JOSH GREEN, M. D. GOVERNOR KE KIA'ĀINA

SYLVIA LUKE LT. GOVERNOR KA HOPE KIA'ĀINA



BRENNA H. HASHIMOTO DIRECTOR KA LUNA HO'OKELE

RYAN YAMANE DEPUTY DIRECTOR KA HOPE LUNA HO'OKELE

STATE OF HAWAI'I | KA MOKU'ĀINA O HAWAI'I DEPARTMENT OF HUMAN RESOURCES DEVELOPMENT KA 'OIHANA HO'OMŌHALA LIMAHANA

235 S. BERETANIA STREET HONOLULU, HAWAI'I 96813-2437

December 27, 2023

The Honorable Ronald D. Kouchi, President and Members of the Senate State Capitol, Room 409 Honolulu, Hawai'i 96813

The Honorable Scott Saiki, Speaker and Members of the House State Capitol, Room 431 Honolulu, Hawai'i 96813

Dear President Kouchi, Speaker Saiki and Members of the Legislature:

For your information and consideration, I am transmitting herewith the 2023 State of Hawai'i Act 57, SLH 2019 Vacancy Report.

In accordance with Section 93-16, Hawai'i Revised Statues, a copy of the report is also transmitted to the Legislative Reference Bureau Library, and the report may be viewed electronically at http://dhrd.hawaii.gov/reports/legislative-reports/.

Sincerely,

Brenna H. Hashimoto

Bronna V. Stashimoto

Director

Attachment

REPORT TO THE 2024 LEGISLATURE

AS REQUIRED BY ACT 57, SESSION LAWS OF HAWAII 2019

Department of Human Resources Development

December 2023

Background

The Department of Human Resources Development's (DHRD) mission is to provide timely and responsive leadership, resources, and services to fully support the State of Hawai'i in the recruitment, management, and retention of a high-performing workforce based on the merit principle as defined by HRS §76-1.

Act 57, Session Laws of Hawai'i 2019, as amended by Act 151, Session Laws of Hawai'i 2023, states the Director of the Department of Human Resources Development shall:

- 1. Facilitate and expedite the hiring and recruitment for civil service positions under the jurisdiction of the department of human resources development; and
- 2. Have the authority to reclassify and abolish vacant positions within state departments and agencies that are under the jurisdiction of the department of human resources development, subject to the following conditions:
 - a. Prior to reclassifying or abolishing any vacant position as provided under this paragraph, the director shall submit a report to the legislature no later than twenty days prior to each regular session. The report shall include a list of vacant positions for reclassification or abolishment, identify the agency each position is attached to, provide reasons for reclassifying or abolishing the position, and state the duration the position has been vacant; and
 - b. The director may reclassify or abolish any vacant position as provided under this paragraph no earlier than sixty days after the report has been submitted to the legislature as provided under this paragraph.

The inaugural report was submitted to the 2020 Legislature. No actions were taken to reclassify or abolish any positions in that report in order to establish a baseline assessment of the current situation and challenges among departments in the State of Hawai'i Executive Branch.

The report submitted to the 2021 Legislature identified and recommended 46 positions, vacant prior to 2011, be abolished. Only three of those were abolished in the budget. The report to the 2022 Legislature identified and recommended 63 positions be abolished which had been vacant five years or more. Only one position was abolished by the Legislature. The 2023 Legislature received the annual report that identified 131 positions to be abolished which had been vacant for five years or more. The Legislature abolished five of the recommended positions.

Vacancy Statistics

Requests to initiate recruitment quickly returned to pre-pandemic levels and DHRD continues to be swamped helping the Executive Branch fill vacancies. DHRD averages about 500 open recruitments on any given day. Table 1 provides the recent years' vacancy data.

Table 1: Statewide Positions and Vacancies 2018-2023

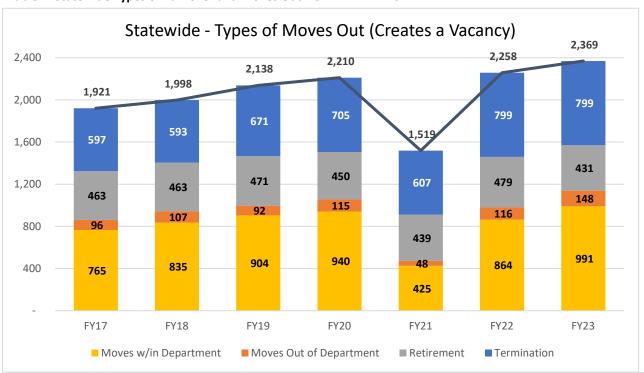
Departments	# of Civil Service Positions in HRMS	Filled Positions	Vacant Positions*	NEOGOV Request to Fill (DHRD)	Unaccounted for Vacant Positions^ (Departments)
Reported on 11/01/23	17,566	12,684	4,685	2,018	2,667
		73%	27%	43%	57%
Reported on 11/01/22	17,002	13,027	3,975	1,516	2,459
		77%	23%	38%	62%
Reported on 12/01/21	16,763	13,349	3,414	941	2,479
		80%	20%	28%	72%
Reported on 10/01/20	17,403	13,873	3,530	181	3,349
		80%	20%	5%	95%
Reported on 10/01/19	17,327	14,190	3,137	942	2,195
		82%	18%	30%	70%
Reported on 09/01/18	17,163	14,153	3,010	1,033	1,977
		82%	18%	34%	66%

^{*} Includes seasonal and emergency positions

DHRD tracks the movements of employees in, within, or out of a department. Table 2 shows the statewide count of types of moves out from fiscal year 2017 through fiscal year 2023 for all Executive Branch departments. Each "move out" creates a vacancy within the state.

- Moves Within Department are transfers or promotions to permanent, civil service positions. This also includes movements from temporary/exempt/89-day hire appointments into permanent, civil service positions.
- Moves Out of Department means the employee moved to a different position in a different department or has left state government.
- Terminations include both voluntary and in-voluntary terminations.

Table 2: Statewide Types of Turnover and Moves Out from FY17 – FY23



[^] Includes internal vacancy recruitments that departments are holding, prior to an external recruitment where the job is posted on DHRD's website

Additionally, state employees quite often transfer to a different department for professional growth or a higher paying opportunity. Table 3 displays the statewide total of types of moves into a department, either from the same department or different department, and new hires from fiscal year 2017 to fiscal year 2023. These movements fill a vacancy. The giant dip in FY21 is attributed to the hiring freeze for funded civil service positions imposed by Governor David Ige, which was in place from April 2020 through July 2021, per Executive Memorandum 20-01.

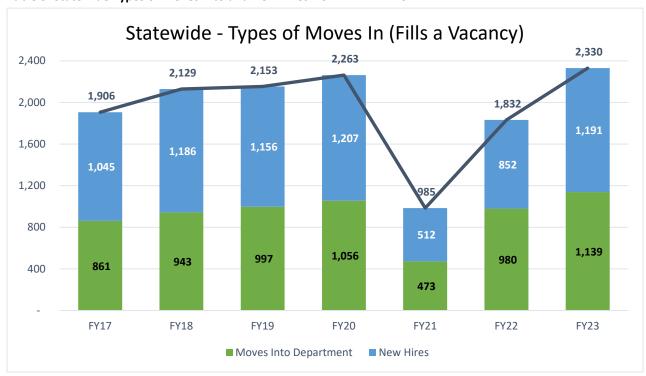


Table 3: Statewide Types of Moves Into and New Hires from FY17 - FY23

The breakout of the moves in and out by department can be found in Appendix A.

Retirement Projections

DHRD's annual State of Hawai'i Workforce Profile Report submitted to the Legislature each year projects the eligible retirements for the Executive Branch workforce over the next five fiscal years.

Most employees who are eligible to retire have decades of service with the State of Hawai'i and have been intimately involved in state operations for many years. It will be difficult, if not impossible, to easily replace this knowledge base. Additionally, when this happens, the ability of state government to provide services to the public and to other government agencies will be severely limited. This only highlights the need for succession planning to become a priority for the Executive Branch, as 29% of the workforce is eligible to retire in the next five years.

The challenge with succession planning in the Executive Branch lies with the state's civil service merit-based system. Departments can't hand-pick a successor for any position, even though they may be highly trained and the logical next leader, since there needs to be a competitive recruitment process for all government positions. Other ideas to provide and allow for succession planning have been floated but would need heavy financial support.

Table 4: FY2023 – FY2028 Retirement Projections

DEPT	TOTAL # OF EES IN THE DHRD PERSONNEL SYSTEM	# OF EES ELIGIBLE TO RETIRE (FY23)	FY24	FY25	FY26	FY27	FY28	# ELIGIBLE FOR RETIREMENT BY 06/30/2028*	% OF DEPT. WORKFORCE ELIGIBLE TO RETIRE BY 06/30/2028
AGR	237	40	10	3	3	5	7	68	28.69%
AGS	627	109	20	21	17	21	20	208	33.17%
ATG	626	121	12	20	22	17	18	210	33.55%
BUF	340	35	4	15	9	8	6	77	22.65%
BED	303	47	7	9	9	9	11	92	30.36%
CCA	436	44	16	14	21	15	19	129	29.59%
DEF	369	39	4	7	7	11	11	79	21.41%
GOV	48	0	0	0	2	0	1	3	6.25%
HHL	128	25	2	4	4	0	2	37	28.91%
HMS	1,675	223	65	61	62	50	56	517	30.87%
HRD	66	10	6	5	4	0	1	26	39.39%
HSPLS	423	71	15	13	18	11	12	140	33.10%
HTH	2,389	296	60	59	68	78	91	652	27.29%
LBR	624	67	15	13	13	8	11	127	20.25%
LNR	775	94	20	21	23	20	18	196	25.29%
LTG	10	0	1	0	0	0	0	1	10.00%
PSD	2,150	348	53	65	69	76	72	683	31.77%
TAX	309	48	11	11	12	8	6	96	31.07%
TRN	2,194	311	74	84	76	73	73	691	31.49%
TOTAL:	13,729	1,928	395	425	439	410	435	4,032*	29.37%

Source: State of Hawai'i Workforce Profile Report, 2023

^{*}Assumes no retirements of eligible employees prior to 06/30/2028.

Vacancies by Class of Work in Executive Branch

The State of Hawai'i continues to have a high number of vacant positions in specific classes of work. The data shows the need to ramp up recruitment and retention efforts for these positions.

Table 5: Largest Vacancies by Class of Work/Series

Position Title	Number Vacant (2023)	Number Vacant (2022)	% of Total Vacancies
Office Assistant	496	428	11.01%
Adult Corrections Officer III - VII	235	105	5.22%
Adult Corrections Officer Recruit	219	193	4.86%
Human Services Professional	180	142	4.00%
Engineer	143	110	3.17%
Eligibility Worker	121	104	2.69%
Psychiatric Technician	120	7	2.66%
Registered Nurse	113	76	2.51%
Information Technology Band A-D	108	48	2.40%
Secretary	98	88	2.18%
Janitor	85	90	1.89%
Program Specialist	83	59	1.84%
Account Clerk	80	55	1.78%
Library Assistant & Technician	77	81	1.71%
General Laborer	76	87	1.69%
Social Worker	64	48	1.42%
Social Service Aid & Assistant	62	60	1.38%
Human Resources Assistant & Technician	57	41	1.27%
Environmental Health Specialist	55	47	1.22%
Investigator	54	35	1.20%
Librarian	54	88	1.20%
Building Maintenance Helper & Worker	51	43	1.13%
Unemployment Insurance Specialist	51	54	1.13%
Accountant	47	48	1.04%
Planner	43	40	0.95%
Deputy Sheriff II - V	41	32	0.91%
Human Resources Specialist	38	40	0.84%
Child/Adult Protective Services Specialist	35	28	0.78%
Clinical Psychologist	34	31	0.75%
Unemployment Insurance Assistant	34	35	0.75%

HRMS vacancy data as of November 1, 2023

Recruitment Strategies

With Hawai'i facing an unprecedented labor shortage, the State Recruiting Office realized the importance of utilizing different strategies to attract prospective candidates to State employment. The following outlines a few of the methods focused on this year:

Outreach/Marketing

In October 2023, to increase efforts to promote the State of Hawai'i Executive Branch as an employer of choice, the State Recruiting Office launched an on-screen advertising campaign with Consolidated Theatres.

