# YOUR COMMUNITY AT THE CAPITOL

Building UNITY in CommUNITY

2nd DHHL Homestead Leadership Conference

January 22, 2010

# WORKSHOP AGENDA

- (Quick) Introductions
- The Legislative Process
- Useful tools and resources
- How homesteaders and associations can participate

# INTRODUCTIONS

- Where are you from?
- Do you know your legislators?
- Have you ever…?
- On a scale of 1 to 5…
- What do you expect to learn today?

# THE LEGISLATIVE PROCESS

- Drafting legislation
- Identifying an introducer
- Lobbying
- Outreach, education and awareness
- Tracking bills
- Presenting testimony
- Bill becomes a law

# THE LEGISLATIVE PROCESS (HAWAI'I)

- State Senate
  - President: Senator Colleen Hanabusa
  - 25 Senators
  - 13 Committees
- State House of Representatives
  - Speaker: Representative Calvin Say
  - 51 Representatives
  - 18 Committees

# SENATE COMMITTEES

- Commerce, Consumer Protection and Affordable Housing
- Economic Development and Taxation
- Education
- Energy and Environment
- Health
- Human Services and Public Housing
- Intergovernmental and Military Affairs
- Judiciary and Labor
- Public Safety
- Tourism and Government Operations
- Transportation and International Affairs
- Water, Land, Agriculture and Hawaiian Affairs
- Ways and Means

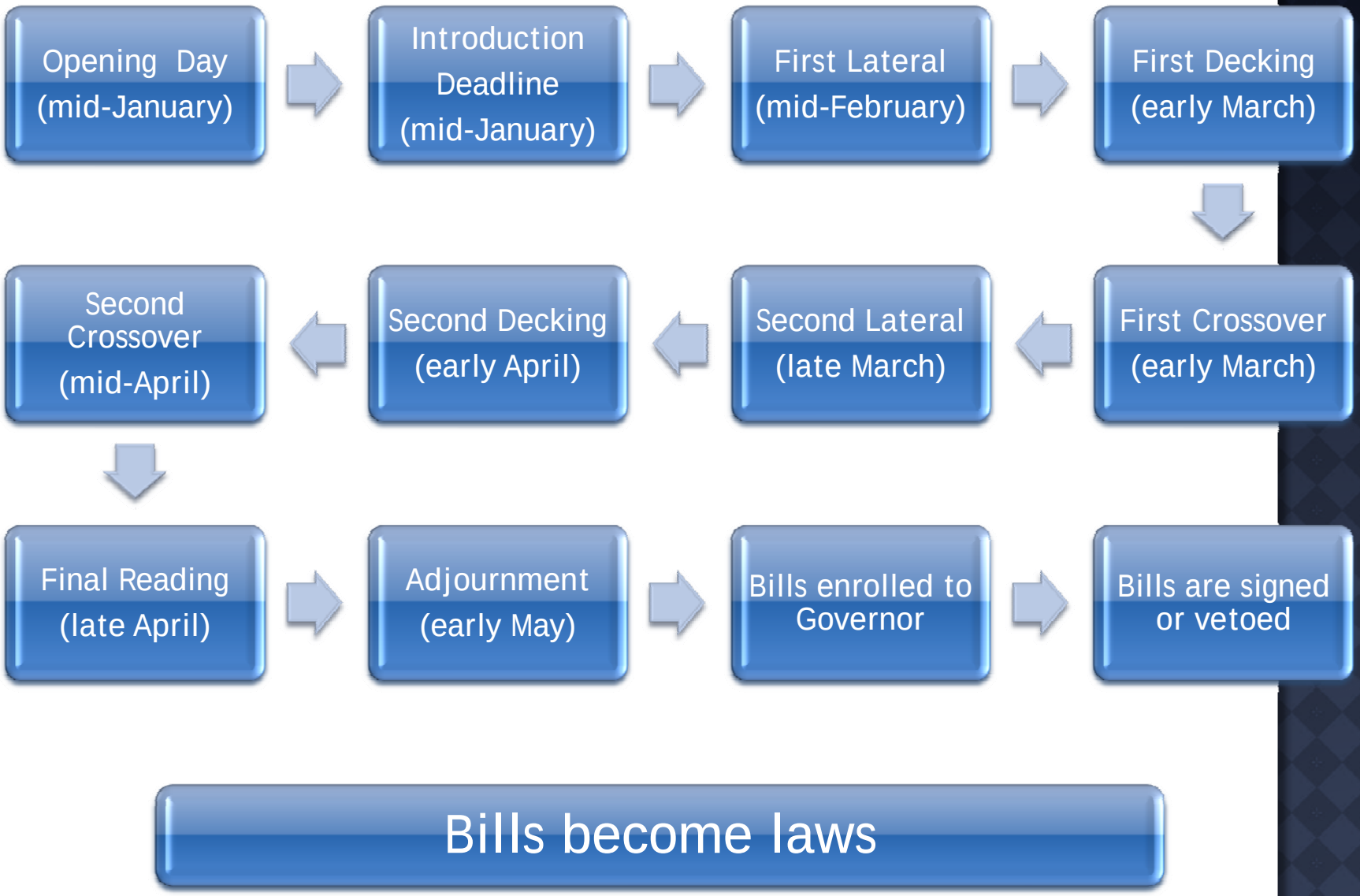
# HOUSE COMMITTEES

- AGR: Committee on Agriculture
- CPC: Committee on Consumer Protection & Commerce
- EBM: Committee on Economic Revitalization, Business & Military Affairs
- EDN: Committee on Education
- EEP: Committee on Energy & Environmental Protection
- FIN: Committee on Finance
- HAW: Committee on Hawaiian Affairs
- HLT: Committee on Health
- HED: Committee on Higher Education
- HSG: Committee on Housing
- HUS: Committee on Human Services
- JUD: Committee on Judiciary
- LAB: Committee on Labor & Public Employment
- LMG: Committee on Legislative Management
- PBS: Committee on Public Safety
- TCI: Committee on Tourism, Culture & International Affairs
- TRN: Committee on Transportation
- WLO: Committee on Water, Land & Ocean Resources

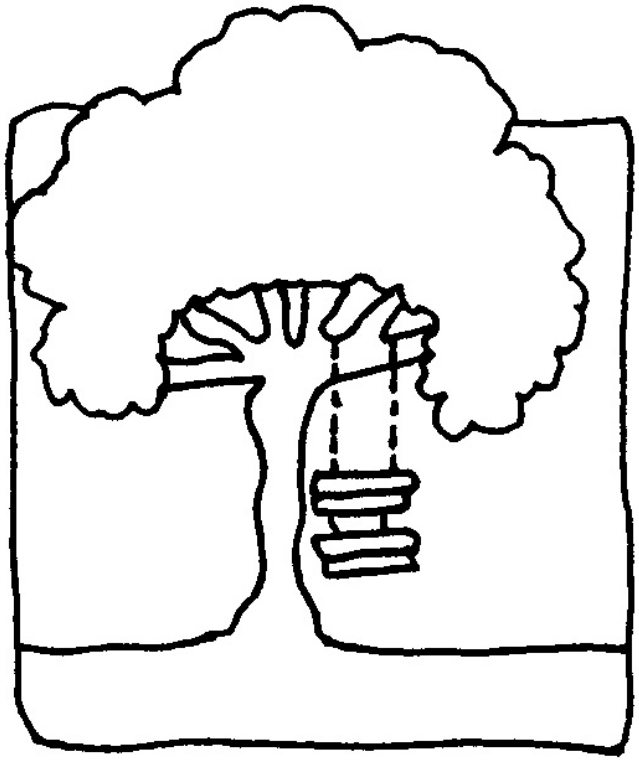
# TESTIMONY

- Address to committee chair, vice-chair
- Discuss issues related to the committee
- Describe impact to your community/‘ohana
- Outreach, education and awareness
- Submit written testimony 24 hours in advance
- Testify in person (if possible)

