

March 2018

Diane L. Ley



EMPLOYMENT HISTORY

December 2016 – Present: **Director Department of Research & Development, County of Hawai`i**

- Responsible for the collection and development of research driven data necessary for managerial and legislative decision-making, program and policy development within the County of Hawai`i
- Collaborate with businesses, non-profits and government in the development and funding of initiatives seeking environmental, community and economic sustainability
- Provide for the department’s vision, mission, goals, objectives, benchmarking and accountability
- Principal responsible for day-to-day operations of the department, including oversight of programs related to agriculture, creative economy, economic development, energy, sustainable development, tourism and immigration assistance;
- Other responsibilities include management of \$2.9 million budget, personnel, correspondence, contracts and purchases
- Represents the Mayor on various task forces, meetings and events; and advises the Mayor and other members of the Cabinet on issues pertaining to business and sustainable development including agriculture, food systems, transportation and energy

August 2009 – November 2016: **State Executive Director USDA Farm Service Agency Hawai`i and Pacific Basin**

- Responsible for assuring the timely and efficient delivery of programmatic services to agricultural businesses throughout Hawai`i, American Samoa, Guam, Commonwealth of the Northern Mariana Islands, Republic of the Marshall Islands, Federated States of Micronesia and the Republic of Palau
- Program services include delivery of an average of \$20+ Million annually in disaster assistance, support payments and loans to agricultural producers
- Support the President’s vision, the Secretary of Agriculture’s initiatives, the Farm Service Agency Administrators goals in expanding and enhancing the economic development and wellbeing of rural communities and agriculture in particular
- Oversee a staff of 36, plus 20 producer-elected County Committee Members.
- Successfully managed through the initial Federal Sequestration which resulted in 20+% staffing cuts and similar fiscal cuts with feeling empowered to solve challenges and share information and workload

- Envisioned, planned and launched three (3) transition strategies that now allow government employees to virtually support workloads in other counties and states; work included a formal Departmental reorganization package with Secretary Office and Congressional review.
- Routinely collaborate with other federal agencies, congressional offices, state administration, non-profit and advocacy groups.

March 2005 – July 2009: Deputy Director Department of Research and Development, County of Hawai`i

- In collaboration with the Director, served as the principal responsible for day-to-day operations of the department, including oversight of programs related to agriculture, tourism, economic development, energy and film; other responsibilities include management of personnel, correspondence, contracts, budget and purchases
- Provide support and collaboration in conjunction with the Director for the department's vision, mission, goals, objectives, benchmarking and accountability
- Acting Energy Coordinator responsible for overall energy program, initiatives and energy emergency preparation and management; initiatives included promoting installation of photovoltaic system at the West Hawai`i Civic Center and Hawai`i County Building; electric vehicle charging stations; and the purchase of hybrid vehicles for the Department
- Acting Tourism Program Specialist, with responsibility for oversight and delivery \$1.2 million in program initiatives (March 2005 – November 2006)
- Special assignments including investigation of misconduct complaints, policy and procedure development
- County representation:
 - Governor's Energy Emergency Preparedness Advisory Group
 - Hawai`i State Energy Council
 - Blue Planet Summit 2008
- Facilitator for government and community meetings

February 2003 – February 2005: Deputy to the Chairperson Hawai`i Department of Agriculture, State of Hawai`i

- Principal responsible for day-to-day operations of the department when the Chairperson was out of state or off-island, including oversight of personnel, programs, correspondence, contracts, budget and purchases
- Legislative coordination, including tracking and analysis of bills, drafting and reviewing testimony and presentation of testimony
- Special assignments including oversight of implementation of the new Rabies Quarantine rules and development of the Hawai`i Conservation Resource Enhancement Program
- Correspondence oversight including review and editing of external communications for the Chairperson and Governor, reports and documents, internal and external newsletters

- Hawai'i Administrative Rule amendments and new program review and oversight
- Liaison with commodity and community organizations addressing special needs and inquires related to department programs and those of regulatory agencies at state and federal levels; and speaking engagements
- Environmental program oversight and review of industry impacts and department resources
- Department representation:
 - Agribusiness Development Corporation, Board Member (March 2003 – February 2005)
 - Hawai'i Rural Development Council, Vice-Chair (June 2003 –February 2005)
 - Plant and Animal Advisory Committee, Acting Chair (As Required)
- Acting Administrator, Quality Assurance Division (October 2004 – February 2005) responsible for oversight of programs, personnel and budgets for the Commodities Branch and Measurement Standards Branch

March 1993 – February 2003: **Administrative Assistant, Big Island Farm Bureau and Hawai'i Farm Bureau Federation, Hilo and State**

