



# HAWAII STATE ETHICS COMMISSION

State of Hawaii • Bishop Square, 1001 Bishop Street, ASB Tower 970 • Honolulu, Hawaii 96813

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## TESTIMONY OF THE HAWAII STATE ETHICS COMMISSION

**BILL NO:** H.B. No. 1465, MAKING APPROPRIATIONS TO PROVIDE FOR THE EXPENSES OF THE LEGISLATURE, THE AUDITOR, THE LEGISLATIVE REFERENCE BUREAU, THE OMBUDSMAN, AND THE ETHICS COMMISSION

**TO:** The Honorable Jill N. Tokuda, Chair  
The Honorable Ronald D. Kouchi, Vice Chair  
The Honorable Members  
Senate Committee on Ways and Means  
State Capitol, Room 207  
415 South Beretania Street  
Honolulu, Hawaii 96813

**FROM:** Hawaii State Ethics Commission

**TESTIFYING:** Leslie H. Kondo, Executive Director  
Hawaii State Ethics Commission

**EXHIBITS:** Nos. 1 - 5

**DATE:** Friday, February 13, 2015

**TIME:** 9:05 a.m.

**ROOM:** Conference Room 211

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The Hawaii State Ethics Commission supports H.B. No. 1465, as it relates to the Commission's appropriation of \$1,008,895 for FY 2015-2016. The Commission appreciates the legislature's support of the Commission's work to ensure that public officers and employees exhibit the highest standards of ethical conduct as mandated by Article XIV of the Hawaii State Constitution.

For FY 2015-2016, the Commission respectfully requests \$1,008,895, as provided by H.B. No. 1465, which is the same amount appropriated to the Commission for the current fiscal year, FY 2014-2015.

I. Duties of the Hawaii State Ethics Commission

The Commission is responsible for the administration and enforcement of the State Ethics Code and the State Lobbyists Law, Chapters 84 and 97, Hawaii Revised Statutes (“HRS”), respectively. The State Ethics Code includes laws relating to the acceptance and reporting of gifts, confidential information, “fair treatment” or the prohibited misuse of official position, conflicts of interests, state contracts, and post-employment restrictions. The State Ethics Code also includes a provision requiring the reporting of financial interests by state legislators, state employees, and candidates for state elective office. The State Lobbyists Law, which applies to lobbying activities at the state level, requires lobbyists to register with the Commission, and requires lobbyists and organizations that lobby to report lobbying expenditures and contributions on forms filed with the Commission.

The Commission has five members, who are nominated by the State Judicial Council and appointed by the Governor for four-year terms. The current members of the Commission are Edward L. Broglio (Chairperson), David O’Neal (Vice Chairperson), Susan N. DeGuzman, Ruth D. Tschumy, and Melinda Wood.

The Commission currently employs a staff of ten: an executive director and an associate director; four staff attorneys; a computer specialist; and three secretarial staff. Despite the small size of the agency and other limited resources, the Commission’s responsibilities are extensive.

For purposes of the State Ethics Code, the Commission has jurisdiction over approximately 60,000 state employees, including all appointed and elected state officials and employees, state legislators, employees of the legislative, executive, and judicial branches of government (with the exception of judges), and members of all state boards and commissions. The State Ethics Code’s financial disclosure law also applies to all candidates for state elective office. For purposes of Chapter 97, HRS, the Commission has jurisdiction over approximately 300 lobbyists and 300 organizations who lobby the state legislature or executive branch.

A. Ethics Education

The Commission is mandated by law to educate state officials and employees about ethics in government.<sup>1</sup> To fulfill this mandate, the Commission conducts ethics training sessions throughout the year. In 2014, the Commission conducted ethics training for over 1,700 state officials and employees, including 370 University of Hawaii

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<sup>1</sup> HRS §84-31(a)(7).

administrators and employees on Oahu and the neighbor islands, 250 Department of Health (Environmental Health Administration) administrators and employees, 100 state government attorneys and 80 Department of Commerce and Consumer Affairs board and commission members. Training sessions for 200 Oahu state employees were held at Hale Pono'i in Kapolei and the State Capitol Auditorium, and ethics training sessions were also conducted for over 200 neighbor island employees on Maui, Kauai, Molokai and Hawaii island (Hilo and Kona).