# THE LEGISLATIVE PROCESS (HAWAI'I)

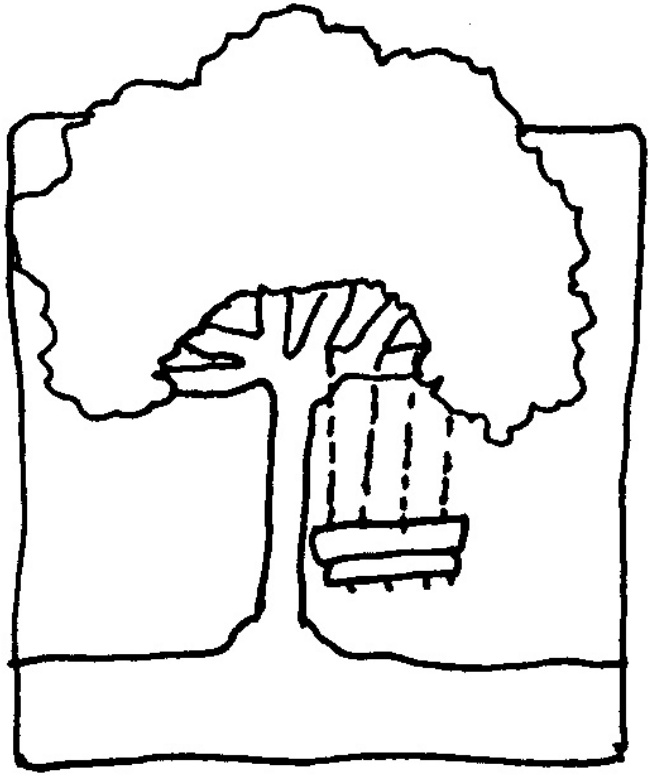


# THE LEGISLATIVE PROCESS



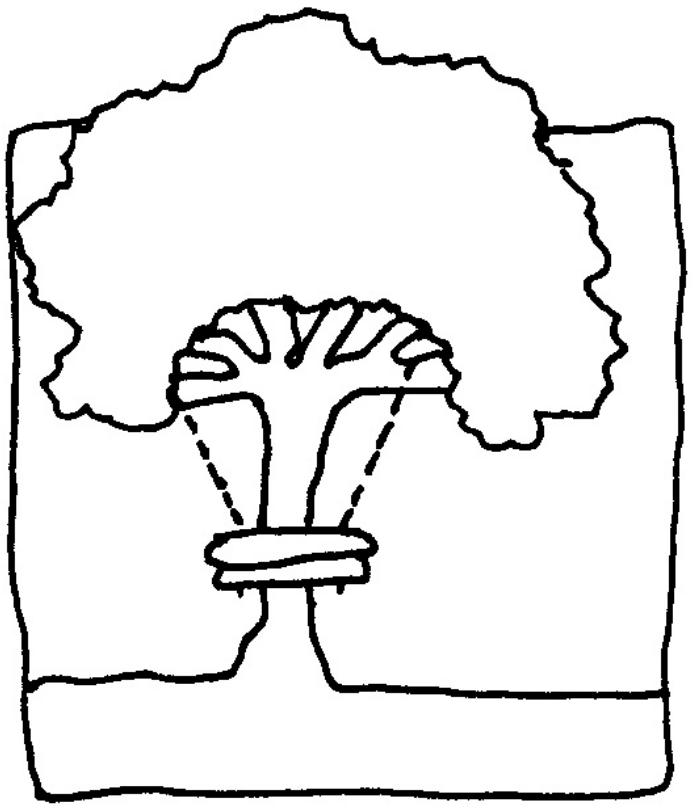
As introduced

# THE LEGISLATIVE PROCESS



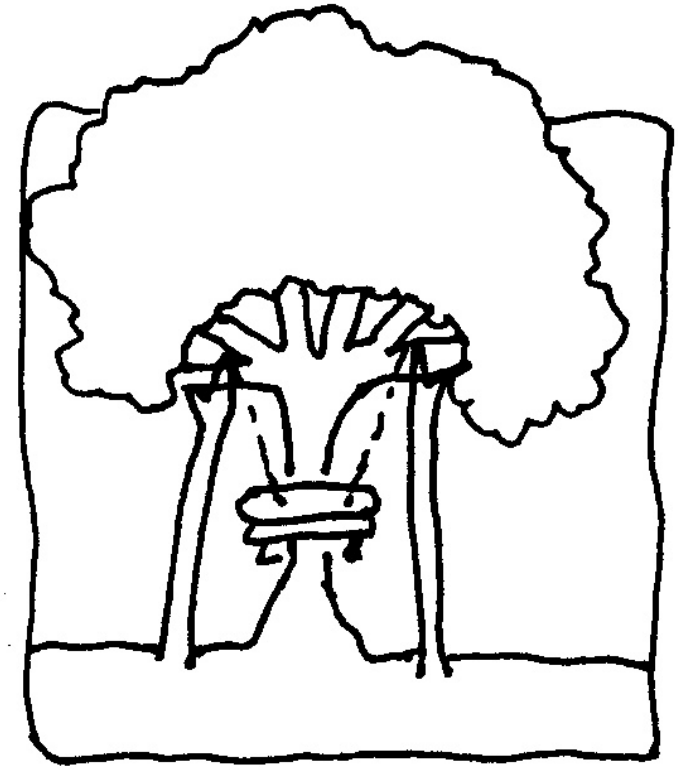
As amended in committee

# THE LEGISLATIVE PROCESS



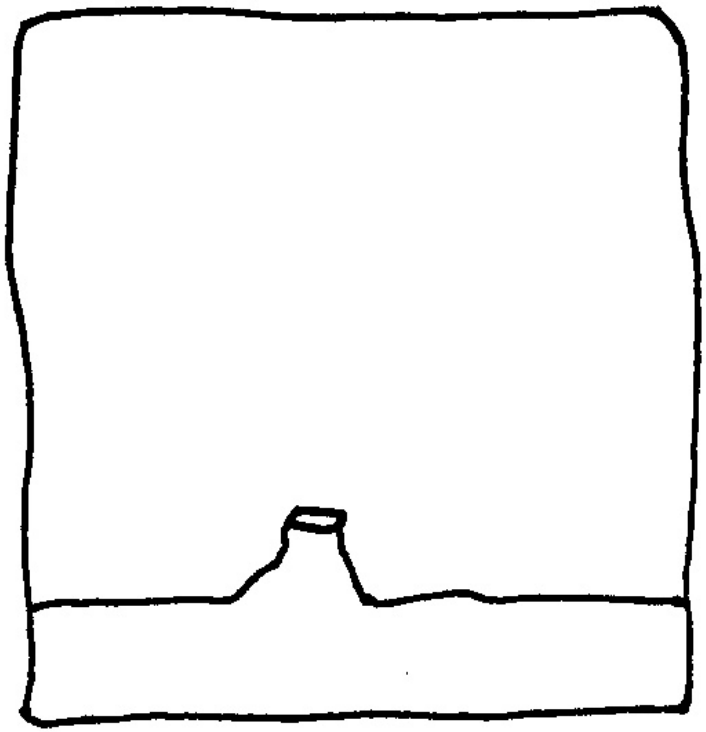
As amended on second reading

# THE LEGISLATIVE PROCESS



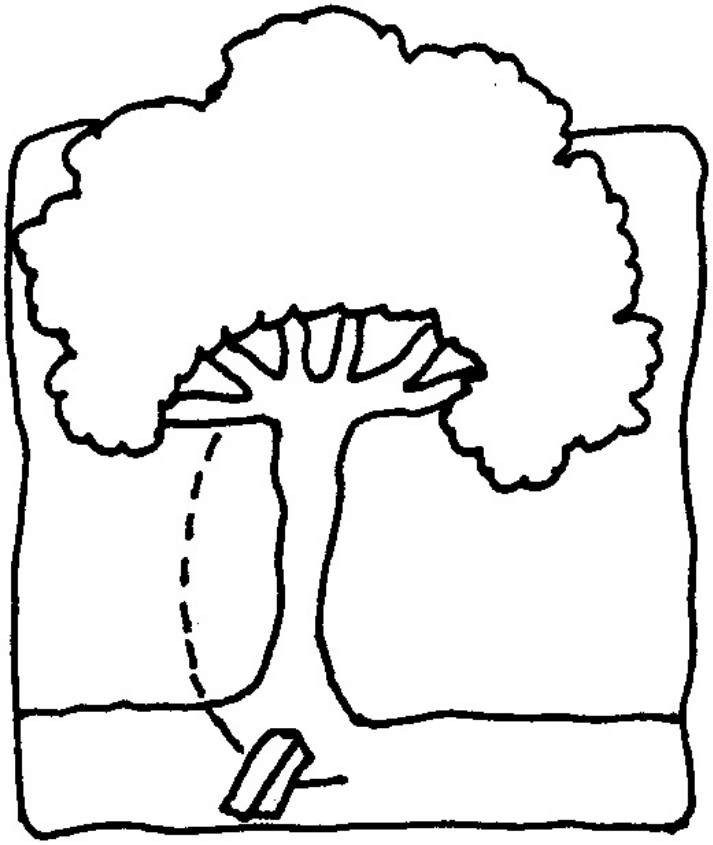
As enacted

# THE LEGISLATIVE PROCESS



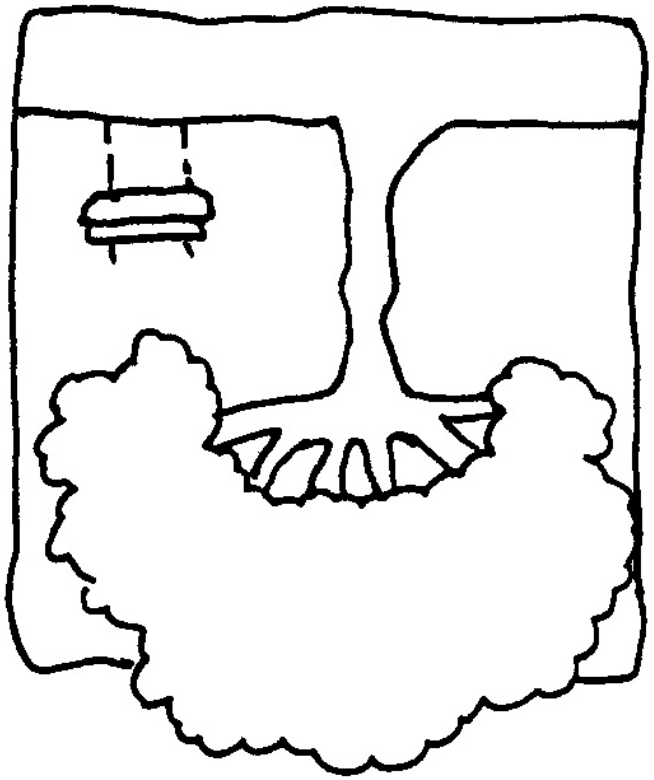
As funded

# THE LEGISLATIVE PROCESS



As implemented by the agency

# THE LEGISLATIVE PROCESS



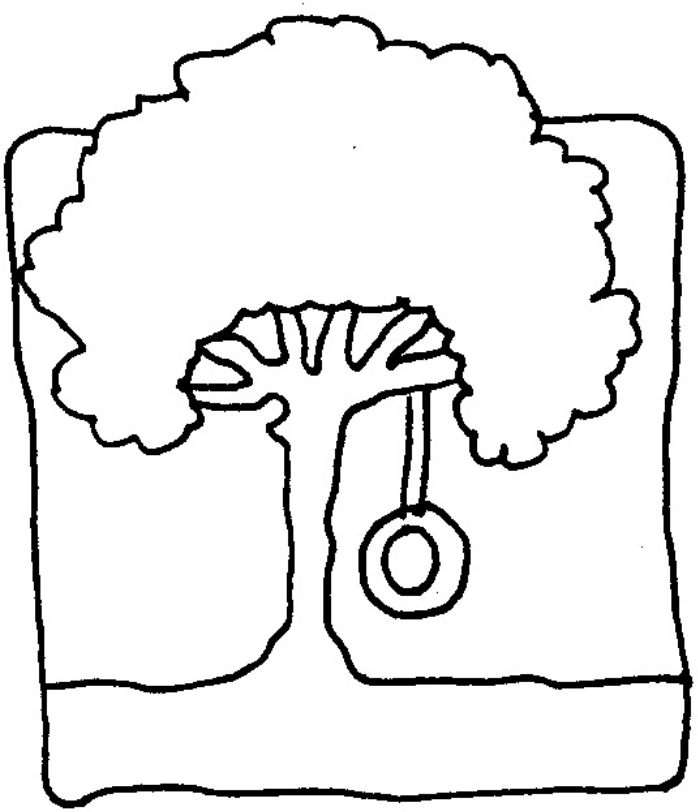
As reported by the media

# THE LEGISLATIVE PROCESS

?

As understood by the public

# THE LEGISLATIVE PROCESS



What was actually needed

# TOOLS & RESOURCES

# HOW CAN I PARTICIPATE?

- Help DHHL support legislation
  - Communicate with DHHL staff
  - Sign up for e-mail list
- Track bills and submit testimony
- Build relationships with legislators
- Vote

# UPCOMING ISSUES

- Extensions for commercial leases
- Amendments to procurement laws
- Community consultation
- Chairman's confirmation

# "LOBBYING"

- What is lobbying?
  - to conduct activities aimed at influencing public officials and esp. members of a legislative body on legislation; to attempt to influence or sway (as a public official) toward a desired action (Merriam-Webster's Dictionary of Law)

# GOVERNMENT RELATIONS & LOBBYING

- Can we lobby?
  - Internal Revenue Code
    - Section 501 (c) (3)
      - organizations are restricted in political and legislative (*lobbying*) activities they may conduct
      - leaders cannot make partisan comments
      - organizations may invite candidates to speak
      - Voters' guides and voter education are allowed

# GOVERNMENT RELATIONS & LOBBYING

- Can we lobby?
  - Internal Revenue Code
    - Section 501 (c) (4) – Social Welfare Organizations
    - Promoting social welfare:
      - By lobbying for relevant legislation is allowed
      - Does not include participating in political campaigns

# GRANTS-IN-AID

- Any non-government entity may apply for a GIA
- Submit to House FIN and Senate WAM committees
- Deadline is in January each year
  - January 29, 2010
- Your legislators can help support your proposal

# QUESTIONS?

# CONTACT INFO

Dre Kalili, Planning Office

dreanalee.k.kalili@hawaii.gov
dreanalee.k.kalili@gmail.com

(808) 620-9486

# THE LEGISLATIVE PROCESS

## A PROCESS OF THE PEOPLE

An Abridged
*Citizens' Guide*
to Participation
in the
Legislative Process

(Seventh Edition)

2009

prepared by the
House Majority Staff Office
Hawaii State House of Representatives

with contributions from the
Senate Majority Office
State Senate

This is the seventh edition of *An Abridged Citizens' Guide.* This guide was designed as a condensed, yet informational, form of *A Citizens' Guide to Participation in the Legislative Process.*

We hope that you will find this compact guide useful for your participation in the legislative process. Although this guide is much shorter, it contains a wealth of relevant information. This guide includes, among other things, an overview of the legislative process, the legislative timetable, testimony guidelines, committee information, contact information for legislators, and resource center information.

We believe that knowledge and effective and timely communication are keys to successful participation. Your participation in the legislative process is essential to the preservation of democracy. We hope that you will use this guide to maximize your effectiveness in the legislative process. You really can make a difference!

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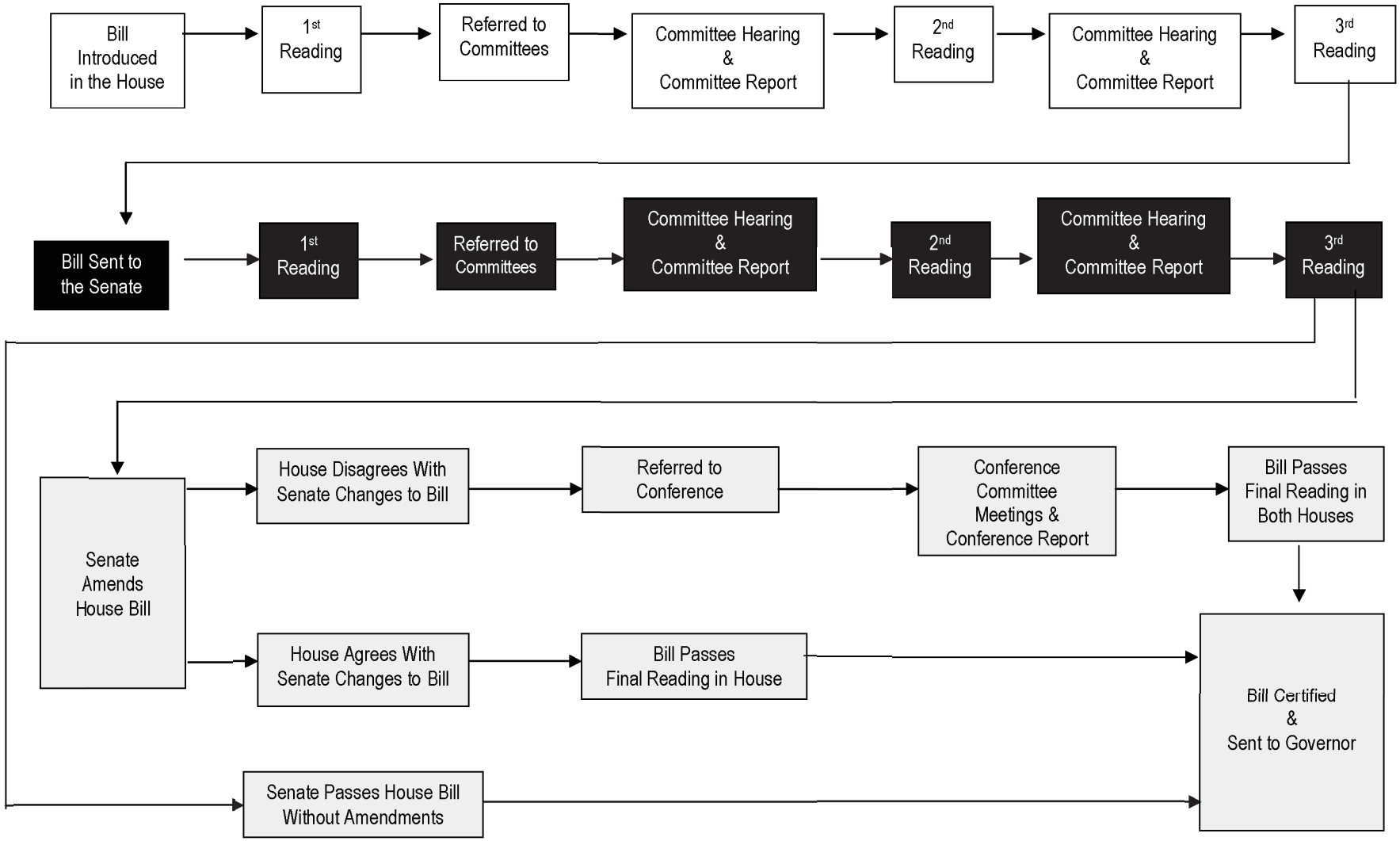
# HOW A HOUSE BILL BECOMES LAW



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# TYPES OF BILLS AND RESOLUTIONS

## BILLS

The Hawaii State Constitution requires that every law enacted be introduced in the form of a bill. The bill title must encompass the entire subject matter of the bill and each bill can encompass only one subject. Bills are the most important of all vehicles available to the Legislature because, if passed, bills have the force and effect of law.

Some of the major functions of a bill include:

- Adding, amending, or deleting a law in the Hawaii Revised Statutes (HRS)

  The vast majority of bills introduced in the Legislature propose to amend the HRS by adding a new law, deleting a law, or amending an existing law. Most laws are regarded as being of a "general and permanent nature" and thus are codified into the HRS.

- Adding, amending, or deleting a law in the Session Laws of Hawaii (SLH)

  The SLH is an annual compilation of all laws enacted by the Legislature each session, including laws amending the HRS and those that have no statutory references. Laws belonging in the latter category include laws that appropriate funds, authorize the issuance of bonds, and establish temporary commissions.

- Proposing amendments to the Hawaii State Constitution

  The Hawaii State Constitution sets forth the basic principles and laws of the State that determine the powers and duties of government and guarantee certain rights to its people. The Hawaii State Constitution allows the Legislature to propose amendments to the Constitution by adopting proposals through bills. These proposals are then submitted to the electorate for approval or disapproval at the next general election.

### Special Types of Bills

Short-form Bills

Most bills are drafted in a form that contains the necessary details to accomplish their purposes. Occasionally, short-form bills are introduced to serve as a vehicle for later consideration of a topic before the details of that topic have been developed. Thus, a short-form bill typically contains only a reference to the general idea of the bill.

Companion Bills

Companion bills are identical versions of the same bill that are introduced in both the House and the Senate to increase their chances of passage.

Administration Bills

Administration bills are prepared by executive branch agencies for consideration by the Legislature.

Carryover Bills

The Hawaii State Constitution provides that any bill pending at the adjournment of a regular session in an odd-numbered year will carryover to the next regular session with the same status. Before the carried-over bill can be enacted, it must pass at least one floor vote in the house of origin.

# RESOLUTIONS

Two types of resolutions--concurrent resolutions and single-house resolutions--are used to express the position of the Legislature or a single house, respectively. Resolutions do not have the force and effect of law. They may request that an agency study a proposal or problem and report back to the Legislature. They may also request action by the President of the United States, Hawaii's congressional delegation, the governor, or officials or agencies of other governmental jurisdictions. Although resolutions may be adopted immediately upon introduction, they are typically referred to an appropriate committee and are treated in a similar manner as bills.

## Concurrent Resolutions

Concurrent resolutions require adoption in each house and are used to officially state the position of the Legislature. Sometimes the adoption of a concurrent resolution is required by law. For example, the approval of a leasehold development project (Section 171-60, HRS) and the authorization to lease submerged lands (Section 171-53, HRS) both require adoption of concurrent resolutions.

Concurrent resolutions adopted by one house are transmitted to the other house for consideration. If the measure is amended by the second house, it must be returned to the house of origin for its concurrence. On rare occasions, a concurrent resolution may even be referred to a conference committee.

## Single-House Resolutions

Single-house resolutions, which require adoption by only a single house, are used to state the position of the House or Senate.

Both concurrent and single-house resolutions may be transmitted to a specific individual, agency, or concerned party upon adoption.

Resolutions do not carry over from one session to the next.

# 2009 LEGISLATIVE TIMETABLE

## JANUARY

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|---|---|---|---|---|---|---|
| | | | | 1 NEW YEAR'S DAY | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 MARTIN LUTHER KING, JR. DAY | 20 | 21 OPENING DAY 1 | 22 2 | 23 Non-Admin Bill Package Cutoff 3 | 24 |
| 25 | 26 State-of-the-State Address & Admin Bill Package Cutoff 4 | 27 Recess #1 | 28 Bill Intro Cutoff 5 | 29 Recess #2 | 30 Grants/Subsidies Cutoff 6 | 31 |

## FEBRUARY

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|---|---|---|---|---|---|---|
| 1 | 2 7 | 3 8 | 4 9 | 5 10 | 6 11 | 7 |
| 8 | 9 12 | 10 13 | 11 14 | 12 15 | 13 16 | 14 |
| 15 | 16 PRESIDENTS' DAY | 17 17 | 18 18 | 19 19 | 20 20 | 21 |
| 22 | 23 21 | 24 22 | 25 23 | 26 Mandatory 5-Day Recess Begins | 27 ► | 28 |

## MARCH

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|---|---|---|---|---|---|---|
| 1 | 2 | 3 ► | 4 Mandatory 5-Day Recess Ends | 5 24 | 6 First Decking 25 | 7 |
| 8 | 9 Recess #3 | 10 26 | 11 Recess #4 | 12 First Crossover (Bills) 27 | 13 28 | 14 |
| 15 | 16 Budget Decking 29 | 17 30 | 18 Budget Crossover & Subst. Reso Cutoff 31 | 19 32 | 20 33 | 21 |
| 22 | 23 34 | 24 35 | 25 36 | 26 KUHIO DAY | 27 37 | 28 |
| 29 | 30 38 | 31 39 | | | | |

## APRIL

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|---|---|---|---|---|---|---|
| | | | 1 Recess #5 | 2 40 | 3 41 | 4 |
| 5 | 6 42 | 7 43 | 8 44 | 9 Second Decking 45 | 10 GOOD FRIDAY | 11 |
| 12 | 13 Recess #6 | 14 46 | 15 Recess #7 | 16 Second Crossover (Bills) & Disagree 47 | 17 First Crossover (Concurrent Reso) 48 | 18 |
| 19 | 20 49 | 21 50 | 22 51 | 23 52 | 24 Constitutional Amendments 53 | 25 |
| 26 | 27 Second Crossover (Concurrent Reso) 54 | 28 55 | 29 56 | 30 Final Decking (Non-Fiscal Bills) 57 | | |

## MAY

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|---|---|---|---|---|---|---|
| | | | | | 1 Final Decking (Fiscal Bills) 58 | 2 |
| 3 | 4 Recess #8 | 5 59 | 6 Recess #9 | 7 ADJOURNMENT SINE DIE 60 | 8 | 9 |

