

GM 315

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The Senate

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HONOLULU, HAWAII 96813

February 22, 2010

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CAROL TANIGUCHI

Stephen H. Reelitz
45-612 Halekou Place
Kaneohe, HI 96744

Dear Mr. Reelitz,

Re: Nomination to the King Kamehameha Celebration Commission

Congratulations on being nominated by Governor Linda Lingle to serve on the King Kamehameha Celebration Commission. To assist the Senate with its confirmation process, I would like to request that you submit the following information to my office by Friday, February 26, 2010.

- (1) A current resume with a list of references; and
- (2) A written statement that addresses the following:
 - (a) Why you wish to continue serving as a member of the King Kamehameha Celebration Commission;
 - (b) Your perception of the role and responsibilities of a member of the King Kamehameha Celebration Commission;
 - (c) Given your understanding of the role and responsibilities of a member of the King Kamehameha Celebration Commission, provide an explanation of your qualifications for the position. Please include a brief statement of your skills, expertise, or knowledge that would specifically aid you in decision-making as a member of the King Kamehameha Celebration Commission.
 - (d) Describe your accomplishments during your term of service thus far, and what you hope to accomplish during this new term?
 - (e) Name three qualities that best describe you and you believe set you apart from other potential candidates. How would the King Kamehameha Celebration Commission benefit from having a member with those qualities?

- (f) Describe your previous experience that you believe would make you an asset to the King Kamehameha Celebration Commission.
- (g) Can you foresee any possible conflicts of interests that could arise during your service on the King Kamehameha Celebration Commission? How would you overcome any possible conflicts of interest?

Your prompt response in providing the requested information will ensure that the Senate confirmation process can proceed in a timely manner.

Mahalo for your cooperation.

Sincerely,



Senator Carol Fukunaga, Chair
Senate Committee on Economic Development and Technology

February 25, 2010

Senator Carol Fukunaga
Senate Committee on Economic Development & Technology
State Capitol Building

Aloha Senator Fukunaga,

Re: Nomination to King Kamehameha Celebration Commission – Stephen Reelitz

Mahalo for the opportunity to respond to your request for information regarding my nomination to the King Kamehameha Celebration Commission. Please also find attached to this email, my current resume and list of references. I trust you'll find everything in order; if I can be of further assistance, please don't hesitate to contact me.

Being of service to the community is a passion of mine. Continuing to serve as a member of the King Kamehameha Celebration Commission (KKCC) would allow me to do just that. In addition, it would provide me with an opportunity to learn and expand my circle of experience. As a member of the KKCC, I see my role as one that continues a long-standing tradition of celebrating this unique Hawaiian statesman in a respectful and honorable way. My responsibility also is to serve the commission and State of Hawai'i in the appropriate manner to build respect in the community for both entities.

Over the years I've served in both volunteer and leadership roles in several community organizations. I've worked with Kane'ohē Little League, AYSO Soccer, Kawaiaha'o Church and the Kamehameha Schools Alumni Association. My professional career has included years of special event planning and implementation, group travel coordination, project work and marketing and promotions. I have extensive experience in public speaking to groups of all sizes as well as experience with budget planning, maintenance and evaluation. I have also served in the past as the coordinator for my current employer, Kamehameha Schools, involvement in the O'ahu celebration activities including the lei draping ceremony and parade. I also served as the chair for the decorated vehicles section of the 2009 parade. Because of my professional and personal activities in the community, I am also very familiar with the other organizations that have representation on the commission and feel that I'm able to work collectively with all members of the KKCC. Collectively, my experience provides me with the skills to make decisions alongside the other commissioners and to be an asset to the KKCC.

My first term of service to the KKCC was short but fruitful. Several of us commissioners are new and it's been great having several veterans to seek advice from and collaborate with. We lost our long-time Arts Program Specialist (APS) and were faced with total elimination of State funding for the commission so the past few months have been tough. We've adopted the Hawaiian saying, E Holomua I Keauhou! – Move forward to the future. It's not just a saying but a mindset of the entire commission. We were able to

hire a new APS and get the office back up and running and we are drawing on all the resources of each member and our partners in DAGS to make the 2010 celebration happen.

