

HAWAI'I DEPARTMENT OF LAND AND NATURAL RESOURCES

# DLNR ANNUAL REPORT

2023 Achievements | 2024 Goals

*[dlnr.hawaii.gov](http://dlnr.hawaii.gov)*





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# A Message from the Chairperson



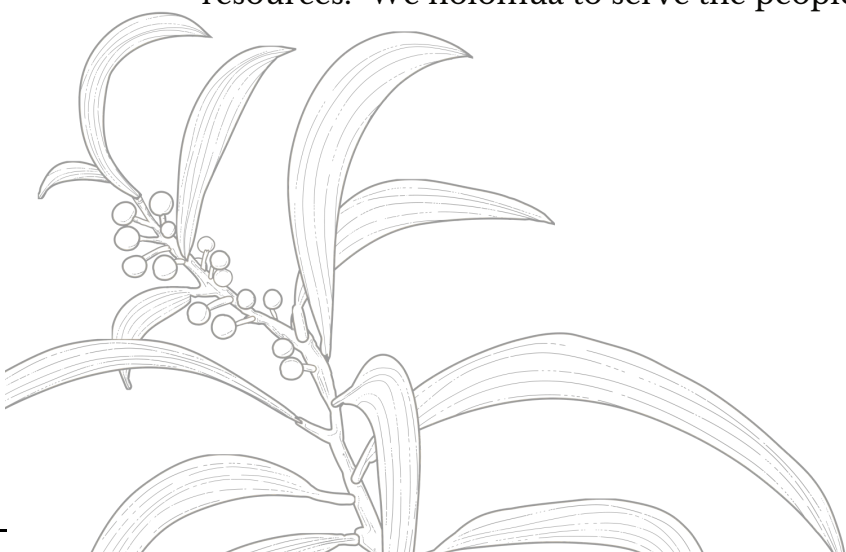
Aloha Mai Kākou,

It is with great pride and humility that I present the Department of Land and Natural Resources (DLNR) inaugural Annual Report, highlighting our 2023 achievements, and presenting our 2024 goals. In reflecting upon the events of 2023, while it has been challenging, it has also been a year of opportunities. DLNR and the Department of Agriculture (DOA) worked together to implement Act 90, the transfer of leases from DLNR to DOA. The DLNR Division of Conservation & Resources Enforcement graduated 41 new recruits, now serving statewide. With legislative authorization, the Division of State Parks is able to enter into leases with ‘aina based partners, like Hui Maka‘āinana o Makana to steward Hā‘ena State Park.

However, in August, the unprecedented Maui wildfires challenged us to mobilize our available resources to assist Lahaina during the recovery, from Division of Aquatic Resources’ divers taking nearshore water samples, Division of Forestry and Wildlife foresters swiftly responding to the forest wildfires, Division of Boating and Ocean Recreation assisting with the Lahaina Harbor recovery, and State Historic Preservation Division assessing the impacts to the Lahaina historic district. The DLNR Communications Office provided its entire staff to support Maui County and State of Hawai‘i media communications needs. Everyone responded with resolve and compassion.

On behalf of the dedicated and passionate DLNR staff, we extend our gratitude to Governor Green, the Hawai‘i State Legislature, and our many community partners who have supported our mission to continue to preserve and protect our cultural and natural resources. We holomua to serve the people of Hawai‘i.

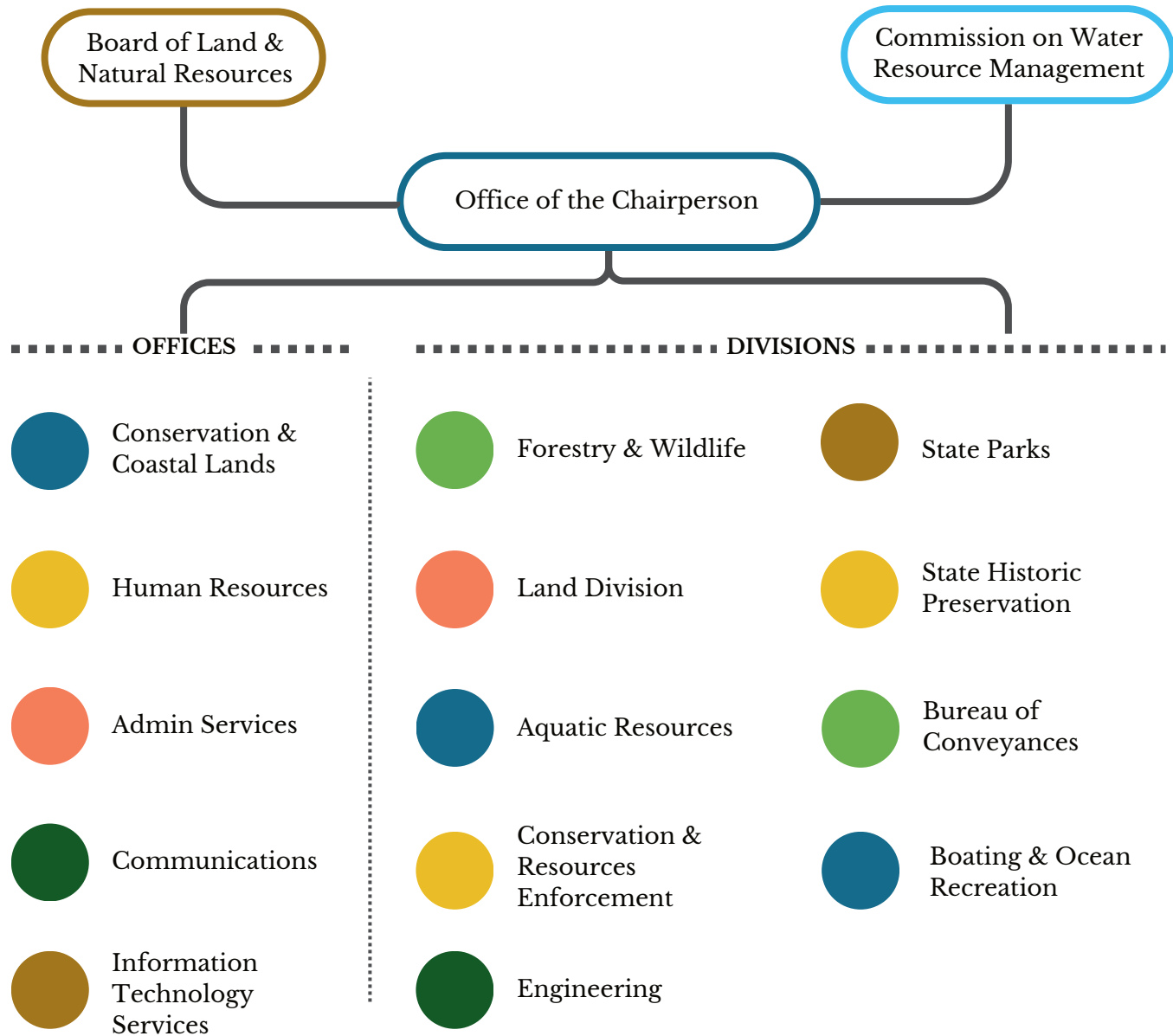
Me ka mahalo piha,  
Dawn N.S. Chang  
Chairperson

