



LIEUTENANT GOVERNOR
Ke Ke'ena O Ka Hope Kia'aina

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December 26, 2023

TO: Senator Donovan M. Dela Cruz, Chair
Senator Sharon Y. Moriwaki, Vice Chair
Senate Committee on Ways and Means

Representative Kyle T. Yamashita, Chair
Representative Lisa Kitagawa, Vice Chair
House Committee on Finance

FROM: Sylvia Luke, Lieutenant Governor

RE: Testimony for LTG 100 for the 2024 Budget Briefing

Overview

A. Pursuant to Article V, Section 4, of the Hawaii State Constitution, the primary mission of the Lieutenant Governor is to act in place of the Governor in their absence. Accordingly, the Lieutenant Governor must keep abreast of the actions and issues regarding the Administration to ensure they can effectively carry out the necessary functions of the office during these absences.

Pursuant to Section 26-1(a), Hawaii Revised Statutes (HRS), another core function of the Office of the Lieutenant Governor is to serve as Secretary of State for intergovernmental relations. In this role, the Lieutenant Governor is charged with directing and performing a multitude of activities for the public, which are administrative and coordinative in nature. These activities include the processing of name changes, issuing apostilles and certifications, and selling state publications (§23G-1, HRS). Related fees are deposited

into the general fund and do not go towards funding the operation of the Lieutenant Governor's Office.

The Office has been working on modernizing systems used to process name changes, issue apostilles and certifications, and sell state publications. Areas needing improvement are being identified and potential solutions are being considered to increase efficiency.

Pursuant to Section 26-1(d), Hawaii Revised Statutes, "the governor shall identify and direct other duties as necessary to the lieutenant governor." The Lieutenant Governor has been entrusted with the broadband expansion efforts and the initiative for universal access to preschool.

The Connect Kākou initiative coordinates broadband efforts between the University of Hawaii, Hawaii Broadband and Digital Equity Office, and the Department of Hawaiian Homelands to maximize the utilization of federal grant funding.

The Ready Keiki initiative, in partnership with the Executive Office on Early Learning (EOEL), tracks several measures on the Ready Keiki webpage. Those measures include the spending of funds (through Act 257, Session Laws of Hawaii 2022) to build preschool classrooms, tracking the number of classrooms in pre-construction, construction, and those that have been completed and are operational.

- B. Being one of the most catastrophic events to ever occur on the islands, the August 2023 wildfires devastated the people and the State. Addressing the immediate needs and concerns of the people took priority, and resources were redirected to relief and response efforts. The Office participated in the donation and distribution network, Kokua for Maui, and many other events.

The Office continues to fulfill its responsibilities to intake and process name changes, issue apostilles and certifications, and sell state publications. The Office anticipates 900 name changes and 10,800 authentications to be processed by the end of the year. This is a 12.5% increase in name changes and 44% increase in authentications from the previous year. There is currently no backlog in name change and authentication applications.

Through the Connect Kākou initiative, the state Broadband Equity Access and Deployment plan and the state Digital Equity plan have been submitted to the Federal government, and the Department of Hawaiian Homelands Tribal Broadband and Connectivity Program grant is expected to be submitted in January 2024.

Thirty-eight classrooms have begun planning and design and eight are currently in construction. The Ready Keiki initiative has opened eleven EOEL classrooms this year and expects an additional forty-four to open in 2024.

Federal Funds

- C. The Office does not receive or expend federal funds.

Non-General Funds

- D. The Office does not receive or expend non-general funds.

Budget Requests

- E. The Office has no supplemental budget requests.
- F. The Office has no supplemental budget requests.

Office of the Lieutenant Governor
Functions

Table 1

<u>Division</u>	<u>Description of Function</u>	<u>Activities</u>	<u>Prog ID(s)</u>	<u>Dept-Wide Priority</u>	<u>Statutory Reference</u>
LTG					
	The Lieutenant Governor acts in place of the Governor in the event of the Governor's absence from the State.	To enhance the effectiveness and efficiency of state programs by providing executive direction, policy development, program coordination, and planning and budgeting.	LTG100		Article V, Section 4 of the Hawaii State Constitution
	The Lieutenant Governor is also designated Secretary of State for intergovernmental relations.	In this capacity, the Lieutenant Governor serves as Secretary of State for intergovernmental relations and directs and performs varied activities which are required by law, including (1) Processing name changes; (2) Authentication of documents for use in foreign countries; (3) Sale of official state publications; (4) Compilation of administrative rules; (5) Compilation of legislative acts; (6) Posting of state open meeting agendas; and (7) Processing Commissioner of Deeds applications and appointments.	LTG100		Section 23G-18, HRS Section 26-1, HRS Section 574-5, HRS
	The Lieutenant Governor also performs duties and undertakes projects assigned by the Governor.	The Lieutenant Governor was delegated under authority by the Governor to take on several initiatives including universal preschool and Broadband.	LTG100		Section 26-1(d), HRS

