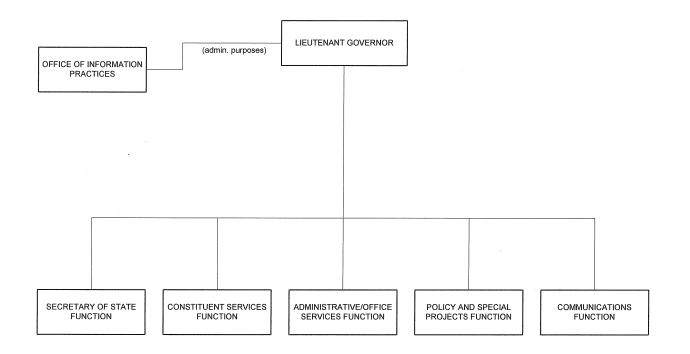


STATE OF HAWAII DEPARTMENT OF THE LIEUTENANT GOVERNOR ORGANIZATION CHART



OFFICE OF THE LIEUTENANT GOVERNOR Department Summary

Mission Statement

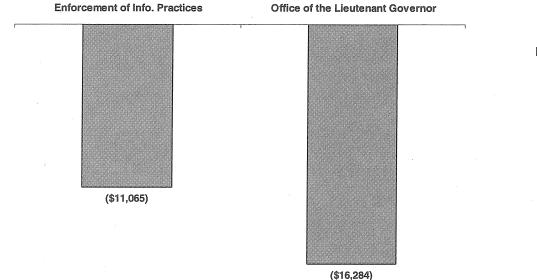
To enhance the efficiency and effectiveness of state programs by providing leadership and executive management.

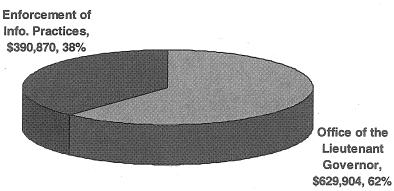
Department Goals

To provide effective leadership and executive management, and protect the public's interest by ensuring that government processes are open.

FY 2013 Supplemental Operating Budget Adjustments by Major Program

FY 2013 Supplemental Operating Budget





OFFICE OF THE LIEUTENANT GOVERNOR MAJOR FUNCTIONS

- Exercise the executive powers whenever the Governor is absent from the State or unable to exercise and discharge the powers and duties of the office; serve as the Secretary of State for intergovernmental relations; perform duties and undertake projects assigned by the Governor; and provide administrative support to the Office of Information Practices.
- Provide general advice and guidance to agencies and the public on the UIPA and the Sunshine Law; assist the public in obtaining records and responses to record requests; conduct inquiries into an agency's compliance with the UIPA and the Sunshine Law; and investigate alleged violations of these laws.

MAJOR PROGRAM AREAS

The Office of the Lieutenant Governor has programs in the following major program areas:

Individual Rights

LTG 105

Enforcement of Information Practices

Government-Wide Support

LTG 100

Office of the Lieutenant Governor

Office of the Lieutenant Governor Operating Budget

		·	Act 164/2011 FY 2012	Act 164/2011 FY 2013	FY 2013 Adjustments	Total FY 2013
Funding Sources:	Positions	Perm	8.00	8.00	0.00	8.00
		Temp	11.50	11.50	0.00	11.50
General Funds		\$	1,048,123	1,048,123	-27,349	1,020,774
			8.00	8.00	0.00	8.00
S		. *	11.50	11.50	0.00	11.50
Total Requirements			1,048,123	1,048,123	-27,349	1,020,774