A decorative line drawing of a plant with long, narrow leaves and small round berries, located at the bottom left of the page.





# Organizational Chart



## OUR MISSION

To enhance, protect, conserve and manage Hawai'i's unique and limited natural, cultural and historic resources held in public trust for current and future generations of the people of Hawai'i nei, and its visitors, in partnership with others from the public and private sectors.



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# 2023 Board of Land and Natural Resources (BLNR)



*Riley Smith*



*Doreen Nāpua Canto*



*Karen Ono*



*Aimee Keli'i Barnes*



*Vernon Char*



*Wesley "Kaiwi" Yoon*

The Board of Land and Natural Resources (BLNR) is composed of seven members: one from each of the four land districts (O'ahu, Hawai'i Island, Maui Nui, Kaua'i), two at large, and the Chair, who is also the executive head of the Department of Land and Natural Resources. Members are nominated by the Governor and, with the consent of the Senate, appointed for a four-year term.

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# 2023 Commission on Water Resource Management (CWRM)



*Kenneth S. Fink*



*Neil Hannahs*



*Aurora Kagawa-Viviani*



*Wayne K. Katayama*



*Paul J. Meyer*



*Lawrence H. Miike*

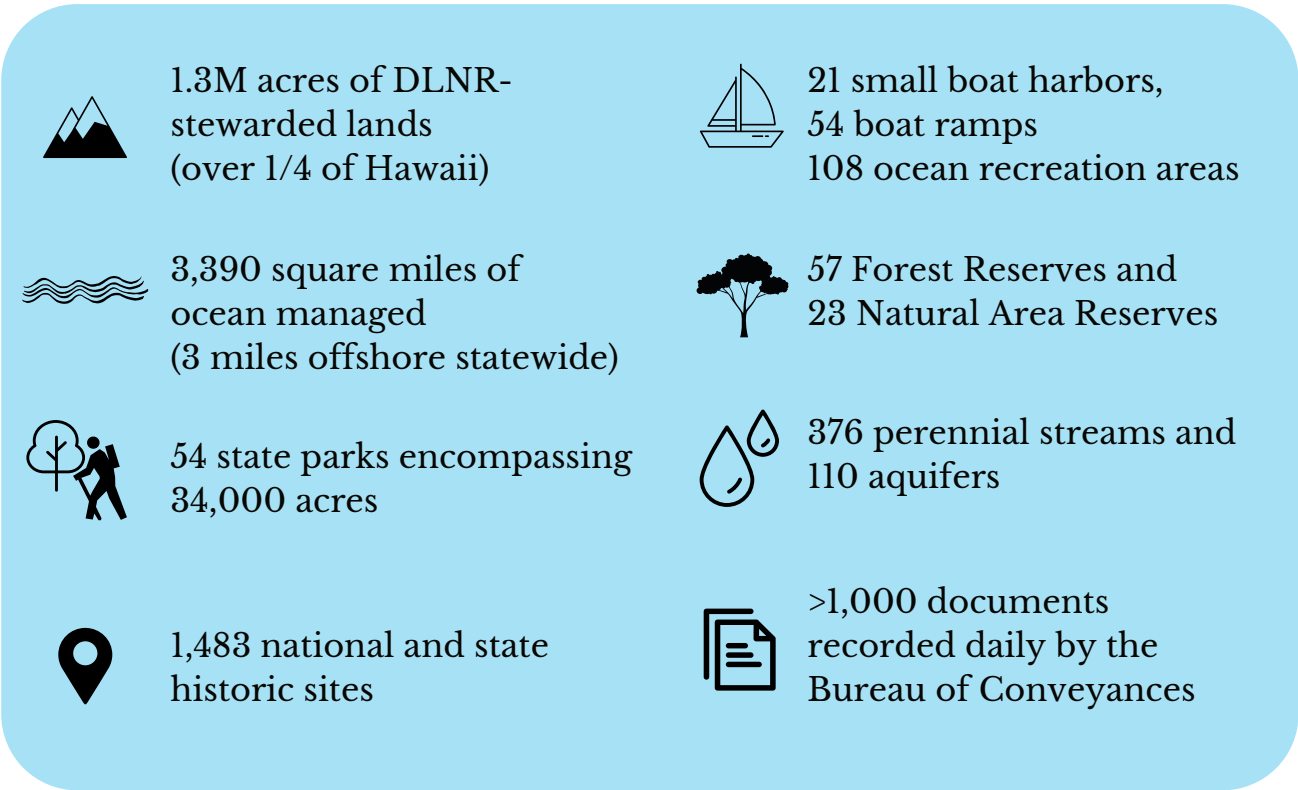
The Commission on Water Resource Management consists of seven members, five of whom are appointed by the Governor and confirmed by the State Senate. The remaining two are the Chairperson of the State Board of Land and Natural Resources, who serves as Chairperson of the Water Commission, and the Director of the State Department of Health.