A 12-week promotional campaign ran daily from October 9 through December 31, 2023, with 30-second promotional videos presented 2 – 3 times before every movie on all screens at Kāhala, Ward, Pearlridge West, Mililani Cinema 14, 'Olino by Consolidated Theatres, and Kapolei Theatres. Two recruitment videos, created by DHRD staff, were shown on a rotational basis. Each video featured state employees from various career groups such as blue collar/trades, office administration, information technology, law enforcement, and health workers.

DHRD continues to seek additional opportunities to expand our marketing and branding.

Targeted Recruitment

Throughout 2023, DHRD continued to utilize social media platforms such as Facebook, Instagram, X (formerly known as Twitter), and LinkedIn to promote our recruitments and job fair efforts. DHRD staff assumed control of the State of Hawai'i LinkedIn page and made the use of LinkedIn's complimentary features. Staff promoted the State of Hawai'i with a company page and utilized their service of posting one job at a time, free-of-charge.

In September and October 2023, in an effort to explore innovative ways of promoting our professional careers via social media platforms, DHRD met with LinkedIn to learn about their Talent Solutions services. The services offered include things such as career pages which allows DHRD to showcase the executive branch and positions on a larger scale; job slot postings which post a specified number of jobs at any given time; recruiter seats which allows for the recruiting team to engage directly with LinkedIn active and passive users; and an automated job wrapping process which automates and expedites postings into the job slots. DHRD is currently in the process of procuring the LinkedIn services.

Job Fairs

With applicants having an abundance of career opportunities to choose from, DHRD recognized the importance of having a strong presence at various career fairs and outreach events to personally meet and engage with applicants. The State Recruiting Office worked collectively with state agencies to represent and promote state jobs and benefits afforded to our employees. Having a strong visible presence at these events has helped to draw interest from the attendees.

In the first half of 2023, DHRD participated in five events, including career fairs held by the University of Hawai'i at Mānoa and the University of Hawai'i West Oahu which allowed us to engage with college graduates; as well as to coordinate State participation in events held by the Star Advertiser at the Neil Blaisdell Center, which were open to the general public. In May 2023, DHRD organized a job fair at the Hawai'i State Capitol to recruit outgoing Legislative session staffers. In June 2023, DHRD expanded recruitment efforts by holding a State Executive Branch Career Fair in Kapolei at Ka Makana Ali'i, to promote position vacancies in Central and West O'ahu, which attracted residents from the area.

In the second half of 2023, the State Recruiting Office staff collaborated with other departments to represent the State Executive Branch at 13 career fairs and outreach events to address students graduating with specific degrees. In addition to participating in career events held at the university and the Neil Blaisdell Center, staff participated in career fairs hosted by the American Job Center of Hawai'i, Schofield Barracks Career Submit, and the Hawai'i Technology Development Corporation Holiday Tech Fair. Efforts also included our attendance at two career events held at the Queen Ka'ahumanu Mall in October and November 2023 to assist residents on Maui.

DHRD continues to work with our neighbor island counterparts to partner and participate in their events to assist with filling State vacancies on the neighbor islands.

SkillBridge

DHRD has applied to the U.S. Department of Defense's SkillBridge program on behalf of the State of Hawai'i. SkillBridge creates a partnership with employers and current active-duty service members and provides the service member an opportunity to receive specific training or participate in an internship or apprenticeship with an employer during their last three to six months of the military service. This program assists the service member with transition to civilian life and will provide training or experience, with the hopes that the service member will apply for a vacant position upon retirement or separation. If the State of Hawai'i is approved as a partner in SkillBridge, we will first focus on IT positions, looking to create partnerships and pathways from active-duty military to filling civil service vacancies. If the program is successful, DHRD plans to expand to other positions including law enforcement, health and social services, business (HR, Administration, Accounting, and Clerical), and blue collar and housing trades.

Compensation Updates

<u>Flexible Hiring Rates (FHR) – BU3 White Collar Non-supervisory, BU4 White Collar Supervisory & BU13</u> Professional & Scientific

Flexible hiring rates for BU13 independent worker level and above was established as a pilot project in 2013 and officially added as a policy and procedure in October 2014. Due to the difficulty in hiring qualified white collar civil service workers, DHRD developed a similar FHR program for BUs 3 and 4 in 2020 to better compete in the local labor market.

The rationale for this program is to enable State departments to have the option and flexibility to recruit and hire more experienced white-collar, white-collar supervisory, and professional employees by permitting more competitive pay ranges for hiring. Civil service appointments for BUs 3, 4, and 13, and their excluded counterparts, may be made by the appointing authority up to Step I based on the applicant's excess creditable experience.

As of November 2023, FHR has been utilized 325 times for BU13 and 56 times for BUs 3 & 4. The FHR program remains and will continue to be a key tool in the recruitment of skilled workers to the State.

Retention and Other Pay Programs

Retention programs are available for departments to retain a key employee who has received a bona fide job offer from another employer. The appointing authority may provide an incentive for the employee to remain with the State if the employee possesses exceptional knowledge, skills, abilities, and competencies that are critical to the department's operations. The retention programs may be used for employees in the Excluded Managerial Compensation Plan, Information Technology Broadbanding, and Licensed Health Care Professional Projects.

Other compensation tools include professional growth and equity adjustments. DHRD is working to expand these pay programs to other classes in the State.

Shortage Differential

When there is a labor shortage and difficulty in filling positions, shortage provides a raised hiring rate for the affected positions. On July 16, 2023, the class Building Construction Inspector was declared a shortage category due to the high vacancy rate and recruitment difficulties. Effective December 16, 2023, new entry salaries were increased for the Elevator Inspector and Elevator Inspector Supervisor classes. New entry salaries are provided to help attract qualified applicants to fill vacant positions. In addition, existing employees in the shortage group may receive a shortage differential to aid in retention.

Hele Imua State of Hawai'i Internship Program

After being involved since the inception of Hele Imua State of Hawai'i Internship Program in September 2022, DHRD and DLIR signed a memorandum of agreement in September 2023 to outline the support that

DHRD would be providing to the internship program. With this agreement, DLIR has detailed an exempt Workforce Program Specialist to DHRD to assist with the internship program and provide supports to the interns, creating a formal training and networking program for the interns to participate in, which provides guidance on skills and qualifications necessary to obtain a civil service position. The overall intent of the internship is to provide interns with quality work experience to prepare them for a job in their desired industry.

Recommendations

The Act 57 Annual Report submitted to the 2021 Legislature identified 46 vacant positions in the Executive Branch that had remained unfilled for ten years or more. Of that number only three were abolished in the State Budget, Act 088 (SLH 2021). The Act 57 report submitted to the 2022 Legislature recommended abolishment of 66 positions that had been vacant for five years or more. The Legislature abolished one of those positions in Act 248 (SLH 2022). The report submitted to the 2023 Legislature recommended the abolishment of 131 positions which have been vacant for four years or more, as of December 20, 2022. Nine positions recommended were abolished in Act 164 (SLH 2023).

This year, DHRD continues to recommend various state vacancies for abolishment.

In August 2023, each Executive Branch department was provided a list of their vacant positions that have remained unfilled for more than four years. As DHRD reviewed their justifications for those vacancies, many positions were still showing up in the HR system even though they had been abolished several years prior. Departments were then asked to clean up their entries to reflect accurate position counts.

As of November 1, 2023, 420 civil service positions have been vacant for four years or more. 305 of these positions are in the process of recruiting, re-organizing, or are awaiting approval to hire. This leaves 115 vacant positions recommended for abolishment.

Table 6: Count of Positions Recommended for Abolishment

AGR	DEF	HHL	HMS	HSPLS	HTH	LBR	LNR	PSD	TAX	TRN	TOTAL
3	4	3	13	12	17	6	1	3	9	44	115

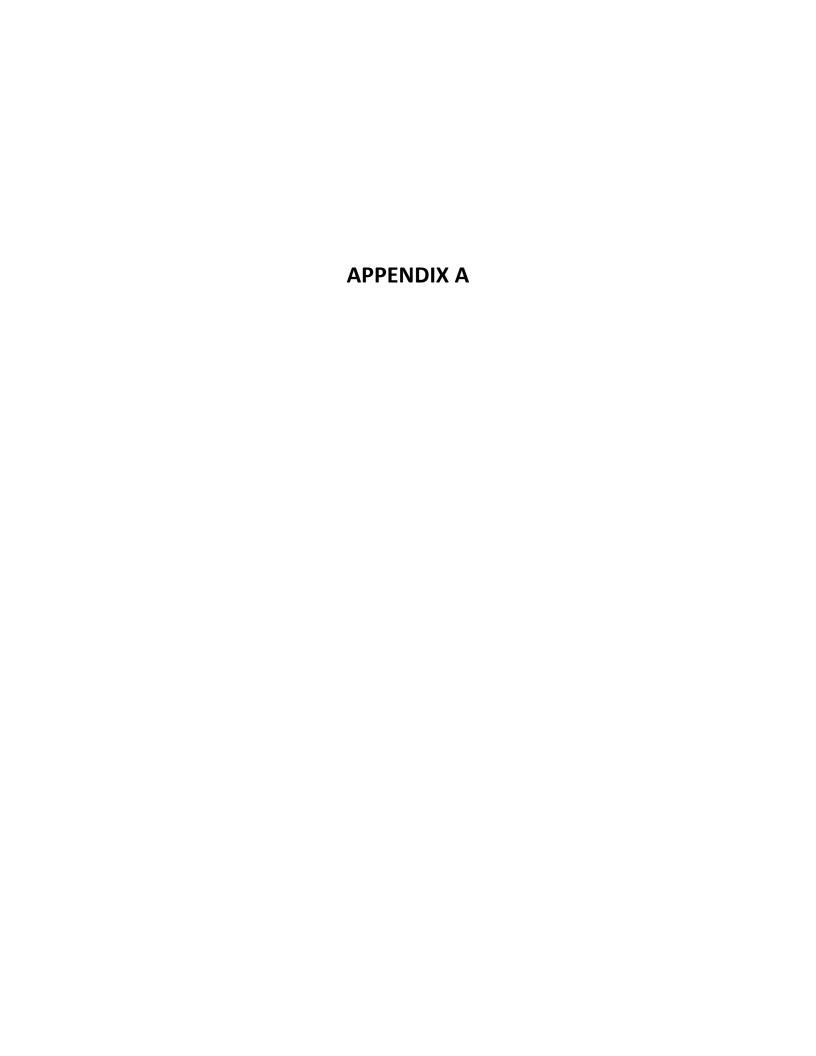
The specific position titles and departmental justifications for these vacancies that are recommended for abolishment can be found in Appendix B.