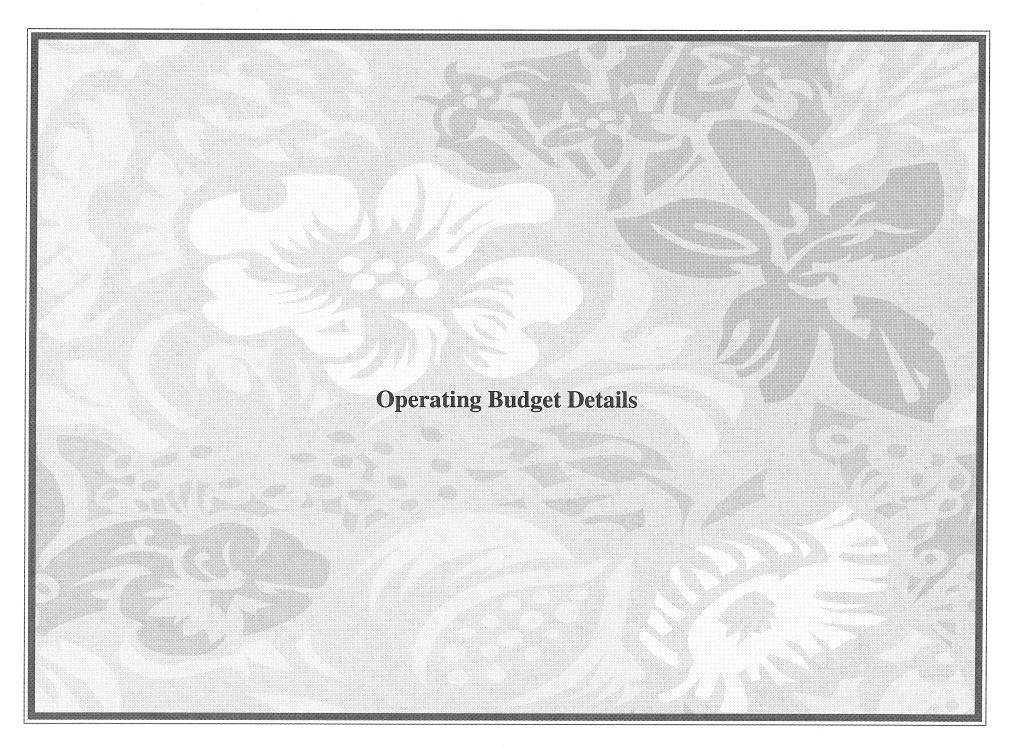
Comments: (general funds unless otherwise noted)

^{1.} Reduces funds of \$27,349 for labor savings pursuant to collective bargaining agreements and Section 96 of Act 164, SLH 2011.

Office of the Lieutenant Governor Capital Improvements Budget

	Act 164/2011 A FY 2012		Act 164/2011 FY 2013	FY 2013 Adjustments		Total FY 2012	Total FY 2013	
Funding Sources:								
General Obligation Bonds		0	0		0	0	0	
Federal Funds		0	0		0	0	0	
Total Requirements		0	0		0	0	0	

Comments on Dept CIP Budget Request: (general obligation bonds unless otherwise noted)
None.



EXECUTIVE SUPPLEMENTAL BUDGET (IN DOLLARS)

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PROGRAM ID:

LTG-

PROGRAM STRUCTURE NO: 10

PROGRAM TITLE:

INDIVIDUAL RIGHTS

	FY 2012				FY 2013		BIENNIUM TOTALS		
PROGRAM COSTS	CURRENT APPRN	ADJUSTMENT	RECOMMEND APPRN	CURRENT APPRN	ADJUSTMENT	RECOMMEND APPRN	CURRENT BIENNIUM	RECOMMEND BIENNIUM	PERCENT CHANGE
OPERATING PERSONAL SERVICES OTH CURRENT EXPENSES	5.00* 381,611 20,324	*	5.00* 381,611 20,324	5.00* 381,611 20,324	* 11,065-	5.00* 370,546 20,324	* 763,222 40,648	752,157 40,648	*
TOTAL OPERATING COST	401,935		401,935	401,935	11,065-	390,870	803,870	792,805	1.38-
BY MEANS OF FINANCING		•				·			
GENERAL FUND	5.00* 401,935	*	5.00* 401,935	5.00* 401,935	* 11,065-	5.00* 390,870	* 803,870	792,805	*
TOTAL POSITIONS TOTAL PROGRAM COST	5.00* 401,935	*	5.00* 401,935	5.00* 401,935	* 11,065-	5.00* 390,870	803,870	792,805	1.38-
		=======================================		=======================================			=======================================		

EXECUTIVE SUPPLEMENTAL BUDGET (IN DOLLARS)

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PROGRAM ID:

LTG-105

PROGRAM STRUCTURE NO: 1002

PROGRAM TITLE:

ENFORCEMENT OF INFORMATION PRACTICES

	CURRENT	,	RECOMMEND	CURRENT		RECOMMEND	BIENNIU	RECOMMEND	PERCENT
PROGRAM COSTS	APPRN	ADJUSTMENT	APPRN	APPRN	ADJUSTMENT	APPRN	BIENNIUM	BIENNIUM	CHANGE
CURR LEASE PAYMENTS									
OPERATING	5.00*	*	5.00*	5.00*	*	5.00*¦	*	*	* *
PERSONAL SERVICES	381,611		381,611	381,611	* 11,065-	370,546	763,222	752,157	
OTH CURRENT EXPENSES	20,324		20,324	20,324		20,324	40,648	40,648	
TOTAL OPERATING COST	401,935		401,935	401,935	11,065-	390,870	803,870	792,805	1.38-
BY MEANS OF FINANCING			•						
	5.00*	*	5.00*¦	5.00*	*	5.00*	*	*	*
GENERAL FUND	401,935		401,935 ¦	401,935	11,065-	390,870	803,870	792,805	
TOTAL POSITIONS	5.00*	串	5.00*	5.00*	*	5.00*¦			
TOTAL PROGRAM COST	401,935		401,935	401,935	11,065-	390,870	803,870	792,805	1.38-

Narrative for Supplemental Budget Requests FY 2013

Program ID: LTG 105

Program Structure Level: 10 02

Program Title: Enforcement of Information Practices

A. Program Objectives

To provide legal guidance to members of the public regarding their rights and responsibilities under HRS chapters 92 and 92F and OIP's administrative rules and assistance in exercising their rights of access. To provide legal guidance to all state and county agencies and boards under HRS chapter 92 and HRS chapter 92F, advising them of their responsibilities under the statutes and OIP's administrative rules and assisting them in compliance with those laws. To investigate and resolve complaints under both statutes and to determine appeals of denials of government records under HRS chapter 92F. To publish and disseminate written legal guidance and to provide training workshops under both statutes. To maintain and assist agencies in filling of reports under records report system.

B. Description of Request

Request is a reduction of \$11,065 for labor savings pursuant to collective bargaining agreements and Section 96 of Act 164, SLH 2011.

C. Reason for Request

The labor savings reduction is necessary to reflect payroll costs under current collective bargaining agreements and to restore a portion of the \$88.2 million in general funds cut from BUF 741, Retirement Benefits - State, in FY13.

D. Significant Changes to Measures of Effectiveness and Program Size

OIP has instituted new procedures and approaches to best utilize its limited resources to provide assistance to the broadest range of individuals, boards, and agencies requesting OIP's services.

OIP has developed new education materials, some of which has been geared towards government attorneys. This will provide government attorneys with a general overview of the law and practical information about the public's right to participate in meetings of government entities and to obtain government records. By training these key advisors, OIP can leverage its small staff and be assisted by many other attorneys who can help OIP to obtain government agencies' voluntary compliance with the laws that our agency administers.

OIP continues its proactive efforts by improving its website to provide more training and informational resources online. An introductory Sunshine Law training course is now available online on its website to provide government agencies and the public with greater and more convenient accessibility to training, thus reducing the number of requests for live training by our staff. Additional training on the UIPA open records requirements will be videotaped and become available on OIP's website in the near future.

PROGRAM ID:

LTG-

PROGRAM STRUCTURE NO: 11

PROGRAM TITLE:

GOVERNMENT-WIDE SUPPORT

EXECUTIVE SUPPLEMENTAL BUDGET (IN DOLLARS) REPORT S61-A PAGE 335

RENT PRN 	ADJUSTMENT	RECOMMEND APPRN	CURRENT APPRN	ADJUSTMENT	RECOMMEND APPRN	CURRENT BIENNIUM	RECOMMEND BIENNIUM	PERCENT CHANGE
		i -	- Aller Milet Milet Milet State Stat					
3.00*	*	3.00*!	3.00*	*	3.00*	* -	*	*
603,777 42,411		603,777 42,411	603,777 42,411	16,284-	587,493 42,411	1,207,554 84,822	1,191,270 84,822	
646,188		646,188	646,188	16,284-	629,904	1,292,376	1,276,092	1.26-
3.00*	*	3.00*	3.00*	*	3.00*	*	*	*
646,188		646,188	646,188	16,284-	629,904	1,292,376	1,276,092	
3.00*	*	3.00*	3.00*	*	3.00*			
646,188		646,188	646,188	16,284-	629,904	1,292,376	1,276,092	1.26-
	603,777 42,411 646,188 3.00* 646,188	603,777 42,411 	603,777 42,411 646,188 3.00* 646,188 3.00* 42,411 646,188 646,188 3.00* 466,188	603,777 42,411 42,411 42,411 646,188 646,188 646,188 3.00* * 3.00* 3.00* 646,188 646,188 646,188	603,777 603,777 16,284- 42,411 42,411 646,188 646,188 646,188 16,284- 3.00* * 3.00* 3.00* * 646,188 646,188 16,284- 3.00* * 3.00* 3.00* * 3.00* * 3.00* 3.00* *	603,777 603,777 603,777 16,284- 587,493 42,411 42,411 42,411 42,411 646,188 646,188 646,188 16,284- 629,904 3.00* * 3.00* * 3.00* 646,188 646,188 646,188 16,284- 629,904 3.00* * 3.00* * 3.00* 3.00* * 3.00* * 3.00*	603,777 603,777 16,284- 587,493 1,207,554 42,411 42,411 42,411 84,822 646,188 646,188 646,188 16,284- 629,904 1,292,376 3.00* * 3.00* 3.00* * 3.00* * 3.00* * 646,188 16,284- 629,904 1,292,376 3.00* * 3.00* 3.00* * 3.00*	603,777 603,777 603,777 16,284 587,493 1,207,554 1,191,270 42,411 42,411 84,822 84,822 646,188 646,188 16,284 629,904 1,292,376 1,276,092 3.00* * 3.00*

