

HAWAII POLICE DEPARTMENT

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DEPUTY POLICE CHIEF PAUL K. FERREIRA

Objective: Information for Enhanced 911 Board Appointment

Hawaii Police Department Experience:

2008 – Present

Deputy Police Chief

- Responsible for providing direct support and assistance to the Police Chief in the management of the police department, whose duties include:
 - Being responsible for the preservation of the public peace, prevention of crime, detection and arrest of offenders against the law, protection of the rights of persons and property, and enforcement and prevention of violations of all laws of the state and ordinances of the county and all regulations made in accordance therewith.
 - Train, equip, maintain, and supervise the force of police officers and employees.
 - Promulgate rules and regulations for the organization and administration of the police force.
 - Make periodic reports to the police commission about the activities of the police department and about actions taken on cases investigated by the police commission.
 - Have such other powers, duties, and functions as may be required by the police commission or provided by law.

2007 - 2008

Assistant Police Chief – Administrative Bureau

- Responsible for the overall operations of the Administration and Technical Services Divisions. The Administrative Division is comprised of the Finance, Human Resources, Training, Safety/Workers Comp, Research and Development Section, Word Processing, and Special Response sections. The Technical Services Division is comprised of the Records and Identification, Communications Dispatch, Communications Maintenance, Traffic Services, and Computer Center sections.
- Plans, directs coordinates, and evaluates the operations assigned in accordance with laws, departmental policies, procedures, General Orders, Human Resources Rules and Regulations, and Union contracts to ensure that compliance is being met. Evaluates programs, staff, and services for efficiency; meets with subordinate supervisors to review and update forms General Orders, internal procedures and issues, resolve problems; and makes recommended changes to the Police Chief. Prepares and reviews correspondence, reports, and research studies and ensures that major projects

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are properly monitored and followed through to completion. Keeps abreast of changes to the various operations: oversees the testing and acquisition of new technology to enhance operations and improve the Department's attainment of its goals and objectives. Reviews timesheets, leave requests, mileage requests, and conducts annual inspections. Prepares job performance reports, counsels, and disciplines as needed.

- Serves as the Chairperson on an Administrative Review Board (ARB) responsible for reviewing complaints against police personnel that are forwarded to the Police Department; reviews investigative reports; recommends ARB composition; advises ARB members of proper procedures and clarifies questions; hears cases and submits recommendations to the Police Chief. Reviews grievances and assigns Commanders to cases; is a Step II Hearings Officer and submits recommendations to the Police Chief. Follows up on additional issues as necessary, and makes recommendations to the Police Chief for the final decision. Sits on the Special Review Board and makes recommendation to the Police Chief. Coordinates staff for the Weapons of Mass Destruction Team, Homeland Defense, Civil Defense, and strike situations.
- Plans, directs, reviews, coordinates, and manages, through the Accountant IV, the activities and functions of the Finance Section to include, but not limited to maintenance of the department's budget, property inventory; personnel payroll and attendance records; inventory and distribution of supplies and equipment; maintenance services; gas and oil supplies, special duty requests; and other outside contracts with the department. Coordinates and reviews the department's Capital Improvement Projects (CIP) and recommends departmental priorities in CIP projects. Reviews Departmental budget and works closely with the Accountant IV in suggesting changes in the preparation of the annual budget; monitoring CIP Project expenditures: the overall grant management and ensuring that funds are properly expended; reviewing all bureaus expenditures, and assuring compliance with budget allocations. Attends budget and Council hearings; recommends necessary reductions and increases in expenditures as needed.
- Plans, directs, reviews, coordinates, and manages, through the Personnel Management Specialist II, the activities and functions of the Human Resources Section to include, but not limited to: recruitment and selection of personnel, examinations and promotions; communicating with the Department of Human Resources on personnel issues: liaison with the Labor unions; maintenance of personnel records; and other functions to include position classification, calculation of turnover rates, and personnel statistics, etc. Sits on selection/promotion boards; prepares and reviews interview questions; reviews recommendation from various boards to ensure compliance with laws and contracts; and makes recommendations to the Police Chief in hiring decisions.
- Represents Management in labor negotiations; meets with other agencies, recommends amendments or adoption of policies and procedures; consults Union on recommended changes. Represents the department at meetings with the public and

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private agencies; reviews crime trends; reviews and tracks all new bills before the Legislature; assigns or drafts testimony to be presented before the Legislature; initiates legislation beneficial to the Police Department; attends hearings; reviews media releases; attends staff, Police Commission and community meetings; coordinates special events; and acts as the liaison with the various diplomatic consulates.

2004 – 2007

Major – Administrative Services Division

- Responsible for overseeing that all programs and staff work productively and harmoniously to meet the department's goals. Meets regularly with subordinate supervisors to discuss program, personnel, or operational problems; assists in formulating budgetary, personnel and equipment requirements; reviews reports and makes recommendations; advises and instructs subordinates as to project approach, deadlines, and desired objectives; gathers data and prepares reports; interprets departmental policies for subordinates; evaluates and recommends changes and improvements as needed. Inspects personnel equipment and facilities; evaluates performance of subordinates; counsels and disciplines as necessary. Keeps abreast of all changes to laws, rules, and procedures, as well as new technology for the various programs.
- Plans, directs, reviews, coordinates, and manages, through the subordinate supervisor, the activities and functions of the:
 - Finance Section to include but not limited to, maintenance of the department's budget; property inventory; personnel payroll and attendance records; inventory and distribution of supplies and equipment; maintenance services; gas and oil supplies; special duty requests; and other outside contracts with the department.
 - Human Resources Section to include, but not limited to, recruitment and selection of personnel, examinations and promotions; communicating with Civil Service on personnel issues; liaison with the Labor unions; maintenance of personnel records; and other functions to include position classification, calculation of turnover rates, and personnel statistics. Oversee the Training, Personnel, Safety/Workers Compensation, and Community Relations programs.
 - Department's Public Relations Section to ensure the accurate and timely release of media information; representation of the department in community relation matters; thorough and timely research for legislative actions and drafting of proposed bills.
 - Word Processing Section to ensure accurate transcription of police reports, investigative reports, and other daily bulletins, etc.

