

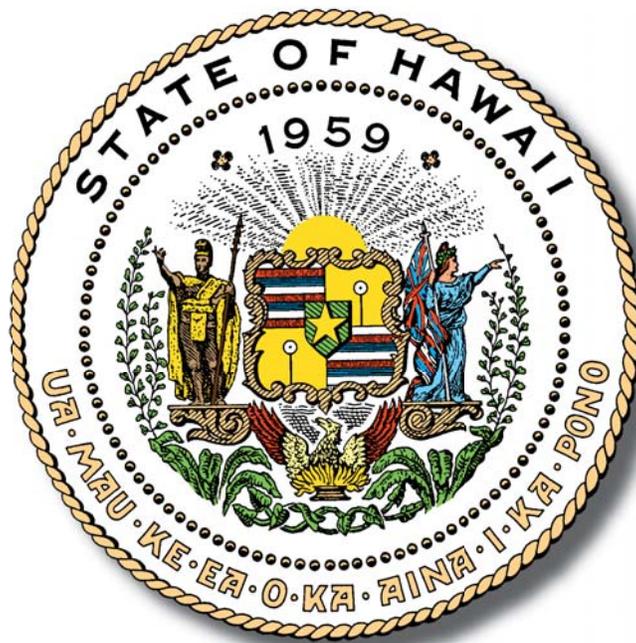


State of Hawai`i

**DEPARTMENT OF ACCOUNTING
AND GENERAL SERVICES**

Annual Report
2006 - 2007





Department of Accounting and General Services

Mission Statement

To help agencies better serve the public by providing, at best value and with integrity: superior public facilities, expert technology solutions and services, operational support, fiscal guidance, oversight of administrative services and preservation and promotion of cultural heritage.

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COMPTROLLER'S MESSAGE



Russ K. Saito
Comptroller DAGS

Aloha,

The people at DAGS continue to rise to the challenges of providing superior public service both directly and in support of other agencies that deal with the citizens of our State. The past year was one of accomplishment for all of our divisions and attached agencies and nowhere did we stand so tall as in the support we provided to the Governor's homeless initiative. Our Central Services Division, aided by our Public Works Division, renovated a building at Kalaeloa to create a homeless shelter for over 200 people in just five months. The Public Works Division, managed to build a completely new complex of structures from the ground up in Wai`anae in just seven months. Neither of these projects were traditional DAGS responsibilities but we did not let that stand in the way, much to the benefit of hundreds of our citizens in need.

Significantly, even with these concerted efforts in support of the Governor's homeless initiative, DAGS did not let up on fulfilling any of its assigned responsibilities in any of its divisions and attached agencies. I'm proud to be associated with the public servants in DAGS, and congratulate the employees who observed service anniversaries or were recognized for outstanding achievements in 2007. Following are brief highlights of our achievements.

The Accounting Division received the Government Finance Officers Association of the United States and Canada's Certificate of Achievement for Excellence in Financial Reporting for the seventeenth consecutive year. In addition, it put many more of its accounting reports on-line, and increased the number of tax and Medicare refunds paid electronically by 14% over 2006.

The Archives Division celebrated its centennial, and continued to expand its on-line assistance for managing government records. Its collection of historic documents and artifacts draws researchers and other interested parties not just from within the state but from other countries as well.



Attending the Centennial Celebration were Governor Linda Lingle, Comptroller Russ Saito, and Susan Shaner.

The Audit Division continued its stellar support by procuring audit services for State departments. It is preparing to strengthen the audit process to deal with increasingly electronic, paperless transactions.

The Automotive Management Division used its dealer auction membership to save the State money in purchases for its motor pool. It added new security surveillance systems at its South Street Garage, Makai Garage, Motor Pool Lot, Kalanimoku Building, and Vineyard parking garage. It also replaced gate systems at Ali`i Place parking garage and the Circuit Court basement parking garage.



Cars purchased utilizing the Dealer Auction membership.

The Central Services Custodial Services Program now purchases 70% of its cleaning products as Green Seal certified products. The Ground Maintenance Program replaced the irrigation system at the Kalanimoku Building



Kalanimoku sprinkler renovation

and renovated the systems at the Korean and Vietnam War Memorials. The Repair and Alterations program, in addition to building the homeless shelter in Kalaeloa in just five months, renovated another building at Kalaeloa to create classrooms for the Youth Challenge academy.

The Information and Communications Services Division (ICSD) continued its efforts to add on-line, public access systems to make the State easier to do business with. Coincident with the State Archives Centennial Celebration, the division enabled citizen access to the State Archives' extensive collection of Hawaiian government records. It also enabled citizen access to the Campaign Spending Commission's on-line reports from public office seekers. The division's telecommunications management oversaw the completion of two new radio sites at Koko Head on O'ahu and Kahuā Ranch on the Big Island for the State's Ānuenu first responder system.



Lynn Kau updating the Survey web site

The Survey division launched a new website that provides access to more than 28,000 Land Court, File Plan, government subdivision plat maps and proposed shoreline certification maps. It continues to seek ways to improve its efficiency and leverage the effectiveness of the increasingly scarce qualified survey personnel.

The Public Works Division performed outstandingly in 2007, even by its own standards. Besides the great support it provided to the homeless initiative, including the homeless shelter in Waianae, the division met all of its capital improvement project objectives. Especially noteworthy is that it did so even with the unexpected additional work it assumed in supporting State Civil Defense and FEMA in responding to the damage on O'ahu and Kaua'i caused by forty days of rain, as well as in responding to damage caused by the earthquake

at Kīholo Bay on the Big Island. Several of its projects received awards for design and construction, as well as three Energy Star awards.



Lt. Governor James "Duke" Aiona presents the Energy Star award to Comptroller Russ Saito and the Public Works Division project team.

The Neighbor Island District Offices' provided superior service to State agencies. Every district exceeded its Service Level Agreement for repair and maintenance service to the DOE. The Hawai'i District Office managed construction of the award winning Kahuā Ranch radio station, and kept the Hilo Judiciary Complex construction moving towards completion. The Maui District Office managed the completion of the DOE's Pōmaika'i Elementary School, the island's first new school in years. The Kaua'i District Office continued to lead the way in providing superior service to its client agencies including DAGS, the DOE, the Department of Hawaiian Homelands and Kaua'i Community College.

The Risk Management Office improved its cost allocation process, reduced the pending liability tort claims by 47% and decreased the pothole damage claim payment time by 53%. The Office also automated the interface between its claims management system and the State's financial management system, and is having checks mailed directly to claimants, thereby reducing processing time by 5-7 days.



UH Mānoa flood, Hamilton Library

The Aloha Stadium Authority welcomed new Stadium Manager Scott Chan, who was appointed by the Authority after serving in an acting capacity. The Stadium implemented a new ticket scanning system that speeded entry into events, worked out improved traffic control and parking arrangements, renovated its administrative offices and increased advertising revenues. A highlight event was the U2 Vertigo World Tour stop in Hawai'i. All in all, a promising start for the Scott Chan era at the Stadium.



Stadium staff display the improved ticket scanning system implemented at entry gates. Turnstile gate 6 ushers (l to r): Leni Ebisutani, Evangeline Pantil, Gwen Kaahanui, Stacey Okawa.

The Campaign Spending Commission (CSC) completed its strategic plan and cleared up a three-year backlog of candidate committee contribution and expenditure report reviews. It also provided on-line access to Non-candidate Committee Disclosure Reports, and implemented a web-based Candidate Filing System for reporting.

The State Foundation on Culture and the Arts (SFCA) kept culture and the arts central to the quality of life of the people of Hawai'i. Its Art In Public Places Program opened a new museum restaurant, and installed several hundred works of art in public buildings. The Biennium Grants Program distributed \$1.8 million in 101 grants statewide, placed its program on-line, and provided support to at-risk youth. The Designated Programs and Initiatives program participated in underserved communities projects, Poetry Out Loud initiatives, and consolidated its awards into one program.



Dream Leaves, a sculpture by Ed Carpenter at the John A. Burns School of Medicine, was part of the Art in Public Places art exhibition at HiSAM.

The King Kamehameha Celebration Commission produced brochures commemorating King Kamehameha the Great for distribution to hotels, parade participants, and schools. It also promoted an increase in parade participation, and is collaborating with other festivals on promotional materials and education on the significance of Hawaiian cultural events.

The Office of Elections conducted successful primary and general elections compliant with the requirements of the Help America Vote Act (HAVA). It offered voters the option of using Direct Recording Electronic (DRE) System equipment to cast their votes, and implemented the requirement to provide a paper trail for electronic voting machines.

The State Procurement Office (SPO) demonstrated its oversight responsibility by conducting 86 procurement training workshops during the year. It also implemented the Hawaii Electronic Procurement System (HePS) to improve the efficiency of procurement. It received the 2006 Cronin Information Technology Gold Award from the National Association of State Procurement Officials for the Hawai'i Compliance Express system that automates the process of demonstrating that contractors are in compliance with all state laws required to do business in Hawai'i.

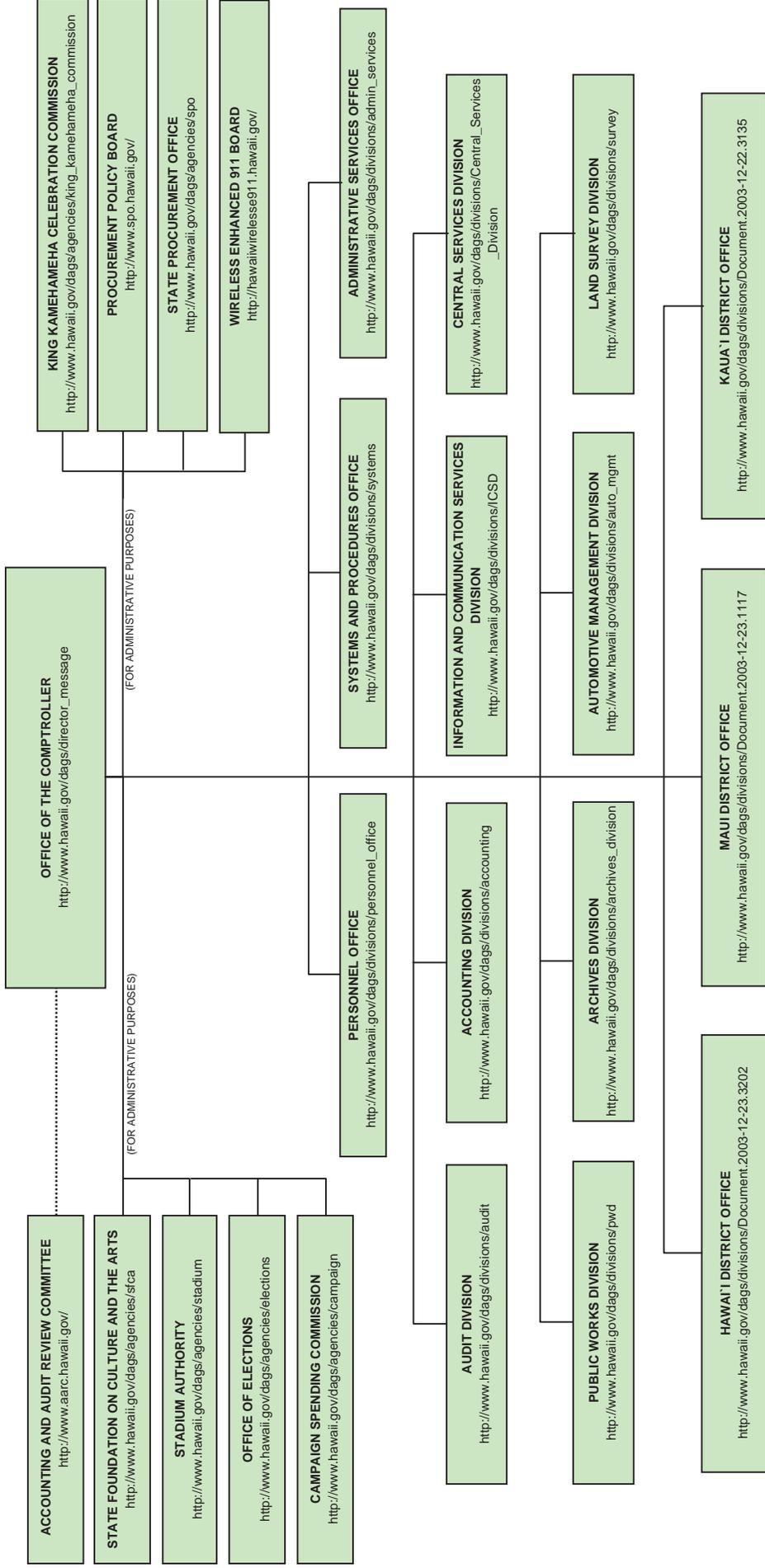


The SPO Hawaii Compliance Express team received the 2006 Cronin Information Technology Gold Award from the National Association of State Procurement Officials.

