

DAVID Y. IGE  
GOVERNOR



**DEPT. COMM. NO. 416**

JADE T. BUTAY  
DIRECTOR

Deputy Directors  
LYNN A.S. ARAKI-REGAN  
DEREK J. CHOW  
ROSS M. HIGASHI  
EDWIN H. SNIFFEN

**STATE OF HAWAII**  
**DEPARTMENT OF TRANSPORTATION**  
869 PUNCHBOWL STREET  
HONOLULU, HAWAII 96813-5097

IN REPLY REFER TO:

February 1, 2021

The Honorable Ronald D. Kouchi  
President and Members of the  
Senate  
Thirty-First State Legislature  
State Capitol, Room 409  
Honolulu, Hawaii 96813

The Honorable Scott K. Saiki  
Speaker and Members of the House of  
Representatives  
Thirty-First State Legislature  
State Capitol, Room 431  
Honolulu, Hawaii 96813

Dear Senate President Kouchi, Speaker Saiki, and Members of the Legislature:

For your information and consideration, I am transmitting a copy of the Transfer of Operating Funds Report and a copy of the Transfer of Positions Report as required by Sections 23 and 24 of Act 5 (19), as amended by Act 7 (20), and Act 9 (20).

In accordance with HRS 93-16, I am also informing you that the report may be viewed electronically at: <https://hidot.hawaii.gov/library/reports/reports-to-the-legislature/>

Sincerely,

A handwritten signature in black ink, appearing to read "Jade T. Butay", is written over a faint, larger version of the same signature.

JADE T. BUTAY  
Director of Transportation

Attachments

c: Craig K. Hirai, Director of Finance

## Section 23 of Act 5, SLH 2019, as amended, Transfer of Operating Funds

Date of transfer	Amount of the transfer	Program ID from which funds were transferred	Program ID to which funds were transferred	Impact to the program ID the funds are transferred from	Detailed explanation of the public purposes served by the transfer of resources
1/27/2021	\$ 47,789	TRN501/DC	TRN561/DG	Human Resources Assistant III, position number 10503, will be transferred from Oahu district to Kauai district. There will be no impact to Oahu district as there is another Human Resources Assistant III, position number 10453, providing adequate human resources functions to the Oahu district.	This position is essential to support the human resources functions of the District, processing confidential and time-sensitive information.

Date of transfer	Position transferred	Program from which the position was transferred	Program to which the position was transferred	Responsibilities of the position prior to transfer	Responsibilities of the position after the transfer	Manner in which the transfer maximizes the utilization of personnel resources and staff productivity
1/27/2021	Human Resources Assistant III, Position Number 10503	Office Services at Oahu district (TRN501/DC)	Office Services a Kauai district (TRN561/DG)	Provide the necessary support of the District's Human Resources functions to the Oahu District.	Provide the necessary support of the District's Human Resources functions to the Kauai District.	Transferring Human Resources Assistant position will bring the level of staffing in-line with the other District Offices.