Conclusion

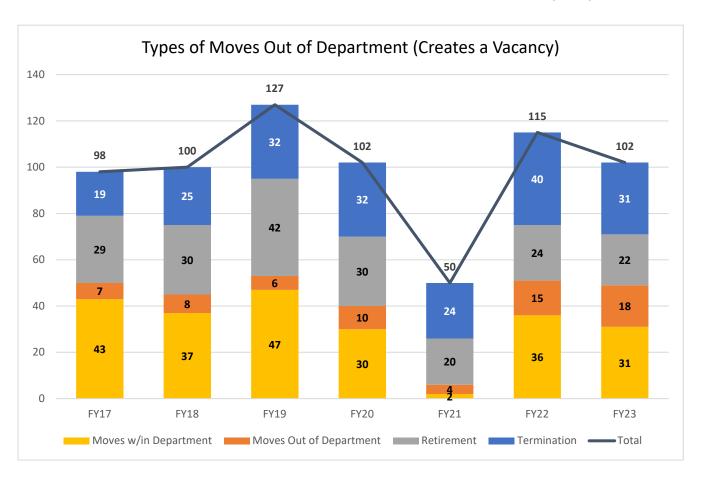
In recent years, State employees are changing positions or leaving state service faster than departments can fill vacancies, which has caused the State's vacancy rate to increase. In addition, the Executive Branch faces an aging statewide workforce that is approximately 39% eligible to retire within the next five years.

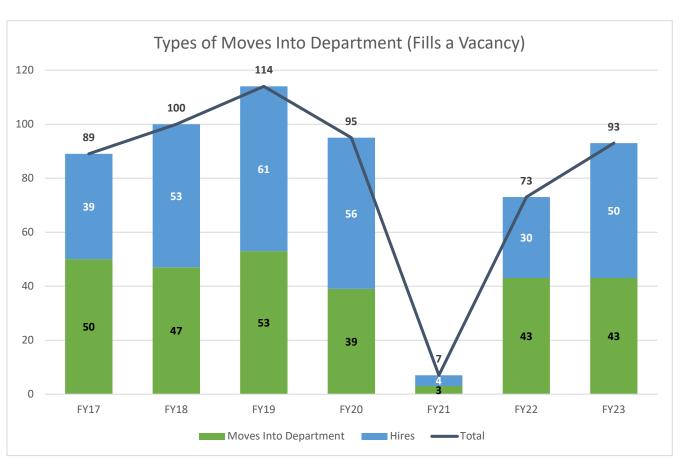
DHRD is still recovering from the loss of positions and funding during the COVID-19 pandemic. Restoring those positions would better equip DHRD to continue supporting the Executive Branch agencies and increase recruitment efforts. DHRD is actively working to recruit to fill vacancies for all departments as quickly as possible and market the State of Hawai'i as an employer of choice, using a variety of methods and new recruitment tools. This coming year, with appropriate funding, DHRD hopes to conduct a workforce survey to gain better insight into our employees' needs and ways to support them with retention efforts.

DHRD remains committed to creating and providing value to the State of Hawai'i Executive Branch by supporting State agencies with their human resources needs and supporting employees with opportunities for professional development.

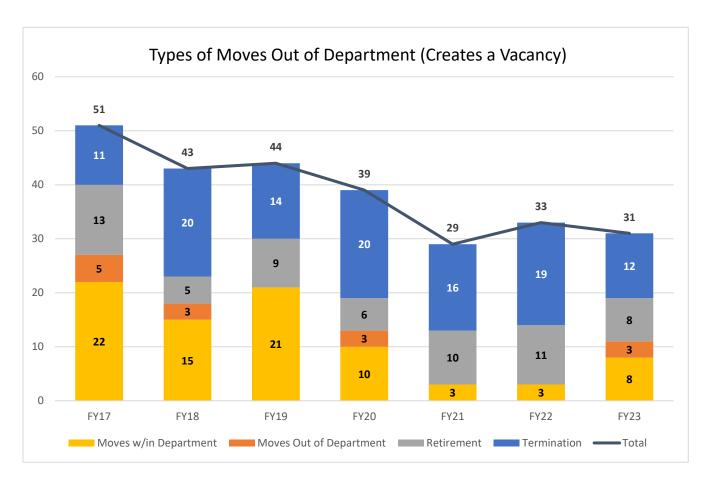


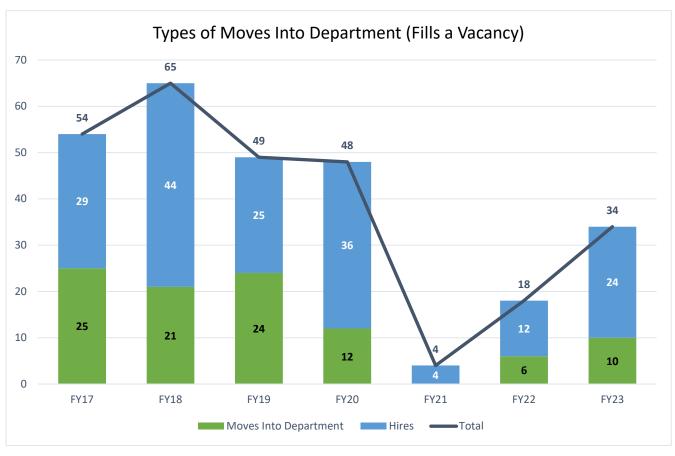
DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES (AGS)



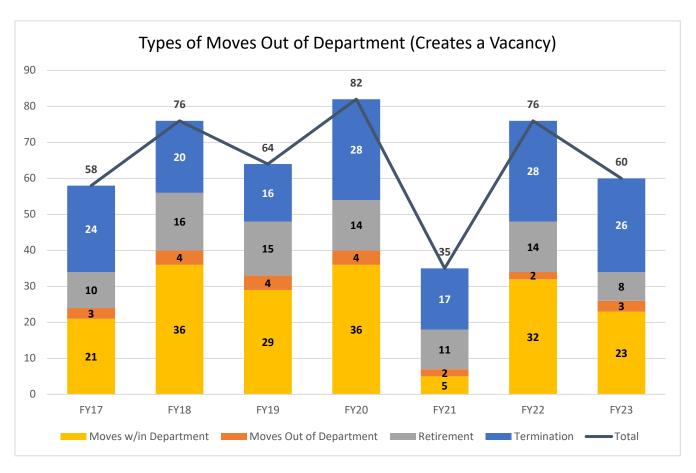


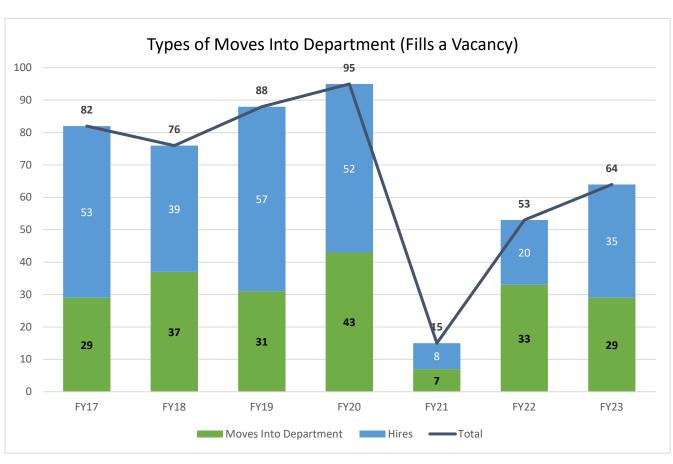
DEPARTMENT OF AGRICULTURE (AGR)



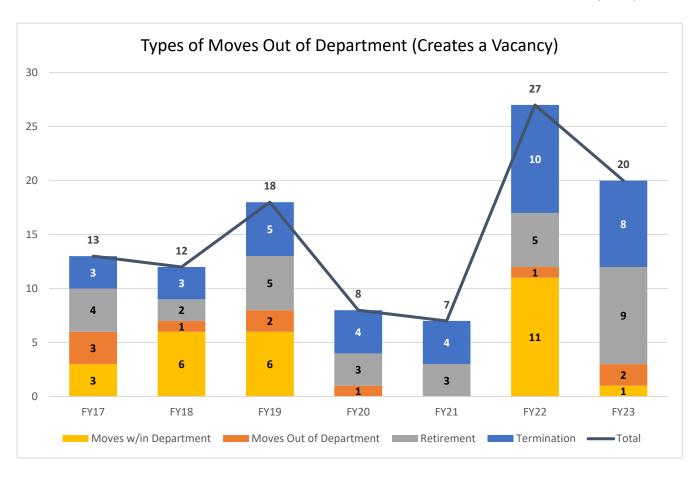


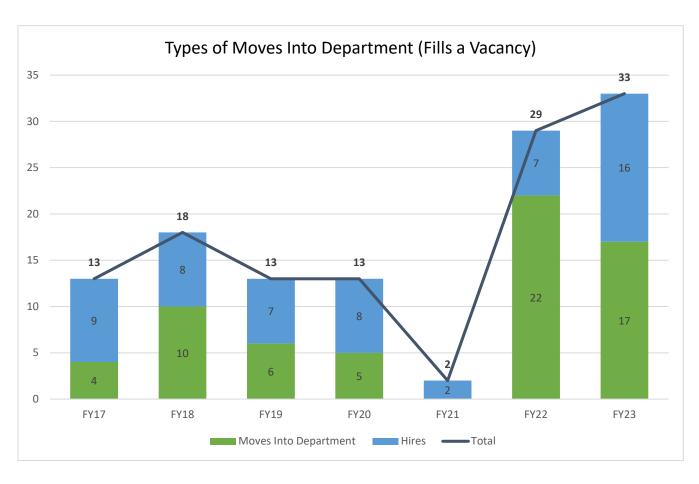
DEPARTMENT OF THE ATTORNEY GENERAL (ATG)



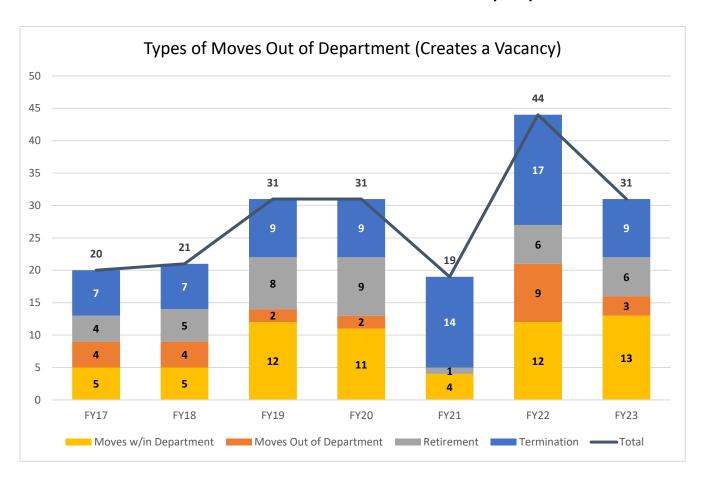


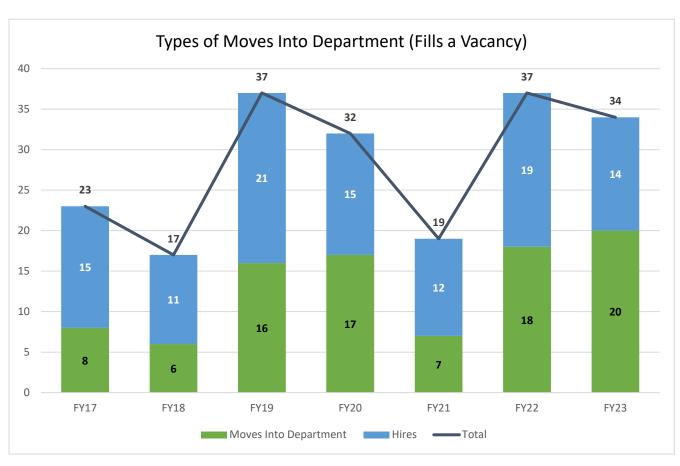
DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM (BED)