Colleen Hanabusa
Senate President

12/16/08
Date

Calvin K.Y. Say
Speaker of the House

12/16/08
Date

# 2009 LEGISLATIVE TIMETABLE

| DATE | LEG. DAY | DEADLINE |
|---|---|---|
| Jan. 21st (Wed) | 1st | Opening Day. |
| Jan. 23rd (Fri) | 3rd | Last day to introduce all packages of bills except for the administration's (State Executive Branch). |
| Jan. 26th (Mon) | 4th | State-of-the-State Address.<br>Last day to introduce the administration's package of bills (State Executive Branch). |
| Jan. 27th (Tue) | | One-day recess |
| Jan. 28th (Wed) | 5th | Last day for bill introductions. |
| Jan. 29th (Thur) | | One-day recess. |
| Jan. 30th (Fri) | 6th | Last day for organizations to submit grant and subsidy requests to the Legislature. |
| Feb. 26th (Thur) through March 4th (Wed) | | Mandatory 5-day recess. |
| March 6th (Fri) | 25th | Filing deadline for First Decking. Last day to deck non-budget bills for Third Reading in the originating body. |
| March 9th (Mon) | | One-day recess. |
| March 11th (Wed) | | One-day recess. |
| March 12th (Thur) | 27th | First Crossover. Last day for Third Reading of bills in the originating body. |
| March 16th (Mon) | 29th | Filing deadline for budget bills. |
| March 18th (Wed) | 31st | Last day for Third Reading of budget bills in the originating body.<br>Last day to introduce substantive resolutions. |
| April 1st (Wed) | | One-day recess. |
| April 9th (Thur) | 45th | Filing deadline for Second Decking. Last day to deck bills that were amended by the receiving (non-originating) body. |
| April 13th (Mon) | | One-day recess. |
| April 15th (Wed) | | One-day recess. |
| April 16th (Thur) | 47th | Second Crossover. Last day for Third Reading of bills that were amended by the receiving (non-originating) body.<br>Disagree. Last day to disagree with the other body's drafts of bills. |
| April 17th (Fri) | 48th | First Crossover for concurrent resolutions. Last day to pass concurrent resolutions to the non-originating body. |
| April 24th (Fri) | 53rd | Deadline for final form of constitutional amendments. |
| April 27st (Mon) | 54th | Second Crossover for concurrent resolutions. Last day to pass concurrent resolutions that were amended by the receiving (non-originating) body. |
| April 30th (Thur) | 57th | Last day to file non-fiscal bills to deck for Final Reading. |
| May 1st (Fri) | 58th | Last day to file fiscal bills to deck for Final Reading. |
| May 4th (Mon) | | One-day recess. |
| May 6th (Wed) | | One-day recess. |
| May 7th (Thur) | 60th | Adjournment Sine Die. |

Colleen Hanabusa
Senate President

12/16/08
Date

Calvin K.Y. Say
Speaker of the House

12/16/08
Date

# 2009 HOUSE INTERNAL LEGISLATIVE TIMETABLE

## JANUARY

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|---|---|---|---|---|---|---|
| | | | | 1 NEW YEAR'S DAY | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 MARTIN LUTHER KING, JR. DAY | 20 | 21 OPENING DAY 1 | 22 2 | 23 Non-Admin Bill Package Cutoff 3 | 24 |
| 25 | 26 State-of-the-State Address; Admin Bill Pkg Cutoff & 5-Bills/Day Limit Begins 4 | 27 Recess #1 | 28 Bill Intro Cutoff & 5-Bills/Day Limit Ends 5 | 29 Recess #2 | 30 Grants/Subsidies Cutoff 6 | 31 |

## FEBRUARY

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|---|---|---|---|---|---|---|
| 1 | 2 7 | 3 8 | 4 9 | 5 10 | 6 11 | 7 |
| 8 | 9 12 | 10 13 | 11 14 | 12 Triple Referral Filing 15 | 13 16 | 14 |
| 15 | 16 PRESIDENTS' DAY | 17 17 | 18 18 | 19 First Lateral (Bills) Filing 19 | 20 First Lateral (Bills) 20 | 21 |
| 22 | 23 21 | 24 22 | 25 23 | 26 Mandatory 5-Day Recess Begins | 27 ► | 28 |

## MARCH

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|---|---|---|---|---|---|---|
| 1 | 2 ► | 3 ► | 4 Mandatory 5-Day Recess Ends | 5 24 | 6 First Decking 25 | 7 |
| 8 | 9 Recess #3 | 10 26 | 11 Recess #4 | 12 First Crossover (Bills) 27 | 13 28 | 14 |
| 15 | 16 Budget Decking 29 | 17 30 | 18 Budget Crossover & Subst. Reso Cutoff 31 | 19 Triple Referral Filing 32 | 20 33 | 21 |
| 22 | 23 34 | 24 35 | 25 Second Lateral Filing 36 | 26 KUHIO DAY | 27 Second Lateral 37 | 28 |
| 29 | 30 38 | 31 39 | | | | |

## APRIL

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|---|---|---|---|---|---|---|
| | | | 1 Recess #5 | 2 40 | 3 41 | 4 |
| 5 | 6 42 | 7 First Lateral (Concurrent Reso) & Last Day for Floor Presentations 43 | 8 44 | 9 Second Decking 45 | 10 GOOD FRIDAY | 11 |
| 12 | 13 Recess #6 | 14 46 | 15 Recess #7 | 16 Second Crossover (Bills) & Disagree 47 | 17 First Crossover (Concurrent Reso) 48 | 18 |
| 19 | 20 49 | 21 50 | 22 51 | 23 52 | 24 Constitutional Amendments 53 | 25 |
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## MAY

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|---|---|---|---|---|---|---|
| | | | | | 1 Final Decking (Fiscal Bills) 58 | 2 |
| 3 | 4 Recess #8 | 5 59 | 6 Recess #9 | 7 ADJOURNMENT SINE DIE 60 | 8 | 9 |

Blake K. Oshiro
Majority Leader

12-16-08
Date

Calvin K.Y. Say
Speaker of the House

12/14/08
Date

# 2009 HOUSE INTERNAL LEGISLATIVE TIMETABLE

**(underlined dates are internal to the House)**

| DATE | LEG. DAY | DEADLINE |
|---|---|---|
| Jan. 21st (Wed) | 1st | Opening Day. |
| Jan. 23rd (Fri) | 3rd | Last day to introduce all packages of bills except for the administration's (State Executive Branch). |
| Jan. 26th (Mon) | 4th | State-of-the-State Address.<br>Last day to introduce the administration's package of bills (State Executive Branch).<br>Filing of 5 bills per day limit begins. |
| Jan. 27th (Tue) | | One-day recess |
| Jan. 28th (Wed) | 5th | Last day for bill introductions.<br>Filing of 5 bills per day limit ends. |
| Jan. 29th (Thur) | | One-day recess. |
| Jan. 30th (Fri) | 6th | Last day for organizations to submit grant and subsidy requests to the Legislature. |
| Feb. 12th (Thur) | 15th | Filing deadline for triple referral bills for Second Reading. |
| Feb. 19th (Thur) | 19th | Filing deadline for First Lateral. |
| Feb. 20th (Fri) | 20th | First Lateral. All bills to final committee in the originating body. |
| Feb. 26th (Thur) through March 4th (Wed) | | Mandatory 5-day recess. |
| March 6th (Fri) | 25th | Filing deadline for First Decking. Last day to deck non-budget bills for Third Reading in the originating body. |
| March 9th (Mon) | | One-day recess. |
| March 11th (Wed) | | One-day recess. |
| March 12th (Thur) | 27th | First Crossover. Last day for Third Reading of bills in the originating body. |
| March 16th (Mon) | 29th | Filing deadline for budget bills. |
| March 18th (Wed) | 31st | Last day for Third Reading of budget bills in the originating body.<br>Last day to introduce substantive resolutions. |
| March 19th (Thur) | 32nd | Filing deadline for triple referral bills for Second Reading. |
| March 25th (Wed) | 36th | Filing deadline for Second Lateral. |
| March 27th (Fri) | 37th | Second Lateral. All bills to final committee in the non-originating body. |
| April 1st (Wed) | | One-day recess. |
| April 7th (Tue) | 43rd | First Lateral for concurrent resolutions. All concurrent resolutions to final committee in the originating body.<br>Last day for floor presentations. |
| April 9th (Thur) | 45th | Filing deadline for Second Decking. Last day to deck bills that were amended by the receiving (non-originating) body. |
| April 13th (Mon) | | One-day recess. |
| April 15th (Wed) | | One-day recess. |
| April 16th (Thur) | 47th | Second Crossover. Last day for Third Reading of bills that were amended by the receiving (non-originating) body.<br>Disagree. Last day to disagree with the other body's drafts of bills. |
| April 17th (Fri) | 48th | First Crossover for concurrent resolutions. Last day to pass concurrent resolutions to the non-originating body. |
| April 24th (Fri) | 53rd | Deadline for final form of constitutional amendments. |
| April 27st (Mon) | 54th | Second Crossover for concurrent resolutions. Last day to pass concurrent resolutions that were amended by the receiving (non-originating) body. |
| April 30th (Thur) | 57th | Last day to file non-fiscal bills to deck for Final Reading. |
| May 1st (Fri) | 58th | Last day to file fiscal bills to deck for Final Reading. |
| May 4th (Mon) | | One-day recess. |
| May 6th (Wed) | | One-day recess. |
| May 7th (Thur) | 60th | Adjournment Sine Die. |

Blake K. Oshiro
Majority Leader

12-16-08
Date

Calvin K.Y. Say
Speaker of the House

12/16/08
Date

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# LEGISLATIVE PROCESS

The legislative timetable determines the pace of the legislative session. It sets forth a series of hurdles or deadlines that all measures must meet. The rules of this game are firm: a measure is "dead" if it fails to meet the deadlines established by the legislative timetable.

The legislative timetable must be jointly approved by the Speaker of the House and the President of the Senate. This is the official calendar of the Legislature. Because the timetable specifies various deadlines in chronological order, the timetable may be somewhat confusing at first glance. However, if you keep in mind that the timetable represents the cumulative deadlines for various types of measures, from budget bills to substantive resolutions, then the timetable will be easier to understand. The categories of major deadlines in the legislative timetable include the following:

- Deadlines set by the Hawaii State Constitution; and
- Deadlines set by agreement between the House and the Senate.

Visualizing the legislative timetable as consisting of these different types of deadlines may help you to understand the legislative process and to prepare for legislative deadlines.

Keep in mind that these are only deadlines. In actuality, bills can go through the legislative process quickly. For example, for legislative-session staff to be paid on a timely basis, the bill providing for legislative expenditures must be approved by the Legislature and signed into law during the beginning weeks of session.

The following section discusses in greater detail each of the deadlines that could be included in the legislative timetable.

## OPENING DAY

This day marks the official commencement of a new legislative session. Article III, section 10, of the Hawaii State Constitution states, "The legislature shall convene annually in regular session at 10:00 o'clock a.m. on the third Wednesday in January."

## BILL CUTOFF: LAST DAY TO INTRODUCE BILLS

During the 1984 General Election, voters approved a proposal to delete a constitutional requirement mandating the cutoff date for bill introduction to be after the 19th day of the session. As a result, the Legislature now has the flexibility to establish the deadline for introducing bills.

Both houses of the Legislature may set additional deadlines before Bill Cutoff that affect the introduction of bills, such as a deadline after which the number of bills each legislator may introduce per day is limited.

## FIRST LATERAL:
## LAST DAY TO MOVE BILLS TO A FINAL COMMITTEE

Most bills are referred to more than one committee. If the lead referral committee decides to move a measure out of committee, then the measure must go to the next referral committee for further consideration. To ensure that all referral committees have time to review the bill, a "lateral" deadline is established ("lateral" because the bills move "sideways"--from one committee to another within each house--rather than "forward" from the House to the Senate or vice versa). Bills with more than one referral must move to the final committee by this date to remain alive.

There are two bill lateral deadlines for each house during session. First Lateral refers to the deadline by which all bills with more than one referral in the house of origin must move to their final referral committees. Second Lateral refers to the deadline by which all bills that have crossed over from one house to the other and have been given more than one referral must move to their final referral committees in their respective houses.

Not all standing committees serve as final referral committees. Traditionally, the House Committees on Finance; Judiciary; and Consumer Protection and Commerce; and the Senate Committees on Ways and Means; Judiciary and Government Operations; and Commerce and Consumer Protection serve as final referral committees. The remaining standing committees usually receive first or second referral assignments.

## MANDATORY FIVE-DAY RECESS

The mandatory recess runs for five consecutive days and is intended to encourage the public to review the bills still moving through the Legislature. It provides legislators an opportunity to schedule public meetings in their districts to brief their constituents on the major issues facing the Legislature. No formal floor action takes place during this recess.

In addition to the Mandatory Recess, the Legislature may schedule additional recess days anywhere in the legislative timetable.

## FIRST DECKING: LAST DAY TO DECK BILLS FOR THIRD READING IN THE ORIGINAL HOUSE

Decking refers to the time when a bill in the final form in which it is intended to be passed is made available to members of the Legislature (i.e., "Decking"--placed on the deck) for 48 hours prior to being voted on for passage. Any bill not submitted in its final form by the decking deadline no longer can be considered for passage during the session.

However, bills introduced during the session of an odd-numbered biennium year (e.g., the 2009 session) that fail to meet this deadline can be considered again during the session of an even-numbered biennium year (e.g., the 2010 session). That means all bills introduced in the 2009 session that did not become law can still be considered in the 2010 session.

## FIRST CROSSOVER: LAST DAY FOR THIRD READING OF BILLS IN THE ORIGINATING HOUSE

This is the deadline for bills to pass Third Reading and then move (or "cross over") to the other house for consideration. For this reason, this is called the crossover deadline. First Crossover is the last day for a final vote to be taken in the house of origin before passing a bill on to the second house. Second Crossover is the last day for a final vote in the non-originating house. Remember, bills can cross over before this deadline.

## SECOND LATERAL

All Senate bills with House referrals, and all House bills with Senate referrals, must move to their final referral committees by Second Lateral to remain alive.

## SECOND DECKING: LAST DAY TO DECK BILLS AMENDED BY THE RECEIVING (NON-ORIGINATING) BODY

Because we have a bicameral system, if one house amends a measure, the other house must have the opportunity to agree or disagree with the amendments made by that house. The convening of a House-Senate conference committee is used to resolve differences if there is formal disagreement. To provide sufficient time for the house that drafted the bill to consider the other body's amendments and, if necessary, to convene a conference committee, this deadline is set to deck all bills that were amended by the non-originating (or receiving) house.

## SECOND CROSSOVER: LAST DAY FOR THIRD READING OF BILLS AMENDED BY THE RECEIVING (NON-ORIGINATING) BODY

Second Crossover is the deadline by which all bills amended by the non-originating body are returned to the chamber from which they originated. At least forty-eight hours must have elapsed from the time these bills were decked. The only bills that need not comply with this deadline are bills that have not been amended by the non-originating body because they need not return to the originating body.

## DISAGREE: LAST DAY TO DISAGREE WITH THE OTHER CHAMBER'S DRAFTS OF BILLS

Either house can agree or disagree to the amendments made to its bill by the non-originating body. If either house chooses to disagree, it must do so by this deadline.

## CROSSOVER: LAST DAY TO PASS CONCURRENT RESOLUTIONS TO THE NON-ORIGINATING BODY

For concurrent resolutions to remain alive, they must be adopted in their originating houses by this deadline. If adopted, these concurrent resolutions then cross over to the other house for further consideration.

## FINAL DECKING: LAST DAY TO DECK BILLS FOR FINAL READING

The Final Decking deadline applies to bills amended by the non-originating body and whose differences have been resolved either by a conference committee or reconsideration by the originating body.

## ADJOURNMENT SINE DIE

This is the last day for votes to be taken on bills up for Final Reading and on resolutions up for adoption. It is the last day of session.

## SUMMARY

This overview of the legislative timetable gives you a general idea of when you can expect the workload of the Legislature to escalate. Actual work schedules will depend on your individual interests and responsibilities as a spectator or lobbyist. Therefore, use the information contained in this section only as a general guide to predict the Legislature's workload over the course of the session.

# COMMITTEE TESTIMONY

Information may be easily obtained from the Hawaii State Legislature website: *www.capitol.hawaii.gov*. Find out which committees your bills have been referred to by checking this website or by contacting your district representative's or senator's office, the Clerk's Office of either the House (Ph: 586-6400/Fax: 586-6401) or the Senate (Ph: 586-6720/Fax: 586-6719).

To get on a committee mailing list to receive copies of agendas, public hearing notices, and informational briefing notices, inform the appropriate committee chair of your interest. The most timely and cost-effective method, however, is to be placed on an automatic e-mail list through the Hawaii State Legislature website listed above.

You may have an opportunity to influence the decision of a committee chair to consider a bill and to schedule the bill for a public hearing by contacting the committee chair or committee clerk as soon as the bill has been referred to the committee. At this time, you should provide the committee chair or committee clerk with background information on the bill and answer any questions that they may have. You may also want to send a letter to the committee chair to raise your concerns about the bill or express your support or opposition to the bill, either as an individual or on behalf of your group or organization.

For the most part, committee chairs control their committee's agenda and schedule the bills that they feel should move through the legislative process. However, you may want to consider communicating your views to the individual members of each committee who may then voice your concerns to the committee chair.

If your bill is scheduled for a public hearing, keep these guidelines in mind:

- When submitting testimony on a bill, follow instructions on the notice regarding the minimum number of copies of written testimony for distribution to committee members and staff. Written testimony should be submitted to the appropriate office at least 24 hours prior to the hearing. Testimony may also be delivered via e-mail to House committees using the appropriate committee e-mail address (see pages 23 - 24 for House committee e-mail addresses).

- If you are unable to prepare and submit written testimony in time for a hearing, some committee chairs may allow the presentation of oral comments at the public hearing. However, you should be prepared to submit written testimony summarizing your oral comments as soon as possible after the public hearing.

- Generally, each committee chair follows the order of the bills listed on the agenda.

- As a courtesy to departmental and other government officials who must testify before a number of committees each day, most committee chairs allow government representatives to present their testimony before the general public presents its testimony.

Prepare your oral testimony in advance and be brief unless asked to elaborate. Do not read your written testimony. If you are asked to summarize your oral testimony, comply with the committee chair's request. There may be a large number of bills scheduled and many testifiers. When presenting oral testimony, it helps to:

- Be specific and to the point regarding the bill on which you are testifying.