The three qualities that I feel would best describe me would be dependable, resourceful and trustworthy. As a volunteer commission, we do not have inexhaustible financial or physical resources so we need to rely on the resourcefulness of all of our commissioners and our APS to continue the celebration and its traditions. In addition, we have to rely on the dependability and trustworthiness of our commissioners and staff member to meet our obligations and goals through consistent attendance, collaborative work effort and with the ability to know that it is a kākou thing – we are together in our words, actions and efforts.

I do not foresee any possible conflicts of interest that could arise during my service as a commissioner.

STEPHEN H. REELITZ

EXPERIENCE

August 2008 – Present Kamehameha Schools Honolulu, HI
Director, Neighbor Island Regional Resource Centers (NIRRC)

- Oversee state-wide support of delivering various KS educational programs and related support unit services in the community.
- Manage five regional offices on Kaua`i, O`ahu, Moloka`i, West Hawai`i & East Hawai`i in their support of KS programs in their communities.
- Supports the state-wide representation of Kamehameha Schools for a variety of programs and topics.
- Network, coordinate and maintain partnerships with community and business groups, social agencies, educational organizations and other Hawaiian organizations.
- Responsible for KS Koa Reforestation Project on KS Keauhou Ranch lands on Hawai`i island.

July 2007 – Present Kamehameha Schools Honolulu, HI
Admissions Manager Kapalama Campus

- Responsible for all aspects of the Admissions process for the K-12 Kapalama Campus program. Duties include:
 - Coordination of application updates and preparation for the Admissions season
 - Coordination of recruitment activities with Admission's leadership team for state-wide advertising and recruitment.
 - Coordinate and supervise Saturday admissions testing and interview sessions.
 - Evaluate various components of the applicant file in preparation for rating and selection.
 - Created, coordinated and conducted Community Information sessions, Parent Orientations, and New Student Orientations for all grade levels.
 - Counseled parents of students that were not admitted to campus program.
 - Trained faculty and staff interviewers and raters for work during the admissions process.
 - Produce various reports as required.
 - Correspond with various constituencies and audiences both verbally and in writing.
- Ensure compliance with KS Admissions policy and guidelines and the application of the KS Admissions preference policy.
- Work with various KS leadership teams and ESS functional units to improve processes to gain operational efficiencies and effectiveness.
- Work with KS Internal Audit to address any recommendations or issues during the Admissions season.
- Coordinate, train and evaluate education services support work by NIRRC, FASS, HHDC, & ASC as they pertain to Admissions.

May 2006 – July 2007 Kamehameha Schools Honolulu, HI
Community Programs Manager

- Responsible for all aspects of the Admissions process for all non-campus programs that have a selective admission process. Duties included:

- Coordinated application updates and preparation for KSM/KSH Summer School, Enrichment, Virtual Strategies Distance Learning, First Nations Futures Program – Kamehameha Fellowship.
 - Oversight of processing of KSH/KSM Summer School applications with coordination with KSH/KSM Admissions offices and campus program offices.
 - Coordinated processing of applications for programs listed above from application distribution, intake, follow up and the application of the KS preference policy.
- Coordinated recruitment efforts for various non-campus based programs and the K-12 Kapalama campus.
 - Coordinated and served as emcee for K-12 Parent Orientations during testing for Kapalama admissions.
 - Participated in the Kapalama K-12 application evaluation process by assisting with testing, interviewing, scoring, and pre-evaluation.
 - Supervised 2 Admission Specialists providing performance appraisals, guidance, coaching, etc.
 - Created quarterly unit reports and assisted in the compilation of statistics for reporting out for the Admissions office.

Feb. 2005 – May 2006 Ke Ali'i Pauahi Foundation Honolulu, HI

Donor Relations Manager

- Cultivated positive relationships with donors through responsive, timely and courteous service.
- Created, planned and implemented donor programs for individuals and various constituency groups to enable the foundation to carry out its mission.
- Developed and implemented donor and scholarship strategies including direct mail appeals, group presentations, personal meetings and special events.
- Responsible for creation and dissemination of foundation publications and represent the foundation at various community events and activities.