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# DLNR in Numbers

*Our Home. Our Kuleana.*

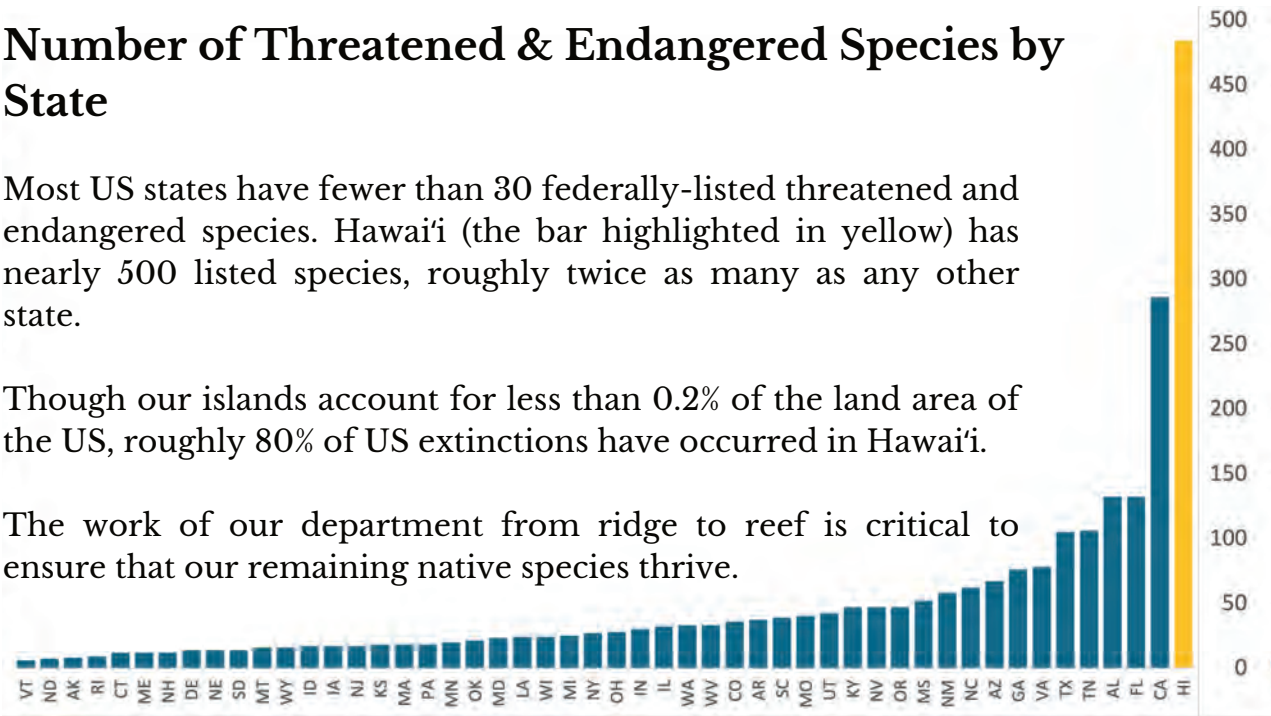


## Number of Threatened & Endangered Species by State

Most US states have fewer than 30 federally-listed threatened and endangered species. Hawai'i (the bar highlighted in yellow) has nearly 500 listed species, roughly twice as many as any other state.

Though our islands account for less than 0.2% of the land area of the US, roughly 80% of US extinctions have occurred in Hawai'i.

The work of our department from ridge to reef is critical to ensure that our remaining native species thrive.



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# Commission on Water Resource Management



*Waimea River, Kona*

## Who we are

The Commission on Water Resource Management (CWRM) is the primary steward of public trust water resources and has exclusive jurisdiction in administering the State Water Code. The Commission consists of a Planning Branch, Ground Water Regulation Branch, and Stream Protection and Management Branch.

## What we do

Our mission is to protect the water resources of the State of Hawai'i while maximizing reasonable and beneficial uses of water for present and future generations.

Implementation of the State Water Code is achieved through comprehensive programs consisting of long-range planning, hydrologic data collection and analysis, resource monitoring, and regulatory controls and enforcement within established rules, regulations, and guidelines adopted by CWRM.

