID) oversees programs and forges strategic partnerships to accelerate the growth of Hawaii's film, television, video, digital media, new technologies, music, arts and culture-based industries, by supporting and implementing projects and activities which result in: (1) Hawaii being an internationally recognized and self-sustaining film, television, digital and new media hub; and (2) development of a worldwide reputation for the depth and diversity of Hawaii's arts and cultural sectors, further positioning the State as a global leader in a creative and innovation-based economy.



Creative industries in Hawaii continue to thrive, with 44,000 individuals comprising the 13 key sectors which include arts, culture, music, film, television, digital media, animation and literary arts.

In addition to managing the statutorily-mandated

functions of film permitting, tax incentive management and film studio management, the division implemented strategic partnerships with national organizations to leverage the State's investment in developing Hawaii's creative sectors.

Hawaii's Production tax credit has brought over \$1.1 billion in production activity to the State since 2006, with over \$1.6 billion in economic impact.

The Hawaii Film Studio, the only State-owned and operated facility in the U.S., has been the home to the original Hawaii 5-0, Magnum P.I., Jake and the Fatman, LOST, Off the Map and the current ABC/Dreamworks series, The River.

Hawaii's year round weather is a key attraction to film production.



Filmed on Oahu's windward coast, Capt. Jack's Black Pearl (above) was moored just across Kaneohe Bay from the U.S. Marines' major Pacific Air Station.



Emerging industries like digital media, game design and visual FX are putting Hawaii on the map, with new talent being recognized globally.

Hawaii's seasoned production crew on Oahu and the neighbor islands of Kauai, the Big Island and Maui attract the likes of major feature films like the Disney/Bruckheimer "Pirates of the Caribbean" franchise, and is a major destination for television series productions.

2010 saw Hawaii's biggest production year in history, with 10 feature films including the Oscar contender, "The Descendants," starring George Clooney and based on the book by island novelist, Kauai Hart Hemmings.

Vision:

Encouraging the growth of Hawaii's creative industries will bring forth a broad spectrum of commercial businesses, individuals, cultural enterprises and nonprofit institutions that directly or indirectly produce goods and/or provide services that are rooted in, or generated by artistry, design, aesthetic value or cultural enterprise. This will increase the flow of people, products, services and ideas between Hawaii and its export markets. The creative sectors are the nexus for development and support of Hawaii's innovation economy, particularly in the digital media, game, animation and post-production areas.

For more information, call (808) 586-2590 or visit: [Creative Industries Division](#)

Creative Industries Branch Directory:

[Arts and Culture Development Branch](#)

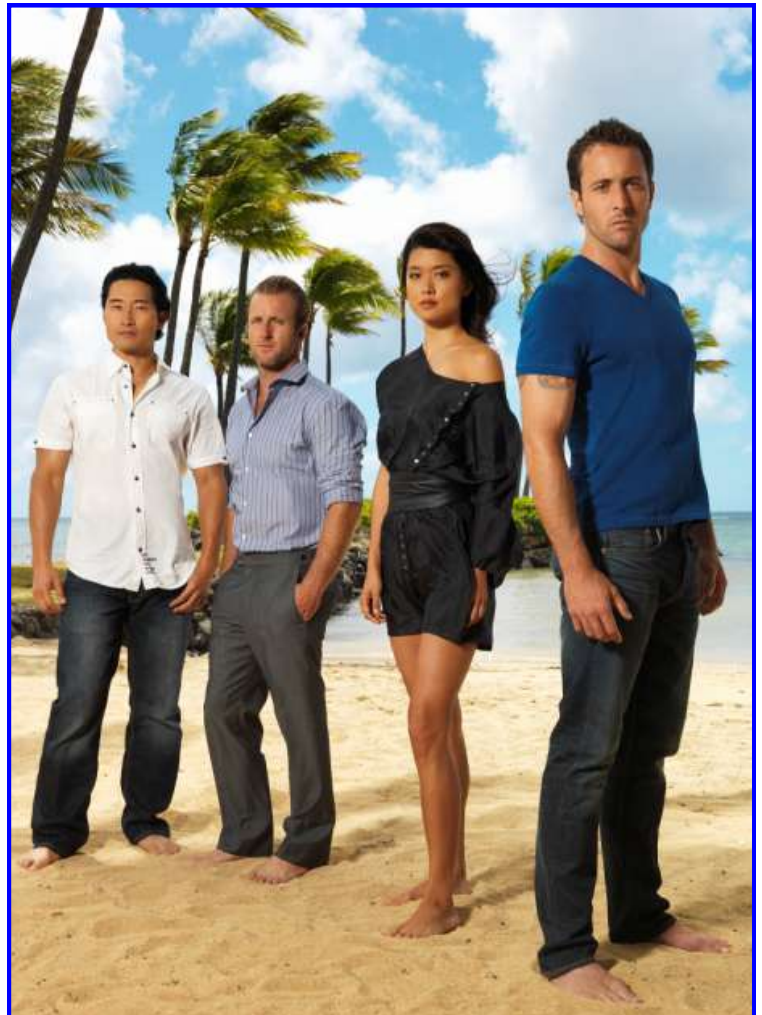
Phone: (808) 587-2717

Fax: (808) 587-3388

[Film Industry Branch](#)

Phone: (808) 586-2570

Fax: (808) 586-2572

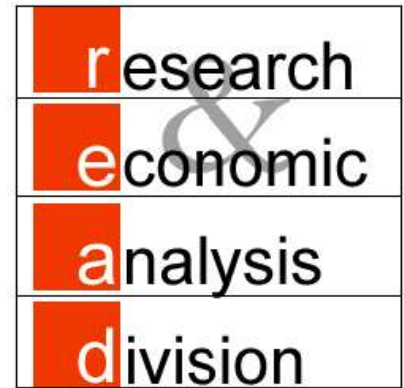




Research & Economic Analysis Division

The Research & Economic Analysis Division (READ) works to enhance and contribute to the economic development of the State by providing analyses and policy recommendations on economic issues. READ provides economic forecasts that contribute to

long-term statewide planning and infrastructure needs assessment, and also conducts and reports on basic research on the economy of the State.



READ produces an average of 50 economic and statistical reports a year, covering all aspects related to Hawaii's economy and the population. READ is the only state agency, except the University of Hawaii, that conducts economic studies on a regular basis.

READ hosts the Hawaii State Data Center that partners with the U.S. Census Bureau and publishes Hawaii data, including the decennial census, the annual American Community Survey, Economic Census, and the annual population estimates. READ's website receives an average of 800,000 hits a month.

Despite huge resource reduction over the past two years, READ has accomplished all the legislative mandates and produced the daily, weekly, quarterly, and annual data products along with 52 reports in this past year. Some of the data products and reports READ produced include:

- Daily passenger count data online and the weekly unemployment claim data with analysis.
- 4 issues of the Quarterly Statistical and Economic Report with analysis and forecast.
- State of Hawaii Data book.
- 12 issues of Monthly Economic Indicators.
- 12 issues of Monthly Energy Trends.
- 4 issues of the READ Quarterly Research Newsletter, highlighting recent READ products.
- 7 analytical/statistical reports on 2010 Census and American Community Survey data.
- Emerging Industry Benchmark Report 2011 Update.
- 4 reports on energy industry and renewable energy.
- A report on the Diversification of Hawaii's Economy.
- Long-Range Population and Economic Forecast to 2040.
- The 2007 State of Hawaii Input-Output Model.
- Characteristics of Hawaii's Aging Population.
- Health Insurance Coverage of Hawaii Residents.
- Self-sufficiency income standards 2009.
- Hawaii's Creative Industries 2011 Update.
- Database for Hawaii Energy Industry Information Reporting Program (EIIRP), as established by Act 152, SLH 2010.



Vision:

READ is anticipating developing a new website in 2012 that should include:

- More user-friendly interfaces;
- User-directed research capability; and
- Easier formatting and print access.

READ is also planning to expand its data access by linking to database systems in other agencies in both state and federal government.

For further information: [Research & Economic Analysis Division](#)

READ Branch Directory:

Statistics & Data Support Branch

Phone: (808) 586-2481

Economic Research Branch

Phone: (808) 586-2478

Economic Information Staff

Phone: (808) 586-2480





DBEDT ATTACHED AGENCIES

Hawaii Tourism Authority

The Hawaii Tourism Authority (HTA) is the official agency for tourism in the State of Hawaii. Among its responsibilities, HTA is charged with setting tourism policy and direction; developing and implementing the State's tourism strategic and marketing plan; managing programs and activities to sustain a healthy visitor industry; and coordinating tourism-related research, planning, promotional and outreach activities.

One of HTA's key strategic roles is managing the promotion of Hawaii's brand, and supporting programs to help deliver on the brand promise. This work requires HTA, as the overall custodian of the Hawaii brand, to ensure the alignment of advertising and marketing programs with a true Hawaii experience.

Successful brand management is achieved by HTA coordinating with global marketing partners, visitor industry partners, including domestic and international airline carriers, travel trade members, and community stakeholders to ensure marketing and communication efforts are on target and appropriate, and aligned with Hawaii's distinctive products, activities, natural resources, Hawaiian culture and multi-cultures; in sum, the Hawaii experience.

Relating to the Hawaii experience and delivering on the Hawaii brand promise, HTA has the ability to manage, create and support the development of unique tourism experiences such as community and cultural festivals, sporting events, natural resources and community programs. The HTA also directly affects the visitor experience through its support of workforce development and visitor assistance initiatives, all the while integrating the community and residents considerations and respect for the Hawaiian host culture.

For further information call: (808) 973-2255, or visit: www.HawaiiTourismAuthority.org.

Natural Energy Laboratory of Hawaii Authority

The mission of NELHA is to participate in the development and diversification of the economy of Hawaii by providing resources and facilities for energy and ocean-related research, education, and commercial activities in an environmentally sound and culturally sensitive manner.

The Natural Energy Laboratory of Hawaii Authority (NELHA) promotes sustainable business development and supports economic diversification by providing resources and facilities for energy and ocean-related research, development, and commercialization. This is achieved through marketing, managing and operating facilities that support sustainable utilization of available natural resources such as cold deep seawater, warm surface seawater, and high solar potential.





Facilities are located at Keahole Point in Kailua-Kona and in Puna, both on the Island of Hawaii.

NELHA's 870 acre Hawaii Ocean Science and Technology Park (HOST Park) at Keahole Point serves as a premiere site worldwide, where large volumes of both warm surface and cold deep seawater are consistently pumped ashore for use in renewable energy, aquaculture, marine biotechnology, manufacturing of potable water, and other technologies. HOST Park serves as an outdoor laboratory for research and development; as an incubator facility for developing innovative, new technologies and businesses; and as a base for commercial operations that utilize, or are otherwise related to, the use of the seawater and other resources available.



Current strategies envision growing HOST Park as a world-class test bed for potential technology commercialization using its comparative advantage as being within several hours of a diverse mixture of climatic zones as well as access to pristine deep ocean seawater. Moving aggressively into targeted areas such as applied technology development, deployment and commercialization in the fields of renewable energy, containerized technologies, fuel cells and critical infrastructure, such as secure energy storage facilities, is part of the current game plan.

HOST Park continues to be recognized as a world-class site for research on Ocean Thermal Energy Conversion (OTEC). There is currently one OTEC demonstration facility at HOST Park and current initiatives include securing an additional full-scale demonstration facility producing up to 1 MW of net power. Additional technology demonstration will allow for partnerships with other public and private entities.

Currently over 40 separate businesses are thriving in the park and provide for over 400 jobs and almost \$40M in economic impact. Of the 870 acres at HOST Park, approximately 250 are readily available for lease and commercialization.

NELHA serves an additional administrative function by hosting an attached Program, the National Defense Center of Excellence for Research in Ocean Sciences (CEROS). The CEROS Program is supported by funding from the U.S. Department of Defense (DoD), and managed through a Cooperative Agreement between the Defense Advanced Research Projects Agency (DARPA) and NELHA. Program objectives are to advance innovative research concepts and new approaches to technology development that fully leverage the unique assets and infrastructure available in the State of Hawaii, and demonstrate beneficial utility for the ocean-related technology





requirements of the DoD while also building improved capacity in the state's technology sector.

The objectives of the National Defense Center of Excellence for Research in Ocean Sciences (CEROS) are to solicit and support innovative technology development for national maritime military applications and sustained technology-based economic development in Hawaii, and to develop and demonstrate state-of-the-art ocean technologies to address Department of Defense requirements and build residual benefit for the State.

In 2011, CEROS initiated and executed 14 new projects through contracts with local companies that had been selected through the most recent annual competitive solicitation process conducted by the program with FY10 funding. The value of these contracts total to nearly \$7M of project work conducted by local technology sector companies and their subcontractors. CEROS also maintained an active outreach program through several contractor presentations to local schools, and participation in the MTS/IEEE Oceans'11 Conference event held in September at the Hilton Waikoloa convention center on the Big Island.

For further information, call: (808) 329-7341, or visit: [Natural Energy Laboratory of Hawaii Authority](#)

High Technology Development Corporation

The High Technology Development Corporation (HTDC) works to facilitate the growth and development of the commercial high technology industry in Hawaii. HTDC's functions include

developing, managing, and assisting technology centers statewide; creating business opportunities for the growth of technology companies and industry; marketing and promoting Hawaii's technology assets; and providing support needed by Hawaii's technology industry.



HTDC assists in developing, managing, and operating technology centers statewide, including the Manoa Innovation Center, Maui Research & Technology Center and the West Kauai Technology and Visitor Center. These sites serve as high technology company incubation facilities to ease the transition from start-up ventures to full-fledged, independent commercial enterprises.

Despite the tremendous impact on our operational funds, HTDC continues to operate at a high level, utilizing our federally funded programs synergistically, leveraging our partnerships with the private sector through strategic hiring, and engaging our board members to assist. Our activities feed each of the strategic layers of the pyramid, starting with individual companies being served through our incubation centers and programs; assisting and organizing sectors within the innovation industries; and having their voices and best practices of tech-based economic development filter up to affect overall policy.

At the programs and companies layer, HTDC's federally-funded Manufacturing Extension Partnership (MEP) program, whose performance was affected by the last administration's furlough and budget policies, has since recovered, and is expected to meet 100% of the performance metrics and quota set by the federal government.



With the legislature's confidence in HTDC reflected in the doubling of the Hawaii Small Business and Innovation Research (SBIR) funding, we have restructured the program operations under MEP to focus our attention on the commercialization phase of a company's product life cycle, where the economic development impacts are realized as tax revenues and as high-paying jobs.

At the industry layer, while HTDC's support of the R&D tax credit was not successful during the last legislative session, it provided an opportunity to bring the R&D industry together. Creation of a software development group (WetWareWednesdays) is another.

The Hawaii Center for Advanced Transportation Technologies (HCATT) continues to be recognized for its contributions to the Advanced Power Technology and Alternative Fuel test center at Joint Base Pearl Harbor-Hickam, resulting in an estimated double of future funding (from \$6M to \$12M), leveraging further federal dollars for the State to address the goals of the Hawaii Clean Energy Initiative.

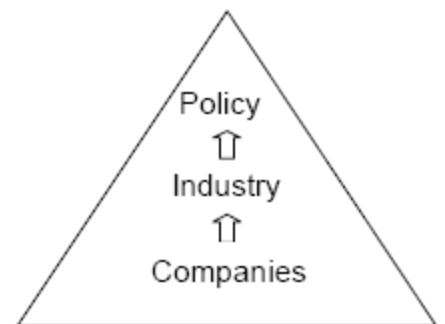
HTDC strengthened other partnerships within and beyond the government sector.

At the policy layer, HTDC has been selected to be the "face" of the Hawaii Broadband Initiative (HBI). HTDC will work with DBEDT, as HBI leader, and other departments for community outreach and facilitate collaboration to meet its goal of 1 Gigabit speed Internet service ubiquitously available in our State by 2018.

Vision:

For FY2013, HTDC envisions a development process that includes:

- 1) Policy layer: HBI;
- 2) Industry layer: software development; and
- 3) Company layer: commercialization, and re-examination of the role of incubation centers. HTDC's HBI operational expenses will be funded via \$100K from the Dept. of Commerce and Consumer Affairs.



While we are hopeful to keep negotiating with UH, a request for \$150K has been submitted to consider alternate/additional sites for incubation centers due to the land lease expiration in 2015 for the Manoa Innovation Center, which is our main revenue source. HTDC expects to be able to absorb the mandatory salary deduction without negative impact to operations.

For further information, call: (808) 539-3806, or visit: [High Technology Development Corporation](#)



Hawaii Housing Finance and Development Corporation

The mission of the Hawaii Housing Finance and Development Corporation (HHFDC) is to increase and preserve the supply of workforce and affordable housing statewide by providing leadership, tools, and resources to facilitate housing development. HHFDC currently has a production plan in place to deliver over 5,000 units over the next five years. As of June 30, 2010, HHFDC has assisted in the delivery of 3,289 affordable/workforce housing units.

To stimulate and expedite the development of workforce/affordable housing, including rental and ownership opportunities, HHFDC offers a variety of tools including financing, expedited land use approvals under Chapter 201H, and exemptions from general excise and real property taxes. The HHFDC also works to heighten awareness of housing needs for lower-income, moderate-income and gap-group households, particularly with those groups that can have an impact on the production of such housing including the Legislature and the Administration, federal, state, county and community officials, and the business community.

Vision:

HHFDC's mission is to increase and preserve the supply of workforce and affordable housing statewide by providing leadership, tools, and resources to facilitate housing development. Along with our development partners, HHFDC's FY 2012 plans include:

- Ground breaking on Holomua, a 176-unit condo in McCully; Senior Residence of Iwilei, a 160-unit senior rental using \$26M in CIP appropriations and other HHFDC financing; and the 204-unit Halekauwila Place.
- Completing construction or preservation of 805 rental and 175 for-sale housing units.
- Providing \$43.5M in Hula Mae Single Family mortgage monies and \$12.5M in Mortgage Credit Certificates for first-time homebuyers through participating lenders.
- Continuing to award and expend financing resources (e.g., RHTF, DURF, LIHTC and revenue bonds) to construct and preserve affordable and workforce housing projects.
- Fully expending ARRA Section 1602 Grants.
- Seeking additional financing resources and development partners.

For further information, call: (808) 587-0597, or visit:

[Hawaii Housing Finance and Development Corporation](#)

Hawaii Strategic Development Corporation

The Hawaii Strategic Development Corporation's (HSDC) mission is to develop a sustainable venture capital industry in Hawaii which will stimulate the growth of viable new businesses. HSDC works to diversify the State's economy by commercializing emerging technologies and providing skilled employment opportunities for citizenry.



Near-term objectives are to develop venture capital investment funds in Hawaii which will attract external sources of private investment; to establish a fund of funds to raise capital for Hawaii venture funds, to expand the business infrastructure supporting the venture industry and the growth of emerging companies; and to assist entrepreneurial development through focused conferences and seminars. The winner of the Road to IPO Pitch Competition went on to win a major Silicon Valley investor pitch competition. The 2011 Hawaii Venture Capital Summit featured seven venture capital funds that are participating in the respective Hawaii Targeted Investment Programs sponsored by the Employees Retirement System and Kamehameha Schools.

Vision:

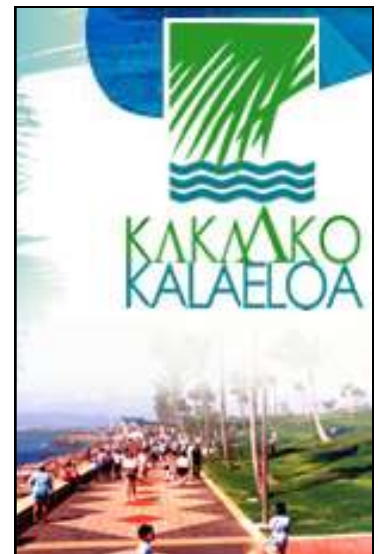
HSDC seeks to develop the infrastructure to enhance capital formation for Hawaii's innovative companies and to support the creation of high wage employment opportunities for the people of Hawaii.

For further information, call: (808) 587-3830.

Hawaii Community Development Authority

The Hawaii Community Development Authority (HCDA) works to stimulate the economic development of specific community districts by planning and implementing community development programs and facilitating capital investments. HCDA's main objectives are:

- 1) Plan and implement capital improvement projects to upgrade infrastructure and develop public facilities to meet Hawaii's economic and recreational needs; and
- 2) Implement long-term planning initiatives to support residential development in a mixed-use community.



HCDA has sought to reduce its expenditure of general funds, maximize returns on its management of agency holdings and assets and promote economic development and new investment within the Kakaako and Kalaeloa Community Development Districts.

In 2010 and 2011, HCDA invested approximately \$45 million of HCDA revolving funds in public facilities projects such as construction and renovation of public parks, street improvements, and affordable housing in the Kakaako Community Development District.

In April of 2011, HCDA completed and adopted a community-based conceptual master plan for Kakaako Makai.

Vision:

Looking forward to 2012, HCDA is working towards starting a public, private partnership for renovation, expansion, and management of the Kewalo Basin Harbor through which a private party is expected to invest over \$20 million in the harbor for the right to manage the harbor on a long-term



basis and pay an annual lease rent to HCDA.

HCDA has announced a proposal for a mixed-use transit oriented development at 690 Pohukaina Street. This project is expected to inject close to \$500 million in the local economy and create at least 500 direct construction jobs and additional 1,000 related jobs over the next few years.



For further information, call: (808) 594-0300, or visit:
[Hawaii Community Development Authority](http://www.hawaii.gov/hcda/)

Office of Planning (OP)

OP's mission is to guide the overall growth and development of the State through a statewide comprehensive planning framework.

OP prepares plans and planning studies and conducts policy analysis primarily on issues related to land, coastal, and ocean uses. OP administers the Planning Division, which includes the Special Plans Branch, Hawaii Coastal Zone Management (CZM) Program, Geographic Information System (GIS) Program, and the \$2 million Brownfield Cleanup Revolving Loan Fund (BCRLF). The CZM Program guides and determines acceptable activities and uses of resources for Hawaii's valuable land and water resources in the State's coastal zone.

The GIS Program collects, integrates, analyzes, maintains, and disseminates geospatial data and information to assist decision-makers and advance effective State planning, policy analysis, and formulation.

OP also administers the Land Use Division (LUD). LUD prepares the State's position on quasi-judicial proceedings before the State Land Use Commission (LUC). LUD coordinates with affected State agencies and the petitioner to assure that a petitioner's project proposal (1) is consistent with State regulatory requirements, and (2) commits to mitigation that addresses reasonably foreseeable impacts of a proposed project on State resources. The LUD ensures that the LUC's decision and orders include terms and conditions that protect the State's interest in the long-term, sustainable use of limited State resources, such as land, water, and State infrastructure facilities.

During 2011:

- OP developed a Hawaii Climate Change Adaptation Policy to be included as a Priority Guideline in the Hawaii State Planning Act for legislative consideration. OP drafted this bill in consultation with county, state, and federal agencies as well as business and community stakeholders.
- OP worked with the State Department of Agriculture to address food self-sufficiency through a \$100,000 grant award





from the U.S. Economic Development Administration (EDA).

- LUD supported Important Agricultural Lands (IAL) designations of 59,206.8 acres on the islands of Kauai, Oahu, and Hawaii.
- LUD supported land use projects proposed before the LUC that included a workforce-housing component. These projects included the Lanai affordable housing project, Kula Ridge Maui housing project, and the Ho'opili mixed-use residential project.
- GIS Program created GIS maps and analysis of areas with wave and renewable energy potential, in cooperation with the DBEDT Energy Office, which resulted in a web mapping application for renewable energy.
- OP worked with the UH Public Policy Center for the passage of Act 181 (2011), which made the Hawaii 2050 Sustainability Plan a Priority Guideline under the Hawaii State Planning Act.
- OP coordinated and facilitated the two-day workshop by the Governors' Institute on Community Design to allow Administration decision-makers to consider how to implement sustainability under the New Day agenda, Hawaii 2050 Sustainability Plan, and State Planning Act.
- LUD is working with petitioners before the LUC to prepare sustainability plans for their land use projects.
- CZM Program, in consultation with community stakeholders and county, state, and federal agencies, is currently updating the statewide Ocean Resources Management Plan.
- BCRLF loaned \$1.75 million to DHHL for cleanup of a redevelopment site in Kapolei.

Vision:

The vision of the State Office of Planning is to be a model planning office; to be composed of staff who provide superior planning and technical assistance to the State; to improve the quality of life for Hawaii's present and future population through the pursuit of desirable courses of action that effectively address current and emerging issues and opportunities; and to carry out our mission through close coordination with county, State, and federal governmental agencies, the University of Hawaii, and community stakeholders.

For further information, call: (808) 587-2846,
or visit: [Office of Planning](#)





Land Use Commission



The Land Use Commission (LUC) works with the State Legislature, County Planning Departments, interest groups and landowners to define constitutionally mandated standards and criteria for protecting important agricultural lands in the State of Hawaii. The Commission also engages the county planning departments in enhancing and clarifying the special permit process in the Agricultural Land Use District.

The program objectives of the Land Use Commission are to process, review, and act on petitions for district boundary amendments which involve lands over 15 acres in the State Agricultural, Rural, and Urban Districts and all petitions seeking reclassification of lands in the Conservation District; review and act on applications for special permits in the Agricultural and Rural Districts which are over 15 acres; process motions and boundary interpretation requests; and maintain, update, and disseminate official State land use district maps and land use information.

The LUC operates by means of a nine-member voluntary Commission, assisted and supported by a staff of five employees.

There are currently 8 active boundary amendment petitions pending before the LUC involving approximately 4,620 acres. The LUC expects other petitions for similar uses to be filed over the next two years. In addition to district boundary amendments, the Commission staff also will process approximately 1,200 verbal and written requests for boundary interpretations involving lands statewide.

During FY10, the LUC approved petitions that will produce substantial amounts of affordable housing. The Kona Kamakana Village project alone, approved in November, 2010, will include a minimum of 1,188 affordable homes while also creating thousands of jobs in West Hawaii. The LUC's activities also involved the preservation of natural, historical, and cultural resources as well as the development of uses that diversified the State and local economy, created jobs, increased State and county revenues, and attracted new economic activity.



Vision:

The LUC will continue its active implementation of the State's Constitutional mandate to identify and protect Important Agricultural Land (IAL). To date, 89,859 acres of land in Hawaii have been designated as IAL by virtue of the LUC issuance of Declaratory Rulings.

The Commission will also seek ways to more quickly process land use boundary change petitions consistent with its legal mandate to determine the best uses of the land in the public interest through implementation of the State Land Use Law.

For further information, call: (808) 587-3822, or visit: [Land Use Commission](#)

Small Business Regulatory Review Board

The Small Business Regulatory Review Board is the watchdog for small business within the Hawaii state government. Based on comments from small businesses, the board recommends to the Hawaii state legislature and State agencies that they review and modify overly burdensome regulations. The board also evaluates State agencies' responsiveness to small business and reports these findings to the legislature.

For further information, please call (808) 586-2594.