The Wireless Enhanced 911 (WE911) Board achieved significant milestones that make life safer in Hawai'i for wireless phone users in distress. WE911 service was established on Maui, O'ahu and Hawai'i, with Moloka'i 66% deployed. In addition all public safety answering points (PSAPs) implemented GIS mapping to allow PSAPs to locate wireless callers in distress. The Board also established its website to inform people about what's going on with WE911.

ORGANIZATION CHART

STATE OF HAWAII DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES



Accounting and Audit Review Committee



*Outgoing
Chairperson,
Kathi Thomason*

To improve accountability of the expenditure of public funds, the Comptroller established the Accounting and Audit Review Committee (AARC)

to ensure compliance with the Comptroller's established accounting

system and internal controls. The AARC promotes efficiency in Executive Branch operations by assisting the management of State departments and agencies to comply with applicable laws, rules, regulations, policies, and practice.



*Incoming
Chairperson,
Barbara Annis*



Members of the AARC (from left to right) Barbara Annis, Wayne Horie, Wayne Chu, Pat Ohara and Aaron Fujioka.

financial officers through its AARC website, quarterly financial officers' meetings, e-mail 'AARC Alerts', reports, and proposed recommendations.

Responsibilities

- Propose statewide accounting and auditing policy for circulation through Comptroller's Circula and Memoranda as necessary
- Review the status of departments and agencies' action plans on resolving Audit findings through implementation of a Quarterly Progress Report of their respective Action Plans
- Provide Management Reports for Department Directors as a business decision-making tool that will assist departments and agencies to achieve their established benchmarks
- Serve as a resource for accounting questions and to clarify laws, rules, regulations, policies, and practices for all Executive Branch employees

Services Provided

The AARC was established in 2004 by the Comptroller and represents a unique membership of procurement, accounting, and audit experts. The AARC primarily serves as a resource to the Comptroller and State

Accomplishments in FY 2007

The AARC completed the final draft of the Personal Services Contractor Procedure Manual (manual). The manual provides guidelines and procedures for complying with Federal and State statutory hiring and reporting requirements.

The Committee continues to work on revising the State's Accounting Manual to conform to statutory changes. Portions of the three volume manual have not been updated for more than 30 years. This long term project began with Volume III of the manual.

The AARC hosted an educational meeting for all State financial officers. Speakers at this meeting included representatives from the State's Employee Retirement System (ERS), IRS, ICSD, and IBM. Topics included service oriented architecture computer systems, the new ERS computer system, health reimbursement arrangements, the Tax Identification Number (TIN) matching program, and the Office of Federal State Local Government (FSLG).

Accounting Division



Wayne Horie

The Accounting Division's mission is to provide accurate and efficient accounting support services. The Division develops and maintains the State's accounting systems, including the Financial Accounting and Management

Information System (FAMIS), Payroll System, Capital Projects System, Central Warrant Writing System and Warrant Reconciliation System. With the help of these systems, the Division verifies expenditures before making payments and records and reports on the State's financial transactions.

DAGS

Responsibilities

- Record the State's financial transactions, maintain control accounts for funds and prepare statewide financial statements
- Develop, manage, and maintain statewide accounting systems and major enhancements
- Pre-audit payroll, contract, and other voucher expenditures for legality and propriety

Services Provided



Sheila Walters assists with auditor inquiries.

The Division processes the payroll for employees of all State departments and agencies including the Judiciary, Legislature, and the Office of Hawaiian Affairs. It also issues payments

to vendors on behalf of State departments and agencies except for the Department of Education, University of Hawai'i, Hawai'i Health Systems Corporation and the Legislature. The Division provides State departments and agencies with reports from or access to FAMIS and the Payroll System. These reports assist them in better managing their resources.

Accomplishments in FY 2007

For the seventeenth consecutive year, the State's

Comprehensive Annual Financial Report (CAFR) received the Government Finance Officers Association of the United States and Canada's Certificate of Achievement for Excellence in Financial Reporting which is the highest form of recognition in the area of governmental accounting and financial reporting.

Enhancements continue to be made to the Datamart with the latest being additional accounting reports being converted to PDF and placed on the datamart. Beginning with fiscal year 2008, the majority of paper accounting reports will no longer be distributed because the reports will now be accessible by department fiscal staff for online viewing and printing. This change will reduce paper cost as well as reduce the time and resources expended by Accounting Division staff on distributing reports to all State departments and agencies.

More than 228,000 tax refund and Medicare refund payments totalling \$138.4 million were made electronically in the past fiscal year as compared to approximately 200,000 payments totalling \$117.6 made in fiscal year 2006.

Challenges

The greatest challenge for the Program continues to be completing of the CAFR by the end of December each year because the process of gathering and compiling the data for the CAFR is not fully automated.

Another challenge facing the Program is to improve processing efficiencies of the current legacy accounting and payroll systems in lieu of replacing these applications.

Archives Division



Susan Shaner

The purpose of the Archives Division is to ensure open government by preserving and making accessible the historic records of State government and to partner with State agencies to manage their current records. The Archives Division seeks to increase access to the State archives collections and promote efficient and effective management of the State's government records.

Responsibilities



Kingdom of Hawai'i seal embossers

- Document the history of public government in Hawai'i
- Collect and preserve historical government records and improve access to them
- Facilitate efficient records management

Services Provided

Serving Hawai'i's citizens in their quest for information, the Historical Records Branch preserves and provides access to the State's government archives and special collections. Stored within the vaults of the Kekāuluohi Building is the communal memory of Hawai'i's past administrations beginning with the Hawaiian monarchy. Retrieving stored non-current agency records in the Records Management Branch's 42,000 cubic feet warehouse is a daily task aided by hi-lifts and database management systems. The Program stores security copies of microfilmed vital records in a temperature and humidity-controlled vault to ensure that historically and administratively significant government records are available for reproduction.

Accomplishments in FY 2007



Governor Linda Lingle and Finance Director Georgina Kawamura at the centennial celebration

The Archives celebrated its centennial on August 31, 2006. The celebration included an open house, tours, a lecture series, an exhibition on Hawai'i's six "Kuhina Nui" (or co-regents), and the launching of an improved website. The web site includes an online version of the exhibit and updated information about the archives at <http://www.hawaii.gov/dags/archives>.

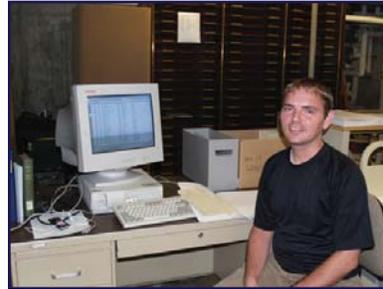


top photo: dancers from Ka Pā Hula Hawai'i hālau at 100th anniversary; bottom photo: Vicky Nihi and 100th anniversary guests



The Archives celebrated its centennial on August 31, 2006. The celebration included an open house, tours, a lecture series, an exhibition on Hawai'i's six "Kuhina Nui" (or co-regents), and the launching of an improved website.

The archives continues to work with partners to make its holdings available online. Alu Like's electronic library website, Ulukau, hosts the archives marriage, court, Hawaiian kingdom naturalization, and passport indexes at <http://ulukau.org/gsd12.7/cgi-bin/algene>. The Law Library Microform Consortium, UH Law Library, and the Hawai'i State Archives partnership continues to scan legal records from the Archives collection and provides part-time use of a book scanner to our staff.



Dainan Skeem, volunteer

With the help of ICSD, the Division tested the user interface, search features, and other aspects of Greenstone, an open source database, that will provide access to the digital collections. Volunteers and staff have been indexing

and proofing digital images for this project scheduled to go live in late 2007.

Some of the first records to be available on the digital archives site will be **WORLD WAR I SERVICE RECORDS, 1919-1926**, documenting the service history of Hawai'i residents (and some non-Hawai'i residents)



Uniform of Kingdom official

who were in the armed forces during World War I, and the **GOVERNMENT OFFICE HOLDERS COLLECTION** that contains the names of those who held government positions under the Kingdom, Republic, and Territory of Hawai'i.

In 2007 Archives received funding for two projects; a scanning initiative including equipment and two new full time staff scheduled to start in late 2007/early 2008; and a consultant contract to plan for a digital archives to preserve the state's permanent electronic records.

The Program's one-stop-shop intranet web site continues to expand its content for all records management information. Instructions for storage and disposal of records, laws and rules regulating records, the State's general records schedule (GRS), individual schedules

unique to each agency (SA-1s), and fillable records management forms are available on the web site.

In FY 2007, the State Historic Records Advisory Board (SHRAB) conducted a Needs Assessment Survey of Hawaii's historical records institutions. The report is available online at <http://www.hawaii.gov/dags/archives/survey%20report.pdf>. The SHRAB reviews grant proposals, sponsors training programs, records surveys and studies of conditions and needs within the State, solicits or develops proposals for Commission-sponsored projects, and promotes initiatives designed to benefit

historical record keepers and users.

Challenges

The preservation and management of the digital information created by the State remains an ongoing challenge. A consultant study, funded for FY2008, to plan for digital archives is a necessary first step.

Establishing a new scanning initiative and continuing community partnerships, enables the Archives to fulfill its commitment to make records more internet accessible.

Audit Division



Wayne Chu

The Audit Division's mission is to provide an independent internal audit function within State government; to improve financial accountability; and to give State managers feedback on their financial activities through audits.

with the external audit function to ensure compliance and uniformity. The Division uses internal audits of financial transactions to ensure that departments are processing financial transactions properly and that these transactions are properly summarized into the departments' and State's financial statements.

Responsibilities

- Safeguard State assets
- Ensure compliance with established accounting procedures, internal controls, State laws, policies and procedures, and rules and regulations
- Examine the legality of expenditures and the accuracy of accounts to ensure reliability and integrity of the State and department financial statements

Accomplishments in FY 2007

The Division counts the money and securities in the State Treasury, audits cash collections and expenditures of schools fees and all other moneys collected and managed by the public schools kept in bank accounts held outside the State Treasury, audits the small estates and guardianship sections of the State's circuit courts, and audits the operating expenditures of the State's Senate and House of Representatives.

Services Provided

The purpose of the internal audit activity is to ensure that all State Executive Branch departments adhere to established accounting procedures, internal controls, and accounting procedures generally accepted in the United States of America. The internal audit function works together



(left to right) Lawrence Oshiro, Clayton Motosue, Dionius Lapinig, Carmen Cabrerros, Ruth Leeson, David Yee, Jeffrey Tagami, and Veronica Munez.

Federal grants are a major source of funding for many State departments. Compliance with Federal grant laws ensures continued receipt of federal grants. The Federal government requires Single Audit Reports to ensure compliance with federal grant objectives. The Division assists the State departments in procuring certified public accountants qualified to conduct Single Audits. Also, the Division compiles audit findings from department single audit reports and monitors the progress of the departments' implementation of their corrective action plans to resolve the audit findings.

Challenges

The Division is faced with a new challenge. Technology has arrived and State agencies are embracing with zeal the new applications that allow employees to accomplish

more in less time. However, with efficiency comes concern over supporting documentation. Currently, transactions are processed electronically but with a paper trail for the original requests, approvals, and satisfaction of goods received or services rendered. However, in the very near future many transactions will be processed without any paper documentation. As the volume of electronic transactions increases and the paper documentation

decreases, the audit trail may become difficult to follow or disappear altogether. This trend towards paperless transactions will require changes in the way audits are conducted. Auditors will need to rely more on technology to assist them with their audits and they will need to be technically knowledgeable. The Division believes it will be prepared for this new challenge.

Automotive Management Division



Brian Saito

The purpose of the Automotive Management Division is to administer the Motor Pool Branch which repairs and leases vehicles for State agencies and the Parking Control Branch which controls, constructs, and maintains parking facilities on State lands under the State Comptroller's jurisdiction.

Responsibilities

- Maintain financial solvency of motor pool and parking special funds without the need of government subsidies
- Identify and utilize the latest technology available in the marketplace
- Develop a well-trained staff to provide excellent customer service to patrons

Services Provided



Jun Cortel testing the electrical system

The Motor Pool Branch provides safe, well maintained vehicles to State employees that require motor vehicles to perform their official duties.

Under the jurisdiction of the Comptroller, the Parking Control Branch provides safe, clean, and secure parking facilities on State lands for employees and visitors. The Program patrols facilities, monitors activity via video cameras, contracts cleaning services, and provides ongoing preventive maintenance.