*Ryan Imata  
Groundwater  
Regulation Manager*



*Katie Roth  
Planning Manager*



*Dean Uyeno  
Stream Protection and  
Management Manager*



## 2023 Achievements

- Processed 57 existing surface water and 36 existing ground water use permit applications in Lahaina designated water management area
- Secured six new full-time positions and received \$4M in CIP funding for deep monitor well development statewide
- Adopted the Maui Island Water Use and Development Plan from the Maui Department of Water Supply
- Permitted 7 monitor wells for Red Hill fuel spill remediation actions and participated in the Red Hill Fuel Tank Advisory Committee

We manage:  
376 perennial streams  
5,500 wells  
110 aquifers  
1,300 stream diversions



*Cody Chacon, Hydrologist,  
takes a stream flow measurement  
at Olowalu Stream, Maui*



## 2024 Goals

- Streamline the permitting process for small, low-impact wells
- Issue water use permits for existing uses in Lahaina
- Construct Waimea and Kaloko deep monitor wells.
- Complete the revised Statewide Framework for updating the Hawai'i Water Plan
- Establish Interim Instream Flow Standards for Waikoloa Stream (Hawai'i Island), Waikomo Stream and Wailua Stream tributaries (Kaua'i)



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# Division of Forestry & Wildlife



*O'ahu Protection Forester Jeff Tanaka teaches students about wildfire response*

## Who we are

Over 200 people work for the Division of Forestry and Wildlife and have dedicated their professional lives to caring for Hawai'i. Our staff are organized into programs including the Forestry Program, Forest Health Program, Nā Ala Hele Trail & Access Program, Native Ecosystems Protection & Management Program, and Wildlife Program.

Our staff include biologists, ecologists, foresters, botanists, entomologists, lawyers, researchers, and more. We are also hikers, hunters, fishers, lei makers, woodworkers, surfers, and birders.



*David Smith  
Administrator*

## What we do

Our mission is to protect, manage, and restore natural and cultural resources in collaboration with the people of Hawai'i.

We envision a future with thriving native ecosystems and opportunities for the people of Hawai'i to engage with nature.

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## 2023 Achievements

- Implemented the **Incompatible Insect Technique (IIT)** on Kaua'i and Maui to protect native forest birds from avian malaria carried by mosquitoes
- Launched a new **Trail Stewards program** to connect local experts with trail users for safe & respectful recreation
- Roughly **10,500 acres of invasive plants controlled** and **14,596 volunteer hours** received by our Native Ecosystem Program
- Our staff responded to **13 wildland fires** this year on **6,078 acres**, maintained **392 miles of fuel breaks**, and did **362 acres of fire fuels reduction**
- Assisted in multi-agency response to Coqui frog and little fire ant on O'ahu
- **\$683,000 in repairs to Waipoli Road** to restore access to Kula Forest Reserve and Polipoli State Park, and an additional \$572,916 in repairs to the Waiakoa Loop Trail
- **\$466,000 in repairs in Kohala** to access roads to Koai'a Tree Sanctuary and Pu'u o 'Umi Natural Area Reserve
- **Protected 3 historic places** through the Legacy Land Conservation Program: Haneo'o (Hana, Maui), Halulu Fishpond (Kaua'i), and Mahukona (Kohala, Hawai'i Island)



*Kaua'i botanist Adam Williams with the rare plant hāhā (Cyanea rivularis)*



*Field crews on O'ahu survey mauka forests*

## 2024 Goals

- In 2024 our division will chair the Council of Western State Foresters, co-chair the Western Forestry Leadership Coalition, and sit on the executive committee for the National Association of State Foresters to help direct federal resources to HI
- As wildfires become more common we aim to increase the capacity of our wildland fire response teams and improve fire safety outreach
- We plan to restore 'alalā into the wild in 2024 through releases on Maui
- We will pursue a multi-pronged approach to protecting our native forest birds using IIT, predator control, fencing, and other tools
- We will continue to repair damages to division resources on Maui from recent storms



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# Division of State Parks



## Who we are

The Division of State Parks (DSP) manages, maintains, protects, and provides public access to experience Hawai'i's State Parks' exceptional natural, cultural, historic, and scenic resources for residents, out of state visitors and future generations. The State Park System consists of many of Hawai'i's finest natural and cultural resources, many with national and international significance. DSP is one of the least staffed State Park systems in the U.S. with 158 positions to service 54 park units that comprise 34,000 acres.



*Curt Cottrell  
Administrator*

## What we do

DSP promotes managed public recreational access and authentic cultural site experiences, managing access in a manner that minimizes potential impacts and use conflicts at sensitive natural and cultural resources through permitting and educational outreach. DSP maintains park infrastructure and conducts operations on five islands that include landscaped grounds with infrastructure to remote scenic wildland areas with only trails and primitive facilities, to significant Hawaiian cultural and historic sites and structures that require protocols and management collaboration with a host culture representative. DSP collaborates with community stewardship groups and operating revenue is generated from commercial and recreational leases and concessions.

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## 2023 Achievements

- Established advance reservations for out-of-state visitors at Diamond Head and 'Iao Valley State Monuments. Four State Parks now require advance reservations while saving parking and gratis access for residents
- Completed a \$3 million slope stabilization and parking improvement CIP at 'Iao Valley State Monument
- After decades of planning efforts, completed the Kealahou Bay State Historical Park Master Plan and EIS
- Installed 16 water bottle filling stations in 12 parks statewide
- Initiated a significant infrastructure CIP at Mālaekahana State Recreation Area - Kahuku Section, to vastly improve camping opportunities on O'ahu



## 2024 Goals



- Implement a preferred small contractor procurement process to streamline repair and maintenance (R&M) and asset management to be proactive on R&M
- Repaving of the State Park road in Waimea Canyon and Kōke'e State Parks and restoration of Hulihe'e Palace in Kona
- Initiate implementation of certain elements of the Kealahou Master Plan
- Complete the reorganization of the Interpretive Program to upgrade the 11 new vacant Interpretive Technician positions into Interpretive Specialists to improve recruitment and retention of staff
- Start Master Planning for Sand Island State Recreation Area
- Complete the repairs of the roof at 'Iolani Palace State Monument



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# Land Division



## Who we are

The Land Division is responsible for managing State-owned lands in ways that will promote the social, environmental and economic well-being of Hawai'i's people and for ensuring that these lands are used in accordance with the goals, policies and plans of the State. Lands that are not set aside for use by other government agencies come within the direct purview of the division.