Department of Business, Economic Development & Tourism

Statement of Operating Appropriations, Expenditures, and Encumbrances

For the Period July 1, 2010 - June 30, 2011

General Funds	Adjusted			Expenditures &	
	<u>Appropriations</u>	<u>Restrictions</u>		<u>Encumbrances</u>	<u>Balance</u>
<u>BED 100 Strategic Marketing & Support</u>					
Strategic Marketing and Support Division	727,475			723,906	3,569
<u>BED 103 Statewide Land Use Management</u>					
Land Use Commission	450,263			401,165	49,098
<u>BED 105 Creative Industries</u>					
Creative Industries Division	471,147			427,062	44,085
<u>BED 120 Strategic Industries</u>					
Strategic Industries Division	334,134			334,025	109
<u>BED 130 Economic Planning & Research</u>					
Research and Economic Analysis Division	765,328		40,000	670,980	54,348
<u>BED 142 General Support for Econ. Development</u>					
Office of the Director & Admin. Services Office	1,198,463		24,559	1,154,312	19,592
<u>BED 143 High Technology Development Corp.</u>					
High Technology Development Corporation	779,709			685,540	94,169
<u>BED 144 Statewide Planning & Coordination</u>					
Office of Planning	<u>1,060,383</u>		<u>50,000</u>	<u>976,256</u>	<u>34,127</u>
Total General Funds	<u>5,786,902</u>	<u>114,559</u>		<u>5,373,246</u>	<u>299,097</u> (1)



Special & Revolving Funds	Adjusted Appropriations	Restrictions	Expenditures & Encumbrances	Balance
<u>BED 107 Foreign Trade</u>				
Foreign Trade Zone Special Fund	1,958,644		1,656,352	302,292
<u>BED 113 Tourism</u>				
Tourism Special Fund	86,947,027		79,139,495	7,807,532
Convention Center Enterprise Special Fund	<u>53,992,526</u>	-	<u>49,751,257</u>	<u>4,241,269</u>
BED 113 Total	140,939,553	-	128,890,752	12,048,801
<u>BED 120 Strategic Industries</u>				
Energy Security Special Fund	5,735,300		1,146,664	4,588,636
Renewable Energy Facility Siting Special Fund	<u>1,750,000</u>	-	-	<u>1,750,000</u>
BED 120 Total	7,485,300	-	1,146,664	6,338,636
<u>BED 143 High Technology Development Corp.</u>				
High Technology Special Fund	3,752,803		588,318	3,164,485
<u>BED 145 Hawaii Strategic Development Corporation</u>				
Hawaii Strategic Development Revolving Fund	4,205,197		116,621	4,088,576
Hydrogen Investment Capital Special Fund	<u>2,608,516</u>	-	<u>3,811</u>	<u>2,604,705</u>
BED 145 Total	6,813,713	-	120,432	6,693,281
<u>BED 146 Natural Energy Laboratory of HI Authority</u>				
Natural Energy Laboratory of HI Authority Special Fund	7,576,051		3,812,223	3,763,828
<u>BED 150 Hawaii Community Development Authority</u>				
HI Community Development Authority Revolving Fund	669,539		544,300	125,239
Kalaeloa Community Dev. District Revolving Fund	<u>376,961</u>	-	<u>255,675</u>	<u>121,286</u>
BED 150 Total	1,046,500	-	799,975	246,525
Total Special & Revolving Funds	<u>169,572,564</u>	-	<u>137,014,716</u>	<u>32,557,848</u>
Total Funds (4)	<u>175,359,466</u>	<u>114,559</u>	<u>142,387,962</u>	<u>32,856,945</u>

Notes:

- (1) Represents the unrestricted general fund balances that lapsed at June 30.
- (2) Reflects the appropriated portion of the HCDA Revolving Funds.
- (3) Represents the special fund unexpended appropriation balance at June 30.
- (4) Statement does not include DBEDT's loan revolving funds, the High Technology Revolving Fund, the Brownfield Cleanup Revolving Fund, and the appropriations of the Hawaii Housing Finance & Development Corporation. Also excludes federal, trust, and capital improvement appropriations.



**HAWAII
SMALL BUSINESS
REGULATORY REVIEW
BOARD
ANNUAL REPORT SUMMARY**

Review of Administrative Rules, Legislation

and

Rules Requested by Small Business

In Compliance with

Chapter 201M

Hawaii Revised Statutes

January 2011 - December 2011

HAWAII SMALL BUSINESS REGULATORY REVIEW BOARD

ANNUAL REPORT SUMMARY 2011

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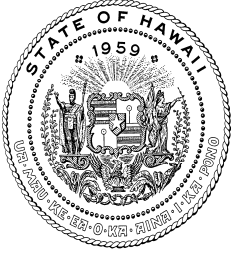
Section I

MESSAGE FROM DIRECTOR



It gives me great pleasure, as the Director of the Department of Business, Economic Development and Tourism, to thank the members for their continued service of the Small Business Regulatory Review Board. The dedicated work of the Board continues to be an essential part of the rule-review process in order to lessen the regulatory burden on the small business community.

Richard C. Lim



SMALL BUSINESS REGULATORY REVIEW

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Oahu

Richard Schnitzler
Second Vice Chair
Hawaii

Bruce E. Bucky
Oahu

Peter Yukimura
Kauai

David S. De Luz, Jr.
Hawaii

Howard West
Oahu

Chu Lan Shubert-Kwock
Oahu

MESSAGE FROM THE CHAIR



Sharon L. Pang

Looking back at 2011 and the work done by the members of the Small Business Regulatory Review Board makes me immensely proud to be part of this hardworking group. On behalf of our members, I thank the State agencies for the submission of proposed amended and newly created rules for this Board's review. I believe that all the members will acknowledge that rulemaking can cause tremendous financial impacts on the business community and that we have an important role in mitigating those impacts.

SMALL BUSINESS REGULATORY REVIEW BOARD

OVERVIEW

Members of the Small Business Regulatory Review Board are pleased to provide the Annual Summary for the period of January 2011 through December 2011, pursuant to the Hawaii Small Business Regulatory Flexibility Act, Chapter 201M, Hawaii Revised Statutes (HRS).

[201M-5] Small business regulatory review board; powers

(f) The board shall submit an annual report to the legislature twenty days prior to each regular session detailing any requests from small business owners for review of any rule adopted by a state agency, and any recommendations made by the board to any agency or the legislature regarding the need for a rule change or legislation. The report shall also contain a summary of the comments made by the board to agencies regarding its review of proposed new or amended rules.

ANNUAL SUMMARY

SMALL BUSINESS REGULATORY FLEXIBILITY ACT

The Small Business Regulatory Review Board was established on July 1, 1998, with the passage of the Small Business Regulatory Flexibility Act, pursuant to Act 168. Subsequently, the role of the Board has been codified in Chapter 201M, HRS, as amended. (Appendix 1)

SMALL BUSINESS REGULATORY REVIEW BOARD MEMBER COMPOSITION AND RESPONSIBILITY

Statutorily, the Board is comprised of eleven current or former owners or officers of businesses from across the State. It is administratively attached to the Department of Business, Economic Development and Tourism (DBEDT) and has responsibility for providing recommendations to State agencies on new and amended administrative rules that directly impact small business. The Board is also charged with reviewing existing rules upon request from small business owners or at the Board's initiative. For requests regarding County rules, the Board may make recommendations to County Council or the Mayors for appropriate action.

In addition to reviewing rules and regulations, members volunteer their time attending State agency meetings, making presentations by performing outreach activities to small business organizations, and testifying on legislation. The Board also has the power to solicit testimony from the public regarding any reports submitted by State agencies.

As an effective and efficient means of review, each member is assigned to one or more State agency as a "discussion leader," and is responsible for the initial review

of the administrative rules of that State agency prior to consideration by the full Board. Since its inception, the Board has had several new members and re-appointees. As of December 2011, the Board was operating with eight members. (Appendix 2)

ADMINISTRATIVE RULE REVIEW

Since its inception, the Board reviewed a total of 531 sets of proposed new and amended administrative rules. The results are categorized in Appendix 3. From January 2011 through December 2011, the Board reviewed and made recommendations on 50 sets of new and amended rules, both pre- and post-public hearing. A summary of each rule is categorized below.

Office of the Lieutenant Governor

No key matters of small business impact have been noted.

Department of Accounting & General Services

HAR Chapter 3-120.4, “Procurements Exempt from Chapter 103D,” HAR Chapter 3-124, “Preferences, Subchapter 1, Hawaii Products,” HAR Section 3-125-13, “Price Adjustment in Construction Contracts”

Comment – As one of the Board members recused themselves from participating due to a conflict of interest, there were an insufficient number of members present to take action on this item.

Department of Agriculture

HAR Chapter 4-72, “Plant and Non-Domestic Animal Quarantine, Plant Intrastate Rules, “HAR Section 4-72-12,

Restrictions on Coffee, HAR Section 4-72-4.5, “Designation of Infested Areas,” HAR Section 4-72-4, “Prohibited Transportation,” HAR Section 4-72-8, “Restrictions on Harboring, Breeding, etc, of Pets,” and HAR Section 4-72-11, “Restrictions on Banana”

Comment – The Board unanimously agreed to send these proposed rules to public hearing.

Department of Attorney General

HAR Chapter 5-24, “Fees for Hawaii Criminal Justice Data Center Services”

Comment – The Board recommended that the Governor approve the department’s request to send the proposed amendments to public hearing.

HAR Chapter 5-25, “Covered Offender Registration”

Comment – The Board recommended that the Governor approve the department’s request to send the proposed amendments to public hearing.

Department of Budget & Finance / Public Utilities Commission

Budget & Finance – No key matters of small business impact have been noted.

Public Utilities Commission

HAR Chapter 6-83, “Hawaii One Call Center Subsurface Installation Damage Prevention Program”

Comment – The Board recommended that the Governor approve the department’s request to send the proposed amendments to public hearing.

Department of Business, Economic Development & Tourism

Adoption of Chapter 15-217, “Relating to the Kakaako Community Development District Mauka Area,” and HAR Chapter 15-218, “Relating to Kakaako Reserved Housing,” and repeal of HAR Chapter 15-22, “Relating to the KCDD Mauka Area Rules”

Comment – The Board recommended that the Governor be sent a memo in support of sending the proposed amendments to public hearing, and after public hearing the Board recommended that the proposed rules proceed to the Governor for adoption.

Adoption of Chapter 15-215, “Kalaeloa Community Development District Rules” and Chapter 15-216, “Kalaeloa Community Development District Reserved Housing Rules,” and repeal of HAR Chapter 15-200, “Rules for Health and Safety within the Kalaeloa Community Development District”

Comment – The Board recommended that the Governor be sent a memo in support of sending the proposed amendments to public hearing.

HAR Chapter 15-320, “Low Income Housing Tax Credit Loan Program”

Comment – The Board recommended that the Governor approve the department’s request to send the proposed new rules to public hearing.

HAR Chapter 15-16 (repeal), and adoption of Chapter 15-219, “Relating to Rules of Practice and Procedure”

Comment – The Board recommended that the proposed rules proceed to the Governor for adoption.

Department of Commerce & Consumer Affairs

HAR Chapter 16-23, “Motor Vehicle Insurance Law”

Comment – This item was not taken up at the meeting.

**HAR Chapter 16-53, “Relating to Condominium Property
Regimes Fees”**

Comment – The Board recommended that the rules proceed to public hearing.

**HAR Chapter 16-71 “Relating to Certified Public Accounts and
Public Accounts”**

Comment – The Board recommended that the Governor approve the department’s request to send the proposed amendments to public hearing.

HAR Chapter 16-88, “Relating to Naturopaths”

Comment – The Board recommended that a memo be sent recommending that the Governor approve the department’s request to adopt the proposed amendments, after public hearing.

**New Subchapter 11, Section 16-88-80 “Code of Ethics,” and
Section 16-88-81, “Standards of Practice and Care”**

Comment – The Board supported the department’s request to send the proposed new rules to public hearing.

**HAR Chapter 16-97, “Relating to Private Detectives and
Guards”**

Comment – The Board recommended sending a memo to the Governor approving the department’s request to adopt the proposed amendments.

HAR Chapter 16-169, “Actuarial Opinion and Memorandum”

Comment – The Board recommended that the rules proceed to public hearing, and after public hearing, although DCCA need not physically come back to this Board, a small business statement after public hearing was requested.

HAR Chapter 16-171, “Miscellaneous Insurance Rules”

Comment – The Board recommended that the rules proceed to public hearing, and after public hearing although DCCA need not physically come back a Board meeting, a small business statement after public hearing was requested.

Department of Defense

No key matters of small business impact have been noted.

Department of Education

HAR Chapter 8-54, “Teaching Licensing Standards”

Comment – It was indicated that there is no business impact.

Department of Hawaiian Home Lands and the Office of Hawaiian

Affairs

No key matters of small business impact have been noted.

Department of Health

HAR Chapter 11-20, “Rules Relating to Potable Water Systems”

Comment – No action was taken on these post public hearing rules.

HAR Chapter 11-60.1, “Air Pollution Control,” Section 11-60.1-5,

“Open Burning”

Comment – This item was not taken up at the meeting.

HAR Chapter 11-94, “Skilled Nursing, Intermediate Care

Facilities, Nursing Facilities”

Comment – The Board recommended that the Governor support sending the proposed amendments to public hearing. In addition, the Board recommended that the department provide a timeline for notifying businesses of its applications’ completeness in future rule amendments.

HAR Chapter 11-218, “Communication Access Services for Persons who are Deaf, Hard of Hearing, and Deaf-Blind”

Comment – The Board supported the Governor’s decision to proceed to public hearing. After public hearing the Board took no action as the rules were adopted.

HAR Subchapter 3, 11-60.1, “Open Burning,” and Subchapter 10, “Field Citations”

Comment – The Board recommended that the Governor approve the department’s request to send the proposed amendments to public hearing.

HAR Chapter 11-65, “Environmental State Revolving Loan Funds”

Comment – The Board recommended that the Governor approve the department’s request to send the proposed amendments to public hearing.

Department of Human Resources Development

No key matters of small business impact have been noted.

Department of Human Services

HAR Chapter 17-676, “Relating to the Income Family Assistance Programs,” HAR Sections 17-656.2, “Other Family Assistance Programs,” Section 17-676.55, “Earned Income disregard reimbursement to reward work in the TANF program”

Comment – No action was taken at the meeting.

HAR Chapter 17-1727, “Hawaii Health QUEST, QUEST-Net” and HAR

Chapter 17-1728, “QUEST-Adult Coverage Expansion (ACE)”

Comment – The Board recommended that a memo be sent to the department to proceed to public hearing.

HAR Chapter 17-1745, “Death Payments Program”

Comment – The Chair reported that the proposed amendments had no perceivable small business impact and were not subject to Board discussion and review.

HAR Chapter 17-1443, “State-Approved Feeding Assistant Training

Program,” HAR Chapter 17-1444, “Nurse Aide Training and Competency

Evaluation Program,” and HAR Chapter 17-1445, “Recertification of

Nurse Aides in State-Licensed or State-certified Health Care Settings”

Comment – The Board recommended that for Chapters 17-1443 and 17-1444, the Governor approve the department’s request to send the proposed new rules to public hearing. For Chapter 17-1445, the Board recommended that the department engage a broader population of stakeholders for feedback prior to coming back to this Board to request approve to send the proposed new rules to public hearing. Subsequently, the Board re-reviewed the rules along with the small business impact statement but deferred comment until an upcoming meeting to be held in 2012.

HAR Chapter 16-2021, “Grievance Procedure”

Comment – This item was not taken up at the meeting.

Department of Labor & Industrial Relations

HAR Chapter 12, Subtitle 8, “Hawaii Occupational Safety and Health”

Comment – The Board unanimously agreed to send these proposed rules to public hearing.

HAR Chapter 12-12, “Prepaid Health Care Act”

Comment – The Chair reported that the proposed amended rule had neither a perceivable small business impact nor a positive impact and was not subject to the Board’s discussion or review.

HAR Chapter 12-12-10, “Workers Compensation Law, HAR Chapter 12-14-36, “Workers’ Compensation Medical Fee Schedule, and HAR Chapter 12-12-15, “Vocational Rehabilitation Rules”

Comment – The Chair reported that the proposed new and amended rule had neither a perceivable small business impact nor a positive impact and was not subject to the Board’s discussion or review.

HAR Sections 12-12-60, 12-12-61, and 12-12-63, “Prepaid Health Care Act”

Comment – The Chair reported that the proposed amended rule had neither a perceivable small business impact nor a positive impact and was not subject to the Board’s discussion or review.

HAR Chapter 12-46, Subchapter 9, “Disability Discrimination”

Comment – The Board recommended that the Governor approve the department’s request to send the proposed amendments to public hearing.

Department of Land & Natural Resources

HAR Chapter 13-230, “General Provisions,” Chapter 13-231, “Operations of Boats,” Chapter 13-233, “Small Boat Harbors and Permits,” Chapter 13-256, “Motor Vehicle and Parking Rules,” and adoption of Chapter 13-256 (various chapters) “Ocean Recreation Management Rules”

Comment – The Board recommended sending a memo to the Governor approving DLNR’s request to send the proposed amendments to public hearing, noting the Board’s opposition to Chapter 13-231-26 (f), which substitutes “shall” with “may” when addressing the issue of “live aboards” at the Ala Wai and Keehi Small Boat Harbors.

HAR Chapter 13-231 “Operations of Boats,” and Chapter 13-233, “Motor Vehicle and Parking Rules, and Chapter 13-256, “Ocean Recreation Management Rules”

Comment – The Board recommended a memo be sent to the Governor to approve the department’s request to adopt the proposed amendments, after public hearing. The Board also requested that the Division of Boating and Ocean Recreation provide written policies regarding the department and County permits.

HAR Chapter 13-256, “Ocean Recreation Management Rules”

Comment – The Board recommended sending a memo to the Governor to approve the department’s request to go to public hearing on the proposed amendments.

HAR Chapter 13-230, 231, 234, 244 “Ocean Recreation and Coastal Areas, Parts I and II”

Comment – The Board recommended the rules move forward to public hearing with the caveat that DLNR consider: 1) administrative changes regarding the National Association of State Boating Law Administrators course; 2) alternative means as to whether a boater must carry a certificate or if an on-line verification process can be accomplished; 3) incremental fee increases over a period of time.

HAR Chapter 13-5, “Conservation District”

Comment – No commentary was made by the Board before public hearing. After public hearing, this item was not taken up at the meeting.

Department of Public Safety

No key matters of small business impact have been noted.

Department of Taxation

HAR Chapter 18-231, Sections 231-91-01 through 231-100-01, “Cash Economy Enforcement”

Comment – The Board recommended that the Governor approve the department’s request to send the proposed amendments to public hearing.

Department of Transportation

HAR Chapter 19-122 “Rules Relating to the Examination of Applicants for Issuance and Renewal of Motor Vehicle Driver’s Licenses and Instruction Permits”

Comment – The Chair reported that the proposed amendments had no perceivable small business impact and was not subject to Board discussion and review.

University of Hawaii

No key matters of small business impact have been noted.

Counties

City and County of Honolulu

No key matters of small business impact have been noted.

County of Maui

No key matters of small business impact have been noted.

County of Hawaii

No key matters of small business impact have been noted.

County of Kauai

“Fixing Rates for the furnishing of Water Service in the County of Kauai”

Comment: The Board recommended that the Mayor approve the Kauai Department of Water’s request to send the proposed amendments to public hearing.

“Legal Practice and Procedure for Hearings conducted by a Hearings Officer Appointed under the Authority of the County Engineer”

Comment: The Board recommended that the Mayor approve the Department of Public Works’ request to send the proposed amendments to public hearing.

“Relating to the use of Parks and Park Facilities by Commercial Peddlers and Concessionaires in the County of Kauai”

Comment: The Board recommended that the Mayor approve the Department of Parks & Recreations’ request to send the proposed amendments to public hearing.

“Special Management Area Rules and Regulations”

Comment: The Board recommended that the Mayor approve the Planning Commission’s request to send the proposed amendments to public hearing.

Department of Water – County of Kauai

“Part IV of Rules and Regulations of the Kauai County Department of Water – Section I General Use Rates, Section III – Agricultural Rates, Section V – Private Fire Service Charges, Section VI – Public Fire Service Charges, Section X – Cost of Power Adjustment Clause”

Comment: The Board unanimously recommended that the proposed rules proceed to public hearing. The Board also recommended that the full supporting financial documentation of the proposal be provided to the Review Board, and that the Department of Water provide and present a “small business statement after public hearing” to the Board after public hearing.

BOARD LEGISLATIVE ACTIVITY

Since its inception, the Board has supported legislation by submitting testimony on bills of interest to small business. The Board continues to monitor legislation with both positive and negative impacts on small business. See “Legislative Review” at the end of this report for specific legislation the Board followed during the 2011 session.

SMALL BUSINESS IMPACT STATEMENT *and* GOVERNOR’S

ADMINISTRATIVE DIRECTIVE NO. 09-01

Under Section 201M-2, HRS, State agencies that want to adopt new or modified administrative rules that have an impact on small business must submit to the Board a small business impact statement showing the economic impact on those businesses. As a result, the Board reviews the small business impact

statements and the Governor's Administrative Directive (AD), while working with the rule-drafting agencies on behalf of the small business community.

On October 29, 2009, AD 09-01 (Appendix 4) was issued to update the policy and procedures by which State departments and agencies request Governor's approval for a public hearing of any proposed adoption, amendment or repeal of administrative rules developed under Chapter 91, HRS.

STRATEGIC PLAN

The Board has met annually to re-establish what it stands for and to set clearly defined strategic goals for the upcoming year. In 2011, the Board reserved holding a strategic meeting due to the new Administration and until new Board members are appointed.

REGALERT

In 2008, RegAlert, a small business regulatory alert system, was created in an effort to reduce the regulatory burden on Hawaii small businesses. It allows the Review Board to serve as the "voice of small business" on both new and proposed administrative rules directly to the rule-making State and County agencies. Through RegAlert, business owners are able to keep apprised of proposed rule changes on selected rules and are given an opportunity to provide input to the agencies promulgating proposed and amended rules through the Review Board.

RegAlert is intended to assist small businesses by empowering Hawaii's small business community to become more involved in the regulatory process and to provide business owners with the ability to comment on proposed State and County rules and regulations that affect them. It is also intended to assist this Board in

responding to State and County agencies by acquiring valuable feedback from small businesses affected by the proposed rules.

RegAlert partners include Maui Chamber of Commerce, Chamber of Commerce of Hawaii, The National Federation of Independent Business, Smart Business Hawaii aka Small Business Hawaii, Kauai Chamber of Commerce, Hawaii Island Chamber of Commerce, and Kauai Japanese Chamber of Commerce, The Legislative Center, Inc., Legislative Information Services of Hawaii, Organizations Management, LLC; Hawaii Island Economic Development Board, Inc., Honolulu Japanese Chamber of Commerce, and Realtors Association of Maui, Inc.

There was no activity on RegAlert in 2011.

PROJECTS AND ACTIVITIES

The following activities were performed throughout 2011.

- **Election of Officers** – Pursuant to 201M-5 (c), “a majority of the board shall elect the chairperson. The chairperson shall serve a term of not more than one year, unless removed earlier by a two-thirds vote of all members to which the board is entitled.” There have been no elections of officers since June 2010 when Sharon L. Pang was elected Chair. Mr. Charles Au, Vice Chairperson, and Mr. Richard Schnitzler, Second Vice Chairperson, were elected in June 2009.

- **Member Nominations and Recruitment** – The Board continues to actively recruit new members pursuant to Section 201M-5 (b), “nominations to fill vacancies shall be made from names submitted by the review board.” Further, “the appointments shall reflect representation of a variety of businesses in the State; provided that no

more than two members shall be representatives from the same type of business, and that there shall be at least two representatives from each county.”

To date, the Board has three vacancies; two from the Island of Maui and one from Kauai.

- **Communications Plan**

In keeping in-line with the Board’s communications plan created by Hastings & Pleadwell in 2007, the Board continues to strive to position itself as an experienced and responsible asset in the eyes of the Hawaii business community.

During 2011, Board members have not made any formal presentations.

- **Website** - The Board continually updates its website. See - www.hawaii.gov/dbedt/business/start_grow/small-business-info/sbrrb.

- **Press Releases and Articles** – No press releases or articles during 2011 were found that referenced the Board.

ADMINISTRATIVE RULE REVIEW
REQUESTED BY SMALL BUSINESS

During 2011, the Board was not approached by small business owners in accordance with Section 201M-5(f), HRS, regarding requests for review of any rule adopted by a state agency.

Section II

LEGISLATIVE REVIEW

The Board provided testimony on the following bills during the 2011 session.

1. **House Bill 980, HD1 SD1 “Relating to the Small Business Regulatory Review Board”**

Background: The purpose of this measure was to transfer the small business regulatory review board from the department of business, economic development, and tourism to the department of commerce and consumer affairs; it authorizes the expenses of the board to be funded from the compliance resolution fund; and it requires that each agency to notify the board on an annual basis of any rules to be amended or repealed to reflect statutory amendment or repeal.

Board Recommendation: The Board initially supported this measure prior to the proposed transfer to the department of commerce and consumer affairs. The Board did not provide testimony.

Status: The measure crossed-over to the Senate and was subsequently deferred at the Ways and Means Committee.

2. **Senate Bill 1498, SD2, “Relating to the Small Business Regulatory Review Board”**

Background: The purpose of this measure was to require each state agency with rules affecting small businesses to submit an annual report to the Small Business Regulatory Review Board regarding the statutory changes that impact these rules and the status of each amended or new rule for which adoption is pending. The measure also required the Governor to direct state agencies to work with the Board to develop internal processes to expedite rulemaking actions due to a change in applicable law.

The measure further transferred the Small Business Regulatory Review Board from the department of business, economic development, and tourism to the department of commerce and consumer affairs.

Recommendation: The Board did not support this measure and did not provide testimony.

Status: The measure crossed-over to the House and was subsequently deferred at the Consumer Protection & Commerce Committee.

Appendix

1. Chapter 201M, Hawaii Revised Statutes
2. Board Member Listing
3. Administrative Rules Reviewed Matrix
4. Administrative Directive No. 09-01

1. Chapter 201M, Hawaii Revised Statutes

CHAPTER 201M

SMALL BUSINESS REGULATORY FLEXIBILITY ACT

Section

- 201M-1 Definitions
- 201M-2 Determination of small business impact; small business impact statement
- 201M-3 Small business statement after public hearing
- 201M-4 Advisory committee on small business; consultation process for proposed rules
- 201M-5 Small business regulatory review board; powers
- 201M-6 Petition for regulatory review
- 201M-7 Periodic review; evaluation report
- 201M-8 Waiver or reduction of penalties
- 201M-9 Executive order

§201M-1 Definitions. As used in this chapter, unless the context clearly requires otherwise:

"Advisory committee" means an advisory committee on small business as established in section 201M-4.

"Affected small businesses" or "affects small business" means any potential or actual requirement imposed upon a small business through an agency's proposed or adopted rule that will cause a direct and significant economic burden upon a small business, or is directly related to the formation, operation, or expansion of a small business.

"Agency" means each state or county board, commission, department, or officer authorized by law to make rules, except those in the legislative or judicial branches.

"Board" means the small business regulatory review board.

"Rule" shall have the same meaning as in section 91-1.

"Small business" means a for-profit enterprise consisting of fewer than one hundred full-time or part-time employees. [L 1998, c 168, pt of §2, §5; am L 2002, c 202, §§2, 5; am L 2007, c 217, §2]

§201M-2 Determination of small business impact; small business impact statement. (a) Prior to submitting proposed rules for adoption, amendment, or repeal under section 91-3, the agency shall determine whether the proposed rules affect small business, and if so, the availability and practicability of less restrictive alternatives that could be implemented. This section shall not apply to emergency rulemaking.