Accomplishments in FY 2007

The Motor Pool Branch continues to utilize the Dealer

Auction membership, which allows the program to secure quality, used vehicles below wholesale pricing. The Motor Pool Branch has saved about \$70,000.00 this fiscal year with the dealership-buying program and \$249,000 since the Program began. Overall average fleet age has been reduced from 12 years to 7 years.

The Parking Control Branch has completed new security measures by adding additional surveillance equipment for the South Street Garage (Circuit Court), Makai Garage, Motor Pool Lot, Kalanimoku Building and Vineyard Parking Garage.



Parking enforcement surveillance monitor

Antiquated access / grille gate systems were replaced at the Ali'i Place Parking Garage. Split grille gates were also installed at the Circuit Court Basement Parking Garage.

Challenges

The Parking Control Branch must deal with a parking cap imposed by legislation which does not allow the Division to carry over moneys for future projects. This limitation severely limits the Division's ability to accrue funds for major projects.

This past year the parking program was not able to award a resurfacing project because of the inability to accrue funds needed to complete the project. It has also been difficult to plan long-term repair and maintenance of facilities.

The Motor Pool Branch must also deal with the increase in overall vehicle operating costs in acquiring energy efficient vehicles. These vehicles have higher up front costs and elevated maintenance requirements.

Central Services Division



James Richardson

The mission of the Central Services Division's programs is to establish and maintain a clean, safe and pleasant building work environment; maintain safe and aesthetically pleasing grounds at State buildings and facilities; and provide timely, quality, cost-effective and innovative repair and alteration services for public buildings and facilities statewide.

CUSTODIAL SERVICES PROGRAM

Responsibilities

- Provide janitorial and related building management services
- Monitor utility costs and energy management activities
- Manage and provide mail services for O'ahu inter-agency and intra-agency correspondence through the messenger program

Services Provided



Peter Lopez pressure washes a walkway.

The Program services over 2.5 million square feet of building floor space. From new buildings to historic ones with unique age-related requirements, the Program provides management, cleaning, and repair and maintenance services

to these State facilities. These services include janitorial and messenger services, air conditioning and elevator maintenance, necessary renovations, and management of energy consumption within these State facilities.

Accomplishments in FY 2007

- During the year the working foreperson, Janitor III, at each facility used techniques that they learned from last year's custodial training to train Janitor IIs at each facility.
- Refresher training and personalized training was conducted on an as needed basis.
- Approximately 70% of the cleaning products purchased

by the Division during the year were Green Seal Certified. These products are manufactured without the use of harsh chemicals, making them environmentally friendly and safer to use.



Margie Corpuz uses Green Seal Certified products.

- A manual for the Building Managers and Janitor IIIs was completed. The manuals contain standard operating procedures covering topics ranging from preparation of supply requisitions to emergency evacuation of buildings. The manuals are intended to serve as a "one-stop" reference for both the Building Managers and the Janitor IIIs.
- A computer based custodial management software, called "breeze", was introduced and will allow for a variety of applications and increase efficiency.
- A first for the Division was the naming of Mr. Antonio Reyes (Janitor III) as Employee of the Year for DAGS.

Challenges

Rising energy costs continue to present the greatest challenge to the Program. Careful monitoring of electrical usage at State buildings and facilities is essential. The \$3.5 million appropriation for energy savings projects as detailed in Act 96, supports the Governor's directive on energy efficiency.

The program continues to focus on further ways to manage and reduce energy consumption in State buildings.



A. Reyes points out Energy Award in the Leiopapa a Kamehameha

GROUND MAINTENANCE PROGRAM

Responsibilities

- Provide regular grounds servicing at State buildings and facilities
- Maintain a plant nursery to propagate plants for landscape beautification projects

- Implement landscape beautification projects to improve the aesthetics at State buildings and facilities
- Improve efficiency in watering the landscape by renovating irrigation systems at State buildings and facilities
- Perform palm and tree trimming for safety and aesthetic reasons at State buildings and facilities
- Collect and dispose of building refuse for safety reasons at State buildings and facilities

Services Provided

The Grounds Maintenance Program provides grounds servicing on O'ahu at over 65 State buildings and facilities as well as 4 cemeteries. Services include lawn mowing and trimming, policing



Palms on 'Iolani Palace grounds

of paved and planted areas, palm, tree and hedge trimming, watering plants, repairing and renovating irrigation systems, beautifying the landscape, and controlling pests.

The Program is also responsible for refuse collection and disposal for assigned State buildings and facilities in the civic center and outlying areas.

Accomplishments in FY 2007

The landscape irrigation system at the Kalanimoku Building was replaced during this fiscal year. As a water conservation measure, the new system includes sensors that will cause the system to remain off if there is sufficient rainfall. The landscaping and irrigation system for the Korean and Vietnam War Memorials were also renovated.

Funding for two new positions enabled the Program to create a sprinkler repair unit. Other highlights included the authorization for additional funds for tree trimming, which addressed public health and safety concerns, and additional irrigation repairs for 13 facilities in the Capitol District. These areas will have all of the sprinkler systems repaired and exceptional tree inspections performed by a certified arborist. These supplemental resources will allow the Program to address a number of maintenance concerns that have been deferred due to lack of funding. The result will be an overall improvement in the appearance of the landscaping at all facilities by FY09.

Challenges

While routine landscape maintenance remains the primary mission of the Program, the Program continues to initiate beautification projects at its facilities when possible. In the past, the lack of adequate staffing has made it challenging to undertake new projects, however, the additional funding and positions provided by the Legislature will allow the Program to renew its efforts in this area.

REPAIRS & ALTERATIONS PROGRAM

Responsibilities

- Provide major, minor and emergency repair services and minor alteration services for State office buildings and facilities such as public libraries and health centers
- Provide support for State special event functions such as the Legislative Session Opening Day ceremony, local and national commemorative ceremonies, set-up of holiday lights and other decorations and set-up for Washington Place events

Services Provided

The statewide services provided by the Program encompasses 164 State buildings and facilities including the civic center, libraries, and health centers. Services performed by crews include repairs and alterations of buildings. Staff services are responsible for monitoring and regulating the air conditioning in designated buildings, managing contracts for elevators and air conditioning maintenance, and oversight of the work performed by contracted service providers.

Accomplishments in FY 2007

Due to the State's increasing focus on providing relief for homeless individuals and families, the Repairs and Alteration Program (R&A) provided support in renovating Building 50 at Kalaeloa (Barber's Point Naval Air Station) resulting in a 13,500+ square foot facility.

With a short 5-month time frame, the R&A staff participated in the planning, design, coordination and performance of various tasks needed to complete renovations to accommodate families and individuals in Building 50. The renovation included replacing flooring, upgrading the plumbing, the electrical infrastructure and

DAGS

lighting, installing partitions and ceilings, painting, and the installation of air conditioning units.

In addition to the renovations of Building 50, another sizeable project was the renovation of Building 19 which was needed for the relocation of the Youth Challenge Program from the first floor of Building 50. The Kalaeloa shelter was able to open earlier than scheduled and opened in mid October.



Celebrating the renovated Kalaeloa Shelter

The facility currently houses more than 230 adults and children.

Other accomplishments:

- Participated in building inspections of DAGS-managed and DAGS-supported buildings to determine earthquake damage and building integrity and assisted with the FEMA walk through inspections.
- Participated in setting up for the Governor's inauguration, the King Kamehameha Day Parade and Christmas lighting on the State Capitol lawn and at the Governor's residence.

- The Program received funding in 2007 to increase the R&A Program with the hiring of a Building Engineer, Building Construction/Maintenance Supervisor I, Plumber II, Electrician II, two Plumber I and two Electrician I positions. This additional staff will increase the program's efficiency by completing work orders faster and giving the Program the flexibility to perform in-house projects with the R&A crews.

Challenges



Cracked pedestal for the cooling tower at the Ke'elikōlani Building

The increasing costs of energy consumption, health and safety requirements, the October earthquake, energy efficiency projects, and the continuing need for homeless relief shelters places challenges upon the Division to manage its resources more efficiently.

As staff is redirected to work on homeless shelters, the Divisions must find ways to minimize the backlog of regular work orders. Additionally, although the legislature increased the funding for manpower, the challenge is finding skilled workers in the current low unemployment ranks.

Information & Communication Services Division



*Outgoing,
Administrator,
Lester
Nakamura*

The Information & Communication Services Division's (ICSD) mission is to provide information technology support services and leadership to State programs. Through the effective implementation of



*Incoming
Administrator,
Debra Gagne*

information processing and communication technologies, State programs are able to meet their objectives, services are provided to the public, and access to information is achieved. ICSD's motto is "Striving for excellence in computer and telecommunications services."

Responsibilities

- Operate a centralized computing facility and the network that interconnects all State agencies

- Develop, enhance, and maintain computer application systems at the statewide and department/agency levels
- Provide technical support for the State's computer hardware and software, local area networks, office automation, database management, Internet, and Intranets

Services Provided

The Program provides (1) statewide information systems and operations support for computer and telecommunications facilities; (2) systems services; (3) application systems development and ongoing support; (4) technical end user support; (5) network design, engineering, and facilities for data, voice, and video; and (6) radio transmission services to State government. In addition, the Program provides statewide administrative support and leadership in planning, standards, and overall

strategy and direction for information and communication technology. The operational support and services provided by the Program are an integral part of the day-to-day operations of the State agencies, and are especially critical to the agencies with responsibility for the public's health and safety. The Program's services enable information technology problem solving, improvement of public access to information, and efficient operation of programs.

Accomplishments in FY 2007

ICSD completed two on-line, public access Internet systems. The first was the State Archives Centennial Celebration system that made available an extensive collection of historical Hawaiian government records.

The second was the Candidate Filing System for the State Campaign Spending Commission that permits those seeking public office to file mandatory reports and make them available on-line for public viewing over the Internet.



Kokohead Microwave Ground Facility, O'ahu

The DAGS Public Works Division and ICSD completed two state-funded tower facilities in the statewide Anuenue microwave system this year at Kokohead on O'ahu and at Kahuā Ranch on the Big island. DAGS Public Works received a design award from the Hawai'i

Chapter of the American Public Works Association for the Kahuā Ranch project. Anuenue is a joint partnership between the US Coast Guard and State of Hawai'i.

Challenges

ICSD's greatest challenge and top priority is to obtain funding for an Alternate Data Center that will ensure restoration of computing and communications capabilities in the event the State Data Center is disabled.

Survey Division



Reid Siarot

Land Survey Division's mission is to provide field and office land survey assistance for State agencies, including Land Court and other government jurisdictions.

Responsibilities

- Prepare, furnish, and maintain maps and descriptions of all public lands
- Review shoreline maps submitted to the State for certification
- Review and report all quiet title actions referred by the Department of the Attorney General
- Perform mathematical checks on all Land Court and File Plan maps
- Furnish copies of all government subdivisions and boundary survey maps, copies of survey descriptions and other map products, including File Plan and Land Court maps to government agencies, private organizations or individuals
- Perform field survey work to establish the boundaries of the various government parcels
- Provide topographic and boundary surveys for public projects

Services Provided

The Division was established in 1870 to account for all the land in the Kingdom and to delineate the boundaries of the lands on general maps. The Land Survey Program prepares and reviews over 500 maps a year for various government agencies statewide. Service is provided to historical and current survey maps and related information.



Jared Lum (left) places an order for a copy of a survey map with May Lapa

Accomplishments in FY 2007

During the past year, the Division launched a new website that now provides online access to more than 28,000 maps. The Map Search and Shoreline Certification pages provide access to more than 28,000 Land Court, File Plan, government subdivision plat maps and proposed shoreline certification maps.



Top photo: Ryan Morales (left) and Gavin Hirano surveying Kūhiō Beach in Waikīkī; bottom photo: Gavin Hirano (left) and Ryan Morales surveying a lava tube on the Big Island



Challenges

Finding space for survey records is becoming a challenge. The Division generates hundreds of new records (maps and related survey documents) annually and available space is nearing capacity. The Division must find ways to increase storage capacity while maintaining accessibility to the records.



Curtis Okawa scanning survey maps to be available on the survey web site

Public Works Division



Ernest Lau

The Public Works Division's mission is to provide the highest quality planning, design, construction management and office leasing services for our customers statewide in a professional, timely, appropriate, and cost-effective manner. The Division consists of two programs: the Public Works—Planning, Design, & Construction Program and the Office Leasing Program.

