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January 6, 2023

The Honorable Senator Donovan M. Dela Cruz, Chair Members of the Senate Committee on Ways and Means

The Honorable Representative Kyle T. Yamashita, Chair Members of the House Committee on Finance

## Re: DOTAX FB 2023-2025 Legislative Budget Briefing Testimony

Dear Chair Dela Cruz, Chair Yamashita and Members of the Committees:

Thank you for the opportunity to present our budget request for FB 2023-2025.

The Department of Taxation (DOTAX) continues to move forward with planned initiatives to improve the State's financial infrastructure by implementing goals to be able to better serve the people of Hawai'i. DOTAX remains focused on program stabilization and the execution of its operational responsibilities towards enforcing tax laws in a fair and uniform manner.

DOTAX's strategic goals are to increase voluntary compliance, reduce tax fraud, provide excellent customer service to all stakeholders, address tax receivable balances, modernize technology and improve efficiencies through the Tax System Modernization (TSM). These goals will ensure our taxpayers will understand their tax responsibilities as we continue to enforce the law with integrity and fairness.

To fulfill our mission and reach our goals, DOTAX presents the budget request for FB 2023-2025 as follows:

- 1. TAX100 CH, establish positions in the Hawai'i District Office
- 2. TAX100 CH, fund half-year funded position in the Hawai'i District Office
- 3. TAX100 CH, increase the spending in the Hawai'i District Office (OCE)
- 4. TAX100 CK, establish positions in the Kaua'i District Office
- 5. TAX100 CK, fund half-year funded position in the Kaua'i District Office
- 6. TAX100 CK, increase the spending in the Kaua'i District Office (OCE)
- 7. TAX100 CM, establish positions in the Maui District Office
- 8. TAX100 CM, increase the spending in the Maui District Office (OCE)
- 9. TAX105 BC, fund unfunded position in the Taxpayer Services Branch (TSP Div.)
- 10. TAX100 CO, fund half-year funded positions in the Oahu Office Audit Branch
- 11. TAX107 AA, fund unfunded position in the Rules Office

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- 12. TAX100 CP, establish positions in the Criminal Investigation Section (CIS)
- 13. TAX107 AC, fund unfunded position in the Information Technology Services Office (ITSO)
- 14. TAX107 AC, increase the spending in ITSO (OCE)
- 15. TAX107 AC, fund the TSM Project monitor and maintenance (OCE)
- 16. TAX107 AA, fund the unfunded Deputy Director position
- 17. TAX107 AA, establish position in the Office of the Director
- 18. TAX100 CP, fund newly established positions in the Oahu Field Audit Branch
- 19. TAX107 AA, fund newly established positions for the Taxation Board of Review
- 20. TAX107 AA, establish position on the Taxation Board of Review
- 21. TAX100 EO to TAX103 EO, transfer out/in positions and funds
- 22. TAX100 CO to TAX103 EO, transfer out/in OCE expenditures and funds
- 23. TAX100 EO to TAX100 CO, transfer out/in position and funds
- 24. TAX105 BA to TAX107 AC, transfer out/in positions and funds
- 25. TAX107 AA to TAX107 AA, transfer out/in position

DOTAX appreciates the ongoing support and help from the Legislature to maintain and improve its operation, and this budget request is geared towards achieving our mission and goals over the next two (2) fiscal years.

Thank you for this opportunity to testify on the DOTAX FB 2023-2025 budget request.

Very truly yours,

Garv luganuma

Director of Taxation

Attachments

## FB 2023-25 Legislative Budget Briefing Testimony Department of Taxation (DOTAX) Program ID & Sub-Organization Legend

Program ID	Sub-Org Code	Program Name
TAX100	СН	Compliance Division - Hawaii District Office
TAX100	СК	Compliance Division - Kauai District Office
TAX100	СМ	Compliance Division - Maui District Office
TAX100	CO	Compliance Division - Oahu Office Audit Branch
TAX100	СР	Compliance Division - Oahu Field Audit Branch
TAX103	EO	Tax Collection Services Office
TAX105	BA	Tax Services & Processing Division - Document Processing Branch
TAX105	BB	Tax Services & Processing Division - Revenue Accounting Branch
TAX105	BC	Tax Services & Processing Division - Taxpayer Services Branch
TAX107	AA	Office of the Director, Rules Office, & Administrative Services Office (ASO)
TAX107	AC	Information Technology Services Office (ITSO)
TAX107	AD	Tax Research & Planning (TRP) Office

## Department of Taxation Functions

1					
				Dept-Wide	
Division	Description of Function	Activities	Prog ID(s)		Statutory Reference
Compliance		<u>neurites</u>	110510(37	<u>i noncy</u>	<u>statutory herenede</u>
compilation	To promote and maintain a tax system based on self-assessment and		TAX 100	2	
	voluntary compliance by taxpayers through the consistent and fair			-	
	application of all State tax laws administered by the Department; and to				
	reduce the amount of outstanding taxes owed to the State.				
		Field Audit			Title 14, Chapter 231,
					231-3, HRS (generally)
		Office Audit			Title 14, Chapter 231,
					231-3, HRS (generally)
		District Offices			Title 14, Chapter 231,
					231-3, HRS (generally);
					231-10, HRS
					(specifically)
		Criminal Investigation			Title 14, Chapter 231,
					231-3, HRS (generally);
					231-4.3, 231-34
					through 231-36, HRS
					(specifically)
		Special Enforcement			Title 14, Chapter 231,
		ispecial Enforcement			
					231-3, HRS (generally);
					231-81 through 235-
					20.5 (specifically)
Tax Collect	ion Services Office				
	To collect delinquent taxes due to the State by enforcing all State ta		TAX 103	3	Title 14, Chapter 231,
	laws fairly and consistently.			-	231-3, HRS (generally);
					231-25 through 231-
					70, HRS (specifically)
L			1	1	1

## Department of Taxation Functions

Division	Description of Function	Activities	Prog ID(s)	Dept-Wide Priority	Statutory Reference
	s and Processing	<u>neumes</u>	<u>110510(3)</u>	<u>i noncy</u>	<u>statutory nererence</u>
	To process all tax documents received in the most efficient and expeditious manner possible; to maintain accurate accounting records for all tax programs; to promote voluntary taxpayer compliance through timely delivery of information, forms, and responses to questions and inquiries; and to provide assistance to taxpayers' inquiries through call		TAX 105	1	
	center and web messaging.	Document Processing			Title 14, Chapter 231, 231-3, HRS (generally); 231-3, 231-8.5, 231- 9.9, HRS (specifically)
		Revenue Accounting			Title 14, Chapter 231, 231-3, HRS (generally)
		Taxpayer Services			Title 14, Chapter 231, 231-3, HRS (generally)

## Department of Taxation Functions

				Dept-Wide	
Division	Description of Function	Activities	Prog ID(s)	Priority	Statutory Reference
Supporting	Services-Revenue Collection				
	To provide administrative direction in implementing the Department's tax programs so as to enhance effectiveness and efficiency for formulating policies, allocating resources and providing direction to operations; and to improve the State's policy and decision-making process by providing timely and accurate tax data and interpretive information. This program also provides all of the administrative and technology support for the Department.		TAX 107	4	
		Administrative Services			Title 14, Chapter 231, 231-3, HRS (generally)
		Rules			Title 14, Chapter 231, 231-3, HRS (generally); 231-4.5, HRS (specifically)
		Information Technology Services			Title 14, Chapter 231, 231-3, HRS (generally); 231-8.5, HRS (specifically)
		Tax Research and Planning			Title 14, Chapter 231, 231-3, HRS (generally); 231-3.4, HRS (specifically)
		Council on Revenues			Haw. Const. Art. VII, Sec. 7; Chapter 37 Part VI, HRS (generally)
		Tax Review Commission			Haw. Const. Art. VII, Sec. 3; Chapter 232E, HRS (generally)
		Boards of Review			Title 14, Chapter 232, HRS (generally)

# Department of Taxation Department-Wide Totals

		Fiscal Year 202	23				
Budget Acts				Emergency			
Appropriation	Restrictions	Additions		Appropriations		Total FY23	MOF
\$ 26,970,834.00	\$ (2,297,080.00)	\$ 521,668.00	\$	-	\$	25,195,422.00	Α
\$ 3,567,116.00	\$ -	\$ 11,010.00	\$	-	\$	3,578,126.00	В
					\$	-	
					\$	-	
					\$	-	
					\$	-	
\$ 30,537,950.00	\$ (2,297,080.00)	\$ 532,678.00	\$	-	\$	28,773,548.00	Total
	 	Fiscal Year 202	24		1		
Budget Acts							
Appropriation	Reductions	Additions				Total FY24	MOF
\$ 28,534,980.00	\$ -	\$ 12,344,817.00			\$	40,879,797.00	Α
\$ 3,603,402.00	\$ -	\$ -			\$	3,603,402.00	В
					\$	-	
					\$	-	
					\$	-	
					\$	-	
\$ 32,138,382.00	\$ -	\$ 12,344,817.00	\$	-	\$	44,483,199.00	Total
		Fiscal Year 202	25				1
Budget Acts							
 Appropriation	Reductions	Additions				Total FY25	MOF
\$ 29,467,959.00	\$ -	\$ 8,224,117.00			\$	37,692,076.00	Α
\$ 3,627,620.00	\$ -	\$ -			\$	3,627,620.00	В
					\$	-	
					\$	-	
					\$	-	
					\$	-	
\$ 33,095,579.00	\$ -	\$ 8,224,117.00	\$	-	\$	41,319,696.00	Total

### Department of Taxation Program ID Totals

				As budgeted	(FY23)		Governor	's Submittal (FY24)		Governor's Submittal (FY25)				
									Percent				Percent	
									Change of				Change of	
Prog ID	Program Title	MOF	<u>Pos (P)</u>	<u>Pos (T)</u>	<u>\$\$\$</u>	<u>Pos (P)</u>	<u>Pos (T)</u>	<u>\$\$\$</u>	<u>\$\$\$\$</u>	Pos (P)	<u>Pos (T)</u>	<u>\$\$\$</u>	<u>\$\$\$\$</u>	
TAX100	Compliance	Α	182	3	11,278,417	137	2	9,420,675	-16.5%	137	2	9,762,345	-13.4%	
	Tax Collection Service													
TAX103	Office	Α	0	0	-	47	1	2,835,971	NA	47	1	2,929,269	NA	
TAX105	Tax Services & Processing	Α	136	76	6,477,667	133	76	6,762,616	4.4%	133	76	7,023,850	8.4%	
	Supporting Services-Rev													
TAX107	Collection	Α	79	9	9,214,750	88	8	21,860,535	137.2%	88	8	17,976,612	95.1%	
	Supporting Services-Rev													
TAX107	Collection	В	0	13	3,567,116	0	13	3,603,402	1.0%	0	13	3,627,620	1.7%	