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- Coordinates and reviews the department's Capital Improvement Projects (CIP); recommends departmental priorities in CIP projects; and works closely with the Finance Division in monitoring project expenditures.
- Assist in representing the Police Department during major disasters and emergency situations in the Hawaii Civil Defense Emergency Operations Center (EOC) as its liaison to coordinate police response.

2003 – 2004

Acting Major – Technical Services Division

- Responsible for overseeing that all programs and staff work productively and harmoniously to meet the department's goals. Meets regularly with subordinate supervisors to discuss program, personnel, or operational problems; assists in formulating budgetary, personnel and equipment requirements; reviews reports and make recommendations; advises and instructs subordinates as to project approach, deadlines, and desired objectives; gathers data and prepares reports; interprets departmental policies for subordinates; evaluates and recommends changes and improvements as needed. Inspects personnel, equipment, and facilities; evaluates performance of subordinates; counsels and disciplines as necessary. Keeps abreast of all changes to laws, rules, and procedures, as well as new technology for the various programs.
- Plans, directs, reviews, and coordinates through subordinate supervisors, the development and implementation of the:
 - County's 911 dispatching section; insures that staffing is adequate to meet the needs of the section.
 - Records and Identification program to include police reports, firearms registration, fingerprinting and custody of evidence.
 - Traffic Services and Driver Licensing Sections to include the motor vehicle inspection, school crossing guard, disabled parking monitor programs; permitting, licensing, commercial driver licensing and testing programs.
 - Communications Maintenance Section to ensure timely and efficient radio installations, maintenance, and removal from vehicles.
 - Computer Section to ensure timely and efficient computer troubleshooting and repairs, new program developments, and conversion of existing programs to newly acquired programs.
- Assist in representing the Police Department during major disasters and emergency situations in the Hawaii Civil Defense Emergency Operations Center (EOC) as its liaison to coordinate police response.

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2002 – 2003

Captain – Human Resources Section

- Responsible for the management of the Human Resources Section, which encompasses the Personnel, Training, Community Relations/Research and Development, and Safety units for the department.
- Supervises the Personnel Unit to ensure that all classifications, transactions, recruitments, and personnel programs are handled in conformance with Civil Service laws, rules, regulations and procedures within the timetables established; oversees the hiring and orientation programs for department positions.
- Plans, directs, and coordinates through staff, the departmental training program to include specialized training and in-service training modules for all sworn and civilian personnel.
- Directs and coordinates through staff, all activities related to the hiring and training of police recruits.
- Directs and coordinates through staff, all activities relating to community relations and research and development, including the tracking and drafting of testimony for legislation.

1999 – 2002

Lieutenant – Administrative Services Section

- Plans, directs, and coordinates through staff, the departmental training program to include specialized training and in-service training modules for all sworn and civilian personnel.
- Directs and coordinates through staff, all activities related to the hiring and training of police recruits.
- Directs and coordinates through staff, all activities relating to community relations and research and development, including the tracking and drafting of testimony for legislation.

1992-1999

Detective/Sergeant – Criminal Investigations Division

- Performs and coordinates investigative police work of a difficult and complex nature; secure evidence for supporting arrest.
- Investigate all crimes included in Title 37, the Hawaii Penal Code, Hawaii Revised Statutes, such as murder, terroristic threatening, robbery, burglary, theft, forgery, fraud, bribery, extortion, fraudulent use of credit cards, theft, sexual assaults, etc.
- Effects arrests, authors and execute search warrants, interview victims and witnesses, search crime scenes and preserves evidence.

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- Prepare complex investigative reports, dictate or draft legal documents; serves legal documents.
- Supervise the activities of other officers assigned to major investigations

1982 – 1992

Police Officer II – Puna Patrol Division

- Respond to complaints and conducts preliminary investigations of misdemeanor, felony, and status offenses by and against adults as well as juveniles.
- Prepares detailed reports for preliminary investigations conducted, to include photographs, diagrams, latent print recovery, evidence recovery, etc.
- Investigate traffic-related accidents, cites for moving and regulatory traffic violations; prepare detailed reports with diagrams for accidents.
- Patrol an assigned beat in police vehicle to be cognizant and deter unauthorized and illegal activity; enforce all laws and ordinances.
- Responds to miscellaneous calls for service from the public such as domestic disturbances, minor nuisances, personal assistance, notifications, civil matters, etc.

Other: State of Hawaii, Enhanced 911 Board

2004 to 2008 (First Term)

2008 to 2012 (Second Term)

In 2004, Governor Appointed member of the State of Hawai'i Wireless Enhanced 911 Board representing the Hawai'i County Public Safety Answering Point (PSAP), the Hawai'i Police Department.

In 2008, re-appointed to the State of Hawai'i, Wireless Enhanced 911 Board and served as Chair of the Board from 2011 to 2012.

From 2012 to present, continued participation on the board as a member on the Finance Committee and the Communications Committee; as well as being the Chair of the Legislative Committee.

Personal History:

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█████ Graduate of Hilo High School

██████████: Member of U.S. Air Force (Law Enforcement Specialist)

2000 Hawai'i County Employee Supervisor of the Year Award

2013-Present: Board of Directors (Member) HOSPICE of Hilo