Aug. 2004- Feb. 2005 Kamehameha Schools Honolulu, HI

Admissions Specialist

- Served as a liaison between KS Admissions and the community by receiving and responding to inquiries from various constituencies. Coordinated and conducted community information workshops, parent orientation, new student orientation and parent conferences.
- Assisted with coordination of system-wide K-12 testing. Administered testing at all levels as needed, as well as conduct student interviews where necessary. Coordinated testing of out-of-state applicants and requests for special testing accommodations.
- Evaluated secondary school applicants including GPA calculations, scoring teacher evaluations, test score conversions and interviews.

2001- August 2004 Kamehameha Schools Honolulu, HI

Community Relations Specialist

- Served as a liaison between KS and the community by maintaining a network with various Hawaiian organizations, Ali'i Trusts, community groups and all the various communities that KS serves.
- Provided planning & coordination of special events for various KS executives and departments.

Activities have included building & program blessings, dedications and receptions.

- Created, installed and provided representation for KS in exhibit space at many community functions including community open houses, conventions and conferences.
- Provided opportunities for KS classes and groups to interact and learn about the work done by the departments at Kawaiaha'o Plaza and how they support the mission of the organization.

1997-2001 Kamehameha Schools Honolulu, HI

Parent Coordinator, Parents & Alumni Relations

- Served as a liaison between parent groups as well as individual parents and KS. Responsible for presentations to various size audiences on parent involvement and school issues. Also served annually as KS coordinator for ATP fundraiser.
- Served as overall coordinator of KS Alumni Week 2000 & 2001 and administered the complete budget process for the week.
- Created volunteer network consisting of parents, alumni & friends of KS.
- Supported various KS departments with presentations at Open Houses, new invitee orientations and summer new student orientations.
- Served in a supervisory role for various PAR employees.
- Maintained fiscal oversight of Parent Dept. budget and assisted with formulation of annual budget for entire group.

1990-1997 NAPA Distribution Center Hawai'i Waipahu, HI

Marketing Manager

- Coordinated and managed advertising, marketing and promotions for 42 NAPA Auto Parts Stores in Hawai'i and American Samoa.
- Responsible for all aspects of advertising & marketing annual budget of \$1 million including budget formulation, disbursements & reporting.
- Served as an in-house meeting planner for all company meetings.
- Designed and implemented training course for store personnel on store layout, retail product placement, store maintenance and corporate identification.

1987-1990 Balkamp, Inc. Waipahu, HI

District Sales Manager

- Represented largest NAPA manufacturer in Hawai'i retail and wholesale markets.
- Serviced retail NAPA Auto Parts stores with product knowledge training and retail sales training.

1986-1987 Parts Center Hawai'i, Inc. Hilo, HI

Outside Salesperson

- Serviced wholesale customers with products and product knowledge.
- Worked with in-store personnel and store managers on retail training, store layout, product placement and product knowledge.

1978-1986 NAPA Distribution Center Hawai'i Waipahu, HI

Multi-Line Sales Representative, Classification Clerk, Truck Driver & General Warehouseman

SKILLS

Strong working knowledge of MS Word, Excel & PowerPoint. Limited experience with MS Access and Raiser's Edge. 10-key by touch. Strong working knowledge of KS procurement and support systems.

