

OFFICE OF THE MAYOR
CITY AND COUNTY OF HONOLULU

530 SOUTH KING STREET, ROOM 300 • HONOLULU, HAWAII 96813
PHONE: (808) 768-4141 • FAX: (808) 768-4242 • INTERNET: www.honolulu.gov



KIRK CALDWELL
MAYOR

ROY K. AMEMIYA, JR.
MANAGING DIRECTOR

GEORGETTE T. DEEMER
DEPUTY MANAGING DIRECTOR

August 24, 2016

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

RECEIVED
CITY CLERK
CITY OF HONOLULU
2016 AUG 24 AM 11:49

Dear Chair Martin and Councilmembers:

Pursuant to Section 13-103(b) of the Revised Charter of the City and County of Honolulu, I hereby reappoint, subject to confirmation by your Honorable Body, Jerald K. Dolak as a member of the Citizens Advisory Commission on Civil Defense. Mr. Dolak will serve for a term to expire on March 31, 2021. I would appreciate your favorable consideration of Mr. Dolak's reappointment and request adoption by the City Council in the most expedient manner possible.

I have enclosed Mr. Dolak'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,

A handwritten signature in black ink, appearing to read "Roy K. Amemiya, Jr.", is written over the printed name.

Kirk Caldwell
Mayor

FOR

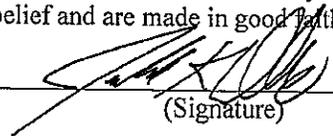
Enclosure

cc: Mr. Jerald K. Dolak
Department of Emergency Management
Citizens Advisory Commission on Civil Defense
Ethics Commission

14. Have you ever been convicted of a felony? If yes, provide details:
No
15. Education:
BS in Science--Business Management
Certified Protection Professional--ASIS International 11418
16. 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):
Director of Security & Safety
Security & Safety Specialist
(Resume Attached)
17. Community activities, etc. (also list any service on any other board or commission Federal, State or County):
President of the Hawaii Hotel Visitor Industry Security Association
18. 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:
Citizens Advisory Commission on Civil Defense
19. Will you be able to commit to the full term of this appointment? Yes No
20. Will you be able to commit to meeting dates and times? Yes No
21. Are you regularly away from Honolulu? Yes No If yes, please explain:

22. Are you willing to make a confidential financial disclosure to the city Ethics Commission upon appointment and yearly thereafter? Yes No
23. What do you understand to be the prime duties of your county appointment?
Promote community understanding and interest pertaining to civil defense and
Emergency Management

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)

7/12/2016

 (Date)

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

Jerald K. Dolak, CPP

DIRECTOR OF SECURITY & SAFETY

Outrigger Hotels Hawaii

2008-Present

Directs and oversees the implementation of all security programs, including Security contractor, for the purpose of providing protection and a sense of well being to all guests and employees.

Maintains the company's Safety & Health Program and Emergency Response Plan.

- Ensures compliance with all policies, procedures, laws and ordinances for guests and employees on property.
- Acts as the liaison to all departments on security and safety measures, procedures, and needs.
- Oversees the preparation of security reports and investigations.
- Facilitates the company's Safety & Health Program by providing training resources, property inspections and consultation.
- Interprets, identifies, and enforces compliance with OSHA, HIOSH, and fire code regulations.
- Maintains the company Emergency Manual and response plans.
- Plan and execute emergency tabletop exercises and drills.
- Provide and certify employees with CPR, AED, and First Aid Training.
- Maintains a working relationship with local and federal Law Enforcement Agencies
- Verifies all outrigger owned and managed properties in Hawaii possess current permits required by the State regulating entities for Life Safety Equipment
- Coordinate and approve crime scene clean-up with contactor.
- Provide properties with consultation on security camera purchases, positioning, maintenance and expansion.

SECURITY & SAFETY SPECIALIST

Outrigger Hotels & Resorts/OHANA Hotels & Resorts

1988-2008

Experienced in Security Management, Safety Program Management, and Business Continuity

- Developed and coordinates the company's current Safety & Health Program
- Re-organized and maintains the company Crisis & Emergency Manual
- Interpreted, identified, and enforced compliance with HIOSH and fire code regulations
- Trained an average of 800 employees annually in HIOSH mandated training
- Certified an average of 150 employees annually in CPR and First Aid
- Coordinated and supervised semi-annual fire drills for 14 hotels
- Conducted security and safety surveys for 16 properties
- Oversaw and coordinated crime scene cleanup
- Held previous positions as Investigator and Security Supervisor

FIRST-CLASS PETTY OFFICER

United States Navy

Jan 1984-Nov 2004

Served four years of active duty as a Torpedoman on a Fast Attack Nuclear Submarine. Served seventeen years as a Navy Reservist including one-year of active duty after September 11, 2001 as a Military Police Officer.