Office of the Lieutenant Governor
Department-Wide Totals

Table 2

Fiscal Year 2024					
Budget Acts Appropriation	Reductions	Additions		Total FY24	MOF
\$ 2,319,967.00				\$ 2,319,967.00	A
\$ 300,000.00				\$ 300,000.00	B
				\$ -	
				\$ -	
				\$ -	
				\$ -	
\$ 2,619,967.00	\$ -	\$ -	\$ -	\$ 2,619,967.00	Total

Office of the Lieutenant Governor
Program ID Totals

Table 3

Prog ID	Program Title	MOF	As budgeted (FY24)			As budgeted (FY25)			Governor's Submittal (FY24)				Governor's Submittal (FY25)			
			Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$	Percent Change of \$\$\$\$	Pos (P)	Pos (T)	\$\$\$	Percent Change of \$\$\$\$
LTG100	Office of the Lieutenant Gover	A	17.00	-	\$ 2,619,967	17.00	-	\$ 2,665,231	17.00	-	2,619,967.00	0	17.00	-	2,665,231.00	0

Office of the Lieutenant Governor
Proposed Budget Reductions

Table 5

<u>Prog ID</u>	<u>Sub-Org</u>	<u>Description of Reduction</u>	<u>Impact of Reduction</u>	<u>MOE</u>	<u>FY24</u>			<u>FY25</u>			<u>FY24 Restriction (Y/N)</u>
					<u>Pos (P)</u>	<u>Pos (T)</u>	<u>\$\$\$\$</u>	<u>Pos (P)</u>	<u>Pos (T)</u>	<u>\$\$\$\$</u>	
N/A											

Office of the Lieutenant Governor
Proposed Budget Additions

Table 6

<u>Prog ID</u>	<u>Sub-Org</u>	<u>Addition Type</u>	<u>Prog ID Priority</u>	<u>Dept-Wide Priority</u>	<u>Description of Addition</u>	<u>Justification</u>	<u>MOF</u>	<u>FY24</u>			<u>FY25</u>		
								<u>Pos (P)</u>	<u>Pos (T)</u>	<u>\$\$\$</u>	<u>Pos (P)</u>	<u>Pos (T)</u>	<u>\$\$\$</u>
N/A													

Office of the Lieutenant Governor
 FY 2022 - FY 2024 Restrictions

Table 7

<u>Fiscal Year</u>	<u>Prog ID</u>	<u>Sub-Org</u>	<u>MOF</u>	<u>Budgeted by Dept</u>	<u>Restriction</u>	<u>Difference Between Budgeted & Restricted</u>	<u>Percent Difference</u>	<u>Impact</u>
2024	LTG100	AA	A	\$ 2,319,967	\$ 639,000	\$ 1,680,967	-27.5%	

Office of the Lieutenant Governor
 Emergency Appropriation Requests

Table 8

<u>Prog ID</u>	<u>Description of Request</u>	<u>Explanation of Request</u>	<u>MOE</u>	<u>Pos (P)</u>	<u>Pos (T)</u>	<u>\$\$\$</u>
none						

Office of the Lieutenant Governor
Expenditures Exceeding Appropriation Ceilings in FY23 and FY24

Table 9

<u>Prog ID</u>	<u>MOF</u>	<u>Date</u>	<u>Appropriation</u>	<u>Amount Exceeding Appropriation</u>	<u>Percent Exceeded</u>	<u>Reason for Exceeding Ceiling</u>	<u>Legal Authority</u>	<u>Recurring (Y/N)</u>	<u>GF Impact (Y/N)</u>
N/A									

Office of the Lieutenant Governor
 Intradepartmental Transfers in FY23 and FY24

Table 10

<u>Actual or Anticipated Date of Transfer</u>	<u>MOF</u>	<u>Pos (P)</u>	<u>Pos (T)</u>	<u>\$\$\$</u>	<u>From Prog ID</u>	<u>Percent of Program ID Appropriation Transferred From</u>	<u>To Prog ID</u>	<u>Percent of Receiving Program ID Appropriation</u>	<u>Reason for Transfer</u>	<u>Recurring (Y/N)</u>
N/A										

Office of the Lieutenant Governor
 Vacancy Report as of November 30, 2023

Table 11

<u>Prog ID</u>	<u>Sub-Org</u>	<u>Date of Vacancy</u>	<u>Expected Fill Date</u>	<u>Position Number</u>	<u>Position Title</u>	<u>Exempt (Y/N)</u>	<u>SR Level</u>	<u>BU Code</u>	<u>Perm Temp (P/T)</u>	<u>FTE</u>	<u>MOF</u>	<u>Budgeted Amount</u>	<u>Actual Salary Last Paid</u>	<u>Authority to Hire (Y/N)</u>	<u>Occupied by 89-Day Hire (Y/N)</u>	<u># of 89 Hire Appts</u>	<u>Describe if Filled by other Means</u>	<u>Priority # to Retain</u>
LTG100	AA	n/a	1/8/2024	124979	Administrative Assistant	Y	N/A	63	P	1.00	A	\$ 93,804	N/A	Y	N	N/A	N/A	
LTG100	AA	n/a	n/a	124982	Special Assistant	Y	N/A	73	P	1.00	A	\$ 130,000	N/A	N	N	N/A	N/A	
LTG100	AA	n/a	n/a	124983	Special Assistant	Y	N/A	73	P	1.00	A	\$ 130,000	N/A	N	N	N/A	N/A	