The Commission believes that it is critical to provide ethics training for state employees to improve their general awareness of ethics and to prevent unknowing violations of the State ethics laws. In fact, for a surprising number of employees, the ethics training is their first exposure to the State Ethics Code.

#### B. Advisory Opinions and Guidance

The Commission also issues advisory opinions and other types of guidance about the application of the State Ethics Code and the State Lobbyists Law.<sup>2</sup> Every year, the Commission's attorneys respond to hundreds of requests for advice about these laws. In 2014, the Commission's attorneys received and responded to over 1,200 requests for advice from state legislators, state employees, lobbyists, and members of the public. The Commission's attorneys also issued over 250 staff opinion letters advising state employees and others about the application of the State Ethics Code and the State Lobbyists Law. The Commission considers its ability to provide timely and meaningful guidance and advice to be one of its most important functions.

#### C. Charges and Investigations

The Commission is also mandated to enforce the State Ethics Code and the State Lobbyists Law.<sup>3</sup> The Commission receives and reviews complaints and conducts investigations on a confidential basis concerning alleged violations of the law. When appropriate, the Commission initiates formal charges against individuals who appear to have violated the law.<sup>4</sup> If there is probable cause to believe that a violation of the law has occurred, the Commission may hold a contested case hearing in accordance with HRS Chapter 91, Hawaii's Administrative Procedure Act.

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<sup>2</sup> HRS §84-31(a)(2) and §97-6(a)(3).

<sup>3</sup> HRS §84-31(a) and §97-6(a).

<sup>4</sup> A "charge" is a formal complaint alleging a violation of one or more provisions of the State Ethics Code or the Lobbyists Law. Charges may be filed by the Commission or by an individual or organization. Charges must be in writing and must be signed by the person making the charge under oath or, if initiated by the Commission, must be signed by three or more members of the Commission. HRS §84-31(b).

The Honorable Jill N. Tokuda, Chair  
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Senate Committee on Ways and Means  
February 13, 2015  
Page 4

In 2014, the Commission received approximately 140 complaints and received or initiated 11 charges. The increased number of complaints and charges has required more staff resources to be dedicated to the Commission's enforcement activities. Many of the cases have involved extensive investigations and have resulted in state employees paying relatively substantial administrative fines for actions that the Commission believed were inconsistent with the minimum standards of conduct established in the State Ethics Code or the reporting requirements of the Lobbyists Law.

D. Financial Interests Disclosures, Gifts Disclosures, and Lobbying Registrations and Reports

The Commission also administers the filing requirements of the financial disclosure law, the gifts disclosure law, and the lobbying registration and reporting laws. These filing requirements help provide accountability and transparency in government. In 2014, the Commission received approximately 1,900 financial interests disclosure statements from state officials and employees, approximately 200 candidates financial interests disclosure statements, and approximately 180 gifts disclosure statements. The Commission also received approximately 380 lobbyist registrations and over 1,700 lobbying expenditures and contributions reports in 2014.

Additional information about the Commission's educational, advisory, and enforcement activities in 2014 is attached.

II. Budget Request for FY 2015-2016

The Commission is requesting an appropriation of \$1,008,895 for FY 2015-2016. This is the same amount appropriated to the Commission for the current fiscal year.

In contrast to most state agencies, including the other legislative service agencies, the Commission is located in a private building (i.e., a non-state facility) and must allocate funds within its budget for office rent. The Commission's lease provides for annual increases in rent as well as increases for common area maintenance and storage costs. For FY 2015-2016, the Commission anticipates its office rent and other lease-related expenses to be approximately \$98,000. The Commission's current budget, minus its lease rent obligation, is \$910,895. The Commission has the smallest budget of the legislative service agencies. While the Commission strongly supports the operations and missions of the other legislative service agencies, the Commission also believes that its operations and mission are equally important and should be funded accordingly.