#### Department of Taxation Budget Decisions

					Initial Department Requests					Buc	Budget and Finance Recommendations				Governor's Decision								
Prog ID	Sub-Org	Description of Request	MOF		FY2	24		FY25			FY24	FY25			FY24				FY2	;			
				Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)		\$\$\$	Pos (P)	Pos (T)		\$\$\$
TAX100	СН	Establish positions in the Hawaii Dist Office.	А	6.00		\$ 140,634	6.00	\$	295,332	6.00	\$	140,634	6.00	\$	295,332								
TAX100	СН	Fund half-year funded position in the Hawaii Dist Office.	А			\$ 68,928		\$	72,372		\$	68,928		\$	72,372			\$	29,610			\$	32,550
TAX100	СН	Increase OCE for Hawaii Dist Office.	Α			\$ 57,500		\$	29,500		\$	57,500		\$	29,500								
TAX100	СК	Establish positions in the Kauai Dist Office.	А	6.00		\$ 154,530	6.00	\$	322,788	6.00	\$	154,530	6.00	\$	322,788								-
TAX100	CK	Fund half-year funded position in the Kauai Dist Office.	А			\$ 68,928		\$	72,372		\$	68,928		\$	72,372			\$	29,610			\$	32,550
TAX100	СК	Increase OCE for Kauai Dist Office.	А			\$ 40,000		\$	20,000		\$	40,000		\$	20,000								
TAX100	CM	Establish positions in the Maui Dist Office.	А	4.00		\$ 97,530	4.00	\$	204,804	4.00	\$	97,530	4.00	\$	204,804								
TAX100	CM	Increase OCE for Maui Dist Office.	А			\$ 51,720		\$	29,720		\$	51,720		\$	29,720								
TAX105	BC	Fund Unfunded Position in the Taxpayer Services Branch,	А	1.00		\$ 56,676	1.00	\$	59,508	1.00	\$	56,676	1.00	\$	59,508								
TAX100	CO	Fund Half-year Funded Positions in the Oahu Office Audit	А			\$ 170,028		\$	178,524		\$	170,028		\$	178,524			\$	70,416			\$	83,232
TAX107	AA	Fund Unfunded Position in the Rules Office.	А			\$ 103,198		\$	107,294		\$	103,198		\$	107,294								-
TAX100	СР	Establish Positions in the Criminal Investigation Section	А	2.00		\$ 56,280	2.00	\$	116,592	2.00	\$	56,280	2.00	\$	116,592								
TAX107	AC	Fund Unfunded Position in the Information Technology	А			\$ 80,184		\$	83,064		\$	80,184		\$	83,064								
TAX107	AC	Increase the spending in ITSO (OCE).	А			\$ 495,000		\$	295,000		\$	495,000		\$	295,000								
TAX107	AC	Fund the TSM ProjectMonitor and Maintenance (OCE).	А			\$ 11,359,926		\$	7,198,030		\$	11,359,926		\$	7,198,030			\$	8,017,617			\$	3,855,721
		Transfering IT Funds from Enterprise Technology Services																					
TAX107	AC	to DOTAX	А															\$	3,342,309			\$	3,342,309
TAX107	AA	Fund Unfunded Deputy Director Position.	А			\$ 161,028		\$	165,048		\$	161,028		\$	165,048			\$	161,028			\$	165,048
TAX107	AA	Establish Position in the Office of the Director.	Α	1.00		\$ 90,000	1.00	\$	100,000	1.00	\$	90,000	1.00	\$	100,000								
TAX100	СР	Fund Newly Established Positions in the Oahu Field Audit	А	2.00		\$ 160,368	2.00	\$	166,128	2.00	\$	160,368	2.00	\$	166,128	2.00		\$	160,368	2.00		\$	166,128
		Fund Newly Established Positions for the Taxation Board of																					
TAX107	AA	Review.	А	5.00		\$ 533,859	5.00	\$	546,579	5.00	\$	533,859	5.00	\$	546,579	5.00		\$	533,859	5.00		\$	546,579
TAX107	AA	Establish Position on the Taxation Board of Review.	А	1.00		\$ 90,000	1.00	\$	100,000	1.00	\$	90,000	1.00	\$	100,000								
TAX107	AA	Correct Legislative Error	А													1.00	(1.00)			1.00	(1.00)		
TAX100	EO	To establish Tax Coll Svc under Dir.	Α	(47.00)	(1.00)	\$ (2,300,656)	\$ (47)	(1.00) \$	(2,300,656)	(47.00)	(1.00) \$	(2,300,656)	\$ (47)	(1.00) \$	(2,300,656)	(47.00)	(1.00)	\$	(2,457,071)	(47.00)	(1.00)	\$	(2,550,369)
TAX103	EO	To establish Tax Coll Svc under Dir.	Α	47.00	1.00	\$ 2,300,656	\$ 47	1.00 \$	2,300,656	47.00	1.00 \$	2,300,656	\$ 47	1.00 \$	2,300,656	47.00	1.00	\$	2,457,071	47.00	1.00	\$	2,550,369
TAX100	CO	To establish Tax Coll Svc under Dir.	А			\$ (378,900)		\$	(378,900)		\$	(378,900)		\$	(378,900)			\$	(378,900)			\$	(378,900)
TAX103	EO	To establish Tax Coll Svc under Dir.	Α			\$ 378,900		\$	378,900		\$	378,900		\$	378,900			\$	378,900			\$	378,900
TAX100	EO	Transfer out Tax Comp Coor from EO.	А	(1.00)		\$ (95,004)	\$ (1)	\$	(95,004)	(1.00)	\$	(95,004)	\$ (1)	\$	(95,004)	(1.00)		\$	(95,004)	(1.00)		\$	(95,004)
TAX100	CO	Transfer in Tax Comp Coor to CO.	Α	1.00		\$ 95,004	\$1	\$	95,004	1.00	\$	95,004	\$ 1	\$	95,004	1.00		\$	95,004	1.00		\$	95,004
TAX105	BA	Transfer out positions and funds from TSP.	А	(3.00)		\$ (153,012)	\$ (3)	\$	(153,012)	(3.00)	\$	(153,012)	\$ (3)	\$	(153,012)	(3.00)		\$	(153,012)	(3.00)		\$	(153,012)
TAX107	AC	Transfer in positions to ITSO.	Α	3.00		\$ 153,012	\$3	\$	153,012	3.00	\$	153,012	\$3	\$	153,012	3.00		\$	153,012	3.00		\$	153,012
TAX107	AA	Transfer out ARS from Rules.	А	(1.00)		\$ (66,084)	\$ (1)	\$	(66,084)	(1.00)	\$	(66,084)	\$ (1)	\$	(66,084)								
TAX107	AA	Transfer in ARS to ASO.	Α	1.00		\$ 66,084	\$1	\$	66,084	1.00	\$	66,084	\$ 1	\$	66,084								
TAX107	AA	Transfer PS from TAX107/AA to TAX107/AC	Α															\$	(231,150)			\$	(231,150)
TAX107	AC	Transfer PS from TAX107/AA to TAX107/AC	Α															\$	231,150			\$	231,150
		TOTALS	А	28.00	-	14,036,317	28.00	-	10,162,655	28.00	-	14,036,317	28.00	-	10,162,655	8.00	(1.00)		12,344,817	8.00	(1.00)		8,224,117

### Department of Taxation Proposed Budget Reductions

					FY24		<u>FY23</u>			
										Restriction
Prog ID	Sub-Org	Description of Reduction	Impact of Reduction	MOF	Pos (P) Pos (T)	\$\$\$\$	Pos (P)	Pos (T)	<u>\$\$\$\$</u>	(Y/N)
		NONE	· · · ·							