Positions Filled and/or Established by Acts other than the State Budget as of November 30, 2023

<u>Prog ID</u>	<u>Sub-Org</u>	<u>Date Established</u>	<u>Legal Authority</u>	<u>Position Number</u>	<u>Position Title</u>	<u>Exempt (Y/N)</u>	<u>SR Level</u>	<u>BU Code</u>	<u>T/P</u>	<u>MOF</u>	<u>FTE</u>	<u>Annual Salary</u>	<u>Filled (Y/N)</u>	<u>Occupied by 89 Day Hire (Y/N)</u>
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N/A

Office of the Lieutenant Governor
Overtime Expenditure Summary

Table 13

Prog ID	Sub-Org	Program Title	MOF	FY23 (actual)			FY24 (estimated)			FY25 (budgeted)		
				<u>Base Salary</u> \$\$\$\$	<u>Overtime</u> \$\$\$\$	<u>Overtime</u> Percent	<u>Base Salary</u> \$\$\$\$	<u>Overtime</u> \$\$\$\$	<u>Overtime</u> Percent	<u>Base Salary</u> \$\$\$\$	<u>Overtime</u> \$\$\$\$	<u>Overtime</u> Percent
N/A												

Office of the Lieutenant Governor
Active Contracts as of December 1, 2023

Table 14

Prog ID	MOF	Amount	Frequency (M/A/O)	Max Value	Outstanding Balance	Term of Contract			Entity	Contract Description	Explanation of How Contract is Monitored	POS Y/N	Category E/L/P/C/G/S/*
						Date Executed	From	To					
LTG100	A	\$ 601	M	N/A	-	3/29/2019	4/11/2019	4/11/2024	Xerox	Multifunction Copier Lease	Monthly	N	E
LTG100	A	\$ 893	O - Qtr	N/A	-	12/30/2022	5/8/2023	5/7/2027	Pitney Bowes	Postage Machine Lease	Quarterly	N	E
LTG100	A	\$ 156	M	N/A	-	8/23/2023	4/15/2023	4/14/2028	Life Cup	Water Dispenser Lease	Monthly	N	E

Office of the Lieutenant Governor
Capital Improvements Program (CIP) Requests

Table 15

<u>Prog ID</u>	<u>Prog ID</u> <u>Priority</u>	<u>Dept-</u> <u>Wide</u> <u>Priority</u>	<u>Senate</u> <u>District</u>	<u>Rep.</u> <u>District</u>	<u>Project Title</u>	<u>MOF</u>	<u>FY24 \$\$\$</u>	<u>FY25 \$\$\$</u>
N/A								

Office of the Lieutenant Governor
CIP Lapses

Table 16

<u>Prog ID</u>	<u>Act/Year of Appropriation</u>	<u>Project Title</u>	<u>MOF</u>	<u>Lapse Amount</u> <u>\$\$\$\$</u>	<u>Reason</u>
N/A					

Office of the Lieutenant Governor
Administration Package Bills

Table 19

<u>Prog ID</u>	<u>Fiscal Impact</u>	<u>Amount Requested</u>	<u>FTE Requested</u>	<u>Budget for Personnel</u>	<u>Budget for OCE (Other Than Contracts)</u>	<u>Budget for Contracts</u>	<u>Dates of Initiative</u>		<u>Initiative Description</u>	<u>Is This A New Initiative Or An Enhancement To An Existing Initiative/Program</u>	<u>Plan for continuation of initiative (if applicable)</u>
							<u>From</u>	<u>To</u>			
LTG 100	\$12,000 General Fund appropriation; all moneys collected from fees on or after July 1, 2024 shall be deposited into the Apostilles and Certifications Special Fund instead of credited to the general fund	\$ 12,000	0 FTE	0	0	0	7/1/2024	perpetual	Establish the Apostilles and Certifications Special Fund	Enhancement to an existing initiative; the funds currently collected are deposited into the general fund	N/A

Office of the Lieutenant Governor
 Previous Specific Appropriation Bills

Table 20

<u>Prog ID</u>	<u>Appropriating Act</u>	<u>Amount Allotted</u>	<u>FTE Allotted</u>	<u>Budget for Personnel</u>	<u>Budget for OCE (Other Than Contracts)</u>	<u>Budget for Contracts</u>	<u>Dates of Initiative</u>		<u>Initiative Description</u>	<u>Is This A New Initiative Or An Enhancement To An Existing Initiative/Program</u>	<u>Plan for continuation of initiative (if applicable)</u>
							<u>From</u>	<u>To</u>			
N/A											