Thank you for your consideration of the Hawaii State Ethics Commission's testimony in support of H.B. No. 1465.

**HAWAII STATE ETHICS COMMISSION**  
**Budget for FY 2015-16**  
**(With Comparative Amounts for FY 2014-15)**

	<u>2014-2015</u> <u>Appropriation</u>	<u>2015-2016</u> <u>Estimated</u> <u>Expenditures</u>	<u>Variance</u>
<b>PERSONAL SERVICES:</b>			
Staff salaries	\$ 717,204	\$ 816,568	\$ 99,364
Cost Adjustments (Act 138, 2013 SLH) <sup>1</sup>	99,364		(99,364)
<b>Total Personal Services</b>	<u>816,568</u>	<u>816,568</u>	<u>-</u>
<b>OTHER EXPENSES:</b>			
Office expenses	15,524	15,524	-
Intrastate transportation and travel	8,000	8,000	-
Out-of-state travel	6,490	6,490	-
Equipment rental and maintenance	10,985	10,985	-
Dues, subscriptions, training	13,670	13,670	-
Newspaper advertisements	1,600	1,600	-
Commission meetings, investigations, and hearings	25,500	25,500	-
Consulting services	9,558	9,558	-
Office furniture and equipment	3,000	3,000	-
Office rent	98,000	98,000	-
<b>Total Other Expenses</b>	<u>192,327</u>	<u>192,327</u>	<u>-</u>
<b>Total Budget</b>	<u><u>\$ 1,008,895</u></u>	<u><u>\$ 1,008,895</u></u>	<u><u>\$ -</u></u>

<sup>1</sup> Act 138, 2013 Session Laws of Hawaii, appropriated funds for FY 2013-2014 and FY 2014-2015 for cost adjustments for legislative officers and employees excluded from collective bargaining.

**HAWAII STATE ETHICS COMMISSION**  
**Statement Showing Budget for Office Operations**  
**By Object of Expenditure for FY 2015-16**

**Operating Budget**

Personal Services:

Staff salaries \$ 816,568

Total Personal Services 816,568

Other Expenses:

Office expenses 15,524

Intrastate transportation and travel 8,000

Out-of-state travel 6,490

Rental and maintenance of equipment 10,985

Dues, subscriptions, training 13,670

Newspaper advertisements 1,600

Commission meetings, investigations, and hearings 25,500

Consulting services 9,558

Office furniture and equipment 3,000

Office rent 98,000

Total Other Expenses 192,327

Total Operating Budget \$ 1,008,895

**HAWAII STATE ETHICS COMMISSION**  
**Statement Showing Budget and Estimated Expenditures**  
**By Object of Expenditure for FY 2014-15**

	2014-2015 Approved <u>Budget</u>	2014-2015 Estimated <u>Expenditures</u>	<u>Variance</u>
<b>PERSONAL SERVICES:</b>			
Staff salaries	\$ 717,204	\$ 717,204	\$ -
Cost Adjustments (Act 138, 2013 SLH) <sup>1</sup>	<u>99,364</u>	<u>99,364</u>	<u>-</u>
<b>Total Personal Services</b>	<u><b>816,568</b></u>	<u><b>816,568</b></u>	<u><b>-</b></u>
<b>OTHER EXPENSES:</b>			
Office expenses	15,524	15,524	-
Intrastate transportation and travel	8,000	8,000	-
Out-of-state travel	6,490	6,490	-
Rental and maintenance of equipment	10,985	10,985	-
Dues, subscriptions, training	13,670	13,670	-
Newspaper advertisements	1,600	1,600	-
Commission meetings, investigations, and hearings	25,500	25,500	-
Consulting services	9,558	9,558	-
Office furniture and equipment	3,000	3,000	-
Office rent	<u>98,000</u>	<u>98,000</u>	<u>-</u>
<b>Total Other Expenses</b>	<u><b>192,327</b></u>	<u><b>192,327</b></u>	<u><b>-</b></u>
<b>Total</b>	<u><b>\$ 1,008,895</b></u>	<u><b>\$ 1,008,895</b></u>	<u><b>\$ -</b></u>

<sup>1</sup> Act 138, 2013 Session Laws of Hawaii, appropriated \$99,364 to the Commission to fund cost adjustments for legislative officers and employees excluded from collective bargaining for FY 2014-15.