#### Department of Taxation Proposed Budget Additions

									FY24			FY25	
				Dept-									
		Addition	Prog ID	Wide									
Prog ID	Sub-Org	Туре	Priority	Priority	Description of Addition	Justification	MOF	Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$
						Additional positions needed due to Hawaii island population increase and new/expanding businesses.							
						Also to address back-log of collection cases and tax receivables. Some of these positions were abolished							
TAX100	CH	AR	1	1	Establish positions in the Hawaii Dist Office.	in FY21.	А	6.00		140,634	6.00		295,332
					Fund half-year funded position in the Hawaii Dist								
TAX100	CH	AR	2	2	Office.	Fund half-year funded position in the Hawaii Dist Office.	Α			68,928			72,372
						The telephone system upgrade is DOTAX's project statewide. Travel expenses is necessary for staff to							
						attend training and conferences, so they keep up with the updated knowledge, rules, regulations, laws,							
TAX100	CH	AR	3	3	Increase OCE for Hawaii Dist Office.	etc. Furniture and equipment replacement is one-time cost, and it is necessary for program's operation.							
						Additional positions needed due to an increase volume of tax returns requiring audits due to Kauai's							
						population increase. Also to address the existing inventory of collection cases and tax receivables. The							
						total delinquent debt attributable to Kauai has increased and is increasing annually. Similarly, the							
TAX100	СК	AR	4	4	Establish positions in the Kauai Dist Office.	delinquency is also increasing. Some of these positions were abolished in FY21.	A	6.00		154,530	6.00		322,788
				-	Fund half-year funded position in the Kauai Dist								
TAX100	СК	AR	5	5	Office.	Fund half-year funded position in the Kauai Dist Office.	A			68,928			72,372
						The telephone system upgrade is DOTAX's project statewide. Travel expenses is necessary for staff to							
						attend training and conferences, so they keep up with the updated knowledge, rules, regulations, laws,							
TAX100	СК	AR	6	6	Increase OCE for Kauai Dist Office.	etc. Furniture and equipment replacement is one-time cost, and it is necessary for program's operation.	A			40,000			20,000
						Additional positions needed due to Maui County's 6.4% population increase over the last decade.							
TAV400	СМ	AR	7	-	Freehilden and the standard Dist Office	Expecting a corresponding increase in collections and audit cases to grow in line with the population.	А	4.00		07 500	4.00		204.004
TAX100	CIVI	AR	/	7	Establish positions in the Maui Dist Office.	Maui also anticipates a need for increased taxpayer services due to the population growth.	A	4.00		97,530	4.00		204,804
						The telephone system upgrade is DOTAY's project statewide. Travel expenses is personally for staff to							
						The telephone system upgrade is DOTAX's project statewide. Travel expenses is necessary for staff to							
TAX100	СМ	AR	8	8	Increase OCE for Maui Dist Office.	attend training and conferences, so they keep up with the updated knowledge, rules, regulations, laws,	А			51.720			29,720
TAX100	CIVI	AK	8	ð	Increase OCE for Madi Dist Office.	etc. Furniture and equipment replacement is one-time cost, and it is necessary for program's operation.	A			51,720			29,720
					Fund Unfunded Position in the Taxpayer Services	This position was established per Act 248, SLH 2022. It was not funded, and full-year funding is needed							
TAX105	BC	AR	1	9	Branch, Tax Services & Processing Division (TSP).	for program's operation. The establishing of the position is to correct a deletion error in SLH 2021.				56,676	1.00		59,508
TAXIUS	BC	AN	1	9	Fund Half-year Funded Positions in the Oahu Office					50,070	1.00		59,508
TAX100	со	AR	9	10	Audit Branch.	Fund Half-year Funded Positions in the Oahu Office Audit Branch.	А			170,028			178,524
174/100			5	10		Funding and filling the Administrative Rules Specialist position (#117972) is important for the Rules				170,020			170,524
TAX107	AA	AR	1	11	Fund Unfunded Position in the Rules Office.	Office in providing quality in-house legal services within DOTAX.				103.198			107,294
1701207	,	740	-							100,100			107,231
						The Department of Taxation is constantly receiving fraudulent tax return filings. The types of fraud							
						refund schemes are constantly changing and getting more sophisticated. The Department of Taxation							
						needs a qualified individual who can review suspect tax returns and refer those suspect tax returns to							
						the appropriate section for further evaluation. This candidate must also be able to develop fraud							
						detectors to identify new fraud refund schemes, and actively participate in testing those enhancements.							
					Establish Positions in the Criminal Investigation	The candidate must also be able to communicate with the IRS and other State tax authorities to share							
TAX100	СР	AR	10	12	Section (CIS).	findings and solutions to identifying new fraud refund schemes.				56,280	2.00		116,592
	-												
						Additional resources are needed on the system networking team to assist with the phone system							
					Fund Unfunded Position in the Information	conversion to VOIP and the maintenance of the new system, upgrade of the Windows operating system							
TAX107	AC	AR	2	13	Technology Services Office (ITSO).	and implementation of additional network and computer security measures.				80,184			83,064

#### Department of Taxation Proposed Budget Additions

Prog ID       Sub-Ore       MOE       Pos (P)       Pos (T)       .\$\$         I       Voice over IP (VOIP) licenses are required to modernize the phone system and enable users to receive phone calls while working in different locations, including work from home.       .	<u>Pos (P</u>	<u>) Pos (T)</u>	.\$55
Prog IDSub-OrgTypePriorityPriorityDescription of AdditionJustificationMOFPos (P)Pos (T).55Image: State of the state	Pos (F	) <u>Pos (T)</u>	.555.
<ul> <li>1. Voice over IP (VOIP) licenses are required to modernize the phone system and enable users to receive phone calls while working in different locations, including work from home.</li> <li>2. Workstation refresh is required to keep department computers on supported software and hardware. The budget is to replace about 25% of the department computers per year. The department is already behind in workstations updates since funding was not allocated in FV23.</li> <li>3. Adobe licenses were previously funded by ETS but full ETS support ended in FV23. DOTAX needs the funds to support Adobe applications for department to update call flows for the call center to adjust to new call queues or optimize flows based on call volume.</li> <li>5. Current network cabling leave network equipment and wires improperly exposed which creates IT security vulnerabilities.</li> <li>6. Security Assessment and Remediation enables the department to comply with new security requirements and audit findings, such as IRS requirements and audits.</li> <li>7. Work From Equipment - Laptops and computer peripherals to enable work from home for a portion of the department.</li> <li>8. VOIP Installation - Professional services support to install and configure VOIP solution and ensure</li> </ul>			
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	5,000		295,000
1. ICS Maintenance is required to continue to operate the document scanning software and hardware			
required to process paper forms and payments.			
2. ServPac Datacenter Renewal is required to continue operating the hardware, servers, database, and			
network equipment for department hosted applications.			
3. GenTax Maintenance and Support allows the department to remain current and secure with vendor			
application updates.			
<ol> <li>FAST Hosted Services is required to continue operating the hardware, servers, database, and network</li> </ol>			
equipment for the GenTax application.			
5. ICS Professional Services ensure the department can upgrade and support the document scanning			
software and hardware required to process paper forms and payments. 6. FAST Professional services provides high level development support to enable the department to			
6. FAST Professional services provides provides provide provide the department to implement new task law changes and application enhancements to increase tax collection or provide			
new services to stayayers or department users.			
7. FAST Central Techtigues for 24/7 experienced technical support of the GenTax application.			
Vendor support is required since the vendor is hosting the hardware.			
8. FTA annual maintenance fee is required to participate in the Federation of Tax Administrators and			
receive support and information from other agencies in the federation.			
9 & 11. GenTax Identity Services protects the department against the increasing threat of fraud by			
validating user identity and tax return information against public information and previously filed tax			
information prior to processing a return.			
10. The GenTax Core21 upgrade is required for the application code base to remain supported. The			
current coding language (VB.net) is no longer being updated by Microsoft. The version upgrade includes			
new features that will increase reliability and the departments effectiveness in Tax administration.			
11. The GenTax Identity Services Implementation is required to properly setup and configure the new			
Fund the TSM Project-Monitor and Maintenance service that will be hosted by the vendor. This includes setting up all the fraud rules that will be unique			
TAX107         AC         AR         4         15         (OCE). Recurring items.         to DOTAX.         7,0              Fund the TSM Project—Monitor and Maintenance          7,0         7,0	3,176		7,198,030
	5,750		
TALLY AC INK 4 13 (OLE). NON-EXAMPLE IN See above A A A A A A A A A A A A A A A A A A A	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		
TAX107 AA AR 5 16 Fund Unfunded Deputy Director Position. position is critical to DoTAX operation.			
To asis the Director of Taxation on tax legal matters, a Tax Analyst position is needed in the Office of			
TAX107 AA AR 6 17 Establish Position in the Office of the Director. the Director.			
Fund Newly Established Positions in the Oahu Field			
TAX100         CP         AR         11         18         Audit Branch.         The two (2) auditor positions were established per Act 217, SLH 2022.         CP         AR         11         18         Audit Branch.         The two (2) auditor positions were established per Act 217, SLH 2022.         CP         CP         AR         11         18         Audit Branch.         The two (2) auditor positions were established per Act 217, SLH 2022.         CP         AR         AR <td></td> <td></td> <td></td>			
Fund Newly Established Positions for the Taxation			
TAX107         AA         AR         7         19         Board of Review.         The five (5) positions were established per Act 218, SLH 2022. & Act 14, SLH 2021.         Comparison         Comparison <thcomparison< th="">         Comparison</thcomparison<>			
Taxation Board of Review will face heavy caseload and backlog, one (1) Law Clerk is needed to assist the			
Board in reviewing cases, preparing for hearings, and writing findings of facts and conclusions of law;			
TAX107 AA AR 8 20 Establish Position on the Taxation Board of Review. this position will be in TAX107 AA, together with the 5 Board positions that have been established.			

#### Department of Taxation FY 2021 - FY 2023 Restrictions

						Difference Between		
Fiscal				Budgeted by		Budgeted &		
Year	Prog ID	Sub-Org	MOF	Dept	Restriction	Restricted	Percent Difference	Impact
2023	TAX100	СН	Α	1,488,751	\$ 133,415	\$ 1,355,337	8.96%	The restrictions reduced the effectiveness of the programs.
2023	TAX100	СК	Α	716,179		\$ 651,999	8.96%	
2023	TAX100	CM	Α	1,399,652	\$ 125,430	\$ 1,274,222	8.96%	
2023	TAX100	CO	Α	2,777,874	\$ 248,939	\$ 2,528,935	8.96%	
2023	TAX100	CP	Α	2,500,425	\$ 224,076	\$ 2,276,349	8.96%	
2023	TAX100	EO	Α	2,395,536	\$ 214,676	\$ 2,180,860	8.96%	
							0.001/	
2023	TAX105	BA	A	3,216,809		\$ 2,920,220		The restrictions reduced the effectiveness of the programs.
2023 2023	TAX105 TAX105	BB BC	A	366,636 2,894,222	\$ 33,804 \$ 266,847	\$ 332,832 \$ 2,627,375	9.22%	
2023	TAVIO	BL	A	2,094,222	, 200,847	2,021,375 ڊ ا	9.22%	
2023	TAX107	AA	A	6,176,647	\$ 461,920	\$ 5,714,727	7 /18%	The restrictions reduced the effectiveness of the programs.
2023	TAX107 TAX107	AA	A	2,539,585	\$ 189,923	\$ 2,349,663	7.48%	
2023	TAX107	AD	A	498,518	\$ 37,282	\$ 461,236	7.48%	
2023			- 1	.50,510	- 37,202	+ +01,230	,.40/0	
2022	TAX100	СН	А	1,416,256	\$ 36,342	\$ 1,379,914	2.57%	The restrictions reduced the effectiveness of the programs.
2022	TAX100	СК	Α	699,422	\$ 111,462	\$ 587,960	15.94%	
2022	TAX100	CM	Α	1,147,733	\$ 77,174	\$ 1,070,559	6.72%	
2022	TAX100	CO	Α	2,751,776	\$ 166,926	\$ 2,584,850	6.07%	
2022	TAX100	СР	Α	2,039,598	\$ 132,552	\$ 1,907,046	6.50%	
2022	TAX100	EO	Α	2,153,068	\$ 76,051	\$ 2,077,017	3.53%	
2022	TAX105	BA	Α	2,931,825				The restrictions reduced the effectiveness of the programs.
2022	TAX105	BB	Α	345,918		\$ 345,918	0.00%	
2022	TAX105	BC	Α	2,847,244	\$ 133,094	\$ 2,714,150	4.67%	
2022	TAX107	AA	A	6,356,867	\$ 327,120	\$ 6,029,747		The restrictions reduced the effectiveness of the programs.
2022	TAX107	AC	A	1,940,642	\$ 186,436	\$ 1,754,206	9.61%	
2022	TAX107	AD	Α	432,279	\$ -	\$ 432,279	0.00%	
2021	TAX100	СН	А	1,304,975	\$ 135,799	\$ 1,169,176	10 /10/	The restrictions reduced the effectiveness of the programs.
2021	TAX100	СК	A	646,124	\$ 67,237	\$ 1,109,170	10.41%	The restrictions reduced the encetiveness of the programs.
2021	TAX100	CM	A	1,104,320	\$ 114,918	\$ 989,402	10.41%	
2021	TAX100	CO	A	2,693,607	\$ 280,304	\$ 2,413,303	10.41%	
2021	TAX100	CP	A	1,884,640	\$ 196,121	\$ 1,688,519	10.41%	
2021	TAX100	EO	А	1,972,590	\$ 205,273		10.41%	
2021	TAX105	BA	А	2,997,065	\$ 224,002	\$ 2,773,063	7.47%	The restrictions reduced the effectiveness of the programs.
2021	TAX105	BB	А	316,499	\$-	\$ 316,499	0.00%	
2021	TAX105	BC	А	2,622,371	\$ 195,998	\$ 2,426,373	7.47%	
2021	TAX107	AA	Α		\$ 1,031,325	\$ 11,136,362		The restrictions reduced the effectiveness of the programs.
2021	TAX107	AC	А	1,687,286	\$ 137,503	\$ 1,549,783	8.15%	
2021	TAX107	AD	Α	487,587	\$-	\$ 487,587	0.00%	

