

DAVID Y. IGE  
GOVERNOR

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LT. GOVERNOR



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December 29, 2021

Senator Donovan M. Dela Cruz, Chair  
Members of the Senate Committee on Ways and Means

Representative Sylvia Luke, Chair  
Members of the House Committee on Finance

Re: DOTAX 2022-2023 Legislative Budget Briefing Testimony

Dear Senator Dela Cruz, Representative Luke and Members of the Committees:

Thank you for the opportunity to present my budget request for FY 2022-2023.

#### Overview

- A. The mission of the Hawaii State Department of Taxation under my tenure is to “Protect the Revenues of the State of Hawaii.” This provocative and aggressive posture suggests the seriousness of the Department to administer the tax laws of the State in a fair and equitable manner. The voluntary nature of our tax system requires that all taxpayers pay their fair share to fund the basic needs of our community. The Department takes these responsibilities seriously and presents this budget request in order for us to fulfill our mission.

Some may believe that people happily pay their taxes. Hopefully this is true. But the tax department’s strategic objective is to try to be as helpful as possible, to accommodate both the naughty and nice taxpayers to voluntarily comply with their tax obligations.

Monitoring our production and efforts is a small part of assessing our Department’s effectiveness. Our goals and performance metrics can be monitored with the help of the Department’s current software. The milestones and reporting metrics for auditors, collectors, taxpayer service personnel or any other front facing section are done monthly. Audit and collection cases opened, closed, and dollars recovered are easily tracked. Taxpayer Service personnel are monitored by call volume and call pick up percentages (sample reports are included in this budget package). In addition to monitoring outcomes, our managers have the capability to monitor efforts such as time spent with taxpayers on telephone calls, hours spent on audit cases, notes on collection procedures, or time spent with computer vendors.

The above discussion is centered on our front facing efforts but it also takes an incredible amount of effort by our supporting offices to achieve tax compliance. Our Rules Office has researched hundreds of legislative measures and has given their comments and testimonies to you. Our Information Technology Services Office (ITSO) has completed a major upgrade to our computer system during the pandemic and stabilized our relationship with our vendor. Our Tax Research and Planning Office has supported both the Tax Review Commission (TRC) and the Council on Revenues to provide information, including bill scoring, to you, so that you may formulate informed tax policies. Our administrative support operations such as our Administrative Service Office and Human Resource section have kept us in compliance with all bureaucratic requirements. Our neighbor island District Managers and their teams have brought the same level of service to our neighbor island customers.

- B. The current state-wide conditions curtailed our ability to put constant pressure on insuring voluntary compliance. During the pandemic we did not pursue new compliance initiatives. We settled more cases rather than being aggressive in the interpretation of the law. Our materiality threshold was increased. We scaled our efforts to match the resources given us. We prioritized our efforts based on revenue achievement instead of fairness. We curtailed training for our personnel. We delayed plans for the future and sustainability efforts were suspended.

Had this situation continued for whatever reason, the deterioration of the Department would have accelerated exponentially making recovery much lengthier. State revenues would have suffered.

#### Federal Funds

- C. There are two primary uses for Federal Funds. One is dictated by the Legislature and the other is administered by the Department of Budget and Finance.

The Federal Funds dictated by the Legislature are being used to fund our ITSO and TRC. The ITSO funds are used to pay for maintenance fees, software license fees, and some replacement of hardware. These costs are the usual costs for maintaining our computer section. No new or additional computer related costs will be incurred. In the biennium request, we will ask that traditional funding be restored.

Other Federal Funds dictated by the Legislature are being used to pay for the expenses of the TRC and this is not a recurring expense.

The second Federal Funds which are administered by the Department of Budget and Finance through the American Rescue Plan Act are solely designated for pandemic related expenses. The money is being used for security, cleanup, furniture, and fixtures to retrofit our Department when reopening to the public in this new environment.

Non-General Funds

[https://files.hawaii.gov/tax/stats/stats/non-gf-rpts/2021-Non-General-Fund-rpts\\_rev.pdf](https://files.hawaii.gov/tax/stats/stats/non-gf-rpts/2021-Non-General-Fund-rpts_rev.pdf)

Budget Requests

- D. As mentioned earlier, our requests were prioritized by what we could manage, fixing inoperable sections, and revenue generation for the State for the next fiscal year. Our objective is rebuilding our Department until we meet our voluntary compliance goals, shrink the tax gap, and protect the revenues of our State.

Many times, people are under the impression that Tax Department personnel can be scooped up off the sidewalk and instantaneously be productive in our compliance regime. Even people with private sector experience and technical expertise need to be indoctrinated into the unique State employment regiment and culture. The selection and vetting process is onerous and cannot be circumvented. This budget is the first step towards the rebuilding process and will require at least three (3) more years for the Department to be fully staffed.

- E. Discussion of significant adjustments.<sup>1</sup>

<u>Addition</u>	<u>Cost</u>	<u>Impact</u>
5 Delinquent Tax Collection Assistants	\$242,592	\$15 million additional revenue
3 Tax Return Examiners (Oahu)	\$ 69,408	\$ 7.5 million additional revenue
2 Field Auditors (Oahu)	\$142,788	\$ 6.0 million additional revenue
Entire computer cost	\$6,252,251	Make computers work
Vacant Positions	-0-	Unexpected compliance initiatives

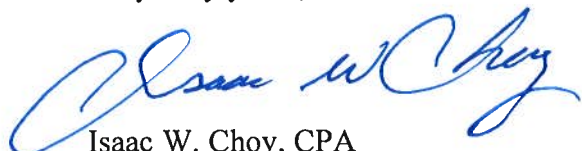
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<sup>1</sup> These are significant requests. What would be helpful is to have the vacant unfunded positions available in case opportunities for hiring present themselves or if new compliance initiatives become available then the Department would have an opportunity to react faster, ensuring better compliance.

Re: DOTAX 2022-2023 Legislative Budget Testimony  
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December 29, 2021

Thank you for this opportunity to testify on our Department's FY 2022- 2023 budget request.

Very truly yours,



Isaac W. Choy, CPA  
Director of Taxation

IWC: lhc

Attachments

**2022-23 Legislative Budget Briefing Testimony  
 Department of Taxation (DOTAX)  
 Program ID & Sub-Organization  
 Legend**

<b>Program ID</b>	<b>Sub-Org Code</b>	<b>Program Name</b>
TAX100	CH	Compliance Division - Hawaii District Office
TAX100	CK	Compliance Division - Kauai District Office
TAX100	CM	Compliance Division - Maui District Office
TAX100	CO	Compliance Division - Oahu Office Audit Branch
TAX100	CP	Compliance Division - Oahu Field Audit Branch
TAX100	EO	Compliance Division - Oahu Collection Branch
TAX105	BA	Tax Services & Processing Division - Document Processing Branch
TAX105	BB	Tax Services & Processing Division - Revenue Accounting Branch
TAX105	BC	Tax Services & Processing Division - Taxpayer Services Branch
TAX107	AA	Office of the Director, Rules Office, & Administrative Services Office (ASO)
TAX107	AC	Information Technology Services Office (ITSO)
TAX107	AD	Tax Research & Planning (TRP) Office

**2022-23 Legislative Budget Briefing Testimony  
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TAX100	CP	Compliance Division - Oahu Field Audit Branch
TAX100	EO	Compliance Division - Oahu Collection Branch
TAX105	BA	Tax Services & Processing Division - Document Processing Branch
TAX105	BB	Tax Services & Processing Division - Revenue Accounting Branch
TAX105	BC	Tax Services & Processing Division - Taxpayer Services Branch
TAX107	AA	Office of the Director, Rules Office, & Administrative Services Office (ASO)
TAX107	AC	Information Technology Services Office (ITSO)
TAX107	AD	Tax Research & Planning (TRP) Office

Department of Taxation  
Functions

Table 1

<u>Division</u>	<u>Description of Function</u>	<u>Activities</u>	<u>Prog ID(s)</u>	<u>Dept-Wide Priority</u>	<u>Statutory Reference</u>
<b>Compliance</b>					
	To promote and maintain a tax system based on self-assessment and voluntary compliance by taxpayers through the consistent and fair application of all State tax laws administered by the Department; and to reduce the amount of outstanding taxes owed to the State.		TAX 100	2	
		Field Audit			Title 14, Chapter 231, 231-3, HRS (generally)
		Office Audit			Title 14, Chapter 231, 231-3, HRS (generally)
		Collection			Title 14, Chapter 231, 231-3, HRS (generally); 231-25 through 231-70, HRS (specifically)
		District Offices			Title 14, Chapter 231, 231-3, HRS (generally); 231-10, HRS (specifically)
		Criminal Investigation			Title 14, Chapter 231, 231-3, HRS (generally); 231-4.3, 231-34 through 231-36, HRS (specifically)
		Special Enforcement			Title 14, Chapter 231, 231-3, HRS (generally); 231-81 through 235-20.5 (specifically)
<b>Tax Services and Processing</b>					
	To process all tax documents received in the most efficient and expeditious manner possible; to maintain accurate accounting records for all tax programs; to promote voluntary taxpayer compliance through timely delivery of information, forms, and responses to questions and inquiries; and to provide assistance to taxpayers' inquiries through call center.		TAX 105	1	
		Document Processing			Title 14, Chapter 231, 231-3, HRS (generally); 231-3, 231-8.5, 231-9.9, HRS (specifically)
		Revenue Accounting			Title 14, Chapter 231, 231-3, HRS (generally)
		Taxpayer Services			Title 14, Chapter 231, 231-3, HRS (generally)

Department of Taxation  
Functions

Table 1

<u>Division</u>	<u>Description of Function</u>	<u>Activities</u>	<u>Prog ID(s)</u>	<u>Dept-Wide Priority</u>	<u>Statutory Reference</u>
	Supporting Services-Revenue Collection				
	To provide administrative direction in implementing the Department's tax programs so as to enhance effectiveness and efficiency for formulating policies, allocating resources and providing direction to operations; and to improve the State's policy and decision-making process by providing timely and accurate tax data and interpretive information. This program also provides all of the administrative and technology support for the Department.		TAX 107	3	
		Administrative Services			Title 14, Chapter 231, 231-3, HRS (generally)
		Rules			Title 14, Chapter 231, 231-3, HRS (generally); 231-4.5, HRS (specifically)
		Information Technology Services			Title 14, Chapter 231, 231-3, HRS (generally); 231-8.5, HRS (specifically)
		Tax Research and Planning			Title 14, Chapter 231, 231-3, HRS (generally); 231-3.4, HRS (specifically)
		Council on Revenues			Haw. Const. Art. VII, Sec. 7; Chapter 37 Part VI, HRS (generally)
		Tax Review Commission			Haw. Const. Art. VII, Sec. 3; Chapter 232E, HRS (generally)
		Boards of Review			Title 14, Chapter 232, HRS (generally)



Department of Taxation  
Department-Wide Totals

Table 2

Fiscal Year 2022						
Budget Acts Appropriation	Current Restrictions	Additions	Emergency Appropriations	Total FY22	MOF	Notes:
\$ 25,062,628.00	\$ (1,474,382.00)			\$ 23,588,246.00	A	1
\$ 3,567,116.00				\$ 3,567,116.00	B	
\$ 3,241,332.00		\$ 507,300.00		\$ 3,748,632.00	V	2
				\$ -		
				\$ -		
				\$ -		
\$ 31,871,076.00	\$ (1,474,382.00)	\$ 507,300.00	\$ -	\$ 30,903,994.00	Total	
Fiscal Year 2023						
Budget Acts Appropriation	Reductions	Additions		Total FY23	MOF	
\$ 25,062,628.00		\$ 8,443,257.00		\$ 33,505,885.00	A	
\$ 3,567,116.00				\$ 3,567,116.00	B	
				\$ -		
				\$ -		
				\$ -		
				\$ -		
\$ 28,629,744.00	\$ -	\$ 8,443,257.00	\$ -	\$ 37,073,001.00	Total	
Footnotes:						
1. Total reductions is the current restriction on General Funds.						
2. Non-appropriated ARPA-CSFRF received for reopening.						