- Be prepared to answer questions from committee members about your testimony or your position on the bill. If you don't know the answer to the question, just say so. You can always get the information to the committee later.

# WRITTEN TESTIMONY OUTLINE

CHAIR OF THE HOUSE OR SENATE COMMITTEE
NAME OF THE HOUSE OR SENATE COMMITTEE

Your name
The group or organization that you represent (if any)
A contact number or address

Day and Date of Hearing

Your position on the measure and
the bill or resolution number, and draft number (if any)

Introduction:

(1) Introduce who you are and/or the group or organization that you represent;
(2) State the measure you are testifying on; and
(3) State your position on the measure (e.g., "*I am testifying in favor of/in support of . . . .*" or "*I am testifying against/in opposition to* …." or "*I am providing comments on*…")

Content:

State or list the reasons for your position, starting with the most important or compelling reasons. Include any facts, figures, statements, and experiences to support your position.

Closing:

(1) Include any closing remarks; and
(2) Reiterate your position on the measure (especially if you did not state your position previously within the testimony).

# SAMPLE WRITTEN TESTIMONY

Representative Dwight Y. Takamine, Chair
Representative Noboru Yonamine, Vice Chair
Committee on Labor and Public Employment

Hawaii Healthy Mothers, Healthy Babies Coalition

Tuesday, March 19, 1991

Support for S.B. No. 818, S.D. 1, Relating to Family Leave

The Hawaii Healthy Mothers, Healthy Babies Coalition is part of a national cooperative group of private and non-profit organizations and individuals committed to improving maternal and infant health in the State of Hawaii through educational and advocacy efforts. We strongly support S.B. No. 818, S.D. 1, Relating to Family Leave, which would give employees working for employers of fifty or more employees the right to 3 months of unpaid parental leave for the birth or adoption of a son or daughter of the employee.

People should not be forced to choose between work and family. We have a situation in the U.S. of supporting children and family in our popular culture but not fully supporting them in our social policies. Compared to other industrialized nations, the U.S. ranks poorly in several key indicators of children's and families' quality of life. We need to develop social and working policies that adequately support new lives and the mental and physical health of families.

Even though a number of businesses are beginning to provide parental-leave options, this act would broaden this protection to more of Hawaii's workforce. Some will argue that such a policy need not be mandated. Child-labor laws had to be mandated, and we are all glad they were. Our society decided that in some cases the family needed legal protection. Unpaid parental leave is a modest but vital step toward recognizing the relationship between job security and family security.

In expanding the options for Hawaii's labor force, we are creating a health-promoting atmosphere and a foundation for future generations of healthy people and healthy families. We urge the committee to pass S.B. No. 818, S.D. 1. Thank you for this opportunity to testify.

# LEADERSHIP AND STANDING COMMITTEES

## LEADERSHIP

Major officers of the House and Senate are selected by their fellow members following the November elections. The presiding officer for the House is the Speaker of the House, who is addressed as "Mr. Speaker" or "Madam Speaker." The presiding officer for the Senate is the Senate President, who is addressed as "Mr. President" or "Madam President."

The presiding officers of each house conduct floor sessions in their respective chambers and exercise control over their house's operations, facilities, and property, including the appointment of the various subject-matter committee chairs and conference committee members, and the scheduling of the legislative timetable in cooperation with the other house. In addition, the presiding officers represent their respective houses in dealing with the public and other agencies. In the absence of the Speaker or President, the Vice Speaker or the Vice President assumes all the duties and responsibilities of the Speaker or the President, respectively.

Both houses are also organized along partisan lines into a Majority Caucus and Minority Caucus, composed of all majority-party and minority-party representatives, respectively. Each caucus elects its own official leaders.

## STANDING COMMITTEES

The subject-matter standing committees of the Legislature initiate inquiries and ascertain facts in preparation for the enactment of laws. This is done through public hearings, receipt of data, review of reports and studies, staff research and investigation, and other activities. The standing committees vary in size, number, and subject area.

Standing committees are the main working committees of the Legislature as distinguished from interim committees, ad hoc committees, special committees, and other committees deemed necessary by the Speaker or the President.

The scope of a standing committee's jurisdiction is set by the organizational rules of each house. In addition, a committee may review budget requests, financial plans and programs, and other pertinent matters relating to the committee's subject-matter jurisdiction.

Meetings of the committee are called by the committee chair, who prepares the agenda and presides at each meeting. The committee chair is also responsible for preparing files for committee members and the leadership of that house, keeping a record of documents and information presented to the committee, and drafting the reports of the committee's findings and recommendations.

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# COMMITTEE BRACKET SYSTEM OF THE HOUSE AND SENATE

House and Senate committees encompassing related subject areas generally have similar memberships and are grouped under broad program areas. This committee organization, known as the "bracket system," enables committee members to consider related bills, programs, and budgetary issues that may be raised in any of the program area committees. The bracket system also facilitates the joint referral and hearing of bills and allows chairs in the same bracket to exchange meeting times to accommodate their respective workloads as the need arises.

For example, during the 2009 and 2010 legislative sessions, the House of Representatives has 18 standing committees and the Senate has 14 standing committees. Under this system, each representative or senator sits on several standing committees. The House and Senate bracket systems were implemented to avoid overlapping meeting schedules so that all members will have a greater opportunity to participate in their committees' activities.

The House committee bracket system operates as follows:

- All committees are organized under either the "A" or "B" bracket. Meetings and public hearings for all committees in the "A" bracket are held in the afternoons and evenings, while "B" bracket committees meet in the mornings. Most representatives are assigned to one program area in the "A" bracket to fill their afternoon and evening schedules and one program area in the "B" bracket to fill their morning schedules.

- Standing committees within each bracket are grouped under major program areas, such as "Economic Development" or "Justice & Consumer Protection," each consisting of one to three committees. For example, the Economic Development program area consists of the committees on Agriculture; Economic Revitalization, Business, & Military Affairs; and Tourism, Culture & International Affairs.

- In most cases, committees within the same program area have similar memberships, allowing a representative to serve on a number of different though related committees.

The Senate committees are organized under the "A," "B," or "C" bracket system. Meetings and public hearings for all committees in the "A" bracket are usually held in the mornings, Monday through Friday, and may extend into the afternoons, if additional meetings are necessary. Senate "B" bracket standing committees usually meet in the afternoons, Monday, Wednesday, and Friday. The Senate "C" bracket standing committees usually meet in the afternoons, Tuesday and Thursday, and Saturday, if necessary.

For the Twenty-fifth Legislature (2009 and 2010 legislative sessions), the committee organizations of the House of Representatives and the Senate are as follows:

# HOUSE STANDING COMMITTEE BRACKET SYSTEM

| | Major Program Areas | Standing Committees |
|---|---|---|
| "A" BRACKET | FISCAL MANAGEMENT | ◆ Finance Committee |
| | LEGISLATIVE MANAGEMENT | ◆ Legislative Management Committee |
| | JUSTICE & CONSUMER PROTECTION | ◆ Consumer Protection & Commerce Committee<br>◆ Judiciary Committee |
| | EDUCATION | ◆ Education Committee<br>◆ Higher Education Committee |
| "B" BRACKET | HUMAN SERVICES | ◆ Health Committee<br>◆ Human Services Committee<br>◆ Hawaiian Affairs Committee |
| | PHYSICAL RESOURCES | ◆ Energy & Environmental Protection Committee<br>◆ Housing Committee<br>◆ Water, Land & Ocean Resources Committee |
| | GOVERNMENT RESOURCES & PUBLIC SAFETY | ◆ Labor & Public Employment Committee<br>◆ Transportation Committee<br>◆ Public Safety Committee |
| | ECONOMIC DEVELOPMENT | ◆ Agriculture Committee<br>◆ Economic Revitalization, Business & Military Affairs Committee<br>◆ Tourism, Culture & International Affairs Committee |

# HOUSE "A" BRACKET STANDING COMMITTEES AND MEMBERS

## FISCAL MANAGEMENT

### Finance Committee (FIN)
**FINtestimony@capitol.hawaii.gov**

1. Marcus R. Oshiro, Chair
2. Marilyn B. Lee, Vice Chair
3. Henry J.C. Aquino
4. Karen Leinani Awana
5. Tom Brower
6. Isaac W. Choy
7. Denny Coffman
8. Sharon E. Har
9. Gilbert S.C. Keith-Agaran
10. Chris Lee
11. Scott Y. Nishimoto
12. Roland D. Sagum, III
13. James Kunane Tokioka
14. Jessica Wooley
15. Kyle T. Yamashita
16. Kymberly Marcos Pine
17. Gene Ward

Conference Rm 308

### Legislative Management Committee (LMG)
**LMGtestimony@capitol.hawaii.gov**

1. James Kunane Tokioka, Chair
2. Blake K. Oshiro, Vice Chair
3. Pono Chong
4. Cindy Evans
5. Lynn Finnegan

Conference Rm 423

## EDUCATION

### Education Committee (EDN)
**EDNtestimony@capitol.hawaii.gov**

1. Roy M. Takumi, Chair
2. Lyla B. Berg Vice Chair
3. Joe Bertram, III
4. Jerry L. Chang
5. Faye P. Hanohano
6. Joey Manahan
7. Mark M. Nakashima
8. Karl Rhoads
9. Scott K. Saiki
10. Maile S.L. Shimabukuro
11. K. Mark Takai
12. Ryan I. Yamane
13. Corinne W.L. Ching
14. Lynn Finnegan

Conference Rm 309

### Higher Education Committee (HED)
**HEDtestimony@capitol.hawaii.gov**

1. Jerry L. Chang, Chair
2. Mark M. Nakashima, Vice Chair
3. Lyla B. Berg
4. Joe Bertram, III
5. Faye P. Hanohano
6. Joey Manahan
7. Karl Rhoads
8. Scott K. Saiki
9. Maile S.L. Shimabukuro
10. K. Mark Takai
11. Roy M. Takumi
12. Ryan I. Yamane
13. Corinne W.L. Ching
14. Lynn Finnegan

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## JUSTICE & CONSUMER PROTECTION

### Judiciary Committee (JUD)
**JUDtestimony@capitol.hawaii.gov**

1. Jon Riki Karamatsu, Chair
2. Ken Ito, Vice Chair
3. Della Au Belatti
4. Rida Cabanilla
5. Mele Carroll
6. Robert N. Herkes
7. Sylvia Luke
8. Angus L.K. McKelvey
9. John M. Mizuno
10. Hermina M. Morita
11. Blake K. Oshiro
12. Joseph M. Souki
13. Clift Tsuji
14. Glenn Wakai
15. Barbara C. Marumoto
16. Cynthia Thielen

Conference Rm 325

### Consumer Protection & Commerce Committee (CPC)
**CPCtestimony@capitol.hawaii.gov**

1. Robert N. Herkes, Chair
2. Glenn Wakai, Vice Chair
3. Della Au Belatti
4. Rida Cabanilla
5. Mele Carroll
6. Ken Ito
7. Jon Riki Karamatsu
8. Sylvia Luke
9. Angus L.K. McKelvey
10. John M. Mizuno
11. Hermina M. Morita
12. Joseph M. Souki
13. Clift Tsuji
14. Barbara C. Marumoto
15. Cynthia Thielen

Conference Rm 325

# HOUSE "B" BRACKET STANDING COMMITTEES AND MEMBERS

## HUMAN SERVICES

### Health Committee (HLT)
HLTtestimony@capitol.hawaii.gov

1. Ryan I. Yamane, Chair
2. Scott Y. Nishimoto, Vice Chair
3. Della Au Belatti
4. Joe Bertram, III
5. Tom Brower
6. Mele Carroll
7. John M. Mizuno
8. Maile S.L. Shimabukuro
9. Lynn Finnegan

Conference Rm 329

### Human Services Committee (HUS)
HUStestimony@capitol.hawaii.gov

1. John M. Mizuno, Chair
2. Tom Brower, Vice Chair
3. Della Au Belatti
4. Joe Bertram, III
5. Mele Carroll
6. Scott Y. Nishimoto
7. Maile S.L. Shimabukuro
8. Ryan I. Yamane
9. Gene Ward

Conference Rm 329

### Hawaiian Affairs Committee (HAW)
HAWtestimony@capitol.hawaii.gov

1. Mele Carroll, Chair
2. Maile S.L. Shimabukuro, Vice Chair
3. Della Au Belatti
4. Joe Bertram, III
5. Tom Brower
6. John M. Mizuno
7. Scott Y. Nishimoto
8. Ryan I. Yamane
9. Gene Ward

Conference Rm 329

## PHYSICAL RESOURCES

### Energy & Environmental Protection Committee (EEP)
EEPtestimony@capitol.hawaii.gov

1. Hermina M. Morita, Chair
2. Denny Coffman, Vice-Chair
3. Rida Cabanilla
4. Jerry L. Chang
5. Pono Chong
6. Sharon E. Har
7. Robert N. Herkes
8. Ken Ito
9. Chris Lee
10. Sylvia Luke
11. Roland D. Sagum, III
12. Corinne W.L. Ching
13. Cynthia Thielen

Conference Rm 325

### Housing Committee (HSG)
HSGtestimony@capitol.hawaii.gov

1. Rida Cabanilla, Chair
2. Pono Chong, Vice Chair
3. Jerry L. Chang
4. Denny Coffman
5. Sharon E. Har
6. Robert N. Herkes
7. Ken Ito
8. Chris Lee
9. Sylvia Luke
10. Hermina M. Morita
11. Roland D. Sagum, III
12. Corinne W.L. Ching
13. Cynthia Thielen

Conference Rm 325

### Water, Land & Ocean Resources Committee (WLO)
WLOtestimony@capitol.hawaii.gov

1. Ken Ito, Chair
2. Sharon E. Har, Vice Chair
3. Rida Cabanilla
4. Jerry L. Chang
5. Pono Chong
6. Denny Coffman
7. Robert N. Herkes
8. Chris Lee
9. Sylvia Luke
10. Hermina M. Morita
11. Roland D. Sagum, III
12. Corinne W.L. Ching
13. Cynthia Thielen

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## ECONOMIC DEVELOPMENT

### Agriculture Committee (AGR)
AGRtestimony@capitol.hawaii.gov

1. Clift Tsuji, Chair
2. Jessica Wooley, Vice-Chair
3. Lyla B. Berg
4. Isaac W. Choy
5. Cindy Evans
6. Joey Manahan
7. Angus L.K. McKelvey
8. K. Mark Takai
9. James Kunane Tokioka
10. Glenn Wakai
11. Barbara C. Marumoto

Conference Rm 312

### Economic Revitalization, Business & Military Affairs Committee (EBM)
EBMtestimony@capitol.hawaii.gov

1. Angus L.K. McKelvey, Chair
2. Isaac W. Choy, Vice Chair
3. Lyla B. Berg
4. Cindy Evans
5. Joey Manahan
6. K. Mark Takai
7. James Kunane Tokioka
8. Clift Tsuji
9. Glenn Wakai
10. Jessica Wooley
11. Gene Ward

Conference Rm 312

### Tourism, Culture, & International Affairs Committee (TCI)
TCItestimony@capitol.hawaii.gov

1. Joey Manahan, Chair
2. James Kunane Tokioka, Vice Chair
3. Lyla B. Berg
4. Isaac W. Choy
5. Cindy Evans
6. Angus L.K. McKelvey
7. K. Mark Takai
8. Clift Tsuji
9. Glenn Wakai
10. Jessica Wooley
11. Barbara C. Marumoto

Conference Rm 312

## GOVERNMENT RESOURCES & PUBLIC SAFETY

### Transportation Committee (TRN)
TRNtestimony@capitol.hawaii.gov

1. Joseph M. Souki, Chair
2. Karen Leinani Awana, Vice-Chair
3. Henry J. C. Aquino
4. Faye P. Hanohano
5. Gilbert S.C. Keith-Agaran
6. Marilyn B. Lee
7. Mark M. Nakashima
8. Karl Rhoads
9. Scott K. Saiki
10. Roy M. Takumi
11. Kyle T. Yamashita
12. Kymberly Marcos Pine

Conference Rm 309

### Labor & Public Employment Committee (LAB)
LABtestimony@capitol.hawaii.gov

1. Karl Rhoads, Chair
2. Kyle T. Yamashita, Vice Chair
3. Henry J. C. Aquino
4. Karen Leinani Awana
5. Faye P. Hanohano
6. Gilbert S.C. Keith-Agaran
7. Marilyn B. Lee
8. Mark M. Nakashima
9. Scott K. Saiki
10. Joseph M. Souki
11. Roy M. Takumi
12. Kymberly Marcos Pine

Conference Rm 309

### Public Safety Committee (PBS)
PBStestimony@capitol.hawaii.gov

1. Faye P. Hanohano, Chair
2. Henry J.C. Aquino, Vice Chair
3. Karen Leinani Awana
4. Gilbert S.C. Keith-Agaran
5. Marilyn B. Lee
6. Mark M. Nakashima
7. Karl Rhoads
8. Scott K. Saiki
9. Joseph M. Souki
10. Roy M. Takumi
11. Kyle T. Yamashita
12. Kymberly Marcos Pine