(b) If the proposed rules affect small business, the agency shall consider creative, innovative, or flexible methods of compliance for small businesses

and prepare a small business impact statement to be submitted with the proposed rules to the departmental advisory committee on small business and the board when the rules are essentially complete and before the rules are submitted to the governor for approval for public hearing. The statement shall provide a reasonable determination of the following:

- (1) The businesses that will be directly affected by, bear the costs of, or directly benefit from the proposed rules;
- (2) Description of the small businesses that will be required to comply with the proposed rules and how they may be adversely affected;
- (3) In dollar amounts, the increase in the level of direct costs such as fees or fines, and indirect costs such as reporting, recordkeeping, equipment, construction, labor, professional services, revenue loss, or other costs associated with compliance;
- (4) The probable monetary costs and benefits to the implementing agency and other agencies directly affected, including the estimated total amount the agency expects to collect from any additionally imposed fees and the manner in which the moneys will be used;
- (5) The methods the agency considered or used to reduce the impact on small business such as consolidation, simplification, differing compliance or reporting requirements, less stringent deadlines, modification of the fines schedule, performance rather than design standards, exemption, or any other mitigating techniques;
- (6) How the agency involved small business in the development of the proposed rules; and
- (7) Whether the proposed rules include provisions that are more stringent than those mandated by any comparable or related federal, state, or county standards, with an explanation of the reason for imposing the more stringent standard.

(c) When a proposed rule includes provisions that are more stringent than those mandated by any comparable or related federal, state, or county standards, the agency shall, in addition to the information required by subsection (b), include in the small business impact statement information comparing the costs and benefits of the standard set by the proposed rule to the costs and benefits of the standard under the comparable or related federal, state or county law. The agency shall also include an explanation of its decision to impose the higher

standard. The agency's comparison and justification shall include:

- (1) A description of the public purposes to be served by imposing the standard under the proposed rule;
 - (2) The text of the related federal, state, or county law, including information about the purposes and applicability of the law;
 - (3) A comparison between the proposed rule and the related federal, state, or county law, including a comparison of their purposes and of the standards and their application and administration;
 - (4) A comparison of the monetary costs and benefits to the implementing agency and other agencies directly affected, of imposing the proposed standard, with the costs and benefits of imposing or deferring to the related federal, state or county standard, as well as a description of the manner in which any additional fees derived from imposition of the proposed standard are to be used; and
 - (5) A comparison of the adverse effects on small businesses of the standard imposed by the proposed rule, with the adverse effects on small business of the related federal, state, or county standard.
- (d) This chapter shall not apply to proposed rules adopted by an agency to implement a statute or ordinance that does not require an agency to interpret or describe the requirements of the statute or ordinance, such as federally-mandated regulations that afford the agency no discretion to consider less restrictive alternatives. [L 1998, c 168, pt of §2, §5; am L 2002, c 202, §5; am L 2007, c 217, §3; am L 2008, c230, §3]

[\$201M-3] Small business statement after public hearing.

For any proposed rules that affect small business, the agency shall also submit a small business statement to the small business regulatory review board and the departmental advisory committee on small business after the public hearing is held. This section shall not apply to emergency rules. The small business statement required by this section shall provide the following information:

- (1) A description of how opinions or comments from affected small business were solicited, a summary of the public and small business comments, and a summary of the agency's response to those comments;
- (2) The number of persons who:
 - (A) Attended the public hearing;
 - (B) Testified at the hearing; and

- (C) Submitted written comments; and
- (3) If there was a request to change the proposed rule at the hearing in a way that affected small business, a statement of the reasons for adopting the proposed rule without the requested change. [L 1998, c 168, pt of §2, §5; am L 2002, c 202, §5]

[§201M-4] Advisory committee on small business; consultation process for proposed rules. (a) There may be established within and administratively attached to every department of the State or county whose rules affect small business activities, an advisory committee on small business. The advisory committee shall consist of three or more odd number of members appointed by the department and may advise more than one department. The department shall have the authority to appoint members to the advisory committee and to fill any vacancies. The members shall serve on a volunteer basis and have experience or knowledge of the effect of regulation by those departments on the formation, operation, or expansion of a small business. No person shall serve on the small business regulatory review board and an advisory committee on small business concurrently. The advisory committees shall not be subject to the requirements of chapter 91.

(b) When the agency is proposing rules that affect small business, the agency may consult with the administratively attached departmental advisory committee on small business regarding any matter related to the proposed rules prior to complying with the rulemaking requirements provided in chapter 91. Each agency shall develop its own internal management procedures for soliciting comments during the drafting of proposed rules from affected small businesses. The agency may develop creative procedures for the solicitation of comments from affected small businesses during the drafting or development of proposed rules.

(c) If necessary, any group or members of affected small businesses may also be consulted by the agency to formulate the relevant language, develop criteria, and provide any other expertise to ensure that the proposed rules will be drafted in a manner that will protect the public health, welfare, and safety without placing an undue and significant burden upon small business. [L 1998, c 168, pt of §2, §5; am L 2002, c 202, §5]

§201M-5 Small business regulatory review board; powers.

(a) There shall be established within the department of business, economic development, and tourism, for administrative purposes, a small business regulatory review board to review any proposed new or amended rule or to consider any request from

small business owners for review of any rule adopted by a state agency and to make recommendations to the agency or the legislature regarding the need for a rule change or legislation. For requests regarding county ordinances, the board may make recommendations to the county council or the mayor for appropriate action.

(b) The board shall consist of eleven members, who shall be appointed by the governor pursuant to section 26-34. Nominations to fill vacancies shall be made from names submitted by the review board. The appointments shall reflect representation of a variety of businesses in the State; provided that no more than two members shall be representatives from the same type of business, and that there shall be at least two representatives from each county.

(c) All members of the board shall be either a current or former owner or officer of a business and shall not be an officer or employee of the federal, state, or county government. A majority of the board shall elect the chairperson. The chairperson shall serve a term of not more than one year, unless removed earlier by a two-thirds vote of all members to which the board is entitled.

(d) A majority of all the members to which the board is entitled shall constitute a quorum to do business, and the concurrence of a majority of all the members to which the board is entitled shall be necessary to make any action of the board valid.

(e) In addition to any other powers provided by this chapter, the board may:

- (1) Adopt any rules necessary to implement this chapter;
- (2) Organize and hold conferences on problems affecting small business; and
- (3) Do any and all things necessary to effectuate the purposes of this chapter.

(f) The board shall submit an annual report to the legislature twenty days prior to each regular session detailing any requests from small business owners for review of any rule adopted by a state agency, and any recommendations made by the board to an agency or the legislature regarding the need for a rule change or legislation. The report shall also contain a summary of the comments made by the board to agencies regarding its review of proposed new or amended rules. [L 1998, c 168, pt of §2, §5; am L 2002, c 202, §§3, 5; am L 2007, c 217, §4]

§201M-6 Petition for regulatory review. (a) In addition to the basis for filing a petition provided in section 91-6, any affected small business may file a written petition with the agency that has adopted the rules objecting to all or part of

any rule affecting small business on any of the following grounds:

- (1) The actual effect on small business was not reflected in, or significantly exceeded, the small business impact statement submitted prior to the adoption of the rules;
- (2) The small business impact statement did not consider new or significant economic information that reveals an undue impact on small business;
- (3) These impacts were not previously considered at the public hearing on the rules;
- (4) The rules create an undue barrier to the formation, operation, and expansion of small businesses in a manner that significantly outweighs its benefit to the public;
- (5) The rules duplicate, overlap, or conflict with rules adopted by another agency or violate the substantive authority under which the rules were adopted; or
- (6) The technology, economic conditions, or other relevant factors justifying the purpose for the rules have changed or no longer exist.

(b) Upon submission of the petition, the agency shall forward a copy of the petition to the board, as notification of a petition filed under this chapter. The agency shall promptly consider the petition and may seek advice and counsel regarding the petition from the appropriate departmental advisory committee on small business. Within sixty days after the submission of the petition, the agency shall determine whether the impact statement or the public hearing addressed the actual and significant impact on small business. The agency shall submit a written response of the agency's determination to the small business review board within sixty days after receipt of the petition. If the agency determines that the petition merits the adoption, amendment, or repeal of a rule, it may initiate proceedings in accordance with section 91-3.

(c) If the agency determines that the petition does not merit the adoption, amendment, or repeal of any rule, any affected small business may seek a review of the decision by the board. The board shall promptly convene a meeting pursuant to chapter 92 for the purpose of soliciting testimony that will assist in its determination whether to recommend that the agency initiate proceedings in accordance with section 91-3. The board may base its recommendation on any of the following reasons:

- (1) The actual effect on small business was not reflected in, or significantly exceeded, the impact statement submitted prior to the adoption of the rules;

- (2) The impact statement did not consider new or significant economic information that reveals an undue impact on small business;
- (3) These impacts were not previously considered at the public hearing on the rules;
- (4) The rules create an undue barrier to the formation, operation, and expansion of small businesses in the State in a manner that significantly outweighs its benefit to the public;
- (5) The rules duplicate, overlap, or conflict with rules adopted by another agency or violate the substantive authority under which the rules were adopted; or
- (6) The technology, economic conditions, or other relevant factors justifying the purpose for the rules have changed or no longer exist.

(d) If the board recommends that an agency initiate rulemaking proceedings for any reason provided in subsection (c), it shall submit to the legislature an evaluation report and the agency's response as provided in subsection (b). The legislature may subsequently take any action in response to the evaluation report and the agency's response as it finds appropriate.

(e) If the board does not recommend that an agency initiate rulemaking proceedings, the board shall notify the small business of its decision and inform the small business that the small business may submit a complaint to the ombudsman pursuant to chapter 96 regarding the decision of the agency or board.

(f) Nothing in this section shall entitle an affected small business to a contested case hearing under chapter 91. [L 1998, c 168, pt of §2, §5; am L 2002, c 202, §5; am L 2007, c 217, §5]

§201M-7 Periodic review; evaluation report. (a) Each agency having rules that affect small business shall submit by June 30 of each odd-numbered year, a list of those rules to the small business regulatory review board. The agency shall also submit a report describing the specific public purpose or interest for adopting the respective rules and any other reasons to justify its continued implementation.

(b) The small business regulatory review board shall provide to the head of each agency a list of any rules adopted by the agency that affect small business and have generated complaints or concerns, including any rules that the board determines may duplicate, overlap, or conflict with other rules, or exceed statutory authority. Within forty-five days after being notified by the board of the list, the agency shall submit

a written report to the board in response to the complaints or concerns. The agency shall also state whether the agency has considered the continued need for the rules and the degree to which technology, economic conditions, and other relevant factors may have diminished or eliminated the need for maintaining the rules.

(c) The board may solicit testimony from the public regarding any report submitted by the agency under this section at a public meeting held pursuant to chapter 92. Upon consideration of any report submitted by an agency under this section and any public testimony, the board shall submit an evaluation report to the next regular session of the legislature. The evaluation report shall include an assessment as to whether the public interest significantly outweighs a rule's effect on small business and any legislative proposal to eliminate or reduce the effect on small business. The legislature may take any action in response to the report as it finds appropriate. [L 1998, c 168, pt of §2, §5; am L 2002, c 202, §5; am L 2007, c 217, §6]

§201M-8 Waiver or reduction of penalties. (a) Except where a penalty or fine is assessed pursuant to a program approved, authorized, or delegated under a federal law, any agency authorized to assess civil penalties or fines upon a small business shall waive or reduce any penalty or fine as allowed by federal or state law for a violation of any statute, ordinance, or rules by a small business under the following conditions:

- (1) The small business corrects the violation within a minimum of thirty days after receipt of a notice of violation or citation; and
 - (2) The violation was unintentional or the result of excusable neglect; or
 - (3) The violation was the result of an excusable misunderstanding of an agency's interpretation of a rule.
- (b) Subsection (a) shall not apply:
- (1) When a small business fails to exercise good faith in complying with the statute or rules;
 - (2) When a violation involves willful or criminal conduct;
 - (3) When a violation results in serious health and safety impacts;
 - (4) To violations of chapters 6E, 180, 180C, 181, 182, 183, 183C, 183D, 186, 187A, 188, 188F, 189, 190, 190D, 195, 195D, 195F, 205, 205A, 340A, 340E, 341, 342B, 342C, 342D, 342E, 342F, 342G, 342H, 342I, 342J, 342L, and 342P;

(5) To violations of sections 200-9(b) and (c), 200-24(4), 200-37, and 200-38; or

(6) To violations of administrative rules promulgated pursuant to section 200-4(6); except for rules pertaining to matters listed in section 200-4(6)(A), (B), (C), and (D).

(c) An agency may adopt rules to implement the requirements of this section. [L 1998, c 168, pt of §2, §5; am L 2002, c 202, §5; am L 2004, c 206, §1]

[\$201M-9] Executive order. The governor may execute any executive order, memorandum, or directive necessary to implement any provision of this chapter. [L 1998, c 168, pt of §2, §5; am L 2002, c 202, §5]

2. Board Member Listing

Island	Member	Company	Address	Discussion Leader Assignments	E-Mail
Oahu	Sharon L. Pang (Chair)	Care Companions & Consulting	1400 Pensacola Street, Honolulu, HI 96822	Office of the Governor, Office of the Lieutenant Governor, Dept. of Accounting and General Services, Dept. of Human Services	carecompanions@aol.com
Oahu	Charles K. H. Au (Vice Chair)	ECA, LLP	598 Halekauwila Street, Honolulu, HI 96813	Dept. of the Atty General, Dept. of Education, Dept. of Taxation	Charles@eca-advisors.com
Hawaii	Richard Schnitzler (2nd Vice Chair)	Hamakua Macadamia Nut Co.	P. O. Box 44715, Kawaihae, HI 96743	Dept. of Agriculture, DLNR	Richard@hawnnut.com
Oahu	Bruce E. Bucky	Hildgund Jewelry	1188 Bishop Street, Suite 2305, Honolulu, HI 96813	DBEDT, Dept. of Human Resources Development, Dept. of Transportation	info@hildgund.com
Kauai	Peter Yukimura	Koa Trading Co.	P. O. Box 1031, Lihue, HI 96766	Dept. of Defense, Dept. of Public Safety	pmyuki@hawaiian.net
Hawaii	David S. De Luz, Jr.	Big Island Toyota	811 Kaneohe Avenue, Hilo, HI 96720	Dept. of Education, Dept. of Health (hospitals, facilities), Dept. of Labor & Industrial Relations, UH	djr@teamdeluz.com
Oahu	Chu Lan Shubert-Kwock	ABC Mortgage, and Chu Lan Properties	1181 Wanaka Street, Honolulu, HI 96818		clskwock@aol.com clskwock@gmail.com
Oahu	Howard West	Environmental Science International	354 Uluniu Street, Suite 304, Kailua, HI 96734	Public Utilities Commission, Dept. of Hawaiian Home Lands	HWest@esciencei.com

3. Administrative Rules Reviewed

	Month/Year	Support	Oppose	No Comment	Support w/Rec.	Sup. w/Res.	Support/Oppose	Pending
	FY 2000 to FY 2010	370	10	24	22	13	6	
FY 2011	Jul-10	3		2				
	Aug-10	3		1	1			
	Sep-10	0						
	Oct-10	12	2	5				
	Nov-10	0						
	Dec-10	4		3				
	Jan-11			2				
	Feb-11	3		2				
	Mar-11	2		1				
	Apr-11	1		1		1		
	May-11	2				1		
	Jun-11	4						
FY 2012	Jul-11	9		1		1		
	Aug-11			1		1		
	Oct-11	5						
	Dec-11	3		8				1
	Jan-12							
	Feb-12							
	Mar-12							
	Apr-12							
	May-12							

Jun-12							
Totals	421	12	51	23	17	6	1

4. Administrative Directive 09-01



EXECUTIVE CHAMBERS
HONOLULU

LINDA LINGLE
GOVERNOR

October 29, 2009

ADMINISTRATIVE DIRECTIVE NO. 09-01

To: All Agency Heads

Subject: Policy and Procedure for the Adoption, Amendment, or Repeal of Administrative Rules

This administrative directive updates the policy and procedure by which departments or agencies shall request executive approval of any proposed adoption, amendment, or repeal of administrative rules. It rescinds Administrative Directive No. 99-02, Policy and Procedure for the Adoption, Amendment, or Repeal of Administrative Rules, dated August 2, 1999.

Legal Reference:

Section 91-3(c), Hawaii Revised Statutes, provides that, "the adoption, amendment, or repeal of any rule by any state agency shall be subject to the approval of the governor."

Hawaii Revised Statutes Chapter 201M, the "Hawaii Small Business Regulatory Flexibility Act," requires that if a proposed rule "affects small business," the department or agency shall submit a "small business impact statement" and a "small business statement" to the Small Business Regulatory Review Board. Chapter 201M does not apply to emergency rulemaking or rules adopted to comply with a federal requirement.

Policy:

Whenever any department or agency requests executive approval for the proposed adoption, amendment, or repeal of a rule, the director of the department or agency shall ensure that the proposed changes conform to existing legal provisions, including Chapter 91, Hawaii Revised Statutes. In requesting the adoption, amendment, or repeal of any rule, the director will explain or submit the following:

1. Explain the exact changes to be made and the purpose, reasons for the changes, and justification for the change. If applicable, cite the present rule and quote the proposed rule change in full without paraphrasing.

2. Describe the manner in which the proposal would affect the agency's internal and external responsibilities, programs, functions, operations, activities, and inter-relationships.
3. Identify the final result expected by instituting the proposal (e.g. a program improvement/clarification of statute).
4. Identify any program and financial impacts on the State that will arise upon the implementation of the proposal to include:
 - a. Long- and short-range program impacts, and
 - b. Anticipated program funding required for the present biennium, including a statement as to whether funds are currently budgeted to permit the implementation and enforcement of the proposed adoption, amendment, or repeal of the rule, and estimates for anticipated savings or funding shortfalls projected over the subsequent four-year planning period, and the assumptions used to arrive at the estimates.
5. Describe long- and short-term impacts to the public or the economy of the State.
6. Identify the alternatives explored in lieu of implementing the proposal.
7. Provide an explanation of whether the proposal will affect small business. For purposes of this Directive, a proposal will affect small business if the proposal will impact a for-profit enterprise consisting of fewer than 100 full-time or part-time employees and will cause a direct and significant economic burden upon a small business, or is directly related to the formation, operation, or expansion of a small business.

If a proposal affects small business, the department or agency will describe:

- a. Whether it has considered the availability and practicability of less restrictive alternatives that could be implemented in lieu of adopting the proposal;
- b. Whether it has considered creative, innovative, or flexible methods of compliance for small business in lieu of adopting the proposed rule; and
- c. Whether it has prepared a "Small Business Impact Statement" that has been submitted to the Small Business Regulatory Review Board for consideration under HRS Chapter 201M.

Procedure:

1. Approval of the Governor is required prior to any rule change proceeding to a public hearing.

Prior to formal publication of notice of public hearing on the proposed adoption, amendment, or repeal of any rule, departments and agencies will:

- a. Obtain the Attorney General's approval "as to form" prior to submitting the rule to me for approval for public hearing; provided that as to rules proposed for adoption, amendment, or repeal that are submitted by the Board of Regents of the University of Hawaii, such rules shall be first reviewed and approved as to form by the University's Office of General Counsel prior to submission to the Attorney General. The Department of the Attorney General will complete its pre-hearing review on an expeditious basis;
- b. Provide the Governor's office with a copy of the proposed rule, including the information requested in "Policy" items 1 through 7 above; and
- c. At the time the rules are submitted to the Governor's Office, concurrently provide copies to the Director of Budget and Finance (B&F) and to the Director of Business, Economic Development and Tourism (DBEDT) for their prompt review. B&F and DBEDT comments will be forwarded directly to the Governor.

2. Notice of Public Hearings.

If any proposed rule affects small business, the notice of public hearing will summarize any business impact described in the "Small Business Impact Statement," and will state any new fee or compliance burdens that will be placed on small business.

3. Final Approval After Public Hearing.

Departments and agencies will obtain the Governor's final approval for the adoption, amendment, or repeal of any rule after the required public hearing has been held. In seeking final approval, the director of the department or agency concerned shall:

- a. Indicate whether any revision is being recommended to the proposed rule, amendment, or repeal based on facts and circumstances brought out in the public hearing;
- b. If a revision or change is recommended, provide a copy of the proposed rule with revisions and changes to the Attorney General for approval "as to form" prior to resubmitting the rule to the Governor for final approval; provided that as to rules proposed for adoption, amendment or repeal that are submitted by the Board of Regents of the University of Hawaii, such rules shall be first reviewed and approved as to form by the University's Office of General Counsel prior to submission to the Attorney General.

The Attorney General's office will approve the form within two weeks of receipt if the changes are not substantive. If the changes are determined to be substantial or material by the Attorney General, an additional public hearing will be held.

If a re-hearing of a proposed rule is sought, the procedures required for approval to proceed to public hearing will again be followed;

- c. Indicate whether the proposal affects small business, and, if so, whether a "Small Business Statement," which provides the information described in HRS Chapter 201M, has been submitted to the Small Business Regulatory Review Board; and
 - d. Submit three copies of the proposal in standard format and in accordance with Chapter 91, HRS, for the Governor's final approval. The original and a copy of the rules adopted by the department or agency will be signed by the director of the department, by the chairperson of a board or commission of a principal department, or by the chairperson of a board or commission if the rule has been adopted by a board or commission which is assigned to a department for administrative purposes. The third copy may use a facsimile of the required signatures.
4. Distribution of Approved Adopted Rules.
- a. A complete set consisting of three copies approved by the Governor will be filed at the Office of the Lieutenant Governor.
 - b. The Office of the Lieutenant Governor will provide one copy to the agency adopting, amending, or repealing the rule.
 - c. Each department or agency adopting, amending, or repealing the rule will provide one file-stamped and certified copy of the rule in the Ramseyer and standard formats to the Legislative Reference Bureau.

LINDA LINGLE

APPROVED AS TO FORM:



Attorney General

***No. 1 Capitol District Building
250 South Hotel Street, 5th Floor
Honolulu, Hawaii 96813***

Telephone – (808) 586-2594

Facsimile – (808) 586-3388

Website: <http://www.hawaii.gov/dbedt>

Email: sbrrb@dbedt.hawaii.gov



**HAWAII
SMALL BUSINESS
REGULATORY REVIEW
BOARD**

Periodic Review – Evaluation Report

**In Compliance with
Regulatory Flexibility Act
Section 201M –7,
Hawaii Revised Statutes**

December 2010

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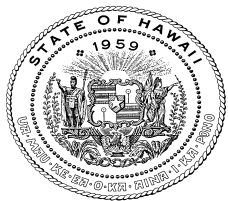
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MESSAGE FROM THE INTERIM DIRECTOR



As the Interim Director of the Department of Business, Economic Development & Tourism, I extend my sincere appreciation to the Small Business Regulatory Review Board members for their hard work, dedication and commitment to the small businesses in Hawaii.

Richard C. Lim
Interim Director



MESSAGE FROM CHAIRPERSON

Neil Abercrombie
Governor

Richard C. Lim
Interim Director, DBEDT

Members

Sharon L. Pang
Chairperson
Oahu

Charles Au
Vice Chairperson
Oahu

Richard Schnitzler
2nd Vice Chairperson
Hawaii

Dorvin Leis
Maui

Bruce E. Bucky
Oahu

Peter Yukimura
Kauai

David S. DeLuz, Jr.
Hawaii



Sharon L. Pang, Chairperson
December 2010

In January 2009, the Small Business Regulatory Review Board sent letters to eleven State agencies, pursuant to Chapter 201M-7, HRS, “Periodic Review; Evaluation Report.” Our letter explained that, as it was within the Board’s discretion to require a modified version of an evaluation report, we were requesting that the agencies submit to us a list of the top ten (10) administrative rules that received the most complaints from businesses or that resulted in the most citations. As a result, this report reflects responses from eleven agencies.

OVERVIEW

Members of the Small Business Regulatory Review Board are pleased to provide a review and commentary on specific administrative rules, pursuant to the Regulatory Flexibility Act (RFA), Chapter 201M-7, HRS.

[201M-7] Periodic review; evaluation report.

- (a) Each Agency having rules that affect small business shall submit by June 30 of each odd-numbered year, a list of those rules to the small business regulatory review board. The Agency shall also submit a report describing the specific public purpose or interest for adopting the respective rules and any other reasons to justify its continued implementation.
- (b) The small business regulatory review board shall provide to the head of each agency a list of any rules adopted by the agency that affect small business and have generated complaints or concerns, including any rules that the board determines may duplicate, overlap, or conflict with other rules, or exceed statutory authority. Within forty-five days after being notified by the board of the list, the agency shall submit a written report to the board in response to the complaints or concerns. The agency shall also state whether the agency has considered the continued need for the rules and the degree to which technology, economic conditions, and other relevant factors may have diminished or eliminated the need for maintaining the rules.
- (c) The board may solicit testimony from the public regarding any report submitted by the agency under this section at a public meeting held

pursuant to chapter 92. Upon consideration of any report submitted by an agency under this section and any public testimony, the board shall submit an evaluation report to the next regular session of the legislature. The evaluation report shall include an assessment as to whether the public interest significantly outweighs a rule's effect on small business and any legislative proposal to eliminate or reduce the effect on small business. The legislature may take any action in response to the report as it finds appropriate.

RULE REVIEW MATRIX

<u>Agency</u>	<u>Number of Rules with Complaints, Concerns or Citations</u>
1. DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES	1
2. DEPARTMENT OF AGRICULTURE	1
3. DEPARTMENT OF BUDGET AND FINANCE	
A. FINANCIAL ADMINISTRATION DIVISION	0
B. PUBLIC UTILITIES COMMISSION	2
4. DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT AND TOURISM	0
5. DEPARTMENT OF COMMERCE AND CONSUMER AFFAIRS	2
6. DEPARTMENT OF HEALTH	
A. MEDICAL DIVISION	3
B. ENVIRONMENTAL DIVISION	7
7. DEPARTMENT OF HUMAN SERVICES	0
8. DEPARTMENT OF LABOR AND INDUSTRIAL RELATIONS	0
9. DEPARTMENT OF LAND AND NATURAL RESOURCES	3
10. DEPARTMENT OF TAXATION	0
11. DEPARTMENT OF TRANSPORTATION	10

SUMMARY OF AGENCY RESPONSES

Listed below is the total submission of administrative rules that were provided by eleven Hawaii State Agencies that had the most complaints from businesses or that resulted in the most citations.

Department of Accounting and General Services

1. HAR Chapter 3-124, Subchapter 9 “Small Business Preference Program”

Agency Response: While no complaints were received by businesses, the Agency received some concerns regarding clarification, implementation, and applicability from Hawaii businesses regarding the Small Business Preference Program.

Department of Agriculture

1. HAR Chapter 4-66, “Pesticides”

Agency Response: While no complaints were received by businesses, this rule resulted in 50 citations.

Department of Budget and Finance **Financial Administration Division**

1. HAR Chapter 6-1 – “Public Records: Administrative Procedures: Receiving and Paying Hours”

Agency Response: Adopted in July 1981, this rule does not affect small business.

2. HAR Chapter 6-4, “Special Purpose Revenue Bonds for Health Care Facilities”

Agency Response: Adopted in December 1981, this rule affects small business. The rule ensures that applicable businesses/enterprises meet state and/or federal requirements for tax exemptions granted. No complaints were received and no citations were given.

3. HAR Chapter 6-10, “Special Purpose Revenue Bonds for Industrial Enterprises”

Agency Response: Adopted in August 1985, this rule affects small business. The rule ensures that applicable businesses/enterprises meet

state and/or federal requirements for tax exemptions granted. No complaints were received and no citations were given.

4. HAR Chapter 6-12, "Special Purpose Revenue Bonds for Manufacturing Enterprises"

Agency Response: Adopted in August 1985, this rule affects small business. The rule ensures that applicable businesses/enterprises meet state and/or federal requirements for tax exemptions granted. No complaints were received and no citations were given.

5. HAR Chapter 6-13, "Special Purpose Revenue Bonds for Processing Enterprises"

Agency Response: Adopted in August 1985, this rule affects small business. The rule ensures that applicable businesses/exemptions meet state and/or federal requirements for tax exemptions granted. No complaints were received and no citations were given.