- inspection services
- Provide public works emergency response services statewide

Services Provided

The Planning, Design, & Construction Program provides a full-range of planning, design and construction management services for all agencies of the Executive Branch and for others upon request. The Program is staffed by a team of professional architects and engineers, building construction inspectors, and managerial and support personnel. The Program is able to assist clients by assessing the condition of existing facilities, determining scheduled cyclical maintenance needs, conducting studies, formulating CIP budget requests, and planning, coordinating and completing construction projects. Program staff are trained to respond in emergency situations and are knowledgeable in State, federal, and each counties' regulatory requirements.

PUBLIC WORKS - PLANNING, DESIGN, & CONSTRUCTION PROGRAM

Responsibilities

- Provide a centralized program of engineering, architectural, and construction management services for agencies throughout the State
- Provide land acquisition coordination and planning services for public facilities
- Formulate and implement the Department's Capital Improvement Program (CIP) budget requests
- Review and assign office space in DAGS-managed facilities
- Manage development and construction projects designed by private consultants
- Solicit public bids and proposals, make procurement award, and administer contracts
- Provide construction management and

Accomplishments in FY 2007

During this period, the program solicited formal bids and proposals for 41 projects and awarded 43 construction contracts amounting to \$140 million in construction costs. The program also awarded 70 professional services facilities design contracts valued at \$5.4 million in professional services costs.

DAGS

On O`ahu, the Program completed 26 projects with construction costs totaling \$12.2 million. On the Neighbor Islands, Public Works Branches in the Hawai`i, Maui, and Kaua`i DAGS District Offices completed ten DAGS CIP construction projects amounting to over \$3 million.

Additionally, O`ahu, Kaua`i and Hawai`i construction managers and inspectors completed 14 Department of Hawaiian Home Lands (DHHL) residential development projects on Maui, Moloka`i, Lāna`i, Kaua`i and Hawai`i, valued at over \$18.3 million. Ongoing DHHL and University of Hawai`i Community Colleges projects statewide total over \$102 million.

Unprecedented forty-plus days of rain showered the Islands in March and April 2006 and caused widespread floods, landslides, and other damage. The program coordinated with the State Department of Defense (DOD) and provided five staff engineers who worked 1,000 man-hours into FY 2006-07 to assist FEMA with storm damage assessments on Kaua`i and O`ahu.

After a major earthquake rocked the Islands in October

2006 and caused structural and other damage to government facilities on O`ahu, Maui, and Hawai`i, the program deployed ten staff engineers and architects, to work closely with FEMA and State Civil Defense, to assess damage to State buildings. These efforts will result in determination of FEMA reimbursements to the State.

Also, in an accelerated effort to complete outdoor siren warning systems for the DOD, the program coordinated and managed four design projects which resulted in a total of 40 new or upgraded siren sites statewide.

The Program was confronted with another urgent request to provide a shelter solution to the increasing number of homeless persons, living on Oahu's Leeward Coast beaches. The Division responded to Governor's directives after a July 6, 2006 proclamation declaring an emergency disaster, and coordinated efforts with DHHL and the Governor's special housing assistant to immediately create a shelter large enough to house 300 persons on the Leeward Coast. Program staff worked within stringent deadlines of seven months to complete the Waianae Civic Center Emergency/ Transitional Shelter Project, named "Pai'olu Kaiāulu," using a cost-effective yet sturdy modified tent construction.

Projects that received award recognition during FY 2007 include:

- **The Kaua`i Judiciary Complex** - 2006 Hawaiian Cement Concrete Achievement Award for New Public Building
- **Ānuenue Radio Facilities and Towers Statewide, Kahuā Ranch Site** - American Public Works Association (Hawai`i Chapter), 2007 Project of the Year for Structures Less than \$2 Million



"Pu'uhonua Kaulike," meaning "Sanctuary of Justice," in Līhu'e, Kaua`i was recognized for use of a "state-of-art" concrete forming system and for its design and appearance. Cost of construction, equipment and furnishings was \$41 million.



APWA Chapter President James Kurata presents the award to the Kahuā Ranch radio tower project team, including Ernest Lau, Administrator; Robert Hlivak, ICSD Radio Engineer; John Sakaguchi, Wilson Okamoto Corp., designer; and Frank Storch, Summit Construction Inc., contractor.

- **Abner Pākī Hale Kāne`ohe Courthouse (Ko`olaupoko District Courthouse) and Leiopapa A Kamehameha Building (State Office Tower) - 2006 U.S. Environmental Protection Agency's Energy Star Award Certification; Kākuhihewa Building (Kapolei State Office Building), 2007 U.S. EPA Energy Star Re-Certification**



(Clockwise from top left) Energy Star plaque; Kākuhihewa Building; Leiopapa A Kamehameha Building; Abner Pākī Hale Courthouse. Of only 16 buildings in Hawai`i certified as Energy Star compliant, 3 of those buildings were coordinated through or developed and managed by DAGS Central Services and Public Works Divisions. Buildings must rank in the top quartile of an EPA performance rating system calculated from actual energy use annually in order to qualify.

- **Waipahu Intermediate Cafeteria - Leadership in Energy and Environmental Design (LEED)-Certified Rating by the U.S. Green Building Council**



Only the fifth building in Hawai`i to achieve LEED certification as of January 2007, the Waipahu Intermediate School Cafeteria was designed for the Department of Education.

Challenges

The Program continues to work with other public and private agencies to address homeless shelter solutions as requested, and has been asked to expand its services to other locations and islands, while continuing to plan, design and construct projects within the Program's core mission and funding. Responding to two natural disasters this past year raised the program's awareness of the intricacies and urgencies of emergency response management and preparedness. The program will continue to support preparedness efforts in conjunction with the DOD and other agencies.

OFFICE LEASING PROGRAM

Responsibilities

- Locates appropriate office space for user agencies, negotiates/renegotiates leases with property owners/agents, and prepares lease documents for execution
- Oversees the quality of building services provided for in leases

Services Provided

The Office Leasing Program provides leasing services throughout the state to approximately 16 State departments and leases workspace totaling over 1 million square feet. The program assists state agencies with assessing their space requirements and tenant improvement needs, locating suitable office space, negotiating lease terms and conditions, and preparing offers to lease and lease contract documents.

Accomplishments in FY 2007

The Office Leasing Program initiated the procurement of

a Request for Proposal (RFP) to establish a vendor list for use by State agencies to expedite the acquisition of various real estate services, to include property inspections, real property acquisitions, strategic planning, and consulting services for the development of State lands. These services will assist agencies in controlling, managing and making the best use of real estate assets, through partnering with the private sector.

The Program worked with the Friends of the Hawai'i State Art Museum (HISAM) and other state agencies in lease negotiations with an operator of a new café located on the ground floor of the No. 1 Capitol District Building. The Downtown @ the HISAM café opened for operation in July 2007 and is serving breakfast and lunch to its many customers in an attractive setting. The renovation of the café and commercial kitchen was managed by the Public Works Program.

Although this past year presented the leasing staff with many challenges, staff completed the negotiation, document preparation, and tenant improvement coordination for 21 leases amounting to approximately 218,000 square feet of office space located throughout the State.

Challenges

Office space vacancy rates on O`ahu have continued to fall and are currently at about 6.5% on O`ahu and lower on the neighbor islands. Relief on O`ahu is not expected soon. There is no new office building construction planned for the next few years on O`ahu, except for several residential/retail/office mixed use projects in Kapolei. Continued delays in the approval process for all building permits for tenant build outs are anticipated, along with a lengthy leasing process related to the recent legislation which categorizes construction work in lease spaces as public works projects. The Leasing Services Branch will be challenged to find appropriate sized offices, control leasing costs in a market favoring landlords, and deliver office space in a timely manner to user agencies.

Hawai`i District Office



Glenn Okada

The Hawai`i District Office's mission is to effectively provide and manage high quality repair and maintenance and construction management services for State agencies housed in State facilities.

Responsibilities

- Provide construction management, renovation, repairs, automotive and parking management, and custodial and grounds maintenance services for public schools and public buildings

DAGS

- Provide project status information to user agencies, contractors, and the general public

Services Provided



Kona shop trade workers (l to r): Benjamin Cuaresma, Ricky Urada, and George Cabalin.

Public Works Branch administers construction and equipment contracts and other construction management services for State and public school buildings in the Hawai'i District and performs field inspections to ensure that contractual terms are met.

Central Services Branch provides custodial services, maintenance and repair of State and public school buildings, and maintenance of State grounds in the Hawai'i District.

Automotive Management Branch manages and directs vehicular traffic at the Hilo State Office Building parking lot, enforces existing parking rules and regulations, issues citations on violations and executes other related parking control services.

Accomplishments in FY 2007

Central Services Branch performed emergency repair and maintenance work for 45 Department of Education (DOE) schools and support facilities and 46 State public building facilities. Maintenance work force completed 93% of work orders received out of a total of 5,071 new requests for repair work.

Public Works Branch provided construction management and inspection services for 28 completed projects totaling over \$42.1 million for various State agencies, including



Hilo shop trade workers (l to r): Tyler Palea and Paul Imamura.

DOE, Department of Agriculture, State Judiciary, State Civil Defense, Department of Hawaiian Home Lands, UH Community College and the University of Hawai'i. A major ongoing project is The Hilo Judiciary Complex, which started construction November

2004 and is scheduled for completion by the end of 2007. The new Hilo Judiciary Complex when completed will consolidate services into a new world-class facility designed with security and modern technology in mind.

A major accomplishment was the Ānuenu Radio Facilities and Tower – Kahuā Ranch Site project, which was recognized by the Hawai'i Chapter of the American Public Works Association (APWA) for Project of the Year, under the category for Structures under \$2 Million.



Ānuenu Tower Kahuā Ranch

Challenges

Maintaining and improving the performance and reporting requirements of the Service Level Agreement (SLA) between DOE and DAGS, and simultaneously integrating a new DOE Maximo 6 internet/work order system is a challenge. The Program aims to meet this challenge while continuing to provide the same high quality repair and maintenance services for both public schools and State buildings.

Maui District Office



David Victor

The Maui District Office's mission is to manage, direct, and implement programs of the DAGS Central Services, Public Works, and Automotive Management Divisions on the islands of Maui, Moloka'i, and Lāna'i.

Responsibilities

- Provide construction management, renovation, repairs, automotive and parking management, and custodial and grounds maintenance services for public schools and public buildings
- Provide project status information to user agencies, contractors and the general public

DAGS

Services Provided

The Central Services Custodial Services Program maintains 8 public buildings in a clean and safe condition and is responsible for utility bills at those facilities.

The Central Services Grounds Maintenance Program maintains the grounds at 10 public buildings in a clean, neat, and safe condition.



Jesse Raboy repairing ventilation fan unit at Maui High School

The Central Services Repair & Alterations Program maintains 18 public buildings by providing repair and maintenance services and minor alterations.

The Central Services Physical Plant Operations & Maintenance Program maintains 33 public school facilities in a safe and usable condition by providing repair and maintenance services and administering maintenance contracts.

The Public Works Construction Program provides construction management and inspection services for contracted projects at public schools and public buildings.

The Automotive Management Motor Pool Program provides fueling and vehicle repair services to State agencies.

The Automotive Management Parking Control Program provides parking control services at the Wailuku State

Office Building No. 1, Wailuku State Office Building No. 2, and Wailuku Judiciary Building parking lots.

Accomplishments in FY 2007

The Central Services Physical Plant Operations & Maintenance program and Repair and Alterations program completed 3963 minor repair work orders and 772 emergency repair work orders at schools and public buildings.

The Public Works Program accepted approximately 32 major projects at schools and public buildings. The Program's largest job was the \$24 million Pōmaika`i (formerly Maui Lani) Elementary School project which has been accepted and is currently being used by the Department of Education (DOE). Implementation of the DOE Maximo work order and Factrak project tracking systems were demanding. Both web-based systems are currently working well after employees became familiar with terminology and procedures.



Pōmaika`i Elementary School

Challenges

The Office must contend with State pay scales for trades workers that are not competitive with wages offered by the private sector. As such, it has been difficult to fill vacant positions for skilled trades workers.

Kaua`i District Office



Stanley Doi

To plan, organize, direct, and coordinate Central Services, Public Works and Automotive Management programs in the Kaua`i District.

- Provide project status information to user agencies, contractors and the general public

Services Provided

Janitorial and grounds keeping services are provided for eight State buildings and grounds within the Līhu`e area with one Janitor III, seven Janitor IIs and one Groundskeeper I.

Building Repairs & Alterations and Physical Plant Operation & Maintenance Program services public schools, public libraries, health centers and office buildings with one engineer, three supervisors, staff of 11 building

Responsibilities

- Provide construction management, renovation, repairs, automotive and parking management, and custodial and grounds maintenance services for public schools and public buildings

DAGS

maintenance workers, one electricians and one plumber.