Positions that are being paid higher than the salaries authorized as of November 30, 2023

<u>Prog ID</u>	<u>Sub-Org</u>	<u>Position Number</u>	<u>Position Title</u>	<u>Exempt (Y/N)</u>	<u>SR Level</u>	<u>BU Code</u>	<u>T/P</u>	<u>MOF</u>	<u>FTE</u>	<u>Budgeted Amount</u>	<u>Actual Salary Last Paid</u>	<u>Occupied by 89-Day Hire (Y/N)</u>	<u>Legal Authority for Salary Increase</u>	<u>Source of Funding (cost element and ProgID)</u>	<u>Date of Approval</u>	<u>Person who approved salary increase</u>
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N/A

Office of the Lieutenant Governor
Positions that are authorized to telework as of November 30, 2023

Table 22

<u>Prog ID</u>	<u>Sub-Org</u>	<u>Position Number</u>	<u>Position Title</u>	<u>Exempt (Y/N)</u>	<u>SR Level</u>	<u>BU Code</u>	<u>T/P</u>	<u>MOF</u>	<u>FTE</u>	<u>Budgeted Amount</u>	<u>Actual Salary Last Paid</u>	<u>Occupied by 89-Day Hire (Y/N)</u>	<u>Telework Designation (full time or hybrid)</u>	<u>Number of Telework Days a Week</u>	<u>Reason for Telework</u>	<u>Process to Evaluate Job Performance</u>
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N/A