EDUCATION

2005	Hawai'i Pacific University	Honolulu, HI
	■ Bachelor of Arts - Communication with Speech concentration.	
1976-1977	University of Hawai'i-Manoa	Honolulu, HI
	■ Speech Pathology & Audiology	
1975-1976	University of Hawai'i-Hilo	Hilo, HI
	• Speech Pathology & Audiology	
1973-1975	Windward Community College	Kaneohe, HI
	• AA, Liberal Arts	
1969-1973	Kamehameha Schools	Honolulu, HI
	• High School Diploma	
1985-1992	Dale Carnegie Training	Honolulu, HI
	• Management Course	
	• Human Relations Course	
	• 14 time Graduate Assistant	

COMMUNITY ACTIVITIES

Commissioner & Vice Chair – King Kamehameha Celebration Commission 2009-2010
1st Vice President – KS Alumni Association O`ahu Region 2009-2010
Chair – Decorated Vehicles, 2009 King Kamehameha Celebration Floral Parade
President – KS Alumni Association O`ahu Region 2005-2009
Volunteer – College Goal Sunday 2007 to present
KS Board of Advisors 2005 to present
KS Financial Aid workshop volunteer – 2004 to present
Member – KSAA Board of Presidents – 2005 to present
President – KSAA BOP 2006-2007
1st Vice President – KSAA BOD 2005-2007
Treasurer – KSAA O`ahu Region 2004-2005
1973 KS Alumni Class Representative
Volunteer Reader – Read Aloud Program, Blanche Pope Elementary School, Waimanalo 2002
President – Ko`olau Poko Hawaiian Civic Club – 2002-2005
Vice Chair – KS ATP Ho`olaule`a 2002
President & Treasurer – Hawai'i School Public Relations Association – 2001-2006
Overall Chair – KS Alumni Lu`au 2001

Vice President – Ko`olau Poko Hawaiian Civic Club – 2001-2004
Class Parent KS Classes – Class of 2002, Class of 1999 & Class of 1998
President – Kane`ohe Little League
Treasurer – Kane`ohe Little League
Purchasing Agent – Kane`ohe Little League
Kane`ohe Sports Advisory Council
First Vice President – Kapunahala Elementary `Ohana.
Vice President – Kuhai Halau O Kawaikapuokalani Pa `Olapa Kahiko 1978-current

REFERENCES

Mr. Kainoa Daines
Chair, King Kamehameha Celebration Commission
46-306 Kupale Street
Kane`ohe, HI 96744
Work phone 808-926-8510
e-mail kdaines@miramarwaikiki.com

Mr. William Pieper II
President, Kamehameha Schools Alumni Association O`ahu Region
45-530 Mahinui Road
Kane`ohe, HI 96744
Home phone 808-247-1395
e-mail bilypieper@boh.com

Sen. Brickwood Galuteria
12th Senatorial District
Hawai`i State Capitol, Room 208
415 South Beretania Street
Honolulu, HI 96813
Work phone 808-586-6740 fax 808-586-6829
e-mail sengaluteria@capitol.hawaii.gov



**STATE OF HAWAII
DEPARTMENT OF ACCOUNTING
AND GENERAL SERVICES**

P.O. BOX 119
HONOLULU, HAWAII 96810-0119

TESTIMONY
OF
RUSS K. SAITO, COMPTROLLER
DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES
TO THE
SENATE COMMITTEE
ON
ECONOMIC DEVELOPMENT AND TECHNOLOGY
ON
March 5, 2010

G.M. 315, G.M. 284

RELATING TO CONFIRMATION TO THE KING KAMEHAMEHA CELEBRATION
COMMISSION, GUBERNATORIAL NOMINEE, STEPHEN H. REELITZ

Chair Fukunaga and members of the Committee, thank you for the opportunity to testify on G.M. 315 and G.M. 284.

As Director of the Department of Accounting and General Services I strongly support the confirmation of Mr. Stephen H. Reelitz to the King Kamehameha Celebration Commission.

HRS Section 8-5 requires that the Commission have a member from the Kamehameha Schools Alumni Association. Mr. Reelitz is from the Kamehameha Schools Alumni Association. His appointment fulfills the statutory requirement for representation. Mr. Reelitz is also a current contributing member of the Commission.

Thank you for the opportunity to testify on this matter.

