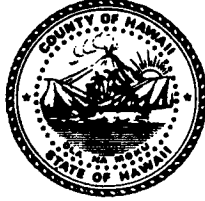


Harry Kim
Mayor



Lincoln S.T. Ashida
Corporation Counsel

Gerald Takase
Assistant Corporation
Counsel

COUNTY OF HAWAII
OFFICE OF THE CORPORATION COUNSEL

101 Aupuni Street, Suite 325 • Hilo, Hawaii 96720-4262 • (808) 961-8251 • Fax (808) 961-8622

August 2, 2005

MEMORANDUM

Memorandum 2005-03

TO: OFFICE OF THE MAYOR
HAWAII COUNTY COUNCIL
ALL COUNTY DEPARTMENTS
ALL COUNTY BOARDS AND COMMISSIONS

FROM: LINCOLN S. T. ASHIDA *LSA*
Corporation Counsel

RE: **Board and Commission Application Forms**

In recent months, the County of Hawai'i has worked towards encouraging as many citizens as possible from our County to submit applications for appointment to a Hawai'i County board and/or commission.

Through the dedicated hard work of the staff at the Mayor's Office of Information and Complaints, we have a sizeable pool of applicants. We wish to encourage and increase the number of applicants, so our boards and commissions are staffed with a variety of citizens from different backgrounds and with different interests.

We need your help. We never want to turn an applicant away by saying, "You need to go to another office to get an application."

Please make copies of the attached updated application form, and have them available at your office for distribution to the public. If you would like this form sent to you via e-mail, please contact Martha Rodillas at Mrodilla@co.hawaii.hi.us. For those departments with offices around the island, we would appreciate you making copies of the application form and this memo for them.

Thank you for your cooperation in this matter. If you have any questions concerning board and commission vacancies, please direct them to our attention.

Encl.

S: Boards and Commissions/LSA Forms and Documents/Memo 2005-03 re application form 8-2-05/LSAmr

Hawai'i County is an Equal Opportunity Employer and Provider

APPLICATION FOR HAWAII COUNTY BOARDS AND COMMISSIONS

Our goal, in addition to meeting State and County regulations regarding the composition of a particular board or commission, is to select members who bring a variety of skills and life experiences to these agencies. The answers to the following questions can assist us in these efforts.

NAME _____ DATE _____
Last First Middle

RESIDENCE ADDRESS _____
City State Zip

MAILING ADDRESS _____
City State Zip

PHONE _____
Home Business Cell Fax

U.S. CITIZEN [] Yes [] No HAWAII COUNTY VOTER [] Yes [] No COUNCIL DISTRICT _____
(Call 961-8277 if not sure)

DATE OF BIRTH _____ SOCIAL SECURITY NO. _____ LENGTH OF RESIDENCE IN HAWAII _____

MARRIED [] Yes [] No NAME OF SPOUSE _____

EDUCATION _____

EMPLOYMENT RECORD (Past ten years)

Table with 4 columns: FROM (Year), TO (Year), EMPLOYER, OCCUPATION. Includes three rows of blank lines for data entry.

Are you currently serving on any federal, state or county board or commission? [] Yes [] No

If yes, name the entity and date your term ends: _____

List by preference the board or commission you wish to serve on:

- 1. _____ 3. _____
2. _____ 4. _____

Briefly explain your interest in being a member of a particular board or commission.

Are you currently an official and/or card carrying member of any of the following political parties?

- [] Democrat [] Republican [] Green [] Libertarian [] None

COMMUNITY SERVICE (Organizations; offices held; indicate past or present):

- 1. _____ 3. _____
- 2. _____ 4. _____

MILITARY SERVICE RECORD

Applicable laws require the pre-disclosure of any existing or potential conflicts of interest. Should you have any such conflicts of interests which may be questioned, please describe them below:

Some of the boards and commissions require the filing of a Financial Disclosure Statement. If required, would you comply? Yes No

Have you ever been convicted of a violation of law? Yes No

If yes, explain. NOTE: A conviction record will not be deemed a basis of denial for consideration, unless the offense is related to the board or commission for which you have applied.

PERSONAL REFERENCES

- 1. _____
- 2. _____

I hereby acknowledge and attest that the foregoing information provided by me is true and correct to the best of my information and belief. I hereby waive any and all right to privacy and authorize the Office of the Mayor and its employees, agents and assigns to investigate and obtain information concerning my fitness and/or ability to serve as an appointee of the County of Hawaii. I herein waive any and all claims against the County of Hawaii, its officers, employees, agents and assigns, and any person and/or entity furnishing information, for liability and/or damages as a result of the dissemination and obtaining of this information.

SIGNED BY _____

THE INFORMATION CONTAINED IN THIS APPLICATION IS CONFIDENTIAL AND IS SOLELY INTENDED FOR USE BY THE MAYOR'S OFFICE IN MATTERS PERTAINING TO BOARDS AND COMMISSIONS. IF YOU HAVE ANY QUESTIONS, PLEASE CALL THE OFFICE OF INFORMATION AT 961-8223.

PLEASE RETURN COMPLETED FORM TO:

MAYOR'S OFFICE, COUNTY OF HAWAII
25 AUPUNI STREET, #217
HILO, HI 96720