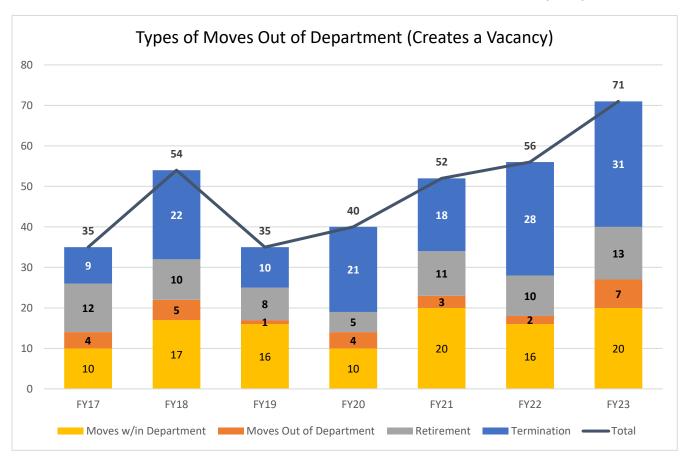


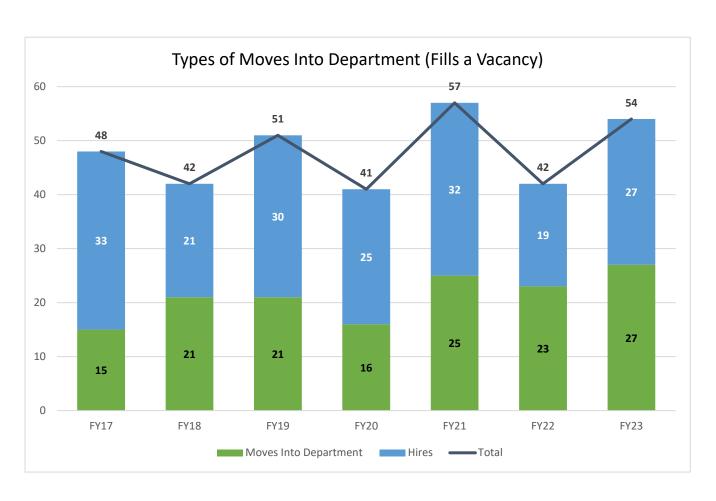
DEPARTMENT OF BUDGET AND FINANCE (BUF)



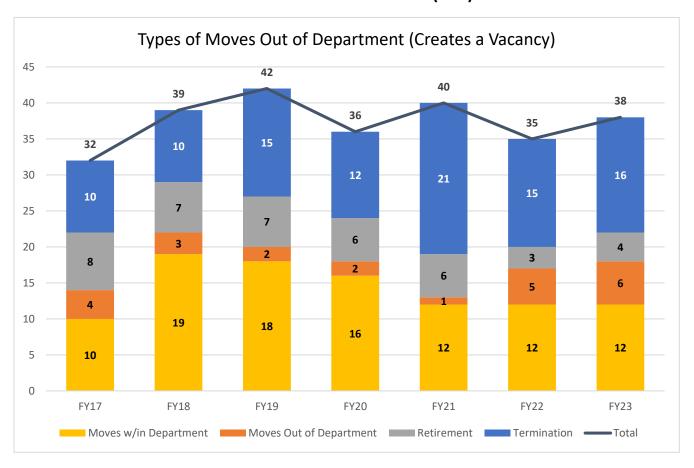


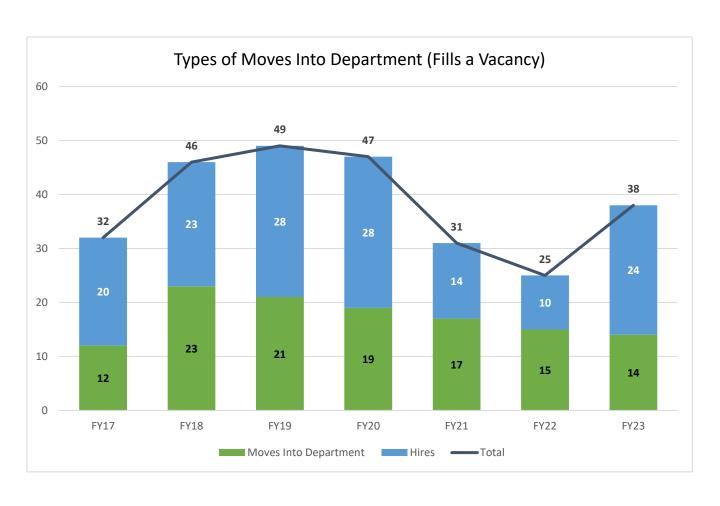
DEPARTMENT OF COMMERCE AND CONSUMER AFFAIRS (CCA)



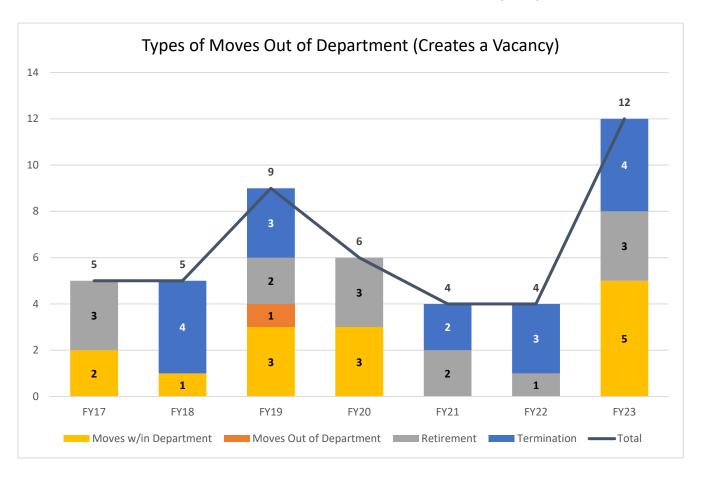


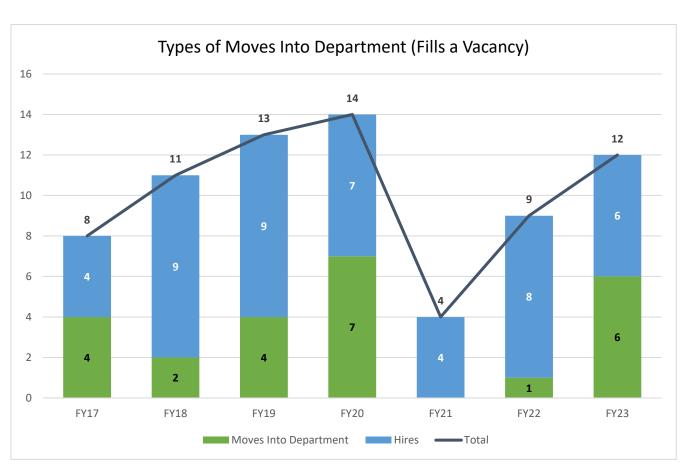
DEPARTMENT OF DEFENSE (DEF)



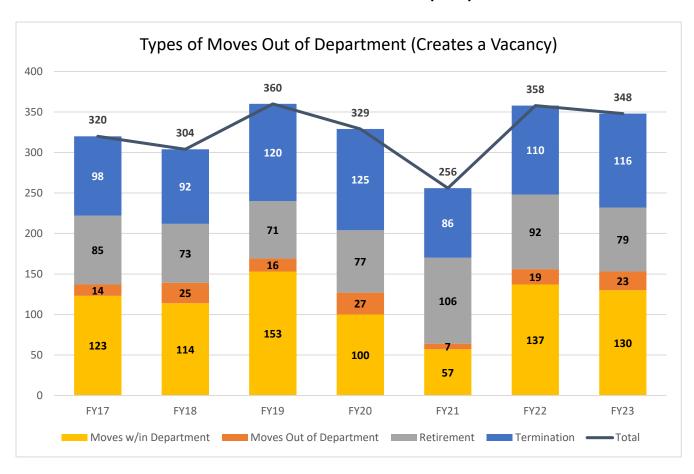


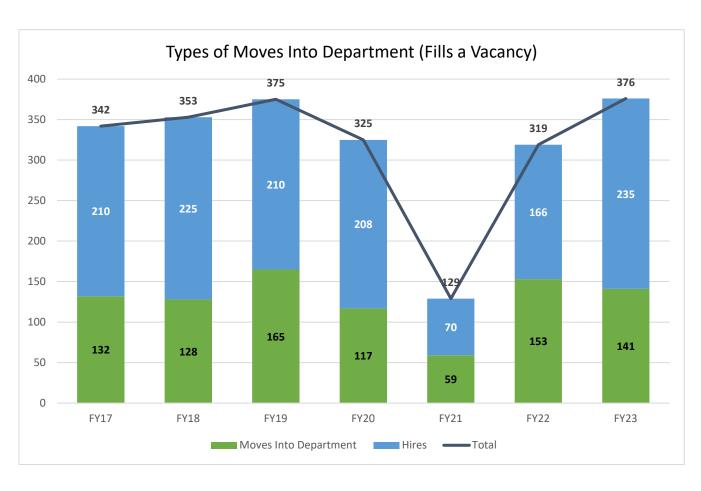
DEPARTMENT OF HAWAIIAN HOME LANDS (HHL)



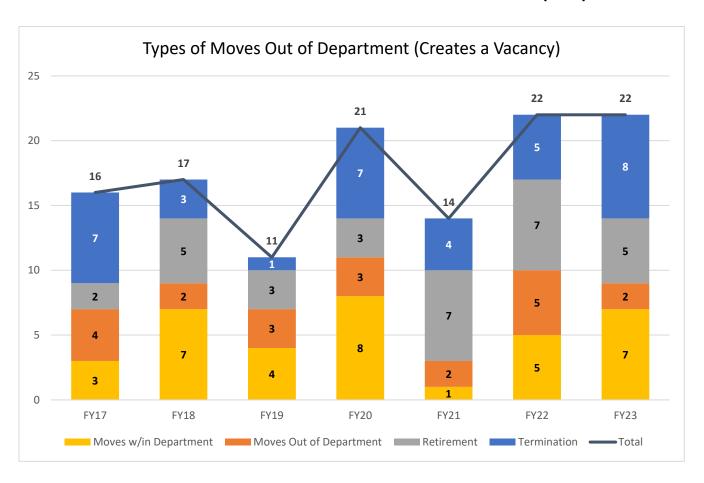


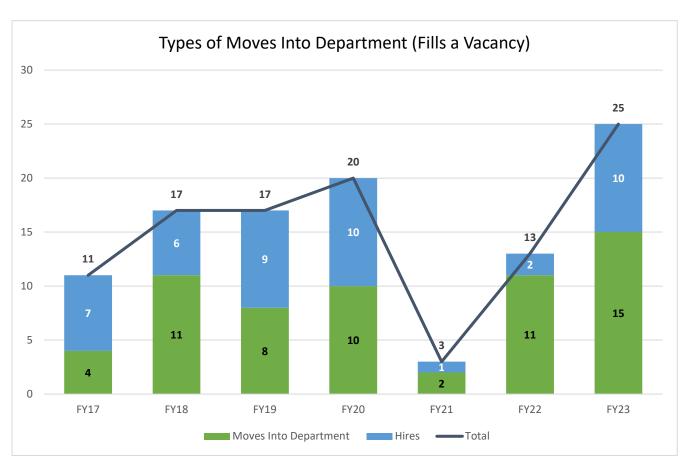
DEPARTMENT OF HEALTH (HTH)