Dean Oshiro and Yashiharu Asai replacing cabinet at King Kaumuali'i School

The Construction Program provides inspection and construction management services. These services are provided to user agencies including the Department of Education (DOE), Hawai'i State Public Library System, Department of Health, State Civil Defense, Department of Agriculture, and Department of Public Safety with staff of one architect and three inspectors.

The Parking Control Program services are provided at seven parking lots within the Lihue Civic Center Complex with one parking control officer.

Accomplishments in FY 2007

The Building Repairs & Alterations and Physical Plant

Operation & Maintenance Program completed 3,354 emergency and regular work orders during the fiscal year.

The Construction Program accepted and completed 27 projects during the fiscal year.

Challenges

Given the performance requirements of the Service Level Agreement between DAGS and DOE, it is a constant challenge to balance the demands of the Building Repairs & Alterations and Physical Plant Operation & Maintenance Programs.



Dennis Silva replacing hose bibb at Kapa'a Middle School

The Construction Program services DAGS, DOE, Dept. of Hawaiian Homelands, and the Kaua'i Community College. The Program's biggest challenge is managing the contracts of the various agencies as each has differing procedures and contract administration requirements.

Risk Management



Julie Ugalde

The purpose of the Risk Management Program is to protect the State against catastrophic losses and minimize the total cost of insuring risk.

Insurance Administration" of the Hawai'i Revised Statutes which authorizes the State Comptroller to operate a comprehensive risk management and insurance program for the State Government. This authority excludes workers' compensation, medical malpractice risks, and public employee benefit programs which are operated by other departments.

Responsibilities

- Identify and analyze loss exposures
- Procure commercial insurance and associated risk management services
- Fund self-insured automobile and deductible amounts for liability and property losses
- Administer self-insured insurance program and process informal claims against the State
- Advise departments on matters pertaining to risk management

Services Provided

Authority for the statewide Risk Management Program comes from Chapter 41D, "State Risk Management and

Accomplishments in FY 2007

The Risk Management Cost Allocation process was streamlined by consolidating the budget of 19 general fund agencies into one, with the exception of the Department of Education (DOE), the University of Hawaii (UH) and the Judiciary (JUD).

The revision to the cost allocation process achieved three objectives:

1. Reduced the budgeting preparation of 18 agencies which no longer need to prepare budget requests for risk management cost allocation increases.

DAGS

2. Simplified the process of calculating annual aggregate risk management costs by reducing the number of departmental/agency budgets.
3. Maintained the allocations method of billing and collecting from non-general fund agencies, as well as the DOE, UH and JUD.

The Risk Management Cost Allocation methodology was also revised to reduce the emphasis on losses of the agency, which they may have little or no control (i.e. natural disasters, arson, etc.), and place greater emphasis on the departments' replacement cost values of buildings, contents and equipment. The allocation is now more heavily weighted on the property insured versus the losses which mirrors insurance industry practices. Agencies will still receive feedback on their loss control programs through the issuance of quarterly reports that will detail all agencies' loss experience for that quarter and for the fiscal year-to-date highlighting areas of concerns and/or trends.

The Program reduced the number of pending liability (tort) claims from 553 in FY 05, 353 in FY 06, to 187 in FY 07. As a result, claims are being resolved more promptly, generally within 60 days, down from 90 or more days. In addition, the changes to the policy and procedure for pothole claims, implemented in late FY 06, resulted in a decrease in the time to process a payment for a pothole claim from an average of 123 days in FY 05 to 58 days in FY 07. From FY 05 to FY 07, the average length of time to process a pothole claim dropped by 65 days, or 53%.

A change, effective May 2007, in the processing of

claim payments by automated interfaces between the Program's claims management system, FMS, and FAMIS, reduced the data entry time to 1/4 by reducing double data entry by clerks in both the Risk Management Office and Administrative Services Office. In addition, the checks are mailed directly from the accounting division, reducing the time it normally takes to mail checks to claimants by several days. Overall this resulted in an average reduction in the processing time by 5 - 7 days.

Outreach training sessions were conducted by the Program on the neighbor islands for the first time. The objectives of these sessions were to provide training for the various types of insurance contracts, how to read a certificate of insurance, and effective economical loss control for State facilities. Hilo was the first session, attended by 52 employees. Other sessions are scheduled for Maui and Kaua'i in FY 08. Based on the responses received, the attendees rated the training sessions as excellent.

Challenges

The cost of property insurance will continue to be a challenge in light of the State's recent history of four major fire losses (estimated at approximately \$15 million), the UH catastrophic flood (Oct. 2004), the Kiholo Bay earthquake (Oct. 2006) and the effects of the Gulf hurricanes of 2005. The Program must continually seek creative and innovation methods to provide adequate property coverage for the state's facilities and contents which exceed \$13 billion, while keeping the premium affordable and deductibles manageable.

Pothole problems



Laupāhoehoe Public Library earthquake damage



Aloha Stadium Authority



Scott Chan

Aloha Stadium is the State of Hawai'i's largest outdoor arena. Its mission is to meet the challenge of providing a first-class arena where the dreams of Hawai'i's young people can be realized through participation in sporting and other special events, where the spirit of achievement can be nourished by the thrill of healthy competition, and where families can gather to share their cultural diversity with pride and a feeling of Aloha.



Aloha Stadium

Responsibilities

- Maximize the use of Aloha Stadium and ensure the stadium remains a first-class facility and premiere venue of the Pacific
- Generate revenues to meet operational expenses
- Review, add, modify, and delete Rules and Regulations of the Stadium Authority
- Implement repair and maintenance programs and projects to minimize facility deterioration and ensure conformance with current health, safety, and operational requirements
- Ensure the safety of licensees, participants, and spectators
- Provide events planning and customer services
- Conduct an on-going program to promote and maximize the use of Aloha Stadium for large spectator events

Services Provided

The Program hosts more than 260 annual events including 150 swap meets, 10 major spectator events, various high school and grade school events, fairs and carnivals, concerts and shows, while hosting over 2 million visitors each year. It is also the only facility in the world that is capable of converting from a football facility to a baseball configuration and various other configurations

to support a wide range of events. Prior to and during events, the Program provides licensees and spectators telecommunication hookups, field preparation, security and emergency medical services, and custodial and porter services.

Through its food and beverage concessionaire, Volume Services America, Inc., dba Centerplate, the Program provides an opportunity for dozens of non-profit organizations to earn money for their charitable organizations. These non-profit organizations earned more than \$394,625 through participation in Centerplate's fundraisers for non-profits.



The spirit of Aloha conveyed during the Pro Bowl halftime Show

Accomplishments in FY 2007

During the past year, the Authority initiated several programs including an improved ticket scanning format that will be utilized at entry gates for all major events at the facility. The scanning system has been implemented to read all ticket formats: University of Hawai'i-issued season tickets, hard tickets issued by the Aloha Stadium Box Office, and on-line purchased tickets. The new system will speed entry into the facility and reduce the long lines that have plagued our customers as kick-off time approaches.

Getting to the stadium for major events has always been an ordeal as twenty-thousand plus vehicles converge on Salt Lake Boulevard. To mitigate traffic congestion, the Stadium Authority and the University of Hawai'i Athletic Department have been working on several contingency plans based on anticipated attendance. As attendance meets bench-mark thresholds of 28,000 to 30,000 and 37,000 to 40,000+ spectators, additional traffic control HPD officers, parking attendants, off-site parking shuttles, Department of Transportation Variable Message Signs

DAGS

(VMS), Ford Island parking, etc., will be utilized along with advertising messages to inform and encourage patrons to use the off-site parking sites. This new program will be implemented during the 2007 University of Hawai'i football season.

There was one capital improvement project implemented during this past fiscal year. The project provided improvements for various administrative offices and the conference room at the stadium. The areas affected by the improvement work included the Stadium Manager and Deputy Manager offices, the main office reception area, and the Stadium Conference Room. Work included replacement of ceilings, drapery, carpets, and lighting fixtures, and refinishing of walls. The project improved these office spaces from their previously deteriorated condition, and will provide stadium management a more suitable office environment when dealing with promoters, licensees, government officials, and guests. The project cost was approximately \$186,000.00.

As a result of reassessing its advertising program and identifying new revenue sources, the Program and its marketing group have increased advertising revenues in excess of \$78,000. This represents a 25%+ increase in advertising dollars that will be used to supplement the Stadium Special Fund and its on-going maintenance and repair programs.

One of the highlights of this past year was serving as the host venue for the U2 Vertigo World Tour. The concert

was an overwhelming success. As the final stop for the tour, U2 fans traveled from across the United States, Asia and Europe to attend this fabulous concert. The Stadium Authority posted record numbers in ticket and concession sales. The 42,000+ crowd purchased 11,000 T-Shirts and consumed more than 5,000 soft drinks, 12,000 bottles of water, 5,000 hot dogs and much, much more during this once in a lifetime Hawai'i concert.

Challenges

Maintaining the Aloha Stadium to the standards of the National Football League, NCAA, and other national organizations is an important challenge for the program. Studies conducted through the DAGS Public Works Division



(l to r) Norman Chong, Randall Silva, and Roy Hatakeyama prepare the field for a University of Hawai'i football game at the Aloha Stadium..

have identified key areas that require immediate attention to ensure the continued use of the facility. With the stadium passing its 31st anniversary, obtaining funds for maintenance and repairs is critical. Addressing this challenge requires that the Program monitor its costs, market its facilities, and work with the legislature to ensure adequate funding.

Campaign Spending Commission



Barbara Uphouse Wong

The Hawai'i Campaign Spending Commission is dedicated to the integrity and transparency of the campaign finance process.

Responsibilities

- Provide web site and walk-in access to candidate and non-candidate committee disclosure reports
- Educate candidates, committees and the public regarding campaign laws and rules
- Enforce campaign laws and rules
- Administer the Hawai'i election campaign fund to provide partial public campaign financing

Services Provided



Though some candidates manually turned in Disclosure reports in 2007, 2008 brings mandatory electronic filing for all. Linda Takushi (l) and Ellen Kojima.

The Campaign Spending Commission provides services to candidates, committees, and the public. These services include training candidates and non-candidate committees in electronic filing of disclosure reports;

providing classes in campaign laws and rules; providing interpretations of the laws and rules on a daily basis; rendering Advisory Opinions; and assisting the public

in viewing candidate and non-candidate committee disclosure reports.

Accomplishments in FY 2007

Completed the development of a five-year Strategic Plan for the Commission, with a timeline of action steps.

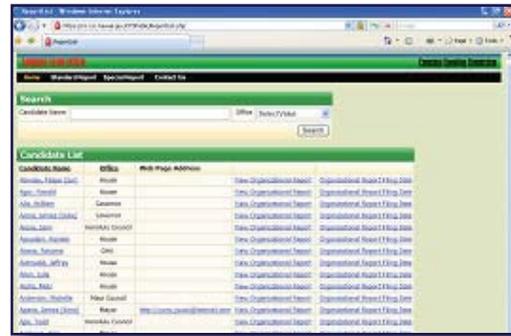
Completed the review, and the shepardization (rescission, modification, and re-drafting) where necessary, of 20 Advisory Letters and 89 Advisory Opinions.

Addressed and cleared-up a three-year backlog in the review of over 2,000 candidate committee contribution and expenditure reports. About 300 letters for corrections were sent out, with some matters addressed with Conciliation Agreements.

Scanned in approximately 335 Noncandidate Committee Disclosure Reports to our website to provide on-line access to these reports for the first time in Commission history.

Began a 2-year process of recodification of the entire Campaign Finance law subpart in the Hawai'i Revised Statutes. The recodification will focus on technical changes which clarify the law (e.g. removing obsolete and overlapping laws, and reorganizing the laws).

Designed and assisted in the development of a web-based



Candidates log-in on the new web-based Candidate Filing System.

Candidate Filing System for reporting. Executed a plan to rollout the program and train all users within a short timeframe.

Imposed the following number of fines in calendar year 2006:

- Late Reports - 293 Candidate Committees, 357 Non-Candidate Committees
- Unreported Expenditure - 1
- Excess Contributions - 23 fines totaling \$96,928.96
- Prohibited Use of Disclosure Report - 1
- Advertising Violations - 8
- Excess Non-resident Contribution - 1

Challenges

Continuing work on long-term projects during an intense 2006 election, while providing numerous training sessions, investigating complaints, and rendering numerous interpretations of the law, proved challenging.

