

**Work History:**

**John A. Burns School of Medicine, Facilities Management Office**

**University of Hawai'i**

651 Ilalo Street, MEB 411B

Honolulu, HI 96813

June 2008 to present

Building and Security Systems Engineer

2008 – Present - I am responsible for the day to day operations of the security, automated security access system, key issuance and parking for the John A Burns School of Medicine (JABSOM) Kakaako facilities.

The UH Mānoa Department of Public Safety provides security services to JABSOM and UH Cancer Center. I am responsible to ensure the interests of JABSOM are maintained in regards to security of the facilities by providing indirect instructions to the officers for policies and procedures unique to our facilities.

I assist the Director of Facilities with Emergency Management and Planning. Having attended a number of FEMA and TEEEX training for emergency management we work together to ensure the JABSOM Emergency Management Plan is current and distributed to the Emergency Management Team. During the Summer of 2018 we held a physical drill with the UH Mānoa Department of Public Safety, Honolulu Police, State of Hawaii Sheriffs and Federal Bureau of Investigation using an Active Shooter scenario.

Although the JABSOM is considered a part of the University of Hawai'i, Mānoa campus, parking at Kakaako is administered by both the School of Medicine and the Cancer Center. I maintain a close working relationship with the coordinator at the Cancer Center to facilitate the parking needs of the employees and departments of JABSOM.

Administrators at JABSOM arranged with the City and County of Honolulu for use of parking stalls in the Waterfront Park lots. I created the policy and procedures for the use of these stalls by employees, students and guests.

February through August 2012 additional responsibilities were assigned to me as a six months temporary assignment. I was responsible for the daily operations of the Facilities Management Office. I supervised the seven employees of the department. This included

the maintenance, engineering, mailroom, security and custodial services. I reviewed purchases, leave requests and progression of maintenance and repair projects.

### **Mānoa Parking Operations**

#### **University of Hawai'i**

2600 Campus Rd. Rm 014

Honolulu, HI 96822

2006-2008 – Assistant Operations Manager

2000-2006 – Special Events & Maintenance Manager

As the Assistant Operations Manager I was responsible for the daily operations of the Parking Operations Business Office. Window permit sales, collection of citation fees, issuance of citations, coordination of parking requests and issuance of passes for all departments on the Mānoa campus including contractors conducting repair and maintenance projects on campus, handling complaints and maintaining a working relationship with the contractors for citation guards and daily gate collection. I supervised two full time employees in the office.

As the Special Event & Maintenance Manager I was responsible for coordinating parking needs for major and minor events on the Mānoa campus as well as overseeing the maintenance crew. Because of the limited parking available on campus, major events such as graduation, sporting events, conferences, workshops and school and colleges open houses require coordination to ensure all needs are met with minimal disruption of daily parking needs of the students and employees at the Mānoa campus. The coordination of ingress and egress of traffic before and after a sporting event is critical to minimize impact on the surrounding community. I provided directions to the contracted guard service to maintain an efficient flow of traffic. The maintenance crew for the Mānoa Parking Operations is responsible for the daily cleaning of the 3000+ stalls parking structure as well as the other parking lots on the campus. The manager works with the maintenance supervisor to plan, schedule and implement the maintenance projects in order to minimize impact on student, employee and event parking needs during the project.

#### **Education:**

University of Hawai'i Mānoa

College of Engineering

2540 Dole Street, Holmes 240

Honolulu, HI 96822

Civil Engineering

Bachelor of Science in Civil Engineering,

University of Hawai'i

Leeward Community College

96-045 Ala Ike  
Pearl City, HI 96782  
Liberal Arts  
Associates in Arts,

**Additional Training:**

Clery Act Compliance- 2011  
FEMA Emergency Preparedness, Incident Command Systems courses - 2008-2017  
Community Emergency Response Team (CERT) - 2006  
Homeland Security - Active Shooter Awareness - 2017

**Membership:**

Hawai'i Government Employees Association

Unit Representative since 2006

Member of the Unit 08 Executive Board since 2007

- Unit 08 Vice President, 2019-2021
- Multiple terms on the Unit 08 Contract Negotiations Team
- Multiple terms as the Chair of the Mānoa Agency Council
- Multiple terms as Unit 08 representative on various HGEA Committees

Unit 08 Director on the HGEA Executive Board 2015-2017 & 2017-2019 terms

- State Chair HGEA Committee on Recreation, 2015-2017
- State Chair HGEA Committee on Community Action, 2017-2019

**References:**