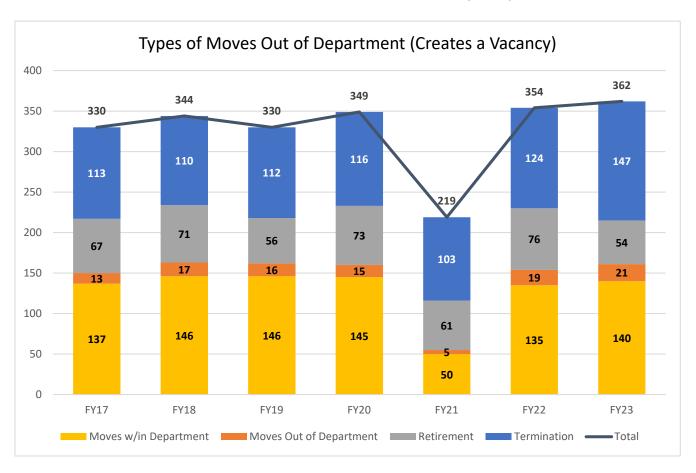


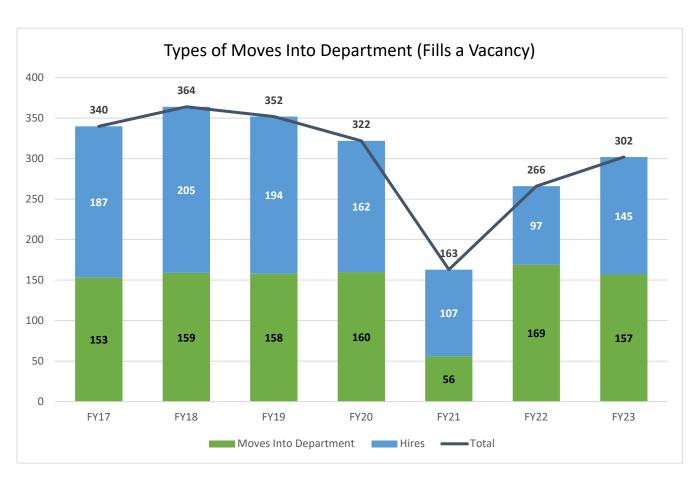
DEPARTMENT OF HUMAN RESOURCES DEVELOPMENT (HRD)



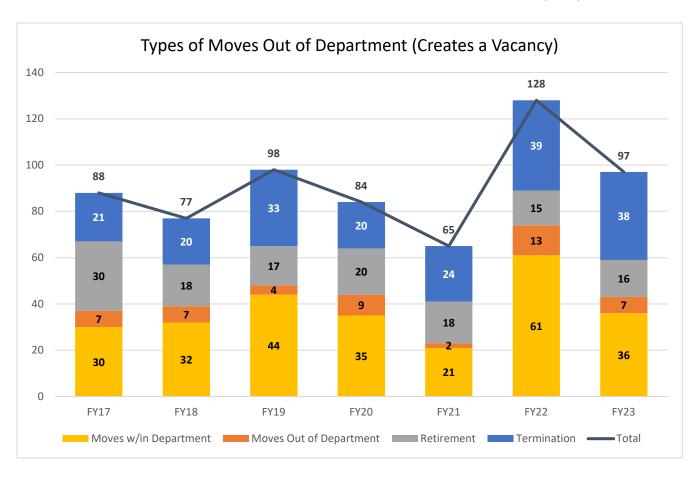


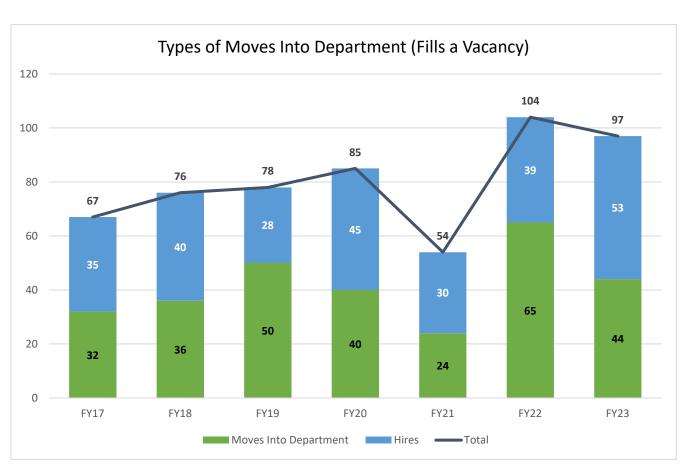
DEPARTMENT OF HUMAN SERVICES (HMS)



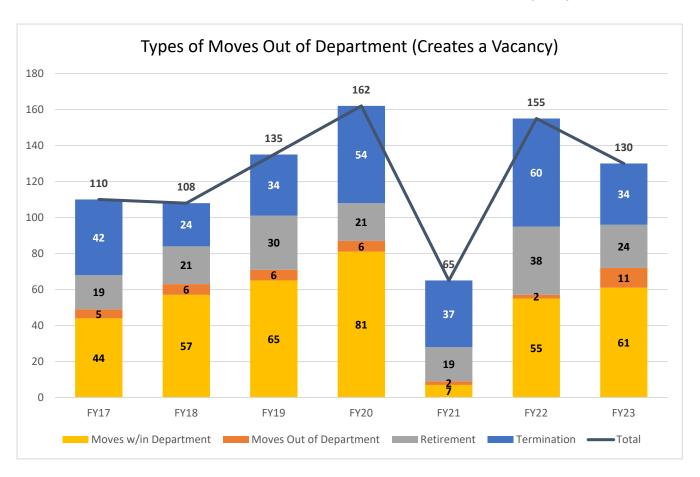


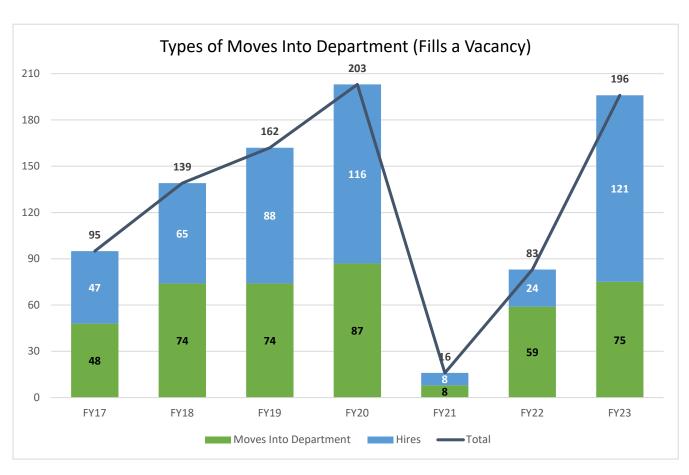
DEPARTMENT OF LABOR AND INDUSTRIAL RELATIONS (LBR)



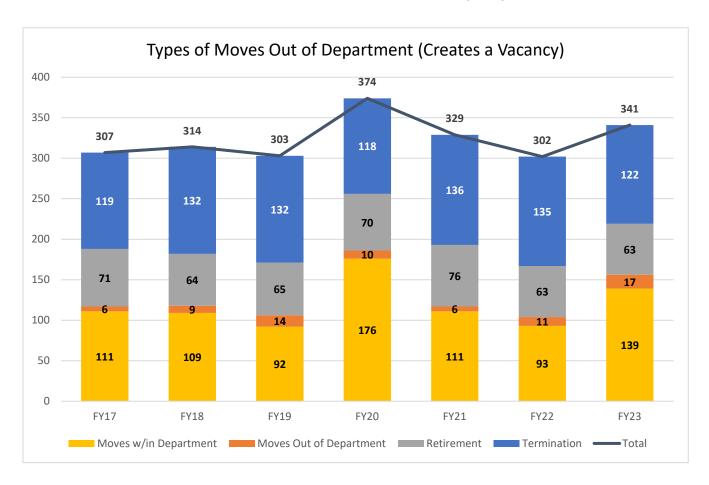


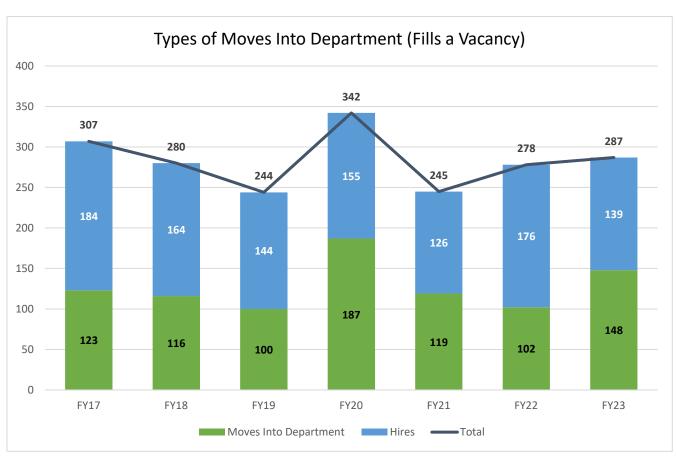
DEPARTMENT OF LAND AND NATURAL RESOURCES (LNR)



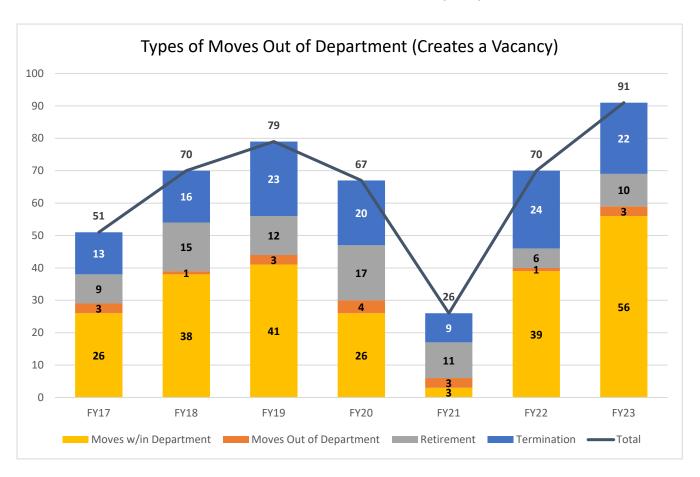


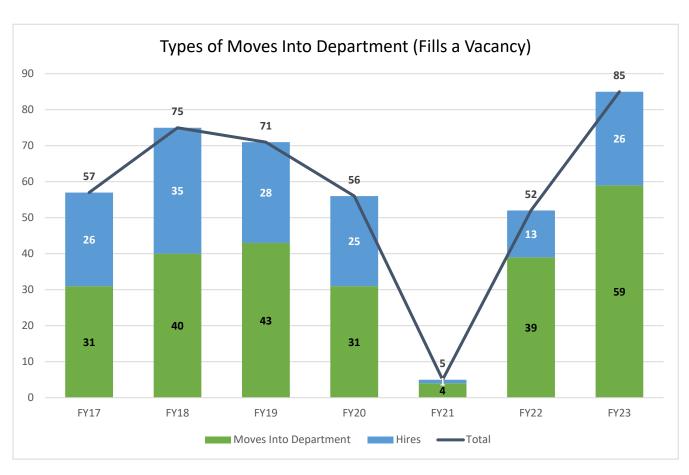
DEPARTMENT OF PUBLIC SAFETY (PSD)