Prog ID	Description of Request	Explanation of Request N	<u>OF</u> Pos (P)	Pos (T)	<u>\$\$\$</u>
	NONE				

## Department of Taxation Expenditures Exceeding Appropriation Ceilings in FY22 and FY23

					<u>Amount</u>					
					Exceeding	Percent			<u>Recurring</u>	GF Impact
Pro	og ID	MOF	<u>Date</u>	Appropriation	Appropriation	<b>Exceeded</b>	Reason for Exceeding Ceiling	Legal Authority	<u>(Y/N)</u>	<u>(Y/N)</u>
				NONE						

## Department of Taxation Intradepartmental Transfers in FY22 and FY23

Actual or										
<b>Anticipated</b>						Percent of Program ID		Percent of Receiving		
Date of					From	Appropriation	To	Program ID		Recurring
<u>Transfer</u>	MOF	Pos (P)	<u>Pos (T)</u>	<u>\$\$\$</u>	Prog ID	Transferred From	Prog ID	Appropriation	Reason for Transfer	<u>(Y/N)</u>
NONE										

#### Department of Taxation Vacancy Report as of November 30, 2022

									Perm					Authority	Occupied	# of 89	Describe if	
	Sub-	Date of	Expected Fill	Position		Exempt	SR	BU	Temp			Budgeted	Actual Salary	to Hire	by 89 Day	Hire	Filled by	Priority #
Prog ID	Org	Vacancy	Date	Number	Position Title	<u>(Y/N)</u>	Level	Code	<u>(P/T)</u>	FTE	MOF	Amount	Last Paid	<u>(Y/N)</u>	Hire (Y/N)	Appts	other Means	to Retain
TAX107	AA	8/20/2020	3/31/2023	104171	Deputy Director Of Taxation	Y	SRNA	00	Р	1.00	Α	\$-	\$ 142,416.00	Y	N	N/A		1
TAX107	AA	7/1/2022	3/31/2023	124431	Board Chair	Y	SRNA	00	Р	1.00	Α	\$ 131,590.00	\$-	Y	N	N/A		2
TAX107	AA	7/1/2022	3/31/2023	124432	Board Member	Y	SRNA	00	Р	1.00	Α	\$ 118,432.00	\$-	Y	N	N/A		3
TAX107	AA	7/1/2022	3/31/2023	124433	Board Member	Y	SRNA	00	Р	1.00	Α	\$ 118,432.00	\$-	Y	N	N/A		4
TAX107	AA	12/13/2022	3/31/2023	1466	Departmental HR Officer II	Ν	EM03	35	Р	1.00	Α	\$ 98,628.00	\$ 101,592.00	Y	N	N/A		5
TAX107	AA	7/1/2020	3/31/2023	117972	Administrative Rules Spclt	Y	SRNA	73	Т	1.00	Α	\$ -	\$ 99,228.00	Ν	N	N/A		6
TAX100	СР	7/2/2019	3/31/2023	1538	Criminal Investigator	Y	SRNA	13	Р	1.00	Α	\$ -	\$ 90,144.00	Ν	N	N/A		7
TAX100	СР	3/7/2020	3/31/2023	118027	Criminal Investigator	Y	SRNA	13	Т	1.00	Α	\$-	\$ 90,144.00	N	N	N/A		8
TAX107	AA	11/15/2022	3/31/2023	117785	Administrative Rules Spclt	Y	SRNA	73	Т	1.00	Α	\$ 80,004.00	\$ 81,600.00	Y	N	N/A		9
TAX107	AA	10/10/2022	3/31/2023	116389	Administrative Rules Spclt	Y	SRNA	73	Т	1.00	Α	\$ 100,008.00	\$ 80,184.00	Y	N	N/A		10
TAX107	AA	12/7/2022	3/31/2023	118035	Administrative Rules Spclt	Y	SRNA	73	Т	1.00	Α	\$ 100,008.00	\$ 71,412.00	Y	N	N/A		11
TAX107	AA	7/1/2022	3/31/2023	122696	Spcl Enfc Section Investigator	Y	SRNA	73	Т	1.00	В	\$ 62,544.00	\$ 66,297.00	Y	N	N/A		12
TAX107	AA	12/16/2022	3/31/2023	120984	Admin Rules Spclt -App Case Sp	Y	SRNA	73	Р	1.00	Α	\$ 91,116.00	\$ 63,240.00	Y	N	N/A		13
TAX107	AA	12/16/2022	3/31/2023	119352	Spcl Enf Section Investigator	Y	SRNA	73	Т	1.00	В	\$ 55,968.00	\$ 60,516.00	Y	N	N/A		14
TAX107	AA	10/3/2022	3/31/2023	38766	Supervising Income Tax Spclt	Ν	SR26	23	Р	1.00	Α	\$ 99,468.00	\$ 101,460.00	Y	N	N/A		15
TAX107	AC	5/17/2022	3/31/2023	26311	Information Technology Band C	Ν	SR26	23	Р	1.00	Α	\$ 95,652.00	\$ 95,652.00	Y	N	N/A		16
TAX107	AC	4/11/2022	3/31/2023	23170	Information Technology Band C	Ν	SR26	23	Р	1.00	Α	\$ 75,588.00	\$ 75,588.00	Y	N	N/A		17
TAX100	СР	11/1/2022	3/31/2023	10918	Auditor V	Ν	SR24	13	Р	1.00	Α	\$ 91,968.00	\$ 93,804.00	Y	N	N/A		18
TAX100	СР	12/1/2022	3/31/2023	26338	Auditor V	Ν	SR24	13	Р	1.00	Α	\$ 72,684.00	\$ 93,804.00	Y	N	N/A		19
TAX107	AA	10/1/2021	3/31/2023	15143	Income Tax Specialist V	Ν	SR24	13	Р	1.00	Α	\$ 91,968.00	\$ 91,968.00	Y	N	N/A		20
TAX107	AA	7/1/2021	3/31/2023	30106	Income Tax Specialist V	Ν	SR24	13	Р	1.00	Α	\$ 84,660.00	\$ 91,968.00	Y	N	N/A		21
TAX107	AA	12/31/2019	3/31/2023	10930	Information Technology Band B	Ν	SR24	23	Р	1.00	Α	\$ 71,232.00	\$ 90,144.00	Y	Ν	N/A		22
TAX100	CM	12/31/2019	3/31/2023	11428	Auditor V	Ν	SR24	13	Р	1.00	Α	\$ 75,588.00	\$ 90,144.00	Y	N	N/A		23
TAX107	AA	12/31/2018	3/31/2023	1542	Information Technology Band B	Ν	SR24	23	Р	1.00	Α	\$ -	\$ 88,248.00	Ν	N	N/A		24
TAX107	AC	1/2/2019	3/31/2023	27600	Information Technology Band B	Ν	SR24	13	Р	1.00	Α	\$ 75,588.00	\$ 88,248.00	Y	N	N/A		25
TAX100	СК	2/1/2022	3/31/2023	1622	Auditor V	Ν	SR24	13	Р	1.00	Α	\$ 85,032.00	\$ 85,032.00	Y	N	N/A		26
TAX107	AA	12/6/2022	3/31/2023	100006	Private Secretary III	Y	SR24	63	Р	1.00	Α	\$ 77,088.00	\$ 79,956.00	Y	N	N/A		27
TAX107	AA	3/7/2022	3/31/2023	120985	Program Budget Analyst V	Ν	SR24	73	Р	1.00	Α	\$ 78,168.00	\$ 78,168.00	Y	N	N/A		28
TAX107	AA	10/3/2022	3/31/2023	18027	Income Tax Specialist V	Ν	SR24	13	Р	1.00	Α	\$ 75,588.00	\$ 77,100.00	Y	N	N/A		29
TAX100	СР	1/18/2022	3/31/2023	29071	Auditor V	Ν	SR24	13	Р	1.00	Α	\$ 75,588.00	\$ 75,588.00	Y	N	N/A		30
TAX107	AC	8/15/2022	3/31/2023	1576	Information Technology Band B	Ν	SR24	13	Р	1.00	Α	\$ 69,876.00	\$ 71,268.00	Y	N	N/A		31
TAX107	AC	6/16/2022	3/31/2023	120345	Information Technology Band B	Ν	SR24	13	Р	1.00	Α	\$ 62,136.00	\$ 69,876.00	Y	N	N/A		32
TAX107	AA	12/2/2022	3/31/2023	40345	Human Resources Spclt V	Ν	SR24	73	Р	1.00	Α	\$ 69,876.00	\$ 58,572.00	Y	N	N/A		33
TAX107	AC	10/1/2019	3/31/2023	120348	Information Technology Band B	Ν	SR24	13	Р	1.00	Α	\$-	\$ 58,560.00	N	N	N/A		34
TAX107	AC	8/1/2019	3/31/2023	28863	Information Technology Band B	Ν	SR24	13	Р	1.00	Α	\$-	\$ 56,280.00	N	N	N/A		35
TAX107	AC	1/2/2019	3/31/2023	1502	Information Technology Band B	N	SR24	13	Р	1.00	Α	\$ 75,588.00	\$ 55,092.00	Y	N	N/A		36
TAX100	СР	7/1/2022	3/31/2023	124376	Auditor V	Ν	SR24	13	Р	1.00	Α	\$ 76,667.00	\$-	Y	N	N/A		37
TAX100	СР	7/1/2022	3/31/2023	124377	Auditor V	Ν	SR24	13	Р	1.00	Α	\$ 76,667.00	\$-	Y	N	N/A		38
TAX107	AC	5/1/2020	3/31/2023	42923	Information Technology Band B	Ν	SR22	13	Р	1.00	Α	\$ 67,200.00	\$ 80,112.00	Y	N	N/A		39
TAX107	AA	12/6/2022	3/31/2023	100008	Private Secretary II	Y	SR22	63	Р	1.00	Α	\$ 77,088.00	\$ 79,956.00	Y	N	N/A		40
TAX100	СР	1/18/2022	3/31/2023	11876	Auditor IV	Ν	SR22	13	Р	1.00	Α	\$ 78,612.00	\$ 78,612.00	Y	N	N/A		41
TAX107	AC	1/14/2020	3/31/2023	42926	Information Technology Band B	N	SR22	13	Р	1.00	Α	\$ 67,200.00	\$ 68,484.00	Y	N	N/A		42
TAX107	AC	2/8/2019	3/31/2023	120350	Information Technology Band B	Ν	SR22	13	Р	1.00	Α	\$-	\$ 67,044.00	Ν	N	N/A		43
TAX107	AC	4/1/2022	3/31/2023	11509	Information Technology Band B	Ν	SR22	13	Р	1.00	Α	\$ 57,420.00	\$ 57,420.00	Y	N	N/A		44
TAX100	CM	9/16/2019	3/31/2023	4417	Auditor IV	Ν	SR22	13	Р	1.00	Α	\$ 67,200.00	\$ 56,280.00	Y	N	N/A		45
TAX107	AA	8/15/2019	3/31/2023	110184	General Professional IV	Ν	SR22	13	Р	1.00	Α	\$ 67,200.00	\$ 56,280.00	Y	N	N/A		46
TAX107	AA	5/17/2022	3/31/2023	1546	Human Resources Spclt IV	Ν	SR22	73	Р	1.00	Α	\$ 51,024.00	\$ 55,200.00	Y	N	N/A		47
TAX107	AC	10/15/2022	3/31/2023	1493	Information Technology Band B	Ν	SR22	13	Р	1.00	Α	\$ 67,200.00	\$ 52,044.00	Y	N	N/A		48