Department of Taxation  
Program ID Totals

Table 3

Prog ID	Program Title	MOF	As budgeted (FY22)			As budgeted (FY23)			Governor's Submittal (FY22)				Governor's Submittal (FY23)				Note
			Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$	Percent Change of \$\$\$\$	Pos (P)	Pos (T)	\$\$\$	Percent Change of \$\$\$\$	
TAX100	Compliance	A	177	3	10,207,853	177	3	10,207,853	147	1	9,641,743	-5.5%	182	3	11,211,217	9.8%	
TAX105	Tax Services & Processing	A	134	76	6,124,987	134	76	6,124,987	118	4	5,934,547	-3.1%	136	76	6,477,667	5.8%	
TAX107	Supporting Services-Rev Collection	A	78	11	8,729,788	78	11	8,729,788	65	0	10,676,156	22.3%	79	9	15,817,001	81.2%	1, 2
TAX107	Supporting Services-Rev Collection	B	0	13	3,567,116	0	13	3,567,116	5	21	5,561,421	55.9%	0	13	3,567,116	0.0%	1
TAX107	Supporting Services-Rev Collection	V			3,241,332						0	-100.0%				0.0%	2
	Total	A	389	90	25,062,628	389	90	25,062,628	330	5	26,252,446	4.7%	397	88	33,505,885	33.7%	
	Total	B	0	13	3,567,116	0	13	3,567,116	5	21	5,561,421	55.9%	0	13	3,567,116	0.0%	
	Total	V	0	0	3,241,332	0	0	0	0	0	0	-100.0%	0	0	0	0.0%	
	Total Department		389	103	31,871,076	389	103	28,629,744	335	26	31,813,867	-39.3%	397	101	37,073,001	33.7%	
Note																	
1	Requested to transfer exempt positions from MOF-A to MOF-B. Legislature did not concur.																
2	Requested MOF-A to fund TSM services in FY 22 and FY 23. Legislature appropriated MOF-V for FY 22 and no appropriation for FY 23.																

Department of Taxation  
Budget Decisions

Table 4

Prog ID	Sub-Org	Description of Request	MOF	Initial Department Requests						Budget and Finance Recommendations						Governor's Decision						Note
				FY22			FY23			FY22			FY23			FY22			FY23			
				Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$	
TAX100	CH	Establish position in Hawaii District Office	A				1		\$ 29,250				1		\$ 29,250				1		\$ 29,250	
TAX100	CK	Establish position in Kauai District Office	A				1		\$ 29,250				1		\$ 29,250				1		\$ 29,250	
TAX100	CM	Fund unfunded positions in Maui District Office	A						\$ 239,076						\$ 125,604						\$ 239,076	
TAX100	CO	Establish positions in Oahu Office Audit Branch	A				3		\$ 69,408				0		\$ -				3		\$ 69,408	
TAX100	CP	Fund unfunded positions in Criminal Investigation Section (CIS)	A						\$ 251,000						\$ 251,000						\$ 251,000	
TAX100	CP	Fund unfunded positions in Oahu Field Audit Branch	A						\$ 142,788						\$ -						\$ 142,788	
TAX100	EO	Fund unfunded positions in Oahu Collection Branch	A						\$ 242,592						\$ 242,592						\$ 242,592	
TAX105	BA	Fund unfunded positions in Tax Services & Processing (TSP) Division	A						\$ 305,748						\$ 103,092						\$ 305,748	
TAX105	BC	Add position to correct FB 21-23 Budget Prep Error	A				1						1						1			
TAX107	AA	Fund Tax System Modernization (TSM) maintenance and services costs	A						\$ 6,252,251						\$ 4,896,022						\$ 6,252,251	1
TAX107	AA	Fund replacement of IT infrastructure equipment at colocated datacenter	A						\$ 350,000						\$ 350,000						\$ 350,000	2
TAX107	AA	Fund the Business Analyst Manager Position	A						\$ 44,718						\$ -						\$ 44,718	
TAX107	AC	Fund Unfunded Positions in the Information Technology Services Office	A						\$ 285,576						\$ 151,176						\$ 285,576	
TAX107	AC	Fund Unfunded Positions in the Systems Administration section	A				2	(2)	\$ 201,600				2	(2)	\$ 134,400				2	(2)	\$ 201,600	
TAX107	AA	Fund Increase in Fringe Costs for Tax Administration Special Fund	B						\$ (78,402)						\$ (78,402)						\$ (78,402)	3
TAX107	AA	Fund Increase in Fringe Costs for Tax Administration Special Fund	B						\$ 78,402						\$ 78,402						\$ 78,402	3
TAX105	BA	Fund Underfunded Position in Revenue Accounting	A						\$ (20,514)						\$ (20,514)						\$ (20,514)	4
TAX105	BB	Fund Underfunded Position in Revenue Accounting	A						\$ 20,514						\$ 20,514						\$ 20,514	4
TAX107	AA	Reorganization to the Tax Registration Section	A				(1)		\$ (46,932)				(1)		\$ (46,932)				(1)		\$ (46,932)	5
TAX105	BC	Reorganization to the Tax Registration Section	A				1		\$ 46,932				1		\$ 46,932				1		\$ 46,932	5
TAX107	AA	Correct Negative Funding Amount in the Tax Research & Planning Office.	A						\$ (24,849)						\$ (24,849)						\$ (24,849)	6
TAX107	AD	Correct Negative Funding Amount in the Tax Research & Planning Office.	A						\$ 24,849						\$ 24,849						\$ 24,849	6
TAX107	AA	Fund Unfunded Position in the Tax Research & Planning Office	A						\$ (41,100)						\$ (41,100)						\$ (41,100)	7
TAX107	AD	Fund Unfunded Position in the Tax Research & Planning Office	A						\$ 41,100						\$ 41,100						\$ 41,100	7
TAX100	CO	Fund Underfunded Positions in the Hawaii District Office	A						\$ (43,328)						\$ (43,328)						\$ (43,328)	8
TAX100	CH	Fund Underfunded Positions in the Hawaii District Office	A						\$ 43,328						\$ 43,328						\$ 43,328	8
TAX100	CK	Fund Underfunded Position in the Maui District Office	A						\$ (12,695)						\$ (12,695)						\$ (12,695)	9
TAX100	CM	Fund Underfunded Position in the Maui District Office	A						\$ 12,695						\$ 12,695						\$ 12,695	9
TAX107	AA	Fund Unfunded Positions in the Information Technology Services Office	A						\$ (111,696)						\$ (111,696)						\$ (111,696)	10
TAX107	AC	Fund Unfunded Positions in the Information Technology Services Office	A						\$ 111,696						\$ 111,696						\$ 111,696	10
		TOTALS	A				8	(2)	\$ 8,443,257				5	(2)	\$ 6,312,386				8	(2)	\$ 8,443,257	
		TOTALS	B				0	0	\$ -				0	0	\$ -				0	0	\$ -	



<b>TSM / ITSO Budget</b>						
<b>FB 2021-2023</b>						
			<b>FY22</b>			<b>FY23</b>
			<b>MOF</b>	<b>\$</b>	<b>MOF</b>	<b>\$</b>
ITSO	5800	Maintenance, support, subscription	A	\$450,000.00	A	\$450,000.00
TSM	5800	Maintenance, support, subscription	A	\$217,000.00	A	\$217,000.00
TSM	7100	TSM services on a fee basis	A	\$461,000.00	A	\$461,000.00
TSM	7100	TSM Professional Services	V	\$3,033,832.00	V	
				\$4,161,832.00		\$1,128,000.00
Add unbudgeted funds			A	\$65,972.00		
10% restriction						
Budget				\$4,227,804.00		\$1,128,000.00
<b>Budget Request R&amp;M, Prof Svc</b>				<b>\$4,219,940.00</b>		<b>\$7,720,387.00</b>
<b>Budget Request Training, Travel</b>				<b>\$7,864.00</b>		<b>\$9,864.00</b>

<b>Planning</b>							
			<b>FY22</b>			<b>FY23</b>	<b>Note</b>
			<b>MOF</b>	<b>\$</b>	<b>MOF</b>	<b>\$</b>	
ITSO	3200	Office/networking supplies	A	\$1,167.00	A	\$3,000.00	
<b>IT dues, subscriptions</b>							
TSM	3500	FTA annual maintenance fee	A	\$2,488.00	A	\$2,500.00	
ITSO	3500	IT subscription					
ITSO	3500	Zoho password	A	\$476.00	A	\$500.00	
ITSO	3500	Zoom (webinar)	A	\$1,623.00	A	\$2,000.00	
ITSO	3500	Zoho unlock	A	\$608.00	A	\$650.00	
ITSO	3500	Foxit Subscription	A	\$8,600.00	A	\$9,000.00	
ITSO	3500	MS Visio	A	\$600.00	A	\$600.00	
ITSO	3500	MS Office 365 contractor	A	\$3,700.00	A	\$4,000.00	
ITSO	3500	ADSSP (unlock tool)	A	\$611.00	A	\$650.00	
<b>Total IT subscriptions</b>				<b>\$18,706.00</b>		<b>\$19,900.00</b>	
<b>Maintenance, support, subscription</b>					A	\$29,710.00	
ITSO	5800	Tenable.SC (Nessus)	A	\$42,400.00	A	\$44,000.00	
ITSO	5800	Cisco Smartnet maint. 3850/3650	A	\$6,267.00	A	\$6,000.00	

Department of Taxation  
Budget Decisions

Table 4 - Attachment A  
TSM/ITSO Budget

				FY22		FY23	Note
ITSO	5800	Cisco NI routers/firewall	A	\$6,726.00	A	\$6,726.00	
ITSO	5800	Vmware for Vcenter and 3 hosts	A	\$7,917.00	A	\$8,200.00	
ITSO	5800	Site24x7	A	\$2,500.00	A	\$2,700.00	
TSM	5800	ICS maintenance	A	\$593,347.00	A	\$600,000.00	
TSM	5800	ServPac Datacenter Colocation	A	\$110,000.00	A	\$120,000.00	
TSM	5800	Gentax PW support (contract 7/1/21)	V	\$1,151,832.00	V		
TSM	5800	Gentax PW support (contract 7/1/22)	A		A	\$1,151,832.00	1
<b>Total Repairs &amp; Maintenance</b>				<b>\$1,920,989.00</b>		<b>\$1,969,168.00</b>	
<b>Services on a fee basis</b>							
ITSO	7100	Amazon Web Service (FTP server)	A	\$8,000.00	A	\$9,000.00	
ITSO	7100	Network support services	A	\$11,000.00	A	\$11,000.00	
ITSO	7100	ServPac SIP	A	\$22,000.00	A	\$23,000.00	
ITSO	7100	ServPac AWS networking	A	\$4,400.00	A	\$4,400.00	
ITSO	7100	ServPac DR connections	A	\$44,100.00	A	\$45,000.00	
TSM	7100	Fast Hosted Service (contract 7/1/22)	A		A	\$1,862,190.00	1
TSM	7100	Prof Svcs Gentax (contract 7/1/21)	V	\$1,672,000.00			
TSM	7100	Prof Svcs Gentax (contract 7/1/22)			A	\$2,583,240.00	1
TSM	7100	Prof Svcs Doc Imaging (contract 7/1/22)	A	\$53,402.00			
TSM	7100	Prof Svcs Doc Imaging (contract 7/1/22)	V	\$210,000.00	V		
TSM	7100	Prof Svcs Doc Imaging (contract 7/1/23)	A		A	\$326,702.00	1
TSM	7100	Prof Svcs Central Tech Services (contract 7/1/23)			A	\$328,287.00	1
<b>Total Services on a fee basis</b>				<b>\$2,024,902.00</b>		<b>\$5,192,819.00</b>	
<b>Software/Licenses</b>							
ITSO	7707	Solarwinds Netwk Conf Mgr Lic_Mnt	A	\$2,982.00	A	\$3,500.00	
ITSO	7707	Genesys Cloud Licensing (IVR)	A	\$150,000.00	A	\$150,000.00	
ITSO	7707	DUO mfa	A	\$6,900.00	A	\$7,000.00	
ITSO	7707	AWS services Splunk cloud	A	\$18,461.00	A	\$20,000.00	
ITSO	7707	Sendgrid	A	\$5,700.00	A	\$5,000.00	
ITSO	7707	HTO SMS messaging	A	\$5,000.00	A		
<b>Furniture &amp; Equipment</b>							
ITSO	7709	Datacenter - equipment replacement	A		A	\$350,000.00	2
ITSO	7709	Cisco	A	\$1,833.00	A		
	7709	IBML upgrade	A	\$63,300.00	A		
<b>Total Software, Furniture &amp; Equipment</b>				<b>\$254,176.00</b>		<b>\$535,500.00</b>	