Conference Rm 309

# SENATE STANDING COMMITTEE BRACKET SYSTEM

| Brackets | Standing Committees |
| --- | --- |
| "A" Bracket → | ♦ Commerce and Consumer Protection Committee<br>♦ Judiciary and Government Operations Committee<br>♦ Ways and Means Committee |
| "B" Bracket → | ♦ Economic Development and Technology Committee<br>♦ Education and Housing Committee<br>♦ Health Committee<br>♦ Transportation, International, and Intergovernmental Affairs Committee<br>♦ Water, Land, Agriculture, and Hawaiian Affairs |
| "C" Bracket → | ♦ Energy and Environment Committee<br>♦ Higher Education Committee<br>♦ Human Services Committee<br>♦ Labor Committee<br>♦ Public Safety and Military Affairs Committee<br>♦ Tourism Committee |

# SENATE STANDING COMMITTEES AND MEMBERS

**Commerce and Consumer Protection (CPN)**

1. Rosalyn H. Baker, Chair
2. David Y. Ige, Vice Chair
3. Will Espero
4. Josh Green, M.D.
5. Les Ihara, Jr.
6. Norman Sakamoto
7. Fred Hemmings

Conference Rm. 229

**Economic Development and Technology (EDT)**

1. Carol Fukunaga, Chair
2. Rosalyn H. Baker, Vice Chair
3. Clayton Hee
4. David Y. Ige
5. Sam Slom

Conference Rm. 016

**Education and Housing (EDH)**

1. Norman Sakamoto, Chair
2. Michelle Kidani, Vice Chair
3. Suzanne Chun Oakland
4. Brickwood Galuteria
5. Shan S. Tsutsui
6. Fred Hemmings

Conference Rm. 225

**Energy and Environment (ENE)**

1. Mike Gabbard, Chair
2. J. Kalani English, Vice Chair
3. Josh Green, M.D.
4. Gary L. Hooser
5. Les Ihara, Jr.
6. Russell S. Kokubun
7. Fred Hemmings

Conference Rm. 225

**Health (HTH)**

1. David Y. Ige, Chair
2. Josh Green, M.D., Vice Chair
3. Rosalyn H. Baker
4. Will Espero
5. Clarence K. Nishihara
6. Fred Hemmings

Conference Rm. 016

**Higher Education (HRE)**

1. Jill N. Tokuda, Chair
2. Norman Sakamoto, Vice Chair
3. Rosalyn H. Baker
4. Russell S. Kokubun
5. Brian T. Taniguchi
6. Dwight Y. Takamine
7. Sam Slom

Conference Rm. 225

**Human Services (HMS)**

1. Suzanne Chun Oakland, Chair
2. Les Ihara, Jr., Vice Chair
3. Josh Green, M.D.
4. Fred Hemmings

Conference Rm. 016

**Judiciary and Government Operations (JGO)**

1. Brian T. Taniguchi, Chair
2. Dwight Y. Takamine, Vice Chair
3. Robert Bunda
4. Mike Gabbard
5. Clarence K. Nishihara
6. Sam Slom

Conference Rm. 016

**Labor (LBR)**

1. Dwight Y. Takamine, Chair
2. Brian T. Taniguchi, Vice Chair
3. Robert Bunda
4. Clayton Hee
5. Sam Slom

Conference Rm. 224

**Public Safety and Military Affairs (PSM)**

1. Will Espero, Chair
2. Robert Bunda, Vice Chair
3. J. Kalani English
4. Mike Gabbard
5. Brickwood Galuteria
6. Michelle N. Kidani
7. Fred Hemmings

Conference Rm. 229

**Tourism (TSM)**

1. Clarence K. Nishihara, Chair
2. Brickwood Galuteria, Vice Chair
3. Michelle N. Kidani
4. Shan S. Tsutsui
5. Sam Slom

Conference Rm. 229

**Transportation, International, and Intergovernmental Affairs (TIA)**

1. J. Kalani English, Chair
2. Mike Gabbard, Vice Chair
3. Will Espero
4. Clarence K. Nishihara
5. Sam Slom

Conference Rm. 224

**Water, Land, Agriculture, and Hawaiian Affairs (WTL)**

1. Clayton Hee, Chair
2. Jill N. Tokuda, Vice Chair
3. Robert Bunda
4. Carol Fukunaga
5. Russell S. Kokubun
6. Dwight Y. Takamine
7. Fred Hemmings

Conference Rm. 229

**Ways and Means (WAM)**

1. Donna Mercado Kim, Chair
2. Shan S. Tsutsui, Vice Chair
3. Suzanne Chun Oakland
4. J. Kalani English
5. Carol Fukunaga
6. Brickwood Galuteria
7. Clayton Hee
8. Gary L. Hooser
9. Michelle N. Kidani
10. Russell S. Kokubun
11. Jill N. Tokuda
12. Fred Hemmings

Conference Rm. 211

## HOUSE COMMITTEE ACRONYMS

| | |
|---|---|
| AGR | Agriculture |
| CPC | Consumer Protection & Commerce |
| EBM | Economic Revitalization, Business & Military Affairs |
| EDN | Education |
| EEP | Energy & Environmental Protection |
| FIN | Finance |
| HAW | Hawaiian Affairs |
| HLT | Health |
| HED | Higher Education |
| HSG | Housing |
| HUS | Human Services |
| JUD | Judiciary |
| LAB | Labor & Public Employment |
| LMG | Legislative Management |
| PBS | Public Safety |
| TCI | Tourism, Culture & International Affairs |
| TRN | Transportation |
| WLO | Water, Land & Ocean Resources |

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## SENATE COMMITTEE ACRONYMS

| | |
|---|---|
| CPN | Commerce and Consumer Protection |
| EDT | Economic Development and Technology |
| EDH | Education and Housing |
| ENE | Energy and Environment |
| HTH | Health |
| HRE | Higher Education |
| HMS | Human Services |
| JGO | Judiciary and Government Operations |
| LBR | Labor |
| PSM | Public Safety and Military Affairs |
| TSM | Tourism |
| TIA | Transportation, International, and Intergovernmental Affairs |
| WTL | Water, Land, Agriculture, and Hawaiian Affairs |
| WAM | Ways and Means |

# House of Representatives
# The Twenty-fifth Legislature
# 2009 CONFERENCE ROOM SCHEDULE

| | COMMITTEE | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|---|---|---|---|---|---|---|---|
| *Human Services* | **HLT Room 329** | | HLT 8:30-12:00 noon | | | HLT 8:30-12:00 noon | |
| | **HUS Room 329** | HUS 8:30-12:00 noon | | | HUS 8:30-12:00 noon | | |
| | **HAW Room 329** | | | HAW 8:30-12:00 noon | | | |
| *Physical Resources* | **EEP Room 325** | | EEP 8:30-12:00 noon | | EEP 8:30-12:00 noon | | Open EEP/Joint 9:00-12:00 noon |
| | **WLO Room 325** | WLO 8:30-12:00 noon | | | | WLO 8:30-12:00 noon | |
| | **HSG Room 325** | | | HSG 8:30-12:00 noon | | | |
| *Economic Development* | **EBM Room 312** | | EBM 8:30-12:00 noon | | EBM 8:30-12:00 noon | | |
| | **TCI Room 312** | TCI 8:30-12:00 noon | | | | | TCI 8:30-12:00 noon |
| | **AGR Room 312** | | | AGR 9:00-12:00 noon | | AGR 9:00-12:00 noon | |
| *Government Resources & Public Safety* | **TRN Room 309** | TRN 8:30-12:00 noon | | TRN 8:30-12:00 noon | | | |
| | **LAB Room 309** | | LAB 8:30-12:00 noon | | | LAB 8:30-12:00 noon | Open LAB/Joint 9:00-12:00 noon |
| | **PBS Room 309** | | | | PBS 8:30-12:00 noon | | |
| *Justice & Consumer Protection* | **JUD Room 325** | | JUD 2:00-9:00 pm | | JUD 2:00-5:00 pm | JUD 2:00-9:00 pm | Open JUD/Joint 1:00-4:00 pm |
| | **CPC Room 325** | Open CPC/Joint 2:00-9:00 pm | | CPC 2:00-9:00 pm | CPC 7:00-9:00 pm | | |
| *Education* | **EDN Room 309** | EDN 2:00-9:00 pm | | EDN 2:00-9:00 pm | | EDN 2:00-9:00 pm | Open EDN/HED/Joint 1:00-4:00 pm |
| | **HED Room 309** | | HED 2:00-9:00 pm | | HED 2:00-9:00 pm | | Open EDN/HED/Joint 1:00-4:00 pm |
| *Legislative Mgmt.* | **LMG Room 423** | | | | | LMG 2:00-9:00 pm | |
| *Fiscal Mgmt.* | **FIN Room 308** | Assigned to FIN (All day) | | | | | |

BLAKE K. OSHIRO, Majority Leader

12-18-08
Date

L CKYS 2008 –4851

12/18/08 9:39 AM

SENATE COMMITTEE HEARING SCHEDULE
2009 Legislative Session

| BRACKET | COMMITTEE | | DAYS | STARTING TIME | CONFERENCE ROOM |
|---|---|---|---|---|---|
| A | Ways and Means | WAM | M, T, W, Th, F | 8:30 a.m. | 211 |
| | Judiciary and Government Operations | JGO | M, T, W, Th, F | 8:30 a.m. | 016 |
| | Commerce and Consumer Protection | CPN | M, T, W, Th, F | 8:30 a.m. | 229 |
| B | Economic Development and Technology | EDT | M, W, F | 1:15 p.m. | 016 |
| | Education and Housing | EDH | M, W, F | 1:15 p.m. | 225 |
| | Transportation, International, and Intergovernmental Affairs | TIA | M, W, F | 1:15 p.m. | 224 |
| | Health | HTH | M, W, F | 2:45 p.m. | 016 |
| | Water, Land, Agriculture, and Hawaiian Affairs | WTL | M, W, F | 2:45 p.m. | 229 |
| C | Higher Education | HRE | T, Th, S | 1:15 p.m. | 225 |
| | Human Services | HMS | T, Th, S | 1:15 p.m. | 016 |
| | Public Safety and Military Affairs | PSM | T, Th, S | 1:15 p.m. | 229 |
| | Energy and Environment | ENE | T, Th, S | 2:45 p.m. | 225 |
| | Labor | LBR | T, Th, S | 2:45 p.m. | 224 |
| | Tourism | TSM | T, Th, S | 2:45 p.m. | 229 |

*Revised 11-24-08*

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# HOUSE DIRECTORY

## HOUSE LEADERSHIP

**SPEAKER**
Calvin K.Y. Say

**SPEAKER EMERITUS**
Joseph M. Souki

**VICE SPEAKER**
Michael Y. Magaoay

**MAJORITY LEADER**
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**MAJORITY FLOOR LEADER**
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**MAJORITY WHIP**
Pono Chong

**ASSISTANT MAJORITY WHIPS**
Jerry L. Chang
Robert N. Herkes
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Roland D. Sagum, III
Joseph M. Souki
James Kunane Tokioka
Kyle T. Yamashita

**MINORITY LEADER**
Lynn Finnegan

**MINORITY FLOOR LEADER**
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**ASSISTANT MINORITY LEADER**
Cynthia Thielen

**ASSISTANT MINORITY FLOOR LEADER**
Corinne W.L. Ching

**MINORITY POLICY LEADER**
Gene Ward

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# HOUSE MEMBERS

**Aquino, Henry J.C.** ..... Room 310 .....586-6520
Pearl City-Waipahu — Fax: .....586-6521
District 35 (D) — *E-mail: repaquino@capitol.hawaii.gov*

**Awana, Karen Leinani** ..... Room 403 .....586-8465
Honokai Hale-Nanakuli-Lualualei-Maili — Fax: ..... 586-8469
District 44 (D) — *E-mail: repawana@capitol.hawaii.gov*

**Belatti, Della Au** ..... Room 331 .....586-9425
Tantalus-Makiki-McCully — Fax: ..... 586-9431
District 25 (D) — *E-mail: repbelatti@capitol.hawaii.gov*

**Berg, Lyla B.** ..... Room 324 .....586-6510
Hahaione-Kuliouou-Niu Valley-Hawaii Loa Ridge — Fax: ..... 586-6511
Aina Haina-Wailupe-Kahala — *E-mail: repberg@capitol.hawaii.gov*
District 18 (D)

**Bertram, III, Joe** ..... Room 311 .....586-8525
Makena-Wailea-Kihei — Fax: ..... 586-8529
District 11 (D) — *E-mail: repbertram@capitol.hawaii.gov*

**Brower, Tom** ..... Room 315 .....586-8520
Waikiki-Ala Moana — Fax: ..... 586-8524
District 23 (D) — *E-mail: repbrower@capitol.hawaii.gov*

**Cabanilla, Rida** ..... Room 442 .....586-6080
Waipahu-Honouliuli-West Loch-Ewa — Fax: ..... 586-6081
District 42 (D) — *E-mail: repcabanilla@capitol.hawaii.gov*

**Carroll, Mele** ..... Room 405 .....586-6790
Kahoolawe-Molokini-Lanai-Molokai-Keanae-Wailua- — Fax.....586-6779
Nahiku-Hana — *E-mail: repcarroll@capitol.hawaii.gov*
District 13 (D)

**Chang, Jerry L.** ..... Room 435 .....586-6120
South Hilo-Waiakea Kai-Kaumana-Keaukaha — Fax: ..... 586-6121
District 2 (D) — *E-mail*: *repchang@capitol.hawaii.gov*

**Ching Corinne W.L.** ..... Room 330 .....586-9415
Nuuanu-Puunui-Liliha-Alewa Heights — Fax: ..... 586-9421
District 27 (R) — *E-mail: repching@capitol.hawaii.gov*

**Chong, Pono** ..... Room 404 .....586-9490
Maunawili-Olomana-Enchanted Lake-Kaneohe — *Fax:* ..... 586-9496
District 49 (D) — *E-mail: repchong@capitol.hawaii.gov*

**Choy, Isaac W.** ..... Room 323 .....586-8475
Manoa-Manoa Valley-University — Fax: .....586-8479
District 24 (D) — *E-mail: repchoy@capitol.*hawaii.gov

**Coffman, Denny** ..... Room 317 .....586-9605
North Kona-Keauhou-Kailua-Kona-Honokohau — Fax: .....586-9608
District 6 (D) — *E-mail: repcoffman@capitol.hawaii.gov*

**Evans, Cindy** ..... Room 425 .....586-8510
North Kona-South Kohala — Fax: ..... 586-8514
District 7 (D) — *E-mail: repevans@capitol.hawaii.gov*

**Finnegan, Lynn** ..... Room 328 .....586-9470
Lower Pearlridge-Aiea-Halawa-Hickam-Pearl Harbor- — Fax.....586-9476
Moanalua Gardens — *E-mail: repfinnegan@capitol.hawaii.gov*
District 32 (R)

**Hanohano, Faye P**.....Room 303..... 586-6530
Puna-Pahoa-Hawaiian Acres-Kalapana Fax: ..... 586-6531
District 4 (D) *E-mail:* rephanohano@capitol.hawaii.gov

**Har, Sharon E.**.....Room 438..... 586-8500
Royal Kunia-Makakilo-Kapolei-Kalaeloa Fax: ..... 586-8504
District 40 (D) *E-mail: rephar@capitol.hawaii.gov*

**Herkes, Robert N.**.....Room 320..... 586-8400
Puna-Ka`u-South Kona-North Kona Fax:..... 586-8404
District 5 (D) *E-mail*: *repherkes@capitol.hawaii.gov*

**Ito, Ken**.....Room 420..... 586-8470
Heeia-Haiku Valley-Kapunahala-Kaneohe Fax: ..... 586-8474
District 48 (D) *E-mail: repito@capitol.hawaii.gov*

**Karamatsu, Jon Riki** .....Room 302..... 586-8490
Waipahu-Village Park-Waikele Fax: ..... 586-8494
District 41 (D) *E-mail: repkaramatsu@capitol.hawaii.gov*

**Keith-Agaran, Gilbert S.C.** .....Room 424..... 586-6210
Kahului-Wailuku-Puunene-Spreckelsville-Paia Fax: ..... 586-6211
District 9 (D) *E-mail*: *repkeithagaran@capitol.hawaii.gov*

**Lee, Chris** .....Room 313..... 586-9450
Lanikai-Waimanalo Fax: ..... 586-9456
District 51 (D) *E-mail: repclee@capitol.hawaii.gov*

**Lee, Marilyn B.** .....Room 434..... 586-9460
Mililani-Mililani Mauka Fax: ..... 586-9466
District 38 (D) *E-mail: replee@capitol.hawaii.gov*

**Luke, Sylvia** .....Room 332..... 586-8530
Dowsett Highlands-Pacific Heights-Pauoa-Punchbowl Fax: ..... 586-8534
District 26 (D) *E-mail: repluke@capitol.hawaii.gov*

**Magaoay, Michael Y.**.....Room 432..... 586-6380
Kaena Point-Schofield-Mokuleia-Waialua-Haleiwa- Fax:..... 586-6381
Waimea-Pupukea-Sunset-Kahuku-Kunia Camp- *E-mail: repmagaoay@capitol.hawaii.gov*
Poamoho-Wheeler-Laie
District 46 (D)

**Manahan, Joey** .....Room 421..... 586-6010
Sand Island-Mokauea-Kalihi Kai-Kapalama Fax: ..... 586-6011
District 29 (D) *E-mail: repmanahan@capitol.hawaii.gov*