#### Department of Taxation Vacancy Report as of November 30, 2022

TAX107	AC	6/28/2019	3/31/2023	120347 Information Technology Band B	N	SR22	13	Р	1.00	А	\$ 67,200.00 \$ 50,916.00	Y	N	N/A	49
TAX105	BA	7/1/2019	3/31/2023	123039 Management Analyst IV	N	SR22	13	P	1.00	A	\$ 67.200.00 \$ -	Ŷ	N	N/A	50
TAX105	BA	7/1/2019	3/31/2023	123040 Management Analyst IV	N	SR22	13	P	1.00	A	\$ 67,200.00 \$ -	Ŷ	N	N/A	51
TAX100	СК	11/3/2020	3/31/2023	4421 Tax Returns Examiner IV	N	SR20	04	P	1.00	A	\$ 61,752.00 \$ 68,580.00	Ŷ	N	N/A	52
TAX105	BC	10/3/2022	3/31/2023	38768 Tax Information Specialist I	N	SR20	13	Р	1.00	А	\$ 46,932.00 \$ 52,044.00	Y	N	, N/A	53
TAX107	AA	1/18/2022	3/31/2023	49981 Management Analyst III	N	SR20	13	Р	1.00	А	\$ - \$ 62,136.00	N	N	, N/A	54
TAX100	СК	7/1/2022	3/31/2023	124295 Delinguent Tax Coll Asst III	N	SR20	04	Р	1.00	А	\$ 29,250.00 \$ -	Y	N	, N/A	55
TAX107	AA	7/1/2022	3/31/2023	124434 Secretary IV	N	SR18	63	Р	1.00	А	\$ - \$ -	N	N	, N/A	56
TAX107	AA	7/1/2022	3/31/2023	124435 Legal Secretary	N	SR18	63	Р	1.00	А	\$ - \$ -	N	N	N/A	57
TAX100	EO	10/1/2020	3/31/2023	39123 Delinguent Tax Coll Asst II	N	SR17	03	Р	1.00	А	\$ 50,016.00 \$ 66,192.00	Y	N	N/A	58
TAX105	BC	12/31/2020	3/31/2023	16051 Supervising Tax Clerk II	N	SR17	04	Р	1.00	А	\$ 52,848.00 \$ 65,904.00	Y	N	N/A	59
TAX100	EO	11/1/2022	3/31/2023	1449 Delinguent Tax Coll Asst II	N	SR17	03	Р	1.00	А	\$ 63,288.00 \$ 65,640.00	Y	N	N/A	60
TAX100	EO	12/31/2019	3/31/2023	117470 Delinguent Tax Coll Asst II	N	SR17	03	Р	1.00	А	\$ - \$ 63,612.00	N	N	N/A	61
TAX100	EO	12/31/2019	3/31/2023	117475 Delinguent Tax Coll Asst II	N	SR17	03	Р	1.00	А	\$ - \$ 63,612.00	N	N	N/A	62
TAX100	EM	10/21/2022	3/31/2023	1583 Supervising Tax Clerk II	N	SR17	04	Р	1.00	Α	\$ 56,208.00 \$ 58,296.00	Y	N	N/A	63
TAX100	CO	9/1/2022	3/31/2023	117457 Tax Returns Examiner III	N	SR17	03	Р	1.00	Α	\$ 56,316.00 \$ 56,316.00	Y	N	N/A	64
TAX100	CO	11/16/2022	3/31/2023	3692 Tax Returns Examiner III	N	SR17	03	Р	1.00	А	\$ 54,108.00 \$ 56,124.00	Y	N	N/A	65
TAX100	CO	9/1/2022	3/31/2023	1501 Tax Returns Examiner III	N	SR17	03	Р	1.00	Α	\$ 54,108.00 \$ 54,108.00	Y	N	N/A	66
TAX100	CO	9/1/2022	3/31/2023	1520 Tax Returns Examiner III	N	SR17	03	Р	1.00	А	\$ 52,044.00 \$ 52,044.00	Y	N	N/A	67
TAX100	EO	10/3/2022	3/31/2023	117474 Delinquent Tax Coll Asst II	N	SR17	03	Р	1.00	Α	\$ 50,016.00 \$ 51,876.00	Y	N	N/A	68
TAX100	EO	6/16/2022	3/31/2023	47883 Delinquent Tax Coll Asst II	N	SR17	03	Р	1.00	А	\$ 50,016.00 \$ 50,016.00	Y	N	N/A	69
TAX100	СН	7/1/2022	3/31/2023	11515 Tax Returns Examiner III	N	SR17	03	Р	1.00	А	\$ 46,272.00 \$ 46,272.00	Y	N	N/A	70
TAX100	CO	2/1/2022	3/31/2023	117458 Tax Returns Examiner III	N	SR17	03	Р	1.00	А	\$ 46,272.00 \$ 46,272.00	Y	N	N/A	71
TAX100	CO	5/2/2022	3/31/2023	122317 Tax Returns Examiner III	N	SR17	03	Р	1.00	А	\$ 46,272.00 \$ 46,272.00	Y	N	N/A	72
TAX100	EO	11/29/2019	3/31/2023	120117 Delinquent Tax Coll Asst II	N	SR17	03	Р	1.00	Α	\$ - \$ 43,014.40	N	N	N/A	73
TAX105	BA	12/31/2018	3/31/2023	5765 Secretary III	N	SR16	63	Р	1.00	А	\$ 48,084.00 \$ 49,680.00	Y	N	N/A	74
TAX100	EH	12/1/2022	3/31/2023	1614 Delinquent Tax Coll Asst I	N	SR15	03	Р	1.00	А	\$ 63,288.00 \$ 65,640.00	Y	N	N/A	75
TAX100	CO	11/16/2021	3/31/2023	121107 Tax Returns Examiner II	N	SR15	03	Р	1.00	Α	\$ 42,792.00 \$ 63,288.00	Y	N	N/A	76
TAX100	EO	8/1/2022	3/31/2023	1451 Delinquent Tax Coll Asst I	N	SR15	03	Р	1.00	А	\$ 52,044.00 \$ 52,044.00	Y	N	N/A	77
TAX107	AA	11/1/2022	3/31/2023	4409 Tax Information Tech II	N	SR15	03	Р	1.00	А	\$ 48,084.00 \$ 49,872.00	Y	N	N/A	78
TAX105	BC	10/3/2022	3/31/2023	7058 Tax Information Tech II	N	SR15	03	Р	1.00	А	\$ 48,084.00 \$ 49,872.00	Y	N	N/A	79
TAX100	EH	11/1/2022	3/31/2023	47892 Delinquent Tax Coll Asst I	N	SR15	04	Р	1.00	А	\$ 54,180.00 \$ 49,872.00	Y	N	N/A	80
TAX100	EM	2/12/2020	3/31/2023	1574 Tax Information Tech II	N	SR15	03	Р	1.00	Α	\$ 46,272.00 \$ 46,476.00	Y	N	N/A	81
TAX105	BC	4/13/2022	3/31/2023	15455 Tax Information Tech II	N	SR15	03	Р	1.00	А	\$ 44,496.00 \$ 44,496.00	Y	N	N/A	82
TAX105	BC	5/2/2022	3/31/2023	118452 Tax Information Tech II	N	SR15	03	Р	1.00	Α	\$ 44,496.00 \$ 44,496.00	Y	N	N/A	83
TAX107	AA	11/1/2022	3/31/2023	41009 Account Clerk V	N	SR15	03	Р	1.00	Α	\$ 42,792.00 \$ 44,388.00	Y	N	N/A	84
TAX100	EO	7/1/2019	3/31/2023	33459 Delinquent Tax Coll Asst I	N	SR15	03	Р	1.00	Α	\$ 46,272.00 \$ 43,008.00	Y	N	N/A	85
TAX105	BC	11/1/2022	3/31/2023	41711 Tax Information Tech II	N	SR15	03	Р	1.00	А	\$ 39,540.00 \$ 41,016.00	Y	N	N/A	86
TAX100	EO	10/16/2019	3/31/2023	47881 Delinquent Tax Coll Asst I	N	SR15	03	Р	1.00	А	\$ 46,272.00 \$ 39,720.00	Y	N	N/A	87
TAX100	CO	7/18/2022	3/31/2023	4418 Tax Returns Examiner II	N	SR15	03	Р	1.00	А	\$ 42,792.00 \$ 39,540.00	Y	N	N/A	88
TAX100	СН	4/2/2022	3/31/2023	11514 Tax Returns Examiner II	N	SR15	03	Р	1.00	А	\$ 39,540.00 \$ 39,540.00	Y	N	N/A	89
TAX100	EK	12/1/2021	3/31/2023	47882 Delinquent Tax Coll Asst I	N	SR15	03	Р	1.00	Α	\$ 42,792.00 \$ 38,004.00	Y	N	N/A	90
TAX100	EO		3/31/2023	47874 Delinquent Tax Coll Asst I	N	SR15	03	Р	1.00	Α	\$ 42,792.00 \$ 38,001.60	Y	Y	2	91
TAX105	BA	11/16/2019	3/31/2023	1558 Tax Information Tech II	N	SR15	03	Р	1.00	А	\$ 46,272.00 \$ 35,340.00	Y	N	N/A	92
TAX100	CO	7/1/2022	3/31/2023	124291 Tax Returns Examiner II	N	SR15	03	Р	1.00	Α	\$ 23,136.00 \$ -	Y	N	N/A	93
TAX100	CO	7/1/2022	3/31/2023	124292 Tax Returns Examiner II	Ν	SR15	03	Р	1.00	А	\$ 23,136.00 \$ -	Y	Ν	N/A	94
TAX100	CO	7/1/2022	3/31/2023	124293 Tax Returns Examiner II	Ν	SR15	03	Р	1.00	А	\$ 23,136.00 \$ -	Y	Ν	N/A	95
TAX105	BC	7/1/2022	3/31/2023	124296 Tax Information Tech II	N	SR15	03	Р	1.00	Α	\$ - \$ -	N	N	N/A	96
TAX100	CM	10/3/2022	3/31/2023	38733 Secretary II	N	SR14	03	Р	1.00	А	\$ 42,792.00 \$ 44,388.00	Y	N	N/A	97
TAX100	CO	6/1/2022	3/31/2023	1495 Secretary II	Ν	SR14	03	Р	1.00	Α	\$ 41,100.00 \$ 41,100.00	Y	Ν	N/A	98
TAX105	BB	5/16/2022	3/31/2023	1468 Account Clerk IV	Ν	SR13	03	Р	1.00	А	\$ 36,564.00 \$ 36,564.00	Y	Ν	N/A	99
TAX105	BA	6/1/2022	3/31/2023	118234 Tax Clerk	Ν	SR12	03	Р	1.00	А	\$ 42,792.00 \$ 42,792.00	Y	Ν	N/A	100
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#### Department of Taxation Vacancy Report as of November 30, 2022