6. HAR Chapter 6-16, "Special Purpose Revenue Bonds for Early Childhood Education and Care Facilities"

Agency Response: Adopted in August March 2005, this rule affects small business. The rule ensures that applicable businesses/enterprises meet state and/or federal requirements for tax exemptions granted. No complaints were received and no citations were given.

7. HAR Chapter 6-17, "Special Purpose Revenue Bonds for Not-for-Profit Private Nonsectarian and Sectarian Elementary Schools, Secondary Schools, Colleges, and Universities"

Agency Response: Adopted in March 2005, this rule affects small business. The rule ensures that applicable businesses/enterprises meet state and/or federal requirements for tax exemptions granted. No complaints were received and no citations were given.

Public Utility Commission

1. HAR Chapter 6-62 – "Motor Carrier Rules and Classification of Property and Passenger Carriers"

Agency Response: Pursuant to HARS Chapter 271, the rules are necessary to administer, execute and enforce the intent of the motor carrier laws, particularly the policies set forth under HRS § 271-1. The Public Utilities Commission has a total of ten (10) administrative rules under its jurisdiction. Of those ten administrative rules, violations have

resulted in the majority of citations issued under the Commission's administrative rule authority. These citations have primarily fallen under the following categories:

- a. HAR Chapter 6-62.3 – Operating without a certificate of public convenience and necessity
- b. HAR Chapter 6-62.1, et seq. – Unlawful operation
- c. HAR Chapter 6-62.8, et seq. – Insurance violations
- d. HAR Chapter 6-62.18 – Leasing requirements violation
- e. HAR Chapter 6-62.26 – Failure to respond to requests for information
- f. HAR Chapter 6-62.31 – Passenger carrier exceeding seating capacity authority

1. HAR Chapter 6-63 – “Motor Carrier Tariffs and Schedules”

Agency Response: As required by HRS Chapter 271, these rules are necessary to govern the form and content of tariffs and schedules of common and contract carriers by motor vehicle, specifically those tariffs and schedules described under HRS §§ 271-20, 271-21, and 271-22. The Public Utilities Commission has a total of ten (10) administrative rules under its jurisdiction. Of those ten administrative rules, violations have resulted in the majority of citations issued under the Commission's administrative rule authority; as follows:

- a. HAR Chapter 6-63.3 – Operating without a published tariff

Department of Business, Economic Development & Tourism

Agency Response: All responses received from DBEDT's divisions indicated no complaints from businesses or that resulted in citations.

Department of Commerce and Consumer Affairs

1. HAR Chapter 16-38 – “Securities”

Agency Response: The rule requires investment advisers to obtain errors and omission insurance. The rule was repealed on June 30, 2008, with the repeal of the underlying statute (Chapter 485, HRS), and is now under HAR Chapter 16-39. Since the repeal, the Department has not received similar complaints.

2. HAR Chapter 16-182-1 – “Nor Rules Combat or Similar Contest”

Agency Response: This rule requires that applications for “no rules combat” matches include a report from a licensed physician stating that contestants are in satisfactory physical and mental health to participate in the match. One complaint was received indicting that it is difficult for out-of-state contestants to be examined by Hawaii-licensed physicians prior to the match. Once promoters became familiar with the new requirement, the Department has not received similar complaints.

Department of Health
Medical Division

1. HAR Chapter 11-90, “Assisted Living Facilities”
2. HAR Chapter 11-97, “Home Health Agencies”
3. HAR Chapter 11-100, “Adult Residential Care Homes”

Agency Response: No specific information was provided.

Environmental Division

1. HAR Chapter 11-23, “Underground Injection Control”
2. HAR Chapter 11-28, “Underground Storage Tanks”
3. HAR Chapter 11-55, “Water Pollution Control”
4. HAR Chapter 11-58, “Solid Waste Management Control”
5. HAR Chapter 11-60, “Air Pollution Control”
6. HAR Chapter 11-62, “Wastewater Systems”
7. HAR Chapter 11-282, “Deposit Beverage Container Recycling”

Agency Response: No specific information was provided.

Department of Human Services

Agency Response: All responses received from DBEDT’s divisions indicated no complaints from businesses or that resulted in citations.

Department of Labor and Industrial Relations

Agency Response: All responses received from DLIR’s divisions indicated no complaints from businesses or that resulted in citations.

Department of Land and Natural Resources

1. HAR Chapter 13-74-20 – “Commercial Marine License”
2. HAR Chapter 13-168-12, – “Well Construction and Pump Installation Permit”
3. HAR Chapter 13-221-46 – “Business Operations Permit”

Agency Response: No specific information was provided.

Department of Taxation

Agency Response: All responses received from DOT’s divisions indicated no complaints from businesses or that resulted in citations.

Department of Transportation

1. HAR Chapter 19-14- “Public Conduct at Public Airports”
2. HAR Chapter 19-15.1 - “Operation of Motor Vehicles at Public Airports”
3. HAR Chapter 19-20.1 - “Commercial Services at Public Airports”
4. HAR Chapter 19-38.1, “On-Demand Taxi Service at Public Airports”
5. HAR Chapter 19-43 - “Motor Vehicles”
6. HAR Chapter 19-44 - “Rules Relating to Services and Procedures, Charges, Tolls and Fees”
7. HAR Chapter 19-102 - “Fee Schedule for the Issuance of a Permit to Perform work on State Highways
8. HAR Chapter 19-104, “The Movement by Permit of Oversize and Overweight Vehicles”
9. HAR Chapter 19-133.2, “Periodic Inspection of Vehicles”
10. HAR Chapter 19-133.5, “Suspension or Revocation of an Official Inspection State or Inspector’s Certification”

Agency Response: No specific information was provided.

EXHIBIT I



SMALL BUSINESS REGULATORY REVIEW BOARD

Department of Business, Economic Development & Tourism
No. 1100 Pine Street, 4th Floor, Room 404-H, Honolulu, Hawaii 96813
Main: (808) 551-2255, TDD: (808) 551-9664

131 x 154-15/4
has RTN 154-15/4

January 12, 2009

Linda Lingle
Governor

Theodore E. Liu
Director, DBEDT

Mark K. Anderson
Deputy Director, DBEDT

Members

Lynne Woods
Chairperson

Sharon L. Pang
Discussion Leader (Medical)

Michael C. L. Yee
Discussion Leader (Environmental)

David Lee
Member

Daniel O'Connell
Member

Charles Au
Member

Kyle Cook, Jess
Member

Chris E. Sackey
Member

Peter Yukimura
Member

David S. H. Lee, Jr.
Member

Dr. Chiyoie L. Fukino
Director
Department of Health
P. O. Box 3379
Honolulu, HI 96831

Subject: 201M-7 Periodic Review; Evaluation Report

Dear Director Fukino:

On behalf of the Small Business Regulatory Review Board, I am respectfully informing you that pursuant to the Regulatory Flexibility Act, §201M-7 HRS, the following information is required:

§201M-7 Periodic review; evaluation report. (a) Each agency having rules that affect small business in effect on July 1, 1998 shall submit by June 30 of each odd-numbered year, a list of those rules to the small business regulatory review board. The agency shall also submit a report describing the specific public purpose or interest for adopting the respective rules and any other reasons to justify its continued implementation.

The Review Board appreciates that for some agencies providing this information may be a huge endeavor. Therefore, because it is within this Board's discretion to require a modified version of an evaluation report, the Board is requesting that your Agency, in a good faith effort, provide for both the health and environmental divisions the following:

- A list of the top ten (10) administrative rules under your jurisdiction that have received the most complaints or concerns from businesses or that have resulted in the most citations.

The Review Board is requesting this information by June 30, 2009. Please submit the requested information to Ms. Dori Palovich, Business Advocate, DBEDT, 250 South Hotel Street, Honolulu, HI, 96813. Thank you for your anticipated response and assistance.

Sincerely,

Lynne Woods
Chairperson

cc: The Honorable Linda Lingle
Sharon L. Pang, Review Board Discussion Leader (Medical)
Michael C. L. Yee, Review Board Discussion Leader (Environmental)

Small Business Regulatory Review Board

No. 1 Capitol District Building – 5th Floor

250 South Hotel Street

Honolulu, Hawaii 96813

Phone (808) 586-2594

Fax (808) 586-3388



**HAWAII
SMALL BUSINESS
REGULATORY REVIEW
BOARD
ANNUAL REPORT SUMMARY**

**Review of Administrative Rules, Legislation
and
Rules Requested by Small Business**

**In Compliance with
Chapter 201M
Hawaii Revised Statutes**

January 2010 - December 2010

HAWAII SMALL BUSINESS REGULATORY REVIEW BOARD

ANNUAL REPORT SUMMARY 2010

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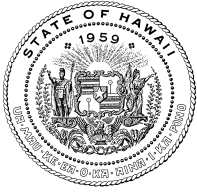
Section I

MESSAGE FROM INTERIM DIRECTOR



With only one month of service as the interim Director of the Department of Business, Economic Development and Tourism, it gives me great pleasure to thank the members for serving on this Board. The work of the Board's members is very important. Without these dedicated individuals and their continued efforts to evaluate the regulatory burden of small businesses, Hawaii's small business community would be adversely impacted.

Richard C. Lim



MESSAGE FROM THE CHAIRPERSON

Neil Abercrombie
Governor

Richard C. Lim
Interim Director, DBEDT

Members

Sharon L. Pang
Chairperson
Oahu

Charles Au
Vice Chairperson
Oahu

Richard Schnitzler
2nd Vice Chairperson
Hawaii

Dorvin Leis
Maui

Bruce E. Bucky
Oahu

Peter Yukimura
Kauai

David S. De Luz, Jr.
Hawaii



Sharon L. Pang, Chairperson
December 2010

In June 2010, I became the Chair of the Small Business Regulatory Review Board. I entered with the knowledge that this Board makes a difference within Hawaii's small business community.

The year 2010, however, has continued to be one of great financial hardship for Hawaii's business community and for our State government. As businesses look to leadership from our State's administration and elected representatives, we are aware that the financial problems of the State are as great. A much deeper partnership between government and business will continue to be needed over the next several years to bring economic stability and growth to Hawaii.

In 2010, the Small Business Regulatory Review Board members continued to work closely with many state departments. I applaud all the members for their hard work and am honored to serve as a member and Chairperson of this Board.

SMALL BUSINESS REGULATORY REVIEW BOARD

OVERVIEW

Members of the Small Business Regulatory Review Board are pleased to provide the Annual Summary for the period of January 2010 through December 2010, pursuant to the Hawaii Small Business Regulatory Flexibility Act, Chapter 201M, Hawaii Revised Statutes.

[201M-5] Small business regulatory review board; powers

(f) The board shall submit an annual report to the legislature twenty days prior to each regular session detailing any requests from small business owners for review of any rule adopted by a state agency, and any recommendations made by the board to any agency or the legislature regarding the need for a rule change or legislation. The report shall also contain a summary of the comments made by the board to agencies regarding its review of proposed new or amended rules.

ANNUAL SUMMARY

SMALL BUSINESS REGULATORY FLEXIBILITY ACT

The Small Business Regulatory Review Board was established on July 1, 1998, with the passage of the Small Business Regulatory Flexibility Act, pursuant to Act 168. Subsequently, the role of the Board has been codified in Chapter 201M, HRS, as amended. (Appendix 1)

SMALL BUSINESS REGULATORY REVIEW BOARD MEMBER COMPOSITION AND RESPONSIBILITY

Statutorily, the Board is comprised of eleven current or former owners or officers of businesses from across the State. It is administratively attached to the Department of Business, Economic Development and Tourism (DBEDT) and has responsibility for providing recommendations to State agencies on new and amended administrative rules that directly impact small business. The Board is also charged with reviewing existing rules upon request from small business owners or at the Board's initiative. For requests regarding County rules, the Board may make recommendations to County Council or the Mayors for appropriate action.

In addition to reviewing rules and regulations, members volunteer their time attending State agency meetings, making presentations by performing outreach activities to small business organizations, and testifying on legislation. The Board also has the power to solicit testimony from the public regarding any reports submitted by State agencies.

As an effective and efficient means of review, each member is assigned to one or more State agency as a "discussion leader," and is responsible for the initial review of the administrative rules of that State agency prior to consideration by the full

Board. Since its inception, the Board has had several new members and re-appointees. As of December 2010, the Board was operating with seven members. (Appendix 2)

ADMINISTRATIVE RULE REVIEW

Since its inception, the Board reviewed a total of 481 sets of proposed new and amended administrative rules. The results are categorized in Appendix 3. From January through December 2010, the Board reviewed and made recommendations on 56 new and amended rules, both pre- and post-public hearing. A summary of each rule is categorized below.

Office of the Lieutenant Governor

No key matters of small business impact have been noted.

Department of Accounting & General Services

Proposed HAR “Apprenticeship Program”

Comment – Upon reviewing a summary of the proposed new rules for apprenticeship programs, the Board recommended postponing a decision on the rules and requested that DAGS provide more information upon its return to the Board. Subsequently, the Board supported the rules and recommended that DAGS move the proposed amendments to public hearing.

HAR Chapter 3-160, “Election Contributions and Expenditures,”

HAR Chapter 3-161, “Procedure before the Campaign Spending Commission”

Comment – The Board recommended that both rules be supported.

HAR Chapter 3-181.14, “State Energy Conservation Code”

Comment – The Board recommended that a memo be sent to DAGS to commend their efforts to work together with small business to come up with a sensible solution to help Hawaii jalousie window manufacturers comply with existing rules.

HAR Chapter 3-185, “State Residential Code”

Comment – The Board recommended that the Governor be sent a memo in support of sending the proposed amendments to public hearing.

Department of Agriculture

No key matters of small business impact have been noted.

Department of Attorney General

HAR Chapter 5-24, “Fees for Hawaii Criminal Justice Data Center”

Comment – The Board recommended that the Governor be sent a memo in support of sending the proposed amendments to public hearing.

Department of Budget & Finance/Public Utilities Commission

Budget & Finance – No key matters of small business impact have been noted.

Public Utilities Commission – No key matters of small business impact have been noted.

Department of Business, Economic Development & Tourism

HAR Chapter 15-32, “Hawaii Small Business Innovation Research Grant Program”

Comment – The Board recommended that the Governor be sent a memo in support of sending the proposed amendments to public hearing.

HAR Chapter 15-306, “General Excise Tax Exemptions, and

HAR Chapter 15-315, “Mortgage Credit Certificate Program”

Comment – Board Chair reported that the proposed new rules and rule amendments had no perceivable small business impact and were not subject to Board discussion and review.

HAR Chapter 15-307, “State Assisted Land and Housing

Development Program”

Comment – Board Chair reported that the proposed new rules and rule amendments had no perceivable small business impact and were not subject to Board discussion and review.

Department of Commerce & Consumer Affairs

HAR Chapter 16-53, “Fees Relating to Boards and

Commissions”

Comment – The Board recommended a memo be sent to the Governor in support of the proposed amendments. Subsequently, after public hearing the Board recommended the rules proceed to the Governor for adoption.

HAR Chapter 16-71, “Relating to Certified Public Accountants

and Public Accountants”

Comment – The Board made no motion but recommended that a memo be sent to DCCA Director noting that the rule changes were needed and the amendments that address rules of reciprocity would bring Hawaii closer to the vast majority of other states.

HAR Chapter 16-88, “Relating to Naturopaths”

Comment – The Board recommended that the Governor be sent a memo in support of sending the proposed and new amendments to public hearing.

HAR Chapter 16-89, “Nurses”

Comment – The Board recommended that a memo be sent to the Governor in support of sending the proposed amendments to public hearing. Subsequently, after public hearing the Board recommended that the rules proceed to the Governor for adoption.

HAR Chapter 16-92, “Relating to Optometrists”

Comment – The Board recommended that the Governor be sent a memo in support of sending the proposed amendments to public hearing. In another meeting, the Chair updated members on additional proposed rule changes that were forwarded to the Board for consideration that had no small business impact.

HAR Chapter 16-97, “Relating to Private Detectives and Guards”

Comment – The Board recommended that a memo be sent to the Governor in support of sending the proposed amendments to public hearing.

HAR Chapter 16-110, “Relating to Physical Therapy”

Comment – The Board recommended that the Governor be sent a memo in support of sending the proposed amendments to public hearing. Subsequently, the Board reviewed the post public hearing statements.

HAR Chapter 16-171, “Miscellaneous Insurance Rules”

Comment – The Board recommended that the proposed rules after public hearing be forwarded to the Governor for adoption.

HAR Chapter 16-185, “Annual Audited Financial Reporting”

Comment – The Board recommended that the proposed rules, after public hearing, be forwarded to the Governor for adoption despite the rules having already been adopted.

HAR Chapter 16-171, “Miscellaneous Insurance Rules”

Comment – The Board recommended that the proposed rules, after public hearing, be forwarded to the Governor for adoption.

Department of Defense

No key matters of small business impact have been noted.

Department of Education

HAR Chapter 8-38, “Consolidation of Public Schools”

Comment – The Chair updated the board members on proposed rule changes that were forwarded to the Board for consideration that had no small business impact.

HAR Chapter 8-62, “Merit Appeal Board”

Comment – The Chair updated the board members on proposed rule changes that were forwarded to the Board for consideration that had no small business impact.

HAR Chapter 8-63, “Civil Service Rules”

Comment – The Chair reported that these rules had no perceivable small business impact and were not subject to Board discussion and review.

Department of Hawaiian Home Lands

No key matters of small business impact have been noted.

Department of Health

HAR Chapter 11-20, “Rules Relating to Potable Water Systems”

Comment – The Board recommended that a memo be sent to the Governor in support of sending the proposed amendments to public hearing.

HAR Chapter 11-44, “Radiologic Technology Board – Radiologic Technology Rules”

Comment – The Board recommended that the post public hearing statements be forwarded to the Governor for adoption.

HAR Chapter 11-54, “Water Quality Standards”

Comment – The Board recommended that the proposed rules, after public hearing, be forwarded to the Governor for adoption.

HAR Chapter 11-175.2, 175.14, 175.25, 175.31, “Mental Health and Substance Abuse Systems”

Comment – The Board recommended that the Governor be sent a memo in support of sending the proposed and new amendments to public hearing.

HAR Chapter 11-177.1, “Certification Standards for Substance Abuse Counselors and Program Administrators”

Comment – The Board recommended that DOH work with the Board to identify stakeholders that may not be aware of the proposed amendments. The motion also recommended that a memo to send to the Governor in support of sending the proposed amendments to public hearing.

Department of Human Resources Development

No key matters of small business impact have been noted.

Department of Human Services

HAR Chapter 17-663, “Supplemental Nutrition Assistance Program”

Comment – The Chair updated the board members on proposed rule changes that were forwarded to the Board for consideration that had no small business impact.

HAR Chapter 17-800, “Eligibility Processing and Operations Division Pilot Project”

Comment – The Chair updated the board members on proposed rule changes that were forwarded to the Board for consideration that had no small business impact.

HAR Chapter 17-1709.2, “State Funded Hawaii Premium Plus”

Comment – The Board supported the proposal to go to public hearing.

HAR Chapter 17-1709.2, “State Funded Hawaii Premium Plus,

HAR Chapter 17-1709.3, “State with Federal Match Funded Hawaii Premium Plus”

Comment – The Board recommended that the Governor be sent a memo in support of sending the proposed new and amended rules to public hearing and to the Governor after public hearing for adoption. Subsequently, the Board reviewed additional changes to these two sections and recommended the changes proceed to public hearing.

Department of Labor & Industrial Relations

HAR Chapter 12-10, “Worker’s Compensation,” HAR Chapter 12-14.36, “Vocational Rehabilitation Rules,” HAR Chapter 12.15, “Workers’ Compensation Medical Fee Schedule”

Comment – The Board recommended that the Governor be sent a memo in support of sending the proposed and new amendments to public hearing.

HAR Chapter 12-60, 61, 63, “Prepaid Health Care Act”

Comment – The Board recommended that the Governor be sent a memo in support of sending the proposed new and amended rules to public hearing.

Department of Land & Natural Resources

HAR Chapter 13-5, “Conservation District”

Comment – The Board recommended a memo be sent to the Governor in support of the proposed amendments to go to public hearing.

HAR Chapter 13-74, “License and Permit Provisions and Fees for Fishing, Fish, and Fish Products, and HAR Chapter 13-94, “Bottomfish Management”

Comment – The Board opposed DLNR’s request to move the proposed amendments to public hearing. This recommendation was based on DLNR not adequately addressing the concerns posed by the small business stakeholders and also did not clearly explain how the proposed changes would be consistently applied and enforced.

HAR Chapter 13-146, “Hawaii State Park System”

Comment – The Board recommended that a memo be sent to DLNR requesting that the taxi industry work together with DLNR to address the issue of parking fees at the Nuuanu Pali. The Board also recommended that the City & County of Honolulu be invited to a future meeting to discuss the City ordinance that prohibits taxi drivers from passing additional fees onto their customers.

HAR Chapter 13-190, 190.1 “Dams & Reservoirs Safety”

Comment – The Board recommended that the Governor be sent a memo in support of sending the proposed amendments to public hearing.

HAR Chapter 13-231.26, “Use of a Vessel as a Principal Habitation”

Comment – The Board rendered no opinion to these post public hearing rules as there was no perceivable small business impact.

HAR Title 3, Subtitle II, Ocean Recreation and Coastal Areas, Part I, II, and III

Comment – The Board opposed sending the proposed amendments to public hearing because there were many elements within the amendments that had a negative small business impact and that because the rules did not encourage small business growth.

Department of Public Safety

No key matters of small business impact have been noted.

Department of Taxation

HAR Chapter 18-231, “Administration of Taxes”

Comment – The Board recommended that these rules after public hearing be adopted.

Department of Transportation

HAR Chapter 19-47, “Ignition Interlock Devices”

Comment – The Board recommended that the Governor be sent a memo in support of sending the proposed and new amendments to public hearing.

University of Hawaii

No key matters of small business impact have been noted.

Counties

City and County of Honolulu

No key matters of small business impact have been noted.

County of Hawaii

No key matters of small business impact have been noted.

County of Maui

Chapter 17-105, Maui County Code, “Rules relating to Plastic Bag Reduction”

Comment – The Board recommended that a letter be sent to the Maui County Council and the Mayor of Maui recommending support of the adoption of the proposed rules even though the Board received the rules after public hearing. The Board also recommended that the County be reminded to submit proposed amendments and new rules to the Board before proceeding to public hearing.

County of Kauai

“Part 4, Fixing Rates for the Furnishing of Water Service to the County of Kauai, Sections I, II, II, IV, V, VI, and X”

Comment: The Board recommended that a memo be sent to the Mayor in support of the proposed amendments.

“Kauai Department of Water”

Comment: The Chair updated the board members on proposed rule changes that were forwarded to the Board for consideration that had no small business impact.

BOARD LEGISLATIVE ACTIVITY

Since its inception, the Board has supported legislation by submitting testimony on bills of interest to small business. The Board continues to monitor legislation with both positive and negative impacts on small business. See “Legislative Review” at the end of this report for specific legislation the Board followed during the 2010 session.

SMALL BUSINESS IMPACT STATEMENT *and* GOVERNOR'S ADMINISTRATIVE DIRECTIVE NO. 09-01

Under Section 201M-2, HRS, State agencies that want to adopt new or modified administrative rules that have an impact on small business must submit to the Board a small business impact statement showing the economic impact on those businesses. As a result, the Board reviews the small business impact statements and the Governor's Administrative Directive (AD), while working with the rule-drafting agencies on behalf of the small business community.

On October 29, 2009, AD 09-01 (Appendix 4) was issued to update the policy and procedures by which State departments and agencies request Governor's approval for a public hearing of any proposed adoption, amendment or repeal of administrative rules developed under Chapter 91, HRS.

STRATEGIC PLAN

The Board has met annually to re-establish what it stands for and to set clearly defined strategic goals for the upcoming year. While the Board decided during 2010 to hold off on scheduling a strategic planning meeting until the Governor appoints new board members, the following suggestions were made:

1. Chair Pang would meet with the Governor's State Boards and Commissions Office to discuss filling of vacant positions on the Board.
2. Board members would make contact with industry/business organizations to surface unresolved issues that impact small business.
3. Develop a "white paper" to distribute to all candidates running for public office.
4. Request Deputy Attorney General Margaret Ahn to schedule a session on "Sunshine Law" for the members.

REG ALERT

In 2008, RegAlert, a small business regulatory alert system, was created in an effort to reduce the regulatory burden on Hawaii small businesses. It allows the Review Board to serve as the “voice of small business” on both new and proposed administrative rules directly to the rule-making State and County agencies. Through RegAlert, small business owners are able to keep apprised of proposed rule changes on selected rules and are given an opportunity to provide input to the agencies promulgating proposed and amended rules via the Review Board.

RegAlert is intended to assist small businesses by empowering Hawaii’s small business community to become more involved in the regulatory process and to provide business owners with the ability to comment on proposed State and County rules and regulations that affect them. It is also intended to assist this Board in responding to State and County agencies by acquiring valuable feedback from small businesses affected by the proposed rules.

The following organizations were signed up as RegAlert partners - Maui Chamber of Commerce, Chamber of Commerce of Hawaii, The National Federation of Independent Business, Smart Business Hawaii aka Small Business Hawaii, Kauai Chamber of Commerce, Hawaii Island Chamber of Commerce, Kauai Japanese Chamber of Commerce, The Legislative Center, Inc., Legislative Information Services of Hawaii, Organizations Management, LLC, Hawaii Island Economic Development Board, Inc., Honolulu Japanese Chamber of Commerce, and Realtors Association of Maui, Inc.

In fiscal 2010, there was no activity on RegAlert.

PROJECTS AND ACTIVITIES

The following activities were performed throughout the year.

- **Election of Officers** – Members elected Sharon L. Pang as the Board’s Chairperson effective June 2010. Mr. Charles Au was nominated as Vice Chairperson and Mr. Richard Schnitzler was nominated as Second Vice Chairperson, both for the second year.

- **Member Nominations and Recruitment** – The Board continues to actively recruit new members pursuant to Section 201M-5, “nominations to fill vacancies shall be made from names submitted by the review board.” Further, “the appointments shall reflect representation of a variety of businesses in the State; provided that no more than two members shall be representatives from the same type of business, and that there shall be at least two representatives from each county.”

To date, the Board has four vacancies; one vacancy represents the Island of Kauai, one represents the Island of Maui and the remaining two vacancies represent any of the islands.

- **Communications Plan** - In keeping in-line with the Board’s communications plan created by Hastings & Pleadwell in 2007, the Board continues to strive to position itself as an experienced and responsible asset in the eyes of the Hawaii business world.

- **Website** - The Board continually updates its website. See - www.hawaii.gov/dbedt/business/start_grow/small-business-info/sbrrb.

- **Press Releases and Articles** – No press releases or articles during 2010 were found that referenced the Board.

ADMINISTRATIVE RULE REVIEW REQUESTED BY SMALL BUSINESS

In compliance with Section 201M-5 (f), HRS, the following outlines administrative rules and legislative issues requested by small business owners for the Board to review from the period of January 2010 to December 2010.

1. **HAR Chapter 19-44, “Rules Relating to Services and Procedures, Charges, Tolls and Fees”**

Ms. Dale Evans, President of Charlie’s Taxi, approached the Board to review HAR Chapter 19-44, “Rules Relating to Services and Procedures, Charges, Tolls and Fees.”

Board Recommendation: Ms. Evans notified the Board that the Department of Transportation was working with the taxi industry and subsequently withdrew her request for Board review.

Status: No action taken.

2. **Act 226, SLH 2007**

Ms. Myriam Tabaniag, former President of the Alliance of Residential Care Home Administrators, approached the Board to review Act 226, SLH 2007, regarding the lack of rules governing certified nurse aides who are employed in State-certified or state-licensed healthcare settings. Specifically, HAR Chapter 17-1737.41 and 17-1737.42, entitled “State-approved feeding assistant training program” were in question, and that State departments of Human Services, Commerce and Consumer Affairs and Health had worked together with stakeholders to develop written rules addressing the certification and re-certification of certified nurse aides.