**Marumoto, Barbara C.** .....Room 304..... 586-6310
Waialae Iki-Kalani Valley-Waialae Nui-Diamond Head- Fax: ..... 586-6311
Kahala *E-mail: repmarumoto@capitol.hawaii*.gov
District 19 (R)

**McKelvey, Angus L.K.** .....Room 427..... 586-6160
Lahaina-Kaanapali-Kapalua-Maalaea-Kihei Fax: ..... 586-6161
District 10 (D) *E-mail: repmckelvey@capitol.hawaii.gov*

**Mizuno, John M.**.....Room 436..... 586-6050
Kamehameha Heights-Kalihi Valley-Fort Shafter Fax: ..... 586-6051
District 30 (D) *E-mail: repmizuno@capitol.hawaii.gov*

**Morita, Hermina M.**.....Room 314..... 586-8435
Hanalei-Anahola-Kealia-Kapaa-Waipouli Fax: ..... 586-8437
District 14 (D) *E-mail: repmorita@capitol.hawaii.gov*

**Nakashima, Mark M.** ..... Room 319 ..... 586-6680
North Kohala-South Kohala-Hamakua-North Hilo- Fax: ..... 586-6684
South Hilo *E-mail: repnakashima@capitol.hawaii.gov*
District 1 (D)

**Nishimoto, Scott Y.** ..... Room 441 ..... 586-8515
Kaimuki-Kapahulu-Waikiki-Ala Wai-Diamond Head Fax: ..... 586-8519
District 21 (D) *E-mail: repnishimoto@capitol.hawaii.gov*

**Oshiro, Blake K.** ..... Room 439 ..... 586-6340
Aiea-Halawa Valley-Halawa Heights-Aiea Heights Fax: ..... 586-6341
District 33 (D) *E-mail: repboshiro@capitol.hawaii.gov*

**Oshiro, Marcus R.** ..... Room 306 ..... 586-6200
Wahiawa-Whitmore Village-Poamoho Fax: ..... 586-6201
District 39 (D) *E-mail: repmoshiro@capitol.hawaii.gov*

**Pine, Kymberly Marcos** ..... Room 333 ..... 586-9730
Ewa Beach-Iroquois Point-Puuloa Fax: ..... 586-9738
District 43 (R) *E-mail: reppine@capitol.hawaii.gov*

**Rhoads, Karl** ..... Room 326 ..... 586-6180
Palama-Downtown-Chinatown-Sheridan Fax: ..... 586-6189
District 28 (D) *E-mail: reprhoads@capitol.hawaii.gov*

**Sagum, III, Roland D.** ..... Room 426 ..... 586-6280
Niihau-Lehua-Koloa-Waimea Fax: ..... 586-6281
District 16 (D) *E-mail: repsagum@capitol.hawaii.gov*

**Saiki, Scott K.** ..... Room 418 ..... 586-8485
Moiliili-McCully-Kaimuki Fax: ..... 586-8489
District 22 (D) *E-mail: repsaiki@capitol.hawaii.gov*

**Say, Calvin K.Y.** ..... Room 431 ..... 586-6100
St. Louis Heights-Palolo Valley-Maunalani Heights Fax: ..... 586-6101
Wilhelmina Rise-Kaimuki *E-mail: repsay@capitol.hawaii.gov*
District 20 (D)

**Shimabukuro, Maile S.L.** ..... Room 406 ..... 586-8460
Waianae-Makaha-Makua Fax: ..... 586-8464
District 45 (D) *E-mail: repshimabukuro@capitol.hawaii.gov*

**Souki, Joseph M.** ..... Room 433 ..... 586-9444
Wailuku-Waihee-Waiehu-Puuohala-Waikapu Fax: ..... 586-9499
District 8 (D) *E-mail: repsouki@capitol.hawaii.gov*

**Takai, K. Mark** ..... Room 305 ..... 586-8455
Newtown-Waiau-Pearl City-Waimalu Fax: ..... 586-8459
District 34 (D) *E-mail: reptakai@capitol.hawaii.gov*

**Takumi, Roy M.** ..... Room 444 ..... 586-6170
Pearl City-Momilani-Pacific Palisades-Manana Fax: ..... 586-6171
District 36 (D) *E-mail: reptakumi@capitol.hawaii.gov*

**Thielen, Cynthia** ..... Room 443 ..... 586-6480
Kailua-Kaneohe Bay Fax: ..... 586-6481
District 50 (R) *E-mail: repthielen@capitol.hawaii.gov*

**Tokioka, James Kunane** ..... Room 322 ..... 586-6270
Lihue-Koloa Fax: ..... 586-6271
District 15 (D) *E-mail: reptokioka@capitol.hawaii.gov*

**Tsuji, Clift** ..... Room 402 ..... 586-8480
South Hilo-Panaewa-Puna-Keaau-Kurtistown Fax: ..... 586-8484
District 3 (D) *E-mail: reptsuji@capitol.hawaii.gov*

**Wakai, Glenn** ..... Room 316 ..... 586-6220
Moanalua Valley-Moanalua-Salt Lake — Fax: ..... 586-6221
District 31 (D) — *E-mail: repwakai@capitol.hawaii.gov*

**Ward, Gene** ..... Room 318 ..... 586-6420
Kalama Valley-Queen's Gate-Hawaii Kai — Fax: ..... 586-6421
District 17 (R) — *E-mail: repward@capitol.hawaii.gov*

**Wooley, Jessica** ..... Room 327 ..... 586-8540
Laie-Hauula-Punaluu-Kahana-Kaaawa-Waikane — Fax: ..... 586-8544
Kahaluu-Ahuimanu-Kaneohe — *E-mail: repwooley@capitol.hawaii.gov*
District 47 (D)

**Yamane, Ryan I.** ..... Room 419 ..... 586-6150
Mililani-Waipio Gentry — Fax: ..... 586-6151
District 37 (D) — *E-mail: repyamane@capitol.hawaii.gov*

**Yamashita, Kyle T.** ..... Room 422 ..... 586-6330
Pukalani-Makawao-Olinda-Pulehu-Kula-Ulupalakua — Fax: ..... 586-6331
District 12 (D) — *E-mail: repyamashita@capitol.hawaii.gov*

MAILING ADDRESS:

State House of Representatives
(*Representative or Agency Name*)
State Capitol
415 S. Beretania Street, Room No._____
Honolulu, Hawaii 96813

# SENATE DIRECTORY

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| **MAJORITY WHIPS**<br>Suzanne Chun Oakland<br>Jill N. Tokuda | |

## SENATE MEMBERS

**Baker, Rosalyn H.** ..... Room 231 .....586-6070
South and West Maui-Kapalua-Kaanapali-Lahaina-Maalaea-Kihei-Wailea-Makena
District 5 (D)
Fax: ..... 586-6071
*E-mail: senbaker@capitol.hawaii.gov*

**Bunda, Robert**..... Room 202 .....586-6090
Mililani Mauka-Wahiawa-Haleiwa-Mokuleia-North Shore
District 22 (D)
Fax: ..... 586-6091
*E-mail: senbunda@capitol.hawaii.gov*

**Chun Oakland, Suzanne**..... Room 226 .....586-6130
Sand Island-Kalihi-Liliha-Nuuanu-Pauoa-Puunui
District 13 (D)
Fax: ..... 586-6131
*E-mail: senchunoakland@capitol.hawaii.gov*

**English, J. Kalani**.....Room 205..... 587-7225
Hana-East and Upcountry Maui-Molokai-Lanai- Fax:..... 587-7230
Kahoolawe E-mail: senenglish@capitol.hawaii.gov
District 6 (D)

**Espero, Will**.....Room 207..... 586-6360
Ewa Beach-Ewa by Gentry-Ocean Pointe, Ewa Fax:..... 586-6361
Villages-West Loch-Honouliuli-Lower Waipahu *E-mail: senespero@capitol.hawaii.gov*
District 20 (D)

**Fukunaga, Carol**.....Room 216..... 586-6890
Makiki/Punchbowl-Ala Moana-McCully Fax:..... 586-6899
District 11 (D) *E-mail: senfukunaga@capitol.hawaii.gov*

**Gabbard, Mike**.....Room 201..... 586-6830
Waikele-Village Park-Royal Kunia-Makakilo-Kapolei- Fax:..... 586-6679
Kalaeloa-Honokai Hale-Portions of Waipahu-Ko Olina *E-mail: sengabbard@capitol.hawaii.gov*
District 19 (D)

**Galuteria, Brickwood**.....Room 208..... 586-6740
Iwilei-Chinatown-Downtown-Kakaako-Ala Moana-Waikiki Fax:..... 586-6829
District 12 (D) *E-mail: sengaluteria@capitol.hawaii.gov*

**Green, M.D., Josh**.....Room 223..... 586-9385
North and South Kohala-North and South Kona Fax:..... 586-9391
District 3 (D) *E-mail: sengreen@capitol.hawaii.gov*

**Hanabusa, Colleen**.....Room 409..... 586-7793
Ko Olina-Kahe Point-Nanakuli-Maili-Waianae-Makaha- Fax:..... 586-7797
Makua-Kaena Point *E-mail: senhanabusa@capitol.hawaii.gov*
District 21 (D)

**Hee, Clayton**.....Room 228..... 586-7330
Kahuku-Laie-Kaaawa-Kaneohe Fax:..... 586-7334
District 23 (D) *E-mail: senhee@capitol.hawaii.gov*

**Hemmings, Fred**.....Room 221..... 587-8388
Kailua-Lanikai-Waimanalo-Hawaii Kai Fax:..... 587-7240
District 25 (R) *E-mail: senhemmings@capitol.hawaii.gov*

**Hooser, Gary L**.....Room 214..... 586-6030
Kauai-Niihau Fax:..... 586-6031
District 7 (D) *E-mail: senhooser@capitol.hawaii.gov*

**Ige, David Y.**.....Room 215..... 586-6230
Pacific Palisades-Pearl City-Waimalu-Upper Aiea- Fax:..... 586-6231
Aiea Heights *E-mail: sendige@capitol.hawaii.gov*
District 16 (D)

**Ihara, Jr., Les**.....Room 220..... 586-6250
Palolo-St. Louis Heights-Maunalani Heights-Kaimuki- Fax:..... 586-6251
Kapahulu-West Diamond Head-Waikiki Gold Coast *E-mail: senihara@capitol.hawaii.gov*
District 9 (D)

**Kidani, Michelle N.**.....Room 203..... 586-7100
Mililani-Mililani Mauka-Waipio Fax:..... 586-7109
District 17 (D) *E-mail: senkidani@capitol.hawaii.gov*

**Kim, Donna Mercado**.....Room 210..... 587-7200
Moanalua-Aiea-Fort Shafter-Kalihi Valley-Halawa Valley Fax:..... 587-7205
District 14 (D) *E-mail: senkim@capitol.hawaii.gov*

**Kokubun, Russell S.**.....Room 407..... 586-6760
Waiakea Uka-Kalapana-Volcano-Kahuku Fax:..... 586-6689
District 2 (D) *E-mail: senkokubun@capitol.hawaii.gov*

**Nishihara, Clarence K.** ..... Room 213 ..... 586-6970
Waipahu-Pearl City-Crestview — Fax: ..... 586-6879
District 18 (D) — *E-mail: sennishihara@capitol.hawaii.gov*

**Sakamoto, Norman** ..... Room 230 ..... 586-8585
Kalihi-Moanalua Gardens-Salt Lake-Aliamanu-Foster Village- — Fax: ..... 586-8588
Hickam-Pearl Harbor-Pearl Ridge-Aiea — *E-mail: sensakamoto@capitol.hawaii.gov*
District 15 (D)

**Slom, Sam** ..... Room 222 ..... 586-8420
Hawaii Kai-Aina Haina-Kahala-Diamond Head — Fax: ..... 586-8426
District 8 (R) — *E-mail: senslom@capitol.hawaii.gov*

**Takamine, Dwight Y.** ..... Room 204 ..... 586-7335
Hilo-Honokaa-Laupahoehoe-Hamakua-Waiakea Uka- — Fax: ..... 586-7339
Keaukaha-Waimea — *E-mail: sentakamine@capitol.hawaii.gov*
District 1 (D)

**Taniguchi, Brian T.** ..... Room 219 ..... 586-6460
Manoa-Moiliili-McCully-Makiki — Fax: ..... 586-6461
District 10 (D) — *E-mail: sentaniguchi@capitol.hawaii.gov*

**Tokuda, Jill N.** ..... Room 218 ..... 587-7215
Kaneohe-Kaneohe MCAB-Kailua-Echanted Lake — Fax: ..... 587-7220
District 24 (D) — *E-mail: sentokuda@capitol.hawaii.gov*

**Tsutsui, Shan S.** ..... Room 206 ..... 586-7344
Wailuku-Waihee-Kahului-Paia-Lower Paia — Fax: ..... 586-7348
District 4 (D) — *E-mail: sentsutsui@capitol.hawaii.gov*

MAILING ADDRESS:

State Senate
*(Senator or Agency Name)*
State Capitol, Room No. _____
Honolulu, Hawaii 96813

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# LEGISLATIVE RESOURCE & REFERENCE CENTERS

## I. GOVERNMENTAL DEPARTMENTS AND AGENCIES

### GOVERNOR'S OFFICE OF CONSTITUENT SERVICES

*For information relating to state agencies.*

Phone: 586-0221
Hours: 8:00 a.m. - 5:00 p.m., Monday - Friday
Location: State Capitol, Room 415

### CITY INFORMATION

*For information relating to Honolulu county agencies.*

Phone: 768-4385
Web address: *www.honolulu.gov*
E-mail address: *csd@honolulu.gov*
Hours: 7:45 a.m. - 4:30 p.m., Monday - Friday
Location: Department of Customer Services
530 S. King Street, Room 302A

### FEDERAL INFORMATION CENTER

*For information relating to the federal government.*

Phone: 1-800-FED-INFO
Web address: *www.firstgov.gov*
Hours: 8:00 a.m. - 8:00 p.m. Eastern Standard Time
Monday - Friday except federal holidays

## II. THE LEGISLATIVE REFERENCE BUREAU (LRB) LIBRARY

*Maintains a collection of public documents and publications relating to governmental issues. Also has a comprehensive newspaper-clipping file.*

Phone: 587-0690
Web address: *www.hawaii.gov/lrb*
E-mail address: *lrb@capitol.hawaii.gov*
Hours: Session:
7:45 a.m. - 6:00 p.m., Monday - Friday
8:30 a.m. - 12:00 p.m., Saturday
Interim:
7:45 a.m. - 4:30 p.m., Monday – Friday
Location: State Capitol Basement, Room 005

## III. THE PUBLIC ACCESS ROOM, STATE LEGISLATURE

*The public access room provides assistance to the public by enhancing their efforts in lobbying state lawmakers. This is the citizens' office in the Legislature, equipped with computer terminals, telephones, access to legislative documents and reference materials, a fax machine, and a copy machine. Staff are available to assist those who come to Room 401 in the State Capitol, or who call in with questions. Classes are given on the legislative process, reading legislative documents, writing and presenting testimony, and using relevant legislative websites. Workshops can be provided on site for community and citizen groups. All public access room services are free of charge.*

| | |
|---|---|
| Phone: | 587-0478 |
| TTY: | 587-0749 |
| Toll-free from the Neighbor Islands: | |
| Hawaii: | 974-4000 |
| Maui: | 984-2400 |
| Kauai: | 274-3141 |
| Molokai/Lanai: | 1-800-468-4644 |
| | (followed by the extension 7-0478) |
| Fax: | 587-0793 |
| Web address: | *www.hawaii.gov/lrb/par* |
| E-mail address: | *par@capitol.hawaii.gov* |
| Hours: | Session: |
| | 8:00 a.m. - 6:00 p.m., Monday-Friday |
| | 8:00 a.m. - 2:00 p.m., Saturdays |
| | Interim: |
| | 9:00 a.m. - 5:00 p.m., Monday-Friday |
| Location: | State Capitol, Room 401 |

## IV. THE STATE ARCHIVES

*The official depository of all public documents issued by the Hawaii government dating from Territorial days and earlier. Maintains public testimony on measures that received public hearings in the Legislature.*

| | |
|---|---|
| Phone: | 586-0329 |
| Web address: | *www.hawaii.gov/dags/archives* |
| E-maill address: | *archives@hawaii.gov* |
| Hours: | 9:00 a.m. - 4:00 p.m., Monday-Friday |
| Location: | Kekauluohi (Archives) Building on the Iolani Palace grounds |

## V. THE STATE SUPREME COURT LAW LIBRARY

*The library has information on Hawaii law, and statutes and case law of other states and the federal government.*

| | |
|---|---|
| Phone: | 539-4964/4976 |
| Web address: | *www.courts.state.hi.us* |
| E-mail address: | *lawlibrary@courts.state.hi.us* |
| Hours: | 7:45 a.m. - 4:15 p.m., Monday-Friday |
| Location: | Ali'iolani Hale<br>417 S. King Street, Room 115 |

## VI. THE CITY AND COUNTY OF HONOLULU MUNICIPAL LIBRARY, RECORDS MANAGEMENT, AND BOOKSTORE

*Has information on City and County ordinances and publications.*

| | | | |
|---|---|---|---|
| Phone & E-mail: | Library: | 768-3759 | library@honolulu.gov |
| | Bookstore: | 768-3760 | bookstore@honolulu.gov |
| | Records Management: | 768-3766 | apulfrey@honolulu.gov |
| Web address: | *www.honolulu.gov/csd/lrmb* | | |
| Hours: | Library: 9:00 a.m. - 4:30 p.m., Monday-Friday | | |
| | Bookstore: 9:00 a.m. - 3:00 p.m., Monday-Friday | | |
| | Records Management: By appointment only. | | |
| Location: | City Hall Annex<br>558 S. King Street | | |

## VII. THE STATE DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT, AND TOURISM LIBRARY

| | |
|---|---|
| Phone: | 586-2424 |
| Web address: | *www.hawaii.gov/dbedt/info/economic/library* |
| E-mail address: | *library@dbedt.hawaii.gov* |
| Hours: | Telephone service 8:00 a.m. - 4:00 p.m.<br>Walk-in service 8:00 a.m. - 1:00 p.m. and by appointment |
| Location: | No. 1 Capitol District Building (Hemmeter Building)<br>250 South Hotel Street, 4th Floor, Ewa Wing |

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# CITIZEN PARTICIPATION FACTSHEET

***1. When does the Legislature convene? And how long is a legislative session?***

According to Article III, Section 10 of the Hawaii State Constitution, "The legislature shall convene annually in regular session at 10:00 o'clock a.m. on the third Wednesday in January." Regular sessions are limited to a period of 60 working days, which exclude Saturdays, Sundays, holidays, and designated recess days.