TAX105	BA	9/16/2022	3/31/2023	1557	Cashier II	Ν	SR12	03	Р	1.00	Α	\$ 39,540.00	\$ 39,540.00	Y	Ν	N/A	101
TAX105	BA	11/1/2022	3/31/2023	26777	Cashier II	Ν	SR12	03	Р	1.00	Α	\$ 38,004.00	\$ 39,420.00	Y	Ν	N/A	102
TAX100	EO	10/3/2022	3/31/2023	39134	Tax Clerk	Ν	SR12	03	Р	1.00	А	\$ 38,004.00	\$ 39,420.00	Y	Ν	N/A	103
TAX105	BC	11/1/2022	3/31/2023	40969	Tax Clerk	Ν	SR12	03	Р	1.00	Α	\$ 38,004.00	\$ 39,420.00	Y	Ν	N/A	104
TAX105	BA	7/1/2022	3/31/2023	28861	Tax Clerk	Ν	SR12	03	Р	1.00	А	\$ 38,004.00	\$ 38,004.00	Y	Ν	N/A	105
TAX105	BC	11/1/2021	3/31/2023	118240	Tax Clerk	Ν	SR12	03	Р	1.00	А	\$ 38,004.00	\$ 38,004.00	Y	N	N/A	106
TAX105	BC	6/30/2022	3/31/2023	118242	Tax Clerk	Ν	SR12	03	Р	1.00	Α	\$ 38,004.00	\$ 38,004.00	Y	N	N/A	107
TAX105	BC	12/2/2021	3/31/2023	118239	Tax Clerk	N	SR12	03	Р	1.00	А	\$ 36,732.00	\$ 36,732.00	Y	N	N/A	108
TAX105	BA	5/16/2019	3/31/2023	27115	Cashier II	Ν	SR12	03	Р	1.00	А	\$ 41,100.00	\$ 35,340.00	Y	Ν	N/A	109
TAX105	BC	6/29/2020	3/31/2023	121084	Tax Clerk	N	SR12	03	Т	1.00	А	\$ 38,004.00	\$ 35,340.00	Y	N	N/A	110
TAX100	EO	6/3/2019	3/31/2023	1450	Tax Clerk	Ν	SR12	03	Р	1.00	Α	\$-	\$ 35,339.20	Ν	N	N/A	111
TAX105	BA	11/16/2022	3/31/2023	11589	Office Assistant IV	Ν	SR10	03	Р	1.00	Α	\$ 50,016.00	\$ 51,876.00	Y	N	N/A	112
TAX105	BA	6/16/2022	3/31/2023	26279	Office Assistant IV	N	SR10	03	Р	1.00	А	\$ 41,100.00	\$ 41,100.00	Y	N	N/A	113
TAX105	BA	11/16/2022	3/31/2023	28866	Office Assistant IV	Ν	SR10	03	Р	1.00	А	\$ 35,196.00	\$ 36,504.00	Y	N	N/A	114
TAX105	BA	7/1/2020	3/31/2023	46128	Office Assistant III	Ν	SR08	03	Р	1.00	А	\$ 33,120.00	\$ 34,020.00	Y	Ν	N/A	115
TAX105	BA	5/7/2022	3/31/2023	38687	Office Assistant III	Ν	SR08	03	Ρ	1.00	А	\$ 33,120.00	\$ 33,120.00	Y	N	N/A	116
TAX105	BA	8/12/2021	3/31/2023	38688	Office Assistant III	Ν	SR08	03	Р	1.00	А	\$ 33,120.00	\$ 33,120.00	Y	N	N/A	117
TAX105	BA	6/16/2022	3/31/2023	38692	Office Assistant III	Ν	SR08	03	Р	1.00	А	\$ 33,120.00	\$ 33,120.00	Y	Ν	N/A	118
TAX105	BA	6/16/2022	3/31/2023	46134	Office Assistant III	Ν	SR08	03	Р	1.00	Α	\$ 33,120.00	\$ 33,120.00	Y	N	N/A	119
TAX105	BA	12/3/2021	3/31/2023	118444	Office Assistant III	Ν	SR08	03	Р	1.00	А	\$ 33,120.00	\$ 33,120.00	Y	Ν	N/A	120
TAX100	EO	4/9/2020	3/31/2023	16056	Office Assistant III	Ν	SR08	03	Р	1.00	А	\$-	\$ 30,243.20	Ν	N	N/A	121
TAX105	BA	5/27/2020	3/31/2023	118445	Office Assistant III	Ν	SR08	03	Р	1.00	А	\$-	\$ 30,243.20	Ν	N	N/A	122
TAX105	BA	3/16/2020	3/31/2023	1492	Office Assistant III	Ν	SR08	03	Р	1.00	А	\$-	\$ 30,240.00	Ν	Ν	N/A	123
TAX105	BA	1/31/2020	3/31/2023	1566	Office Assistant III	Ν	SR08	03	Р	1.00	А	\$-	\$ 30,240.00	Ν	N	N/A	124

## Department of Taxation Positions Filled and/or Established by Acts other than the State Budget as of November 30, 2022

														Occupied
		Date	Legal	<b>Position</b>		Exempt						Annual	Filled	by 89 Day
Prog ID	Sub-Org	<b>Established</b>	<u>Authority</u>	<u>Number</u>	Position Title	<u>(Y/N)</u>	SR Level	BU Code	<u>T/P</u>	MOF	FTE	<u>Salary</u>	<u>(Y/N)</u>	Hire (Y/N)
TAX100	СР	7/1/2022	ACT217	124376	Auditor V	Ν	SR24	13	Р	A	1	76,667	Ν	N
TAX100	СР	7/1/2022	ACT217	124377	Auditor V	Ν	SR24	13	Р	A	1	76,667	Ν	N
TAX107	AA	7/1/2022	ACT218	124431	Board Chair	Y	SRNA	00	Р	A	1	131,590	Ν	N
TAX107	AA	7/1/2022	ACT218	124432	Board Member	Y	SRNA	00	Р	A	1	118,432	Ν	N
TAX107	AA	7/1/2022	ACT218	124433	Board Member	Y	SRNA	00	Р	A	1	118,432	N	N
TAX107	AA	7/1/2022	ACT218	124434	Secretary IV	Ν	SR18	63	Р	A	1	75,044	Ν	Ν
TAX107	AA	7/1/2022	ACT218	124435	Legal Secretary	Ν	SR18	63	Р	A	1	75,044	Ν	Ν

NOTE: Secretary positions are not based on the BU 63 salary. (518,542 - Board Chair - Board Member and divided by 2). The BU salary is \$60,660. The budgeted amount would be \$75,044.