Big Island Farm Bureau –

- Principal responsible for overall day-to-day operation and administration of four chapters of the Farm Bureau and the Big Island Farm Bureau
- Liaison with county, state and federal administrators and legislators, commodity and community organizations, and individual farmers and ranchers including research, drafting and presentation of testimony
- Responsible for day-to-day fiscal management and development of budgets
- Development and implementation of grant proposals
- Responsible for marketing, educational and fund-raising activities including the implementation of the Big Island Farm Fair, grant writing and reporting
- Coordination of activities and programs under the direction of the board of directors and standing committees, including the preparation of press releases and other media outreach

Hawai'i Farm Bureau Federation –

- Information Officer; editor of bi-monthly newsletter, representative to editorial board and contributor to *Agriculture Hawai'i*; and periodic press releases
- Coordination of activities and programs under the direction of the board of directors and standing committee on Environmental Stewardship, Membership, Commodity Advisory Group, Promotion, Convention, Ag Conference and Agricultural Theft Task Force

July 1999 – February 2003: **Recorder & Facilitator, Freelance, Glenwood, Hawai'i**

October 1999 – February 2003: **Assistant Coordinator, College of Tropical Agriculture and Human Resources, Agricultural Leadership Foundation Program, Statewide**

April 1994 – June 1998: **Office Administrator, Hilo Main Street Program/Hilo Downtown Improvement Association, Hilo, Hawai`i**

October 1993 – March 1994: **Administrative Staff, Papaya Administrative Committee, Hilo, Hawai`i**

July 1992 – December 1992: **Warehouseman, Elections Division, County of Hawai`i, Hilo, Hawai`i**

January 1991 – June 1992: **Legislative Assistant, Hawai`i County Council, Hilo, Hawai`i**

████████████████████: **Council Aide, Hawai`i County Council, Hilo, Hawai`i**

████████████████████: **Owner & Operator, House Painting Business, Glenwood, Hawai`i**

████████████████████: **General Partner, Farm 49, Volcano, Hawai`i**

████████████████████: **Farm Laborer, Hawai`ian Herb & Spice Company, Glenwood, Hawai`i**

████████████████████: **Laborer, Yard & Garden Maintenance, Glenwood, Hawai`i**

████████████████████: **Owner & Operator, Live Christmas Tree Farm, Glenwood, Hawai`i**

████████████████████: **Farm Laborer, Orchids of Hawai`i, Glenwood & Hilo, Hawai`i**

GOVERNMENT/COMMUNITY LEADERSHIP ACTIVITIES

PRESENT

- **Carbon Farming Task Force, Act 33, Session Laws of Hawai`i 2017, member representing Hawai`i County Mayor Harry Kim (September 2017 – Present)**
- **Dark Night Skies Protection Advisory Committee, Act 185, Session Laws of Hawai`i 2017, member representing Hawai`i County Mayor Harry Kim (December 2017 – Present)**
- **Agricultural Leadership Foundation of Hawai`i, Secretary & Board Member**
Secretary (March 2008 – Present) Board Member (February 2000 – Present); Vice Chair (August 2002 – February 2003); Co-Vice Chair (December 2004 – February 2006)
- **Agriculture Conference, since 2002 served in leadership role and chair multiple years including most recently for the 2017 Agriculture Conference**

PAST

- **Hawai`i Board of Agriculture, Hawai`i Island Member** (April 2006 – July 2009)
- **Hawai`i State Agribusiness Development Corporation, Board Member representing Hawai`i Island** (December 1997 – February 2003) and representing the Hawai`i Department of Agriculture (March 2003 – February 2005)
- **Agricultural Leadership Foundation of Hawai`i Alumni Association, Interim President** (February 2000 – February 2003)
- **Hawai`i Florist & Shippers Association, Board Member** (October 1999 – February 2003)
- **Hawai`i Island Economic Development Board, Agriculture Committee, Big Island Farm Bureau Representative**

EDUCATION

- **Hawai`i Island Leadership Series - Ulumau, Graduate** [REDACTED]; Hawai`i Island
- **Hawai`i Leadership Academy, Graduate** January [REDACTED]; Honolulu, Hawai`i
- **Agricultural Leadership Foundation, Graduate** January [REDACTED]; Honolulu, Hawai`i
- **University of Hawai`i at Hilo, Student;** [REDACTED] and [REDACTED]; Hilo, Hawai`i
- **Palomar Junior College, Student;** [REDACTED]; San Marcos, California
- **San Dieguito High School, Graduate** [REDACTED]; Encinitas, California
- **Educational Seminars & Workshops:**
 - **Pegasus Conference – Systems Thinking, 2004, 2005, 2011**
 - **CTAHR Advanced Facilitation Workshop, 2003**
 - **CTAHR Family Leadership Training Program**
 - **Continuing Adult Education Computer Training Programs**
 - **Hawai`i Community Foundation Grant Writing Programs**
 - **U.S. Small Business Development Center's Business Plan Development Workshops**

PERSONAL INFORMATION

- [REDACTED]
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