Board Recommendation: The Board recommended that DHS, DCCA and industry representatives continue to work together to develop proposed amendments to HAR Chapter 17-1737. The Board also recommended that the same group of individuals inventory all of the organizations that use certified nurse aides and develop a flowchart to detail the certification and re-certification process. In addition, the Board recommended that all parties report back to the Board on the status of the working group's progress.

Status: As of this writing, the Board had not heard back from the industry or the agency on these issues.

Section II

LEGISLATIVE REVIEW

The Review Board monitored and/or provided testimony on the following legislative measures during the 2010 session.

1. **House Bill 2065, “Relating to the Small Business Regulatory Review Board”**

Background: The purpose of this measure was to transfer the small business regulatory review board from the department of business, economic development, and tourism to the department of commerce and consumer affairs.

Board Recommendation: The Board provided testimony in support of this measure.

Status: The measure was deferred.

2. **Senate Bill 2145, SD1, “Relating to the Small Business Regulatory Review Board”**

Background: The purpose of this measure is to transfer the administrative assignment of the small business regulatory review board from the department of business, economic development, and tourism to the department of commerce and consumer; authorizes the board to employ and set the salary of a small business advocate; and authorizes the expenses of the board to be funded entirely from the compliance resolution fund.

Recommendation: The Board supported this measure.

Status: The measure passed first reading.

3. **HB 2169 HD2 “Relating to Employment Security”**

Background: This bill sets, for calendar years 2010 and 2011, the wage base at 90% of the average annual wage, sets for calendar year 2010, the employer contribution rate at Schedule E and for calendar year 2011, the employer contribution rate at Schedule D and for calendar year 2011, the employer contribution rate at Schedule F. The bill also retains the maximum weekly benefit rate of 75% of the average weekly wage until December 31, 2012, returns the maximum weekly benefit rate to 70% of the average weekly wage on January 1, 2012, authorizes special assessments upon employers to pay the principal and interest costs on loans received from the U.S. Secretary of Labor provided that the Director of Labor and Industrial Relations develop a fair and equitable manner in which these payments are made. In addition, the bill establishes for recalculation of the adequate reserve fund beginning in 2011.

Board Recommendation: The Board agreed to request that the Governor use the “State Funded Hawaii Premium Plus” model to apply to the unemployment insurance program with tiered rates and similar savings to small businesses.

Status: The bill was passed and became law effective March 2010.

4. **HCR 296 “Urging the Governor to Properly Fund the Small Business Regulatory Review Board under the Department of Business, Economic Development, and Tourism to Support Hawaii’s Small Businesses”**

Background: The purpose of this measure was to strongly urge the Governor to reconsider her position on whether the Small Business Regulatory Review

Board is or is not a core function of the Department of Business, Economic Development, and Tourism, and to provide an adequate level of funding sufficient to allow the Board to operate, function, and address the needs of Hawaii's small businesses.

Board Recommendation: The Board unanimously agreed to support this measure.

Status: The measure was deferred.

5. **SCR 231 “Urging the Governor to Properly Fund the Small Business Regulatory Review Board under the Department of Business, Economic Development, and Tourism to Support Hawaii’s Small Business”**

Background: The purpose of this measure was to strongly urge the Governor to reconsider her position on whether the Small Business Regulatory Review Board is or is not a core function of the Department of Business, Economic Development, and Tourism and to provide adequate level of funding sufficient to allow the Board to operate, function and to address the needs of Hawaii’s small businesses.

Board Recommendation: The Board supported this measure.

Status: The measure was deferred.

6. **Gubernatorial Nominee 285 – Bruce E. Bucky**

Background: This measure nominated Bruce E. Bucky as a member to the Small Business Regulatory Review Board for a four-year term; to terminate June 30, 2014.

Board Recommendation: The Board supported Mr. Bucky's nomination.

Status: Mr. Bucky was subsequently ratified as a member of the Small Business Regulatory Review Board by the Senate in 2010.

7. **Gubernatorial Nominee 411 – Richard Schnitzler**

Background: This measure nominated Richard Schnitzler as a member to the Small Business Regulatory Review Board for a four-year term; to terminate June 30, 2014.

Board Recommendation: The Board supported Mr. Schnitzler's nomination.

Status: Mr. Schnitzler was ratified as a member of the Small Business Regulatory Review Board by the Senate in 2010.

Appendix

1. Chapter 201M, Hawaii Revised Statutes
2. Board Member Listing
3. Administrative Rules Reviewed Matrix
4. Administrative Directive No. 09-01

1. Chapter 201M, Hawaii Revised Statutes

CHAPTER 201M

SMALL BUSINESS REGULATORY FLEXIBILITY ACT

Section

- 201M-1 Definitions
- 201M-2 Determination of small business impact; small business impact statement
- 201M-3 Small business statement after public hearing
- 201M-4 Advisory committee on small business; consultation process for proposed rules
- 201M-5 Small business regulatory review board; powers
- 201M-6 Petition for regulatory review
- 201M-7 Periodic review; evaluation report
- 201M-8 Waiver or reduction of penalties
- 201M-9 Executive order

§201M-1 Definitions. As used in this chapter, unless the context clearly requires otherwise:

"Advisory committee" means an advisory committee on small business as established in section 201M-4.

"Affected small businesses" or "affects small business" means any potential or actual requirement imposed upon a small business through an agency's proposed or adopted rule that will cause a direct and significant economic burden upon a small business, or is directly related to the formation, operation, or expansion of a small business.

"Agency" means each state or county board, commission, department, or officer authorized by law to make rules, except those in the legislative or judicial branches.

"Board" means the small business regulatory review board.

"Rule" shall have the same meaning as in section 91-1.

"Small business" means a for-profit enterprise consisting of fewer than one hundred full-time or part-time employees. [L 1998, c 168, pt of §2, §5; am L 2002, c 202, §§2, 5; am L 2007, c 217, §2]

§201M-2 Determination of small business impact; small business impact statement. (a) Prior to submitting proposed rules for adoption, amendment, or repeal under section 91-3, the agency shall determine whether the proposed rules affect small business, and if so, the availability and practicability of less restrictive alternatives that could be implemented. This section shall not apply to emergency rulemaking.

- (b) If the proposed rules affect small business, the agency shall consider creative, innovative, or flexible methods of compliance for small businesses and prepare a small business impact statement to be submitted with the proposed rules to the departmental advisory committee on small business and the board when the rules are essentially complete and before the rules are submitted to the governor for approval for public hearing. The statement shall provide a reasonable determination of the following:
- (1) The businesses that will be directly affected by, bear the costs of, or directly benefit from the proposed rules;
 - (2) Description of the small businesses that will be required to comply with the proposed rules and how they may be adversely affected;
 - (3) In dollar amounts, the increase in the level of direct costs such as fees or fines, and indirect costs such as reporting, recordkeeping, equipment, construction, labor, professional services, revenue loss, or other costs associated with compliance;
 - (4) The probable monetary costs and benefits to the implementing agency and other agencies directly affected, including the estimated total amount the agency expects to collect from any additionally imposed fees and the manner in which the moneys will be used;
 - (5) The methods the agency considered or used to reduce the impact on small business such as consolidation, simplification, differing compliance or reporting requirements, less stringent deadlines, modification of the fines schedule, performance rather than design standards, exemption, or any other mitigating techniques;
 - (6) How the agency involved small business in the development of the proposed rules; and

- (7) Whether the proposed rules include provisions that are more stringent than those mandated by any comparable or related federal, state, or county standards, with an explanation of the reason for imposing the more stringent standard.

(c) When a proposed rule includes provisions that are more stringent than those mandated by any comparable or related federal, state, or county standards, the agency shall, in addition to the information required by subsection (b), include in the small business impact statement information comparing the costs and benefits of the standard set by the proposed rule to the costs and benefits of the standard under the comparable or related federal, state or county law. The agency shall also include an explanation of its decision to impose the higher standard. The agency's comparison and justification shall include:

- (1) A description of the public purposes to be served by imposing the standard under the proposed rule;
- (2) The text of the related federal, state, or county law, including information about the purposes and applicability of the law;
- (3) A comparison between the proposed rule and the related federal, state, or county law, including a comparison of their purposes and of the standards and their application and administration;
- (4) A comparison of the monetary costs and benefits to the implementing agency and other agencies directly affected, of imposing the proposed standard, with the costs and benefits of imposing or deferring to the related federal, state or county standard, as well as a description of the manner in which any additional fees derived from imposition of the proposed standard are to be used; and
- (5) A comparison of the adverse effects on small businesses of the standard imposed by the proposed rule, with the adverse effects on small business of the related federal, state, or county standard.

- (d) This chapter shall not apply to proposed rules adopted by an agency to implement a statute or ordinance that does not require an agency to interpret or describe the requirements of the statute or ordinance, such as federally-mandated regulations that afford the agency no discretion to consider less restrictive alternatives. [L 1998, c 168, pt of §2, §5; am L 2002, c 202, §5; am L 2007, c 217, §3; am L 2008, c230, §3]

[\$201M-3] Small business statement after public hearing. For any proposed rules that affect small business, the agency shall also submit a small business statement to the small business regulatory review board and the departmental advisory committee on small business after the public hearing is held. This section shall not apply to emergency rules. The small business statement required by this section shall provide the following information:

- (1) A description of how opinions or comments from affected small business were solicited, a summary of the public and small business comments, and a summary of the agency's response to those comments;
- (2) The number of persons who:
 - (A) Attended the public hearing;
 - (B) Testified at the hearing; and
 - (C) Submitted written comments; and
- (3) If there was a request to change the proposed rule at the hearing in a way that affected small business, a statement of the reasons for adopting the proposed rule without the requested change. [L 1998, c 168, pt of §2, §5; am L 2002, c 202, §5]

[\$201M-4] Advisory committee on small business; consultation process for proposed rules. (a) There may be established within and administratively attached to every department of the State or county whose rules affect small business activities, an advisory committee on small business. The advisory committee shall consist of three or more odd number of members appointed by the department and may advise more than one department. The department shall have the authority to appoint members to the advisory committee and to fill any vacancies. The members shall serve on a volunteer basis and have experience or knowledge of the effect of regulation by those departments on the formation, operation, or expansion of a small business. No person shall serve on the small business regulatory review board and an advisory committee on small business concurrently. The advisory committees shall not be subject to the requirements of chapter 91.

(b) When the agency is proposing rules that affect small business, the agency may consult with the administratively attached departmental advisory committee on

small business regarding any matter related to the proposed rules prior to complying with the rulemaking requirements provided in chapter 91. Each agency shall develop its own internal management procedures for soliciting comments during the drafting of proposed rules from affected small businesses. The agency may develop creative procedures for the solicitation of comments from affected small businesses during the drafting or development of proposed rules.

(c) If necessary, any group or members of affected small businesses may also be consulted by the agency to formulate the relevant language, develop criteria, and provide any other expertise to ensure that the proposed rules will be drafted in a manner that will protect the public health, welfare, and safety without placing an undue and significant burden upon small business. [L 1998, c 168, pt of §2, §5; am L 2002, c 202, §5]

§201M-5 Small business regulatory review board; powers. (a) There shall be established within the department of business, economic development, and tourism, for administrative purposes, a small business regulatory review board to review any proposed new or amended rule or to consider any request from small business owners for review of any rule adopted by a state agency and to make recommendations to the agency or the legislature regarding the need for a rule change or legislation. For requests regarding county ordinances, the board may make recommendations to the county council or the mayor for appropriate action.

(b) The board shall consist of eleven members, who shall be appointed by the governor pursuant to section 26-34. Nominations to fill vacancies shall be made from names submitted by the review board. The appointments shall reflect representation of a variety of businesses in the State; provided that no more than two members shall be representatives from the same type of business, and that there shall be at least two representatives from each county.

(c) All members of the board shall be either a current or former owner or officer of a business and shall not be an officer or employee of the federal, state, or county government. A majority of the board shall elect the chairperson. The chairperson shall serve a term of not more than one year, unless removed earlier by a two-thirds vote of all members to which the board is entitled.

(d) A majority of all the members to which the board is entitled shall constitute a quorum to do business, and the concurrence of a majority of all the members to which the board is entitled shall be necessary to make any action of the board valid.

(e) In addition to any other powers provided by this chapter, the board may:

- (1) Adopt any rules necessary to implement this chapter;
- (2) Organize and hold conferences on problems affecting small business; and
- (3) Do any and all things necessary to effectuate the purposes of this chapter.

(f) The board shall submit an annual report to the legislature twenty days prior to each regular session detailing any requests from small business owners for review of any rule adopted by a state agency, and any recommendations made by the board to an agency or the legislature regarding the need for a rule change or legislation. The report shall also contain a summary of the comments made by the board to agencies regarding its review of proposed new or amended rules. [L 1998, c 168, pt of §2, §5; am L 2002, c 202, §§3, 5; am L 2007, c 217, §4]

§201M-6 Petition for regulatory review. (a) In addition to the basis for filing a petition provided in section 91-6, any affected small business may file a written petition with the agency that has adopted the rules objecting to all or part of any rule affecting small business on any of the following grounds:

- (1) The actual effect on small business was not reflected in, or significantly exceeded, the small business impact statement submitted prior to the adoption of the rules;
- (2) The small business impact statement did not consider new or significant economic information that reveals an undue impact on small business;
- (3) These impacts were not previously considered at the public hearing on the rules;
- (4) The rules create an undue barrier to the formation, operation, and expansion of small businesses in a manner that significantly outweighs its benefit to the public;
- (5) The rules duplicate, overlap, or conflict with rules adopted by another agency or violate the substantive authority under which the rules were adopted; or

(6) The technology, economic conditions, or other relevant factors justifying the purpose for the rules have changed or no longer exist.

(b) Upon submission of the petition, the agency shall forward a copy of the petition to the board, as notification of a petition filed under this chapter. The agency shall promptly consider the petition and may seek advice and counsel regarding the petition from the appropriate departmental advisory committee on small business. Within sixty days after the submission of the petition, the agency shall determine whether the impact statement or the public hearing addressed the actual and significant impact on small business. The agency shall submit a written response of the agency's determination to the small business review board within sixty days after receipt of the petition. If the agency determines that the petition merits the adoption, amendment, or repeal of a rule, it may initiate proceedings in accordance with section 91-3.

(c) If the agency determines that the petition does not merit the adoption, amendment, or repeal of any rule, any affected small business may seek a review of the decision by the board. The board shall promptly convene a meeting pursuant to chapter 92 for the purpose of soliciting testimony that will assist in its determination whether to recommend that the agency initiate proceedings in accordance with section 91-3. The board may base its recommendation on any of the following reasons:

- (1) The actual effect on small business was not reflected in, or significantly exceeded, the impact statement submitted prior to the adoption of the rules;
- (2) The impact statement did not consider new or significant economic information that reveals an undue impact on small business;
- (3) These impacts were not previously considered at the public hearing on the rules;
- (4) The rules create an undue barrier to the formation, operation, and expansion of small businesses in the State in a manner that significantly outweighs its benefit to the public;
- (5) The rules duplicate, overlap, or conflict with rules adopted by another agency or violate the substantive authority under which the rules were adopted; or
- (6) The technology, economic conditions, or other relevant factors justifying the purpose for the rules have changed or no longer exist.

(d) If the board recommends that an agency initiate rulemaking proceedings for any reason provided in subsection (c), it shall submit to the legislature an evaluation report and the agency's response as provided in subsection (b). The legislature may subsequently take any action in response to the evaluation report and the agency's response as it finds appropriate.

(e) If the board does not recommend that an agency initiate rulemaking proceedings, the board shall notify the small business of its decision and inform the small business that the small business may submit a complaint to the ombudsman pursuant to chapter 96 regarding the decision of the agency or board.

(f) Nothing in this section shall entitle an affected small business to a contested case hearing under chapter 91. [L 1998, c 168, pt of §2, §5; am L 2002, c 202, §5; am L 2007, c 217, §5]

§201M-7 Periodic review; evaluation report. (a) Each agency having rules that affect small business shall submit by June 30 of each odd-numbered year, a list of those rules to the small business regulatory review board. The agency shall also submit a report describing the specific public purpose or interest for adopting the respective rules and any other reasons to justify its continued implementation.

(b) The small business regulatory review board shall provide to the head of each agency a list of any rules adopted by the agency that affect small business and have generated complaints or concerns, including any rules that the board determines may duplicate, overlap, or conflict with other rules, or exceed statutory authority. Within forty-five days after being notified by the board of the list, the agency shall submit a written report to the board in response to the complaints or concerns. The agency shall also state whether the agency has considered the continued need for the rules and the degree to which technology, economic conditions, and other relevant factors may have diminished or eliminated the need for maintaining the rules.

(c) The board may solicit testimony from the public regarding any report submitted by the agency under this section at a public meeting held pursuant to chapter 92. Upon consideration of any report submitted by an agency under this section and any public testimony, the board shall submit an evaluation report to the next regular session of the legislature. The evaluation report shall include an assessment as to whether the public interest significantly outweighs a rule's effect on small business and any

legislative proposal to eliminate or reduce the effect on small business. The legislature may take any action in response to the report as it finds appropriate. [L 1998, c 168, pt of §2, §5; am L 2002, c 202, §5; am L 2007, c 217, §6]

§201M-8 Waiver or reduction of penalties. (a) Except where a penalty or fine is assessed pursuant to a program approved, authorized, or delegated under a federal law, any agency authorized to assess civil penalties or fines upon a small business shall waive or reduce any penalty or fine as allowed by federal or state law for a violation of any statute, ordinance, or rules by a small business under the following conditions:

- (1) The small business corrects the violation within a minimum of thirty days after receipt of a notice of violation or citation; and
- (2) The violation was unintentional or the result of excusable neglect; or
- (3) The violation was the result of an excusable misunderstanding of an agency's interpretation of a rule.

(b) Subsection (a) shall not apply:

- (1) When a small business fails to exercise good faith in complying with the statute or rules;
- (2) When a violation involves willful or criminal conduct;
- (3) When a violation results in serious health and safety impacts;
- (4) To violations of chapters 6E, 180, 180C, 181, 182, 183, 183C, 183D, 186, 187A, 188, 188F, 189, 190, 190D, 195, 195D, 195F, 205, 205A, 340A, 340E, 341, 342B, 342C, 342D, 342E, 342F, 342G, 342H, 342I, 342J, 342L, and 342P;
- (5) To violations of sections 200-9(b) and (c), 200-24(4), 200-37, and 200-38; or
- (6) To violations of administrative rules promulgated pursuant to section 200-4(6); except for rules pertaining to matters listed in section 200-4(6)(A), (B), (C), and (D).

(c) An agency may adopt rules to implement the requirements of this section. [L 1998, c 168, pt of §2, §5; am L 2002, c 202, §5; am L 2004, c 206, §1]

[§201M-9] Executive order. The governor may execute any executive order, memorandum, or directive necessary to

implement any provision of this chapter. [L 1998, c 168, pt
of §2, §5; am L 2002, c 202, §5]

2. Board Member Listing

Island	Member	Company	Address	Discussion Leader	E-mail
Oahu	Sharon L. Pang (Chair)	Care Companions & Consulting	1400 Pensacola Street, Honolulu, HI 96822	Department of Health-Medical Division, Department of Human Services, Department of Commerce and Consumer Affairs (Back-up)	carecompanions@aol.com
Oahu	Charles K.H. Au (Vice Chairperson)	ECA, LLP	598 Halekauwila Street, Honolulu, HI 96813	Department of Taxation, Department of Hawaiian Home Lands, Department of Transportation (Back-up)	charles@eca-advisors.com
Hawaii	Richard Schnitzler (2nd Vice Chairperson)	Hamakua Macadamia Nut Co.	P.O. Box 44715 Kawaihae, HI 96743	Department of Agriculture, Department of Business, Economic Development & Tourism, Department of Land & Natural Resources (Back-up)	Richard@hawwnut.com
Maui	Dorvin Leis	Dorvin D. Leis, Co., Inc.	1100 Alakea Street, Ste 1400, Honolulu, HI 96813	Department of Accounting & General Services, Office of the Lieutenant Governor	jadel@lleisinc.com
Oahu	Bruce E. Bucky	Hildgund Jewelry	1188 Bishop Street, Suite 2305 Honolulu, HI 96813	Department of Human Resources (Back-up), Department of Defense, Department of Transportation	info@hildgund.com
Kauai	Peter Yukimura	Koa Trading Co.	PO Box 1031 Lihue, HI 96766	Department of Education, Department of Labor & Industrial Relations (Back-up)	pmyuki@hawaiian.net
Hawaii	David S. De Luz, Jr.	Big Island Toyota	811 Kaneolehua Avenue Hilo, HI 96720	Department of Labor and Industrial Relations, University of Hawaii, Department of Transportation (Back-up)	dj@teamdeluz.com

3. Administrative Rules Reviewed

	Month/Year	Support	Oppose	No Comment	Support w/Rec.	Sup. w/Res.	Support/Oppose	Pending
	FY 2000 to FY 2007	249	8	7	16	12	3	
FY 2008	Jul-07	-						
	Aug-07	5	1					
	Sep-07	2			1			
	Oct-07	9						
	Nov-07	0						
	Jan-08	8			1			
	Feb-08	2		1				
	Mar-08	3						
	Apr-08	4						
	May-08	3		3			1	
	Jun-08	0						
FY 2009	Jul-08	6						
	Aug-08	3		1				
	Sep-08	4						
	Oct-08	4						
	Nov-08	3		1				
	Jan-09	7		1			1	
	Feb-09	0						
	Mar-09	7			1			
	Apr-09	7						
	May-09	2		1				
	Jun-09	5			2			
FY 2010	Jul-09	5						
	Aug-09	0						
	Sept-09	12		2				
	Oct-09	0						
	Nov-09	7		1		1		
	Dec-09	0	1				1	
	Jan-10	0						
	Feb-10	3		2				
	Mar-10	2			1			
	Apr-10	5						
	May-10	0						
	Jun-10	3		4				
	FY2011	Jul-10	3		2			
Aug-10		3		1	1			
Sep-10		0						
Oct-10		12	2	5				
Nov-10		0						
Dec-10		4		3				
	Totals	392	12	35	23	13	6	0

4. Administrative Directive No. 09-01



EXECUTIVE CHAMBERS
HONOLULU

LINDA LINGLE
GOVERNOR

October 29, 2009

ADMINISTRATIVE DIRECTIVE NO. 09-01

To: All Agency Heads

Subject: Policy and Procedure for the Adoption, Amendment, or Repeal of Administrative Rules

This administrative directive updates the policy and procedure by which departments or agencies shall request executive approval of any proposed adoption, amendment, or repeal of administrative rules. It rescinds Administrative Directive No. 99-02, Policy and Procedure for the Adoption, Amendment, or Repeal of Administrative Rules, dated August 2, 1999.

Legal Reference:

Section 91-3(c), Hawaii Revised Statutes, provides that, "the adoption, amendment, or repeal of any rule by any state agency shall be subject to the approval of the governor."

Hawaii Revised Statutes Chapter 201M, the "Hawaii Small Business Regulatory Flexibility Act," requires that if a proposed rule "affects small business," the department or agency shall submit a "small business impact statement" and a "small business statement" to the Small Business Regulatory Review Board. Chapter 201M does not apply to emergency rulemaking or rules adopted to comply with a federal requirement.

Policy:

Whenever any department or agency requests executive approval for the proposed adoption, amendment, or repeal of a rule, the director of the department or agency shall ensure that the proposed changes conform to existing legal provisions, including Chapter 91, Hawaii Revised Statutes. In requesting the adoption, amendment, or repeal of any rule, the director will explain or submit the following:

1. Explain the exact changes to be made and the purpose, reasons for the changes, and justification for the change. If applicable, cite the present rule and quote the proposed rule change in full without paraphrasing.

2. Describe the manner in which the proposal would affect the agency's internal and external responsibilities, programs, functions, operations, activities, and inter-relationships.
3. Identify the final result expected by instituting the proposal (e.g. a program improvement/clarification of statute).
4. Identify any program and financial impacts on the State that will arise upon the implementation of the proposal to include:
 - a. Long- and short-range program impacts, and
 - b. Anticipated program funding required for the present biennium, including a statement as to whether funds are currently budgeted to permit the implementation and enforcement of the proposed adoption, amendment, or repeal of the rule, and estimates for anticipated savings or funding shortfalls projected over the subsequent four-year planning period, and the assumptions used to arrive at the estimates.
5. Describe long- and short-term impacts to the public or the economy of the State.
6. Identify the alternatives explored in lieu of implementing the proposal.
7. Provide an explanation of whether the proposal will affect small business. For purposes of this Directive, a proposal will affect small business if the proposal will impact a for-profit enterprise consisting of fewer than 100 full-time or part-time employees and will cause a direct and significant economic burden upon a small business, or is directly related to the formation, operation, or expansion of a small business.

If a proposal affects small business, the department or agency will describe:

- a. Whether it has considered the availability and practicability of less restrictive alternatives that could be implemented in lieu of adopting the proposal;
- b. Whether it has considered creative, innovative, or flexible methods of compliance for small business in lieu of adopting the proposed rule; and
- c. Whether it has prepared a "Small Business Impact Statement" that has been submitted to the Small Business Regulatory Review Board for consideration under HRS Chapter 201M.

Procedure:

1. Approval of the Governor is required prior to any rule change proceeding to a public hearing.

Prior to formal publication of notice of public hearing on the proposed adoption, amendment, or repeal of any rule, departments and agencies will:

- a. Obtain the Attorney General's approval "as to form" prior to submitting the rule to me for approval for public hearing; provided that as to rules proposed for adoption, amendment, or repeal that are submitted by the Board of Regents of the University of Hawaii, such rules shall be first reviewed and approved as to form by the University's Office of General Counsel prior to submission to the Attorney General. The Department of the Attorney General will complete its pre-hearing review on an expeditious basis;
- b. Provide the Governor's office with a copy of the proposed rule, including the information requested in "Policy" items 1 through 7 above; and
- c. At the time the rules are submitted to the Governor's Office, concurrently provide copies to the Director of Budget and Finance (B&F) and to the Director of Business, Economic Development and Tourism (DBEDT) for their prompt review. B&F and DBEDT comments will be forwarded directly to the Governor.

2. Notice of Public Hearings.

If any proposed rule affects small business, the notice of public hearing will summarize any business impact described in the "Small Business Impact Statement," and will state any new fee or compliance burdens that will be placed on small business.

3. Final Approval After Public Hearing.

Departments and agencies will obtain the Governor's final approval for the adoption, amendment, or repeal of any rule after the required public hearing has been held. In seeking final approval, the director of the department or agency concerned shall:

- a. Indicate whether any revision is being recommended to the proposed rule, amendment, or repeal based on facts and circumstances brought out in the public hearing;
- b. If a revision or change is recommended, provide a copy of the proposed rule with revisions and changes to the Attorney General for approval "as to form" prior to resubmitting the rule to the Governor for final approval; provided that as to rules proposed for adoption, amendment or repeal that are submitted by the Board of Regents of the University of Hawaii, such rules shall be first reviewed and approved as to form by the University's Office of General Counsel prior to submission to the Attorney General.

The Attorney General's office will approve the form within two weeks of receipt if the changes are not substantive. If the changes are determined to be substantial or material by the Attorney General, an additional public hearing will be held.