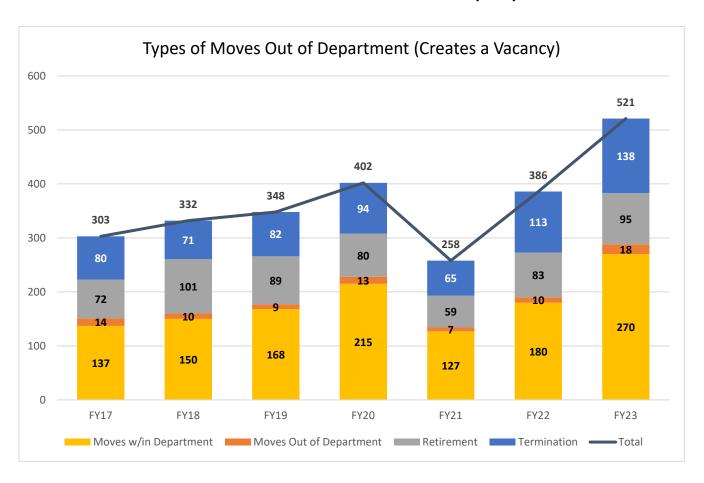


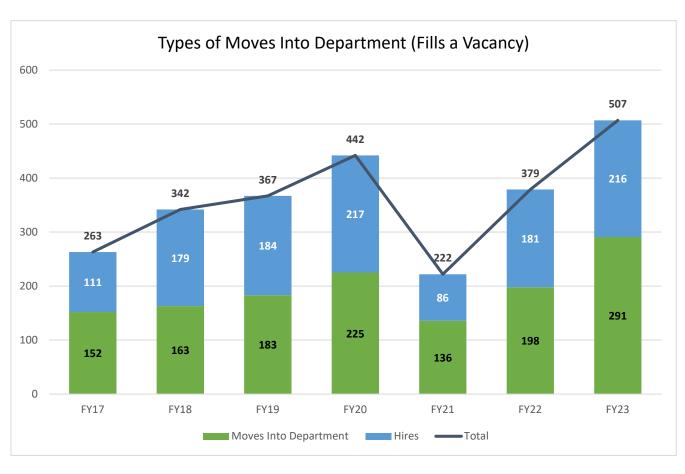
DEPARTMENT OF TAXATION (TAX)



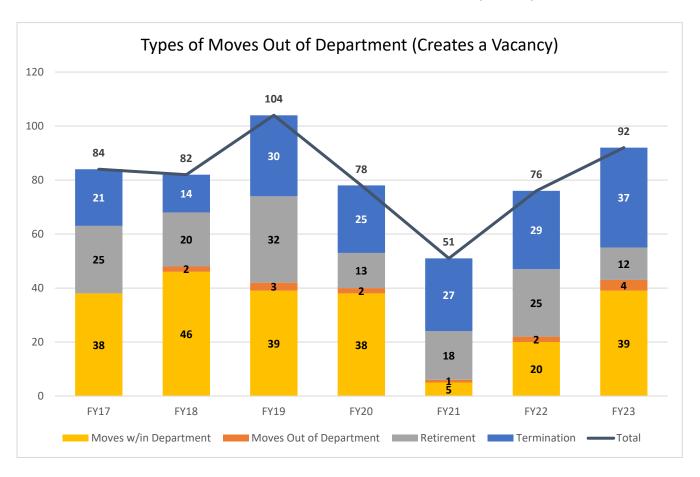


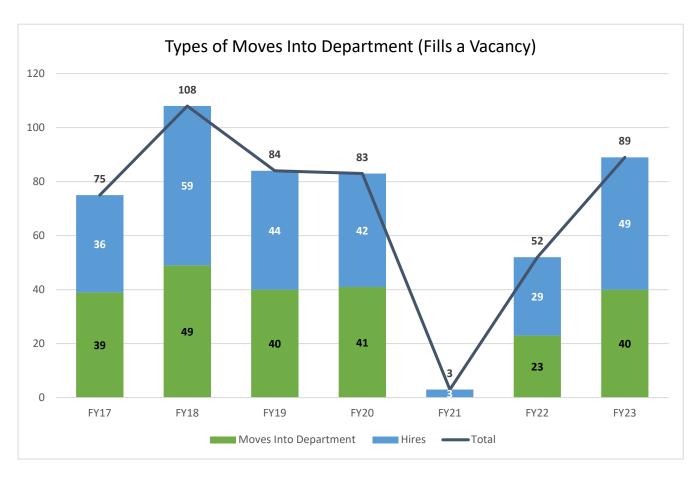
DEPARTMENT OF TRANSPORTATION (TRN)

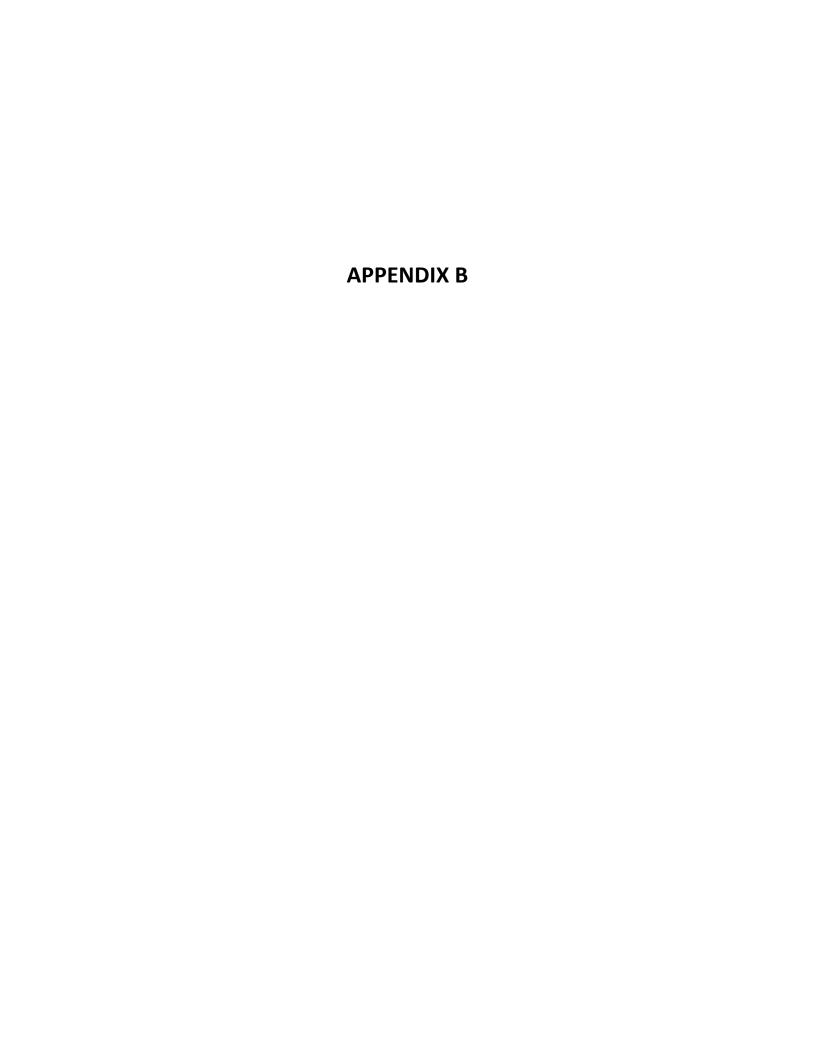




HAWAII STATE PUBLIC LIBRARY SYSTEM (HSPLS)







Dont	Division	Position	Description	Name	Vacant Date	Location	Island	Act 57	Act 57	Δct 57	oolished	Funded?	Authority	Difficult-	In re-org	Department Comments	DHRD
Dept	DIVISION	Position	Description	Name	vacant Date	LOCATION	isianu	(2020)	(2021)	(2022)	(2023)	rundeur	to Hire?	to-Fill?	process	pepartment comments	Comments
AGR	PlantIndDiv	00118176	Pest Control Aid II	Vacant,Position	1/6/2017	Halaw-Kali	ОАН				,	Yes	No	No	No	DOA will be redescribing this position to a Plant Quarantine Inspector I. Approval to fill will be requested upon redescription and recruitment will follow. The position is necessary as the branch will be additing staff to cover multiple shifts effectively protecting from pests, and clear goods in a quick timeframe.	Abolish
AGR	PlantIndDiv	00118178	Pest Control Technician III	Vacant,Position	6/16/2017	Halaw-Kali	OAH					Yes	No	No	No	DOA will be redescribing this position to a Plant Quarantine Inspector I. Approval to fill will be requested upon redescription and recruitment will follow. The position is necessary as the branch will be additing staff to cover multiple shifts effectively protecting from pests, and clear goods in a quick timeframe.	Abolish
AGR	PlantIndDiv	00118181	Pest Control Aid II	Vacant,Position	4/9/2017	Halaw-Kali	OAH					Yes	No	No	No	DOA will be redescribing this position to a Plant Quarantine Inspector I. Approval to fill will be requested upon redescription and recruitment will follow. The position is necessary as the branch will be additing staff to cover multiple shifts effectively protecting from pests, and clear goods in a quick timeframe.	Abolish
DEF	AirNatlGuard	00006130	General Laborer II	Vacant, Position	11/1/2019	Halaw-Kali	OAH					No	No	No	No	Position 75 fed/25 state. Insufficient funding	Abolish
DEF	ArmyNatlGard	00121843	Office Assistant II	Vacant, Position	, ,	Manoa-Kaha	OAH					Yes	Yes	No	Yes	Pending reorganization, redescription of position and allocation of federal funding.	Abolish
DEF	HI-EMA	00100934	Engineer IV	Vacant,Position	3/28/2018	Manoa-Kaha	OAH			Yes		No	No	Yes	No	This position is currently defunded. HI-EMA has requested to restore funding for this position vacancy.	Abolish
DEF	HI-EMA	00111378	Program Specialist IV	Vacant,Position	1/30/2019	Manoa-Kaha	OAH					Yes	Yes	Yes	No	This position is currently defunded. HI-EMA has requested to restore funding for this position vacancy.	Abolish
	Hspls		Library Assistant IV	Vacant, Position	12/22/2018		OAH			Yes		*	Yes	Yes*		From FY 21 to FY23, position was unfunded.	Abolish
EDN	Hspls		Library Assistant IV	Vacant, Position		Downtown	OAH			Yes		*	Yes	Yes*		From FY 21 to FY23, position was unfunded.	Abolish
EDN			Library Assistant III	Vacant, Position		Downtown	OAH			Yes		*	Yes	Yes*		From FY 21 to FY23, position was unfunded.	Abolish
	Hspls		Library Assistant III	Vacant, Position	8/1/2013		OAH			Yes		*	Yes	Yes*		From FY 21 to FY23, position was unfunded.	Abolish
	Hspls		Librarian III	Vacant, Position Vacant. Position	5/14/2017		OAH OAH			Yes		*	Yes Yes	Yes* Yes*		From FY 21 to FY23, position was unfunded.	Abolish Abolish
	Hspls Hspls		Librarian IV Library Assistant IV	Vacant, Position	6/16/2015 11/1/2013		OAH			Yes		*	Yes	Yes*		From FY 21 to FY23, position was unfunded. From FY 21 to FY23, position was unfunded.	Abolish
	Hspls		Library Assistant III	Vacant, Position		Manoa-Kaha	OAH			Yes		*	Yes	Yes*		From FY 21 to FY23, position was unfunded.	Abolish
	Hspls		Library Assistant III	Vacant, Position	-, ,	Manoa-Kaha	OAH			Yes		*	Yes	Yes*		From FY 21 to FY23, position was unfunded.	Abolish
	Hspls		Librarian III	Vacant, Position		Downtown	OAH			Yes		*	Yes	Yes*		From FY 21 to FY23, position was unfunded.	Abolish
-	Hspls	00046172		Vacant, Position	11/9/2018		OAH			Yes		*	Yes	Yes*		From FY 21 to FY23, position was unfunded.	Abolish
EDN	Hspls	00110636	Library Assistant III	Vacant, Position	7/31/2016	Halaw-Kali	OAH			Yes		*	Yes	Yes*		From FY 21 to FY23, position was unfunded.	Abolish
HHL	FiscalOfc	00026382	Account Clerk III	Vacant, Position	12/1/2018	Ewa	OAH			Yes		No	No			Position continues to be unfunded for FY23	Abolish
HHL	HmstdSvcsDiv	00009584	Homestead District Supvr II	Vacant, Position	1/20/2018	Hilo	HAW			Yes		No	No			Position continues to be unfunded for FY23	Abolish
HHL	HmstdSvcsDiv	00038085	Mortgage Loan Specialist	Vacant, Position	12/31/2007	Ewa	OAH		Yes	Yes		No	No			Position continues to be unfunded for FY23	Abolish
HMS	BESS Dv	00045535	Self-Suff/Supp Svcs SpcIt III	Vacant, Position	9/1/2019	Wah/Ku/Mil	OAH					Yes	Yes	No	No	Not in recruitment. The position will be utilized to establish a new position that will assist us in better oversight of processes within the Statewide Branch Administration in BESSD.	Abolish
HMS	DivVocRehab	00012658	Vocational Rehab Spclt V	Vacant,Position	12/31/2018	Downtown	OAH					Yes	Yes	Yes	Yes	This position is not in recruitment as it is part of a reorganization; to be redescribed and moved to the Staff Services Office. Will be redescribed to support administrative and case service contracts statewide to adhere to and maintain grant management requirements per DVR's onsite monitoring corrective action plan.	Abolish
HMS	HI PubHsAu	00002799	Accountant III	Vacant,Position	12/31/2014	Halaw-Kali	OAH					Yes	Yes	Yes	No	This position is not in recruitment pending the redescription to an Accountant II. Management intends to hire at lower level to provide adequate training on federal public housing program and Section 8 Voucher programs as both have complex accounting systems.	Abolish
HMS	HI PubHsAu	00008841	Truck Driver	Vacant,Position	12/31/2014	Halaw-Kali	OAH					Yes	Yes	No	No	This position is currently under management review and is pending classification action to be reclassified to a Building Maintenance Helper to assist with repairs and maintenance of vacant unit in compliance with the Governor's Emergency Proclamation on Housing.	Abolish
HMS	HI PubHsAu	00041252	Accountant IV	Vacant,Position	9/22/2017	Halaw-Kali	OAH					Yes	Yes	Yes	No	This position is not in recruitment pending a redescription action to an Accountant II. Management determined the need to provide adequate training at the lower level II to learn the new "move to work" program and the Section 8 Program Lanlord Incentive programs.	Abolish n