# Hawaii State Ethics Commission Major Functions

I STATE'S ETHICS LAW	II STATE'S LOBBYISTS LAW	III FINANCIAL DISCLOSURE LAW	IV GIFTS DISCLOSURE LAW	V CANDIDATES FINANCIAL DISCLOSURE LAW	VI EDUCATION RE: LAWS	VII LEGISLATION	VIII WEBSITE
Duties: • Administration • Legal Opinions • Enforcement • Rules	Duties: • Administration • Legal Opinions • Enforcement • Filings Per Year • Auditing • Rules	Duties: • Administration • Legal Opinions • Enforcement • Filings Per Year • Auditing • Rules	Duties: • Administration • Legal Opinions • Enforcement • Filings Per Year • Auditing • Rules	Duties: • Administration • Legal Opinions • Enforcement • Filings Per Election • Auditing • Rules	Duties: • Mandatory Sessions • Sessions Developed by Office • Publications	Duties: • State Ethics Code • State Lobbying Law • Financial Disclosure Law • Gifts Disclosure Law • Candidates Financial Disclosure Law	Duties: • Development • Updating • Maintenance • Technology

IX DISCLOSURE FILINGS	Disclosure Filing Date	Approximate Number of Disclosures	X ADMINISTRATION
Annual Financial Interests Disclosures Statements	May 31	1,922	Duties: • Management • Supervision • Fiscal • Personnel • Procurement • Technology • Planning
Candidates Financial Interests Disclosures Statements	20 days before primary*	207	
Gifts Disclosure Statements	June 30	182	
Lobbyist Registration Statements	January**	385	
Lobbying Organizations Expenditure Reports	January 31	310	
Lobbying Organizations Expenditure Reports	March 31	282	
Lobbying Organizations Expenditure Reports	May 31	278	
Lobbyists Expenditure Reports	January 31	276	
Lobbyists Expenditure Reports	March 31	278	
Lobbyists Expenditure Reports	May 31	278	

**Note:** State's Ethics Laws: Chapter 84, Hawaii Revised Statutes  
State's Lobbyists Law: Chapter 97, Hawaii Revised Statutes

\* Filed every even-numbered year only.

\*\* Renewed every odd-numbered year for registered lobbyists.

**FULL-TIME STAFF: 10 Individuals**

# Hawaii State Ethics Commission

## Statistics for Calendar Year 2014

TABLE 1

<b>HAWAII STATE ETHICS COMMISSION                      NUMBER OF REQUESTS FOR ADVICE AND COMPLAINTS                      RECEIVED BY ATTORNEYS IN 2014</b>		
MONTH	REQUESTS FOR ADVICE	COMPLAINTS
January 2014	114	7
February 2014	89	12
March 2014	85	15
April 2014	105	18
May 2014	117	13
June 2014	85	13
July 2014	107	14
August 2014	96	5
September 2014	103	8
October 2014	122	15
November 2014	87	11
December 2014	93	8
<b>TOTAL</b>	<b>1,203</b>	<b>139</b>
<b>Total Number of Requests for Advice and Complaints Received in 2014</b>		<b>1,342</b>

TABLE 2

<b>HAWAII STATE ETHICS COMMISSION            ATTORNEY OPINION LETTERS ISSUED IN 2014</b>	
<b>MONTH</b>	<b>NUMBER OF LETTERS</b>
January 2014	7
February 2014	6
March 2014	25
April 2014	30
May 2014	44
June 2014	12
July 2014	8
August 2014	30
September 2014	14
October 2014	22
November 2014	38
December 2014	18
<b>TOTAL</b>	<b>254</b>