Office of the Lieutenant Governor
Work-related travel as of November 30, 2023

Table 23

Prog ID	Sub-Org	Position Number	Job Title	Start Date	End Date	Justification for Travel	Full Agenda Y/N?	Meetings Attended Y/N?	Training Sessions Y/N?	Total Cost of Trip	Cost Paid	Final Report of
											by State or Other Entity?	
LTG100	AA	100130	Lt. Governor	2-Jan	2-Jan	To attend the Maui County Council Inauguration and Mayor Bissen's inauguration	N	N	N	5.6	5.6	N
LTG100	AA	118003	Communications Director	2-Jan	2-Jan	To attend the Maui County Council Inauguration and Mayor Bissen's inauguration, alongside LG	N	N	N	5.6	5.6	N
LTG100	AA	100130	Lt. Governor	27-Jan	27-Jan	To meet with Imiloa Astronomy Center leadership and discuss goals and vision	Y	Y	N	158.66	158.66	N
LTG100	AA	120928	Policy Director	27-Jan	27-Jan	To meet with Imiloa Astronomy Center leadership and discuss goals and vision	Y	Y	N	172.9	172.9	N
LTG100	AA	118003	Communications Director	27-Jan	27-Jan	To meet with Imiloa Astronomy Center leadership and discuss goals and vision	Y	Y	N	172.9	172.9	N
LTG100	AA	100130	Lt. Governor	13-Feb	13-Feb	To attend and speak at the HGEA EO Institute Program for Hilo	Y	N	N	188.01	188.01	N
LTG100	AA	112912	Executive Advisor	13-Feb	13-Feb	To attend the HGEA EO Institute Program for Hilo, alongside LG	Y	N	N	188.01	188.01	N
LTG100	AA	100130	Lt. Governor	18-Mar	18-Mar	To attend and speak at the Molokai Resources Fair hosted by the Molokai Homestead Farmers Alliance	N	N	N	188	188	N
LTG100	AA	118002	External Affairs Director	18-Mar	18-Mar	To attend the Molokai Resources Fair hosted by the Molokai Homestead Farmers Alliance, alongside LG	N	N	N	188	188	N
LTG100	AA	100455	Chief of Staff	20-Mar	25-Mar	To attend the National Lieutenant Governors Association Federal-State Relations Meeting	Y	Y	N	3487.31	3487.31	N
LTG100	AA	118003	Communications Director	20-Mar	25-Mar	To attend the National Lieutenant Governors Association Federal-State Relations Meeting	Y	Y	N	4337.71	4337.71	N
LTG100	AA	100130	Lt. Governor	22-Mar	24-Mar	To attend the National Lieutenant Governors Association Federal-State Relations Meeting	Y	Y	N	2517.93	2517.93	N
LTG100	AA	100130	Lt. Governor	1-Apr	1-Apr	To attend the Ka Ipu Kukui Inaugural legacy dinner as a guest	N	N	N	96.9	96.9	N
LTG100	AA	100130	Lt. Governor	12-Apr	12-Apr	To attend the Merrie Monarch as a guest	N	N	N	139.81	139.81	N
LTG100	AA	100130	Lt. Governor	14-Apr	14-Apr	To attend the Hawaiian Blessing for Hale Kuola Rehabilitation and Support Center as an honoree	N	N	N	115.91	115.91	N
LTG100	AA	118003	Communications Director	14-Apr	14-Apr	To attend the Hawaiian Blessing for Hale Kuola Rehabilitation and Support Center, alongside LG	N	N	N	153.55	153.55	N
LTG100	AA	100130	Lt. Governor	21-Apr	22-Apr	To attend the Early Childhood Symposium	Y	N	N	454.14	454.14	N
LTG100	AA	120928	Policy Director	21-Apr	22-Apr	To attend the Early Childhood Symposium alongside LG	Y	N	N	463.63	463.63	N
LTG100	AA	100130	Lt. Governor	6-May	10-May	To attend the APAICS Conference	Y	Y	N	2927.6	2927.6	Y
LTG100	AA	100455	Chief of Staff	6-May	10-May	To attend the APAICS Conference	Y	Y	N	3262.9	3262.9	Y
LTG100	AA	118002	External Affairs Director	6-May	10-May	To attend the APAICS Conference	Y	Y	N	3182.9	3182.9	Y
LTG100	AA	118001	Policy Analyst	6-May	10-May	To attend the APAICS Conference	Y	Y	N	3182.9	3182.9	Y
LTG100	AA	100130	Lt. Governor	11-May	11-May	To attend the Maui College commencement as a keynote speaker	N	N	N	68.41	68.41	N
LTG100	AA	118002	External Affairs Director	11-May	11-May	To attend the Maui College commencement alongside LG	N	N	N	68.41	68.41	N
LTG100	AA	100130	Lt. Governor	24-May	24-May	To attend the Puunani Homestead Subdivision Groundbreaking	N	N	N	144.05	144.05	N
LTG100	AA	100130	Lt. Governor	30-May	30-May	To attend and speak at the Early Childhood Education Conference	Y	N	N	101.64	101.64	N
LTG100	AA	118001	Policy Analyst	30-May	30-May	To attend the Early Childhood Education Conference alongside LG	Y	N	N	101.64	101.64	N
LTG100	AA	100130	Lt. Governor	31-May	31-May	To attend the Ka Ipu Kukui graduation as a guest; supporting young professionals across government and private sectors	N	N	N	97.4	97.4	N
LTG100	AA	100455	Chief of Staff	31-May	31-May	To attend the Ka Ipu Kukui graduation as a guest, alongside the LG; supporting young professionals across government and private sectors	N	N	N	125.9	125.9	N
LTG100	AA	100130	Lt. Governor	1-Jun	1-Jun	To attend the Waimea County Association Town Hall and give a Ready Keiki presentation	N	N	N	68.39	68.39	N
LTG100	AA	118003	Communications Director	1-Jun	1-Jun	To attend the Waimea County Association Town Hall, alongside LG who gave a Ready Keiki presentation	N	N	N	68.39	68.39	N
LTG100	AA	100130	Lt. Governor	3-Jun	3-Jun	To attend the Maui County Farm Bureau Agriculture event, supporting the Maui agriculture community	Y	N	N	125.4	125.4	N
LTG100	AA	118001	Policy Analyst	3-Jun	3-Jun	To attend the Maui County Farm Bureau Agriculture event alongside the LG, supporting the Maui agriculture community	Y	N	N	115.9	115.9	N
LTG100	AA	100130	Lt. Governor	9-Jun	15-Jun	To attend and participate in discussions during Hawaii on the Hill	Y	Y	N	4199.24	4199.24	Y
LTG100	AA	100455	Chief of Staff	9-Jun	16-Jun	To attend and participate in discussions during Hawaii on the Hill	Y	Y	N	4734.94	4734.94	Y
LTG100	AA	112912	Executive Advisor	10-Jun	16-Jun	To attend and participate in discussions during Hawaii on the Hill	Y	Y	N	4366.84	4366.84	Y
LTG100	AA	118003	Communications Director	10-Jun	16-Jun	To attend and participate in discussions during Hawaii on the Hill	Y	Y	N	4410.77	4410.77	Y
LTG100	AA	100130	Lt. Governor	19-Jun	22-Jun	To attend the CNHA Conference	Y	N	N	2066.24	2066.24	Y
LTG100	AA	118002	External Affairs Director	19-Jun	22-Jun	To attend the CNHA Conference alongside LG	Y	N	N	2036.24	2036.24	Y
LTG100	AA	100130	Lt. Governor	25-Jun	25-Jun	To attend the Maui Korean War Veterans Association candlelight service	N	N	N	115.88	115.88	N
LTG100	AA	100130	Lt. Governor	3-Jul	4-Jul	To attend the Parker Ranch Rodeo	N	N	N	566.13	566.13	N
LTG100	AA	118002	External Affairs Director	3-Jul	4-Jul	To attend the Parker Ranch Rodeo alongside LG	N	N	N	566.14	566.14	N
LTG100	AA	100130	Lt. Governor	11-Jul	14-Jul	To attend the National Forum on Education Policy and participate in discussions on early education	Y	Y	N	2375.86	2375.86	Y
LTG100	AA	118001	Policy Analyst	11-Jul	14-Jul	To attend the National Forum on Education Policy alongside LG	Y	Y	N	2375.86	2375.86	Y
LTG100	AA	100130	Lt. Governor	20-Jul	20-Jul	To attend the annual Kauai Chamber Mayor's Luncheon and a sitevisit at Kilauea Elementary School which is involved in Ready Keiki	N	N	N	106.39	106.39	N