If a re-hearing of a proposed rule is sought, the procedures required for approval to proceed to public hearing will again be followed;

- c. Indicate whether the proposal affects small business, and, if so, whether a "Small Business Statement," which provides the information described in HRS Chapter 201M, has been submitted to the Small Business Regulatory Review Board; and
 - d. Submit three copies of the proposal in standard format and in accordance with Chapter 91, HRS, for the Governor's final approval. The original and a copy of the rules adopted by the department or agency will be signed by the director of the department, by the chairperson of a board or commission of a principal department, or by the chairperson of a board or commission if the rule has been adopted by a board or commission which is assigned to a department for administrative purposes. The third copy may use a facsimile of the required signatures.
4. Distribution of Approved Adopted Rules.
- a. A complete set consisting of three copies approved by the Governor will be filed at the Office of the Lieutenant Governor.
 - b. The Office of the Lieutenant Governor will provide one copy to the agency adopting, amending, or repealing the rule.
 - c. Each department or agency adopting, amending, or repealing the rule will provide one file-stamped and certified copy of the rule in the Ramseyer and standard formats to the Legislative Reference Bureau.

LINDA LINGLE

APPROVED AS TO FORM:



Attorney General

***No. 1 Capitol District Building
250 South Hotel Street, 5th Floor
Honolulu, Hawaii 96813***

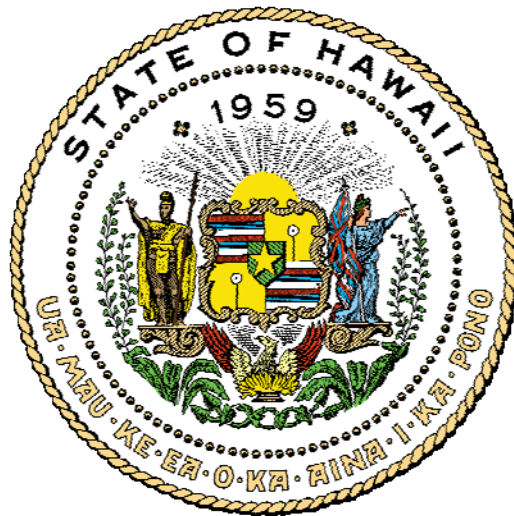
Phone - (808) 586-2594

Fax - (808) 586-3388

Website: <http://www.hawaii.gov/dbedt>

Email: sbrrb@dbedt.hawaii.gov

STATE OF HAWAII
Offices in Taiwan and Beijing
January 1, 2011 – December 31, 2011
Annual Report to the Legislature



Strategic Marketing & Support Division
Department of Business, Economic Development & Tourism

December 2011

STATE OF HAWAII OFFICE IN TAIPEI (SHOT) 2011 ACTIVITIES

Government Relations

SHOT successfully sought and obtained Taiwan Government's financial support in the form of a 33% rent reduction for the State of Hawaii Office in Taipei.

Assisted the Taiwan Overseas Compatriot Affairs Commission, Executive Yuan with the celebration of the 100-year anniversary of the Republic of China honoring Dr. Sun, Yang Sun (Founder of the Republic of China). The Taiwan Government invited over 400 Chinese community leaders from all over the world to gather in Hawaii in May this year.

Taipei City Mayor Mr. Hau, Lung Bin presented an appreciation certificate to the State of Hawaii office in Taipei in June to acknowledge its support of the "2010 Taipei international Flora Expo", a six month floral expo hosted and organized by the Taipei City Government. Total of nine million peoples visited the expo and the Hawaii pavilion was one of the favorite and most popular sites to visit.

Assisted Honolulu Mayor Peter Carlisle during his visit to Taiwan from June 5 to 10. Accompanied the Hawaii delegation to meetings with the Taiwan Ministry of Foreign Affairs, Department of Rapid Transit System and Department of Environmental Protection, Taipei city Government, Control Center of Taipei MRT Station, China Airlines, Bureau of High Speed Rail, Ministry of Transportation and Communications, Bureau of Mass Rapid Transit and Bureau of transportation, Kaohsiung City Government, Control Center of Kaohsiung MRT station.

Assisted House Speaker Calvin Say and nine members of the State House of Representatives who visited Taiwan from October 17 to 23. Accompanied the delegation to meetings with the Taiwan Ministry of Foreign Affairs, Taipei City Government, American Institute in Taiwan (AIT), Legislative Yuan, Taichung City Government, and Taiwan business leaders to promote business and relationships between Hawaii and Taiwan.

Hawaii Business Promotions

SHOT organized a delegation of six officials from Taiwan to participate in the 2011 Asia Pacific Clean Energy Summit and Expo. The delegation was led by Mayor Jason Hu of Taichung City and five other officials who are in charge of clean energy development and environmental protection. Mayor Hu delivered a keynote speech at the conference and took the opportunity to meet with Governor Abercrombie, Mayor Carlisle and DBEDT Director, Richard Lim. Mayor Hu valued the summit and acknowledged Hawaii's important role in new energy programs and development. Mayor Hu returned to Taiwan and is pursuing a formal relationship between Taichung and the State of Hawaii related to renewable and clean energy cooperation between governments.

Hawaii Tourism Asia and DBEDT's Taipei Office promoted Hawaii at the 2011 Taipei International Travel Fair from November 11 to 14. The four-day fair attracted over a quarter

million people representing the general public and travel trade. The Taiwan Hula Association performed at the event and promoted Hawaii's culture and dance. SHOT also helped to promote Hawaii as a destination for education and training opportunities.

SHOT Executive Director Alex Lei was invited by the USA-ROC Business Council to deliver a speech at the "2011 Joint Conference of USA-ROC & US-Taiwan Business Council" from November 13 to 15. Lei introduced Hawaii's clean energy initiative. He was the only U.S. State representative at the event which attracted 300 people from Taiwan's business community.

Executive Director Alex Lei accepted an exclusive television interview on Taiwan Public Broadcasting System (TPBS) in May. The fifty minutes television interview gave Lei an opportunity to introduce and promote Hawaii, talk about business and trade, culture and tourism, clean energy and economic development initiatives, study abroad opportunities, Sister-State and Sister-City relationships, Chinese in Hawaii etc. This program was showed on PBS Taiwan channel and affiliated Taiwan PBS channel globally.

Hawaii Product Promotions

SHOT participated in the "Food Taipei 2011" show from June 22 to 25. Food Taipei is the largest food show produced by the Taipei World Trade Center. The show attracts many international and local buyers. The show was opened to the public during the last two days

SHOT promoted Made-in-Hawaii products and the Taipei Cuisine Festival "Taipei, Bridging the World with Food" from June 4 to 12. It is the biggest international food exposition hosted by Taipei City Government. Hawaii products such as spring and deep-sea water, macadamia nut, Kona coffee, Hawaii cookies and chocolates, health and beauty products were featured. The nine day exposition attracted 50,000 visitors.

SHOT staff worked with the American Institute in Taiwan (AIT) to promote Made-in-Hawaii products by participating in retail market sales events. The events included the sales at the Taipei World Trade Center exhibition hall and American Week Summer Sale in Shin Kong Mitsukoshi Department Store from June 30 to July 21.

SHOT staff assisted Ms. Ann Fan, Director of the Hawaiian Cultural Center in Taiwan to establish a Hawaiian themed shop in Taipei City. The shop will promote Made-in-Hawaii products including Hawaiian Beer, snacks, coffee, macadamia nuts, deep sea vodka, Hawaiian clothing, Hawaiian painting etc. There are over thirty items being promoted.

"Study Hawaii" Promotions

Over the year, SHOT staff met with ten different overseas educational and consulting firms in Taiwan to promote education and training opportunities in Hawaii. Executive Director Lei delivered a speech at the Overseas Study Association annual conference.

SHOT attended "Oh! Study America Education Fair" from October 15-18 in Taipei, Taichung and Kaohsiung City. The Executive Director and staff manned the Hawaii booth and promoted

Chaminade University, ELS Language Center, Global Village Hawaii English Center, Hawaii Pacific University, Hawaii Tokai International College, Kapiolani Community College, Leeward Community College, University of Hawaii at Hilo

Hawaii Cultural Promotions

Hawaii cultural performances are very popular attractions in Taiwan. SHOT identified opportunities for Hawaii to be promoted at many events and worked closely with the Hawaii Hula Association in Taiwan.

In 2011, the Hawaii Hula Association participated in:

- Taipei International Flora Expo
- Taichung City International Cultural Week
- American products exhibition at the Mitsukoshi Department Store
- International Travel Fairs
- Hawaii Week at the Howard Plaza Hotel

SHOT Executive Director Alex Lei attended a press conference and opening ceremony of the Hawaii Cultural Theme Shop of the Hawaii Hula Association of Taiwan that was attended by 50 people including representatives from Taipei City Government, Hawaii Tourism Asia office, travel trade and media reporters. Lei took this opportunity to acknowledge and thank the center for their great support and efforts to promote culture and friendship between Hawaii and Taiwan.

The Taiwan Hula Association organized a group of 16 students who traveled to Hawaii in May to participate in the 2011 Merrie Monarch festival. A second trip was arranged in October where 12 students traveled to Hawaii to learn and interact with the Hawaii Hula community.

Creative Industries and Film Productions

Coordinated and assisted Taiwan Hakka Television Company and Taiwan Public Television Company for their film production, “My Brother Dr. Sun, Ying Sun”, filmed in Hawaii in 2011. SHOT staff met and briefed the film group about Hawaii in general, arranged meetings with the Creative Industries Division of DBEDT, Taiwan Economic and Cultural office in Honolulu (TECO), and the Hawaii Chinese and Taiwanese Chambers of Commerce.

FY 2011 Taipei Office Expenses

Description	Row Total
Executive Director's Salary	41,076.00
Assistant's salary	22,050.67
Office rent	12,802.18
Parking reimbursement	1,564.25
Health insurance	2,371.61
Labor insurance	728.93
Newspaper subscription	122.89
Copy machine rental	611.01
(Reimbursement to State for Exec. Dir. Health Insurance)	(1,541.85)
Utilities	472.19
Phones/Fax/L-distance	1,630.60
Mobile phone	1,886.99
Postage	125.84
Freight & delivery charge	165.19
Office supplies	659.81
Office equipment	291.04
Taxi fare	462.84
Protocol Expense	1,142.34
Membership fees	350.88
Out/state travel exp.	1,371.43
Travel per diem	600.00
TOTAL OFFICE EXPENSES	88,944.84

STATE OF HAWAII OFFICE IN BEIJING (SHOB) 2011 ACTIVITIES

Developing and Expanding Hawaii-China Linkages

In 2011, the State of Hawaii Department of Business, Economic Development & Tourism's (DBEDT), State of Hawaii Office in Beijing (SHOB) continued to work on expanding and maintaining Hawaii's ties with China including facilitating Chinese governmental visits to Hawaii assisting China Youth Travel Service (CYTS), C-Trip and China Eastern Airlines with their plans for direct chartered flights to Honolulu, securing Chinese participation to the 2011 Asia Pacific Clean Energy Summit and Expo (APCESE) and the APEC CEO Summit, assisting groups of students to the University of Hawaii for targeted short-term training, planning and executing Lieutenant Governor Brian Schatz's China visit and helping Chinese incentive and conference groups with their travel arrangements to Honolulu.

In January and February, SHOB worked with Chinese tour operator U-Tour, Hawaii Pan Pacific Group and the U.S. Embassy in Beijing to bring 600 people from Dongfang Yueda KIA Corp. to Honolulu for their annual incentive conference. Over the course of two months, SHOB helped to convince U-Tour to choose Hawaii as their conference destination. SHOB also helped to arrange U-Tour's site inspection team's tour in Honolulu, and helped to facilitate visa interviews for the group. With strong support from SHOB, the U.S. Embassy's Visa Section for the first time in history, set aside blocks of fifty interview slots for ten days to speed up the processing of visa applications for the Dongfang Yueda KIA annual conference group to Honolulu. The group's trip to Hawaii was projected to generate over \$500,000 in tax revenue to the State.

In February SHOB served as the bridge to Guangdong and Hainan Provinces extending greetings from Governors Huang Huahua and Luo Baoming to newly re-elected Governor Neil Abercrombie. Guangdong and Hainan Provinces both have sister state relationships with the State of Hawaii.

In March, SHOB was approached by CYTS to explore the possibility of having TIEN (a multinational corporation, multilevel marketing firm) travel to Honolulu to host a global distribution conference. SHOB worked with the U.S. Embassy for its support of the travelers' visa interviews for this business group. The conference was successfully held on March 12 in Honolulu that included 110 participants from China.

One of SHOB's major objectives in 2011 was to assist and facilitate the establishment of China-Hawaii direct chartered flights. SHOB coordinated the communication with China CYTS, a Hong Kong listed company, China Eastern Airlines and the U.S. Embassy Foreign Commercial Services and Visa Sections to secure the first four flights that included 800 Chinese tourists to Honolulu during the Chinese New Year celebrations in February 2011. When China's C-trip announced the second round of Shanghai-Honolulu direct chartered flights by China Eastern Airlines from June of 2011 to February, SHOB again facilitated the communication between C-

trip and the U.S. Embassy for visa interviews and was successful in securing interview slots for 90 passengers for the first flight to Honolulu on August 6.

In late May and early June, Lieutenant Governor Brian Schatz visited Beijing and Guangzhou City with the Hawaii Convention Center to promote The Asia Pacific Clean Energy Summit and Expo (APCESE) and APEC Hawaii 2011. SHOB facilitated introductions for the Lieutenant Governor during his visit and arranged the following meetings with Chinese Government officials: Mr. Zhu Shanzhong, Vice Chairman of China National Tourism Administration; Mr. Yu Ping, Vice Chairman of the China Council for the Promotion of International Trade; Mr. Xu Xin, Director General of Beijing International Brand Management Council; Mr. Li Zhiheng, Vice Governor of Guangdong Province.

The Lieutenant Governor's China trip resulted with a return visit to Hawaii by Guangdong Provincial Government's Vice Governor Li Zhiheng to Hawaii as well as solidifying plans for the Hawaii-China Business Forum on Clean Energy during APEC Hawaii 2011.

In August, SHOB facilitated details of the visit to Hawaii by Mr. Li Zhiheng, Vice Governor of Guangdong Province and his delegation of six to Honolulu. During his visit, DBEDT scheduled meetings for Vice Governor Li and his delegation to meet with the Lieutenant Governor, State Energy Office officials and officials with the Department of Human Services.

Throughout 2011, SHOB attended meetings and events at the invitation of governmental bodies such as the U.S. Embassy in Beijing, U.S. Foreign Commercial Service, China National Tourism Administration, China Ministry of Commerce, China Friendship Association with Foreign Countries, Chinese Council for Promotion of International Trade, China Ministry of Education, etc., to maintain communication to further cooperative relationships in the future. For example, SHOB was invited by the China Friendship Association to the China-U.S. Governors' Dialogue on October 19 to support Governor Neil Abrecrombie's first China trip. SHOB prepared useful information and briefing materials for the Governor's visit.

Increasing Hawaii's Exports of Goods and Services

One of the main functions of SHOB is to provide on-site and in-country support to Hawaii businesses interested in marketing products or services in China. Throughout 2011, SHOB assisted the following Hawaii businesses in China:

- Bank of Hawaii - promotion of China initiatives
- Pacific LLC - search for Chinese partners
- UH Business School - visa support of training groups
- PCC - marketing activities in China
- Pan Pacific Group - cooperation with China Council for Promotion of International Trade
- Hawaii Convention Center - promotion of APEC and APCESE
- Blue Hawaii Surf - Hawaii products distribution
- Honolulu Community College - language training program in China market
- WATG - business match making
- KYOYA - Chinese investment attraction
- East West Center - China engagement in 2012

- Yamanaka Enterprises - EB-5 program in China
- Frank TK Hinshaw, Hawaii citizen - investment consultancy
- Hawaii Pacific University - Hawaii home stay program
- David Wilson of a newly approved regional center in Hawaii - EB-5 in China
- Hawaii HiBEAM - attracting China investment
- Koolina - due diligence research on a Chinese organization named Concord Capital

The key issue of increasing Hawaii's product exports to China is the need to have a "footprint" in China. In another words, establishing a place, a store or a showcase that would make Hawaii products visible and tangible because Hawaii products are more natural and driven by agriculture. SHOB worked in 2011 to try to have a "footprint" possible with agencies from both Hawaii and China. The good news was that the first "Hawaii Store" was established in Shanghai by Blue Hawaii Surf namely Micheal Zhang in October 2011. SHOB will be in support of this "Hawaii Store" and assist in the distribution of products in north China for the Chinese New Year Holiday season.

Throughout 2011, SHOB worked with Chinese media--21st Centry Media Group, Chinese Caijing Magazine, Lens Magazine, Radio Beijing and CCTV to promote Hawaii as a destination for serious business.

Expanding Hawaii's Energy Sector

Hawaii as a test-bed for clean and renewable energy is gaining much attention by the Chinese. In 2011, SHOB continued to work on linkages between Hawaii and China in the area of clean and renewable energy, with emphasis on the possibilities for investments from China. SHOB successfully organized Chinese participation at the Hawaii Asia Pacific Clean Energy Summit and Expo (APCESE) in 2011 and served as a communication bridge between China and the State Energy Office. Chinese BYD, a famous Chinese Auto Maker, participated in the APCESE 2011 exposition and also provided a speaker at the conference. Among Chinese auto makers, BYD is ahead of others in the area of electric vehicles and battery storage technology. The company is interested in exporting its electric vehicles to Hawaii and building complementary electric charging stations. Chinese Da Tang Energy Corp. a Hong Kong listed company and the second largest energy supplier in China is interested in investing Hawaii with projects related to wind, solar and Hawaii undersea cable projects. SHOB worked with Chinese Da Tang and secured a visit of Da Tang delegation of five people to Hawaii led by its Vice President, Mr. Hu Guodong from May 24 to 28. With the assistance of DBEDT, Da Tang delegates met with Lieutenant Governor Brian Schatz, DBEDT Director Richard Lim, HECO representatives, State Energy Office officials and Hawaii First Wind. The visit included site inspections of wind energy projects. Chinese Da Tang is very interested in Hawaii's undersea cable project and is waiting to possibly bid on the project.

Chinese Huadian Corp. is another huge Chinese energy supplier based in Shanghai. This company is also interested in Hawaii's renewable energy initiatives related to wind and solar. SHOB facilitated Huadian's Hawaii visit in August 2011 by communicating with the U.S. Consulate in Shanghai to support Huadian's visa interviews.

The highlight of SHOB's activities for the year culminated with the planning and execution of the APEC Hawaii-China Luncheon and Clean Energy Forum" on November 13. 260 Chinese CEOs of China's top corporations traveled to Honolulu to participate in the APEC International CEO Summit. SHOB secured the China Council for Promotion of International Trade (CCPIT), a governmental organizing agency for the Chinese CEO delegation, to jointly participate in a Clean Energy Forum with the Hawaii business community. The event began with a luncheon at historic Washington Place and the Hawaii-China Clean Energy Forum that was convened in the Chambers of the State House of Representatives. The events culminated with a Letter of Interest (LOI) which was signed between the State of Hawaii and CCPIT for further cooperation on clean energy initiatives. SHOB also worked with Chinese Central TV Channel Two (the channel of business and finance) and secured full coverage of the event. SHOB will continue to maintain communication with CCPIT and push for further cooperation between businesses in Hawaii and China in 2012.

Promoting Educational Opportunities and Educational Exchanges

In the year of 2011, SHOB assisted around 130 Chinese officials, business executives and students to undertake short-term training in Hawaii to support Hawaii education system.

Hawaii East West Center Chairman Charles Morrison made two visits to Beijing in the year of 2011. The first one was with Maya Soetoro for communication with Chinese Ministry of Education for a training program of Chinese teachers and the second one was with staff for East West Center worldwide alumnus annual conference in Beijing in 2012. SHOB provided on site support for the above visits including, but not limited to, setting up and attending appointments, and providing information of UH and East West Center Beijing Alumni. SHOB will keep in communication with East West Center to support the Annual Alumni Conference in Beijing in 2012.

Upon request of UH Shidler College of Business Professor Tung Bui, SHOB worked on two groups totaling 70 executive MBA students from Chinese Harbin Institute of Technology to study at the UH. The two groups came to Hawaii in April and September.

With Chinese Heilongjiang Province, SHOB worked on securing a training group of 25 officials (director level) from Heilongjiang Provincial Tourism Administration to study at the UH School of Travel Industry Management. Three officials visited Hawaii for site inspection in September and committed to training at the UH in May of 2012.

In June and July, SHOB worked with the Chinese Law Society and the UH Law School. In July, a workshop was held in Beijing with 5 lawyers from Hawaii and 30 lawyers from Beijing to discuss the differences between United States and Chinese corporate law.

FY 2011 BEIJING
OFFICE
EXPENSES

Description	Row Total
Director's contract	49,647.76
Assistant's salary	368.44
Office rent	8,647.12
Office Management fee	1,586.32
Office storage	612.60
Office janitorial service	1,088.96
Lunch coupon	544.49
Bank transfer fee	6.18
Utilities	8.64
Phones/Fax/Long distance	1,241.68
Mobile phone	707.07
Postage	378.10
Office supplies	780.32
Taxi fare	411.46
Business Meeting Expense	5,554.30
Protocol Expense	1,479.87
Printing	106.11
Out/state travel exp.	1,950.00
Parking reimbursement	821.23
China Mission Expenses	151.06
Translation fee	323.25
Travel Per Diem	3,312.24
Phone Rental	132.64
TOTAL OFFICE EXPENSES	79,859.84



HTDC *Cultivating* 
Hawaii's tech sector
HIGH TECHNOLOGY DEVELOPMENT CORPORATION



new day



ANNUAL REPORT 2011

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HTDC MISSION AND DUTIES

The mission of the High Technology Development Corporation (HTDC) is to facilitate the growth and development of high technology as a viable industry sector in Hawaii's economy. HTDC is an agency of the State of Hawaii created by the State Legislature in 1983 and is administratively attached to the Department of Business, Economic Development and Tourism (DBEDT). HTDC's duties include, but are not limited to:

- developing industrial parks as high technology innovation centers and projects within or outside of industrial parks;
- providing support and services to Hawaii-based high technology companies;
- collecting and analyzing information on the state of commercial high technology activity in Hawaii;
- promoting and marketing Hawaii as a site for commercial high technology activity; and
- providing advice on policy and planning for technology-based economic development.

(HRS Chapter 206M-2)



Yuka Nagashima
Executive Director



Assumpta Rapoza
Board Chair

Message from Executive Director Yuka Nagashima and Board Chair Assumpta Rapoza

In 2011, it is undeniable how products of technology and innovation are connecting the world like never before. Individually, we are becoming the fabric of a globally woven community, and the boundary between business and pleasure is evolving; further being consumed by social media. Our increasing community interaction has pushed society toward principles of collaboration, open innovation, and sustainability. At the High Technology Development Corporation, we have embraced these values and formed partnerships that collectively support our mission of serving Hawaii's technology sector. As we look back on the past year, we celebrate the advances of our state's tech community, and invite you to imagine how the innovations made today will be used in our lives in the coming years.

Since last year's annual report:

On CNN, we anguished watching the devastation in Japan unfold in real-time via Twitter reports, YouTube videos, and Skype interviews. We witnessed how individuals are empowered with the tools to rapidly share life experiences from a very personal perspective. We also felt how closely we are all connected as CBI Polymers, a Hawaii company, contributed to the remediation efforts.

Queen Elizabeth II joined Facebook, becoming one of 750 million active users on the social media site. As social media redefines the way we are all interconnected, online communication becomes our direct passage to the world. Through the broadband initiative, HTDC continues to work with our political leadership and business community on providing the ubiquitous high speed connectivity required to compete in the changing global economy.

The Apple iPad tablet was born unlocking a new generation of mobile productivity and communication. Apps, games, and streaming video have become a part of our everyday lives, our kids' lives, and our parents' lives. Whether from the Manoa Innovation Center, downtown Honolulu, or neighbor islands, our tech community is now delivering their inventive content to the world in diverse ways ranging from social gaming to autism training.

It cannot be overstated that during these continuing tough economic times it is imperative for us to work together as a community to keep the industry moving technology and innovation forward in Hawaii. At HTDC, we continue to leverage federal funds through the SBIR and Manufacturers Extension Partnership programs to support germinating entrepreneurs as part of our mission. At this juncture, this alone is not enough. We are leveraging the \$13 million of federal funds our partners at HSDC are investing into Hawaii tech startups. We are assisting the dual-use community turning military R&D technologies into commercialized products by supplementing their efforts with matching Hawaii SBIR funds. We need to continue sustainability efforts like the Energy Audit where we teamed with Hawaii Energy to create more of a community impact. And we foster forums like the Software Skills Panel where we joined together with the Workforce

Development Council, University of Hawaii, and the Department of Labor and Industrial Relations to address industry competitiveness issues. In the coming year, we will continue to further our community development through public/private partnerships.

As a closing thought, technology and innovation take many forms. Sometimes the breakthrough is not the invention of something new - it can be the marriage of unique contributions for a collective purpose to create the needed synergy. At HTDC, partnerships provides us our strength, our passion, knowledge, experience and commitment will continue to make positive impacts to further our technology industry. It is our belief that you are part of 'us' to help the future of the technology industry in the state.

Aloha,
Yuka Nagashima, Executive Director and CEO
Assumpta Rapoza, Board Chair

MANOA INNOVATION CENTER

Incubation nourishes Innovation

The Manoa Innovation Center (MIC) offers fresh tech start-ups the location and services to grow their business into a commercially viable and fruitful enterprise. Whether an on-site tenant or a virtual one, MIC provides a rich habitat filled with other like-minded companies to stimulate the process of innovation. Learn more at www.htdc.org.

HTDC
HIGH TECHNOLOGY DEVELOPMENT CORPORATION
Cultivating Hawaii's Tech Sector

Phone: **(808) 539-3616** • Web: www.htdc.org
2800 Woodlawn Drive, Suite 100
Honolulu, Hawaii 96822



The Manoa Innovation Center (MIC) is a business incubation program designed to provide entrepreneurs in the technology and innovation field a common place to gather, learn and grow a business. In this engaging habitat, HTDC provides office space to qualified companies who are looking for a place to:

- Grow their business with flexible lease terms that reflect the needs of entrepreneurs
- Discover valuable business resources and funding opportunities
- Develop skill sets to realize their companies' potential
- Learn from other mentors in their industry, and
- Increase their professional network.



The MIC is a 42,000 square foot facility and has helped 130 tech start-up companies since 1993 with incubation office space. Developed by the State of Hawaii in partnership with the University of Hawaii, it is one of the first true technology incubators in Hawaii. Occupants of this facility have the opportunity to rent office space at low cost and use shared office equipment and conference rooms of various sizes. The most recent client companies to join MIC are: **Cardax, Translucent Analytics, and Keahole Solar Power.**

MANOA INNOVATION CENTER (MIC)

MIC Metrics 2011

Clients: 27

Average Occupancy Rate: 98%

Average Tenure: 3.4 years

New Clients: 3

Graduates: 3

Failures: 0

Overall Success Rate: 75%

Highlights from our MIC incubation tenants in fiscal year 2011:

- **PUKOA SCIENTIFIC:** Awarded the Pacific Business News #31 Fastest 50 Award in August 2010. The award is based on company growth percentage.
- **ADAMA MATERIALS:** Received \$4.75M in equity investment from two venture capital companies and other investors.
- **IKAYZO:** Published in New York Times on December 30, 2010 for launching a tool to help Japanese Companies avoid embarrassing English.