State Foundation On Culture & The Arts



Ronald Yamakawa

The purpose of the State Foundation on Culture and the Arts (SFCA) is to promote, perpetuate, preserve, and encourage culture and the arts, and history and the humanities as central to the quality of life of the people of Hawai'i. The Foundation is responsible for three programs: Art in Public Places, Biennium Grants, and

Designated Programs and Initiatives.

- Provide for the care and conservation of the Art in Public Places Collection

Services Provided

The SFCA displays art in State buildings throughout the State in the "museum without walls," and themed art exhibitions at the Hawai'i State Art Museum.

ART IN PUBLIC PLACES PROGRAM

Responsibilities

- Install and rotate art in public buildings throughout the State
- Plan and implement Hawai'i State Art Museum exhibitions
- Contract commissioned works of art
- Acquire art from juried exhibitions



Downtown @ the HiSAM, the new restaurant located on the first floor of the Hawai'i State Art Museum, opened on May 29, 2007.

Accomplishments in FY 2007

The new museum restaurant, Downtown @ the HiSAM, had its grand opening on May 29, 2007. Artists Nicholas Bleecker and Rick Mills completed major commissioned works of art. The Hawai'i State Art Museum featured two special exhibitions, *Art in Public Places* and *Precious Resources: The Land & The Sea*. The APP Exhibit Specialists installed several hundred works of art in public buildings including the Capitol and neighbor island venues. Programs such as *Live from the Lawn*, *Second Saturday*, and *Art Lunch* increased attendance at the museum. The Friends of HiSAM auxiliary support organization received substantial individual gifts, donations, and grants.

Challenges

A major challenge is balancing the needs of the Hawai'i State Art Museum with the needs of the "museum without walls" program.

BIENNIUM GRANTS PROGRAM

Responsibilities

- Award grants for a biennium (two-year) period recommended by grants panels and approved by the SFCA Commission

Services Provided

SFCA grants have assisted hundreds of organizations since the program's inception, allowing them to flourish and conduct programs that enrich the quality of life in local communities. The Program administers funding from the State Legislature with Federal funds from the National Endowment for the Arts and the Department of Human Services.

Accomplishments in FY 2007



Ko'o Hana No'eau (to support the arts) was the first SFCA program to convert to an online application process.

The SFCA distributed \$1.8 million in 101 grants statewide. Hawai'i again led the nation in state per capita support for the arts. After many years, the agency rejoined the Western States Arts Federation (WESTAF) in 2007 and immediately began a partnership to bring programs online. Efforts began with the Biennium Grants Program.

Our online process was named *Ko'o Hana No'eau* (to support the arts), and all aspects of the grants program were adapted into the process from application to panel review. The results included streamlined procedures, a great savings in time, and more expedience all the way around.

The agency continued a partnership with the Department of Human Services to provide support for at-risk youth and needy families through the Temporary Assistance for Needy Families (TANF) fund. The partnership provides opportunities for individuals in need to experience the arts and increases access to the arts for all of Hawai'i's people.

Challenges

Ongoing challenges are to increase and sustain funding for arts and culture; to extend the reach of the arts to the diverse communities in the state; and to support educational programming in the arts to enable Hawai'i's youth to develop their lives through culture and the arts.

DESIGNATED PROGRAMS AND INITIATIVES

Responsibilities

- Provide arts education and training
- Provide technical and programming assistance to the arts community
- Create partnerships with local culture and arts organizations

Services Provided

Arts Education Program services develop educational partnerships, promote arts education in public schools, and train teachers and artists. Community Arts Program services reach out to underserved communities throughout the state. Folk Arts Program services promote Hawai'i's folk arts through documentation, public events, and folk arts apprenticeships. History and Humanities Program services provide technical help to historic and cultural organizations. Individual Artists Program services provide program and technical help to visual and performing artists of Hawai'i, including individual artists awards.

Accomplishments in FY 2007

The SFCA participated in underserved communities projects with the University of Hawai'i Outreach College, Statewide Cultural Extension Program, rural presenting



Tehani Palolo gave her final presentation of the Art & Story project at The Lodge at Kōʻele on March 10, 2007.

The Slack Key Symposium II featured a panel discussion and performance at Palikū Theatre on June 16, 2007. More statewide community outreach programming will continue in Fiscal Year 2008.

Poetry Out Loud is a national poetry recitation initiative of the National Endowment for Arts (NEA). Eleven Oʻahu high school students participated in the *Poetry Out Loud* preliminary competition in Hawaiʻi. *American Masterpieces* is a national performing and touring initiative of the NEA. Youth ensembles from the Hawaiʻi Youth Opera Chorus participated in an *American Masterpieces* tour of Kauaʻi, Molokaʻi and Hawaiʻi. Their performances and education outreach featured Hawaiʻi's unique choral music repertory.

The SFCA awards were consolidated into one program. A special ceremony was held at Washington Place on October 28, 2006 honoring the recipients of the Governor's Award for Distinguished Achievement in Culture, Arts and Humanities; the Hawaiʻi Award for Literature (awards

and touring program, and the Art & Story Lānaʻi oral history and visual arts project for upper elementary and secondary grades with the Lānaʻi Art Center and Lānaʻi School. The Slack Key Symposium II featured a panel discussion and performance at Palikū



SFCA Awardees (except as noted). Bottom row (l to r): Y York, Juliet Kono, John Hara, and Yukie Shiroma. Top row (l to r): Ronald Yamakawa, SFCA Executive Director; Yida Wang; Gae Bergquist Trommald, SFCA Chairperson; Dennis Kamakahi; and Wayne Levin.

for 2004 and 2005); and Individual Artist Fellowships (two awards in visual arts and two awards in performing arts).

The NEA awarded its prestigious National Heritage Fellowship to Eddie Kamae, a Hawaiian musician, composer, and filmmaker.

Arts education programming included continued implementation with the ARTS FIRST Partnership of initiative projects including: Artistic Teaching Partners artist selection for the DOE Artists in the Schools Program, training in arts integration for classroom teachers and teaching artists, drama mentoring in six Oʻahu secondary level public schools, School Arts Excellence Awards recognizing three public elementary schools, and Summer Institutes workshops on Oʻahu at Kapolei High School and Maui at the Maui Arts & Cultural Center.

Challenges

A major challenge is identifying potential neighbor island partners with organizational capacity to effectively implement outreach projects in rural areas.

King Kamehameha Celebration Commission



BJ Allen

The purpose of the King Kamehameha Celebration Commission is to educate and entertain Hawaiʻi's residents and visitors and provide activities for their leisure time, while continuing to honor King Kamehameha I. The Program seeks to bring awareness about Hawaiʻi's unique culture and tradition to a wider audience.

Responsibilities

- Direct statewide celebration events to promote Hawaiian cultural, social, and recreational activities designed to commemorate King Kamehameha I

Services Provided



King Kamehameha the Great

On Oʻahu, activities include displays of arts and crafts, parades, canoe races, athletic events, Hula and Chant competition, concerts, statue decoration, and a cultural pageant. On a more limited basis, similar events are conducted on the Neighbor Islands. Education is provided through workshops, printed materials, web site, and telephone inquiries. Inquiries include questions about the history of the event, the parade route, and "how to" components in the events. "How to" examples include draping of the pāʻū costume, building a float, securing floral arrangements on vehicles, and fashioning a horse lei.

Accomplishments in FY 2007

The Commission commenced planning to create a Strategic Plan with the guidance and support of the Hawai'i Tourism Authority. Support services to facilitate events were generously provided through the Office of the Mayor, City and County of Honolulu, Grueninger Tours and Cruises Inc., Hawai'i State Foundation on Culture and the Arts, and the Hawai'i Tourism Authority.



Floral Float depicting the Island of Lana'i

Donations, sponsorships and grant awards provided the necessary financial support required to produce color brochures, which included the history of King Kamehameha the Great, a calendar of events, Monarchial and event history, and photographs. Brochures were distributed to major hotels in Wai'aleale, parade participants, DAGS divisions and offices, and

schools.

An increase in parade participation, continued appearances by all military branches, floral floats, marching bands, and equestrian units drew greater crowds to this year's parade which also experienced a new starting time.

The King Kamehameha Celebration Commission, Aloha Festivals, and the Prince Kūhiō forged a partnership for marketing and promotional purposes through a grant from the Hawai'i Tourism Authority. This partnership allows for collaboration on promotional materials and a documentary featuring the significance of Hawaiian cultural events.

Challenges

Expenses incurred to implement celebration events continue to increase. The need to seek and secure matching funds and support services is progressively challenging along with covered space for float building. Effective marketing and promotion, voluntary support, and substantial contributions by Commission members are critical to the continued success of the celebration.

Office of Elections

The Office of Elections' mission is to provide secure, accessible, and convenient election services for all citizens statewide. The Office conducts efficient and honest elections, encourages and promotes participation in the electoral process, and protects voter rights.



Services Provided

The Office of Elections provides direct services to eligible voters of the State of Hawai'i. The Office is responsible for the conduct of elections and all Election Day operations. This work includes: activities relating to candidate filing and ballot production; processing and tabulating of ballots; maximizing and equalizing voter registration services; providing voter education services; administering polling place operations; and disseminating election results.

Responsibilities

- Direct and coordinate election services statewide and assist counties with county elections
- Provide voter registration services to qualified citizens
- Educate the public on voter registration and voting information
- Maintain data on registered voters, elections, apportionment, and districting
- Provide staff support to the elections commission, boards of registration, and reapportionment commission

Accomplishments in FY 2007

The office conducted a successful 2006 Primary and General Elections. Noteworthy were its continued efforts to meet the requirements of the Help America Vote Act 2002 which include: procure, acquire, and implement the direct recording electronic system (DRE) system; ensure that all polling places in the State of Hawaii are accessible to individuals with disabilities; implement provisional voting; establish a computerized statewide voter registration system; provide a state-based complaint process; and establish a toll-free hotline that voters may use to report voter fraud and voter rights violations, obtain election information and access automated information on their own voter registration status.

The Office also implemented the Legislative requirement to provide a paper trail for electronic voting machines. Electronic voting machines now provide voters a verifiable paper audit trail which allows them to verify and amend their votes prior to being cast. This paper trail also strengthens the State's ability to audit votes cast using DRE machines deployed at absentee walk and election polling places.

Challenges

Precinct officials provide direct services to voters on election days. The Office continues to face hardship in recruiting precinct officials. Many former workers cited the long work hours, unpaid training, complex technical procedures, mounting federal requirements and stipend amount. With the assistance of the Legislature, funds were appropriated to increase the stipend fee for precinct officials. Funds have again been appropriated for the 2008 elections.

State Procurement Office



Aaron Fujioka

The mission of the State Procurement Office (SPO) is to efficiently and effectively provide procurement, inventory management, and surplus property management services and products.

of health and human services.

The Policy and Rules Compliance Program provides training, assistance, and guidance to meet compliance and procurement requirements, and oversees and assists users with electronic procurement systems.

Responsibilities

- Procure commodities and services
- Manage inventory custodial accounts and transfers
- Provide surplus property to qualified agencies and organizations
- Provide training and maintain applicable Hawai'i Administrative Rules
- Plan the purchase of health and human services
- Develop and implement new procurement processes
- Provide procurement information to interested parties and the general public
- Support small businesses

Accomplishments in FY 2007

Fiscal year 2007 showcased the renaissance of statewide training with 86 procurement training workshops conducted for 2,210 state and county personnel improving procurement support of agency operations.

Implementation of the Hawai'i Electronic Procurement System (HePS) continued with training provided and systemic changes effected. HePS capitalizes on the Internet to produce faster and more efficient procurements. Focus in FY 2007 was on small purchase processes with future years to bring similar changes to other procurement methodologies. Vendor orientation sessions began in August 2006 with over 1,900 Hawai'i vendors registered to participate in the program. For state and county employees, over 60 workshops were conducted with over 700 personnel attending.

Services Provided

The Purchasing Program assists State agencies that request assistance, and procures, issues, and administers price list and vendor list contracts.

The Inventory Management Program administers and manages the statewide inventory system and redistribution of excess State property.

The Surplus Property Management Program administers the transfers of State and Federal surplus property and vehicles to State and County agencies, minority-owned small businesses; and other qualified organizations.

The Health and Human Services Program develops, coordinates, directs and manages plans for the purchase

On August 26, 2006, the SPO received the 2006 Cronin Information Technology Gold Award from the National Association of State Procurement Officials for the Hawai'i Compliance Express Program. The annual award program seeks to recognize outstanding public procurement initiatives and promote the adoption of these ideas and practices throughout the states.

Challenges

Continuing to enrich the procurement environment with changes to capitalize on technological advancements, new delivery platforms for information exchanges and alternative procurement processes.