LINDA LINGLE
GOVERNOR



RUSS K. SAITO
Comptroller

SANDRA L. YAHIRO
Deputy Comptroller

STATE OF HAWAII
DEPARTMENT OF ACCOUNTING
AND GENERAL SERVICES
P.O. BOX 119
HONOLULU, HAWAII 96810-0119

TESTIMONY
OF
SANDI YAHIRO, DEPUTY COMPTROLLER
DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES
TO THE
SENATE COMMITTEE
ON
ECONOMIC DEVELOPMENT AND TECHNOLOGY
ON
March 5, 2010

G.M. 315, G.M. 284

RELATING TO CONFIRMATION TO THE KING KAMEHAMEHA CELEBRATION
COMMISSION, GUBERNATORIAL NOMINEE, **STEPHEN H. REELITZ**

Chair Fukunaga and members of the Committee, thank you for the opportunity to testify on G.M. 315 and G.M. 284.

As Deputy Director of the Department of Accounting and General Services I **strongly support** the confirmation of Mr. Stephen H. Reelitz to the King Kamehameha Celebration Commission.

I have had the wonderful opportunity to work with Mr. Reelitz for the past 6+ months in his new role as interim Commissioner on the King Kamehameha Celebration Commission. He is committed and passionate about his work as a Commissioner and has put in many extra hours to assist the current Commission Chair to revitalize the Commission and the entire King Kamehameha celebration.

Because the Commission has only one paid staff member, Commissioners must put in many volunteer hours to make the annual King Kamehameha lei draping and parade a successful event. Mr. Reelitz has already demonstrated the desire and motivation to do so.

Thank you for the opportunity to testify on this matter.

Luana Sala
94-1080 Lumi Street
Waipahu, HI 96797

March 2, 2010

Aloha Senator Fukunaga:

I write this testimony in favor of nominating Steve Reelitz for the 4-year term on the King Kamehameha Celebration Committee, representing the Kamehameha Alumni Association.

Very few “guys” today would be called a “swell guy”. Steve is one of them. He is the type of guy that enters the room of a meeting so prepared, that you are amazed that the meeting ends a half hour or an hour earlier than scheduled, and yet you got so much done! Also, whenever you’re “stuck” to find someone really “akamai” to help with an important project – and last minute, you can always count on help from Steve. He doesn’t know what the word “NO” is. He takes over the project, and also “fixes” it!

I’ve known Steve for over 10 years now, not only as a staff member of Kamehameha Schools, but also have had the opportunity to work with him in committees where he has been the Chair Person. It actually is “fun” to be a committee member on his Committees. He prepares things so well - listing all Policies and Procedures, sets up a calendar of events immediately, and designates duties to each member – making everyone feel like they are part of the whole!

Steve is a soft spoken guy, always greets you with a great smile when passing and always knows your name. He shares his volunteer duties with his family - his wife Theresa, and their children.

Mahalo to you, Senator Fukunaga, for giving us the opportunity to speak in behalf of Steve Reelitz. He will always do a good job for you and this Committee.

Sincerely,

Luana Sala
Administrative Coordinator
Kamehameha Schools

fukunaga3 - Doris

From: Pee Wee Ryan [yvryan@ksbe.edu]
Sent: Wednesday, March 03, 2010 4:48 PM
To: EDTTestimony
Subject: King Kamehameha Celebration Committee Nominee Stephen Reelitz

Aloha Senator Fukunaga,

I am writing in support of Stephen Reelitz as the new Commissioner on the King Kamehameha Celebration Committee. Steve & I worked in the travel industry for many years, before joining Kamehameha Schools. In addition, we've both served on the board of the Kamehameha Schools Alumni Association. As a matter of fact, he is the past-president of KSAA-O`ahu Region.

Steve is very efficient, task oriented & an inclusive team-player. He works well with individuals & always looks for ways to gain their support. He'd be a tremendous asset to the commission & quite frankly, he is needed in that capacity. There is so much work to be done with no budget to speak of, & revamping the parade. I just give him credit for wanting to serve.

Please give him your vote of confidence as I know that he will not disappoint the State of Hawai`i.

I appreciate your time & can easily be reached if additional information is required.

Me ke aloha pumehana / pw

Yvonne 'PeeWee' Ryan
Telephone: (808) 523-6275
Facsimile: (808) 524-7013
Email: yvryan@ksbe.edu