Office of the Lieutenant Governor
Work-related travel as of November 30, 2023

Table 23

LTG100	AA	118002	External Affairs Director	20-Jul	20-Jul	To attend the annual Kauai Chamber Mayor's Luncheon and a sitevisit at Kilauea Elementary School which is involved in Ready Keiki	N	N	N	106.39	106.39	N
LTG100	AA	100130	Lt. Governor	24-Jul	26-Jul	To attend the Unlocking Pathways Summit	Y	N	N	1511.32	1511.32	N
LTG100	AA	100130	Lt. Governor	27-Jul	27-Jul	To hold a Ready Keiki press conference at Wailuku Elementary School and attend site-visits for other projects with legislative members	N	N	N	155.75	155.75	N
LTG100	AA	118002	External Affairs Director	27-Jul	27-Jul	To hold a Ready Keiki press conference at Wailuku Elementary School and attend site-visits for other projects with legislative members, alongside LG	N	N	N	155.75	155.75	N
LTG100	AA	100130	Lt. Governor	11-Aug	11-Aug	Maui Wildfire Relief/Response/Recovery - MECO line repair/Lahainaluna High visit	N	N	N	73.13	83.13	N
LTG100	AA	100130	Lt. Governor	14-Aug	14-Aug	Maui Wildfire Relief/Response/Recovery - Maui Donations Press Conference	N	N	N	31.2	31.2	N
LTG100	AA	118003	Communications Director	14-Aug	14-Aug	Maui Wildfire Relief/Response/Recovery - Maui Donations Press Conference	N	N	N	31.2	31.2	N
LTG100	AA	118002	External Affairs Director	14-Aug	14-Aug	Maui Wildfire Relief/Response/Recovery - Maui Donations Press Conference	N	N	N	31.2	31.2	N
LTG100	AA	100130	Lt. Governor	18-Aug	18-Aug	Maui Wildfire Relief/Response/Recovery - Meeting with Mayor Bissen / LDS Elders Meeting	N	Y	N	30.38	30.38	N
LTG100	AA	118002	External Affairs Director	18-Aug	18-Aug	Maui Wildfire Relief/Response/Recovery - Meeting with Mayor Bissen / LDS Elders Meeting	N	Y	N	30.38	30.38	N
LTG100	AA	118001	Policy Analyst	18-Aug	18-Aug	Maui Wildfire Relief/Response/Recovery - Meeting with Mayor Bissen / LDS Elders Meeting	N	Y	N	30.38	30.38	N
LTG100	AA	100130	Lt. Governor	21-Aug	21-Aug	Maui Wildfire Relief/Response/Recovery - President Biden visit	N	N	N	68.39	68.39	N
LTG100	AA	100130	Lt. Governor	24-Aug	24-Aug	Maui Wildfire Relief/Response/Recovery - Maui donation and distribution site visits / Kula Community Meeting	N	Y	N	68.39	68.39	N
LTG100	AA	100455	Chief of Staff	24-Aug	24-Aug	Maui Wildfire Relief/Response/Recovery - Maui donation and distribution site visits / Kula Community Meeting	N	Y	N	68.39	68.39	N
LTG100	AA	118002	External Affairs Director	24-Aug	24-Aug	Maui Wildfire Relief/Response/Recovery - Maui donation and distribution site visits / Kula Community Meeting	N	Y	N	68.39	68.39	N
LTG100	AA	100130	Lt. Governor	28-Aug	28-Aug	Maui Wildfire Relief/Response/Recovery - DOE King Kamehameha III Teacher Meeting/ Warehouse Meeting and donation/distribution site walkthrough	N	Y	N	95.1	95.1	N
LTG100	AA	100455	Chief of Staff	28-Aug	28-Aug	Maui Wildfire Relief/Response/Recovery - DOE King Kamehameha III Teacher Meeting/ Warehouse Meeting and donation/distribution site walkthrough	N	Y	N	126.49	126.49	N
LTG100	AA	118002	External Affairs Director	28-Aug	28-Aug	Maui Wildfire Relief/Response/Recovery - DOE King Kamehameha III Teacher Meeting/ Warehouse Meeting and donation/distribution site walkthrough	N	Y	N	126.49	126.49	N
LTG100	AA	100130	Lt. Governor	31-Aug	31-Aug	Maui Wildfire Relief/Response/Recovery - Meeting with Mayor Bissen / Meeting with HI-EMA / Present coordinated donation distribution network	N	Y	N	110.6	110.6	N