*Russell Tsuji  
Administrator*

## What we do

State lands are made available to the public and other agencies through various instruments including executive orders, leases, licenses, grants of easement, rights-of-entry, month-to-month tenancies, or at times kept as open space areas. In addition to maintaining an inventory of state-owned lands, the division serves as an office of record and maintains a central repository of all government documents relating to land dating back to the "Great Mahele" of 1848 under the Department's purview.



*Kevin Moore  
Deputy Administrator*

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## 2023 Achievements

- Received BLNR approval for the 8th lease extension of 13 requested under Act 149, SLH 2018
- Secured BLNR approval for the Conservation District Use Permit for removal of the Shangri La breakwater
- Completing urban design work in East Kapolei as funded by the TOD Council in 2022, with expected completion by early 2024
- Continued renovation work on the Hilo District Land Office which is now approximately 30% complete
- Engaged with U.S. Department of Defense and other federal agencies regarding ongoing land retention efforts



## 2024 Goals

- Continue to work with industrial lessees to secure BLNR approval of lease extensions requested under Act 149
- Contract a consultant to secure the outstanding permits and approvals necessary to remove the Shangri La breakwater
- Publish a Draft Environmental Impact Statement for the Department's East Kapolei TOD project.
- Complete renovation of the Hilo District Land Office
- Demolish the derelict Uncle Billy's Hilo Bay Hotel
- Continue to work with federal agencies to determine land retention options beneficial to both national security and the people of Hawai'i



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# State Historic Preservation Division



## Who we are

The State Historic Preservation Division (SHPD) operates a comprehensive historic preservation program for the benefit of the people of Hawai'i. The core of that program is to protect, manage effects to, and document Hawaii's historic properties, archaeological sites, aviation artifacts, wahi pana, and 'iwi kūpuna.



*Alan Downer  
Administrator*

## What we do

SHPD reviews projects proposed by state, county, and federal agencies, assessing those projects' potential effects on historic and cultural places, and advising project sponsors on measures to avoid to minimize or mitigate project effects on those places. SHPD maintains and expands a data base and GIS of known cultural and historic properties and burial sites, a library of archaeological architectural reports, and administers the process for listing properties in the Hawai'i and National Registers of Historic Places. SHPD also provides administrative support to the five Island Burial Councils and to the Historic Places Review Board.

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## 2023 Achievements

- Completed over 2,000 project related reviews
- Listed 29 properties in the Hawai'i Register of Historic Places
- Facilitated rehabilitation projects valued at more than \$2.6 million historic properties using Hawai'i income tax Historic Preservation Tax Credit
- Continued to upgrade HICRIS, SHPD's submission portal and data management system
- Nearly tripled the number of sites posted to the O'ahu portion of SHPD's GIS



## 2024 Goals



- Reduce the backlog of project related reviews
- Reduce time for project related reviews
- Publish proposed revisions for 13-275 & 13-284, HAR to improve the project review process
- Publish proposed revisions 13-2??, HAR to improve the process for issuing permits for archaeological work
- Continue to upgrade HICRIS
- Continue digitization of SHPD's reports & records
- Continue expanding SHPD's GIS



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# Division of Aquatic Resources



## Who we are

The mission of the Division of Aquatic Resources (DAR) is to work with the people of Hawai'i to manage, conserve and restore the state's unique aquatic resources and ecosystems for present and future generations.



*Brian Neilson  
Administrator*

## What we do

- Protect and restore native aquatic species and their habitats for Hawai'i's people and visitors through active and effective restoration, conservation, and management
- Support and assist in the sustainable use of Hawai'i's aquatic resources for Hawai'i's fishing public, whether commercial or non-commercial in nature, by appropriate regulatory frameworks, licensing, management, outreach, collaboration, and research
- Effectively manage the aquatic resources of each county, recognizing that different moku are unique, and integrating the importance of community input and cultural knowledge into resource management
- Effectively Manage Hawai'i's nearshore waters

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## 2023 Achievements

- Implemented new Fisheries Rules to support sustainable Fisheries including a laynet permit to better regulate net fishing and establishment of fishing limits for important herbivorous reef fish
- Development of sustainable finance mechanisms to support aquatic resources conservation and management through an Ocean User Fee and progress toward the establishment of a non-resident marine fishing license
- Environmental response to marine disasters and damage events:
  - Supported the Lahaina fire response by coordinating environmental response, monitoring, and remediation planning.
  - Responded to multiple boat groundings and a plane crash to support response and emergency restoration efforts.



*Russell Sparks collecting sediment samples at Lahaina Small Boat Harbor*

## 2024 Goals

The Division will continue to engage and partner with communities to better manage aquatic resources.