TABLE 3

<b>HAWAII STATE ETHICS COMMISSION INVESTIGATIONS OPENED IN 2014</b>		
<b>FILE NO.</b>	<b>DATE OPENED</b>	<b>DISPOSITION</b>
2014-I-1	01/16/2014	Open
2014-I-2	03/19/2014	Closed
2014-I-3	03/19/2014	Closed
2014-I-4	03/19/2014	Closed
2014-I-5	03/19/2014	Closed
2014-I-6	03/19/2014	Closed
2014-I-7	03/19/2014	Open
2014-I-8	03/19/2014	Open
2014-I-9	03/19/2014	Open
2014-I-10	04/16/2014	Open
2014-I-11	04/16/2014	Open
2014-I-12	04/16/2014	Closed
2014-I-13	04/16/2014	Closed
2014-I-14	04/16/2014	Closed
2014-I-15	04/16/2014	Closed
2014-I-16	04/16/2014	Closed
2014-I-17	04/16/2014	Closed
2014-I-18	04/16/2014	Open
2014-I-19	07/18/2014	Closed
2014-I-20	07/23/2014	Open
2014-I-21	07/23/2014	Closed

FILE NO.	DATE OPENED	DISPOSITION
2014-I-22	07/23/2014	Open
2014-I-24	09/24/2014	Open
2014-I-25	09/24/2014	Open
2014-I-26	09/24/2014	Open
2014-I-27	09/24/2014	Open
2014-I-28	11/19/2014	Open
2014-I-29	11/28/2014	Open
TOTAL:	28 Investigations	

TABLE 4

HAWAII STATE ETHICS COMMISSION FORMAL CHARGES* FILED IN 2014			
FILE NO.	ETHICS CHARGE	LOBBYING CHARGE	COMPLAINANT
CHAR-14-00005	X		Individual or Organization-CLOSED
CHAR-14-00193	X		Individual or Organization-CLOSED
CHAR-14-00205	X		Hawaii State Ethics Commission
CHAR-14-00206	X		Hawaii State Ethics Commission
CHAR-14-00207	X		Hawaii State Ethics Commission
CHAR-14-00208	X		Hawaii State Ethics Commission
CHAR-14-00209	X		Hawaii State Ethics Commission
CHAR-14-00210	X		Hawaii State Ethics Commission
CHAR-14-00211	X		Hawaii State Ethics Commission
CHAR-14-00212	X		Hawaii State Ethics Commission
CHAR-14-00213	X		Hawaii State Ethics Commission
<b>TOTAL: 11</b>			

\* A "charge" is a formal complaint alleging a violation of one or more provisions of the State Ethics Code, chapter 84, HRS, or the Lobbyists Law, chapter 97, HRS. Charges may be filed by an individual or organization or by the Hawaii State Ethics Commission. Charges that are filed by an individual or organization must be in writing and signed by the person making the charge under oath. Charges initiated by the Commission must be signed by three or more members of the Commission.

TABLE 5

<b>HAWAII STATE ETHICS COMMISSION            FINANCIAL INTERESTS DISCLOSURE STATEMENTS            FILED BY LEGISLATORS, EMPLOYEES, AND            BOARD AND COMMISSION MEMBERS IN 2014</b>	
Month	NUMBER FILED
January 2014	83
February 2014	20
March 2014	33
April 2014	269
May 2014	631
June 2014	318
July 2014	100
August 2014	31
September 2014	294
October 2014	57
November 2014	46
December 2014	40
<b>TOTAL</b>	<b>1,922</b>

TABLE 6

<b>HAWAII STATE ETHICS COMMISSION FINANCIAL INTERESTS DISCLOSURE STATEMENTS FILED BY CANDIDATES FOR STATE ELECTIVE OFFICE IN 2014 (Filing Deadline: July 18, 2014)</b>	
<b>Month</b>	<b>NUMBER FILED</b>
January 2014	0
February 2014	1
March 2014	1
April 2014	4
May 2014	10
June 2014	17
July 2014	158
August 2014	8
September 2014	0
October 2014	6
November 2014	1
December 2014	1
<b>TOTAL</b>	<b>207</b>