<b>Note</b>	<b>FY23 Budget Request Items</b>	
1	TSM5800 Gentax PW support (contract 7/1/22)	\$1,151,832.00
	TSM7100 Fast Hosted Service (contract 7/1/22)	\$1,862,190.00
	TSM7100 Prof Svcs Gentax (contract 7/1/22)	\$2,583,240.00
	TSM7100 Prof Svcs Doc Imaging (contract 7/1/23)	\$326,702.00
	TSM7100 Prof Svcs Central Tech Services (contract 7/1/23)	\$328,287.00
	<b>Total</b>	<b>\$6,252,251.00</b>
2	ITSO7709 Datacenter - equipment replacement	\$350,000.00
	<b>Total</b>	<b>\$350,000.00</b>

TAX107AA, fund replacement of IT infrastructure equipment at colocated datacenter, budgeted cost \$350,000

**Replacement Schedule**

The equipment will be bundled together and purchased at the same time. December 2022, the data center equipment will be replaced, which supports the following essential infrastructure services for DOTAX:	
1. Servers	1) File Servers
	2) Authentication Servers
	3) Database Servers
	4) Applications Servers
	5) Imaging Servers
	6) Security Servers
	7) Remote Access Servers
	8) Infrastructure Management Servers
2. Data Storage	
3. Network	
4. Backup and Recovery	
5. Software Licenses	
6. Vendor Maintenance and Support	
7. Equipment Installation and Configuration	



Department of Taxation  
Proposed Budget Reductions

Table 5

Prog ID	Sub-Org	Description of Reduction	Impact of Reduction	MOF	FY22			FY23			FY21 Restriction (Y/N)
					Pos (P)	Pos (T)	\$\$\$\$	Pos (P)	Pos (T)	\$\$\$\$	
		NONE									

Department of Taxation  
Proposed Budget Additions

Table 6

Prog ID	Sub-Org	Addition Type	Prog ID Priority	Dept-Wide Priority	Description of Addition	Justification	MOF	FY22			FY23			
								Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$	
TAX100	CP	AR	1	1	Fund three (3) unfunded Criminal Investigator positions in the Criminal Investigation Section (CIS).	High impact. Current resources allow the Department to maintain a minimum level of service. Funding for the unfunded positions will enable CIS to generate additional tax revenue. This will have a substantial effect on voluntary compliance.								251,000
TAX100	EO	AR	2	2	Fund five (5) unfunded Delinquent Tax Collection Assistant (DTCA) positions in the Oahu Collection Branch.	High impact. Funding for the unfunded positions will support DOTAX's efforts in addressing aging accounts receivables. Each additional collector can reduce the delinquent taxes by collecting at least \$3 million in delinquent taxes a year. A collector can file at least 120 tax liens and process 400 levies a year. The collectors are necessary to maintain fairness in our voluntary compliance system.								242,592
TAX107	AC	AR	1	3	Fund four (4) unfunded Information Technology (IT) Band B positions in the Information Technology Services Office (ITSO).	High impact. Funding for the unfunded positions will allow the tax applications staff to support all areas of the Tax System Modernization (TSM), and to become proficient and less dependent on vendors. These positions will add sustainability to our ITSO.								285,576
TAX100	CO	AR	3	4	Establish three (3) Tax Return Examiner (TRE) II positions in the Oahu Office Audit Branch.	High impact. Funding for the unfunded positions will start rebuilding process to support DOTAX's efforts for tax enforcement and increase voluntary compliance. An examiner will increase the number of returns audited by 700 a year, increase the number of assessments made by 500 a year, and bring in \$2.5 million in assessments a year.					3			69,408
TAX100	CP	AR	4	5	Fund two (2) unfunded Auditor positions in the Oahu Field Audit Branch.	High impact. An auditor will increase the number of returns audited by 35 a year, increase the number of assessments made by 30 a year, and bring in \$3 million in assessments a year.								142,788

Department of Taxation  
Proposed Budget Additions

Table 6

<u>Prog ID</u>	<u>Sub-Org</u>	<u>Addition Type</u>	<u>Prog ID Priority</u>	<u>Dept-Wide Priority</u>	<u>Description of Addition</u>	<u>Justification</u>	<u>MOF</u>	<u>Pos (P)</u>	<u>Pos (T)</u>	<u>\$\$\$</u>	<u>Pos (P)</u>	<u>Pos (T)</u>	<u>\$\$\$</u>
TAX107	AC	AR	2	6	Fund three (3) unfunded General Professional positions. Convert two (2) positions from temporary to permanent in the System Administration (SysAd) Office.	High impact. Funding for the unfunded positions will increase its ability to timely implement tax law changes, rules changes, or other operational initiatives in the TSM. This position requires knowledge of Hawaii tax laws, DOTAX's informaton system, and DOTAX's business process.					2	(2)	201,600
TAX100	CH	AR	5	7	Establish one (1) Delinquent Tax Collection Assistant (DTCA) III in the Hawaii District Office.	High Impact. The DTCA III was inadvertently abolished in FB21-23, ACT88, SLH21. The position supervises lower level DTCA's and handles the complex cases. The FTE and funding will allow the office to close more of backlog of cases and generate revenue.					1		29,250
TAX100	CK	AR	6	8	Establish one (1) Delinquent Tax Collection Assistant (DTCA) III in the Kauai District Office.	High Impact. The DTCA III was inadvertently abolished in FB21-23, ACT88, SLH21. The position supervises lower level DTCA's and handles the complex cases. The FTE and funding will allow the office to close more of backlog of cases and generate revenue.					1		29,250
TAX105	BA	AR	1	9	Fund two (2) Management Analyst IV, one (1) Tax Information Technician, one (1) Secretary III, one (1) Cashier II, and one (1) Office Assistant III unfunded positions in the Tax Services & Processing (TSP) Division.	High impact. Funding for the unfunded positions will enable the Document Processing Branch to accurately and timely process returns, mail, and payments.							305,748
TAX100	CM	AR	7	10	Fund one (1) Tax Information Technician II, one (1) Tax Return Examiner III, One (1) Auditor IV, and one (1) Auditor V unfunded positions in the Maui District Office.	High impact. Funding for these positions will support DOTAX's efforts for tax enforcement and voluntary tax compliance in Maui. An auditor will bring in \$3 million in assessments a year.							239,076
TAX105	BC	NR	2	19	Add one (1) permanent position to correct the budget prep error made in FB 21-23 biennium budget, Act 88 SLH21.	Request to correct a duplicate positon reduction error in the FB21-23 executive budget, Act 88 SLH21.					1		

Department of Taxation  
Proposed Budget Additions

Table 6

Prog ID	Sub-Org	Addition Type	Prog ID Priority	Dept-Wide Priority	Description of Addition	Justification	MOF	Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$
TAX107	AA	AR	3	20	Fund the Tax System Modernization (TSM) Project for maintenance, cloud hosted services, and professional services. See Table 4 - Attachment A, TSM/ITSO Budget.	High Impact. The Tax System Modernization (TSM) Project is not funded for FY23. The TSM project annual software/hardware maintenance support and cloud hosted services are contracted through FY25. Cloud hosted services was added to the contract in FY20. The GenTax system, and its supporting subsystems such as Captiva, Deposit 21, and IBML are critical to the operation of the State of Hawaii Department of Taxation (DOTAX). DOTAX has continued to improve the system with the goal to digitize the bulk of taxpayer services. The operation and maintenance of these systems require vendor personnel and maintenance contracts.							6,252,251
TAX107	AA	AR	4	21	Fund replacement of IT infrastructure equipment at colocated datacenter. See Table 4 - Attachment B, ITSO Equipment Purchase Schedule.	High Impact. Equipment at the Datacenter was purchased in 2018 and will go out of support in 2023: The existing HCV setup is running at capacity and will need to scale to meet the departments demands in the future.							350,000
TAX107	AA	AR	5	22	Additional funding for a Business Analyst Manager position to oversee the Quality Control (QC) Office and the System Administration (SysAd)Office.	High Impact. The request is to fund a Business Analyst Manager (EM03) position that will oversee the System Administration and the Quality Control Office. If the Business Analyst Manager was not funded and not filled, there will be lack of guidance and coordination of works, delay in answering users' questions regarding the functionality of DOTAX's information system, delay in fixing or addressing issues with DOTAX's information system, lack of documentation of business requirement and change management, and inability to analyze and make recommendation for business process improvement to fully utilize and leverage DOTAX's information system. It may lead to inability to timely implement certain tax law changes, rules changes, or other operational initiatives.							44,718
					TOTALS						8	(2)	8,443,257
		Addition type											
		AR	Additional resources for current programs										
		NR	non-recurring item										

Department of Taxation  
 FB 2020 - 2022 Restrictions

Table 7

<u>Fiscal Year</u>	<u>Prog ID</u>	<u>Sub-Org</u>	<u>MOF</u>	<u>Budgeted by Dept</u>	<u>Restriction</u>	<u>Difference Between Budgeted &amp; Restricted</u>	<u>Percent Difference</u>	<u>Impact</u>
2022	TAX100	CH	A	1,416,256	\$ 36,342	\$ 1,379,914	2.57%	The restrictions reduced the effectiveness of the programs.
2022	TAX100	CK	A	699,422	\$ 111,462	\$ 587,960	15.94%	
2022	TAX100	CM	A	1,147,733	\$ 77,174	\$ 1,070,559	6.72%	
2022	TAX100	CO	A	2,751,776	\$ 166,926	\$ 2,584,850	6.07%	
2022	TAX100	CP	A	2,039,598	\$ 132,552	\$ 1,907,046	6.50%	
2022	TAX100	EO	A	2,153,068	\$ 76,051	\$ 2,077,017	3.53%	
2022	TAX105	BA	A	2,931,825	\$ 227,225	\$ 2,704,600	7.75%	The restrictions reduced the effectiveness of the programs.
2022	TAX105	BB	A	345,918	\$ -	\$ 345,918	0.00%	
2022	TAX105	BC	A	2,847,244	\$ 133,094	\$ 2,714,150	4.67%	
2022	TAX107	AA	A	6,356,867	\$ 327,120	\$ 6,029,747	5.15%	The restrictions reduced the effectiveness of the programs.
2022	TAX107	AC	A	1,940,642	\$ 186,436	\$ 1,754,206	9.61%	
2022	TAX107	AD	A	432,279	\$ -	\$ 432,279	0.00%	
2021	TAX100	CH	A	1,304,975	\$ 135,799	\$ 1,169,176	10.41%	The restrictions reduced the effectiveness of the programs.
2021	TAX100	CK	A	646,124	\$ 67,237	\$ 578,887	10.41%	
2021	TAX100	CM	A	1,104,320	\$ 114,918	\$ 989,402	10.41%	
2021	TAX100	CO	A	2,693,607	\$ 280,304	\$ 2,413,303	10.41%	
2021	TAX100	CP	A	1,884,640	\$ 196,121	\$ 1,688,519	10.41%	
2021	TAX100	EO	A	1,972,590	\$ 205,273	\$ 1,767,317	10.41%	
2021	TAX105	BA	A	2,997,065	\$ 224,002	\$ 2,773,063	7.47%	The restrictions reduced the effectiveness of the programs.
2021	TAX105	BB	A	316,499	\$ -	\$ 316,499	0.00%	
2021	TAX105	BC	A	2,622,371	\$ 195,998	\$ 2,426,373	7.47%	
2021	TAX107	AA	A	12,167,687	\$ 1,031,325	\$ 11,136,362	8.48%	The restrictions reduced the effectiveness of the programs.
2021	TAX107	AC	A	1,687,286	\$ 137,503	\$ 1,549,783	8.15%	
2021	TAX107	AD	A	487,587	\$ -	\$ 487,587	0.00%	
2020	TAX100	CH	A	1,514,951	\$ 159,057	\$ 1,355,894	10.50%	The restrictions reduced the effectiveness of the programs.
2020	TAX100	CK	A	969,800	\$ 101,821	\$ 867,979	10.50%	
2020	TAX100	CM	A	1,306,964	\$ 137,220	\$ 1,169,744	10.50%	
2020	TAX100	CO	A	3,022,275	\$ 317,314	\$ 2,704,961	10.50%	
2020	TAX100	CP	A	2,486,920	\$ 261,106	\$ 2,225,814	10.50%	
2020	TAX100	EO	A	2,539,146	\$ 266,589	\$ 2,272,557	10.50%	
2020	TAX105	BA	A	3,917,046	\$ 431,212	\$ 3,485,834	11.01%	The restrictions reduced the effectiveness of the programs.
2020	TAX105	BB	A	349,475	\$ 38,472	\$ 311,003	11.01%	
2020	TAX105	BC	A	2,887,246	\$ 317,845	\$ 2,569,401	11.01%	
2020	TAX107	AA	A	11,625,699	\$ 1,210,192	\$ 10,415,507	10.41%	The restrictions reduced the effectiveness of the programs.
2020	TAX107	AC	A	2,435,246	\$ 253,500	\$ 2,181,746	10.41%	
2020	TAX107	AD	A	487,587	\$ 50,756	\$ 436,831	10.41%	