- Implement a non-resident marine fishing license
- Implement the Ocean Stewardship User Fee Program by collecting revenue and investing in marine stewardship projects
- Pursue establishment of the Kīpahulu Community-Based Subsistence Fishing Area and Maunalua Bay Fisheries Management Area in coordination with community members
- Support Lahaina recovery process
- Develop 2025-2030 DAR Strategic Plan
- Facility improvements and upgrades at neighbor island district offices



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# Division of Boating & Ocean Recreation



*Honokohau Small Boat Harbor, Hawai'i Island*

## Who we are

The mission of the Division of Boating and Ocean Recreation (DOBOR) is to preserve Hawai'i's natural and cultural resources while ensuring public access to state waters and enhancing the ocean experience.

## What we do

DOBOR is responsible for managing the small boat harbor and coastal areas programs for the state, which includes 16 of the state's small boat harbors, many piers, wharves, and docks, portions of Waikiki and Ka'anapali Beaches, and all ocean waters out to three nautical miles from shore. DOBOR is also responsible for administering the state's vessel registration and titling program.

DOBOR's regulatory scope includes such activities as recreational boating, charter boat tours, ocean-based instruction, kayaking, surfing, kiteboarding, diving, and ocean swimming.



*Edward Underwood  
Administrator*



*Meghan Statts  
Deputy  
Administrator*

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## 2023 Achievements

- Constructed a new Lahaina Small Boat Harbor office and ferry pier
- Constructed new fixed piers at the Ma'alaea Small Boat Harbor
- Began the rule-making process and conducted a public hearing on the manta tour operations on Hawai'i Island
- Successfully removed numerous grounded and unauthorized vessels statewide
- Worked in coordination with the US Coast Guard to remove over 90 damaged and destroyed vessels in Lahaina Harbor after the August 2023 wildfire
- HB1134 passed regarding commercial activity in Kāne'ohe Bay



## 2024 Goals

- Continue Lahaina wildfire response, including the rebuilding of Lahaina Harbor
- Focus efforts on effective ocean recreation management and shift away from inefficient harbor management
- Introduce legislation to address commercial ocean activity in state ocean waters
- Finalize rule-making process for the manta tour operations
- Implement parking management plans for small boat harbors statewide





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# Division of Conservation & Resources Enforcement



## Who we are

The Division of Conservation and Resources Enforcement (DOCARE) effectively upholds the laws that serve to protect, conserve and manage Hawai'i's unique and limited natural, cultural and historic resources held in public trust for current and future generations of visitors and the people of Hawai'i nei.



*Chief Jason Redulla  
Administrator*

## What we do

Responsible for enforcement activities of the Department. The division, with full police powers, enforces all state laws and rules involving state lands, state parks, historic sites, forest reserves, aquatic life and wildlife areas, coastal zones, conservation districts, state shores, as well as county ordinances involving county parks. The division also enforces laws relating to firearms, ammunition, and dangerous weapons.

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## 2023 Achievements

- Forty-Two (42) new Conservation and Resources Enforcement Officers (CREOs) were hired and successfully completed the Basic CREO Training Academy Course. These officers are now operating in the field
- Implemented the Civil Resources Violation System (CRVS) statewide. This system is another tool in the enforcement “toolbox” which provides for civil, non-criminal penalties, with fines paid which remain within the department



## 2024 Goals

- Continuing the hiring process started in late 2023 to fill 25 vacant CREO positions across the state
- Recruiting and hiring individuals to fill vacant clerical positions in the Maui Branch, the Division Administration and the Hunter Education Program



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# Bureau of Conveyances



## Who we are

The Bureau of Conveyances (BOC) is one of two offices in the nation that operates a single, statewide system for recording land title and related documents and maps for Hawai'i. The BOC processes documents for both the Regular (Abstract) System and Land Court (Torrens) System as well as Uniform Commercial Code filings and research requests. Integral to these recordings, the BOC also maintains the archival repository for all records dating back to 1845.

## What we do

The BOC is responsible for maintaining an accurate, timely and permanent records system for real property title and related documents and maps. The BOC examines, records, indexes, and digitizes 1000+ Regular System and Land Court documents and maps daily. Land Court Certificates of Title, certified copies of matters of record, and UCC research requests as well as providing secure public access to digital, archived land records are also the responsibility of the BOC.



*Leslie Kobata*  
*Registrar*



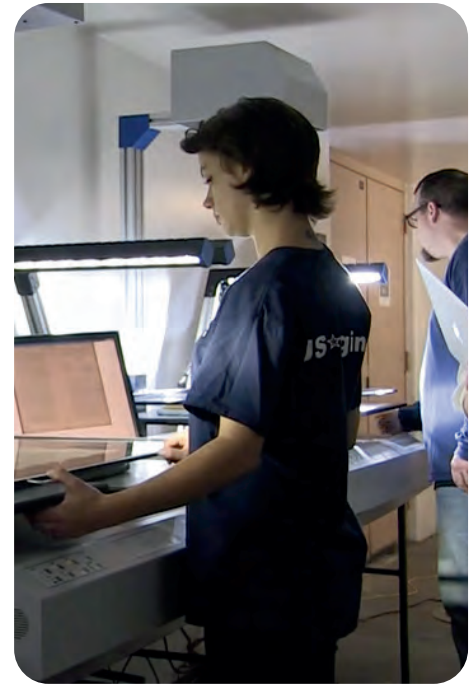
*Bess Palma*  
*Deputy Registrar*

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## 2023 Achievements

The Bureau of Conveyances was successful with continuing to improve and increase its digital footprint as the foundation for preservation, new services and greater public and government accessibility. This included:

- Digital enhancement of approximately 21M document images
- Historical indexing of approximately 750,000 Regular System and Land Court documents
- Expansion of searchable records online dating back to 1976, adding approximately 5M more images