Manoa Innovation Center Incubation Companies, FY2011

Activision.tv

Activision.tv uses its patented Computer Integrated Television (CIT), Works-in-a-Box (WIB) modular computer component and its Digital Media Delivery System (DMDS) systems to provide a turnkey solution for narrowcast networks. www.activision.tv



Adama Materials is a materials science company focused on the development and commercialization of patented nanotechnologies to significantly improve the mechanical performance of composite structures. www.adamamaterials.com



Alakai Consulting & Engineering is a defense contracting corporation. Their expertise spans the gamut from general engineering, systems engineering, applications engineering, marketing consulting, management consulting, and project management consulting. www.alakai.us



AMEL Technologies conducts energy research and consulting. Research and development is done in energy conservation by building industry and mechanical engineering design. www.ameltech.com



AsiaPacificFilms.com streams culturally and historically significant films from Asia and the Pacific that entertain, educate and inspire viewers to think beyond boundaries. They use the latest streaming technology, an experienced team of programmers, notable scholars, critics, and curators who carefully select the films to provide service to subscribers in DVD quality. www.asiapacificfilms.com

ATCO SOFTWARE INC

Web-Based Reservations for the Concierge Desk, Timeshare Operator, Attractions Provider and Restaurants

ATCO's goal is to provide global, real-time connectivity among all of the participants of the Attractions Industry through a suite of web-enabled software components that includes reservation systems, voucher systems and other software that is essential for participation in the industry. ATCO automates the processing of a voucher by the sales agent, and/or the taking of the reservation by an activity provider or restaurant. The software provides for real-time online connectivity between industry participants, as well as between each participant's website and their reservation or vouchering software. www.atcosoftware.com



Autism Training Solutions is an online education company dedicated to training professionals and parents in evidence-based autism interventions. www.autismtrainingsolutions.com



CARDAX Cardax Pharmaceuticals is developing a platform of proprietary, exceptionally safe, small molecule compounds for large unmet medical needs where oxidative stress and inflammation play important causative roles. www.cardaxpharma.com/



ChipIn (doing business as Sprout) improves the way brands connect with consumers by creating and delivering personally relevant Engage Ads and Engage Apps across publisher sites and social networks. With Sprout, brands can drive engaging online experiences that are rich, interactive, and socially connected. www.sproutinc.com



Concentris Systems LLC provides wireless networking technology for communications in rugged and severe-duty applications. Concentris pioneered the versatile RapidLink® mesh network architecture that offers reliable, secure, high performance wireless data networking for situations where conventional data networking techniques are impractical. Concentris also offers consulting, development, and integration services that provide customized solutions in the wireless communication technology field. www.concentris-systems.com



GPNE Corp. is a research and development company. One of the primary focuses of GPNE Corp. is improving next generation wireless Internet technologies. www.gpnecorp.com



Ikayzo is a boutique IT consulting firm and software development company specializing in business critical web application development and localization. We provide end to end web and desktop application development services including product definition, design, development, testing, localization, and online marketing in the US and Japan. www.ikayzo.com



Island Pacific Energy is a local renewable energy company offering solar energy systems and solutions. Island Pacific Energy offers special programs for consumers, businesses, non-profits and government agencies to make renewable energy systems more affordable. Island Pacific Energy's goal is to reduce Hawaii's carbon footprint and contribute to a more sustainable environment. www.islandpacificenergy.com



Keahole Solar Power, LLC is an independent clean energy company focused on solutions and technologies to enable development of micro-utility scaled solar farms in the 1 to 25 megawatt class in the state of Hawaii. KSP is helping Hawaii achieve its Clean Energy Initiative by developing solar farms which reduce the use of fossil fuels and improve Hawaii's energy security. KSP's proprietary solar farm solutions bring reliable green energy to the Hawaii's utility grid. Our goal is to bring an aggregate of 30 megawatts of solar power to Hawaii by 2015. www.keaholesolarpower.com



Kuehnle AgroSystems Inc. conducts research and development in magnetophoresis, a process that addresses the shortcomings of existing macromolecule transfer technologies used for medical, agricultural and aquacultural applications. www.kuehnleagro.com



LessonTracks

LessonTracks develops interactive media technologies that improve the delivery of quality outreach and education. LessonTracks develops applications to create and deliver immersive discovery learning tools that engage and excite audiences. www.lessontracks.com



People Bridge

People Bridge provides unique and relevant online services for local businesses, organizations and residents. With a focus on building communities, they enable local connections and bonds at the neighborhood and metro area. www.peoplebridge.com.



Pukoa Scientific is focused on the research, development, engineering, and fabrication of next generation high-quality, pattern recognition systems and components. They provide customized hardware, proprietary and open algorithms, and software and analysis for military, security, medical, and commercial problems. www.pukoa.com



Sanjole's team leverages years of expertise in broadband fiber and shipboard radar testing to develop the next generation wireless test equipment. www.sanjole.com



Spectrum Photonics focuses on the development and commercialization of technologies for Defense, Homeland Security, and related non-military (dual-use) sensor oriented applications. www.spectrum-photonics.com



TeraSys Technologies specializes in the design and manufacturing of broadband, high power RF and microwave electronics. Their core competencies include microwave monolithic integrated circuit (MMIC) and microwave integrated circuit (MIC) development covering HF through microwave frequencies. www.terasystechnologies.com

Technical Research Associates develops innovative tools for multi-spectral and hyperspectral understanding to support the Navy, Army, Air Force, DARPA, multiple prime contractors and commercial clients. www.tracam.com



Translucent Analytics LTD. is a Hawaii corporation that develops proprietary systems and quantitative analytics to execute arbitrage transactions in the global financial markets.



TutorHawaii is currently operating in the Supplemental Educational Services (SES) tutoring segment of the afterschool program market. The intended software solution to be developed will provide a complete web based life cycle management platform, be user friendly, and cost effective. www.tutorhawaii.com



Zero Emissions LLC is a developer of large-scale (more than 100 kilowatts) solar power generation projects. www.zeroemissions.us

Virtual Incubation Program

For businesses that are home-based or in true start-up mode, HTDC's Virtual Incubation Program (VIP) offers a variety of similar services formally only available to physical tenants in the facility incubation program. This program often serves as a trial service to the full facility Tech Center incubation program.

Virtual Incubation Metrics FY2011

Clients: 21
New: 8
Total to Date: 62

In 2004, the U.S. Economic Development Administration (EDA) technical assistance grant which helped to build the Virtual Incubation Program was awarded to HTDC and completed last fiscal year in March 2009. Through this grant, HTDC was able to build a pilot program that allowed us to extend the incubation program beyond the physical walls of facilities such as MIC and the Maui Research and Technology Center despite the harsher economic climate that affected both businesses and government alike. The pilot program was a success and continues to thrive in 2011. The most recent companies to join the program for 2011 are: **Ohana Investment Works, Solazyme, Inc, Renewable Water Technologies, Inovus Solar, Tutor Hawaii, HITMethods, Voyage Innovative Technology, Inc., and Cloudal Corp.**

Service Provider Program

The High Technology Development Corporation's Service Provider Program helps high tech companies access consultants in areas entrepreneurs often need the most assistance.

The Service Provider program is based on public-private sector partnerships between HTDC and experienced business professionals. The providers give hands-on assistance with business plan development, marketing planning and research, competitive information, strategic evaluation, human resources and employee benefits and financial planning.

The service providers have experience with start-up companies in technology and related industries, and are well aware of the challenges faced by fledgling businesses in the first few years of business. Providers also offer workshops in their area of expertise, participate in HTDC company review committees when invited and are listed on a public website.

Core Business Resources:

- Legal
- Business Strategy
- Marketing
- Human Resources
- Personal Development
- Financial Operations

Workshops, Seminars and Special Events

HTDC's workshops and seminars provide clients, entrepreneurs and professionals alike with resources to help identify the next steps in their business growth in interactive and educational sessions.

During workshops at the Manoa Innovation Center, companies can benefit from experts in Social Media, Sales and Marketing, Finance, commercial leasing, funding, and business analysis and legal issues.

HTDC partners on events with organizations including Hawaii Strategic Development Corporation, the Entrepreneurs Foundation, HiBeam, Enterprise Honolulu, the Maui Economic Development Board, the Hawaii Island Economic Dev Board, Kauai Economic Development Board, the Department of Business, Economic Development and Tourism, and the University of Hawaii.

HTDC has sponsored the following events:

- Basics of Social Media Marketing Parts I & II (11/05/10, 12/15/10)
- The ABCs of Leasing Commercial Office Space (09/08/11)
- Closing the Deal – Sales and Marketing Parts I & II (05/04/11, 06/29/11)
- Tech Symposium: Entrepreneurial Development Programs, a Best Practices Symposium (12/16/10)
- Global Partnership Opportunities with the British Consulate General of Los Angeles (8/30/10)
- iFinance: What you need to know if you're not the CEO (03/16/11)
- Lunch and Learn: Get the Word out on Your Business (03/09/11)
- Lessons Learned by a Serial Entrepreneur: Tim Dick, CEO of Adama Materials (6/9/11)
- Software Skills Panel Forum (3/31/11)
- Tax Seminar: Update on Federal and Hawaii R&D Tax Credits for Research and Manufacturing Companies (1/27/11)
- SBIR: Info Sharing on Federal Grant Funding through USDA (06/28/11 on Oahu, 06/29/11 in Kailua-Kona, 06/30/11 in Hilo, Hawaii, 07/01/11 in Lihue, Kauai)
- SBIR Information Sharing and Networking event (04/28/11, 12/15/10)
- UH College of Engineering Career Fair (10/15/10)
- MEP: Export University (06/04/11, 06/11/11)

TechJobsHawaii.org

TechJobsHawaii and techjobshawaii.org: Bridging the Gap between Hawaii's Tech Industry and Kamaaina Talent

Over the past 11 years, HTDC has served the tech industry through public and private partnerships to assist with building a pool of skilled workforce. TechJobsHawaii and Hawaii's tech industry target the kamaaina living on the mainland, providing them with information and opportunities to meet the innovative companies up close and personal. Educating the local talent is also important, and is done through events at the University of Hawaii and outreach to local organizations and schools. The tech industry utilizes the www.techjobshawaii.org as a major tool to advertise their career opportunities and find qualified workers in the resume databases. From large corporations such as Hawaii Health Systems Corporation and the new Disney Aulani Resort to local technology companies like Sopogy, Oceanit, or Akimeka, www.techjobshawaii.org is being utilized as a useful hiring tool.

2010 Holiday Science & Tech Fair

The Annual Holiday Science & Tech Fair was held on December 29, 2010 at the Japanese Cultural Center Ballroom. The event brought Hawaii's tech industry together to promote their companies' products, services, and career opportunities to Hawaii's skilled kamaaina workforce. The event is marketed to mainland colleges and Hawaii focus organizations so kamaaina returning home for winter vacation can meet tech companies and find opportunities in internships and future positions.

Over 22 companies participated, including Archinoetics, Navatek, Decision Research, Referentia Systems, Team Praxis, as well as demonstrations by the McKinley High School Robotics team. Free resume checks for attendees was done by Adecco Technical staffing as another feature of this year's event.

Maui Research and Technology Center

The Maui Research and Technology Center (MRTC) is strategically located in the 415-acre Maui Research and Technology Park in Kihei. This research and development facility also doubles as an incubator for small start-ups and remains to be HTDC's hub for support to science and tech companies, and the UH Distance Learning Class. MRTC also administers a Maui Virtual Incubation Program for those smaller companies who do not require office space.

MRTC Metrics FY2011

Clients: 6
Avg. Occupancy Rate: 66%
Avg. Tenure: 9 years
New Clients: 1
Graduates: 0
Failures: 0
Overall Success Rate: 56%

MRTC Tenants FY2011



The Maui High Performance Computing Center (MHPCC DSRC) Department of Defense (DoD) Supercomputing Resource Center, established in 1993, is an Air Force research Laboratory (AFRL) Center managed by the University of Hawaii under contract to the Air Force Research Laboratory's Directed Energy Directorate at Kirtland Air Force Base, New Mexico. The MHPCC DSRC operates as one of the six DoD Supercomputing Resource Centers in the DoD's High Performance Computing Modernization Program (HPCMP). The MHPCC DSRC allocates more than 70,000,000 computational hours annually to the HPCMP Research, Development, Test, and Evaluation community.



Oceanit Laboratories is a diversified research & development company in areas such as marine-based biotechnology, space situational awareness, remote environmental monitoring, biophotonics, and transparent medical monitoring. www.oceanit.com

Schafer

Schafer provides engineering and technical services to U.S. governmental agencies, primarily in areas associated with national security and aerospace. Schafer maintains expertise in key technical areas, such as lasers, optics, aerospace defense, space control, and missile defense. www.schafercorp.com



Sotera Wireless Inc. has developed a new method for measuring continuous blood pressure without a cuff. The technology has expanded to become a platform for wireless body-worn patient monitoring. www.soterawireless.com



The University of Hawaii Center delivers higher education programs (Associate, Baccalaureate, and Graduate levels) and customized training. Videoconferencing facilities are also available through the University of Hawaii Center's location at MRTC. www.umaiui.net

Economic Development Administration Award Update:

With a special mahalo to the Department of Commerce Economic Development Administration (EDA) and Ms. Gail Fujita, who represents Hawaii and the Outer Pacific, HTDC successfully continues with the Hawaii Entrepreneur Campus for Innovation Economy award.

According to the executive summary in EDA's October 2009 report entitled *Crossing the Next Frontier: Information and Analytics Linking Regional Competitiveness to Investment in a Knowledge-Based Economy*, "economic development success is no longer achieved primarily through traditional industrial recruitment." In a global economy, competing based on cost alone will have limited success. Rather than emphasizing incentives, subsidies, and low-cost low-skill labor, the new race is won by regions with the capacity to innovate and with the brainpower—education and skills—needed to create and sustain a competitive advantage over the long run. Successful regions build on their own unique qualities and advantages.

HTDC, via this EDA award, strives to organize innovation activities to help Hawaii entrepreneurs succeed with their own unique capabilities and advantages. Samples of sponsored events were:

ThinkTech Hawaii Digital Library

One of the EDA award goals was to establish a library of resources and best practices. HTDC believes we fulfilled this goal in part by helping sponsor ThinkTech Hawaii's mission to create and disseminate videos of events and news makers relating to technology and globalism in Hawaii. Helpful information for entrepreneurs is available online and via the website www.thinktechhawaii.com. This acts as a digital library of interviews of community leaders which are packaged to be useful sources of information for entrepreneurs and stakeholders throughout the State. Access to this type of information helps the community be more successful and increase its global competitiveness.

Entrepreneurial Development Programs a Best Practices Symposium

On December 16, 2010 HTDC along with partners Hawaii Strategic Development Corporation (HSDC) and Enterprise Honolulu hosted a symposium whose goal was to allow participants from Hawaii's State and local government, the technology industry and technology investment organizations learn from the experiences of other states that have implemented successful entrepreneurial development programs. The program featured three speakers presenting their own State's model of entrepreneurial development assistance and its features that make their program a success. The states represented and their representatives were:

Ray Leach, CEO – JumpStart Inc., Ohio
Tom Walker, President & CEO – i2E, Inc., Oklahoma
Joni Cobb, President & CEO – PIPELINE, Kansas



Hawaii Small Business Innovation Research Assistance and Matching Grant Program

Growing Hawaii's Tech Industry through Federal Partnerships

SBIR/STTR

The federal Small Business Innovation Research (SBIR) is a research and development program that annually funds \$2.6 billion to small businesses to develop innovative solutions for critical problems in the U.S. SBIR is one of the largest sources of seed funding for technology development in the U.S., and often helps further the development of promising new ideas to a point where the innovations are of interest to private investors.

The SBIR program competitively awards winning proposals developed by small businesses in response to topics and solicitations posted by the SBIR agencies. Eleven federal agencies participate in SBIR: U.S. Departments of Agriculture, Commerce, Defense, Education, Energy, Health and Human Services, Homeland Security, Transportation; Environmental Protection Agency; NASA; and National Science Foundation. Phase I awards are typically \$100,000 to conduct a feasibility study of the project; average Phase II awards are usually \$750,000 to conduct a proof of concept and develop a working prototype of the innovation. The SBIR program encourages small businesses to commercialize the innovations seed funded by SBIR.

HTDC has actively supported the SBIR program since 1989. Prior to the Hawaii SBIR matching grant program and HTDC's efforts to train local firms through conferences and counseling, only two known companies in Hawaii were participating in SBIR. By the end of June 2010, 77 Hawaii companies won 359 SBIR/STTR awards and attracted nearly \$83 million in federal awards to Hawaii, plus another \$63 million in commercialization investments. Since 1989, the State has invested \$5,420,930 in local firms that participated in the SBIR program. For every dollar invested, Hawaii companies have attracted 15 federal dollars in return to the State, plus commercialization funding.

Small Business Technology Transfer (STTR) is a sister program to SBIR, and requires a research institution (often a university) to partner with the small business. The five largest SBIR agencies fund STTR.

HTDC encourages and supports Hawaii firms to successfully participate in SBIR through counseling, training workshops, proposal development consulting, and the State of Hawaii matching grants. In addition, the HTDC-Manufacturing Extension Partnership (MEP) supports SBIR firms with product development, market research and related consulting.

In FY2011, HTDC provided assistance to and awarded \$260,000 in State matching grants to 11 companies that won 20 SBIR and STTR federal grants and contracts valued at \$1,985,781. Williams Aerospace (Oahu), HNU Photonics (Maui) and Hawaii Hydrogen Carriers (Oahu) were first time SBIR awardees.

FY2011 SBIR award distribution from the federal agencies to Hawaii firms: U.S. Department of Defense – 16; U.S. Department of Energy – 1; NASA – 1; USDA – 1; and U.S. Department of Homeland Security – 1.



Manufacturing Extension Partnership (MEP)

The National Institute of Standards and Technology (NIST) Hollings Manufacturing Extension Partnership (MEP) provides services to manufacturers ranging from process improvements to strategies for growth to green manufacturing. NIST- MEP works with state and federal partners and focuses on delivering higher value-added services which include the following: Increase Productivity, Lean Manufacturing, Capturing National Value of Integration, and Workforce Training.

Mission: To act as a strategic advisor to promote business growth and connect with manufactures to public and private resources essential for increased competitiveness and profitability.

HTDC-Manufacturing Extension Partnership (MEP)

HTDC began administering the MEP center in Hawaii in 2003, and is one of 59 MEP centers across the nation. As a federal program in partnership with HTDC, the center shares a common goal to support the development and growth of Hawaii's commercial high tech industry, local manufacturing community, as well as Governor Abercrombie's New Day Initiative. HTDC-MEP services include consulting services in the areas of market research, lean manufacturing, value stream mapping, growth strategies, and export readiness. Areas of specialization include product development and commercialization for pre-manufacturing Research and Development companies.

HTDC-MEP FY2011 Accomplishments

45 HTDC-MEP clients were surveyed between July 2010 to June 2011 and reported the following bottom line and investment impacts as a result of MEP services, including support in participating in SBIR:

- Increase in sales: \$12.5 million
- Creation of additional jobs: 74
- Retention of jobs that would otherwise have been Lost: 71
- Cost savings: \$2.3 million
- Increased investment in plant or equipment: \$2.7 million
- Increased investment in workforce practices or employee skills: \$0.52 million
- Increased investment in other areas of business: \$1.1million

HTDC-MEP Supported Events

- University of Hawaii OTTED Technology Showcase
- First Robotics Competition
- Road to IPO Workshop
- Export University 101
- Close the Deal Workshops – Part I & II
- CFO Financial Workshop
- CEO Workshop
- Social Media Workshop – Part I & II
- UK Consulate General Presentation
- Work Force Development Seminar – Software Development
- Energy Audit Workshop with Hawaii Energy

Partnership of Importance:



The Foreign-Trade Zone #9 in Hawaii is the ninth foreign-trade zone project approved in the United States, and is administered by the Foreign-Trade Zone Division of the State of Hawaii Department of Business, Economic Development & Tourism. The State of Hawaii is the grantee of Foreign-Trade Zone #9 and operator at the Pier 2, Honolulu Harbor facility.

FTZ assists companies that import and export merchandise through the Port of Hawaii. It provides services and facilities on a statewide basis that benefits domestic and foreign importers, exporters, value added manufacturers, and exhibitors.

Success Story Title: Westec International, Ltd. Commercializes New Industrial Filter Technology

Company Profile:



Westec International, Ltd., a Chicago-based company, partnered with a Hawaii-based R&D company, to form Westec Environmental Solutions, LLC in 2009. The Maui, Hawaii research team is comprised of experts in the fields of engineering, high-tech chemical processes, laboratory testing, and design. The company has spent over a decade developing cutting edge, patented technologies for air filtration, purification and wet scrubbing. The company currently employs five people at its facility in Kahului, Hawaii.

Situation:

Westec's team developed a fundamental new filtering technology. Sandia National Laboratories tested the filter and determined it could provide filtration at much greater levels than other known filters. The filter can also be applied as a multi-pollutant scrubber for all types of industrial pollutants, including heavy metals and sulfur dioxide. The company is now focusing an application for carbon capture that is more effective, uses less space, and is more energy efficient than any other method currently available. The technology has strong prospects for use at fossil fuel powered electric generating plants. The carbon capture product, known as the WES Absorber™, was designed, built, and tested on a small scale. The company quickly realized that a new state of the art lab and prototype testing facility was needed in order to fully commercialize the technology. Westec turned to Hawaii HTDC- MEP (Hawaii MEP), a NIST MEP network affiliate, for assistance with environmental, health, safety, and permitting aspects related to the startup of a commercial scale testing facility.

Solution:

Hawaii MEP provided technical assistance for the lab facility to comply with federal, state, county, and insurance requirements. Westec was keen to have the lab in place quickly as it is positioned for significant expansion, as it has secured a partnership to market and install the WES Absorber™ throughout Australia. Westec headquarters have also secured a financial commitment from one of the largest utility companies in the world. With assistance provided by Hawaii MEP, Westec met its operational goal of being up and running with production and testing within 3 months of the project start date. As a result, the company hired four full time employees and expects to expand once dedicated production begins. Westec plans to continue production and to develop the WES Absorber™ technology for use in markets beyond power generation including petroleum refineries, petrochemical plants, and primary metals manufacturers.

Results:

Developed a commercial scale testing facility for commercialization of new industrial filter technology.
Created 4 jobs.

Testimonial:

“Hawaii HTDC-MEP helped us learn what regulations applied to our facility and made sure that we met all of the requirements in terms of environment and safety. This not only helped us to get up and running quickly, but ensures that we will be able to continue to operate without interruption.” Jeff Reis
COO



Hawaii Center for Advanced Transportation Technologies (HCATT) Experiences a Year of Major Transitions

This has been a challenging year for HCATT as its major program at Joint Base Pearl Harbor-Hickam (JBPHH) underwent a series of changes. With the Air Force office providing the funding and guidance for the JBPHH Program, the Advanced Power Technology Office (APTO) was reorganized under the Air Force Research Laboratory (AFRL) and relocated from Robins Air Force Base, GA to Wright-Patterson Air Force Base, OH. This transition created a significant delay in the receipt of FY10 federal funding, in turn slowing HCATT's progress in executing new projects at JBPHH.

To compound this situation, the hydrogen production and fueling station reached the end of Phase 1 of this R&D demonstration project and required the shutdown of all hydrogen production and dispensing operations to disassemble and analyze the station components, as well as prepare the station for the installation of new hydrogen production technologies. The funding delay resulted in the postponement of the procurement of these new technologies, extending the downtime for 30 hydrogen powered vehicles; as this unique renewable hydrogen production and fueling station was the only source of hydrogen vehicle refueling on Oahu. Additionally, HCATT was not able to complete the installation of the wind turbines mentioned in last year's annual report.



HTDC Board of Directors tours Hickam Air Force Base

The good news is that the funding is now in place and all projects are back on track. The second major transition was the fully operational status of JBPHH, placing the Navy in charge of the base. Whereas in prior years HCATT worked solely with the Air Force at Hickam Air Force Base and all construction projects (e.g. the hydrogen station) were coordinated through Air Force organizations, this year HCATT had to learn the nuances and complexities of the Navy system to complete these projects. This too factored into the downtime because of delays in initiating construction to prepare the hydrogen station for the installation of the new technologies. This hurdle has also been overcome, but the combination of all the above events limited significant accomplishments for the HCATT program at JBPHH this past year.

On a more positive note, the events above have not diminished the hydrogen initiatives in Hawaii. In fact, based on HCATT's success over the years and expansion of its program, both the Army and Navy have followed the lead that HCATT established with the Air Force and have initiated major hydrogen vehicle and infrastructure projects on Oahu. Soon DOD will have its own "hydrogen highway" anchored by the HCATT/APTO hydrogen production and fueling station at JBPHH. The improvements to the HCATT/APTO station currently underway include a greater production capacity for the expanding fleet of hydrogen vehicles and the ability to dispense hydrogen at 10,000 psi in addition to the existing 5000 psi refueling. This capability will support the announced introduction of the first commercially available fuel cell passenger cars in 2015.

The tech-related initiatives explored during the State of Hawaii 2011 Legislative Session were built upon topics explored in its previous years. While most of the bills were not enacted, many made it up to conference sessions between the House and the Senate and promoted much discussion needed in these areas. Fiscal concerns continued to affect the evaluations of all bills given the State's tax revenue levels.

The main topics affecting the tech sector included **tax credits for research and development (R&D) (House Bill 1642 and Senate Bill 753)**, **establishing a tech park on Oahu (HB 526, House Resolution 214/House Concurring Resolution 251)**, **funding for state venture capital via our sister agency, Hawaii Strategic Development Corp. (HB 983)**, **support for digital media and film production (SB 318)**, and **permit exemption for broadband permitting (HB 1342, SB1161)**.

None of the above bills passed except for the **broadband permitting bill**, which exempts broadband infrastructure improvements from state or county permitting requirements for five years, under certain conditions. The bill was signed into law by Governor Abercrombie as **Act 151**. The motivation of the bill was to assist with the implementation of the broadband project received by the State (University of Hawaii) under the federal stimulus fund, the American Recovery and Reinvestment Act. This broadband project deploys fiber optics connectivity to all public schools (including the University of Hawaii) and public libraries. HTDC is hopeful that this Act can act as a pilot legislation for future bills for streamlining the permitting process for broadband, to assist with the Hawaii Broadband Initiative, announced by Governor Abercrombie in August 2011.

There were general fiscal bills that affected the tech industry, directly or indirectly. **SB 754** sought to repeal some of the **exemptions for General Excise Tax (GET)**. Enacted as **Act 105**, GET must be paid by companies receiving the state matching funds from Hawaii Small Business Innovation Research (HSBIR) award administered by HTDC. While the budget for state government remained tight, with standard cuts applied across the board for DBEDT and other departments, HTDC was able to **double its HSBIR funding (HB 200)**. This funding increase is especially timely given the federal earmark moratorium and R&D tax credit bills not going through, affecting many of our defense contracting firms and other businesses relying on federal dollars for their R&D.

The budget bill also contained a proviso, which assigned **HTDC and HSDC to explore merging** of the two entities for cost saving purposes. The report is due to the legislature before the next session.

While majority of the tech-related bills did not pass, HTDC was able to forge closer partnerships both within and outside the circle of the tech industry by tackling these issues together. We especially thank the leadership shown by the Chamber of Commerce of Hawaii for convening many of the meetings to prepare for the legislative session. HTDC believes that Hawaii's transformation to an innovation-based economy will not be successful if the tech industry is the only advocate for the cause. We welcome the wisdom and interactions made possible by the Chamber and other business organizations to push the innovation agenda forward.

Financial Information

	FY 2011	%	FY 2010	%
REVENUES AND OTHER FUNDING				
State General Fund	685,540	20.3%	700,426	7.4%
HTDC Special Fund	2,214,176	65.5%	2,154,694	22.6%
Federal Funds	478,264	14.2%	6,655,374	70.0%
Total Revenues & Other Funding	\$3,377,980	100%	\$9,510,494	100%
EXPENDITURES BY PROGRAM				
Federal Projects	3,401,020	58.9%	3,181,082	56.5%
Federal Project Support	266,221	4.6%	225,531	4.0%
HSBIR Grants	259,500	4.5%	260,000	4.6%
Technology Centers	1,237,987	21.4%	1,287,380	22.8%
Administration	474,321	8.2%	540,650	9.6%
Technology-based Economic Development	135,574	2.4%	141,546	2.5%
Total Expenditures	\$5,774,623	100%	\$5,636,189	100%
Excess (deficiency) of revenues and other funding sources over expenditures	\$(2,396,643)		\$3,874,305	

NOTES TO FINANCIAL INFORMATION

Sources of Funding:

HTDC relies on three main sources to fund its programs and projects.