Department of Taxation  
Emergency Appropriation Requests

Table 8

<u>Prog ID</u>	<u>Description of Request</u>	<u>Explanation of Request</u>	<u>MOF</u>	<u>Pos (P)</u>	<u>Pos (T)</u>	<u>\$\$\$</u>
	NONE					

Department of Taxation  
Expenditures Exceeding Appropriation Ceilings in FY21 and FY22

Table 9

<u>Prog ID</u>	<u>MOF</u>	<u>Date</u>	<u>Appropriation</u>	<u>Amount Exceeding Appropriation</u>	<u>Percent Exceeded</u>	<u>Reason for Exceeding Ceiling</u>	<u>Legal Authority</u>	<u>Recurring (Y/N)</u>	<u>GF Impact (Y/N)</u>
			NONE						

Department of Taxation  
Intradepartmental Transfers in FY21 and FY22

<u>Actual or Anticipated Date of Transfer</u>	<u>MOF</u>	<u>Pos (P)</u>	<u>Pos (T)</u>	<u>\$\$\$</u>	<u>From Prog ID</u>	<u>Percent of Program ID Appropriation Transferred From</u>	<u>To Prog ID</u>	<u>Percent of Receiving Program ID Appropriation</u>	<u>Reason for Transfer</u>	<u>Recurring (Y/N)</u>
6/30/2021	A	1		46,932	TAX107AA	1.3%	TAX105BC	1.6%	This transfer was approved on June 18, 2021 by the Governor to establish the Tax Registration Section. The transfer of the Tax Information Specialist to the new Tax Registration Section is necessary to provide professional level supervision and analysis to direct the activities of managing tax accounts and communications with taxpayers of this section.	N



Department of Taxation  
Vacancy Report as of November 30, 2021  
In Priority Order

Table 11-A

Prog ID	Sub- Org	Date of Vacancy	Expected Fill Date	Position Number	Position Title	Exempt (Y/N)	SR Level	BU Code	Perm Temp (P/T)	FTE	MOF	Budgeted Amount	Actual Salary Last Paid	Authority to Hire (Y/N)	Occupied by 89 Day Hire (Y/N)	# of 89 Hire Appts	Describe if Filled by other Means	Priority # to Retain	Note: Recruitment status
TAX100	CK	2/11/2021	12/1/2021	00117461	Tax Returns Examiner III	N	SR13	03	P	1.00	A	\$ 46,272.00	\$ 39,540.00	Y	N			1	Filled
TAX100	CM	2/26/2021	12/1/2021	00001582	District Tax Manager	N	EM05	35	P	1.00	A	\$ 102,305.00	\$ 117,000.00	Y	N			2	Filled
TAX107	AC	5/1/2019	12/1/2021	00015253	Secretary II	N	SR14	63	P	1.00	A	\$ 44,496.00	\$ 38,230.40	Y	N			3	Filled
TAX100	CH	12/31/2019	12/16/2021	00005775	Auditor V	N	SR24	13	P	1.00	A	\$ 72,684.00	\$ 86,700.00	Y	N			4	Filled
TAX107	AA	3/1/2021	1/16/2022	00012965	Human Resources Technician VI	N	SR15	63	P	1.00	A	\$ 50,016.00	\$ 50,016.00	Y	N			5	Selection made
TAX107	AA	8/16/2021	1/16/2022	00118035	Administrative Rules Spclt	Y	SRNA	73	T	1.00	A	\$ 100,008.00	\$ 74,604.00	Y	N			6	Selection made
TAX100	EO	2/3/2021	1/16/2022	00039122	Delinquent Tax Coll Asst II	N	SR17	03	P	1.00	A	\$ 50,822.00	\$ 46,272.00	Y	N			7	Selection made
TAX107	AC	10/1/2021	1/16/2022	00118676	General Professional IV	N	SR22	13	P	1.00	A	\$ 67,200.00	\$ 67,200.00	Y	N			8	Selection made
TAX107	AC	7/2/2021	1/16/2022	00036733	General Professional IV	N	SR20	13	P	1.00	A	\$ 51,024.00	\$ 51,024.00	Y	N			9	Selection made
TAX100	CP	2/16/2021	1/31/2021	00001539	Auditor VI	N	SR26	23	P	1.00	A	\$ 79,752.00	\$ 85,032.00	Y	N			10	Interviewing
TAX100	CP	7/1/2020	1/31/2021	00026338	Auditor V	N	SR24	13	P	1.00	A	\$ 72,684.00	\$ 90,144.00	Y	N			11	Interviewing
TAX100	CP	10/1/2021	1/31/2021	00021192	Auditor V	N	SR24	13	P	1.00	A	\$ 69,876.00	\$ 69,876.00	Y	N			12	Interviewing
TAX107	AC	8/6/2021	1/31/2021	00120871	Information Technology Band B	N	SR22	13	P	1.00	A	\$ 69,876.00	\$ 69,876.00	Y	N			13	Interviewing
TAX100	CP	10/1/2021	1/31/2021	00011873	Secretary II	N	SR14	03	P	1.00	A	\$ 42,792.00	\$ 42,792.00	Y	N			14	Interviewing
TAX105	BC	10/1/2021	2/28/2022	00026370	Tax Information Tech II	N	SR13	03	P	1.00	A	\$ 39,540.00	\$ 39,540.00	Y	N			15	Posted
TAX105	BC	11/16/2021	2/28/2022	00026722	Tax Information Specialist I	N	SR20	13	P	1.00	A	\$ 55,200.00	\$ 55,200.00	Y	N			16	Posted
TAX100	EO	8/2/2021	2/28/2022	00021949	Delinquent Tax Coll Asst II	N	SR17	03	P	1.00	A	\$ 58,488.00	\$ 63,288.00	Y	N			17	Posted
TAX100	CO	10/18/2021	2/28/2022	00117463	Tax Returns Examiner II	N	SR15	03	P	1.00	A	\$ 42,792.00	\$ 42,792.00	Y	N			18	Posted
TAX100	CK	3/18/2021	2/28/2022	00001619	District Tax Manager	N	EM05	35	P	1.00	A	\$ 114,900.00	\$ 123,612.00	Y	N			19	Posted
TAX100	EO	12/1/2020	2/28/2022	00047873	Delinquent Tax Coll Asst I	N	SR15	03	P	1.00	A	\$ 42,792.00	\$ 41,364.00	Y	N			20	Posted
TAX107	AA	6/28/2021	2/28/2022	00120984	Admin Rules Spclt -App Case Sp	N	SRNA	73	P	1.00	A	\$ 91,116.00	\$ 104,232.00	Y	N			21	Posted
TAX100	CO	11/16/2021	2/28/2022	00121108	Tax Returns Examiner II	N	SR13	03	P	1.00	A	\$ 42,792.00	\$ 39,540.00	Y	N			22	Posted
TAX100	CO	11/16/2021	2/28/2022	00121107	Tax Returns Examiner II	N	SR15	03	P	1.00	A	\$ 42,792.00	\$ 63,288.00	Y	N			23	Posted
TAX100	CO	11/16/2021	2/28/2022	00003689	Tax Returns Examiner II	N	SR13	03	P	1.00	A	\$ 42,792.00	\$ 39,540.00	Y	N			24	Posted
TAX100	CO	5/1/2021	2/28/2022	00011504	Tax Returns Examiner IV	N	SR20	04	P	1.00	A	\$ 63,216.00	\$ 63,216.00	Y	N			25	Posted
TAX107	AC	5/1/2020	2/28/2022	00042923	Information Technology Band B	N	SR22	13	P	1.00	A	\$ 67,200.00	\$ 80,112.00	Y	N			26	Posted
TAX100	CM	11/16/2021	3/31/2022	00026308	Delinquent Tax Coll Asst I	N	SR15	03	P	1.00	A	\$ 52,044.00	\$ 52,044.00	Y	N			27	Pre-posting
TAX100	CK	11/3/2020	3/31/2022	00004421	Tax Returns Examiner IV	N	SR20	04	P	1.00	A	\$ 61,752.00	\$ 68,580.00	Y	N			28	Pre-posting
TAX107	AC	6/1/2020	3/31/2022	00120344	Information Technology Band B	N	SR18	13	P	1.00	A	\$ 55,200.00	\$ 50,004.00	Y	N			29	Pre-posting
TAX105	BA	9/16/2019	3/31/2022	00118236	Tax Clerk	N	SR12	03	P	1.00	A	\$ 38,004.00	\$ 35,340.00	Y	N			30	Pre-posting
TAX105	BC	2/18/2020	3/31/2022	00118238	Tax Clerk	N	SR12	03	P	1.00	A	\$ 36,100.00	\$ 35,340.00	Y	N			31	Pre-posting
TAX105	BA	6/27/2020	3/31/2022	00121084	Tax Clerk	N	SR12	03	T	1.00	A	\$ 38,004.00	\$ 35,340.00	Y	N			32	Pre-posting
TAX105	BC	12/31/2020	3/31/2022	00016051	Supervising Tax Clerk II	N	SR17	04	P	1.00	A	\$ 52,848.00	\$ 65,904.00	Y	N			33	Pre-posting
TAX105	BA	10/16/2019	3/31/2022	00118230	Tax Clerk	N	SR12	03	P	1.00	A	\$ 38,004.00	\$ 35,340.00	Y	N			34	Pre-posting
TAX105	BC	10/1/2021	3/31/2022	00001510	Tax Information Tech II	N	SR15	03	P	1.00	A	\$ 44,496.00	\$ 44,496.00	Y	N			35	Pre-posting
TAX105	BA	11/1/2021	3/31/2022	00049971	Tax Clerk	N	SR12	03	P	1.00	A	\$ 38,004.00	\$ 38,004.00	Y	N			36	Pre-posting
TAX105	BC	11/1/2021	3/31/2022	00118240	Tax Clerk	N	SR12	03	P	1.00	A	\$ 38,004.00	\$ 38,004.00	Y	N			37	Pre-posting
TAX107	AA	12/31/2018	3/31/2022	00001542	Information Technology Band B	N	SR24	23	P	1.00	A	\$ 71,232.00	\$ 88,248.00	Y	N			38	Pre-posting
TAX107	AA	7/1/2021	3/31/2022	00030106	Income Tax Specialist V	N	SR24	13	P	1.00	A	\$ 84,660.00	\$ 91,968.00	Y	N		TA	39	Pre-posting
TAX107	AA	6/1/2021	3/31/2022	00040345	Human Resources Spclt V	N	SR24	73	P	1.00	A	\$ 69,876.00	\$ 69,876.00	Y	N			40	Pre-posting
TAX107	AC	12/31/2019	3/31/2022	00010930	Information Technology Band B	N	SR24	23	P	1.00	A	\$ 71,232.00	\$ 90,144.00	Y	N			41	Pre-posting
TAX107	AA	6/30/2021	3/31/2022	00121602	Business Analyst	N	SRNA	73	P	1.00	A	\$ 95,364.00	\$ 95,364.00	Y	N			42	Pre-posting
TAX105	BA	9/1/2021	3/31/2022	00003888	Office Assistant IV	N	SR10	03	P	1.00	A	\$ 35,196.00	\$ 35,196.00	Y	N			43	Pre-posting
TAX105	BA	8/11/2021	3/31/2022	00038688	Office Assistant III	N	SR08	03	P	1.00	A	\$ 33,120.00	\$ 33,120.00	Y	N			44	Pre-posting
TAX105	BA	7/1/2020	3/31/2022	00046128	Office Assistant III	N	SR08	03	P	1.00	A	\$ 33,120.00	\$ 34,020.00	Y	N			45	Pre-posting
TAX107	AA	10/1/2021	3/31/2022	00015143	Income Tax Specialist V	N	SR24	13	P	1.00	A	\$ 91,968.00	\$ 91,968.00	Y	N		TA	46	Pre-posting
TAX107	AA	10/18/2019	3/31/2022	00122697	SES Senior Investigator	Y	SRNA	73	T	1.00	B	\$ 59,692.00	\$ 97,044.00	Y	N			47	Pre-posting
TAX107	AA	2/1/2020	3/31/2022	00122266	Spcl Enfc Section Investigator	Y	SRNA	13	T	1.00	B	\$ 45,519.00	\$ 38,792.00	Y	Y	4		48	Pre-posting

