



STATE OF HAWAII
DEPARTMENT OF HUMAN RESOURCES DEVELOPMENT
235 S. BERETANIA STREET
HONOLULU, HAWAII 96813-2437

March 31, 2010

Departmental Circular Number 10-01

TO: All Department Heads
FROM: *for Marie C. Laderta, Director*
SUBJECT: Amendments to the Compensation Plan

The following amendments to the State of Hawaii's Compensation Plans dated October 1, 2009 have been incorporated into the updated compensation plans dated April 1, 2010, which is located on our website at <http://www.hawaii.gov/hrd/>.

PART I - WHITE COLLAR

1.419	Delete	Supervising Support Payments Officer, BU-04, effective 1/26/10
2.038	Add	Supervising Regulatory Boards/Commissions Administrative Assistant, SR-28, BU-23, EEO: B, effective 1/20/10
2.071	Delete	Public Transportation Specialist, BU-13, effective 1/26/10
2.360	Insert	an asterisk in front of the Work Program Specialist IV class, BU-13, to indicate it as obsolete, effective 2/1/10
2.361	Delete	Work Program Specialist V, BU-13, effective 3/9/10
2.948	Delete	Mental Health Training Specialist I, BU-13, effective 1/26/10
3.208	Delete	Workers' Compensation Vocational Rehabilitation Supervisor, BU-23, effective 1/26/10
3.477	Delete	4-H Assistant, BU-03, effective 2/18/10
3.499	Delete	Behavioral Specialist III, BU-13, effective 3/24/10
3.500	Delete	Behavioral Specialist IV, BU-13, effective 3/24/10
3.563	Delete	Corrections Substance Abuse Counselor I, BU-03, effective 1/26/10
3.564	Delete	Corrections Substance Abuse Counselor II, BU-03, effective 1/26/10
3.565	Delete	Supervising Corrections Substance Abuse Counselor, BU-04, effective 1/26/10
8.517-8.520	Insert	an asterisk in front of the Pesticide Specialist II - V classes, BU-13, to indicate it as obsolete, effective 2/1/10

PART II - BLUE COLLAR

9.077	Delete	Grounds and General Services Supervisor III, BU-02, effective 3/22/10
9.455	Delete	Supervising Kitchen Helper, BU-02, effective 1/26/10
10.790	Delete	Bulldozer Operator Laborer, BU-01, effective 3/2/10

PART III - EMCP

17.031	Delete	Management Services Program Manager, effective 2/26/10
17.035	Change	class title from Data Processing Systems Manager to Information Technology Manager, effective 2/25/10
17.218	Delete	Delinquent Tax Collection Coordinator, effective 2/9/10
17.307	Change	Salary range only for Highways Administrator, from ES-03 to EM-08, effective 3/1/10
17.318	Reinstate	Airports Administrator, ES-03, (and Revert to EM-08), BU-35 FHJ, EEO: A, effective 2/10/10
17.318	Reprice	Airports Administrator, from EM-08 to ES-01, effective 2/10/10

AMENDED CLASS SPECIFICATIONS/MINIMUM QUALIFICATION SPECIFICATIONS

1.710-1.712	Chief Clerk I & II (Board or Commission), Part I & II, BU-03, effective 3/10/10
2.034-2.036	Regulatory Boards/Commissions Administrative Assistant I, II & III, BU-13, effective 1/20/10
9.050-9.055	Grounds Maintenance Supervisor I & II, BU-02, effective 2/2/10
17.035	Information Technology Manager, Parts I & II combined, effective 2/25/10
17.318	Airports Administrator, Part I & II, effective 2/10/10
17.319	Airports Assistant Administrator, effective 2/11/10

The effective dates of all transactions resulting in the assignment of classes to salary ranges are subject to certification as to the availability of funds by the Director of Budget and Finance. Moreover, departments affected by such actions are required to comply with instructions issued by the Department of Budget and Finance as to how to compute and report the additional cost resulting from the actions taken.

The compensation of incumbents of positions in each class on which action is taken will be computed in accordance with existing laws, rules and regulations concerning compensation. Departments are requested to notify incumbents affected by changes in the Compensation Plans.