

ATTACHMENT C
Policy No. 800.002

References and Assistance

Governor’s Office- Media / Communications – As appropriate, provide status of on-going workplace violence conditions or workplace violence crisis situations.

Director of Communications
Office of the Governor
Capitol
Phone: 808.586.0034

Attorney General - Provides legal counsel on personnel actions and issues and department policy review. The department may also be able to provide criminal history background data of applicants.

Employment Law Division
235 S Beretania Street, 15th Floor
Honolulu, HI 96813
Phone: 808.587.2900

Hawaii Criminal Justice Data Center
465 South King Street, Room 102
Honolulu, HI 96813
Phone: 808.587.3100
Email: hcjdc@hcjdc.hawaii.gov
Website: www.hawaii.gov/ag/hcjdc

Health – ACCESS is a 24 hour crisis hotline service, and other facilities provide counseling and crisis intervention services. Hazard Evaluation and Emergency Response Office (HEER) provides response to releases or threats of releases of hazardous substances and pollutants.

Access (DOH-Adult Mental Health Div)
P. O. Box 3378
Honolulu, HI 96801-3378
Phone: 808.832.3100
Neighbor Islands Toll Free 1.800.753.6879

Adult Mental Health Division
Administrator
1250 Punchbowl Street #256
Honolulu, HI 96813
Phone: 808.586.4788

Oahu

Central Oahu Community Mental Health (MH) Ctr	808.453.1051
Diamond Head Community MH Center	808.733.9260
Kalihi-Palama Community MH Center	808.832.5800
Windward Community MH Center	808.233.3775

Kauai Community Mental Health Center 808.274.3190

Maui Community Mental Health Center 808.984.2150

Lanai Clinic 808.565.6189

Molokai Clinic 808.533.3691

Hawaii (Big Island)	
East Hawaii Community MH Center	808.933.0409
Hilo Clinic	808.974.4300
Honokaa Clinic	808.775.8835
Puna Clinic	808.965.2240
Waimea Clinic	808.885.1220
Kau Clinic	808.929.7331

Hazard Evaluation and Emergency Response (HEER)

919 Ala Moana Blvd. #206
Honolulu, HI 96814
Phone: 808.586.4249 (M-F/bus. Hrs.) or 247.2191 (24 hr.)

Accounting & General Services – Central Services Division (CSD) performs damage assessments, repair, maintenance, and clean up services. Public Works (PW) maintains blueprints on all DAGS owned facilities (DOT, UH, HHA, DOE excluded).

Central Services Division (CSD)	Public Works Division (PW)
729B Kakoi Street	1151 Punchbowl St., Rm. 426
Honolulu, HI 96819	Honolulu, HI 96813
Phone: 808.831.6730	Phone: 808.586.0526

Public Safety Department - (Civic Center Area Only)

Deputy Sheriff's Office
Security Dispatch
Phone: 808.586.1352 or 586.1353

Human Resources Development – The Employee Assistance Office facilitates, when available, the funding for counseling services provided in the REACH program. The Safety Office provides workplace violence assessment and training, and the Labor Relations Office advises departments on labor relations issues and bargaining contract interpretations.

Employee Assistance Office (EAO)	Labor Relations Office (LR)
235 S. Beretania St. #1004	235 S. Beretania St., 14 th Floor
Honolulu, HI 96813	Honolulu, HI 96813
Phone: 808.587.1050	Phone: 808.587.0911
Website: http://hawaii.gov/hrd/main/EEBenefits/	

Safety Office (SO)
235 S. Beretania St., #1303
Honolulu, HI 96813
Phone: 808.587.1060
Website: www.hawaii.gov/hrd/main/ece

Labor & Industrial Relations - The Hawaii Occupational Safety and Health Division (HIOSH) provides hazard assessment and responds to employee safety complaints. The Workforce Development Division (WDD) provides employment and training services for job seekers and employers.