Department of Taxation  
Vacancy Report as of November 30, 2021  
In Priority Order

Table 11-A

Prog ID	Sub- Org	Date of Vacancy	Expected Fill Date	Position Number	Position Title	Exempt (Y/N)	SR Level	BU Code	Perm Temp (P/T)	FTE	MOF	Budgeted Amount	Actual Salary Last Paid	Authority to Hire (Y/N)	Occupied by 89 Day Hire (Y/N)	# of 89 Hire Appts	Describe if Filled by other Means	Priority # to Retain	Note: Recruitment status
TAX107	AA	7/1/2021	3/31/2022	00122698	Spcl Enfc Investigator	Y	SRNA	73	T	1.00	B	\$ 50,916.00	\$ 50,916.00	Y	N		TA	49	Pre-posting
TAX107	AA	7/1/2021	3/31/2022	00122700	Spcl Enfc Investigator	Y	SRNA	73	T	1.00	B	\$ 50,916.00	\$ 48,060.00	Y	N			50	Pre-posting
TAX100	CP	12/1/2018		00004413	Criminal Investigator	Y	SRNA	73	P	1.00	A	\$ -	\$ 95,436.00	N	N			51	1-request to fund
TAX100	CP	12/1/2018		00016049	Criminal Investigator	Y	SRNA	13	P	1.00	A	\$ -	\$ 95,436.00	N	N			52	1-request to fund
TAX100	CP	1/2/2020		00001606	Criminal Investigator	Y	SRNA	13	P	1.00	A	\$ -	\$ 90,144.00	N	N			53	1-request to fund
TAX100	EO	10/1/2020		00039123	Delinquent Tax Coll Asst II	N	SR17	03	P	1.00	A	\$ -	\$ 66,192.00	N	N			54	2-request to fund
TAX100	EO	12/31/2019		00039121	Delinquent Tax Coll Asst II	N	SR17	03	P	1.00	A	\$ -	\$ 61,176.00	N	N			55	2-request to fund
TAX100	EO	10/16/2019		00047881	Delinquent Tax Coll Asst I	N	SR15	03	P	1.00	A	\$ -	\$ 39,720.00	N	N			56	2-request to fund
TAX100	EO	10/15/2019		00026310	Delinquent Tax Coll Asst II	N	SR17	03	P	1.00	A	\$ -	\$ 44,724.00	N	N			57	2-request to fund
TAX100	EO	7/1/2019		00033459	Delinquent Tax Coll Asst I	N	SR15	03	P	1.00	A	\$ -	\$ 43,008.00	N	N			58	2-request to fund
TAX107	AC	1/2/2019		00027600	Information Technology Band B	N	SR24	13	P	1.00	A	\$ -	\$ 88,248.00	N	N			59	3-request to fund
TAX107	AC	1/2/2019		00001502	Information Technology Band B	N	SR22	13	P	1.00	A	\$ -	\$ 55,092.00	N	N			60	3-request to fund
TAX107	AC	1/14/2020		00042926	Information Technology Band B	N	SR22	13	P	1.00	A	\$ -	\$ 68,484.00	N	N			61	3-request to fund
TAX107	AC	6/28/2019		00120347	Information Technology Band B	N	SR20	13	P	1.00	A	\$ -	\$ 50,916.00	N	N			62	3-request to fund
TAX100	CP	12/2/2019		00033420	Auditor V	N	SR24	13	P	1.00	A	\$ -	\$ 90,144.00	N	N			63	5-request to fund
TAX100	CP	9/7/2018		00117445	Auditor IV	N	SR22	13	P	1.00	A	\$ -	\$ 57,324.00	N	N			64	5-request to fund
TAX107	AC	8/15/2019		00110184	Management Analyst IV	N	SR16	13	P	1.00	A	\$ -	\$ 56,280.00	N	N			65	6-request to fund
TAX107	AC	8/1/2019		00121074	Information Technology Band B	N	SR16	13	T	1.00	A	\$ -	\$ 44,472.00	N	N			66	6-request to fund
TAX107	AC	10/16/2018		00121076	Information Technology Band B	N	SR16	13	T	1.00	A	\$ -	\$ 41,856.00	N	N			67	6-request to fund
TAX105	BA	7/1/2019		00123039	Management Analyst IV	N	SR22	13	P	1.00	A	\$ -	\$ -	N	N			68	9-request to fund
TAX105	BA	11/15/2019		00001558	Tax Information Tech II	N	SR12	03	P	1.00	A	\$ -	\$ 35,340.00	N	N			69	9-request to fund
TAX105	BA	7/1/2019		00123040	Management Analyst IV	N	SR22	13	P	1.00	A	\$ -	\$ -	N	N			70	9-request to fund
TAX105	BA	5/16/2019		00027115	Cashier II	N	SR12	03	P	1.00	A	\$ -	\$ 35,340.00	N	N			71	9-request to fund
TAX105	BA	3/16/2020		00001513	Office Assistant III	N	SR08	03	P	1.00	A	\$ -	\$ 30,240.00	N	N			72	9-request to fund
TAX105	BA	12/31/2018		00005765	Secretary III	N	SR16	63	P	1.00	A	\$ -	\$ 49,680.00	N	N			73	9-request to fund
TAX100	CM	12/31/2019		00011428	Auditor V	N	SR24	13	P	1.00	A	\$ -	\$ 90,144.00	N	N			74	10-request to fund
TAX100	CM	8/1/2020		00047614	Tax Returns Examiner III	N	SR17	03	P	1.00	A	\$ -	\$ 58,824.00	N	N			75	10-request to fund
TAX100	CM	9/16/2019		00004417	Auditor IV	N	SR20	13	P	1.00	A	\$ -	\$ 56,280.00	N	N			76	10-request to fund
TAX100	CM	2/12/2020		00001574	Tax Information Tech II	N	SR15	03	P	1.00	A	\$ -	\$ 46,476.00	N	N			77	10-request to fund
TAX100	CP	7/1/2019		00001538	Criminal Investigator	Y	SRNA	13	P	1.00	A	\$ -	\$ 90,144.00	N	N			78	
TAX100	CP	3/7/2020		00118027	Criminal Investigator	Y	SRNA	13	T	1.00	A	\$ -	\$ 90,144.00	N	N			79	
TAX100	EO	7/17/2018		00001450	Tax Clerk	N	SR12	03	P	1.00	A	\$ -	\$ 35,339.20	N	N			80	
TAX100	EO	12/16/2018		00120117	Delinquent Tax Coll Asst II	N	SR17	03	P	1.00	A	\$ -	\$ 43,014.40	N	N			81	
TAX100	EO	10/12/2019		00016056	Office Assistant III	N	SR08	03	P	1.00	A	\$ -	\$ 30,243.20	N	N			82	
TAX100	EO	12/31/2019		00117470	Delinquent Tax Coll Asst II	N	SR17	03	P	1.00	A	\$ -	\$ 63,612.00	N	N			83	
TAX100	EO	12/31/2019		00117475	Delinquent Tax Coll Asst II	N	SR17	03	P	1.00	A	\$ -	\$ 63,612.00	N	N			84	
TAX105	BA	7/16/2019		00118445	Office Assistant III	N	SR08	03	P	1.00	A	\$ -	\$ 30,243.20	N	N			85	
TAX105	BA	10/16/2019		00118442	Office Assistant III	N	SR08	03	P	1.00	A	\$ -	\$ 30,243.20	N	N			86	
TAX105	BA	1/31/2020		00001566	Office Assistant III	N	SR08	03	P	1.00	A	\$ -	\$ 30,240.00	N	N			87	
TAX105	BA	3/16/2020		00001492	Office Assistant III	N	SR08	03	P	1.00	A	\$ -	\$ 30,240.00	N	N			88	
TAX107	AA	7/1/2020		00117972	Administrative Rules Spclt	Y	SRNA	73	T	1.00	A	\$ -	\$ 99,228.00	N	N			89	
TAX107	AA	7/10/2020		00104171	Deputy Director Of Taxation	Y	SRNA	00	P	1.00	A	\$ -	\$ 142,416.00	N	N			90	
TAX107	AC	2/7/2019		00120350	Information Technology Band B	N	SR22	13	P	1.00	A	\$ -	\$ 67,044.00	N	N			91	
TAX107	AC	8/1/2019		00028863	Information Technology Band B	N	SR22	13	P	1.00	A	\$ -	\$ 56,280.00	N	N			92	
TAX107	AC	10/1/2019		00120348	Information Technology Band B	N	SR22	13	P	1.00	A	\$ -	\$ 58,560.00	N	N			93	
TAX107	AD	10/1/2020		00003697	Office Assistant IV	N	SR10	03	p	1.00	A	\$ -		N	N			94	Removed/HRMS
					TOTALS					94.00		\$ 2,908,698							

Department of Taxation  
 Vacancy Report as of November 30, 2021  
 By Program ID and Sub-org