## Department of Taxation Overtime Expenditure Summary

				FY	/22 (a	actual)			FY23	3 (estimated	)	FY	24 (bu	dgeted)	т <u>т</u>
				Base Salary	Ove	ertime	<u>Overtime</u>	<u> </u>	Base Salary	Overtime	<u>Overtime</u>	Base Salary	Ov	ertime_	<u>Overtime</u>
Prog ID	Sub-Org	<u>Program Title</u>	MOF	<u>\$\$\$\$</u>	<u>\$</u> :	<u>\$\$\$</u>	Percent		<u>\$\$\$\$</u>	<u>\$\$\$\$</u>	Percent	<u>\$\$\$\$</u>	<u>\$</u>	<u>\$\$\$</u>	Percent
TAX100	СН	COMPLIANCE DIVISION - HAWAII	Α	\$ 1,344,927	\$	589	0.0%	\$	1,488,834		0.0%	\$ 1,557,264			0.0%
TAX100	СК	COMPLIANCE DIVISION - KAUAI	Α	\$ 447,515	\$	1,091	0.2%	\$	698,922		0.0%	\$ 722,136			0.0%
TAX100	СМ	COMPLIANCE DIVISION - MAUI	Α	\$ 970,096	\$	7,797	0.8%	\$	1,399,504		0.0%	\$ 1,420,044			0.0%
TAX100	CO	COMPLIANCE ADMIN/OFFICE AUDIT	Α	\$ 1,507,051	\$	159	0.0%	\$	1,814,390		0.0%	\$ 2,012,328			0.0%
TAX100	СР	FIELD AUDIT/CRIMINAL INVESTIGATION	Α	\$ 1,734,853	\$	115	0.0%	\$	2,419,712		0.0%	\$ 2,520,732			0.0%
TAX100	EO	COLLECTIONS	Α	\$ 1,878,968	\$	306	0.0%	\$	2,395,660		0.0%	\$-			0.0%
TAX103	EO	COLLECTIONS	А	\$-	\$	-	0.0%	\$	-	\$-	0.0%	\$ 2,283,394			0.0%
TAX105	BA	DOCUMENT PROCESSING BRANCH	А	\$ 2,039,315	\$	239	0.0%	\$	2,830,080		0.0%	\$ 2,741,712			0.0%
TAX105	BB	REVENUE ACCOUNTING	А	\$ 328,345	\$	-	0.0%	\$	366,432		0.0%	\$ 393,876			0.0%
TAX105	BC	TAXPAYER SERVICES	Α	\$ 2,688,332	\$	829	0.0%	\$	2,894,176		0.0%	\$ 3,019,896			0.0%
TAX107	AA	DIRECTOR'S OFFICE/ADMIN SVCS/RULES/QUALITY CONTROL	Α	\$ 3,032,435	\$	857	0.0%	\$	3,038,380		0.0%	\$ 3,537,087			0.0%
TAX107	AC	INFORMATION TECHNOLOGY SERVICES OFFICE (ITSO)	Α	\$ 1,266,612	\$	6,032	0.5%	\$	2,483,604	\$ 70,000	2.8%	\$ 2,793,450	\$	70,000	2.5%
TAX107	AD	TAX RESEARCH & PLANNING OFFICE	Α	\$ 459,456	\$	-	0.0%	\$	498,228		0.0%	\$ 520,956			0.0%
TAX107	AA	SPECIAL ENFORCEMENT SECTION	В	\$ 505,998	\$	-	0.0%	\$	768,610		0.0%	\$ 791,268			0.0%
		TOTALS		\$ 18,203,904	\$1	8,013	0.1%	\$	23,096,532	\$ 70,000	0.3%	\$ 24,314,143	\$	70,000	0.3%
		The plan for FY23 and FY24 is to have ITSO staff monitor the TSM sy													

#### Department of Taxation Active Contracts as of December 1, 2022

							Term of Contract						
			Frequency								Explanation of How Contract is	POS	Category
Prog ID	MOF	Amount	<u>(M/A/O)</u>	Max Value	Outstanding Balance	Date Executed	From	<u>To</u>	Entity	Contract Description	Monitored	<u>Y/N</u>	E/L/P/C/G/S/*
TAX 107	C,A,V	\$ 63,398,877.00	0	\$ 63,398,877.00	\$ -	7/15/2015	7/15/2015	7/15/2025	FAST Enterprises	Tax System Modernization (TSM) Project. Goods & services to implement an integrated tax system for DOTAX.	Verified with our Tax System Modernization (TSM) team for services rendered.	N	S
									Information Contura	Annual Maintenance & Support for			
TAX 107	А	\$ 1,366,903.00	М	\$ 1,761,887.00	\$ 394,984.00	8/1/2020	8/1/2020	7/31/2023	Information Capture Solutions, LLC	Software and Scanner for DoTAX.	Reviewed by IT Office.	N	S
14/ 10/	^	\$ 1,300,303.00	IVI	\$ 1,701,887.00	\$ 554,584.00	0/1/2020	0/1/2020	7/51/2025	Solutions, LLC	Software and Scamer for Dorrax.	neviewed by it office.		5
TAX 107	A	\$ 326,701.00	М	\$ 483,769.00	\$ 157,068.00	7/1/2021	7/1/2021	6/30/2023	Information Capture Solutions, LLC	Professional services for DOTAX.	Reviewed by IT Office.	N	S
											The invoices are verified by the		
	_									To provide heat applied cigarette tax	Taxpayer Services and Processing		
TAX 107	В	\$ 67,389.00	М	\$ 101,088.00	\$ 33,699.00	9/1/2020	9/1/2020	8/31/2023	Meyercord Revenue	stamps.	Section.	N	G
Tax 100	А	ś-	м	\$ 37,628.00	\$ 37,628.00	11/22/2022	11/22/2022	11/21/2023	Fileminders of Hawaii, LLC	To provide shred services for all islands.	Admin Svcs Office monitors activity and reviews invoice.	N	S
100 100		- دِ	IVI	\$ 57,028.00	\$ 37,028.00	11/22/2022	11/22/2022	11/21/2025			Annual Subscription for Clear		5
TAX 100	А								Thomson Reuters -	Annual Subscription for Clear Proflex	Proflex for Collections and SES		
TAX 107	В	\$ 23,392.00	М	\$ 70,392.00	\$ 47,000.00	9/1/2022	9/1/2022	8/31/2023	West	for Collections and SES Section.	Section.	N	s
					,					Multi-function copy machines on lease for DOTAX offices.			
				\$70,718		5/1/2019	4th year o			60 month lease, of which \$70,718 is	Admin Svcs Office monitors		
TAX 107	A	\$ 24,897.00	М	per annum	\$ 45,821.00	60 mo. Lease	5/1/2022 - 4	4/30/2023	Xerox (Fleet)	budgeted for each fiscal year. One multi-function device with	activity and reviews invoice.	N	S
TAX 107	В	\$ 2,155.00	М	\$3,600 per annum	\$ 1,445.00	3/1/2021 60 mo. Lease	2nd year - 3/1/2022 - 2		Xerox (SES)	scanning and fax capabilities for the Special Enforcement Section (SES) per SPO Price List Contract . 60 month lease, billed per usage. Max Value is an estimated cost for the fiscal year.	Admin Svcs Office monitors activity and reviews invoice.	N	S
TAX 107		\$ 2,845.00	м	\$37,070 per annum	\$ 34,225.00	10/1/2019 60 mo. Lease	4th year o 10/1/2022 -	of lease:	Ricoh	High volume printing machine on lease for DOTAX's printshop. 60 month lease, billed per usage. Max Value is an estimated cost for the fiscal year.	Admin Svcs Office monitors activity and reviews invoice.	N	S
TAX 100 TAX 105	A	\$ 4,945.00	М	\$10,089 per annum	\$ 5,144.00	Ongoing; billed monthly	7/1/2022	12/1/2022	Alert Alarm	Security/Alarm services for DOTAX offices. Alert Alarm bills each section separately. Max Value is an estimated cost for the fiscal year.	Admin Svcs Office monitors activity and reviews invoice.	N	S
TAX 100	A	¢		\$40,348	A 20.425.00	Ongoing; billed	7/4/2022	42/4/2022		Mailing/postage equipment on lease for DOTAX. Max Value is an estimated cost for	Admin Svcs Office monitors		
TAX 105	A	\$ 11,912.00	0	per annum	\$ 28,436.00	quarterly	7/1/2022	12/1/2022	Pitney Bowes	the fiscal year.	activity and reviews invoice.	N	S
TAX 107	А	\$ 192,623.00	A	\$ 192,623.00	\$ -	6/1/2022	6/1/2022	5/31/2023	Regional Economic Models, Inc.	Tax PI software model that is customized for the macroeconomic conditions of the State of Hawaii, for use by the Tax Research & Planning Section.	Admin Svcs Office pays subscription/annual maintenance invoice submitted by the Tax Research & Planning Section.	N	G
TAX 107	v	\$ 126,678.00	М	\$ 176,263.00	\$ 49,585.00	12/9/2021	12/9/2021	12/31/2022	American Guard Services, Inc.	Security monitoring services for neighbor islands (Hawaii, Maui & Kauai).	Admin Svcs Office monitors activity and reviews invoice.	N	s
1MA 107	v	120,076.00 ب	IVI	÷ 170,203.00	49,565.00	12/3/2021	12/9/2021	12/31/2022	Services, ille.	Printing and distribution of Form	Admin Svcs Office monitors		3
		\$ 13,194.00	А	\$ 41,003.00	\$ 27,809.00	12/20/2021	12/20/2021	12/19/2023	EMSS, Inc.	1099-G and 1099-INT.	activity and reviews invoice.	N	G