## 2024 Goals



The Bureau of Conveyances will continue to build out its automation foundation to support staff, consumers, businesses, and government with more effective, user-friendly tools and services. Work in 2024 will be in various stages which include:

- Introducing “Property Watch” as a simple way for the public to monitor possible recording activity on their real property
- Preparation, development and procuring of an integrated online platform, the “BOC Information Hub” to make it easier to access BOC information and services for implementation in mid-2025
- Preparation and development of an online certified document ordering system for implementation in the 2025-26 timeframe



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# Office of Conservation & Coastal Lands



## Who we are

The Office of Conservation and Coastal Lands (OCCL) is responsible for overseeing approximately two million acres of private and public lands that lie within the State Land Use Conservation District. In addition to regulating private and public lands zoned Conservation District, OCCL is responsible for regulating beaches and marine lands out to the seaward extent of the state's jurisdiction.



*Michael Cain  
Administrator*

## What we do

OCCL processes Conservation District Use Applications, loko i'a (Hawaiian fishpond) restoration permits, and small-scale beach restoration permits. The Office enforces land use laws in the Conservation District, and conducts investigations into alleged conservation district land use violations.

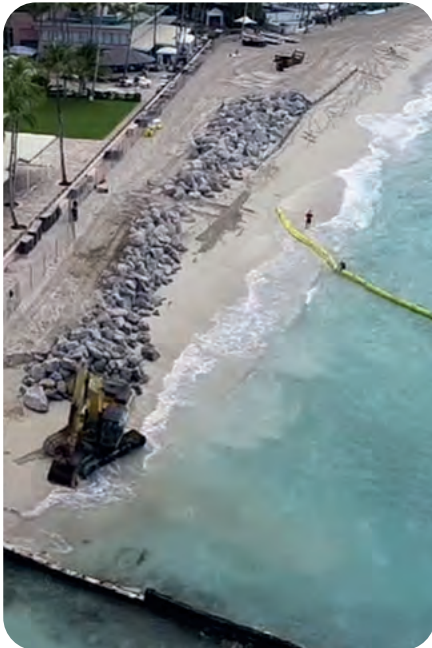
OCCL also hosts the State Climate Change Mitigation and Adaption Commission staffed with a Climate Coordinator who facilitates statewide climate mitigation and adaptation initiatives.

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## 2023 Achievements

OCCL is engaged in major beach management and restoration efforts statewide. A final Environmental Impact Statement (EIS) for a major improvement project in Waikīkī is being finalized. OCCL anticipates submitting a Conservation District Use Application for the Waikīkī project. OCCL is also engaged in a small-scale project in Punalu'u.

OCCL saw a slight increase in the number of applications for new land uses during the fiscal year, which in turn was a significant increase over the number that were received during the height of the Covid-19 epidemic. Conversely, the Office saw a significant increase in the number of potential conservation district violations involving shoreline structures. This was presumably triggered by rising seas and the increase in coastal erosion along vulnerable shores.



## 2024 Goals

OCCL has initiated talks with community groups across the state to use Beach Funds to develop beach and coastal restoration projects in underserved areas.

The Hawai'i Climate Change Mitigation and Adaptation Commission has just released the five-year update to the Hawaii Sea Level Rise Adaptation Report. 2024 will see OCCL working on tangible ways to implement the Commission's recommendations.

OCCL will also begin conducting statewide public hearings on both proposed rule changes, and on proposed improvements to our Small Scale Beach Nourishment program.



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# Engineering Division

The Engineering Division provides engineering services and technical assistance to support the implementation of capital improvement and repair and maintenance projects and administers the mineral resources and dam safety programs.



*Carty Chang*  
*Chief Engineer*

## 2023 Achievements

- Continued to develop and host the Flood Hazard Assessment Tool (FHAT) for many Hawaii stakeholders. 2023 marked 15 years since the inception of the FHAT which averages approximately 5000+ hits per month. On January 9, 2023, the FHAT recorded a single-day high of 2,139 visitors. ([fhat.hawaii.gov](https://fhat.hawaii.gov))
- Conducted dam safety training for over 200 owners and operators in each of the four (4) major counties. Completed 25 Screening Level Risk Assessments (SLRAs) and 24 dam safety inspections statewide
- Implemented the majority of the Capital Improvement Program (CIP) funding for the Department. CIP expenditures totaled over \$24.6 million



## 2024 Goals

- Advance flood risk training and outreach to improve mitigation actions and maintain Hawaii's eligibility in the National Flood Insurance Program (NFIP)
- Complete SLRAs for 20 dams and safety inspections for 25 dams statewide
- Solicit departmental projects for construction bids, totaling approximately \$40 million
- Develop an alternate contract delivery method to streamline and expedite the implementation of repair and maintenance projects

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# Communications Office

The Communications Office is responsible for the coordination, production, and dissemination of communications and products to the news media and DLNR staff and leadership. The communications team facilitates all requests for comment or information as well as requests for records and documents under Hawai'i's Uniform Information Practices Act (UIPA).



*Dan Dennison*  
*Communications*  
*Director*

## 2023 Achievements

Beginning on August 10, the Comms team began providing support for Maui County and the State of Hawai'i in the county's Joint Information Center (JIC), and on-scene in Lahaina, Kula, and Olinda. DLNR Communications Specialist Ryan Aguilar served the longest stint of any state staff deployed to the JIC. After access to Lahaina was restricted, DLNR Communications Director Dan Dennison began providing daily videos, photographs, and information to the worldwide media. To date more than 100 videos and hundreds of photographs have been made publicly available from Maui, O'ahu, and Hawai'i Island wildfires in 2023.

