

Report to the Legislature Pursuant to Section 164 on Positions Deployed Between Program IDs and to Other Departments  
Reporting Period December 1, 2005 to November 30, 2006

Position No.	Position Title / Position Description	Program ID Originally Assigned	Program ID to which Transferred	Changes to Position Description	Narrative Discussion Detailing Why Position was Moved	Specific Reasons Deployment will Result in More Efficient Functioning of Department	Impact to Program where Position Originally Assigned	Duration of Deployment
102025	Executive Assistant	GOV 100	GOV 102	Position redescribed to reflect current duties.	Administrative assistance was needed for effective operation of office.	More cost effective to have clerical staff doing clerical and administrative work than higher paid professional staff.	Workload to be compensated by other clerical staff to maximize savings effort.	9/22/03 to 12/6/10, subject to consolidation of GOV 102 and GOV 100
6916	Airports Administrator	TRN 195	TRN 995	None.	To assist the department in formulating ways of improving its security and environmental compliance programs, and prepare a management plan that includes measures of effectiveness, with recommendations on how to most efficiently and effectively handle and coordinate the security and environmental compliance responsibilities of the department. In addition, to develop and assist with the implementation of an action plan for fulfilling the recommendations contained in the management plan.	The management and action plans for improving the security and environmental compliance programs will provide the means for focusing and coordinating the divisions' efforts toward achieving compliance with security and environmental compliance laws, rules, policies, standards, etc., in a more timely and orderly manner.	The Deputy Director for Airports has had to assume the duties and responsibilities of the Airports Administrator. However, fulfilling the need for improvement in the effectiveness of our security and environmental compliance programs is critical to the operations of the department at this time, particularly for purposes of homeland security.	1/1/04 to present
2655	Accountant V	TRN 195	TRN 102	No official changes were made to the position description.	After reviewing the pilot assignment of the position to HNL, the District needs the continued support to insure fiscal compliance and budgetary support.	The Oahu District has \$112 million annual budget. Due to current financial conditions, this position was deployed to assist with scrutinizing and formulating the budget and to monitor spending. Fiscal understanding and experience of the State's accounting system process was necessary at the district due to recent personnel changes. This allowed the District Manager to focus on the operations of the Honolulu International Airport.	The Fiscal Section has made necessary personnel adjustments. The workload has been spread out amongst Staff Accountants, the Acting Fiscal Officer, and the Administrative Services Officer which has added duties and responsibilities to their daily and annual audit workload. The position is needed by the Fiscal Section, however, management has decided that this deployment is more important to the overall Division at this time.	1/12/04 to present

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35913	Assistant Airport Superintendent IV	TRN 102	TRN 104	No official changes were made to the position description.	Unofficial administrative assignment by the Division Airport District Manager for professional management services.	Because of the size, complexity and increasing number of tenants there, confusion existed as to who was in charge of Kalaeloa Airport (JRF); our security contractor, the tower chief (HANG), the fire chief, the maintenance office, the Coast Guard or HCC. He has a daily presence in the tower building and all inquiries or operational needs go through him first. He coordinates the activities of all of the supporting agencies at JRF. The airfield custodian at Dillingham Airfield (HDH) reports to this position on all operational needs or tenant complications.	None.	9/23/03 to present
26726	Auditor IV	TRN 395	TRN 301	In addition to the Auditor IV duties, individual is also designated/appointed as the lead position performing statewide facility security duties.	To provide Oahu District with auditor support and facility security coverage to remain in compliance with federal laws and regulations.	To provide Oahu district with direct audit support and secondarily keep the harbors in compliance with security matters concerning USCG-Section Honolulu audits of the harbor.	Deployment will not impact audit functions. Upon filling permanent position, deployment will cease and return to TRN 395.	From 4/3/06 until (1) security positions in TRN 301 are established and filled or (2) the Auditor position is filled on a permanent basis.

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117942 (94302D)	Security Officer I	TRN 311	TRN 313	Delegated reorganization was approved by the Director of Transportation	Hawaii District manages 2 commercial ports, Hilo & Kawaihae Harbors. Since 9/11, it was imperative to restore the Security Officer position for Kawaihae harbor that was lost in 1997. In act 200, SLH 2003, a maintenance position was traded off for the security position, but was mistakenly assigned to Hilo instead of Kawaihae.			1/12/06 to 6/30/06. Act 160, SLH 2006 transferred the position to TRN 313, effective 7/1/06.
117942	Security Officer I	TRN 313	TRN 311	None.	Position was temporarily deployed to Hilo in order to facilitate training/transition due to increase in cruise ship activity and provide facility security coverage at Hilo Harbor.	The position assisted the district manager in training the new hire in the Security Officer I position.	Delayed permanent presence of the security officer in Kawaihae temporarily, which should be resolved through pending recruitment.	08/01/06 to 10/28/06.
31701	Clerk Steno I	TRN 395	TRN 995	None.	Administrative Assistance to the Harbors Deputy Director for the Honolulu Harbor Task Force Project.	Honolulu Harbor Task Force project requires administrative support.	None. Position was vacant.	deployed until 4/28/06

