

EXPERIENCE

Healthcare Association of Hawaii – Director of Legislation and Policy
January 2015 – Present

Serve as senior staff member responsible for developing and leading HAHF's state and federal legislative package, and serving as point person for all legislative inquiries, request for research, member communications and work with partner organizations. Serve as liaison to national affiliates (American Hospital Association, American Health Care Association, National Center for Assisted Living and National Association for Home Care and Hospice). Lead HAHF's Government Relations Committee and Political Action Committee. Develop and maintain relationships with key legislative officials and staff, administrative agencies and stakeholder organizations. Analyze bills and committee reports. Prepare and provide testimony before legislative committees.

Hawaii Institute for Public Affairs – Acting President and Chief Executive Officer
February 2014 – December 2014

Collaborated with Board of Directors to design and implement organization's strategic plan. Served as liaison to Board and external stakeholders. Identified and pursued fundraising opportunities, including hosting annual fundraising gala (Ho'oulu Leadership Awards) and preparing and submitting grant applications. Executed contracts with funding agencies and ensured compliance with grant awards. Oversaw human resource management, accounting, marketing and public relations functions. Managed day-to-day operations, including organizational budget, staff supervision and project management.

The Hawaii Healthcare Project – Project Director
April 2012 – December 2014

Directed and managed the Hawaii Healthcare Project (HHIP), a public-private partnership between the Office of the Governor and healthcare industry stakeholders (including hospitals, providers, health plans and advocacy organizations) to transform Hawaii's healthcare system. Oversaw development of State Health Innovation Plan for submission to federal Centers for Medicare and Medicaid Innovation Center (CMMI). Provided strategic guidance and managed internal and external communications with 100+ project stakeholders. Convened and facilitated HHIP committee meetings. Coordinated project-related events, including serving as principal organizer of 2013 Hawaii Healthcare Summit (with over 600 attendees). Oversaw design, content and management of project website and marketing activities. Prepared and distributed press releases and handled media inquiries. Managed project budget.

Communications Pacific – Vice President
October 2005 – March 2012

Directed and managed company's Community Building practice. Led a variety of accounts to meet community/public relations objectives for public and private sector clients, including Hawaii State Department of Transportation, Hilton Hawaii, Target, Safeway and Healthcare Realty. Provided strategic counsel to clients. Facilitated public informational meetings. Prepared presentations and related collateral material. Provided counsel on government relations and public affairs. Oversaw design, content and management of project websites. Developed and distributed stories to media. Conducted media, crisis communication, and public presentation training sessions. Prepared and presented new business proposals. Managed budgets and work flows. Supervised account staff of seven.

Office of State Representative Kenneth T. Hiraki – Legislative Office Manager/Committee Clerk
November 2001 – June 2005

Drafted bills and committee reports for House Consumer Protection and Commerce Committee. Analyzed bills referred to committee and provided recommendations on courses of action. Conducted bill-tracking activities and managed databases. Met with various stakeholders to discuss bills pending in and passed out of committee. Coordinated and handled all logistical needs for committee hearings. Provided day-to-day oversight of staff of eight. Attended Neighborhood Board meetings and other community events on Representative's behalf. Handled constituent inquiries. Managed Representative's professional calendar.

EDUCATION

University of Hawaii at Manoa, Honolulu, Hawaii
Master of Public Administration, *With Distinction*, Spring 2006
Bachelor of Arts, Political Science, *Magna Cum Laude*, Spring 2001

COMMUNITY

Hawaii Health Systems Corporation, Corporate Board (Gubernatorial Appointee)
April 2014 – March 2015
Member, Corporate Board
Chair, Legislative/Public Affairs Committee
Vice Chair, Personnel and Compensation Committee
Member, CEO Selection Committee

Chamber of Commerce of Hawaii, Public Health Fund Committee
April 2014 – Present

Hawaii Institute of Public Affairs, Board of Directors
February 2014 – December 2014

Manoa Neighborhood Board No. 7, Treasurer
November 2008 – May 2010

Mililani – Waipio – Melemanu Neighborhood Board No. 25, Member
November 2005 – July 2008

Read Aloud America, Volunteer Reader
January 2005 – October 2011

REFERENCES

Available Upon Request