DLNR's support during the wildfires and for other major projects in 2023 included producing and releasing material for a wide array of agencies and organizations including: FEMA, EPA, FBI, USCG, NOAA, USFWS, Maui County, DOH, DOT, DHHS, and the Hawai'i Wildfire Management Organization.



## 2024 Goals

- Complete the communications team with the hiring of a Communications Specialist
- Work with divisions to revise Memorandum of Understanding with Hawai'i State Film Office
- Produce and air 8th DLNR Television special on the Division of Conservation and Resources Enforcement
- Explore additional opportunities to tell the DLNR story through broadcast television partnerships and via other platforms
- Identify opportunities to engage individuals cited for natural and cultural resource violations in producing public service announcements



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# Administrative Services Office

The Administrative Services Office (ASO) facilitates DLNR's conservation mission by providing excellent support in funds management, budgeting, auditing and analysis, and counsel to limit risk and ensure project viability, as well as stewardship, transparency and compliance. The ASO serves as the DLNR's resource in the interpretation and application of laws, rules and regulations, policies and procedures, and guidelines governing budgeting, accounting and fiscal, procurement, and management analysis.



*Cynthia Gomez  
Fiscal Management  
Officer*

## 2023 Achievements

- Provided effective and strategic training and instruction; implemented processes that eliminated instances of errors and inconsistencies, thus strengthening internal controls; implemented corrective action plans to avoid/reduce audit findings
- Completed Phase I of the Capital Assets and Inventory Cleanup
- Compliance: Improved management of federal funds, ensuring accurate financial reporting and timely submission of federal reports
- Standardized the accounting processes for better compliance and implementation of policies and procedures
- People and Resources: Filled five (5) staff positions



## 2024 Goals

- Continue to effectively manage the Department's overall financial condition
- Complete Phase II of the Capital Assets and Inventory Cleanup
- Continue to collaborate with DAGS and its Consultant to transition to the Statewide Enterprise Financial System (EFS)
- Continue to ensure systems and processes are optimized in the most cost efficient way
- Continue to build a high-performing, stable fiscal team with improved skills and greater job satisfaction

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# Information Technology Services Office

The IT Office serves to develop and coordinate the information technologies of departmental business functions and management of applications, geographic information-based systems, local and wide area fiber networks, and voice and radio telecommunication functions to improve the effectiveness and efficiency of program objectives for the public benefit.



*Lila Loos*  
*IT Administrator*

## 2023 Achievements

- Continued implementing fiber optic connectivity at six statewide remote office locations with increased speeds at 50 Mbps for access to the state's next generation network (NGN) with construction cost savings of \$159,077 and a cumulative cost savings of \$903,291
- Updated the disaster recovery and business continuity plan with site-visited inventory documentation for statewide DLNR office locations
- Received FY24 funding for Phase I of Act 182 to publish a website accompanied by a mobile application that includes electronic processes for a permit, license, or reservation needed to conduct recreational and commercial activities
- Installed anti-static flooring and office panels to create a safe and conducive work environment for the technology staff



## 2024 Goals

- Continue to implement high-speed technologies at eight remote and rural DLNR offices to support work productivity requirements, increase public safety, and equip all staff equitably with construction cost savings of \$58,585
- Complete phase I of Act 182 and launch the website consolidation project by the end of FY24. Secure funding for additional phases to fulfill the requirements of Act 182
- Fill one vacant IT position to be fully staffed



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# Human Resources Office

The Human Resources Office provides comprehensive human resources services to the Chairperson, the Board of Land and Natural Resources, and to heads of divisions and staff offices of the department. Major services include guidance and technical assistance in such specialized fields as employee and labor relations; position classification, organization and management; employee training and development; employee safety; recruitment; selection and placement; affirmative action; employee benefits; and personnel transactions and records maintenance.



*Alice Schutte*  
*HR Officer*

## 2023 Achievements

- Completed recruitment and hiring for all positions in the Human Resources Office
- Represented DLNR at 9 job fairs
- Converted from paper to electronic onboarding for all new hires in DLNR
- As of early December 2023, conducted 215 recruitments and processed 133 appointments, of which 69 are new hires to DLNR
- In partnership with the divisions, worked on creating a new class and proposed amendments to existing classes of work to enhance recruitment efforts by broadening the applicant pool



## 2024 Goals

- Work with the Department of Human Resources Development to further streamline the electronic onboarding process for new hires
- Continue to work with the Department of Human Resources Development to review and amend class specifications and minimum qualification requirements of classes, as appropriate, to broaden the applicant pool
- Work with the Department of Human Resources Development to take on delegation of recruitment for DLNR-specific classes of work in order to speed up the recruitment process
- Continue to train-up staff and develop opportunities for them to provide training to divisions in their respective areas

A close-up photograph of a small, vibrant yellow-green bird, likely a Koa finch, perched on a dark branch. The bird is facing right, with its head slightly turned. It has a sharp, dark beak and a dark eye. The background is a soft, out-of-focus mix of orange and green, suggesting a natural habitat with flowers and foliage. The lighting is bright, highlighting the bird's feathers.

HAWAI'I DEPARTMENT OF LAND AND NATURAL RESOURCES

# MAHALO

Mahalo to Governor Green, the 2023 Hawai'i State Legislature, our county, state, and federal partner agencies, and to all the communities throughout Hawai'i that assist DLNR in stewarding the lands, waters, and cultural landscapes that make Hawai'i home.









January 2024  
HAWAII DEPARTMENT OF LAND AND NATURAL RESOURCES  
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