



## The Senate

STATE CAPITOL  
HONOLULU, HAWAII 96813

April 1, 2020

Mr. Ryker Wada, Director  
Department of Human Resources Development  
235 S. Beretania St.  
Honolulu, HI 96813

Dear Director Wada:

The Senate Special Committee on COVID-19 asked for your COVID-19 response plan in our memorandum of March 11. We expected the questions asked at our March 31 meeting to have been included in your plan in preparation for the projected levels of threat. In response to the discussion at our March 31st meeting, the Committee requests the following information:

### **Crisis Categorization of State Workers**

- A definition of the three categories of workers during this emergency period: (1) essential, (2) non-essential who are teleworking, and (3) non-essential and not teleworking.
- Your procedure and timeline on getting information on the number of workers in each category by department, including the copy of the request being sent to each agency and a brief explanation on how the information will be used to address the needs of state government during the COVID-19 emergency period.
- The deadline you are giving for departmental response and your deadline to provide the information to this Committee.

### **Redeployment of State Workers**

- All information regarding current planning of the potential redeployment of state workers to different state departments or agencies in response to the COVID-19 virus, including, but not limited to:
  - Statutory authority and legal conditions under which state civil service workers may be redeployed to other agencies,

- An explanation of how the Governor's Emergency Proclamation impacts or could impact Chapter 89,
- Any meetings, past or planned, that DHRD has had regarding planning for a potential suspension of Chapter 89, including with the affected bargaining units,
- Include attendees, minutes, summaries and conclusions from these meetings,
- Copies of current DHRD plans regarding the redeployment of state civil service workers,
- A list of agencies that are in critical need of additional staff to remain functional and respond to the COVID-19 emergency, including but not limited to the number of workers needed; and
- The rationale for potential reimbursement through the federal CARES Act for any redeployment costs directly related to COVID-19 response.

**Emergency and Contingency Planning**

- Copies of DHRD's emergency, contingency and continuity plans.
- Copies of all communications between DHRD and the Senate in March 2020 regarding these plans; and
- Copies of all communications between DHRD and the Governor's Office, HIEMA, or the COVID-19 Incident Command regarding these plans.

Please include directions you have received for the above topics from the Governor's office, and the Department of Budget and Finance.

The committee requests your response by **10:00 a.m., Friday, April 3.**

Please email your response to all Senate Special Committee COVID-19 members. Should you have any questions, please contact Dane Wicker at 586-6639 or via email at [d.wicker@capitol.hawaii.gov](mailto:d.wicker@capitol.hawaii.gov).

Sincerely,

Senator Donovan M. Dela Cruz  
Senator Jarrett Keohokalole  
Senator Michelle N. Kidani  
Senator Donna Mercado Kim  
Senator Sharon Moriwaki  
Senator Kurt Fevella

Cc. Senate President  
All Senators