***2. When does each house of the Legislature meet?***

Generally, the floor sessions of each house of the Legislature take place at either 11:30 a.m. or 12:00 noon daily during the regular session unless otherwise ordered by the House Speaker or Senate President. Floor sessions are held in the respective house chambers, located on the entry level of the State Capitol.

***3. When do the standing committees of the House and Senate meet?***

The House morning bracket standing committees ("B" bracket committees) usually begin their meetings at 8:30 a.m. on their designated meeting days and 9:00 a.m. on Saturdays, if necessary. And the afternoon bracket standing committees ("A" bracket committees) usually meet at 2:00 p.m. and 7:00 p.m. on their designated meeting days and 1:00 p.m. on Saturdays, if necessary.

The Senate "A" bracket standing committees usually begin their meetings at 8:30 a.m., Monday through Friday. Senate "B" bracket standing committees usually meet at 1:15 p.m. or 2:45 p.m. on Monday, Wednesday, and Friday. The Senate "C" bracket committees usually meet on Tuesday and Thursday at 1:15 p.m. or 2:45 p.m. and may meet on Saturdays at the same times, if necessary.

House and Senate committees convene in accordance with hearing notices issued at least 48 hours prior to each committee hearing.

***4. Can I use the internet to retrieve the text of bills and other documents electronically?***

Yes. For access to legislative information, log on to the Hawaii State Legislature website at: *www.capitol.hawaii.gov.*

***5. How can I get on a committee's mailing, fax, or e-mail list?***

An e-mail notification system is available through the Hawaii State Legislature website at *www.capitol.hawaii.gov*. Click on the link "Bill Status & Documents". Then click on "Subscribe to Hearing Notices by e-mail". If you do not have internet access, you may call or write a letter to the appropriate committee chair's office to be placed on the committee's mailing list. The Senate Sergeant-at-Arms Office also provides delivery of testimony via fax. Please contact the Senate Sergeant-at-Arms at (808) 586-6725 to be placed on the committee's mailing or fax list.

***6. Where do I obtain copies of bills and resolutions if I do not have internet access? Is there a charge for copies?***

Free copies of **House** bills and resolutions can be obtained by contacting:

SESSION (January through April):

**House Printshop**
State Capitol, Room 012B
Hours of Operation:

| | |
|---|---|
| Monday - Friday | 8:00 a.m. - 6:00 p.m. |
| Saturday | 9:00 a.m. - 1:00 p.m. |

Telephone:

| | |
|---|---|
| Oahu: | 586-6590/6591 |
| Neighbor Islands: | 1-800-468-4644 then press "66590" or "66591" |

Fax: 587-0846

INTERIM (May through December):

**House Chief Clerk's Office**
State Capitol, Room 027

Hours of Operation:
Monday - Friday 7:30 a.m. – 5:30 p.m.

Telephone:

| | |
|---|---|
| Oahu: | 586-6400 |
| Neighbor Islands: | 1-800-468-4644 then press "66400" |

Fax: 586-6401

The public may obtain copies of legislation from the House Printshop through its service window during normal hours of operation.

Free copies of **Senate** bills and resolutions can be obtained by contacting:

SESSION (January through April):

**Senate Document Center**
State Capitol, Room 012A
Hours of Operation:

| | |
|---|---|
| Monday - Friday | 8:00 a.m. - 6:00 p.m. (closed on holidays) |
| Saturday | 9:00 a.m. - 1:00 p.m. (subject to change) |

Telephone:

| | |
|---|---|
| Oahu: | 586-6755 |
| Neighbor Islands: | 1-800-468-4644 then press "66755" |

Fax: 586-6739

INTERIM (May through December):

**Senate Document Center**
State Capitol, Room 012A
Hours of Operation:

| | |
|---|---|
| Monday - Friday | 8:00 a.m. - 4:30 p.m. |

Telephone:

| | |
|---|---|
| Oahu: | 586-6755 |
| Neighbor Islands: | 1-800-468-4644 then press "66755" |

| | |
|---|---|
| Fax: | 586-6739 |

The public may obtain copies of legislation from the Senate Document Center through its service window during normal hours of operation.

Also, both houses will fax legislative documents to individuals, organizations, and government agencies. A maximum of ten pages will be faxed per request. Requests for faxed copies to out-of-state fax numbers will be made if a toll-free number is provided. Contact the House Print Shop or the Senate Document Center to request a faxed document.

### *7. How can I get information on the status of a bill or resolution?*

To obtain online information on the status of measures, log on to the Hawaii State Legislature website at: *www.capitol.hawaii.gov* and click on "Bill Status & Documents" and follow the directions provided. If you don't know the bill number you can find it using a "text search."

If you know the measure's committee referral you may wish to contact the committee chair's office. You may also contact your district representative or senator, the House Chief Clerk's Office for House measures (586-6400), or the Senate Chief Clerk's Office for Senate measures (586-6720). You may also call the Public Access Room at the phone numbers listed in item 9 below. From the Neighbor Islands call 1-800-468-4644, then press the last five digits of the phone number of the office that you wish to contact.

### *8. How do I submit testimony for a public hearing?*

For the House, testimony should be delivered to the committee vice chair's office or faxed to the number provided on the committee's hearing notice. Additionally, testimony for the House can be e-mailed to the lead committee's e-mail address (please see pgs. 23 - 24 for House Committee testimony e-mail addresses).

For the Senate, testimony should be delivered to the committee chair's office. Additionally, testimony for the Senate may be e-mailed to Testimony@capitol.hawaii.gov or it may be faxed to 586-6659 (Neighbor Islands: 1-800-586-6659).

***Please deliver or e-mail testimony at LEAST 24 hours prior to the scheduled public hearing even if you plan to be at the hearing.***

***9. While I am at the State Capitol, are there any work areas available for me to use to prepare testimony or to organize my materials?***

The Public Access Room located in Room 401 of the State Capitol is equipped with computer terminals, copies of legislative documents, reference materials, a fax machine, telephones, a Telecommunications Device for the Deaf/text teletypewriter (TDD/TTY) telephone (587-0749), and a copy machine. Copies can also be made in the Legislative Information Systems Office located in room 413 of the State Capitol.

The Public Access Room hours during the 2009 legislative session are:

| | |
|---|---|
| Monday-Friday: | 8:00 a.m. - 6:00 p.m. |
| Saturdays: | 8:00 a.m. - 2:00 p.m. |

The Public Access Room staff holds classes on the legislative process, reading legislative documents, writing and presenting testimony, and using relevant legislative websites. To obtain a class schedule or to request special training for your group or organization, call:

| | |
|---|---|
| Oahu: | 587-0478 |
| Neighbor Islands: | 1-800-468-4644 then press "70478" |

***10. Are there any services for the physically challenged during public hearings of the Legislature?***

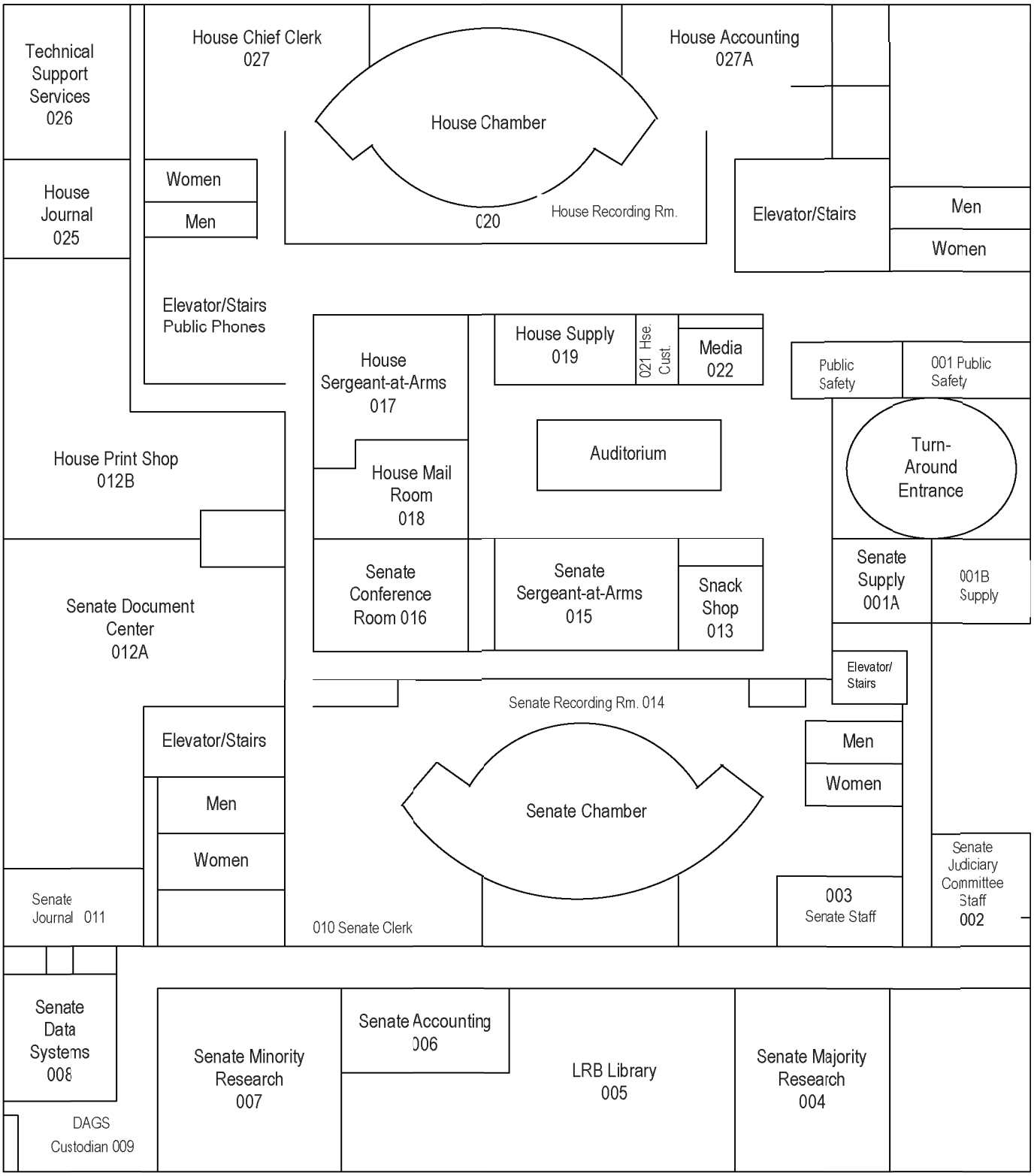
If you require special assistance or auxiliary aids and/or services to participate in the public hearings of the Legislature (e.g., a sign language interpreter, wheelchair accessibility, or parking designated for the disabled), contact the committee clerk of the particular committee that is holding the hearing <u>at least 24 hours before</u> the hearing. There is also a TDD/TTY in the Public Access Room. For TDD/TTY services, call 587-0749.

***11. Where can I park if I want to visit the State Capitol?***

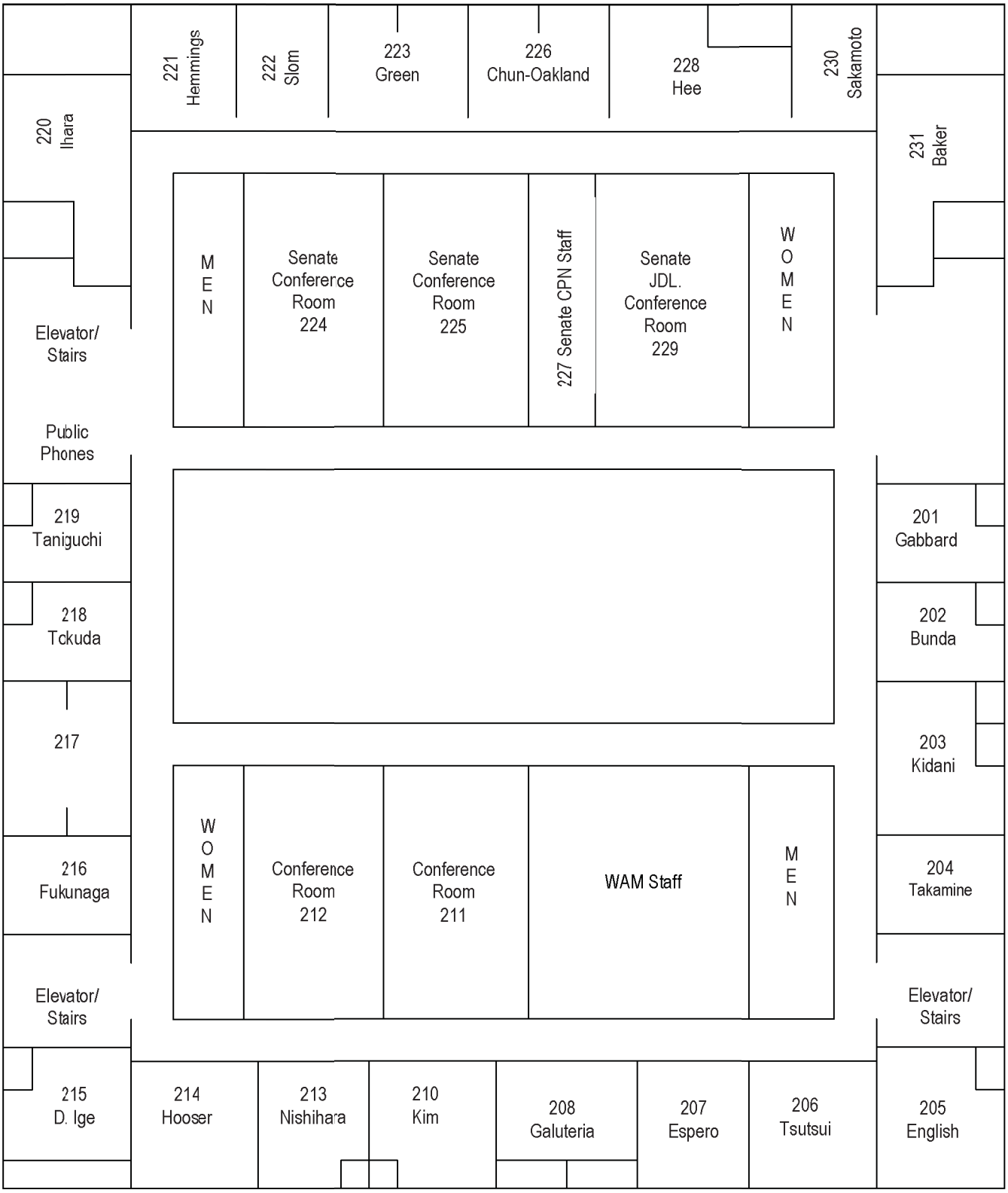
There are a limited number of metered parking stalls in the State Capitol underground parking garage (accessible via Miller Street off of Punchbowl Street). Be sure to park only in the metered stalls. All other stalls are assigned to government officials and their staffs. Unauthorized vehicles are subject to towing at the owner's expense. If the public metered parking at the State Capitol is full, you may want to check the outdoor metered stalls on the nearby Iolani Palace grounds, accessible from the mauka side of King Street, right before the Hawaii State Library. There is also limited metered street parking on Punchbowl Street and Richards Street.