Hawaii Occupational Safety and Health (HIOSH) Division
Department of Labor and Industrial Relations
830 Punchbowl Street, Room 423
Honolulu, HI 96813
Phone: 808.586.9100 for information - answering machine
808.586.9092 complaints by employees
Website: www.hawaii.gov/labor/hiosh

Workforce Development Division (WDD)
830 Punchbowl Street, Room 112
Honolulu, HI 96813

Honolulu Office - Phone:	808.586.8703	Fax: 808.586.8724
Kaneohe Office - Phone:	808.233.3700	Fax: 808.233.3709
Kapolei Office - Phone:	808.692.7630	Fax: 808.692.7643
Waipahu Office - Phone:	808.675.0010	Fax: 808.675.0011
Kauai Office	Phone: 808.274.3056	Fax: 808.274.3059
Maui Office	Phone: 808.984.2091	Fax: 808.984.2090
Kaunakakai Office	Phone: 808.553.1755	Fax: 808.553.1754
Hawaii Office	Phone: 808.981.2860	Fax: 808.981.2880
Kona Office	Phone: 808.327.4770	Fax: 808.327.4774

County and Low or No Cost Assistance

(The information provided in this section is for the convenience of the reader only. This information is distributed without representation, guarantee, or warranty as to its reliability, as addresses, phone numbers and organizations change.)

Police/Law Enforcement For EMERGENCIES, call 911 (all islands).

Honolulu Police Department
Community Affairs Division
801 South Beretania Street
Honolulu, HI 96813
Phone: 808.529.3100

Hawaii County Police Department
349 Kapiolani Street
Hilo, HI 96720
Phone: 808.961.2264

Maui County Police Department
Internal Affairs
55 Mahalani Street
Wailuku, HI 96793
Phone: 808.244.6325

Kauai County Police Department
3990 Kaana Street #200
Lihue, HI 96766
Phone: 808.241.1711

Community Resources

These resources are from the Workplace Violence – Prevention, Intervention, and Recovery manual developed and coordinated by the Department of the Attorney General, and by no means suggests an endorsement.

Background Checks - Assessment of applicant background histories (professional/vocational, licensing, criminal, traffic).

Goodenow Associates, Inc.
810 Richards Street, #340
Honolulu, HI 96813
Phone: 808.526.2002
Email: info@goodenow.com
Website: www.goodenow.com

Crisis Management Planning and Training Assistance – A listing of resources that can assist to formulate a Crisis Management and Workplace Violence Assessment Team. Agencies may also provide crisis and/or workplace violence training.

American Executive Security
500 Ala Moana Blvd, #400
Honolulu, HI 96820
Attn: Randall Mack
Phone: 808.523.0931
FAX: 808.488.7151
Email: rmack1@prodigy.net

Workplace Solutions, Inc
567 South King Street, Ste. 178
Honolulu, HI 96813
Phone: 808.545.5632 or
800.361.2200 (neighbor islands)
Email: workplacesolutions@hawaii.rr.com

EMA, Inc.
1600 Kapiolani Blvd., Ste. 214
Honolulu, HI 96814
Phone: 808.946.9578
FAX: 808.946.3578
Email: info@ema-inc.com

Transcend, Inc.
743-H Waiakamilo Rd.
Honolulu, HI 96817
Attn: Jeff Owens
Phone: 808.674.8601 or 722.5311
Email: info@transcendrm.com
Website: www.transcendrm.com

HR Pacific, Inc.
3343 Paha Ave
Honolulu, HI 96816
Phone: 808.732-6783
Email: berniceshrm@yahoo.com

Rob B. Welch, PhD., CSAC
615 Piikoi Street, Ste. 1603
Honolulu, HI 96814
Phone: 808.596.8778
Email: DrWelch@aol.com

Human Resource Solutions
Six Waterfront Plaza, 3rd Floor
500 Ala Moana Blvd
Honolulu, HI 96813
Phone: 808.544.3961
Email: hrs@hrhawaii.com
Website: www.hrhawaii.com

Inkinen & Associates
1003 Bishop St., Ste. 477
Honolulu, HI 96813
Attn: Ann Katekaru
Phone: 808.521.2331
Email: akatekaru@inkinen.com
Website: www.inkinen.com

The Mediation Center of the Pacific
245 North Kukui Street, #206
Honolulu, HI 96817
Phone: 808.521.6767
Email: mcp@mediatehawaii.org
Website: www.mediatehawaii.org

Pacific Threat Management
1000 Bishop Street, Ste. 608
Honolulu, HI 96813
Phone: 808.526.2006
Email: PTM@Safeguard-hi.com

Laulima Hawaii
P. O. Box 29039
Honolulu, HI 96820
Phone: 808.842.4940

Mediation Resources

Consultation

Judiciary
The Center for Alternative Dispute Resolution (ADR)
417 South King Street, #207
Honolulu, HI 96813
Phone: 808.539.4237
Email: CADR@courts.state.hi.us
Fax: 808.539.4416