Table 11-B

Prog ID	Sub- Org	Date of Vacancy	Expected Fill Date	Position Number	Position Title	Exempt (Y/N)	SR Level	BU Code	Perm Temp (P/T)	FTE	MOF	Budgeted Amount	Actual Salary Last Paid	Authority to Hire (Y/N)	Occupied by 89 Day Hire (Y/N)	# of 89 Hire Appts	Describe if Filled by other Means	Priority # to Retain	Note: Recruitment status
TAX100	CH	12/31/2019	12/16/2021	00005775	Auditor V	N	SR24	13	P	1.00	A	\$ 72,684.00	\$ 86,700.00	Y	N			4	Filled
TAX100	CK	2/11/2021	12/1/2021	00117461	Tax Returns Examiner III	N	SR13	03	P	1.00	A	\$ 46,272.00	\$ 39,540.00	Y	N			1	Filled
TAX100	CK	3/18/2021	2/28/2022	00001619	District Tax Manager	N	EM05	35	P	1.00	A	\$ 114,900.00	\$ 123,612.00	Y	N			19	Posted
TAX100	CK	11/3/2020	3/31/2022	00004421	Tax Returns Examiner IV	N	SR20	04	P	1.00	A	\$ 61,752.00	\$ 68,580.00	Y	N			28	Pre-posting
TAX100	CM	2/26/2021	12/1/2021	00001582	District Tax Manager	N	EM05	35	P	1.00	A	\$ 102,305.00	\$ 117,000.00	Y	N			2	Filled
TAX100	CM	11/16/2021	3/31/2022	00026308	Delinquent Tax Coll Asst I	N	SR15	03	P	1.00	A	\$ 52,044.00	\$ 52,044.00	Y	N			27	Pre-posting
TAX100	CM	12/31/2019		00011428	Auditor V	N	SR24	13	P	1.00	A	\$ -	\$ 90,144.00	N	N			74	10-request to fund
TAX100	CM	8/1/2020		00047614	Tax Returns Examiner III	N	SR17	03	P	1.00	A	\$ -	\$ 58,824.00	N	N			75	10-request to fund
TAX100	CM	9/16/2019		00004417	Auditor IV	N	SR20	13	P	1.00	A	\$ -	\$ 56,280.00	N	N			76	10-request to fund
TAX100	CM	2/12/2020		00001574	Tax Information Tech II	N	SR15	03	P	1.00	A	\$ -	\$ 46,476.00	N	N			77	10-request to fund
TAX100	CO	10/18/2021	2/28/2022	00117463	Tax Returns Examiner II	N	SR15	03	P	1.00	A	\$ 42,792.00	\$ 42,792.00	Y	N			18	Posted
TAX100	CO	11/16/2021	2/28/2022	00121108	Tax Returns Examiner II	N	SR13	03	P	1.00	A	\$ 42,792.00	\$ 39,540.00	Y	N			22	Posted
TAX100	CO	11/16/2021	2/28/2022	00121107	Tax Returns Examiner II	N	SR15	03	P	1.00	A	\$ 42,792.00	\$ 63,288.00	Y	N			23	Posted
TAX100	CO	11/16/2021	2/28/2022	00003689	Tax Returns Examiner II	N	SR13	03	P	1.00	A	\$ 42,792.00	\$ 39,540.00	Y	N			24	Posted
TAX100	CO	5/1/2021	2/28/2022	00011504	Tax Returns Examiner IV	N	SR20	04	P	1.00	A	\$ 63,216.00	\$ 63,216.00	Y	N			25	Posted
TAX100	CP	2/16/2021	1/31/2021	00001539	Auditor VI	N	SR26	23	P	1.00	A	\$ 79,752.00	\$ 85,032.00	Y	N			10	Interviewing
TAX100	CP	7/1/2020	1/31/2021	00026338	Auditor V	N	SR24	13	P	1.00	A	\$ 72,684.00	\$ 90,144.00	Y	N			11	Interviewing
TAX100	CP	10/1/2021	1/31/2021	00021192	Auditor V	N	SR24	13	P	1.00	A	\$ 69,876.00	\$ 69,876.00	Y	N			12	Interviewing
TAX100	CP	10/1/2021	1/31/2021	00011873	Secretary II	N	SR14	03	P	1.00	A	\$ 42,792.00	\$ 42,792.00	Y	N			14	Interviewing
TAX100	CP	12/1/2018		00004413	Criminal Investigator	Y	SRNA	73	P	1.00	A	\$ -	\$ 95,436.00	N	N			51	1-request to fund
TAX100	CP	12/1/2018		00016049	Criminal Investigator	Y	SRNA	13	P	1.00	A	\$ -	\$ 95,436.00	N	N			52	1-request to fund
TAX100	CP	1/2/2020		00001606	Criminal Investigator	Y	SRNA	13	P	1.00	A	\$ -	\$ 90,144.00	N	N			53	1-request to fund
TAX100	CP	12/2/2019		00033420	Auditor V	N	SR24	13	P	1.00	A	\$ -	\$ 90,144.00	N	N			63	5-request to fund
TAX100	CP	9/7/2018		00117445	Auditor IV	N	SR22	13	P	1.00	A	\$ -	\$ 57,324.00	N	N			64	5-request to fund
TAX100	CP	7/1/2019		00001538	Criminal Investigator	Y	SRNA	13	P	1.00	A	\$ -	\$ 90,144.00	N	N			78	
TAX100	CP	3/7/2020		00118027	Criminal Investigator	Y	SRNA	13	T	1.00	A	\$ -	\$ 90,144.00	N	N			79	
TAX100	EO	2/3/2021	1/16/2022	00039122	Delinquent Tax Coll Asst II	N	SR17	03	P	1.00	A	\$ 50,822.00	\$ 46,272.00	Y	N			7	Selection made
TAX100	EO	8/2/2021	2/28/2022	00021949	Delinquent Tax Coll Asst II	N	SR17	03	P	1.00	A	\$ 58,488.00	\$ 63,288.00	Y	N			17	Posted
TAX100	EO	12/1/2020	2/28/2022	00047873	Delinquent Tax Coll Asst I	N	SR15	03	P	1.00	A	\$ 42,792.00	\$ 41,364.00	Y	N			20	Posted
TAX100	EO	10/1/2020		00039123	Delinquent Tax Coll Asst II	N	SR17	03	P	1.00	A	\$ -	\$ 66,192.00	N	N			54	2-request to fund
TAX100	EO	12/31/2019		00039121	Delinquent Tax Coll Asst II	N	SR17	03	P	1.00	A	\$ -	\$ 61,176.00	N	N			55	2-request to fund
TAX100	EO	10/16/2019		00047881	Delinquent Tax Coll Asst I	N	SR15	03	P	1.00	A	\$ -	\$ 39,720.00	N	N			56	2-request to fund
TAX100	EO	10/15/2019		00026310	Delinquent Tax Coll Asst II	N	SR17	03	P	1.00	A	\$ -	\$ 44,724.00	N	N			57	2-request to fund
TAX100	EO	7/1/2019		00033459	Delinquent Tax Coll Asst I	N	SR15	03	P	1.00	A	\$ -	\$ 43,008.00	N	N			58	2-request to fund
TAX100	EO	7/17/2018		00001450	Tax Clerk	N	SR12	03	P	1.00	A	\$ -	\$ 35,339.20	N	N			80	
TAX100	EO	12/16/2018		00120117	Delinquent Tax Coll Asst II	N	SR17	03	P	1.00	A	\$ -	\$ 43,014.40	N	N			81	
TAX100	EO	10/12/2019		00016056	Office Assistant III	N	SR08	03	P	1.00	A	\$ -	\$ 30,243.20	N	N			82	
TAX100	EO	12/31/2019		00117470	Delinquent Tax Coll Asst II	N	SR17	03	P	1.00	A	\$ -	\$ 63,612.00	N	N			83	
TAX100	EO	12/31/2019		00117475	Delinquent Tax Coll Asst II	N	SR17	03	P	1.00	A	\$ -	\$ 63,612.00	N	N			84	
TAX105	BA	9/16/2019	3/31/2022	00118236	Tax Clerk	N	SR12	03	P	1.00	A	\$ 38,004.00	\$ 35,340.00	Y	N			30	Pre-posting
TAX105	BA	6/27/2020	3/31/2022	00121084	Tax Clerk	N	SR12	03	T	1.00	A	\$ 38,004.00	\$ 35,340.00	Y	N			32	Pre-posting
TAX105	BA	10/16/2019	3/31/2022	00118230	Tax Clerk	N	SR12	03	P	1.00	A	\$ 38,004.00	\$ 35,340.00	Y	N			34	Pre-posting
TAX105	BA	11/1/2021	3/31/2022	00049971	Tax Clerk	N	SR12	03	P	1.00	A	\$ 38,004.00	\$ 38,004.00	Y	N			36	Pre-posting
TAX105	BA	9/1/2021	3/31/2022	00003888	Office Assistant IV	N	SR10	03	P	1.00	A	\$ 35,196.00	\$ 35,196.00	Y	N			43	Pre-posting
TAX105	BA	8/11/2021	3/31/2022	00038688	Office Assistant III	N	SR08	03	P	1.00	A	\$ 33,120.00	\$ 33,120.00	Y	N			44	Pre-posting
TAX105	BA	7/1/2020	3/31/2022	00046128	Office Assistant III	N	SR08	03	P	1.00	A	\$ 33,120.00	\$ 34,020.00	Y	N			45	Pre-posting
TAX105	BA	7/1/2019		00123039	Management Analyst IV	N	SR22	13	P	1.00	A	\$ -	\$ -	N	N			68	9-request to fund
TAX105	BA	11/15/2019		00001558	Tax Information Tech II	N	SR12	03	P	1.00	A	\$ -	\$ 35,340.00	N	N			69	9-request to fund

Department of Taxation  
 Vacancy Report as of November 30, 2021  
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Table 11-B