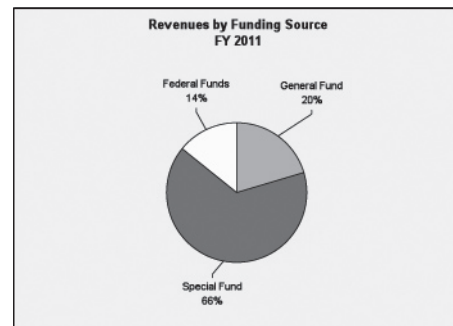
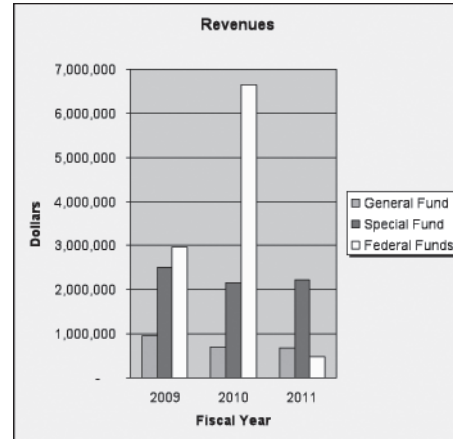
- The State of Hawaii's general fund:* As an agency of the State of Hawaii, HTDC receives an appropriation from the Legislature each year.
- HTDC special fund:* Revenues generated from HTDC's technology centers, conferences, workshops, contracts and fees from consulting service are deposited into the HTDC special fund including revenues generated from federally funded projects that are restricted for use to support those federal projects.
- Federal funds:* Includes funds received through agreements with federal agencies for programs and projects such as the Hawaii Center for Advanced Transportation Technologies (HCATT), Manufacturing Extension Partnership (MEP) and Virtual Incubation program. HTDC looks to federally funded projects such as the MEP program and Virtual Incubation to supplement its core projects. While alignment with federal programs provides some relief, it does not fully address the funding gap as most grants have a matching requirement for the grantee which further taps the resources of the HTDC special fund.

Revenues:

The State's general fund appropriation has declined over the years as HTDC has become more reliant upon revenues it generates. The decline in general funds continued in FY10 as the state economy continued to struggle. The level of funding in FY11 decreased slightly as a spending restriction was instituted to balance the state's general fund budget. The savings primarily came from the union negotiated furlough plan and vacancy savings. HTDC received \$685,540 (20.3% of overall revenues) in general funds in FY2011.

Special fund revenues were approx. \$2.2 million (65.5% of overall revenues) in FY2011. The increase from the previous year is primarily due to higher common area maintenance (CAM) assessments to incubation center tenants due to rising expenses, especially fuel cost. The increase in CAM revenues a pass through offset by the higher operating expenses at the centers. Occupancy continued to remain low at MRTC as space vacated by anchor tenants in late FY2009 continues to be difficult to fill with the downturn of the economy on Maui.

There was a significant decrease in the receipt of federal funding primarily due to a transitional issue of HCATT projects with the U.S. Air Force. The programmatic & financial administration of the project was being transferred to new program and contract offices at another military installation. Although \$6.0 million in funding has been awarded to HCATT, the appropriate paperwork on the federal end was still in process as of the end of the fiscal year. Receipts of \$ 478,264 (14.2% of overall funding) for HCATT, MEP and EDA Entrepreneur Campus for Innovation Technology Economy grant was received in FY2011, as compared to approx. \$6.6 million in FY2010.



Expenditures:

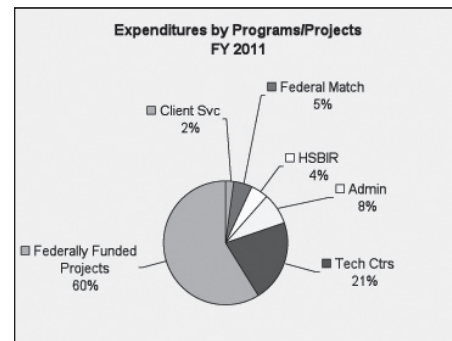
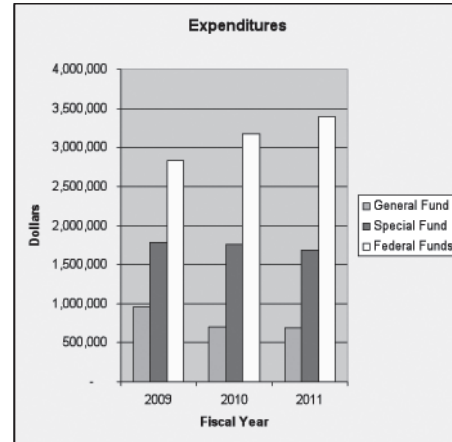
With HTDC's current financial resources and ongoing slow growth of the economy further limiting resources, HTDC continues to seek partnerships to stretch dollars, reviews existing projects, reassess the benefits to its mission and the Governor's initiatives then reallocate its resources for better alignment. General and special fund expenditures continue to reflect a focused use for mainly core services and programs.

Excess (deficiency) of revenues and other funding sources over expenditures

There was an overall deficit in funding in FY11 of \$(2,396,643) as compared to an excess in FY10 of \$3,874,305. As illustrated in the financial statement and accompanying graphs, the primary reason is due to the timing difference of the receipt of federal funds in FY10 and subsequent obligation of the funds in FY11.

Current Fiscal Focus:

The agency's focus continues to conserve incoming special fund revenues and limit spending, to preserve the most effective programs and introduce new ones that leverage partnerships and other sources of funding during the economic slowdown. HTDC continues to build up cash reserves to subsidize operating expenses at MRTC while space remains vacant, for anticipated large physical plant expenditures for the technology centers in upcoming years, and for potential additional capital expenditures at a new site with the looming expiration of the MIC lease in April 2015.



HTDC Board Members & Staff

Board of Directors (July 2010–June 2011)

Chair



ASSUMPTA C. RAPOZA
(term expires 6/30/14)
Director of Enterprise Risk Management
Hawaii Medical Service Association

First Vice Chair



SHARON M. WONG
(term expires 6/30/11)
President
IMS, Inc.

Second Vice Chair



BRIAN J. GOLDSTEIN
(term expires 6/30/11)
Principal
MindSpark Solutions, LLC

Secretary / Treasurer



JOHN H. DELONG
(Representative for NELHA)
President
Hawaiian Cement



KALBERT YOUNG (beginning 12/2010)
(Ex-Officio)
Director
Department of Budget and Finance
State of Hawaii



RICHARD C. LIM (beginning 12/2010)
(Ex-Officio)
Director
Department of Business, Economic Development and Tourism
State of Hawaii



JOHN MORTON, Ph.D. UH Representative
(term expires 6/30/13)
Vice President for Community Colleges
University of Hawaii System



CRAIG I. NAKANISHI, ESQ.
(term expires 6/30/15)
Rush Moore LLP



RICHARD M. ROSENBLUM
(term expires 6/30/13)
President and CEO
Hawaiian Electric Company, Inc.



ERIC B. YEE
(Representative for HSDC)
Vice President, Private Banking Division
First Hawaiian Bank

HTDC Staff

YUKA NAGASHIMA, Executive Director & CEO
MICHAEL REISOR, Executive Secretary & Project Assistant (beginning 9/2011)
COLEEN YOSHINA, Executive Secretary (until 1/2011)
LEN HIGASHI, Senior Economic Development Manager (beginning 9/2011)
STEVE SAKUDA, Controller
YVONNE HARUE, Senior Account Clerk
GAIL YAMASAKI, Account Clerk
RUSSELL AU, Business Development Manager
SANDI KANEMORI, Program Specialist, Business Development
SANDRA PARK, Program Specialist, Workshops & Seminars
KEVIN CHAK, IT Network & Web Specialist (beginning 9/2011)
LAUREN NICHOLS, Marketing Specialist (beginning 9/2011)
JANICE KATO, Federal Programs Manager and MEP Center Director (until 8/2011)
WAYNE INOUYE, Senior Project Manager, MEP
MARK ASUBECK, Project Manager, MEP
JILL SUGIHARA, MEP Program Assistant (until 2/2011)
THOMAS QUINN, Manager, HCATT
KRISTY CARPIO, Contracts Administrator, HCATT
ROSANNE CHAN, Secretary, HCATT



Mahalo to Our Resource Partners

Associations

AFCEA - Hawaii Chapter
Hawaii Telecommunications Association
Friends of NELHA
Hawaii Venture Capital Association

Economic Development Partners

Chamber of Commerce of Hawaii
Enterprise Honolulu
Hawaii Business Entrepreneur Acceleration Mentors (HiBEAM)
Hawaii Island Chamber of Commerce
Hawaii Island Economic Development Board
Hawaii Small Business Development Center Network, UH-Hilo
Hawaii Technology & Entrepreneurship Network (HiTEN)
Kauai Chamber of Commerce
Kauai Economic Development Board
Maui Chamber of Commerce
Maui Economic Development Board
Pacific International Center for High Technology Research (PICHTR): Hawaii
Technology Development Venture (HTDV) and Hawaii Renewable Energy
Development Venture (HREDV)

Federal Departments

U.S. Department of Agriculture
U.S. Department of Commerce, National Institute of Standards and Technology
(NIST) Technology Innovation Program
U.S. Department of Commerce, NIST - National Oceanic and Atmospheric
Administration
U.S. Department of Commerce - Economic Development Administration
U.S. Department of Defense - Air Force
U.S. Department of Defense - Army
U.S. Small Business Administration
National Science Foundation

Higher Education

Chaminade University
Hawaii Pacific University
UH Pacific Asian Management Institute, Center for International Business
Education and Research (CIBER)
UH College of Engineering
UH Office of Technology Transfer & Economic Development (OTTED)
UH Pacific Asian Center for Entrepreneurship & E-Business (PACE)

Media Partners

Pacific Business News
Technology News Bytes
ThinkTech Hawaii

State Departments & Agencies

Department of Business, Economic Development and Tourism (DBEDT) -
Energy Office
Department of Taxation
Hawaii Foreign Trade Zone No.9
Hawaii Strategic Development Corporation
Workforce Development Council
Natural Energy Laboratory of Hawaii Authority (NELHA)

Venture Capital Firms & Investors

Hawaii Angels
GKM Newport
Startup Capital Ventures
Kolohala Ventures
Sennet Capital
Kamehameha Schools
Invencor, Inc.
Hawaii Employees' Retirement System

Other Industry Partners

First Hawaiian Bank
Hawaiian Host
Orrick Herrington & Sutcliffe LLP
Technical Research Associates
TechHui
Hawaii Food Manufacturers Association
Our Town 808
Kama'aina Careers
Software Skills Panel Executive Committee

Special Thank You

Steven Lee, Rep. for DBEDT Director Theodore E. Liu
Barbara A. Annis, Rep. for B&F Director Georgina K. Kawamura
Margaret Ahn, Deputy Attorney General, Department of Attorney General
Ms. Gail Fujiita, Economic Development Administration
Georgiana Fujita
Dean K. Hirata, Rep. for B&F Director Kalbert K. Young

HTDC

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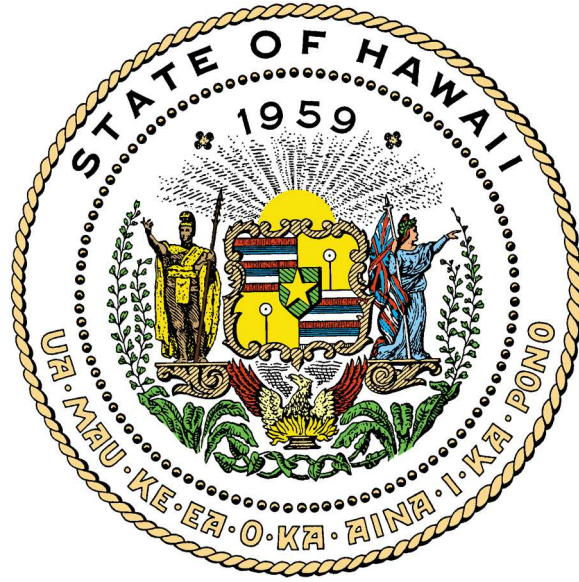
High Technology Development Corporation.

Report-High Technology Development Corporation. Honolulu: 1983-.

Annual.

1. High technology - Hawaii
2. Industry and state - Hawaii

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2011 Annual Report

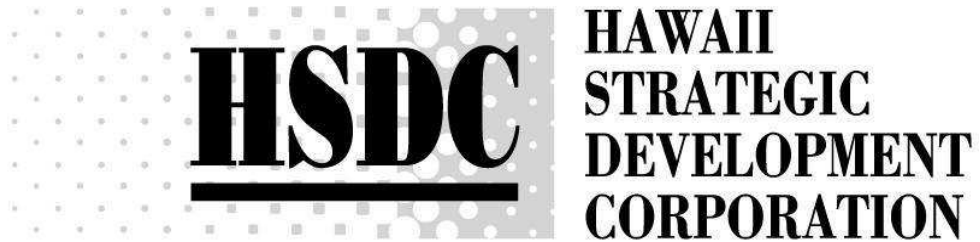


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Message from the Chairman

I am pleased to report that in May 2011 HSDC received a \$13 million allocation from the U.S. Department of Treasury's State Small Business Credit Initiative. HSDC's successful application for these funds was supported by Governor Abercrombie's administration. Governor Abercrombie's New Day Plan calls for programs to support capital formation for Hawaii's technology sector and HSDC will use the SSBCI allocation to invest in Hawaii based investment funds able to catalyze private sector investment in Hawaii technology companies.

We are pleased to welcome two new members to the HSDC Board of Directors, Keiki-Pua Dancil and Jon Wallenstrom. Keiki-Pua Dancil brings to the board her experience as a scientist and her management experience with technology startups. Jon Wallenstrom will be able to contribute his experience with raising capital for a number of development projects and his experience implementing clean tech projects. Richard Lim, Director, Department of Business, Economic Development and Tourism, joined our board as the DBEDT representative. John DeLong, President, Hawaii Cement, joined our board as the representative from the Natural Energy Laboratory of Hawaii Authority.

Roland Resurreccion and Ed Young had their terms as HSDC board members expire this past year and we thank them for their many years of service to HSDC.

Next year promises to be an exciting year as we implement our venture capital investment program with the funds from the SSBCI program. In addition, we will continue to focus on efforts to increase the competitiveness of our technology companies with events like the NASDAQ Road to IPO Pitch Competition and the Hawaii Venture Capital Summit and efforts to advance the understanding of the importance of supporting capital formation in our economy through our Best Practices in State Investment Program Symposium held each year.

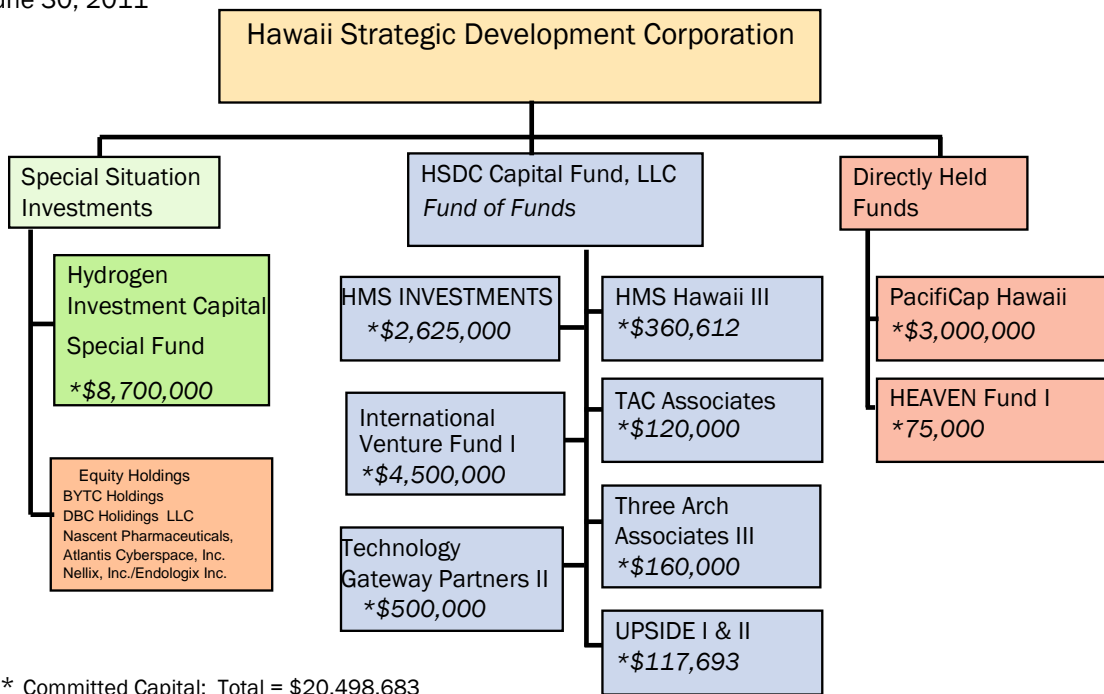
Danton Wong

Chairman
Board of Directors

HSDC's Investment Portfolio

As of June 30, 2011, HSDC's investment portfolio totaled \$11.7 million in invested capital. The portfolio has returned \$4.2 million to date and the current carrying value of the investments is \$3.9 million, including \$832 thousand of cash awaiting investments held at HSDC Capital Fund, LLC, a fund of funds that is the legal entity through which HSDC holds most of its investments in venture partnerships. HSDC also administered DBEDT's \$8.7 million Hydrogen Fund program.

June 30, 2011



HSDC Investment Portfolio
June, 30, 2011

Active Funds	Pro Rata Interest	Mgt. Fee	Vintage Year	Capital Commitment	Capital Contributed	Cash and Securities Distributed	Reported Value ²	Distributions + Reported Value	Date of Latest Report
Heaven Fund 1 Series B & C (Rob Robinson)	100.00%	3.00%	2007	\$ 75,000	\$ 75,000	\$ -	\$ 55,314	\$ 55,314	12/31/2010
HMS Investments (Dick Grey, William Richardson)	80.00%	3.50%	1995/ 2003	\$ 2,625,000	\$ 2,662,968	\$ 3,242,685	\$ 498,354	\$ 3,741,039	6/30/2011
HMS Hawaii III (Dick Grey, William Richardson)	12.10%	2.50%	2004	\$ 360,612	\$ 349,794	\$ 162,581	\$ 148,332	\$ 310,913	6/30/2011
International Venture Fund I (Debra Guerin, Kirk Westbrook)	27.01%	2.50%	2000	\$ 4,500,000	\$ 4,500,000	\$ -	\$ 1,454,364	\$ 1,454,364	6/30/2011
PacifiCap Hawaii (Jeff Au)	99.00%	2.50%	2000	\$ 3,000,000	\$ 3,000,000	\$ 547,113	\$ 669,121	\$ 1,216,235	6/30/2011
TAC Associates (Wilfred Jaeger, Mark Wan, William Harrington, Richard Lin)	0.87%	1.50%	2008	\$ 120,000	\$ 76,107	\$ 8,440	\$ 68,203	\$ 76,643	6/30/2011
Technology Gateway Partners II (Thomas Gephart)	3.24%	2.25%	2004	\$ 500,000	\$ 500,000	\$ 175,924	\$ 32,947	\$ 208,872	6/30/2011
Three Arch Associates III (Wilfred Jaeger, Mark Wan, William Harrington, Richard Lin)	1.58%	1.50%	2000	\$ 160,000	\$ 111,223	\$ 110,314	\$ 84,825	\$ 195,139	6/30/2011
UPSIDE (UH Foundation)	18.75%	1.50%	2004	\$ 117,693	\$ 117,693	\$ -	\$ 90,923	\$ 90,923	6/30/2011
TOTAL ACTIVE FUNDS				\$11,458,305	\$11,392,786	\$ 4,247,058	\$ 3,102,383	\$ 7,349,441	

Active Equity Holdings	Pro Rata Interest	Mng. Fee	Vintage Year	Capital Commitment	Capital Contributed	Cash and Securities Distributed	Reported Value ²	Distributions + Reported Value	Date of Latest Report
DBC Holdings LLC (fka Dragon Bridge Capital)	1.67%	N/A	N/A	\$ -		\$ 1,031	\$ -	\$ 1,031	5/28/2011
Nascent Pharmaceuticals ⁵	0.19%	N/A	N/A	\$ -		\$ -	\$ -	\$ -	6/28/2011
BYTC Corp (fka Neugenesi ³)	0.25%	N/A	N/A	\$ -	\$ 128,401	\$ -	\$ -	\$ -	4/26/2011
Atlantis Cyberspace ³	0.98%	N/A	N/A	\$ -	\$ 115,560	\$ -	\$ -	\$ -	1/5/2011
Nellix ⁴								\$ -	
SERIES B PREFERRED STOCK	0.23%			\$ -	\$ 40,000		\$ -	\$ -	6/30/2011
Endologix Inc.				\$ -	\$ 6,417		\$ 9,728	\$ 9,728	6/30/2011
TOTAL ACTIVE EQUITY				\$ -	\$ 290,378		\$ 9,728	\$ 10,759	
TOTAL ACTIVE PORTFOLIO				\$11,458,305	\$11,683,163	\$ 4,247,058	\$ 3,112,111	\$ 7,360,200	

2/ Valuations are as of the most recent data available from General Partners.

3/ Distribution from the dissolution of Keo Kea Hawaii, LP

4/ Distribution from the dissolution of Lava Ventures IV, LLC

5/ Distribution from the dissolution of Hawaii Venture Fund

Below are descriptions of HSDC's active investment portfolio with the amount of capital invested in each fund as of June 30, 2011:

Hawaii-based Venture Capital Funds

HMS Investments; \$2.66 million: Initial investment in September 1995. HSDC holds an 80% limited partner interest in this Hawaii based venture capital investment partnership. The investment portfolio consists of private equity investments in Firetide and Hawaii Biotech.

HMS Hawaii III; \$0.35 million: Initial investment in March 2004. HSDC holds a 12.1% limited partner interest in this Hawaii based venture capital partnership. The investment portfolio consists of private equity investments in AGIS Network, Sprout, and Firetide. It also holds publicly traded shares of Hoku Scientific.

PacifiCap Hawaii, L.P.; \$3.0 million: Initial investment in June 2000. HSDC holds a 99% limited partner interest in this Hawaii based venture capital partnership. The investment portfolio consists of private equity investments in Fresh Direct Holdings Inc., 4Charity.com, Iris Wireless, Bivision Systems and Trex-Cross Fiber VIPP Note.

Regional Venture Capital Funds

International Venture Fund I; \$4.5 million: Initial investment in April 2000. HSDC holds a 27.01% limited partner interest in this California based venture capital partnership. The investment portfolio consists of private equity investments in Lumidigm, Napo Pharma, AssistGuide, Hawaii Biotech, and Cardax Pharmaceuticals.

TAC Associates; \$ 0.076 million: Received a 0.87% limited partner interest in this California based venture capital partnership as a distribution from the dissolution of Lava Ventures IV.

Three Arch Associates III; \$ 0.111 million: Received a 1.58% limited partner interest in this California based venture capital partnership as a distribution from the dissolution of Lava Ventures IV.

Technology Gateway Partners II; \$0.5 million: Initial investment in April 2004. HSDC holds a 3.24% limited partner interest in this California based venture capital partnership. The investment portfolio consists of Perlan Therapeutics and Neophotonics.

Fund to Support Hawaii Angels

Heaven Fund I; \$0.075 million: Initial investment in November 2007. HSDC holds a 3.0% limited partner interest in the Series B and Series C of this Hawaii based venture capital partnership. This investment partnership supports investments made by the Hawaii Angels, a Hawaii based Angel investing network.

Fund to Support Technology Transfer from the University of Hawaii

UPSIDE I; \$0.118 million: Initial investment June 2003. HSDC holds a 23.84% interest in this pooled capital fund. The balance is held by the Research Corporation of the University of Hawaii. The capital fund is tasked with investing in promising start-up companies using UH developed intellectual property. HSDC holds an 18.75% interest in the original UPSIDE investment portfolio which consists of private equity investments in Pipeline Micro and Kuehnle Agrosystems.

Direct Equity Holdings

HSDC directly holds share certificates, due largely to the liquidation of previous investment partnerships, in the following companies: Neugensis, Atlantis Cyberspace, DBC Holdings LLC, Nascent Pharmaceuticals, Nellix Inc., and Endologix Inc.

Administrative Agent State Investment Programs

The Hydrogen Investment Capital Special Fund; \$4.4 million: Despite its authorization in 2006, the investment program did not begin until December 2008. HSDC is the administrative agent for this DBEDT managed \$8.7 million program, which is divided equally between an investment program and a cost match grant program, both contracted out to Kolohala Ventures to implement. To date, the equity investment program has invested in a portfolio of Hawaii based clean energy

companies consisting of: Clearfuels Technology, Kuehnle Agrosystems, Big Island Biodiesel, Real Green Power and Phycal LLC. These investments have been instrumental in mobilizing resources for these companies to export their clean energy technologies and leverage Hawaii's commitment to a clean energy future.

Financial Report

Revolving Fund (\$000)

HSDC funds its operations and investments through the HSDC Revolving Fund and from returns on investment generated through the HSDC Capital Fund, LLC.

FY Ending	6/30/2009	6/30/2010	6/30/2011
Interest Income/Partnership Distributions	\$89	\$8	\$207
Investments	\$0	\$0	\$0
Operating expenditures	\$101	\$161	\$113
HSDC Revolving Fund Balance	\$466	\$313	\$407
HSDC Capital Fund, LLC			
Uncommitted cash awaiting investment	\$790	\$817	\$832

Special Funds (\$000)

Act 240, SLH 2006 established the Hydrogen Investment Capital Special Fund within HSDC, with expenditures to be overseen by the Department of Business, Economic Development and Tourism. The fund was capitalized with \$10,000,000 in October 2006. In June 2009, Act 79, SLH 2009, Sect. 12, transferred \$2,000,000 out of the fund and back to the general fund.

Act 267, SLH 2007 provided \$5 million for the Follow on Funding Program within HSDC.

HSDC was allocated \$13,168,500 from the U.S. Department of Treasury's Small Business Credit Initiative (SSBCI). The first tranche of \$4,345,556 was received in June 2011.

FY Ending	6/30/2009	6/30/2010	6/30/2011
Hydrogen Investment Capital Special Fund	\$4,839	\$4,379	\$2,309
R&D Follow on Funding Program	\$350	\$100	closed
SSBCI Venture Capital Investment Program			\$4,346

HSDC's Board of Directors
Fiscal Year 2011

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Attorney/Partner
Chun Kerr Dodd Beaman & Wong

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Vice President, Private Banking
First Hawaiian Bank

John DeLong
President
Hawaiian Cement

H. Brian Moore
Senior Vice President
Pacific Guardian Life Insurance Co.

Richard Lim
Director
Department of Business, Economic
Development & Tourism

Roland Resurreccion, AIA LEED
Project Manager
Hawaii Pacific Health
Design and Construction

Blenn Fujimoto
President and CEO
Central Pacific HomeLoans Inc.

Edward H. W. Young
TEYC Hawaii

Assumpta Siu Rapoza
Director, Enterprise Risk Mgt.
Hawaii Medical Service Association

Corporate Staff & Contact

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