OFFICE OF THE MAYOR
CITY AND COUNTY OF HONOLULU

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KIRK CALDWELL
MAYOR

EMBER LEE SHINN
MANAGING DIRECTOR

GEORGETTE T. DEEMER
DEPUTY MANAGING DIRECTOR

April 26, 2013

The Honorable Ernest Y. Martin, Chair
and Members
Honolulu City Council
530 South King Street, Room 202
Honolulu, Hawaii 96813

RECEIVED
CITY CLERK
C & C OF HONOLULU
2013 APR 26 AM 11:51

Dear Chair Martin and Councilmembers:

Pursuant to Section 9-205 of the Revised Charter of the City and County of Honolulu, I hereby appoint, subject to confirmation by your Honorable Body, Denise K. Sugihara as a member of the Grants In Aid Advisory Commission. Ms. Sugihara will serve for a term to expire on January 14, 2016. I would appreciate your favorable consideration of Ms. Sugihara's appointment and request adoption by the City Council in the most expedient manner possible.

I have enclosed Ms. Sugihara's personal information form for your review. For any general inquiries you may have regarding this appointment, please contact my executive assistant, Justin Gruenstein, at 768-6603.

Sincerely,

Kirk Caldwell
Mayor

Enclosure

cc: Ms. Denise K. Sugihara
Department of Community Services
Ethics Commission

MAYOR'S MESSAGE 67

CITY AND COUNTY OF HONOLULU
NOMINEE/APPOINTEE FORM

1. Position Nominated to: Grants in Aid Advisory Commission

2. Name: Denise (Dee) K Sugihara
(First) (Middle) (Last)

3. Are you a citizen of the United States? Yes ✓ No___

Are you a resident of the City and County of Honolulu? Yes ✓ No ___
If yes, how long 3yrs

Are you a registered voter in the City and County of Honolulu? Yes ✓ No ___
[Please attach Certificate of Voter Registration issued by the Honolulu City Clerk located in Room 100 of Honolulu Hale. City Clerk's office can be reached at 768-3810.]

4. Occupation: Union Agent IV

5. Name and address of employer or firm: HGEA 888 Mililani Street Honolulu, Hi

6. Does your employer do any business with the City and County of Honolulu?
Yes ✓ No ___ If yes, state the nature of business and approximate dollar amount in the last five years: Union / Collective Bargaining

7. Do you or does any member of your immediate family hold office or own stock in any firm?
Yes ___ No ✓

8. Does the firm do business with the City and County of Honolulu? Yes ___ No ___
If yes, provide details including the name(s) of the firm:

9. Do you have any part-time employment, professional activity, or financial interests other than those indicated in the previous question? Yes ___ No ✓
If yes, provide details:

10. Do you foresee any possible conflict between your present work, financial investments, business transactions or any other activity which would be incompatible with the proper discharge of your official duties or hinder you from effectively carrying out the duties for which you have been appointed? Yes ___ No ✓

11. Are any members of your family employed by the City and County of Honolulu or any attached agency? Yes ___ No ✓ If yes, please specify the department and division:

12. Are there any incidents in your past that may jeopardize your nomination
Yes ___ No ✓

13. Have you ever been convicted of a felony? If yes, provide details:
NO

14. Education: 1992 BS/Bus. Admin/CIS

15. Provide a summary of major work experience for the last ten (10) years. Begin with your present job including military (attach additional sheets if necessary or resume):
12/2010 to present HGEA
1/2000 to 12/2010 Dept. of Human SVS Medquest/First to WOTK
5/1992 to 1999 Hi Fed & State EFCU Hilo

16. Community activities, etc. (also list any service on any other board or commission Federal, State or County): various Volunteer WOTK, ProBOW/ Committee, Be My Voice Hawaii, Hawaii Labor Health Care

17. Have you ever been a member of a board or commission with the City and County of Honolulu?
Yes ___ No ✓ If yes, provide name(s) of board/commission:

18. Will you be able to commit to the full term of this appointment? Yes ✓ No ___

19. Will you be able to commit to meeting dates and times? Yes ✓ No ___

20. Are you regularly away from Honolulu? Yes ___ No ✓ If yes, please explain:

21. Are you willing to make a confidential financial disclosure to the city Ethics Commission upon appointment and yearly thereafter? Yes ✓ No ___

22. What do you understand to be the prime duties of your county appointment?
Develop standards/procedures for recommending & recommend where to grant funds to provide services for economically or socially disadvantaged populations or to support services in areas of culture & arts, economic dev & env.

The above statements made by me are true, complete, and correct to the best of my knowledge and belief and are made in good faith.

(Signature) 4/26/13 (Date)

The completed form and any attachment(s) will be posted by the City Clerk and available on the City's DocuShare Website.

Office of the City Clerk

CITY AND COUNTY OF HONOLULU
STATE OF HAWAII

Certificate

I, Bernice Mau, City Clerk of the City and County of Honolulu, State of Hawaii do hereby certify that,

DENISE SUGIHARA

a resident of the City and County of Honolulu, State of Hawaii is a duly registered elector (voter) of the

Precinct 03 Representative District 42, State of Hawaii

Affidavit No. 1206413 Registration Date: 02/17/2012

Birth Date: [redacted]

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City and County of Honolulu to be affixed this 26 April 2013.

Bernice K. N. Mau

Signature of Elector

City Clerk
City and County of Honolulu
State of Hawaii