		1		-									800	
				Frequency								Explanation of How Contract is	POS	Category
Prog ID	MOF	4	Amount_	<u>(M/A/O)</u>	Max Value	Outstanding Balance	Date Executed	From	<u>To</u>	Entity	Contract Description	Monitored	<u>Y/N</u>	E/L/P/C/G/S/*
											Printing and distribution of loose tax	Admin Svcs Office monitors		
TAX 107	Α	\$	28,274.00	А	\$ 66,086.00	\$ 37,812.00	12/14/2021	12/14/2021	12/13/2023	EMSS, Inc.	forms.	activity and reviews invoice.	Ν	G
										CR Dispatch Service,	Armored guard services for Oahu tax	Admin Svcs Office monitors		
TAX 107	Α	\$	8,578.00	М	\$ 26,876.00	\$ 18,298.00	7/1/2022	7/1/2022	6/30/2023	Inc.	office.	activity and reviews invoice.	N	S
										Loomis Armored US	Armored guard services for neighbor	Admin Svcs Office monitors		
TAX 107	Α	\$	15,626.00	м	\$ 56,387.00	\$ 40,761.00	7/8/2022	7/8/2022	6/30/2023	LLC	islands (Hawaii, Maui & Kauai).	activity and reviews invoice.	N	S
												Collections branch receives		
									On-going; terms	Department of the		monthly reports from the		
					\$239,558				180 days notice to	Attorney General	Collection of DOTAX's delinquent tax	Department of the Attorney		
TAX 100	Α	\$	123,612.00	м	per annum	\$ 115,946.00	7/1/2016	7/1/2016	terminate	(AG)	accounts.	General.	N	S
									On-going: terms	Department of Labor				
					\$80,000						Shared security cost for the	Admin Sycs Office monitors		
TAX 107	Δ	¢	60,000.00	0	per annum	\$ 20,000.00	1/1/2022	1/1/2022	,	(DLIR)	Keelikolani Building.	activity and review invoices.	N	s
		Ť	20,000.00	3	per annum	ç 20,000.00	1, 1, 2022	1/ 1/ 2022	terminute	10 2	Prepare a tax book/manual and study			
											of matters within the contractor's	Admin Svcs Office monitors		
TAX 100		ć	77,500.00	0	\$ 155,000.00	\$ 77,500.00	10/1/2022	10/1/2022	3/31/2024	Kevin T. Wakayama			N	c
1AX 100	A	Ş	11,500.00	U	\$ 155,000.00	ş 77,500.00	10/1/2022	10/1/2022	5/51/2024	Kevin I. wakayama	area of expertise.	activity and review invoices.	IN	3

# Department of Taxation Capital Improvements Program (CIP) Requests

		Dept-						
	Prog ID	<u>Wide</u>	<u>Senate</u>	<u>Rep.</u>				
Prog ID	<u>Priority</u>	<u>Priority</u>	<u>District</u>	<u>District</u>	Project Title	<u>MOF</u>	<u>FY24 \$\$\$</u>	FY25 \$\$\$
					NONE			

Table 15

# Department of Taxation CIP Lapses

	Act/Year of			Lapse Amount	
Prog ID	Appropriation	Project Title	MOF	<u>\$\$\$\$</u>	Reason
		NONE			

	Sub-Org		
Program ID	<u>Code</u>	Name	<u>Objective</u>
TAX100	СН	COMPLIANCE DIVISION - HAWAII DISTRICT OFFICE	Be responsible for administrative matters of the district office; performs personnel and fiscal activities and housekeeping functions of the district office; provides assistance, information, and services on all taxes administered by the Department to taxpayers who walk- in, call-in, or correspond; conducts office and field examinations of all tax returns filed for general excise, income, miscellaneous, and transient accommodation taxes; prepares tax assessments by following the established rules; conducts/enforces collection of delinquent taxes with the appropriate collection procedures; represents the Department in appeals to the Board of Review for the district office; and provides administrative/clerical assistance to the Board of Review.
TAX100	СК	COMPLIANCE DIVISION - KAUAI DISTRICT OFFICE	Be responsible for administrative matters of the district office; performs personnel and fiscal activities and housekeeping functions of the district office; provides assistance, information, and services on all taxes administered by the Department to taxpayers who walk- in, call-in, or correspond; conducts office and field examinations of all tax returns filed for general excise, income, miscellaneous, and transient accommodation taxes; prepares tax assessments by following the established rules; conducts/enforces collection of delinquent taxes with the appropriate collection procedures; represents the Department in appeals to the Board of Review for the district office; and provides administrative/clerical assistance to the Board of Review.

TAX100	СМ	COMPLIANCE DIVISION - MAUI DISTRICT OFFICE	Be responsible for administrative matters of the district office; performs personnel and fiscal activities and housekeeping functions of the district office; provides assistance, information, and services on all taxes administered by the Department to taxpayers who walk- in, call-in, or correspond; conducts office and field examinations of all tax returns filed for general excise, income, miscellaneous, and transient accommodation taxes; prepares tax assessments by following the established rules; conducts/enforces collection of delinquent taxes with the appropriate collection procedures; represents the Department in appeals to the Board of Review for the district office; and provides administrative/clerical assistance to the Board of Review.
TAX100	СО	COMPLIANCE DIVISION - OAHU OFFICE AUDIT BRANCH	Conducts office examinations of all tax returns filed for general excise, income, miscellaneous, and transient accommodation taxes on Oahu; represents the Department in appeals to the Board of Review for cases originating or transferred to the Oahu District; disseminates information through audit contact or taxpayer inquiry about the proper reporting methods or Departmental positions on tax and related matters; and reviews for approval/disapproval request for waiver for the withholding of income tax on the disposition of Hawaii real property by non-resident.

TAX100	СР	COMPLIANCE DIVISION - OAHU FIELD AUDIT BRANCH	Conducts field examinations of all types of tax returns and supporting records of larger taxpayers involving complex records and transactions; represents the Department in appeals to the Board of Review for cases originating or transferred to the Oahu District; disseminates information through audit contact or taxpayer inquiry about the proper reporting methods or Departmental positions on tax and related matters; be responsible for administrative matters of the branch; and performs personnel and fiscal activities and housekeeping functions for the branch.
TAX103	EO	Tax Collection Services Office	Conducts/enforces collection of delinquent taxes with the appropriate collection procedures; secures non-filed returns from taxpayers; conducts investigations to determine compliance with state tax laws; develops policies and procedures, renders guidelines and recommendations and provides coordination and assistance in enforcement activities; participates in resolving complex enforcement cases; and recommends goals and objective; and reviews objectives and accomplishments with operating personnel.
TAX105	BA	TAX SERVICES & PROCESSING (TSP) DIVISION - DOCUMENT PROCESSING BRANCH	Plans, directs and coordinates a comprehensive, centralized system of receiving and processing of tax information and payments (paper documents or electronic data) for the Department of Taxation; eestablishes initial control over monies and documents and provides a system for the rapid update of taxpayer accounts; provides a centralized statewide filing system for paper tax returns; coordinates and oversees electronic processing activities, updates, testing, and new initiatives; and provides support for ongoing EFT development and changes, and support for growth of DOTAX electronic processing capabilities.

TAX105	BB	TSP DIVISION - REVENUE ACCOUNTING BRANCH	Be responsible for the maintenance of the revenue control and subsidiary ledgers, the control and accounting for all refunds, regardless of tax type, which are created by either overpayment or adjustment, the maintenance of the accounting system for protested payments and tax appeals, the preparation of the statement of tax operations and related reports, and processing and accounting activities statewide of all Miscellaneous taxes (except Estate & Transfer tax).
TAX105	BC	TSP DIVISION - TAXPAYER SERVICES BRANCH	Provides centralized services on all taxes, licenses, and permits administered by the Department to all customers who walk-in, call- in, correspond, or E-mail; and provides computer-based error correction activities in order to post returns to system.
TAX107	AA	OFFICE OF THE DIRECTOR	Under general direction of the Governor of the State of Hawaii, plans, directs and coordinates the various activities of the Department within the scope of laws and established policies and regulations.
TAX107	AA	RULES OFFICE	Serves as a resource for complex policy recommendations and complex taxpayer support.
TAX107	AA	ADMINISTRATIVE SERVICES OFFICE (ASO)	Provides general internal fiscal and personnel management assistance to the Director in exercising responsibilities as executive of the Department; and advises and provides staff services in the areas of program budgeting and planning, management of resources and facilities management.

TAX107	AC	INFORMATION TECHNOLOGY SERVICES OFFICE (ITSO)	Advises the Director on all matters pertaining to computerization and automation, formulating associated policies and procedures; and enhances the Department of Taxation's program effectiveness and efficiency by automating major program functions deemed feasible.
TAX107	AD	TAX RESEARCH & PLANNING (TRP) OFFICE	Plans, organizes, directs and coordinates a tax research and planning program for the Department; and provides the Department with statistical information and projections as to tax yields, tax impacts, and economic conditions affecting taxes.

# Department of Taxation Organization Changes

Table	e 18
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Year of Change						
FY24/FY25	Description of Change					
	Oahu Collection Branch will be transferred out of the Compliance Dvision and become the Tax Collection Program through					
	reorganization, with its own new Program ID (TAX103) while keeping its current Sub-Org code (EO). This program will be directly					
FY24	under the Director of Taxation.					
FY24	Transfer out position #120118 and its funds from TAX100 EO, Oahu Collection Branch to TAX100 CO, Compliance Admin.					
	Transfer out positions # 21195, #4409 & 26280 and its funds from TAX105 BA, Document Processing Branch, Tax Services &					
FY24	Processing Division to TAX107 AC, ITSO (SysAd).					
FY24	Transfer out position #118504 and its funds from TAX107 AA, the Rules Office to TAX107 AA, ASO.					
	Transfer out funds for positions #1542, #34204 & #49981 from TAX107 AA, Office of Director to TAX107AC, Information					
FY24	Technology Service Office (ITSO). Funding was not transfered out in the last Legislative session.					
FY24	Fund newly established position #124431, #124432, #124433, #124434 & #124435 on the Taxation Board of Review.					
L						

## Department of Taxation American Rescue Plan Act Fund Initiatives

			Budget for		Dates of Initiative				
	Amount	Budget for	OCE (Other Than	Budget for				Appropriating	<u>Is This A New Initiative Or An</u> Enhancement To An Existing
Prog ID	Allotted	Personnel	<u>Contracts</u>	<u>Contracts</u>	<u>From</u>	<u>To</u>	Initiative Description	Act or GOV	Initiative/Program
		NONE							