



## The Senate

STATE CAPITOL  
HONOLULU, HAWAII 96813

April 13, 2020

### MEMORANDUM

TO: Dr. Christina Kishimoto  
Superintendent, Dept. of Education

FROM: Senate Special Committee on COVID-19

RE: REQUEST FOR INFORMATION

In an effort to better coordinate the redeployment of state workers, the Senate Special Committee on COVID-19, requests information on the departments' utilization of current staff. We are aware that the Department of Human Resources Development has already been working with the departments on categorizing state workers, and the Committee believes acquiring this information will allow the legislature to better support your efforts moving forward.

Using the attached form, please catalog all staff within your department. Please indicate within the form which of the three categories they fall under Essential, Non-Essential Telecommuting, or Non-Essential Non-Telecommuting.

The Committee appreciates your attention to this matter and asks that you provide the requested information above via email to all committee members by **10:00 a.m., Tuesday, April 14, 2020.**

Sincerely,

/s/ Senator Donovan M. Dela Cruz  
sendelacruz@capitol.hawaii.gov

/s/ Senator Donna Mercado Kim  
senkim@capitol.hawaii.gov

/s/ Senator Jarrett Keohokalole  
senkeohokalole@capitol.hawaii.gov

/s/ Senator Sharon Moriwaki  
senmoriwaki@capitol.hawaii.gov

/s/ Senator Michelle N. Kidani  
senkidani@capitol.hawaii.gov

/s/ Senator Kurt Fevella  
senfevella@capitol.hawaii.gov

Attachment

Cc. Senate President  
Director Ryker Wada