Prog ID	Sub- Org	Date of Vacancy	Expected Fill Date	Position Number	Position Title	Exempt (Y/N)	SR Level	BU Code	Perm Temp (P/T)	FTE	MOF	Budgeted Amount	Actual Salary Last Paid	Authority to Hire (Y/N)	Occupied by 89 Day Hire (Y/N)	# of 89 Hire Appts	Describe if Filled by other Means	Priority # to Retain	Note: Recruitment status
TAX105	BA	7/1/2019		00123040	Management Analyst IV	N	SR22	13	P	1.00	A	\$ -	\$ -	N	N			70	9-request to fund
TAX105	BA	5/16/2019		00027115	Cashier II	N	SR12	03	P	1.00	A	\$ -	\$ 35,340.00	N	N			71	9-request to fund
TAX105	BA	3/16/2020		00001513	Office Assistant III	N	SR08	03	P	1.00	A	\$ -	\$ 30,240.00	N	N			72	9-request to fund
TAX105	BA	12/31/2018		00005765	Secretary III	N	SR16	63	P	1.00	A	\$ -	\$ 49,680.00	N	N			73	9-request to fund
TAX105	BA	7/16/2019		00118445	Office Assistant III	N	SR08	03	P	1.00	A	\$ -	\$ 30,243.20	N	N			85	
TAX105	BA	10/16/2019		00118442	Office Assistant III	N	SR08	03	P	1.00	A	\$ -	\$ 30,243.20	N	N			86	
TAX105	BA	1/31/2020		00001566	Office Assistant III	N	SR08	03	P	1.00	A	\$ -	\$ 30,240.00	N	N			87	
TAX105	BA	3/16/2020		00001492	Office Assistant III	N	SR08	03	P	1.00	A	\$ -	\$ 30,240.00	N	N			88	
TAX105	BC	10/1/2021	2/28/2022	00026370	Tax Information Tech II	N	SR13	03	P	1.00	A	\$ 39,540.00	\$ 39,540.00	Y	N			15	Posted
TAX105	BC	11/16/2021	2/28/2022	00026722	Tax Information Specialist I	N	SR20	13	P	1.00	A	\$ 55,200.00	\$ 55,200.00	Y	N			16	Posted
TAX105	BC	2/18/2020	3/31/2022	00118238	Tax Clerk	N	SR12	03	P	1.00	A	\$ 36,100.00	\$ 35,340.00	Y	N			31	Pre-posting
TAX105	BC	12/31/2020	3/31/2022	00016051	Supervising Tax Clerk II	N	SR17	04	P	1.00	A	\$ 52,848.00	\$ 65,904.00	Y	N			33	Pre-posting
TAX105	BC	10/1/2021	3/31/2022	00001510	Tax Information Tech II	N	SR15	03	P	1.00	A	\$ 44,496.00	\$ 44,496.00	Y	N			35	Pre-posting
TAX105	BC	11/1/2021	3/31/2022	00118240	Tax Clerk	N	SR12	03	P	1.00	A	\$ 38,004.00	\$ 38,004.00	Y	N			37	Pre-posting
TAX107	AA	3/1/2021	1/16/2022	00012965	Human Resources Technician VI	N	SR15	63	P	1.00	A	\$ 50,016.00	\$ 50,016.00	Y	N			5	Selection made
TAX107	AA	8/16/2021	1/16/2022	00118035	Administrative Rules Spclt	Y	SRNA	73	T	1.00	A	\$ 100,008.00	\$ 74,604.00	Y	N			6	Selection made
TAX107	AA	6/28/2021	2/28/2022	00120984	Admin Rules Spclt -App Case Sp	N	SRNA	73	P	1.00	A	\$ 91,116.00	\$ 104,232.00	Y	N			21	Posted
TAX107	AA	12/31/2018	3/31/2022	00001542	Information Technology Band B	N	SR24	23	P	1.00	A	\$ 71,232.00	\$ 88,248.00	Y	N			38	Pre-posting
TAX107	AA	7/1/2021	3/31/2022	00030106	Income Tax Specialist V	N	SR24	13	P	1.00	A	\$ 84,660.00	\$ 91,968.00	Y	N		TA	39	Pre-posting
TAX107	AA	6/1/2021	3/31/2022	00040345	Human Resources Spclt V	N	SR24	73	P	1.00	A	\$ 69,876.00	\$ 69,876.00	Y	N			40	Pre-posting
TAX107	AA	6/30/2021	3/31/2022	00121602	Business Analyst	N	SRNA	73	P	1.00	A	\$ 95,364.00	\$ 95,364.00	Y	N			42	Pre-posting
TAX107	AA	10/1/2021	3/31/2022	00015143	Income Tax Specialist V	N	SR24	13	P	1.00	A	\$ 91,968.00	\$ 91,968.00	Y	N		TA	46	Pre-posting
TAX107	AA	10/18/2019	3/31/2022	00122697	SES Senior Investigator	Y	SRNA	73	T	1.00	B	\$ 59,692.00	\$ 97,044.00	Y	N			47	Pre-posting
TAX107	AA	2/1/2020	3/31/2022	00122266	Spcl Enfc Section Investigator	Y	SRNA	13	T	1.00	B	\$ 45,519.00	\$ 38,792.00	Y	Y	4		48	Pre-posting
TAX107	AA	7/1/2021	3/31/2022	00122698	Spcl Enfc Investigator	Y	SRNA	73	T	1.00	B	\$ 50,916.00	\$ 50,916.00	Y	N		TA	49	Pre-posting
TAX107	AA	7/1/2021	3/31/2022	00122700	Spcl Enfc Investigator	Y	SRNA	73	T	1.00	B	\$ 50,916.00	\$ 48,060.00	Y	N			50	Pre-posting
TAX107	AA	7/1/2020		00117972	Administrative Rules Spclt	Y	SRNA	73	T	1.00	A	\$ -	\$ 99,228.00	N	N			89	
TAX107	AA	7/10/2020		00104171	Deputy Director Of Taxation	Y	SRNA	00	P	1.00	A	\$ -	\$ 142,416.00	N	N			90	
TAX107	AC	5/1/2019	12/1/2021	00015253	Secretary II	N	SR14	63	P	1.00	A	\$ 44,496.00	\$ 38,230.40	Y	N			3	Filled
TAX107	AC	10/1/2021	1/16/2022	00118676	General Professional IV	N	SR22	13	P	1.00	A	\$ 67,200.00	\$ 67,200.00	Y	N			8	Selection made
TAX107	AC	7/2/2021	1/16/2022	00036733	General Professional IV	N	SR20	13	P	1.00	A	\$ 51,024.00	\$ 51,024.00	Y	N			9	Selection made
TAX107	AC	8/6/2021	1/31/2021	00120871	Information Technology Band B	N	SR22	13	P	1.00	A	\$ 69,876.00	\$ 69,876.00	Y	N			13	Interviewing
TAX107	AC	5/1/2020	2/28/2022	00042923	Information Technology Band B	N	SR22	13	P	1.00	A	\$ 67,200.00	\$ 80,112.00	Y	N			26	Posted
TAX107	AC	6/1/2020	3/31/2022	00120344	Information Technology Band B	N	SR18	13	P	1.00	A	\$ 55,200.00	\$ 50,004.00	Y	N			29	Pre-posting
TAX107	AC	12/31/2019	3/31/2022	00010930	Information Technology Band B	N	SR24	23	P	1.00	A	\$ 71,232.00	\$ 90,144.00	Y	N			41	Pre-posting
TAX107	AC	1/2/2019		00027600	Information Technology Band B	N	SR24	13	P	1.00	A	\$ -	\$ 88,248.00	N	N			59	3-request to fund
TAX107	AC	1/2/2019		00001502	Information Technology Band B	N	SR22	13	P	1.00	A	\$ -	\$ 55,092.00	N	N			60	3-request to fund
TAX107	AC	1/14/2020		00042926	Information Technology Band B	N	SR22	13	P	1.00	A	\$ -	\$ 68,484.00	N	N			61	3-request to fund
TAX107	AC	6/28/2019		00120347	Information Technology Band B	N	SR20	13	P	1.00	A	\$ -	\$ 50,916.00	N	N			62	3-request to fund
TAX107	AC	8/15/2019		00110184	Management Analyst IV	N	SR16	13	P	1.00	A	\$ -	\$ 56,280.00	N	N			65	6-request to fund
TAX107	AC	8/1/2019		00121074	Information Technology Band B	N	SR16	13	T	1.00	A	\$ -	\$ 44,472.00	N	N			66	6-request to fund
TAX107	AC	10/16/2018		00121076	Information Technology Band B	N	SR16	13	T	1.00	A	\$ -	\$ 41,856.00	N	N			67	6-request to fund
TAX107	AC	2/7/2019		00120350	Information Technology Band B	N	SR22	13	P	1.00	A	\$ -	\$ 67,044.00	N	N			91	
TAX107	AC	8/1/2019		00028863	Information Technology Band B	N	SR22	13	P	1.00	A	\$ -	\$ 56,280.00	N	N			92	
TAX107	AC	10/1/2019		00120348	Information Technology Band B	N	SR22	13	P	1.00	A	\$ -	\$ 58,560.00	N	N			93	
TAX107	AD	10/1/2020		00003697	Office Assistant IV	N	SR10	03	p	1.00	A	\$ -		N	N			94	Removed/HRMS
					TOTALS					94.00		\$ 2,908,698							

Positions Filled and/or Established by Acts other than the State Budget as of November 30, 2021

<u>Prog ID</u>	<u>Sub-Org</u>	<u>Date Established</u>	<u>Legal Authority</u>	<u>Position Number</u>	<u>Position Title</u>	<u>Exempt (Y/N)</u>	<u>SR Level</u>	<u>BU Code</u>	<u>T/P</u>	<u>MOF</u>	<u>FTE</u>	<u>Annual Salary</u>	<u>Filled (Y/N)</u>	<u>Occupied by 89 Day Hire (Y/N)</u>
		NONE												

Department of Taxation  
Overtime Expenditure Summary

Table 13

Prog ID	Sub-Org	Program Title	MOF	FY21 (actual)			FY22 (estimated)			FY23 (budgeted)			Note
				Base Salary \$\$\$\$	Overtime \$\$\$\$	Overtime Percent	Base Salary \$\$\$\$	Overtime \$\$\$\$	Overtime Percent	Base Salary \$\$\$\$	Overtime \$\$\$\$	Overtime Percent	
TAX100	CH	COMPLIANCE DIVISION - HAWAII	A	1,343,787	0	0.0%	1,416,256	0	0.0%	1,488,834	0	0.0%	
TAX100	CK	COMPLIANCE DIVISION - KAUAI	A	565,106	0	0.0%	699,422	0	0.0%	715,977	0	0.0%	
TAX100	CM	COMPLIANCE DIVISION - MAUI	A	999,180	0	0.0%	1,147,733	0	0.0%	1,399,504	0	0.0%	
TAX100	CO	COMPLIANCE ADMIN/OFFICE AUDIT	A	1,577,150	0	0.0%	1,793,542	0	0.0%	1,819,622	0	0.0%	
TAX100	CP	FIELD AUDIT/CRIMINAL INVESTIGATION	A	1,830,334	0	0.0%	2,039,598	0	0.0%	2,433,386	0	0.0%	
TAX100	EO	COLLECTIONS	A	1,857,671	0	0.0%	2,153,068	0	0.0%	2,395,660	0	0.0%	
TAX105	BA	DOCUMENT PROCESSING BRANCH	A	2,239,733	0	0.0%	2,750,025	0	0.0%	3,035,259	0	0.0%	
TAX105	BB	REVENUE ACCOUNTING	A	333,986	0	0.0%	345,918	0	0.0%	366,432	0	0.0%	
TAX105	BC	TAXPAYER SERVICES	A	2,883,773	0	0.0%	2,847,244	0	0.0%	2,894,176	0	0.0%	
TAX107	AA	DIRECTOR'S OFFICE/ADMIN SVCS/RULES/QUALITY CONTROL	A	3,298,324	0	0.0%	3,507,463	0	0.0%	3,327,604	0	0.0%	
TAX107	AC	INFORMATION TECHNOLOGY SERVICES OFFICE	A	1,182,522	914	0.1%	1,940,642	70,000	3.6%	2,539,514	70,000	2.8%	1
TAX107	AD	TAX RESEARCH & PLANNING OFFICE	A	482,453	0	0.0%	432,279	0	0.0%	498,228	0	0.0%	
TAX107	AA	SPECIAL ENFORCEMENT SECTION	B	468,811	0	0.0%	768,610	0	0.0%	\$ 768,610	0	0.0%	
TOTALS				19,062,828	914	0.0%	21,841,800	70,000	0.3%	23,682,806	70,000	0.3%	
Note													
1	The plan for FY22 and FY23 is to have ITSO staff monitor the TSM system and support unforeseen problems (emergency) instead of vendors, so the OT budget for FY22 and FY23 is increased significant												

Department of Taxation  
Active Contracts as of December 1, 2021

Table 14

Prog ID	MOF	Amount	Frequency (M/A/O)	Max Value	Outstanding Balance	Term of Contract			Entity	Contract Description	Explanation of How Contract is Monitored	POS Y/N	Category E/L/P/C/G/S/*
						Date Executed	From	To					
TAX 100	A	\$ 105,365.31	M	\$252,000 annually	\$ 146,634.69	7/1/2016	7/1/2016	On-going term 180 days notice	AG	Collection of DOTAX's delinquent tax accounts.	Collections branch receives monthly reports from the AG.	N	S
TAX 100	A	\$ 20,308.86	M	\$46,000 annually	\$ 25,691.14	8/1/2017	8/1/2017	On-going term 60 days notice	AG	Conduct Admin and felony criminal investigations involving misconduct and other issues involving DOTAX.	Personnel section to monitor cases with the AG.	N	S
TAX 107	A	\$ 22,339.74	M	\$83,000 annually	\$ 60,660.00	10/1/2017	10/1/2017	On-going term 30 days notice	Department of Public Safety MOA	Sheriff coverage at the Keelikolani Building	Admin Svcs Office monitors activity and review invoices.	N	S
TAX 107	C,A,V	\$ 59,648,913.73	O	\$ 63,398,877.00	\$ 3,749,963.27	7/15/2015	7/15/2015	6/30/2022	FAST Enterprises	Tax System Modernization (TSM) Project. Goods & services to implement an integrated tax system for DOTAX	Verified with our Tax System Modernization (TSM) team for services rendered.	N	S**
TAX 107	A	\$ 72,994.76	M	\$ 108,253.34	\$ 35,258.58	7/1/2019	7/1/2019	6/30/2022	Pacific Courier, Inc.	Security armored car service for DoTAX	Invoices are reviewed by the Admin Svcs Office.	N	S
TAX 107	A	\$ 724,401.51	M	\$ 1,169,411.69	\$ 445,010.18	8/1/2020	8/1/2020	7/31/2022	Information Capture Solutions, LLC	Annual Maintenance & Support for Software and Scanner for DoTAX	Reviewed by IT Office.	N	S**
TAX 107	A	\$ 81,675.36	M	\$ 326,701.44	\$ 245,026.08	7/1/2021	7/1/2021	6/30/2022	Information Capture Solutions, LLC	Professional services for DOTAX	Reviewed by IT Office.	N	S**
TAX 107	B	\$ 34,816.00	M	\$ 67,392.00	\$ 32,576.00	9/1/2020	9/1/2020	8/31/2022	Meyercord Revenue	To provide heat applied cigarette tax stamps.	The invoice is verified with our Taxpayer Services and Processing section.	N	G
Tax 100	A	\$ 49,090.18	M	\$ 85,311.89	\$ 36,221.71	11/22/2019	11/22/2019	11/21/2022	Fileminders of Hawaii, LLC	To provide shred services for all islands	Admin Svcs Office monitors activity and review invoices.	N	S
TAX 107	A	\$ 17,875.11	M	\$43,152.03 annually	\$ 25,276.92	5/1/2019	5/1/2019	4/30/2024	Xerox (Fleet)	Multi-function copy machines on lease for DOTAX offices	Admin Svcs Office monitors activity and review invoices.	N	S
TAX 107	B	\$ 1,109.37	M	\$2,663 annually	\$ 1,553.63	3/1/2021	3/1/2021	2/28/2026	Xerox (SES)	One multi-function device with scanning and fax capabilities for the Special Enforcement Section (SES) per SPO price Lise Contract	Admin Svcs Office monitors activity and review invoices.	N	S
TAX 107	A	\$ 11,916.90	M	\$32,942.56 annually	\$ 21,025.66	10/1/2019	10/1/2019	9/30/2024	Ricoh	High volume printing machine on lease for DOTAX's printshop.	Admin Svcs Office monitors activity.	N	S
TAX 100 TAX 105	A A	\$ 4,602.76	M	\$9,108.99 annually	\$ 4,506.23	Ongoing	Various	Various	Alert Alarm	Security/Alarm services for DOTAX	Admin Svcs Office monitors activity and review invoices.	N	S
TAX 100 TAX 105	A A	\$ 14,411.53	O	\$28,982.37 annually	\$ 14,570.84	Various	Various	Various	Pitney Bowes	Mailing/postage equipment on lease for DOTAX	Admin Svcs Office monitors activity and review invoices.	N	S
TAX 100 TAX 107	A B	\$ 96,324.42	M	\$143,885.80	\$ 47,561.38	8/1/2019	8/1/2019	7/31/2022	Thomson Reuters - West	Annual Subscription for Clear Proflex for Collections section and SES	Annual Subscription for Clear Proflex for Collections section and SES	N	S