Wireless Enhanced 911 Board



Russ Saito

The Wireless Enhanced 911 Board's (WE911) mission is to oversee the collection of the monthly surcharge on wireless phone connections and the distribution of the surcharge funds to public safety answering points (PSAPs) and wireless carriers providing WE911 service, that allow PSAPs to identify and locate wireless callers who dial 911.

Responsibilities

- Collect monthly surcharge on wireless phone connections
- Disburse funds to PSAPs and wireless carriers for reimbursement of funds for purchases of equipment to provide wireless enhanced 911 service

Services Provided

The main service of the WE911 Board is to collect and disburse the monthly surcharges on wireless phone connections. In providing this service, the Board establishes reporting and processing procedures to ensure that monthly surcharge remittances are for the appropriate amounts and made within the time period allowed by statute. It also establishes criteria to reimburse PSAPs and wireless carriers for funds expended in the acquisition of equipment to provide wireless enhanced service. The Board processes receipts and disbursements to and from the wireless enhanced 911 fund and audits PSAPs and wireless carriers as necessary to ensure that the reimbursements requested meet the criteria established by the Board.

Accomplishments in FY 2007

The WE911 Board had 5 significant accomplishments in fiscal year 2007. First, Maui completed its deployment of Phase II wireless enhanced 911 service, two more islands



Members of the WE911 Board headed by Comptroller Russ Saito (center).

(O'ahu and Hawai'i) fully deployed Phase II wireless enhanced 911 service, and Moloka'i is 66% deployed for Phase II wireless enhanced 911 service. Second, every PSAP purchased and implemented its Geographic Information System (GIS) mapping application to complement its Computer Aided Dispatch (CAD) to allow dispatchers to locate wireless callers geographically. Third, the Board established Inter-Governmental Agreements (IGAs) with Hawai'i County, Kaua'i County, and City & County of Honolulu to set the framework for ensuring that pre-approved purchases made by the counties would be reimbursed. Fourth, the Board established its website at <http://hawaiiwirelesse911.hawaii.gov:9119/> to allow the public to learn and keep abreast of the implementation and improvements to the wireless enhanced 911 system in the State of Hawai'i. Fifth, the Board fulfilled the requirements of the PSAP Grant Fund, completing its 3 goals of a statewide assessment of Phase II service, deploying one wireless carrier on Maui and O'ahu, and implementing GIS mapping systems for all the PSAPs.

Challenges

The WE911 Board will be seeking the services of a consultant to draft an RFP to solicit the services of contractors to improve wireless coverage in rural areas, and in-building coverage for state and county buildings. Although the WE911 Board has set aside funds to begin this initiative, it does not yet have a cost estimate to cover all rural areas or in-building coverage. Coupled with this unknown cost, are the continuing improvements and increases in wireless communications technology that may impact the PSAPs and wireless carriers.

2007 AWARDS & SERVICE MILESTONES

MANAGER OF THE YEAR



Ernest Y. W. Lau
Public Works Division

EMPLOYEE OF THE YEAR



Ricky R. Sasaki
Public Works Division

SUSTAINED SUPERIOR PERFORMANCE



Clifton K. Kodama
Kaua'i District Office

TEAM OF THE YEAR



Wai'anae Civic Center Homeless Shelter Team

Members (alphabetically listed): Virginia C. Araki, Claire S. Cho, Feliciano C. del Rosario, Tyler B. Fujiyama, Thomas H. Hermanson, Shirley Infante, Joyce T. Kinoshita, James K. Kurata, Lance Y. Maja, Mona N. Onishi, Ricky R. Sasaki - Team Leader

SERVICE MILESTONES

40 Years

Sheena Y. Ing
Edwin I. Nakata



40 Year (left to right): Sheena Y. Ing, Edwin I. Nakata

30 Years

Debbie Y. Ahsing	Glenn K. Nishimoto
Blanche Y. Bermoy	Isabelle I. Nishimoto
Albert Cantiberos Jr.	Ronald S.K. Sumida
Roland A. Dumlao	Thu M. Tanaka
Clifford M. Hirata	Cassandra K. Toyofuku
Rabano K. Keo	Iris H. Umehira
Ann M. Kodama	Sheila K. Walters
Bernardo P. Namnama	Barbara U. Wong



30 Year (left to right):

20 Years

Craig S. Arakawa	Winifred R. Ogata
Leroy S. Caldwell	Ronald M. Okunami
Catherine B. Calio	Gerald I. Ouchi
Claire S. Cho	Ronald L. Paaaina
Franklin R. Crozier	King G. Peterson
Patrick Dacayanan	Joy N. Santiago
Mitchell D. Estanique	Glenn Y. Segawa
Richard A. Friedlander	Ronny S. Sugiyama
Ellen Marie C. Fujita	James S. Tendo
Ricardo V. Garma Jr.	Peter R. Ward
Stanley Grace Sr.	Iris E. White
Daren K. Higa	Maryann S.F.M. Wong
James Y. Hisano	Loren J. Yoshimura
Ruben W.K. Lum	Lori A. Young
Stanley G. Miranda	Robert Zamarron



20 Year (left to right):

10 Years

Maria Dolores R. Bautista	Denton J. Miyamura
Zachary N. Campogan	Tammy M. Murayama
Diego R. Dela Cruz	Edward T. Nacapuy
Lance Y. Fukuda	Shawn H. Nagata
Arnold K. Hagihara	Liane S. Nakagawa
Ken D. Hamilton	Teresita R. Ragudo
Sau Lai Hui	Dean H. Seki
Paul K. Imamura	Michael S. Shiroma
Bonnie A. Kahakui	Touricia K. Song
Young C. Kim	Miles S. Tagawa
Edwin M. Kishimoto	Renato C. Ursua
Clifford W. Lucas	Tim Y. Yan



10 Year (left to right):



As the Master of Ceremonies, Dean Seki, entertains the audience



Comptroller Russ Saito welcomes DAGS employees to the 2007 Awards & Service Milestones Ceremony



Members of the 2007 Awards Committee serving refreshments to guests and honorees



Manager of the Year, Ernest Lau, enjoys the program



Members of the 2007 Team of the Year



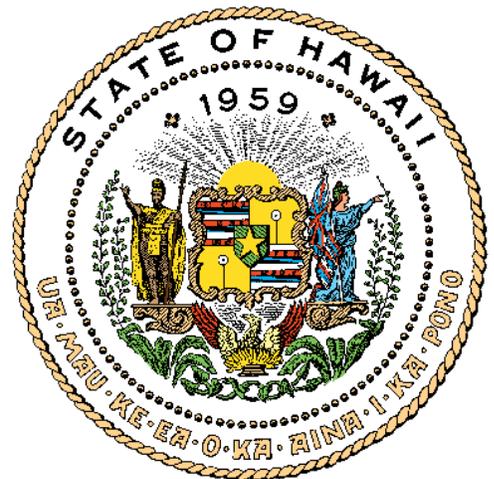
DAGS employees enjoy a time-out to appreciate their 2007 accomplishments

FINANCIAL INFORMATION

05-06

SCHEDULE OF
OPERATING FUND
APPROPRIATION
& ALLOTMENT
BALANCES

STATEMENT OF
NON-GENERAL
FUND CASH
BALANCES &
REVENUE



FINANCIAL INFORMATION

SCHEDULE OF OPERATING FUND APPROPRIATION & ALLOTMENT BALANCES JUNE 30, 2007 (Unaudited)

PROGRAM I.D./TITLE OR FUND NAME	AUTHORIZED STAFF (PERMANENT POSITION COUNT)	APPROPRIATION ACCOUNT 2007	APPROPRIATION ACT 160/SLH 2006	ADJUSTMENTS (EMERGENCY APPRN., COLLECTIVE BARG., TRANSFERS, ETC.)	NET ALLOTMENT
ACCOUNTING DIVISION					
AGS-101/Acct System Development & Maintenance	7.0	G-009-M	728,289	23,115	751,404
AGS-102/Expenditure Examination	18.0	G-007-M	1,052,954	25,777	1,078,731
AGS-103/Recording and Reporting	11.0	G-008-M	627,606	87,020	714,626
Total	36.0		2,408,849	135,912	2,544,761
AUDIT DIVISION					
AGS-104/Internal Post Audit	12.0	G-011-M	723,787	(54,624)	669,163
ARCHIVES DIVISION					
AGS-111/Records Management	18.0	G-016-M	780,742	49,867	830,609
AGS-111/National Historical Publication & Records Grant	0.0	S-230-M	0	1,087	1,087
Total	18.0		780,742	50,954	831,696
INFORMATION AND COMMUNICATION SERVICES DIVISION					
AGS-131/Information Processing Services	170.0	G-003-M	15,320,748	522,803	15,843,551
AGS-131/Information Processing Services U Fund	33.0	S-323-M	2,182,654	49,793	2,232,447
Total	203.0		17,503,402	572,596	18,075,998
RISK MANAGEMENT OFFICE					
AGS-203/Risk Management	4.0	G-018-M	1,646,681	16,475	1,663,156
AGS-203/Emergency Apprn Risk Management	0.0	G-319-M	0	800,000	800,000
AGS-203/State Risk Management Revolving Fund	0.0	S-321, 324-M	18,728,200	0	18,728,200
AGS-203/Emergency Apprn Risk Management	0.0	S-336-M	0	3,000,000	3,000,000
AGS-203/Risk Management	0.0	T-926-M	200	0	200
Total	4.0		20,375,081	3,816,475	24,191,556
LAND SURVEY DIVISION					
AGS-211/Land Survey	17.0	G-022-M	820,789	21,846	842,635
AGS-211/Land Survey U Fund	0.0	S-325-M	285,000	0	285,000
Total	17.0		1,105,789	21,846	1,127,635
PUBLIC WORKS DIVISION					
AGS-221/Construction	15.0	G-031-M	1,012,767	69,771	1,082,538
AGS-221/Public Works CIP Operating Expenses Revolving Fund	0.0	S-308, 313, 314-M	4,000,000	0	4,000,000
AGS-221/Public Works CIP Staff Costs	76.0	B-400-M	6,172,000	0	6,172,000
AGS-223/Office Leasing	4.0	G-032-M	11,600,703	39,726	11,640,429
AGS-223/Office Leasing U Fund	0.0	S-310-M	5,500,000	0	5,500,000
Total	95.0		28,285,470	109,497	28,394,967
CENTRAL SERVICES DIVISION					
AGS-231/Custodial Services	158.5	G-023-M	14,342,669	406,826	14,749,495
AGS-231/Emergency Appropriation Electricity Payments	0.0	G-313-M	0	626,000	626,000
AGS-231/Custodial Services U and Special Fund	0.0	S-301, 326-M	952,745	2,648	955,393
AGS-232/Grounds Maintenance	38.5	G-024-M	1,818,333	87,057	1,905,390
AGS-233/Building Repairs and Alterations	29.0	G-028, 351-M	2,564,258	116,556	2,680,814
Total	226.0		19,678,005	1,239,087	20,917,092

PROGRAM I.D./TITLE OR FUND NAME	AUTHORIZED STAFF (PERMANENT POSITION COUNT)	APPROPRIATION ACCOUNT 2007	APPROPRIATION ACT 160/SLH 2006	ADJUSTMENTS (EMERGENCY APPRN., COLLECTIVE BARG., TRANSFERS, ETC.)	NET ALLOTMENT
STATE PROCUREMENT OFFICE					
AGS-240/State Procurement Office	21.0	G-013-M	1,099,647	75,987	1,175,634
AGS-244/Surplus Property Management	5.0	S-304-M	1,726,904	15,525	1,742,429
Total	26.0		2,826,551	91,512	2,918,063
AUTOMOTIVE MANAGEMENT DIVISION					
AGS-251/Motor Pool	12.5	S-320-M	2,311,486	41,762	2,353,248
AGS-252/Parking Control	26.5	S-317, 354-M	3,301,393	51,526	3,352,919
Total	39.0		5,612,879	93,288	5,706,167
KING KAMEHAMEHA CELEBRATION COMMISSION					
AGS-818/Ethnic Group Presentations	0.0	G-035-M	36,000	2,623	38,623
CAMPAIGN SPENDING COMMISSION					
AGS-871/Campaign Spending Commission	5.0	T-910-M	4,463,226	14,918	4,478,144
OFFICE OF ELECTIONS					
AGS-879/Office of Elections	3.0	G-004, 318-M	2,508,227	126,857	2,635,084
AGS-879/Help America Vote Act/Access Elections for Disability	0.0	S-227, 228, 229-M	7,446,803	0	7,446,803
Total	3.0		9,955,030	126,857	10,081,887
STATE FOUNDATION ON CULTURE AND THE ARTS					
AGS-881/Performing & Visual Arts Events	10.0	G-033-M	2,817,544	32,554	2,850,098
AGS-881/Performing & Visual Arts Events Federal Fund	2.0	S-203-M	753,158	225,436	978,594
AGS-881/Works of Art Special Fund	13.0	S-319, 329, 362-M	4,803,568	60,419	4,863,987
Total	25.0		8,374,270	318,409	8,692,679
STADIUM AUTHORITY					
AGS-889/Spectator Shows & Events-Aloha Stadium	39.5	S-307-M	7,408,612	190,746	7,599,358
WIRELESS ENHANCED 911 BOARD					
AGS-891/Wireless Enhanced 911 Board	0.0	S-341-M	6,500,000	0	6,500,000
DISTRICT OFFICES					
AGS-807/Physical Plant Operations & Maintenance	85.0	G-002-M	4,453,524	266,896	4,720,420
AGS-807/Physical Plant Operations & Maintenance U Fund	0.0	S-328-M	1,000,000	0	1,000,000
Total	85.0		5,453,524	266,896	5,720,420
OFFICE OF THE COMPTROLLER; ADMINISTRATIVE SERVICES OFFICE; PERSONNEL OFFICE; SYSTEMS AND PROCEDURES OFFICE; AND DISTRICT OFFICES-PARTIAL					
AGS-901/General Administrative Services	39.0	G-005, 366-M	2,171,687	363,065	2,534,752
AGS-901/General Administrative Services U Fund	1.0	S-316-M	56,216	3,490	59,706
Total	40.0		2,227,903	366,555	2,594,458
DEPARTMENTAL TOTALS					
G	660.0				69,833,152
S	132.5				70,599,171
T	5.0				4,478,344
B	76.0				6,172,000
Total	873.5				