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23658	Account Clerk III	TRN 301	TRN 395	None.	The implementation of a new accounting financial system affected work flow processes and procedures. The Account Clerk III was assigned to work with the Fiscal Office Staff to perform additional accounting work as a result of the implementation of a new system. The assignment of the Account Clerk III also provided additional staff resources to the Fiscal Office to address the various accounting issues that arose with the new system.	In its audit on compliance with U.S. Office of Management and Budget Circular A-133, the auditors recommended that the division assess its resources and consider a restructuring of functions to improve its financial management. The reorganization work is in process and will include the transfer of the Account Clerk III position to the reorganization Fiscal Office. As the new financial accounting system has centralized many accounting functions for greater internal control and oversight, the Fiscal Office structure needs adjustment to respond to the changing work demands.	The impact to Oahu District Office is minimal as certain accounting functions are now being performed under the direct oversight of the division's Fiscal Office rather than the district level.	Deployment until 6/30/06. Act 160, SLH 2006 transferred the position to TRN 395, effective 7/1/06.
15022	Right of Way Agent IV	TRN 595	TRN395	None	Specific expertise is needed to accomplish project. Existing Harbors Diviion personnel are not able to be assigned to the project due to existing workload. Projection shows that the Terminal Container Yard will be at its capacity by 2011.	Position was needed to assist the Honolulu Harbor Task Force in developing of a new container yard at the Kapalama Military Reservation. Projection shows that the Terminal Container Yard will be at its capacity by 2011. If more space is not developed, the economic growth of the State will be severely affected.	Current program was slightly impacted. However, the HWY-RM Section has made necessary personnel adjustments. The workload has been redistributed amongst the section staff and the Section head has added duties and responsibilities to their daily workload. The position is needed by the HWY-RM Section but as management has decided this deployment is more important to the overall department at this time.	2 years

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32213	Administrative Assistant VI. Responsible for planning and administering the Department's statewide public information program in such major program areas as air, water and land transportation; develops departmental policy for the public affairs program and serves as spokesperson for the Department at the direction of, or in the absence of the Director.	TRN 995	TRN 195	None	To assist the Airports Division in communicating the emergency and planned activities of the airport to employees, users and persons affected by airport operations after 9/11/01 tragedy.	The Airports Division is currently overwhelmed with ongoing construction activities that affect passengers and tenants. To further complicate things, since the 9/11/01 tragedy, security measures have been constantly changing without advance knowledge or forethought to the general public. As a result of the deployment of psn #32213, the Division has been able to communicate and operate more effectively and efficiently with its passengers and the general public due to the expertise of the incumbent.	No impact to the original program assigned as the Director, Community Development Specialist, and existing staff are able to address media and public inquiries.	4/1/03 - 12/4/2010
116444	Deputy Director (Airports). Responsible for assisting the Director of Transportation with planning, directing and coordinating the various activities of the Department within State laws and establishing policies and regulations.	TRN 995	TRN 195	None	To improve Airport operations.	Efforts are focused on high priority areas such as setting clear transportation priorities, openly sharing information with the public so the people of Hawaii will know the true conditions of our operations.	No impact to the original program assigned as the Deputy Director continues to assist the Director of Transportation with planning, directing and coordinating the various activities of the Department, through the direction and oversight of the assigned division.	3/1/04 - 12/4/2010

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117282	Deputy Director (Highways). Responsible for assisting the Director of Transportation with planning, directing and coordinating the various activities of the Department within State laws and establishing policies and regulations.	TRN 995	TRN 595	None	To improve Highways operations.	Efforts are focused on high priority areas such as setting clear transportation priorities, openly sharing information with the public so the people of Hawaii will know the true conditions of our operations.	No impact to the original program assigned as the Deputy Director continues to assist the Director of Transportation with planning, directing and coordinating the various activities of the Department, through the direction and oversight of the assigned division.	1/24/05 - 12/4/2010
100289	Deputy Director (Harbors). Responsible for assisting the Director of Transportation with planning, directing and coordinating the various activities of the Department within State laws and establishing policies and regulations.	TRN 995	TRN 395	None	To improve Harbors operations.	Efforts are focused on high priority areas such as setting clear transportation priorities, openly sharing information with the public so the people of Hawaii will know the true conditions of our operations.	No impact to the original program assigned as the Deputy Director continues to assist the Director of Transportation with planning, directing and coordinating the various activities of the Department, through the direction and oversight of the assigned division.	10/21/03 - 12/4/2010
116446	Private Secretary II (Highways). Serves as a personal and confidential assistant providing secretarial and administrative assistance to the Deputy Director who is one of the top administrators of the statewide transportation program.	TRN 995	TRN 595	None	To support the Highway's Deputy Director	As the personal and confidential assistant providing secretarial services to the Deputy Director, performs the administrative details and routine tasks assigned to enable the Deputy to accomplish his tasks/goals.	No impact to the original program assigned as the Private Secretary continues to serve as the Deputy Director's personal and confidential assistant, providing secretarial and administrative assistance.	1/24/05 - 12/4/2010

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100021	Private Secretary II (Harbors). Serves as a personal and confidential assistant providing secretarial and administrative assistance to the Deputy Director who is one of the top administrators of the statewide transportation program.	TRN 995	TRN 395	None	To support the Harbor's Deputy Director	As the personal and confidential assistant providing secretarial services to the Deputy Director, performs the administrative details and routine tasks assigned to enable the Deputy to accomplish his tasks/goals.	No impact to the original program assigned as the Private Secretary continues to serve as the Deputy Director's personal and confidential assistant, providing secretarial and administrative assistance.	10/1/04 - 12/4/2010
112252	Engineer (Civil) V / Heads the Plan Development Section	TRN 995	595	None	This deployment will augment the current staffing level of the Highways Division, Planning Branch, Systems Planning Section, to enable the Systems Planning Section to carry out its functional areas of responsibility.	The position will augment the current staffing level in an area that is critical to the coordination function required by the Highways Planning Branch which will benefit the Highways Division and consequently, the Department.	There will be no impact to the program from which the position was originally assigned pending a reassessment of the need to reorganize the STP Office.	Indefinite.

Note: The above does not include employees who are on Official Temporary Assignments or Inter-departmental contracts (e.g. Sheriffs, Dep Attorney Generals or employees on light duty or Workforce Placement due to a related work injury).