Recommended Positions to Abolish

Dept	Division	Position	Description	Name	Vacant Date	Location		Act 57 (2021)	Act 57	Abolished in Act164 (2023)	Funded?	Authority to Hire?		In re-org process?	Department Comments	DHRD Comments
HMS	Med-QuestDiv	00026330	Registered Nurse V	Vacant, Position	7/1/2013	Ewa	OAH				Yes	Yes	No	Yes	This position was de-funded under Act 9, SLH 2020 and re-funded under Act 248, SLH 2022. It is not in recruitment pending a reorganization that will place the position in an investigations function for MQD.	Abolish
HMS	Med-QuestDiv	00026710	Social Service Assistant IV	Vacant, Position	6/2/2008	Halaw-Kali	OAH				Yes	Yes	No	Yes	This position was de-funded under Act 9, SLH 2020 and re-funded under Act 248, SLH 2022. It is not in recruitment due to a reorganization which will reclassify this position to a Homeless/Transition Coordinator.	Abolish
HMS	Med-QuestDiv	00100490	Program Specialist V	Vacant,Position	9/3/2019	Ewa	OAH				Yes	Yes	No	No	This position was de-funded under Act 9, SLH 2020 and re-funded under Act 248, SLH 2022. It is not in recruitment while the position is being redescribed.	Abolish
HMS	Med-QuestDiv	00101589	Program Specialist VI	Vacant,Position	11/17/2014	Ewa	ОАН				Yes	Yes	No	Yes	This position was de-funded under Act 9, SLH 2020 and re-funded under Act 248, SLH 2022. It is not in recruitment due to a reorganization which will reclassify this to an administrative position.	
HMS	SocSvcsDiv	00042338	Social Service Assistant IV	Vacant,Position	1/9/2018	Wailuku/Ka	MAU				Yes	Yes	Yes	Yes	This position was de-funded under Act 9, SLH 2020 and re-funded under Act 88, SLH 2021. It is not in recruitment due to a reorganization which will reclassify the position for the CCWIS project, however it may be returned to Maui to meet those staffing needs.	
HMS	SocSvcsDiv	00100506	Social Service Assistant IV	Vacant,Position	11/1/2019	Wailuku/Ka	MAU				Yes	Yes	Yes	No	This position was de-funded under Act 9, SLH 2020 and re-funded under Act 88, SLH 2021. If was put into recruitment on 11/23/2021. This position is located in a rural location and there have been no eligible candidates referred to interview.	t Abolish
HMS	SocSvcsDiv	00118586	Human Svcs Prof III	Vacant,Position	12/1/2016	Kona	HAW				Yes	Yes	Yes	Yes	This position is not in recruitment pending to be repurposed for CCWIS project; however, it is currently under consideration to return to meet the needs for staff in Kona	Abolish
HMS	SocSvcsDiv	00118589	Social Service Aid III	Vacant,Position	6/10/2013	Downtown	OAH				Yes	Yes	Yes	No	This position was not in recruitment; the means of funding and redescription of the position has just been approved for FY24. A request to fill the position is forthcoming.	Abolish
нтн	DepDirOfHlth	00021183	Office Assistant III	Vacant, Position	12/18/2019	Kona	HAW				No	No	No	No	Program is not currently recruiting for this position. Position not funded for FY21.	Abolish
HTH	DepDirOfHlth	00035954	Drafting Technician VI	Vacant, Position	9/14/2019		OAH				No	No	No	No	Program is not currently recruiting for this position.	Abolish
	DepDirOfHlth		Office Assistant III	Vacant, Position	7/1/1997		KAU	Yes			No	No	No	No	Program is not currently recruiting for this position.	Abolish
HTH	DepDirOfHlth	00121537	Program Specialist IV	Vacant, Position	3/25/2016	Downtown	OAH			Yes	No	No	No	No	Program is not currently recruiting for this position and Position NTE date is 9/30/2016.	Abolish
нтн	EnvrnHlthAdm	00022648	Vector Control Worker II	Vacant, Position	9/14/2018	Halaw-Kali	OAH		Yes		Yes	Yes	No	No	Request to Fill approved 3/2/21. Had been waiting for DHRD to open recruitment. However, cancelled recruitment to variance and redescribe to VC Insp II. Position variance approved 10/27/21. Position rebudgeted as VC Insp II per Act 248, SLH 2022. HRO is reviewing the redescription.	, Abolish
нтн	EnvrnHlthAdm	00036220	Secretary II	Vacant,Position	9/14/2018	Halaw-Kali	OAH		Yes		Yes	Yes	No	No	Salary eliminated by Act 9, SLH 2020. Salary restored by Act 164, SLH 2023. Program is not currently recruiting for this position.	Abolish
нтн	EnvrnHlthAdm	00054732	Environmental Health Spclt IV	Vacant,Position	7/1/2015	Waip-Aiea	ОАН				Yes	Yes	No	No	Program is not currently recruiting for this position. Recruitment was cancelled to change geo location. Program will start recruitment when adequate federal grant funding is available.	Abolish
HTH	HlthResAdm	00014880	Registered Nurse V	Vacant, Position	8/29/2015	Manoa-Kaha	OAH		Yes	Yes	No	No	No	Yes	Program is not currently recruiting for this position; position abolished.	Abolish
HTH	HlthResAdm	00027458	Occupational Therapist IV	Vacant, Position	12/31/2018	Ewa	OAH		Yes		Yes	Yes	Yes	Yes	Program is not currently recruiting for this position since it is tied to reorg.	Abolish
HTH	HlthResAdm	00028401	Public Health Educator IV	Vacant, Position	12/31/2015	Downtown	OAH		Yes		Yes	Yes	No	No	Program reclassified this position to a Program Specialist IV and working to fill.	Abolish
HTH	HlthResAdm	00030089	WIC Nutrition Aid	Vacant, Position	8/1/2019	Kane-Kualo	OAH				No	No	No	No	Program is not currently recruiting for this position due to budget purposes.	Abolish
нтн	HlthResAdm	00031902	Office Assistant III	Vacant, Position	7/4/2019	Downtown	ОАН				Yes	Yes	Yes	No	Actively recruiting since 2/2023; WIKI WIKI Hire recruitment; Received first list of names on 4/12/23, and subsequent names on 4/21/23, 4/26/23, 5/18/23, 6/23/23. No selection made.	Abolish
нтн	HlthResAdm	00039850	Public Health Educator IV	Vacant, Position	7/1/2011	Manoa-Kaha	OAH		Yes		Yes	Yes	No	No	Program is not currently recruiting for this position due to funding issue. The program will resume recruitment for this position in FY24.	Abolish
нтн	HlthResAdm	00050168	Para Medical Assistant II	Vacant,Position	7/1/2018	Halaw-Kali	OAH				Yes	Yes	Yes	No	Program is not currently recruiting for this position and Position NTE date is 12/31/2018. The program will resume recruitment for this position in FY24.	Abolish
нтн	HlthResAdm	00050690	Office Assistant III	Vacant,Position	7/10/2019	Downtown	OAH				No	Yes	No	No	Program is not currently recruiting for this position. Federal grant funding ended. To be abolished.	Abolish
нтн	HlthResAdm	00051687	Investigator V	Vacant, Position	4/15/2014	Manoa-Kaha	OAH		Yes		No	No	No	No	Program is not currently recruiting for this position. This position is no longer in the budget of HTH 100.	Abolish

