

## SUMMARY

In my extensive work for both state government and non-profits I've cultivated a reputation for pairing critical and effective analysis with collaborative, flexible solutions. My experience in strategic development, budget analysis, non-profit advocacy, and legislation are, with the professional relationships I've developed both within and outside government, invaluable assets to organizations with clear, purpose-driven public policy missions.

## EMPLOYMENT

### **Policy and Public Affairs Director** (October 2009 – present)

*Hawai'i Primary Care Association*

- Develop strategic advocacy initiatives for the Hawai'i Primary Care Association and fourteen community health centers across the state.
- Develop complete policy agenda – including legislative package and strategy – to successfully achieve association's strategic goals.
- Provide critical leadership to collaborative relationships with public and private organizations, leaders, and businesses to address health care needs in Hawai'i.
- Created and execute plans for expansion of association advocacy efforts with community health center boards.

### **Executive Director** (November 2008 – August 2009)

*Housing Hawai'i*

- Provided comprehensive briefings to the board of directors to facilitate informed decision-making on community and membership needs.
- Created and managed legislative and policy agenda, representing the organization at community events related to housing.
- Managed the organization's operations, including complete support for board committees and ensuring compliance with all statutory requirements.

**Deputy Policy Advisor (December 2003 – November 2008)**

*Office of Governor Linda Lingle*

- Provided strategic policy analysis and recommendations to the Governor's Senior Policy Director, and the directors of the Departments of Health, Human Services, Education, University of Hawai'i, Human Resources Development, and housing agencies.
- Analyzed complex issues and challenges affecting government operations and identified legislative and administrative strategies to improve these operations while serving the best interest of the public.
- Prepared complex analyses and recommended policy strategy for the Governor and her senior advisors.
- Built effective, consensus-oriented relationships with community stakeholders, federal and local government officials, and private organizations to develop innovative policy solutions.
- Drafted legislation and provided testimony at public hearings to legislative officials, and represented the Administration on task forces, committees, boards, or commissions.

**Budget and Administrative Director (May 2001 – December 2003)**

**Legislative Researcher and Budget Analyst (November 2000 – May 2001)**

*Senate Minority Research Office*

- Conducted extensive policy research and budget analysis, providing fiscal and legislative analysis on measures before the Hawai'i State Legislature.
- Drafted legislative measures and floor speeches in support of bills, and provided legislators with policy briefings and recommendations.
- Supervised caucus staff and managed staff budget.

**Bill Researcher (November 1999 – November 2000)**

*Senate Committee on Ways and Means*

- Compiled data analysis and financial risk assessment on measures and policy recommendations brought before committee Senators.
- Researched legislative measures in the committees on Education and Technology, Government Operations and Housing, Transportation and Intergovernmental Affairs, and Water, Land, and Hawaiian Affairs.
- Managed committee response to public and departmental inquiries and hearing process.

### **OTHER PUBLIC POLICY WORK**

- ✓ Governor's Affordable Housing Task Force of 2004 – Member, Governor's Representative, August 2004
- ✓ Interagency Working Group, Reinventing Education Act of 2004 – Member, Governor's Representative, 2004 – 2006
- ✓ Chair, Streamlining State and County Land Use Entitlement Process Committee, Governor's Affordable Housing Task Force, September 2004 – November 2008
- ✓ National Governor's Association Policy Academy – Coordinating Housing and Economic Development Policy, Hawai'i Team Member, July 2005 – November 2005
- ✓ Economic Momentum Commission, June 2005 – January 2006
- ✓ National Conference on Affordable Housing in High Cost Areas – Delegate, November 2005
- ✓ Temporary Early Childhood Education Task Force – Member, Governor's Representative, 2005 – 2006
- ✓ Housing Hawai'i Leadership Committee, Member
- ✓ Hawai'i Uninsured Project Leadership Group
- ✓ Hawai'i's Healthcare Industry Skills Panels, Primary Care Skill Panel – Co-Chair, 2010 – present.

### **COMMUNITY SERVICE AND ORGANIZATIONAL AFFILIATIONS**

Hawai'i State Workforce Development Council, Member, 2008 – present.  
Hawai'i Housing Alliance, Co-Founder, Managing Director, 2009 – present.  
Hawaii Public Health Fund Committee, Chamber of Commerce Hawaii, 2009 – present.  
IHS Inc., the Institute for Human Services, Board of Directors, 2010 – present.

### **REFERENCES**

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