\* E = lease of equipment, L = lease of real property including office space, P = public relations, C = legal counsel or services, G = contract for good, & S = contract for service

\*\* Table 4 - Attachment A, TSM/ITSO Budget can be used as reference for this contract.

Department of Taxation  
Capital Improvements Program (CIP) Requests

Table 15

<u>Prog ID</u>	<u>Prog ID</u> <u>Priority</u>	<u>Dept- Wide</u> <u>Priority</u>	<u>Senate</u> <u>District</u>	<u>Rep.</u> <u>District</u>	<u>Project Title</u>	<u>MOF</u>	<u>FY22 \$\$\$</u>	<u>FY23 \$\$\$</u>
					NONE			



Department of Taxation  
CIP Lapses

Table 16

<u>Prog ID</u>	<u>Act/Year of Appropriation</u>	<u>Project Title</u>	<u>MOF</u>	<u>Lapse Amount</u> <u>\$\$\$\$</u>	<u>Reason</u>
		NONE			

Department of Taxation  
Program ID Sub-Organizations

Table 17

<u>Program ID</u>	<u>Sub-Org Code</u>	<u>Name</u>	<u>Objective</u>
TAX100	CH	COMPLIANCE DIVISION - HAWAII DISTRICT OFFICE	Be responsible for administrative matters of the district office; performs personnel and fiscal activities and housekeeping functions of the district office; provides assistance, information, and services on all taxes administered by the Department to taxpayers who walk-in, call-in, or correspond; conducts office and field examinations of all tax returns filed for general excise, income, miscellaneous, and transient accommodation taxes; prepares tax assessments by following the established rules; conducts/enforces collection of delinquent taxes with the appropriate collection procedures; represents the Department in appeals to the Board of Review for the district office; and provides administrative/clerical assistance to the Board of Review.
TAX100	CK	COMPLIANCE DIVISION - KAUAI DISTRICT OFFICE	Be responsible for administrative matters of the district office; performs personnel and fiscal activities and housekeeping functions of the district office; provides assistance, information, and services on all taxes administered by the Department to taxpayers who walk-in, call-in, or correspond; conducts office and field examinations of all tax returns filed for general excise, income, miscellaneous, and transient accommodation taxes; prepares tax assessments by following the established rules; conducts/enforces collection of delinquent taxes with the appropriate collection procedures; represents the Department in appeals to the Board of Review for the district office; and provides administrative/clerical assistance to the Board of Review.

Department of Taxation  
 Program ID Sub-Organizations

Table 17

TAX100	CM	COMPLIANCE DIVISION - MAUI DISTRICT OFFICE	<p>Be responsible for administrative matters of the district office; performs personnel and fiscal activities and housekeeping functions of the district office; provides assistance, information, and services on all taxes administered by the Department to taxpayers who walk-in, call-in, or correspond; conducts office and field examinations of all tax returns filed for general excise, income, miscellaneous, and transient accommodation taxes; prepares tax assessments by following the established rules; conducts/enforces collection of delinquent taxes with the appropriate collection procedures; represents the Department in appeals to the Board of Review for the district office; and provides administrative/clerical assistance to the Board of Review.</p>
TAX100	CO	COMPLIANCE DIVISION - OAHU OFFICE AUDIT BRANCH	<p>Conducts office examinations of all tax returns filed for general excise, income, miscellaneous, and transient accommodation taxes on Oahu; represents the Department in appeals to the Board of Review for cases originating or transferred to the Oahu District; disseminates information through audit contact or taxpayer inquiry about the proper reporting methods or Departmental positions on tax and related matters; and reviews for approval/disapproval request for waiver for the withholding of income tax on the disposition of Hawaii real property by non-resident.</p>

Department of Taxation  
 Program ID Sub-Organizations

Table 17

TAX100	CP	COMPLIANCE DIVISION - OAHU FIELD AUDIT BRANCH	Conducts field examinations of all types of tax returns and supporting records of larger taxpayers involving complex records and transactions; represents the Department in appeals to the Board of Review for cases originating or transferred to the Oahu District; disseminates information through audit contact or taxpayer inquiry about the proper reporting methods or Departmental positions on tax and related matters; be responsible for administrative matters of the branch; and performs personnel and fiscal activities and housekeeping functions for the branch.
TAX100	EO	COMPLIANCE DIVISION - OAHU COLLECTION BRANCH	Conducts/enforces collection of delinquent taxes with the appropriate collection procedures; secures non-filed returns from taxpayers; conducts investigations to determine compliance with state tax laws; develops policies and procedures, renders guidelines and recommendations and provides coordination and assistance in enforcement activities; participates in resolving complex enforcement cases; and recommends goals and objective; and reviews objectives and accomplishments with operating personnel.
TAX105	BA	TAX SERVICES & PROCESSING (TSP) DIVISION - DOCUMENT PROCESSING BRANCH	Plans, directs and coordinates a comprehensive, centralized system of receiving and processing of tax information and payments (paper documents or electronic data) for the Department of Taxation; eestablishes initial control over monies and documents and provides a system for the rapid update of taxpayer accounts; provides a centralized statewide filing system for paper tax returns; coordinates and oversees electronic processing activities, updates, testing, and new initiatives; and provides support for ongoing EFT development and changes, and support for growth of DOTAX electronic processing capabilities.

Department of Taxation  
Program ID Sub-Organizations

Table 17

TAX105	BB	TSP DIVISION - REVENUE ACCOUNTING BRANCH	Be responsible for the maintenance of the revenue control and subsidiary ledgers, the control and accounting for all refunds, regardless of tax type, which are created by either overpayment or adjustment, the maintenance of the accounting system for protested payments and tax appeals, the preparation of the statement of tax operations and related reports, and processing and accounting activities statewide of all Miscellaneous taxes (except Estate & Transfer tax).
TAX105	BC	TSP DIVISION - TAXPAYER SERVICES BRANCH	Provides centralized services on all taxes, licenses, and permits administered by the Department to all customers who walk-in, call-in, correspond, or E-mail; and provides computer-based error correction activities in order to post returns to system.
TAX107	AA	OFFICE OF THE DIRECTOR	Under general direction of the Governor of the State of Hawaii, plans, directs and coordinates the various activities of the Department within the scope of laws and established policies and regulations.
TAX107	AA	RULES OFFICE	Serves as a resource for complex policy recommendations and complex taxpayer support.
TAX107	AA	ADMINISTRATIVE SERVICES OFFICE (ASO)	Provides general internal fiscal and personnel management assistance to the Director in exercising responsibilities as executive of the Department; and advises and provides staff services in the areas of program budgeting and planning, management of resources and facilities management.

Department of Taxation  
Program ID Sub-Organizations

Table 17

TAX107	AC	INFORMATION TECHNOLOGY SERVICES OFFICE (ITSO)	Advises the Director on all matters pertaining to computerization and automation, formulating associated policies and procedures; and enhances the Department of Taxation's program effectiveness and efficiency by automating major program functions deemed feasible.
TAX107	AD	TAX RESEARCH & PLANNING (TRP) OFFICE	Plans, organizes, directs and coordinates a tax research and planning program for the Department; and provides the Department with statistical information and projections as to tax yields, tax impacts, and economic conditions affecting taxes.

Department of Taxation  
Organization Changes

Table 18

<u>Year of Change</u> <u>FY22/FY23</u>	<u>Description of Change</u>
FY22	To establish the Tax Registration Section under the Taxpayer Services Branch in the Tax Services & Processing (TSP) Division. This reorganization will consolidate the responsibility of managing tax accounts to improve taxpayer services, increase accuracy of taxpayer account information, and enhance communication with taxpayers.
FY22	Three (3) positions will be transferred from the Document Processing Branch, Tax Services & Processing (TSP) Division to the System Administration (SysAd) Office through reorganization. The three (3) positions are #21195, Management Analyst IV, #4409 and #26280, Tax Information Technician (TIT) II.
FY23	Quality Control (QC) Office will be transferred from Office of the Director to Information Technology Services Office (ITSO) through reorganization, to be combined with the System Administration (SysAd) Office under ITSO.
FY23	Oahu Collection Branch will be transferred out of the Compliance Division and become the Tax Collection Program through reorganization, with its own new Program ID (TAX103) while keeping its current Sub-Org code (EO). This program will be directly under the Director of Taxation.
FY23	<p>Seven (7) exempt positions under Rules Office.</p> <p>1) #120986, Project Development Architect, and #102266, Technical Project Manager have been abolished in ACT88, SLH2021.</p> <p>2) #120984, Business Analyst Lead, has been redescribed to Appeals Case Specialist, recruitment is in process.</p> <p>3) #121602, Business Analyst, and #116470, Senior Business Analyst have been redescribed to Administrative Rules Specialist, recruitment is in process.</p> <p>4) #120985, Financial Business Analyst, and #103171, Administrative Rules Specialist will be converted to civil service position and redescribed to Program Budget Analyst V under Administrative Services Office (ASO). Recruitment will take place in FY23.</p>

Department of Taxation  
American Rescue Plan Act Fund Initiatives

Table 19

Prog ID	Amount Allotted	Budget for Personnel	Budget for OCE (Other Than Contracts)	Budget for Contracts	Dates of Initiative		Initiative Description	Appropriating Act or GOV	Is This A New Initiative Or An Enhancement To An Existing Initiative/Program
					From	To			
TAX107	\$ 3,241,332	\$ 61,132	\$ 146,368	\$ 3,033,832	3/3/2021	12/31/2024	Tax System Modernization (TSM): To fund GenTax post warranty maintenance and support, professional services for GenTax, and professional services for document imaging. Tax Review Commission (TRC): The TRC must conduct a review of the State's Tax structure every 5 years.	Act 88 SLH 2021	This is a legislative initiative for FY 2022. For TSM, this is an enhancement to an existing program; and for TRC, it is a new initiative, and this has been occurring every 5 years.
TAX107	\$ 507,300	\$ 0	\$ 399,185	\$ 108,115	3/3/2021	12/31/2024	It is predicted that the pandemic situation will move toward a more positive direction. Funding is for preparations to reopen to the public.	GOV	New initiative
Totals	\$ 3,748,632	\$ 61,132	\$ 545,553	\$ 3,141,947					