TABLE 7

<b>HAWAII STATE ETHICS COMMISSION            GIFTS DISCLOSURE STATEMENTS FILED IN 2014</b>	
STATE POSITION	NUMBER FILED
Governor, Lt. Governor	2
Legislators	59
Employees	90
Board / Commission Members	31
<b>TOTAL</b>	<b>182</b>

TABLE 8

<b>HAWAII STATE ETHICS COMMISSION TOTAL NUMBER OF REGISTERED LOBBYISTS IN 2014 AND NUMBER OF CLIENTS REPRESENTED*</b>		
<b>YEAR</b>	<b>NUMBER OF LOBBYISTS</b>	<b>NUMBER OF CLIENTS REPRESENTED</b>
2014	359	385

\* Some clients are represented by more than one lobbyist. Each lobbyist must file a separate registration form for each client represented.

TABLE 9

<b>HAWAII STATE ETHICS COMMISSION                      LOBBYING EXPENDITURES AND CONTRIBUTIONS REPORTS                      FILED IN 2014</b>			
<b>FILERS</b>	<b>REPORTING PERIODS</b>		
	05/01/13-12/31/13 (Jan. 31, 2014 Report)	01/01/14-02/28/14 (Mar. 31, 2014 Report)	03/01/14-04/30/14 (May 31, 2014 Report)
<b>LOBBYISTS</b>	276	278	278
<b>LOBBYISTS'                      CLIENTS</b>	310	282	278
<b>TOTAL REPORTS                      FILED</b>	586	560	556
<b>GRAND TOTAL</b>	1,702		

TABLE 10

<b>HAWAII STATE ETHICS COMMISSION                      TOTAL NUMBER OF DISCLOSURE FILINGS                      FOR 2014</b>	
Financial Interests Disclosure Statements filed by Legislators, Employees, and Board and Commission Members	1,922
Candidates Financial Disclosure Statements	207
Gifts Disclosure Statements	182
Lobbying Expenditures and Contributions Reports	1,702
Lobbyist Registrations (Two-year period 2013-2014)	385
<b>TOTAL</b>	<b>4,398</b>

TABLE 11

<b>HAWAII STATE ETHICS COMMISSION 2014 EDUCATION PROGRAM (Ethics Workshops and Presentations)</b>		
<b>DATE</b>	<b>PRESENTATIONS</b>	<b>NO. OF PARTICIPANTS</b>
01/10/14	Mandatory Ethics Training* (Session 1)	5
02/07/14	Mandatory Ethics Training* (Session 2)	5
03/21/14	Ethics Training for Employees of the University of Hawaii - Kapiolani Community College (Session 1)	50
03/21/14	Ethics Training for Employees of the University of Hawaii - Kapiolani Community College (Session 2)	20
05/21/14	Pre-Retirement Seminar (Contributory & Non-Contributory Plans)	65
05/21/14	Pre-Retirement Seminar (Hybrid Plan)	100
07/24/14	Ethics Training for University of Hawaii Administrators (Teleconference to other Oahu and Neighbor Island campuses)	100
07/24/14	Ethics Training for University of Hawaii Employees (Teleconference to other Oahu and Neighbor Island campuses)	200
08/18/14	General Ethics Training for State Employees in Hilo	70
08/18/14	General Ethics Training for State Employees on Maui	60

\* HRS §84-42 requires newly elected and appointed high-ranking state officers and employees to complete a mandatory ethics training course administered by the Hawaii State Ethics Commission.