EXECUTIVE SUPPLEMENTAL BUDGET (IN DOLLARS)

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PROGRAM ID:

LTG-100

PROGRAM STRUCTURE NO: 110102 PROGRAM TITLE:

OFFICE OF THE LIEUTENANT GOVERNOR

		FY 2012			FY 2013		BIENNIUM TOTALS		
PROGRAM COSTS	CURRENT APPRN	ADJUSTMENT	RECOMMEND APPRN	CURRENT APPRN	ADJUSTMENT	RECOMMEND APPRN	CURRENT BIENNIUM	RECOMMEND BIENNIUM	PERCENT CHANGE
CURR LEASE PAYMENTS	-		i						
						•			
OPERATING PERSONAL SERVICES OTH CURRENT EXPENSES	3.00* 603,777 42,411	*	3.00* 603,777 42,411	3.00* 603,777 42,411	* 16,284-	3.00* 587,493 42,411	* 1,207,554 84,822	1,191,270 84,822	*
TOTAL OPERATING COST	646,188		646,188	646,188	16,284-	629,904	1,292,376	1,276,092	1.26-
BY MEANS OF FINANCING									
GENERAL FUND	3.00* 646,188	*	3.00* 646,188	3.00* 646,188	* 16,284-	3.00* 629,904	* 1,292,376	1,276,092	*
TOTAL POSITIONS	3.00*	*	3.00*	3.00*	*	3.00*			
TOTAL PROGRAM COST	646,188		646,188	646,188	16,284- 	629,904	1,292,376	1,276,092	1.26-

Narrative for Supplemental Budget Requests FY 2013

Program ID: LTG 100

Program Structure Level: 11 01 02

Program Title: Office of the Lieutenant Governor

A. Program Objectives

To enhance the efficiency and effectiveness of state programs by providing leadership and executive management and by developing policies and priorities to give program direction.

- The Lieutenant Governor serves in his capacity on a full-time basis and performs such duties as provided by law. Hawai'i Const. Article V, Section 2. Additionally, the Lieutenant Governor also acts in place of the Governor in the event of the Governor's absence from the State. Hawai'i Const. Article V, Section 4.
- The Lieutenant Governor is also designated Secretary of State for intergovernmental relations. In this capacity, the Lieutenant Governor directs and performs varied activities which are required by law, including: name changes, authentication of documents, sale of official state publications, compilation of administrative rules, compilation of legislative acts and monitoring of state open meeting laws. Hawai'i Rev. Statutes Section 26-1.
- 3. The Lieutenant Governor also performs duties and undertakes projects assigned by the Governor. At this time, these duties have centered on economic revitalization through the development and implementation of the Hawai'i Fair Share Initiative, and through leadership in preparation for and following the conclusion of the Asia Pacific Economic Cooperation 2011 Leaders' Meeting held in Honolulu, Hawai'i. Hawai'i Rev. Statutes Section 26-1.

4. The Lieutenant Governor also provides administrative support to agencies attached to this office which include: The Office of Information Practices. Hawai'i Rev. Statutes Section 26-1.

B. Description of Request

Request reduction of \$16,284 for labor savings pursuant to collective bargaining agreements and Section 96 of Act 164, SLH 2011.

C. Reason for Request

The labor savings reduction is necessary to reflect payroll costs under current collective bargaining agreements and to restore a portion of the \$88.2 million in general funds cut from BUF 741, Retirement Benefits – State, in FY 13.

D. Significant Changes to Measures of Effectiveness and Program Size

No significant changes to Measures of Effectiveness and Program Size.