- Held a Secret Security Clearance
- Unit Leading Petty Officer and Training Officer
- Qualified with 9mm handgun, shotgun, pepper spray, baton, and handcuffs
- Held the collateral position as Nuclear Weapons Security Officer

PROFESSIONAL AFFILIATIONS

- ASIS International—Chapter Chairman 2004-2007, Hawaii Regional VP 2008-2012
- Hawaii Hotel Visitor Industry Security Association (HHVISA)—President
- Council of Police & Private Security-Board Member
- Hawaii Joint Police Association—Member

PROFESSIONAL LICENSES AND CERTIFICATIONS

- Certified Protection Professional—ASIS International (11418)
- State of Hawaii Principal Guard License GD 1082

EDUCATION

- Bachelor's Degree in Science—Business Management, University of Phoenix
- Outrigger's Navigating Leadership Excellence Program
- Reid Technique of Interviewing and Interrogation course.
- HIOSH Advanced Safety & Health Program Management
- FEMA Emergency Management course
- Pacific Missile Range Facility Security Force Academy
- Emergency Vehicle Operator's Course (EVOC)
- MK4 Pepper Spray & Collapsible Baton Course

AWARDS

- Recipient of the "Hall of Fame" award by the Hawaii Joint Police Assoc for 2005
- Certificate of Commendation from Kauai Mayor Kusaka for saving a swimmer in distress August 20, 2002
- Outrigger Hotels & Resorts "President's Award" in 1998 , 2000 for Management Excellence
- Outrigger Hotels & Resorts "Po'okela Award 2011" Excellence in Leadership
- Outrigger Hotels & Resorts "Po'okela Award 2014" Exceptional Achievement of Outrigger Values-Equality
- Navy & Marine Corp Achievement Medal in 1996 and 2003 for Professional Achievement and Superior Performance
- Awarded as Sailor of the Quarter during active duty in 2002
- Graduated college with honors
- Hawaii Hotel Security Association Top Cop 1996

COMMUNITY SERVICE

- Citizens Advisory Commission on Civil Defense 2015-Present
- Assistant Scout Master Boy Scout Troop 147 2015-Present
- Assistant Cub Master for Cub Scout Pack 186 from 2010 to 2013
- Providing Security and First Aid Station annually for the Hotel Industry Charity Walk since 1996
- Participated in the Troy Barboza Torch Run annually since 1988 to raise funds for Special Olympics
- Coordinator for the Annual Law Enforcement & Security Appreciation Banquet since 1990
- Blood Bank Super Donor

Office of the City Clerk
CITY AND COUNTY OF HONOLULU
STATE OF HAWAII

Certificate

I, Glen Takahashi, City Clerk of the City & County of Honolulu, State of Hawaii do hereby certify that,

JERALD K. DOLAK

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

Precinct 03 Representative District 31, State of Hawaii

Affidavit No. 8805814 Registration Date: 04/06/1988

Birth Date: 

*In Witness Whereof, I have hereunto set my hand and caused the Seal of the City and County of Honolulu
to be affixed this 22 August 2016.*

Signature Block

Signature of Elector



*Glen Takahashi, City Clerk
City and County of Honolulu
State of Hawaii*



RESOLUTION

RELATING TO THE REAPPOINTMENT OF JERALD K. DOLAK TO SERVE ON THE CITIZENS ADVISORY COMMISSION ON CIVIL DEFENSE OF THE CITY AND COUNTY OF HONOLULU.

WHEREAS, Section 6-104 of the Revised Charter of the City and County of Honolulu 1973 ("Charter"), as amended, establishes a Citizens Advisory Commission on Civil Defense ("Commission") comprised of five members appointed by the Mayor and confirmed by the Council to five-year terms; and

WHEREAS, the Commission has the basic duties of advising the Mayor, the Council, and the Civil Defense Administrator on matters pertaining to civil defense, and promoting community understanding and interest in such matters; and

WHEREAS, by Mayor's Letter, dated August 24, 2016, the Mayor has reappointed Jerald K. Dolak to the Citizens Advisory Commission on Civil Defense; and

WHEREAS, if confirmed by the Council, Jerald K. Dolak, whose initial term expired on March 31, 2016, will serve a term to expire on March 31, 2021; and

WHEREAS, Section 13-103, RCH, which applies to the Citizens Advisory Commission on Civil Defense, requires a member to be a registered voter of the City; and

WHEREAS, the Council has reviewed Jerald K. Dolak's qualifications and character and finds that he qualifies to serve on the Citizens Advisory Commission on Civil Defense and deserves confirmation; now, therefore,

BE IT RESOLVED by the Council of the City and County of Honolulu that it confirms the reappointment of Jerald K. Dolak to the Citizens Advisory Commission on Civil Defense for a term expiring on March 31, 2021; and

BE IT FURTHER RESOLVED that the Council expresses its gratitude and appreciation to Jerald K. Dolak for his willingness to be considered for public service and actively participate in city government; and



CITY COUNCIL
CITY AND COUNTY OF HONOLULU
HONOLULU, HAWAII

No. _____

RESOLUTION

BE IT FINALLY RESOLVED that copies of this Resolution be transmitted to the Mayor, Chair of the Citizens Advisory Commission on Civil Defense, the Director of the Department of Emergency Management, and Jerald K. Dolak.

INTRODUCED BY:

DATE OF INTRODUCTION:

Honolulu, Hawaii

Councilmembers