DATE	PRESENTATIONS	NO. OF PARTICIPANTS
08/18/14	General Ethics Training for Judiciary Employees on Maui	25
09/10/14	Dept. of Human Resources Development Post-Employment Transition Workshop	100
09/24/14	Pre-Retirement Seminar (Contributory & Non-Contributory Plans)	30
09/25/14	Pre-Retirement Seminar (Hybrid Plan)	75
10/02/14	Ethics Training for Charter Schools Administrators	30
10/03/14	General Ethics Training for State Employees in Kona	23
10/14/14	Dept. of Health Environmental Health Services Conference	250
10/21/14	General Ethics Training for State Employees in Kapolei	40
10/23/14	General Ethics Training for State Employees in Molokai	12
10/28/14	General Ethics Training for State Employees on Oahu	160
10/29/14	MCLE Training for State Government Attorneys	100
10/30/14	General Ethics Training for State Employees on Kauai	40
12/05/14	Dept. of Commerce and Consumer Affairs Board and Commission Members Orientation	80
11/05/14	Ethics Overview for First Lady Dawn Ige	1
<b>TOTAL</b>	<b>24 PRESENTATIONS</b>	<b>1,789 Participants</b>

TABLE 12

<b>INFORMATION POSTED ON HAWAII STATE ETHICS COMMISSION WEBSITE</b>	
<b>WEBSITE INTERNET URL:</b>	<a href="http://ethics.hawaii.gov">http://ethics.hawaii.gov</a>
<b>YEAR ESTABLISHED:</b>	1998
<ul style="list-style-type: none"><li>• Search Engine (ENHANCED)</li><li>• News Releases</li><li>• Who We Are and What We Do<ul style="list-style-type: none"><li>○ General Information about the Hawaii State Ethics Commission</li><li>○ Duties of the Hawaii State Ethics Commission</li></ul></li><li>• Constitution, Statutes, and Rules<ul style="list-style-type: none"><li>○ Article XIV, Constitution of the State of Hawaii</li><li>○ State Ethics Code, Chapter 84, HRS</li><li>○ State Lobbyists Law, Chapter 97, HRS</li><li>○ Title 21, Administrative Rules of the Hawaii State Ethics Commission</li></ul></li><li>• Advisory Opinions, Informal Advisory Opinions, Decisions, Resolutions of Charges/Investigations, and Ethics Advisories</li><li>• Public Financial Disclosure Filings, Including Filings for Candidates for Public Office</li><li>• Gifts Disclosure Filings</li><li>• Lobbying Filings<ul style="list-style-type: none"><li>○ Lobbyist Registration Statements</li><li>○ Lists of Registered Lobbyists</li><li>○ Lists of Organizations Represented by Registered Lobbyists</li><li>○ Registered Lobbyists' Lobbying Expenditure Statements</li><li>○ Organizations' Lobbying Expenditure Statements</li><li>○ Lists of Total Lobbying Expenditures Reported by Organizations</li></ul></li><li>• Contract Notice Filings (Pursuant to HRS §84-15(a))</li></ul>	
(continued)	

TABLE 12 (continued)

- Publications and Guidelines
  - *The High Road* Newsletter
  - Ethics Guide
  - Ethics Checklist
  - Guidelines for Gifts under the State Ethics Code
  - Campaigning
  - Fund Raising in State Offices
  - Application of the State Ethics Code to Dept. of Education Teachers
  - Post Employment Restrictions
  - Information for Legislators
  - Lobbying
  - Overview of the State Ethics Code for State Board and Commission Members
- Forms and Instructions:
  - Financial Disclosure Forms and Instructions
  - Gifts Disclosure Forms and Instructions
  - Lobbying Forms and Instructions
- Related Links to State, County Ethics, and Federal Ethics Agencies
- News
- Testimony on Legislation Relating to Ethics and Lobbying
- Filing Deadlines
- Meeting Notices and Sunshine Law Minutes of the Hawaii State Ethics Commission
- Hawaii State Ethics Commission Contact Information
  - Office Location
  - Mailing Address
  - Phone/Fax
- Follow us on Twitter (link to follow Hawaii State Ethics Commission's Tweets)