Mediation Services for Fee

Oahu – Mediation Center of the Pacific
245 Kukui Street, #206
Honolulu, HI 96817
Telephone: 808.521.6767
Fax: 538.1454
Website: www.mediatehawaii.org

Maui – Mediation Services of Maui
95 Mahalani Street, #25
Wailuku, HI 96793
Telephone: 808.244.5744
Fax: 808.249.0905
Website: www.mauimmediation.org

Hawaii – Ku'ikahi Mediation Center
101 Aupuni Street, #1014B2
Hilo, HI 96720
Telephone: 808.935.7844
Fax: 808.961.9727
Website: www.kuikahi-mediation.org

Kauai – Kauai Economic Opportunity
Inc. Mediation Program
2804 Wehe Road
Lihue, HI 96766
Telephone: 808.245-4077
Fax: 808.245.7476

West Hawaii Mediation Center
P.O. Box 7020
Kamuela, HI 96743
Telephone: 808.885.5525
Fax: 808.887.0525
Website: www.whmediationcenter.org

Post-Event Recovery Programs – Primarily designed to reduce stress factors after a crisis situation and returning the individual(s) and workplace to normalcy to the extent possible.

Employee Assistance Program
of the Pacific
1221 Kapiolani Blvd, #730
Honolulu, 96814
Phone: 808.531.3271
Neighbor Islands Toll Free: 1.877-597-8222
Email: info@eapacific.com
Website: www.eapacific.com

Quality of Life, Inc.
P. O. Box 61741
Honolulu, HI 96839-1741
Phone: 808.566.8600 or
808.739.9549

Workplace Solutions, Inc.
567 South King Street, Ste. 178
Honolulu, HI 96813
Phone: 808.545.5632 or 800.361.2200 (neighbor islands)
Email: workplacesolutions@hawaii.rr.com

Security Equipment – Assist in the design of workplace security with security hardware and software including surveillance cameras, alert systems, access control, etc.

Security Resources
99-1191 A Iwaena Street
Aiea, HI 96701
Phone: 808.485.8747
FAX: 808.485.8742
Email: sonnyd@securityresources.com

SimplexGrinnell
99-1379 Koaha Place
Aiea, HI 96701
Phone: 808.486.6678
FAX: 808.488.9618
Email: bkeaney@simplexgrinnell.com
Website: www.simplexgrinnell.com

Hotlines:

Domestic Violence:

East Hawaii	808.959.8864
West Hawaii	808.322.7233
Kauai	808.245.6362
Lanai (M-F 8-5)	808.565.6700
Lanai (may call collect)	808.579.9581
Maui	808.579.9581
Molokai	808.567.6888
Oahu	808.841.0822
Kailua	808.528.0606
Kaneohe	808.526.2200

Temporary Restraining Order (Family Court)	808.538.5959
(District Court)	808.538.5151

U.S. Attorney's Office	808.541.2850
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Stalking Resource Center at the National Center for Victims of Crime	202.467.8700
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Rape Abuse and Incest National Network (RAINN) Hotline	1.800.656.4673
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Internet Resources

AFSCME Preventing Workplace Violence:

<http://www.afscme.org/news/publications/workplace-health-and-safety>

Infosyssec-The Security Portal for Information System Security Professionals
Corporate Security and Workplace Safety

<http://www.infosyssec.net/infosyssec/security/corpsafe1.htm>

MINCAVA Minnesota Center Against Violence and Abuse Electronic Clearinghouse
Workplace Violence: Weblinks, articles, fact sheets, and other informative resources.

<http://www.mincava.umn.edu/workviol.asp>

National Institute for Occupational Safety and Health (NIOSH)
<http://www.cdc.gov/niosh/topics/violence/>

Stalking Resource Center at the National Center for Victims of Crime www.ncvc.org

U.S. Dept of Agriculture Handbook on Workplace Violence Prevention and Response
<http://www.dm.usda.gov/workviolence.htm>

U.S. Department of Labor Occupational Safety and Health Administration (OSHA)
<http://www.osha.gov/> or
<http://www.osha.gov/SLTC/workplaceviolence/index.html>

U.S. Office of Personnel Management Dealing with Workplace Violence: A Guide for Agency Planners
http://www.opm.gov/Employment_and_Benefits/Worklife/OfficialDocuments/handbooksguides/WorkplaceViolence/index.asp
http://www.opm.gov/Employment_and_Benefits/Worklife/OfficialDocuments/handbooksguides/WorkplaceViolence/index.asp