Recommended Positions to Abolish

Dept	Division	Position	Description	Name	Vacant Date	Location			Act 57 (2021)	Act 57 in (2022)	oolished Act164 (2023)	Funded?	Authority to Hire?		In re-org process?	Department Comments	DHRD Comments
нтн	HlthResAdm	00118909	Registered Nurse III	Vacant, Position	9/29/2015	Downtown	ОАН	T		Yes	(2023)	Yes	Yes	Yes	Yes	Program requesting reclass of this nurse position to a Program Spec III, only position change	Abolish
																in reorg request.	
	AdminSvcsOfc		Clerical Supervisor III	Vacant, Position	11/16/2018		OAH									To be abolished, no federal funds available	Abolish
LBR	AdminSvcsOfc	00022378	Office Assistant III	Vacant, Position		Downtown	OAH									To be abolished, no federal funds available	Abolish
LBR LBR	AdminSvcsOfc WrkfrceDevDv	00027825	Information Technology Band B Employment Service SpcIt III	Vacant, Position Vacant, Position	12/30/2019 12/1/2017		OAH					Yes	Yes	No		To be abolished as it was deleted on the budget by Act 248/2022 Federally funded	Abolish Abolish
	WrkfrceDevDv	00014934	Employment Service SpcIt IV	Vacant, Position		Downtown	OAH		Yes			Yes	Yes	No		Federally funded	Abolish
LBR	WrkfrceDevDv	00113284	Employment Service SpcIt II	Vacant, Position		Downtown	OAH		163	Yes		Yes	Yes	No		Federally funded	Abolish
	AqRescsDiv	001118784	Edn Spclt (Aquatic Rescs) IV	Vacant, Position	12/31/2019		OAH			163		No	No	No	No	Freeze lifted 7/30/21 per EM 21-04. Per the Division, the Federal funding for this position is insecure.	
PSD	Corr Industr	00015251	Account Clerk IV	Vacant, Position	12/30/2016	Halaw-Kali	OAH					Yes	Yes	Yes	Yes	insecurer.	Abolish
PSD	Institutions	00017836	Office Assistant III	Vacant, Position		Halaw-Kali	OAH					Yes	Yes	Yes	No	Program went through several DHRD Lists, and more than three (3) applicants have declined the position/job offer	Abolish
PSD	Institutions	00122446	Office Assistant III	Vacant, Position	5/31/2018	Waimnlo/Ka	ОАН					Yes	Yes	Yes	No	Need to Abolish because position is temporary vice for a permanent position, NTE 06/30/2018	Abolish
TAX	InfoTechSvcs	00028863	Information Technology Band B	Vacant, Position		Downtown	OAH					No	Yes	Yes		HR records indicate that position is not funded.	Abolish
TAX	InfoTechSvcs	00120348	Information Technology Band B	Vacant, Position	· · · · · · · · · · · · · · · · · · ·	Downtown	OAH					No	Yes	Yes		HR records indicate that position is not funded.	Abolish
TAX	InfoTechSvcs	00120350	Information Technology Band B	Vacant, Position		Downtown	OAH					No	Yes	Yes		HR records indicate that position is not funded.	Abolish
	OfcofDir	00001450	Tax Clerk	Vacant, Position		Downtown	OAH					No	Yes	No		HR records indicate that position is not funded.	Abolish
	OfcofDir	00117470	Delinquent Tax Coll Asst II	Vacant, Position	12/31/2019		OAH					No	Yes	No		HR records indicate that position is not funded.	Abolish
	OfcofDir	00117475	Delinquent Tax Coll Asst II	Vacant, Position	12/31/2019		OAH					No	Yes	No		HR records indicate that position is not funded.	Abolish
	OfcofDir T. G. D.D.	00120117	Delinquent Tax Coll Asst II	Vacant, Position	11/29/2019		OAH					No	Yes	No		HR records indicate that position is not funded.	Abolish
TAX	TaxSvc&Procg	00008221	Office Assistant III	Vacant,Position	4/20/2018	Downtown	OAH			Yes		No	Yes	No		Seasonal position that's not funded. DoTAX was allowed to keep position as part of its overall authorized count of 481 positions.	Abolish
TAX	TaxSvc&Procg	00034097	Office Assistant II	Vacant,Position	6/29/2018	Downtown	OAH			Yes		No	Yes	No		Seasonal position that's not funded. DoTAX was allowed to keep position as part of its overall authorized count of 481 positions.	Abolish
TRN	Hrbrs Div	00120640	Engineer V	Vacant, Position	1/30/2014	Downtown	OAH					Yes	Yes	No		Act 160 position; exempt from civil service	Abolish
TRN	Hrbrs Div	00120643	Engineer IV	Vacant, Position	7/3/2017	Downtown	OAH					Yes	Yes	No		Act 160 position; exempt from civil service	Abolish
TRN	Hwys Div	00001144	Highway Const Inspector IV	Vacant, Position	11/27/2017		MAU					No					Abolish
TRN	Hwys Div	00001146	Automotive Mechanic Helper	Vacant, Position		Kaunakakai	MOL			Yes		No					Abolish
	Hwys Div	00001278	Equipment Operator I	Vacant, Position	5/2/2016		HAW		Yes	Yes		No					Abolish
	Hwys Div	00001283	General Laborer I	Vacant, Position	2/19/2019		HAW			Yes		No					Abolish
	Hwys Div	00001286	Equipment Operator I	Vacant, Position	8/16/2017		HAW					No					Abolish
	Hwys Div	00001292	Equipment Operator I	Vacant, Position	10/2/2017		HAW			Yes		No					Abolish
TRN	Hwys Div	00001330	Truck Driver Laborer	Vacant, Position	10/1/2015		HAW		Yes	Yes		No					Abolish
TRN	Hwys Div	00001338	Equipment Operator I	Vacant, Position	1	Kam/Koh/Wa	HAW		Yes	Yes		No					Abolish
	Hwys Div	00001386	Engineering Technician VI	Vacant, Position	11/1/2017		KAU OAH			Yes		Yes	Yes	No	No	HWY-K	Abolish
TRN	Hwys Div	00002503	Highway Const Inspector IV Abstractor VI	Vacant, Position	11/16/2018	Downtown	OAH			Yes Yes		No No					Abolish Abolish
	Hwys Div	00002508	Drafting Technician VI	Vacant, Position Vacant, Position	2/13/2018		OAH			Yes		No					Abolish
	Hwys Div Hwys Div	00006428	Landscape Architect V	Vacant, Position	1/21/2017		OAH			162		Yes	Yes	Yes	No	HWY-D: Position hard to fill, lack of qualified and interested candidates	Abolish
TRN	Hwys Div	00006584	Land Boundary Surveyor III	Vacant, Position	5/1/2017		OAH		Yes	Yes		No	162	162	INU	1119 1-2. Fosition hard to fill, lack of qualified and interested candidates	Abolish
TRN	Hwys Div	00006812	Equipment Operator III	Vacant, Position		Halaw-Kali	OAH		162	Yes		No					Abolish
TRN	Hwys Div	00000012	Truck Driver Laborer	Vacant, Position	9/1/2017		HAW			Yes		No					Abolish
	Hwys Div		Historic Resources Specialist	Vacant, Position	5/7/2013		OAH		Yes	Yes		No					Abolish
TRN	Hwys Div		Office Assistant III	Vacant, Position		Wailuku/Ka	MAU		. 00	Yes		No					Abolish
	Hwys Div		Highway Const Inspector IV	Vacant, Position	12/31/2017	•	OAH					Yes	Yes	No		"HWY-O: The MQ's for the HCI IV, and the whole HCI series, is very outdated. You cannot hire a HCI IV unless they have HCI III experience, so we limit ourselves to in-house candidates only. A person outside of the State system would have to start at the HCI I entry level position, and, this has been equated to a journeyman. The pay gap is so large between a journeyman and HCI I, that within the last 5-yrs we've had no one come over from the private sector. We are currently working with HWY-SP to change and update the MQ's for	Abolish
																the HCI series in order to attract more talent from the private sector."	

Recommended Positions to Abolish

Dept	Division	Position	Description	Name	Vacant Date	Location	Island	Act 57 (2021)	Act 57	Abolished in Act164 (2023)	Funded?	Authority to Hire?		_	Department Comments	DHRD Comments
TRN	Hwys Div	00009602	Abstractor VII	Vacant, Position	12/31/2016	Downtown	OAH		Yes		No					Abolish
TRN	Hwys Div	00010574	Land Boundary Surveyor I	Vacant, Position	3/18/2017	Ewa	OAH		Yes		No					Abolish
TRN	Hwys Div	00010752	General Laborer I	Vacant, Position	1/3/2018	Halaw-Kali	OAH		Yes		No					Abolish
TRN	Hwys Div	00010873	Heavy Veh/Constr Equip Mech I	Vacant, Position	12/31/2014	Hilo	HAW	Yes			Yes	Yes	No	No	HWY-H	Abolish
TRN	Hwys Div	00011256	Office Assistant III	Vacant, Position	12/18/2017	Lihue	KAU		Yes		Yes	Yes	No	No	HWY-K	Abolish
TRN	Hwys Div	00011788	Engineer IV	Vacant, Position	11/1/2018	Halaw-Kali	OAH		Yes		No					Abolish
TRN	Hwys Div	00011847	Planner V	Vacant, Position	9/28/2016	Downtown	OAH		Yes		No					Abolish
TRN	Hwys Div	00012386	Research Statistician III	Vacant, Position	12/18/2017	Ewa	OAH		Yes		No					Abolish
TRN	Hwys Div	00015074	Project Manager II	Vacant, Position	12/1/2016	Downtown	OAH				Yes	Yes	Yes	No	HWY-D: reorg	Abolish
TRN	Hwys Div	00015693	General Laborer I	Vacant, Position	8/31/2017	Waip-Aiea	OAH		Yes		No					Abolish
TRN	Hwys Div	00016841	Office Assistant IV	Vacant, Position	6/29/2019	Halaw-Kali	OAH				Yes	Yes	No	No		Abolish
TRN	Hwys Div	00032322	Engineering Technician V	Vacant, Position	6/1/2018	Halaw-Kali	OAH				Yes	Yes	No	No	HWY-O: transferred to Hwy (Punchbowl) on 9/5/19	Abolish
TRN	Hwys Div	00037762	Bridge Maintenance Worker I	Vacant, Position	2/1/2016	Halaw-Kali	OAH	Yes	Yes		No					Abolish
TRN	Hwys Div	00044266	General Laborer I	Vacant, Position	12/4/2018	Ka'u	HAW		Yes		No					Abolish
TRN	Hwys Div	00044269	Truck Driver Laborer	Vacant, Position	11/16/2018	Kam/Koh/Wa	HAW		Yes		No					Abolish
TRN	Hwys Div	00047370	Equipment Operator I	Vacant, Position	9/13/2016	Kona	HAW	Yes	Yes		No					Abolish
TRN	Hwys Div	00047390	Heavy Truck Driver	Vacant, Position	7/2/2018	Kona	HAW				Yes	Yes	No	No	HWY-H	Abolish
TRN	Hwys Div	00048246	Electrician I	Vacant, Position	11/1/2018	Halaw-Kali	OAH				No					Abolish
TRN	Hwys Div	00052863	Sign Painter Helper	Vacant, Position	12/31/2013	Hilo	HAW				Yes	Yes	No	No	HWY-H	Abolish
TRN	Hwys Div	00118346	Engineer V	Vacant, Position	7/18/2009	Ewa	OAH	Yes			Yes	Yes	No	No	HWY-T: difficult to fill	Abolish
TRN	PpbMgt&AnlOf	00027898	Program Evaluation Analyst VII	Vacant, Position	7/22/2017	Downtown	OAH				Yes	Yes	Yes	No	Extremely difficult to get interested and qualified applicants at the level	Abolish
TRN	StTrnsPlnOfc	00019159	Planner VII	Vacant, Position	1/2/2014	Halaw-Kali	OAH		Yes		Yes	Yes	Yes	Yes	Program would like to reorganize to another section	Abolish
TRN	StTrnsPlnOfc	00112475	Planner V	Vacant, Position	3/31/2010	Halaw-Kali	OAH				Yes	Yes	No	Yes	Rail Transit Safety Office, position is part of Reorganization	Abolish