Makai Mauka

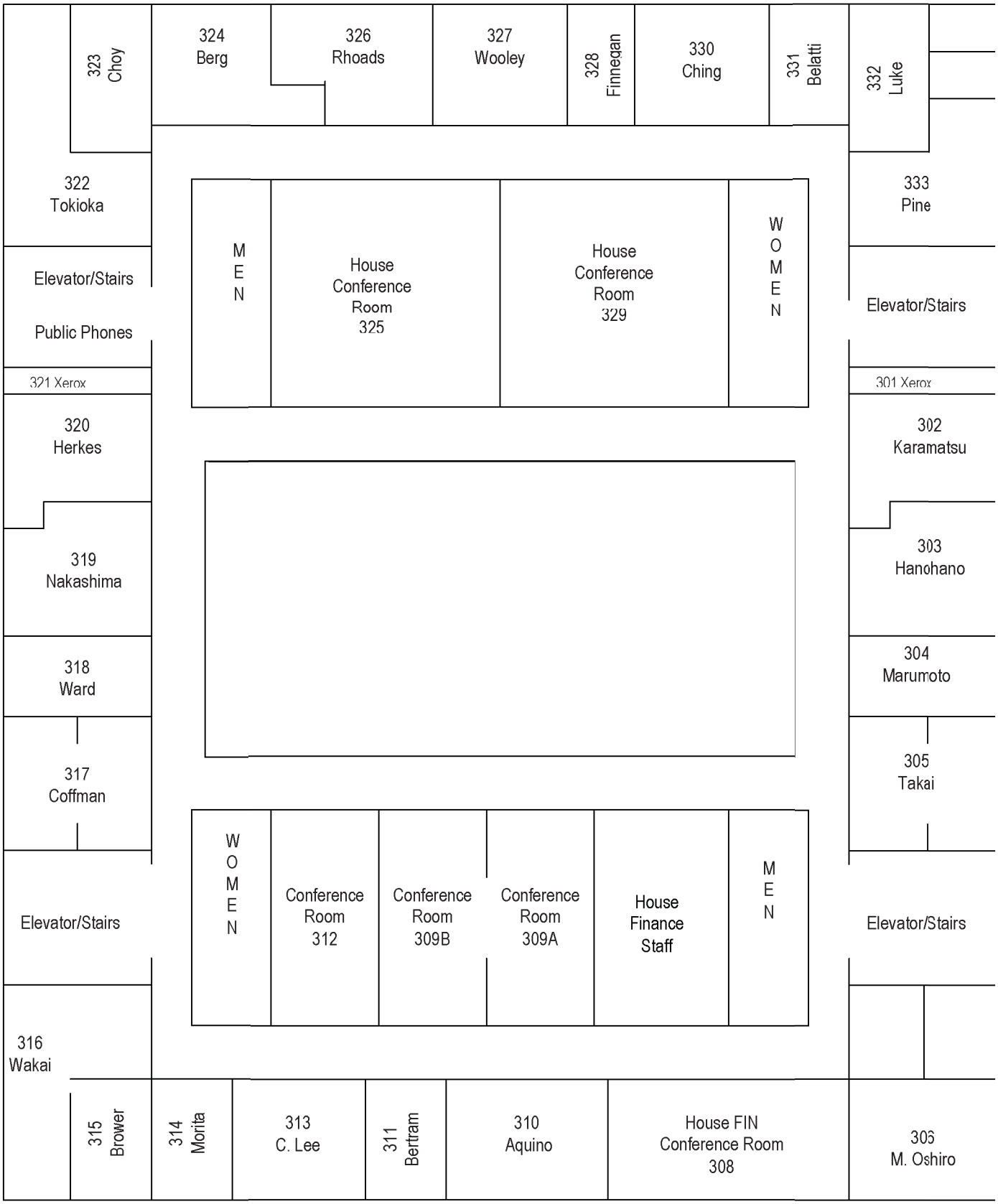
# STATE CAPITOL
# CHAMBER FLOOR



# STATE CAPITOL
# SECOND FLOOR

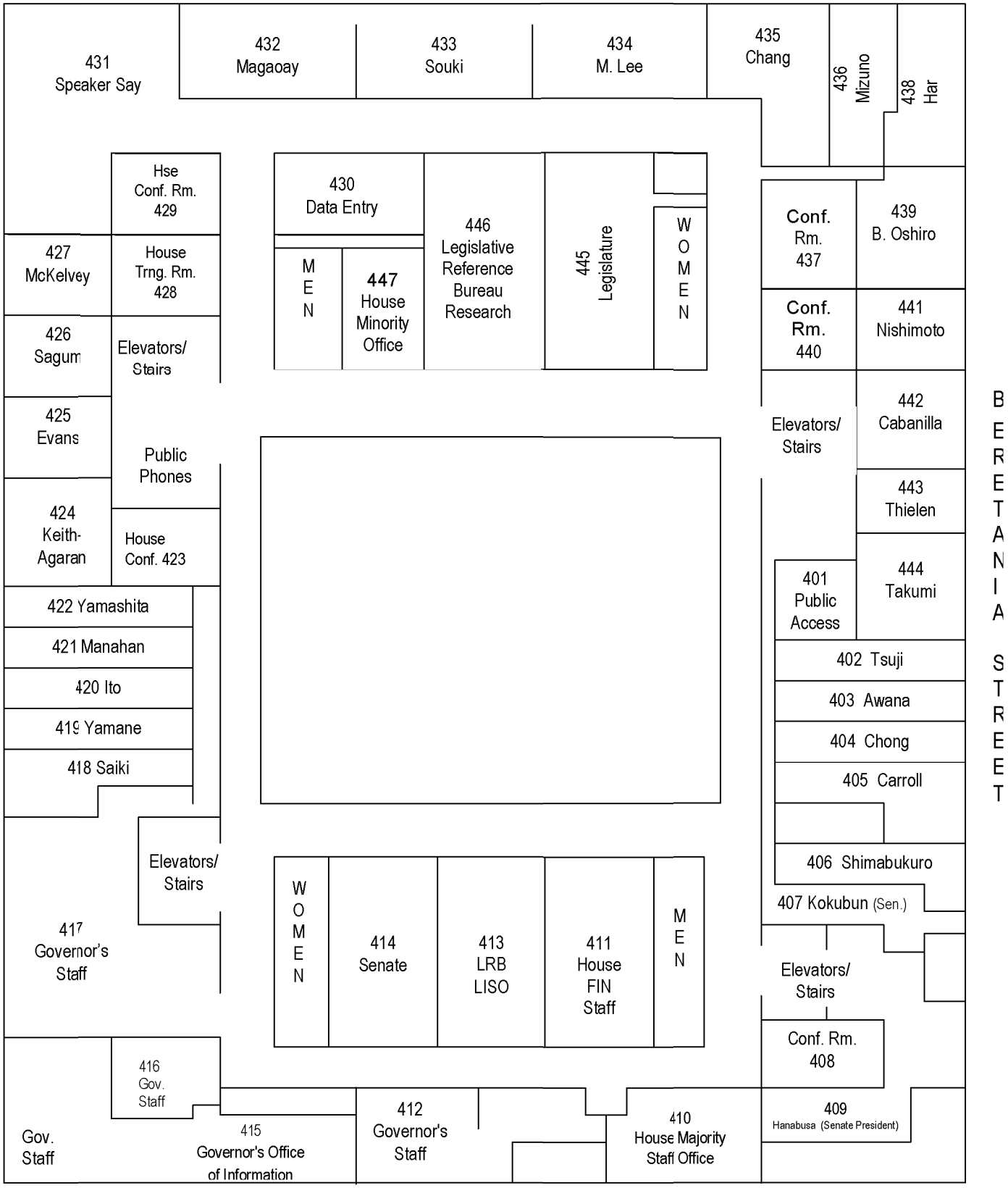


# STATE CAPITOL
# THIRD FLOOR



Makai Mauka

# STATE CAPITOL
# FOURTH FLOOR

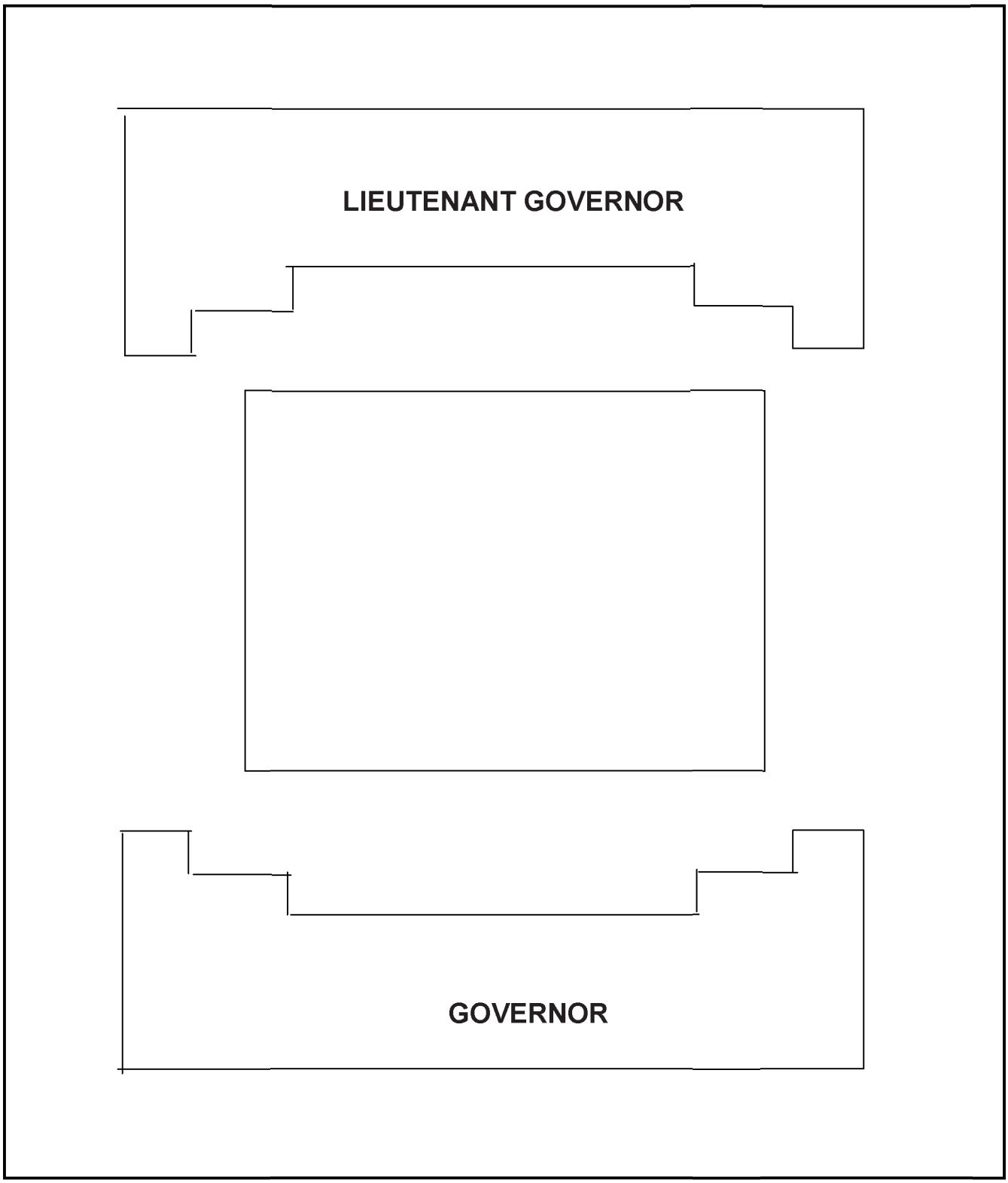


STATE CAPITOL

# FIFTH FLOOR

Makai Mauka

RICHARDS STREET




BERETANIA STREET

PUNCHBOWL STREET

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# HELPFUL LEGISLATIVE ACRONYMS AND ABBREVIATIONS

## A

| | |
|---|---|
| AG | Attorney General (Department of the Attorney General) |
| AGR | House Committee on Agriculture<br>-OR-<br>The budgetary program identification for the Department of Agriculture |
| AGS | The budgetary program identification for the Department of Accounting and General Services |
| ATG | The budgetary program identification for the Department of the Attorney General |

## B

| | |
|---|---|
| B&F | Department of Budget and Finance |
| BED | The budgetary program identification for the Department of Business, Economic Development, and Tourism |
| BOE | Board of Education |
| BOH | Board of Health |
| BOR | Board of Regents (University of Hawaii) |
| BR | By Request |
| BUF | The budgetary program identification for the Department of Budget and Finance |

## C

| | |
|---|---|
| CCA | The budgetary program identification for the Department of Commerce and Consumer Affairs |
| C.D. | Conference Draft |
| CIP | Capital improvement project |
| CPC | House Committee on Consumer Protection and Commerce |
| CPN | Senate Committee on Commerce and Consumer Protection |

## D

| | |
|---|---|
| DAGS | Department of Accounting and General Services |
| DBEDT | Department of Business, Economic Development, and Tourism |
| DCCA | Department of Commerce and Consumer Affairs |

## D (cont.)

| | |
|---|---|
| DEF | The budgetary program identification for the Department of Defense |
| DHHL | Department of Hawaiian Home Lands |
| DHRD | Department of Human Resources Development |
| DHS | Department of Human Services |
| DLIR | Department of Labor and Industrial Relations |
| DLNR | Department of Land and Natural Resources |
| DOA | Department of Agriculture |
| DOD | Department of Defense |
| DOE | Department of Education |
| DOH | Department of Health |
| DOT | Department of Transportation |
| DOTAX | Department of Taxation |
| DPS | Department of Public Safety |

## E

| | |
|---|---|
| EBM | House Committee on Economic Revitalization, Business, and Military Affairs |
| EDN | House Committee on Education<br>-OR-<br>The budgetary program identification for the Department of Education |
| EDH | Senate Committee on Education and Housing |
| EDT | Senate Committee on Economic Development and Technology |
| EEP | House Committee on Energy and Environmental Protection |
| EIS | Environmental Impact Statement |
| ENE | Senate Committee on Energy and Environment |
| EOA | Executive Office on Aging |

## F

| | |
|---|---|
| FB | Fiscal biennium |
| FIN | House Committee on Finance |
| FY | Fiscal year |

## G

| | |
|---|---|
| GOV | The budgetary program identification for the Office of the Governor |

## H

| | |
|---|---|
| HAR | Hawaii Administrative Rules |
| HAW | House Committee on Hawaiian Affairs |
| H.B. | House Bill |
| HCDA | Hawaii Community Development Authority |
| H.C.R. | House Concurrent Resolution |
| H.D. | House Draft |
| HED | House Committee on Higher Education |
| HHL | The budgetary program identification for the Department of Hawaiian Home Lands |
| HLT | House Committee on Health |
| HMIA | House Minority Attorney's Office |
| HMS | The budgetary program identification for the Department of Human Services<br>-OR-<br>Senate Committee on Human Services |
| HMSO | House Majority Staff Office |
| HPERB | Hawaii Public Employment Relations Board |
| H.R. | House Resolution |
| HRD | The budgetary program identification for the Department of Human Resources Development |
| HRE | Senate Committee on Higher Education |
| HRS | Hawaii Revised Statutes |
| HSCR | House Standing Committee Report |
| HSG | House Committee on Housing |
| HTH | Senate Committee on Health<br>-OR-<br>The budgetary program identification for the Department of Health |
| HUS | House Committee on Human Services |

## J

| | |
|---|---|
| JGO | Senate Committee on Judiciary and Government Operations |
| JUD | House Committee on Judiciary |

## L

| | |
|---|---|
| LAB | House Committee on Labor and Public Employment |
| LBR | The budgetary program identification for the Department of Labor and Industrial Relations<br>-OR-<br>Senate Committee on Labor |
| LG | Lieutenant Governor |
| LISO | Legislative Information Systems Office of the Legislative Reference Bureau |
| LMG | House Committee on Legislative Management |
| LNR | The budgetary program identification for the Department of Land and Natural Resources |
| LRB | Legislative Reference Bureau |
| LTG | The budgetary program identification for the Office of the Lieutenant Governor |

## O

| | |
|---|---|
| OCCC | Oahu Community Correctional Center |
| OHA | Office of Hawaiian Affairs |
| OP | Office of Planning |

## P

| | |
|---|---|
| PBS | House Committee on Public Safety |
| PPB | Planning, Programming, and Budgeting |
| PSD | The budgetary program identification for the Department of Public Safety |
| PSM | Senate Committee on Public Safety and Military Affairs |
| PUC | Public Utilities Commission |

## S

| | |
|---|---|
| S.B. | Senate Bill |
| S.C.R. | Senate Concurrent Resolution |
| S.D. | Senate Draft |
| SFCA | State Foundation on Culture and the Arts |
| SHPDA | State Health Planning and Development Agency |
| SLH | Session Laws of Hawaii |
| S.R. | Senate Resolution |
| SSCR | Senate Standing Committee Report |

## T

| | |
|---|---|
| TAX | The budgetary program identification for the Department of Taxation |
| TCI | House Committee on Tourism, Culture, and International Affairs |
| TIA | Senate Committee on Transportation, International, and Intergovernmental Affairs |
| TRN | House Committee on Transportation<br>-OR-<br>The budgetary program identification for the Department of Transportation |
| TSM | Senate Committee on Tourism |

## U

| | |
|---|---|
| UCC | Uniform Commercial Code (Chapter 490, Hawaii Revised Statutes) |
| UH | University of Hawaii |
| UOH | The budgetary program identification for the University of Hawaii |

## W

| | |
|---|---|
| WAM | Senate Committee on Ways and Means |
| WLO | House Committee on Water, Land, and Ocean Resources |
| WR | With reservations |
| WTL | Senate Committee on Water, Land, Agriculture, and Hawaiian Affairs |