



The Senate

STATE CAPITOL
HONOLULU, HAWAII 96813

August 20, 2020

Mr. Ryker Wada, Director
Department of Human Resources Development
235 S. Beretania Street
Honolulu, HI 96813

Dear Director Wada:

Following up on our discussion on August 19, 2020; the Committee asks that you compile the following information in writing.

The Committee requests that you provide DHRD's updated policy on telework including:

- Copies of department communications outlining the original telework guidelines;
- Copies of department communications outlining the updated guidelines; and
- All current and relevant department telework data.

Additionally, the Committee reiterates its initial request that you assess and assist the Department of Health's Disease Outbreak Control Division in its hiring, training, and deployment efforts in the investigation, contact tracing, and administrative support. Once you have completed your assessment, we ask that you report your findings of their needed resources.

The Committee appreciates your attention to this matter and respectfully requests a response by **4:00 p.m., Thursday, August 27, 2020**. Please email your response to all Senate Special Committee COVID-19 members. Should you have any questions, please contact Duncan Osorio at 586-6800 or via email at d.osorio@capitol.hawaii.gov.

Sincerely,

Senator Donovan M. Dela Cruz
Senator Jarrett Keohokalole
Senator Michelle N. Kidani
Senator Donna Mercado Kim
Senator Sharon Moriwaki
Senator Kurt Fevella

Cc: Senate President