LTG100	AA	100455	Chief of Staff	31-Aug	31-Aug	Maui Wildfire Relief/Response/Recovery - Meeting with Mayor Bissen / Meeting with HI-EMA / Present coordinated donation distribution network	N	Y	N	110.6	110.6	N
LTG100	AA	118002	External Affairs Director	31-Aug	31-Aug	Maui Wildfire Relief/Response/Recovery - Meeting with Mayor Bissen / Meeting with HI-EMA / Present coordinated donation distribution network	N	Y	N	110.6	110.6	N
LTG100	AA	100130	Lt. Governor	3-Sep	4-Sep	Maui Wildfire Relief/Response/Recovery - HNN Morning Show / CNHA Resource Hub Grand Opening / Maui Warehouse visit / Meeting at Maui Clinic	N	Y	N	392.29	182.88	N
LTG100	AA	100455	Chief of Staff	3-Sep	4-Sep	Maui Wildfire Relief/Response/Recovery - HNN Morning Show / CNHA Resource Hub Grand Opening / Maui Warehouse visit / Meeting at Maui Clinic	N	Y	N	392.29	182.88	N
LTG100	AA	118002	External Affairs Director	3-Sep	4-Sep	Maui Wildfire Relief/Response/Recovery - HNN Morning Show / CNHA Resource Hub Grand Opening / Maui Warehouse visit / Meeting at Maui Clinic	N	Y	N	392.29	182.88	N
LTG100	AA	100130	Lt. Governor	7-Sep	7-Sep	Maui Wildfire Relief/Response/Recovery - Meeting with Council Member Paltin / Meeting with Mayor Bissen	N	Y	N	87.4	87.4	N
LTG100	AA	100455	Chief of Staff	7-Sep	7-Sep	Maui Wildfire Relief/Response/Recovery - Meeting with Council Member Paltin / Meeting with Mayor Bissen	N	Y	N	87.4	87.4	N
LTG100	AA	118002	External Affairs Director	7-Sep	7-Sep	Maui Wildfire Relief/Response/Recovery - Meeting with Council Member Paltin / Meeting with Mayor Bissen	N	Y	N	87.4	87.4	N
LTG100	AA	100130	Lt. Governor	13-Sep	13-Sep	Maui Wildfire Relief/Response/Recovery - Meeting with Mayor Bissen at DOH	N	Y	N	96.9	96.9	N
LTG100	AA	100455	Chief of Staff	13-Sep	13-Sep	Maui Wildfire Relief/Response/Recovery - Meeting with Mayor Bissen at DOH	N	Y	N	96.9	96.9	N
LTG100	AA	118002	External Affairs Director	13-Sep	13-Sep	Maui Wildfire Relief/Response/Recovery - Meeting with Mayor Bissen at DOH	N	Y	N	96.9	96.9	N
LTG100	AA	100130	Lt. Governor	15-Sep	15-Sep	Maui Wildfire Relief/Response/Recovery - Kupuna Care Discussion / Meeting with CNHA Trades Program	N	Y	N	146.59	146.59	N
LTG100	AA	118002	External Affairs Director	15-Sep	15-Sep	Maui Wildfire Relief/Response/Recovery - Kupuna Care Discussion / Meeting with CNHA Trades Program	N	Y	N	146.59	146.59	N
LTG100	AA	118003	Communications Director	15-Sep	15-Sep	Maui Wildfire Relief/Response/Recovery - Kupuna Care Discussion / Meeting with CNHA Trades Program	N	Y	N	146.59	146.59	N
LTG100	AA	100130	Lt. Governor	22-Sep	22-Sep	To attend and speak at HSAC	Y	N	N	144.39	144.39	N
LTG100	AA	118002	External Affairs Director	21-Sep	22-Sep	To attend HSAC alongside the LG	Y	Y	N	159.5	159.5	N
LTG100	AA	100130	Lt. Governor	23-Sep	23-Sep	Maui Wildfire Relief/Response/Recovery - Filipino Resource Fair	N	N	N	96.9	96.9	N
LTG100	AA	100455	Chief of Staff	23-Sep	23-Sep	Maui Wildfire Relief/Response/Recovery - Filipino Resource Fair	N	N	N	96.9	96.9	N
LTG100	AA	118002	External Affairs Director	23-Sep	23-Sep	Maui Wildfire Relief/Response/Recovery - Filipino Resource Fair	N	N	N	96.9	96.9	N
LTG100	AA	100130	Lt. Governor	3-Oct	3-Oct	To attend the Western Plant Health Association Conference and speak at the Digital Inclusion Equity Week event	Y	N	N	101.64	101.64	N
LTG100	AA	100130	Lt. Governor	9-Oct	9-Oct	Maui Wildfire Relief/Response/Recovery - Maui Strong Training / Meeting with Mayor	N	Y	N	136.79	136.79	N

