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# A BILL FOR AN ACT

RELATING TO PROCESS IMPROVEMENT.

**BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF HAWAII:**

1           SECTION 1. (a) There shall be established within the  
2 department of health a three-year pilot program for hiring  
3 process improvement. The hiring process improvement pilot  
4 program shall innovate with efficiencies intended to streamline  
5 and shorten the hiring process and to make recommendations.

6           (b) The hiring process improvement pilot program shall  
7 include the recruitment for all unique and non-unique position  
8 classifications within the department of health for which the  
9 department of health requests or has received delegation.

10          (c) During the course of the hiring process improvement  
11 pilot program:

12           (1) Internal recruitment shall be conducted prior to  
13 external recruitment;

14           (2) External recruitment postings shall indicate that all  
15 complete applications received shall be considered by  
16 the hiring program, but not all will be offered  
17 interviews;



- 1           (3) The department of health's human resource office shall  
2           not review minimum qualifications and shall send all  
3           complete applications received to the hiring process  
4           improvement pilot program;
- 5           (4) The hiring process improvement pilot program shall  
6           offer interviews to at least four of the most  
7           qualified applicants based on review of the written  
8           applications or to all of the applicants if less than  
9           four;
- 10          (5) Upon completion of interviews and rank-ordering of  
11          applicants, the hiring process improvement pilot  
12          program shall send the names of selected candidates to  
13          the department of health's human resource office,  
14          whose staff shall verify whether the selected  
15          candidates meet minimum qualifications;
- 16          (6) The hiring process improvement pilot program may  
17          extend a job offer to a selected candidate only upon  
18          confirmation by the department of health's human  
19          resource office that the selected candidate has met  
20          the minimum qualifications for the job;



- 1 (7) If the review by the department of health's human  
2 resource office determines that a selected candidate's  
3 application does not meet minimum qualifications or if  
4 it is appropriate to reject the application based on  
5 other criteria in section 14-3.01-11, Hawaii  
6 Administrative Rules, the hiring process improvement  
7 pilot program shall not hire its first-choice  
8 applicant and may select the next highest scoring  
9 applicant who the department of health's human  
10 resource office has confirmed has met the minimum  
11 qualifications; and
- 12 (8) The hiring process improvement pilot program shall  
13 notify any applicant whose application has been  
14 rejected and any applicant whose application was not  
15 rejected but who were not selected for the position,  
16 of their non-selection; provided that notice to any  
17 applicant whose application was rejected shall include  
18 the cause or causes for rejection.
- 19 (d) The department of health shall ensure non-  
20 discriminatory hiring practices are being maintained and be



1 responsible for responding to related administrative review,  
2 internal complaints, merit appeals board, and grievance matters.

3 (e) The department of health shall submit a report of its  
4 findings and recommendations on the hiring process improvement  
5 pilot program, including any proposed legislation, to the  
6 legislature no later than twenty days prior to the convening of  
7 the regular session of 2027. The report shall include at  
8 minimum:

9 (1) The administration, efficacy, and production of the  
10 hiring process improvement pilot program; and

11 (2) Recommendations on the direction of the hiring process  
12 improvement pilot program.

13 SECTION 2. In accordance with section 9 of article VII of  
14 the Hawaii State Constitution and sections 37-91 and 37-93,  
15 Hawaii Revised Statutes, the legislature has determined that the  
16 appropriations contained in Act 164, Regular Session of 2023,  
17 and this Act will cause the state general fund expenditure  
18 ceiling for fiscal year 2024-2025 to be exceeded by  
19 \$            or            per cent. This current declaration takes  
20 into account general fund appropriations authorized for fiscal  
21 year 2024-2025 in Act 164, Regular Session of 2023, and this Act



1 only. The reasons for exceeding the general fund expenditure  
2 ceiling are that:

3 (1) The appropriation made in this Act is necessary to  
4 serve the public interest; and

5 (2) The appropriation made in this Act meets the needs  
6 addressed by this Act.

7 SECTION 3. There is appropriated out of the general  
8 revenues of the State of Hawaii the sum of \$ or so  
9 much thereof as may be necessary for fiscal year 2024-2025 for  
10 the establishment and operation of the hiring process  
11 improvement pilot program, including the hiring of full-  
12 time equivalent ( FTE) positions.

13 The sum appropriated shall be expended by the department of  
14 health for the purposes of this Act.

15 SECTION 4. This Act shall take effect on July 1, 2491.



**Report Title:**

DOH; Hiring Process Improvement Pilot Program; Report;  
Expenditure Ceiling; Positions; Appropriation

**Description:**

Establishes a three-year pilot program in the Department of Health for hiring process improvement. Requires a report to the Legislature. Declares that the general fund expenditure ceiling is exceeded. Makes an appropriation. Takes effect 7/1/2491.  
(SD1)

*The summary description of legislation appearing on this page is for informational purposes only and is not legislation or evidence of legislative intent.*