NOTE: Year end cash balances for special and trust operating funds reflected on the Non-General Operating Fund Cash Balances Report

APPROPRIATION ACCOUNT SYMBOLS:

- G = General Funds
- S = Special, Federal, Revolving, or U (Inter-departmental Transfer) Funds
- T = Trust Funds
- B = Bond Funds

STATEMENT OF NON-GENERAL FUND CASH BALANCES & REVENUE
JUNE 30, 2007
(Unaudited)

PROGRAM I.D./TITLE	APPROPRIATION ACCOUNT 2007	BEGINNING CASH BALANCE JULY 1, 2006	REVENUES	LESS TRANSFERS, EXPENDITURES AND ENCUMBRANCES	ENDING CASH BALANCE JUNE 30, 2007
INFORMATION AND COMMUNICATION SERVICES DIVISION					
AGS-131/Information Processing Services	S-323-M	228,475	2,461,293	2,460,472	229,296
RECORDS MANAGEMENT					
AGS-111/National Historical & Publication Records Grant	S-230-M	1,087	0	1,087	0
RISK MANAGEMENT OFFICE					
AGS-203/Risk Management	S-321, 336-M	15,868,076	18,313,322	15,407,638	18,773,760
LAND SURVEY DIVISION					
AGS-211/Land Survey	S-325-M	(842)	45,000	44,158	0
PUBLIC WORKS DIVISION					
AGS-221/Construction	S-308, 313, 314-M	1,473,698	1,160,407	1,211,604	1,422,501
AGS-223/Office Leasing	S-310-M	0	5,508,398	5,500,000	8,398
Total		1,473,698	6,668,805	6,711,604	1,430,899
CENTRAL SERVICES DIVISION					
AGS-231/Custodial Services	S-301, 326-M	58,744	955,393	1,014,137	0
STATE PROCUREMENT OFFICE					
AGS-244/Surplus Property Management	S-304-M	260,118	1,187,800	1,034,808	413,110
AUTOMOTIVE MANAGEMENT DIVISION					
AGS-251/Motor Pool	S-320-M	1,388,576	2,285,553	1,936,245	1,737,884
AGS-252/Parking Control	S-317, 354-M	2,074,066	3,754,632	4,495,888	1,332,810
Total		3,462,642	6,040,185	6,432,133	3,070,694
CAMPAIGN SPENDING COMMISSION					
AGS-871/Campaign Spending Commission	T-910-M	5,641,871	785,274	807,264	5,619,881
OFFICE OF ELECTIONS					
AGS-879/Office of Elections	S-227, 228, 229-M	12,613,470	593,114	1,081,323	12,125,261
STATE FOUNDATION ON CULTURE AND THE ARTS					
AGS-881/Performing & Visual Arts Events	S-203-M	(116,018)	706,550	745,311	(154,779)
Total	S-319, 329, 362-M	6,301,808	3,331,438	2,259,803	7,373,443
Total		6,185,790	4,037,988	3,005,114	7,218,664
STADIUM AUTHORITY					
AGS-889/Spectator Shows & Events-Aloha Stadium	S-307, 318-M	3,735,476	9,383,915	6,695,500	6,423,891
WIRELESS ENHANCED 911 BOARD					
AGS-891/Wireless Enhanced 911 Board	S-341-M	11,821,937	7,865,305	1,530,427	18,156,815
DISTRICT OFFICES					
AGS-807/Physical Plant Operations & Maintenance U Fund	S-328-M	0	507,559	507,559	0
PERSONNEL OFFICE					
AGS-901/General Administrative Services	S-316-M	0	60,643	59,493	1,150

CONTACT INFORMATION

Division / Office	Name	Email
Comptroller	Russ Saito	russ.k.saito@hawaii.gov
Deputy Comptroller	Barbara Annis	barbara.a.annis@hawaii.gov
Accounting	Wayne Horie	wayne.m.horie@hawaii.gov
Archives	Susan Shaner	susan.e.shaner@hawaii.gov
Audit	Wayne Chu	wayne.l.chu@hawaii.gov
Automotive Management	Brian Saito	brian.saito@hawaii.gov
Central Services	James Richardson	james.richardson@hawaii.gov
Information & Communication Services	Debra Gagne	debra.a.gagne@hawaii.gov
Land Survey	Reid Siarot	reid.k.siarot@hawaii.gov
Public Works	Ernest Lau	ernestlau@hawaii.gov
District Offices		
Hawai`i District Office	Glenn Okada	glenn.h.okada@hawaii.gov
Maui District Office	David Victor	david.h.victor@hawaii.gov
Kaua`i District Office	Stanley Doi	stanley.s.doi@hawaii.gov
Attached Agencies		
Aloha Stadium Authority	Scott Chan	scott.l.chan@hawaii.gov
Campaign Spending Commission	Barbara Wong	barbara.u.wong@hawaii.gov
King Kamehameha Celebration Commission	BJ Allen	kkcc@state.hi.us
Office of Elections	Rsc Quidilla	rex.m.quidilla@hawaii.gov
State Foundation on Culture and the Arts	Ronald Yamakawa	ronald.yamakawa@hawaii.gov
State Procurement Office	Aaron Fujioka	aaron.fujioka@hawaii.gov
Wireless Enhanced 911 Board	Russ Saito	russ.k.saito@hawaii.gov
Administrative Services		
Personnel Office	Dianne Matsuura	dianne.f.matsuura@hawaii.gov
Systems and Procedures Office	Glenn Segawa	glenn.y.segawa@hawaii.gov
Administrative Services Office	Kerry Yoneshige	kerry.yoneshige@hawaii.gov
Risk Management	Julie Ugalde	julie.ugalde@hawaii.gov

COVER ART

Transparent glass mosaic mural for Kalanimoku Building, 1975, by Erica Karawina

- Front Top: Kakahiaka, meaning morning. Kāne, the creator, with sunrise and flowers.
Front Bottom: Awakea, meaning noon. Lono, God of Earth, with rainbows, mountains, petroglyphs.
Back Top: `Auinalā, meaning afternoon. Kū, God of War, and Pele, Goddess of Volcanoes, with mountains.
Back Bottom: Pō, meaning night. Kanaloa, God of the Sea, and Goddess Hina, who fled to the moon with ocean, fish, and stars.

The State Foundation on Culture and the Arts commissioned the glass murals in 1975. Each mural consists of 48 individual panels. The total glass area is 2,200 square feet and the weight of the four murals is 21,600 pounds.

Erica Karawina was born in Germany and was privately educated in Europe and the United States. She traveled widely, settling in Hawai`i in 1949. Her work is included in collections in the Library of Congress, Boston Museum of Fine Arts, Metropolitan Museum, Museum of Modern Art, Worcester Fine Arts Museum, the Honolulu Academy of Arts and numerous churches.

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Department of Accounting and General Services
Kalanimoku Building
1151 Punchbowl Street
Honolulu, HI 96813



View of the project site which began as an overgrown, trash-filled lot in Wai`anae, O`ahu.



View of completed project site.



July 23, 2007 lei untying and dedication ceremony for children's donated playground equipment was attended by guests including Governor Linda Lingle. Entertainment was provided by resident children's hula hālau.



View of playground equipment in good use.



The Administration building contains consultation offices, computer lab, a reception desk, and provides job-seeking and training opportunities.



The covered open-air dining pavilion also houses washing machines, clothes driers and water heaters as shown along the far wall.

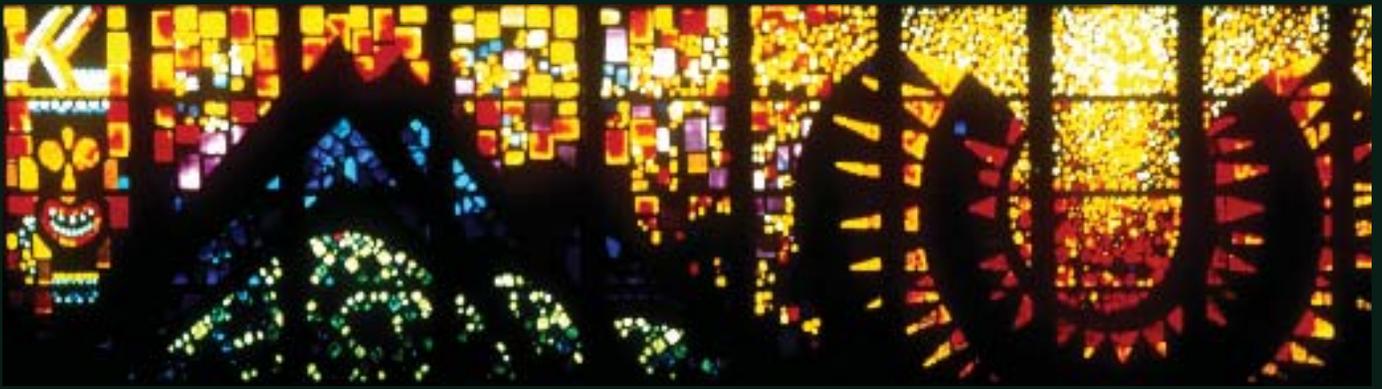


The State's second transitional housing facility, **Pai`olu Kaiāulu**, began in June 2006 when the Department of Human Services contracted with DAGS to "provide services relating to the provision of secure, safe, and sanitary shelter to homeless individuals on the Leeward Coast, O`ahu." A Governor's emergency proclamation enabled immediate action to address the growing health, safety, and welfare issue.

Planning, design and construction of the project was fast-tracked by the DAGS Public Works Division. Through much coordination and cooperation by the Hawaii Public Housing Authority of DHS; other State and county departments; Metcalf Construction Co., Ltd., general contractor; Sprung Instant Structure, Inc., supplier of the Sprung structures; royal Palm Group, irrigation system and landscape installer; and numerous design/mechanical/electrical/structural professionals and other consultants and community groups, the facility was ready for occupancy in only seven months. Dedication was held in February 2007. Total costs amounted to approximately \$7.6 million.

The facilities are located on a 122,695 square foot State-owned parcel at the corner of Farrington Highway and Kauliokalani Place in Wai`anae, O`ahu. The shelter can accommodate 300 persons in over 37,000 square feet of interior space. The facility provides enclosed family, couples, and singles privacy units; study and family areas; an administration/security office with counseling rooms and computer lab; dining pavilion with laundry facilities; six restroom and shower facilities; storage containers; professionally landscaped with playground equipment, garden plots, irrigation systems, and concrete walkways; and paved parking stalls.

Pai`olu Kaiāulu, which translates to "a pleasant lift of encouragement as their journey begins," is aptly named. More than a place to sleep, it provides much-needed transitional housing and lifeskills training and counseling opportunities for its clients in a pleasant, helpful, and secure environment.



DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES

Kalanimoku Building
1151 Punchbowl Street
Honolulu, HI 96813

Phone: (808) 586-0400
Fax: (808) 586-0775

Email: dags@hawaii.gov, Web Site: www.hawaii.gov/dags