Office of the Lieutenant Governor
Work-related travel as of November 30, 2023

Table 23

LTG100	AA	100455	Chief of Staff	9-Oct	9-Oct	Maui Wildfire Relief/Response/Recovery - Maui Strong Training / Meeting with Mayor	N	Y	N	151.04	151.04	N
LTG100	AA	118002	External Affairs Director	9-Oct	9-Oct	Maui Wildfire Relief/Response/Recovery - Maui Strong Training / Meeting with Mayor	N	Y	N	151.04	151.04	N
LTG100	AA	100130	Lt. Governor	23-Oct	23-Oct	Maui Wildfire Relief/Response/Recovery - Meeting with Lahaina Town Action Committee / Press Conference / Meeting with Kaliko Storer and Kula Kaiapuni	N	Y	N	130.38	130.38	N
LTG100	AA	118002	External Affairs Director	23-Oct	23-Oct	Maui Wildfire Relief/Response/Recovery - Meeting with Lahaina Town Action Committee / Press Conference / Meeting with Kaliko Storer and Kula Kaiapuni	N	Y	N	130.38	130.38	N
LTG100	AA	118001	Policy Analyst	23-Oct	23-Oct	Maui Wildfire Relief/Response/Recovery - Meeting with Lahaina Town Action Committee / Press Conference / Meeting with Kaliko Storer and Kula Kaiapuni	N	Y	N	130.38	130.38	N
LTG100	AA	100130	Lt. Governor	26-Oct	27-Oct	Maui Wildfire Relief/Response/Recovery - Site visits with FIN related to education and housing (impacted by the wildfires)	N	Y	N	515.49	260.37	N
LTG100	AA	118002	External Affairs Director	26-Oct	27-Oct	Maui Wildfire Relief/Response/Recovery - Site visits with FIN related to education and housing (impacted by the wildfires)	N	Y	N	515.49	260.37	N
LTG100	AA	100130	Lt. Governor	3-Nov	3-Nov	Maui Wildfire Relief/Response/Recovery - Maui site visit Distribution Network / Made in Maui Festival	N	N	N	136.78	136.78	N
LTG100	AA	118002	External Affairs Director	3-Nov	3-Nov	Maui Wildfire Relief/Response/Recovery - Maui site visit Distribution Network / Made in Maui Festival	N	N	N	136.78	136.78	N
LTG100	AA	100130	Lt. Governor	6-Nov	6-Nov	To attend the Food Innovation Training Grand Opening - related to Kokua for Maui month	N	N	N	98.79	98.79	N
LTG100	AA	100455	Chief of Staff	6-Nov	6-Nov	To attend the Food Innovation Training Grand Opening - related to Kokua for Maui month	N	N	N	98.79	98.79	N
LTG100	AA	100130	Lt. Governor	11/10/2023	11/15/2023	Attend and speak at the 9th World Korean Politicians Forum	Y	Y	N	1284.6	1284.6	Y
LTG100	AA	100144	Deputy Chief of Staff	11/11/2023	11/17/2023	Attend the 9th World Korean Politicians Forum alongside the Lt. Governor and attend	Y	Y	N	1508.9	1508.9	Y
LTG100	AA	100130	Lt. Governor	11/16/2023	11/16/2023	Attend the CNHA Convention and moderate the panel	Y	N	N	89.29	89.29	N
LTG100	AA	118002	External Affairs Director	11/16/2023	11/16/2023	Attend the CNHA Convention alongside LG	Y	N	N	89.29	89.29	N

Office of the Lieutenant Governor
Expenditures/Encumbrances for Wildfire Response

Table 24

Prog ID	Sub-Org	Description of Expenditure/Encumbrance	Justification	Existing Budget Item(s) affected (If Any)	MOF	FY24		FY25		FEMA Reimbursable?	Reimbursement Applied for?
						Encumbrance Balance	Expenditure	Encumbrance Balance	Expenditure		
LTG100	AA	fare and lodging expenses related to the Maui wildfir	Attended meetings and discussions related to the wildfire response and recovery efforts. Includes meetings with the Mayor, Council Members, community partners, and more to set-up a donation/distribution network, attend community meetings, and participate in site visits.	Budgeted travel	A	-	5,806	-	-	Y	Y

Office of the Lieutenant Governor
 Personnel utilized for Wildfire Response

Table 25

Prog ID	Sub-Org	Positions dispersed for Wildfire Reponse	Justification	MOF	FY24				FY25				Expected End Date	FEMA Eligible?	FEMA Reimb App?
					Pos (P)	Pos (T)	Payroll Hours	\$\$\$	Pos (P)	Pos (T)	Payroll Hours	\$\$\$			
N/A															