TABLE 13

<b>HAWAII STATE ETHICS COMMISSION  RECORDS CHECK OF APPLICANTS FOR JUDICIAL OFFICE PERFORMED  AT THE REQUEST OF THE STATE JUDICIAL SELECTION COMMISSION  IN 2014</b>						
MONTH	NUMBER OF APPLICANTS					
	Supreme Court	First Circuit Court	Second Circuit Court	Third Circuit Court	Fifth Circuit Court	Total Applicants Per Month
January				15		15
February		5				5
March						
April			1			1
May		2	1			3
June		5	1			6
July		24	1	11		36
August				3		3
September		21				21
October		4		2	1	7
November				1	1	2
December		1		1		2
<b>TOTAL Per Court:</b>	0	62	4	33	2	<b>Grand Total: 101</b>

TABLE 14

<b>HAWAII STATE ETHICS COMMISSION DISCLOSURE RECORDS AVAILABLE FOR PUBLIC INSPECTION*</b>	
1	Public Financial Disclosure Statements (Legislators, Other Elected State Officials, Appointed State Officials, and Candidates for State Elective Office)
2	Gifts Disclosure Statements
3	Lists of Registered Lobbyists
4	Lobbyist Registration Statements
5	Lobbying Expenditure Statements of Registered Lobbyists
6	Lists of Organizations Represented by Registered Lobbyists
7	Lobbying Expenditure Statements of Organizations
8	Total Amounts of Lobbying Expenditures Reported by Organizations
9	Notices of Intent to Award Contracts to a Legislator or Employee, or Business in Which a Legislator or Employee Has a Controlling Interest (filed pursuant to HRS Section 84-15(a))

\* Most records also available on the Hawaii State Ethics Commission website:  
<http://www.hawaii.gov/ethics>.

TABLE 15

**HAWAII STATE ETHICS COMMISSION  
2014 PUBLICATIONS\***

Constitution

Article XIV, Hawaii State Constitution

Ethics Statutes, Administrative Rules, General Information

Chapter 84, Hawaii Revised Statutes, Standards of Conduct  
Hawaii State Ethics Commission Administrative Rules  
Ethics Guide for State Elected Officials, State Employees, State Board and  
Commission Members  
Ethics Checklist  
Outline of Substantive Areas of the State Ethics Code

Gifts and Gifts Disclosure

Guidelines for Gifts Under the State Ethics Code  
Questions and Answers on the Gifts Disclosure Law  
Gifts and the State Ethics Code

Campaigning

Campaign Restrictions for State Officials and State Employees  
Prohibited Use of State E-Mail for Campaign Purposes  
Prohibition on Candidate Campaign Walk-Throughs in State Agencies

Fundraising

Fundraising in State Offices  
Ethics Guidelines for AUW Fund Raiser Activities Conducted by State Agencies

Continuation of Table 15:

For Legislators

Guidelines on the Use of Legislators' Annual Allowance  
Attendance at "Appreciation" Receptions, Dinners, Meals, or Parties, etc.,  
Offered by Lobbyists  
Legislative Interns  
Informational or Educational Trips Solicited or Accepted by Legislators

For Teachers

The Application of the State Ethics Code to DOE Teachers Regarding Private  
Instruction for Pay  
The Application of the State Ethics Code to Furloughed Teachers

For State Board and Commission Members

Overview of the State Ethics Code for State Board and Commission Members

Post Employment

Post Employment Restrictions

Lobbying

Chapter 97, Hawaii Revised Statutes, Lobbyists  
Accrued or Incurred Lobbying Expenditures; Company Employee Lobbying  
Expenditures  
"Goodwill" Lobbying as Lobbying Expenditure  
Lobbying Registration and Reporting Manual  
Informational or Educational Trips as Lobbying Expenditures  
Public Statement Regarding Lobbying Charge and Requirements of the  
Lobbyists Law, Hawaii Revised Statutes, Chapter 97

\* All publications are available on the Hawaii State Ethics Commission website: <http://ethics.hawaii.gov>.