'22FEB08 AM 7:54 CITY CLERK

OFFICE OF THE MAYOR
CITY AND COUNTY OF HONOLULU
530 SOUTH KING STREET, ROOM 300 • HONOLULU, HAWAII 96813
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RICK BLANGIARDI
MAYOR

MICHAEL D. FORMBY
MANAGING DIRECTOR

KRISHNA F. JAYARAM
DEPUTY MANAGING DIRECTOR

February 7, 2022

The Honorable Tommy Waters
Chair and Presiding Officer
and Members
Honolulu City Council
530 South King Street, Room 202
Honolulu, Hawaii 96813

Dear Chair Waters and Councilmembers:

In accordance with Section 4-104 of the Revised Charter of the City and County of Honolulu, as amended, I am requesting the City Council's confirmation of the following appointee, who will be serving a temporary commission effective February 7, 2022, and expiring upon her permanent appointment.

Nola N. Miyasaki
Director of the Department of Human Resources

I have enclosed the officer's information and a draft resolution for your review.

The individuals who have accepted my call to join the City government are all experienced, energetic, and capable leaders who are committed to positive change, and I would deeply appreciate your confirmation of their appointments.

Sincerely,

Rick Blangiardi
Mayor

Enclosures

CITY AND COUNTY OF HONOLULU
MAYOR APPOINTMENT / BOARD OR COMMISSION MEMBER
NOMINATION FORM

1. Position Nominated to: Director, Department of Human Resources

2. Name: Nola (First) Nobuyo (Middle) Miyasaki (Last)

3. Are you a citizen of the United States? Yes ☑ No ☐

   Are you a resident of the City and County of Honolulu? Yes ☑ No ☐
   If yes, how long 38 year

   Are you a registered voter in the City and County of Honolulu? Yes ☑ No ☐

4. Political affiliation **(Civil Service Commission and Liquor Commission nominees only)** N/A

5. Occupation: Director, Customer Services Department

6. Name and address of employer or firm:
   City & County of Honolulu
   550 S. King Street, Honolulu, HI 96813

7. Does your employer do any business with the City and County of Honolulu?
   Yes ☐ No ☐ If yes, state the nature of business and approximate dollar amount in the last five years:
   NA

8. Do you or does any member of your immediate family hold office or own stock in any firm?
   Yes ☑ No ☐

9. Does the firm do business with the City and County of Honolulu? Yes ☐ No ☑
   If yes, provide details including the name(s) of the firm:

10. Do you have any part-time employment, professional activity, or financial interests other than those indicated in the previous question? Yes ☑ No ☐
    If yes, provide details:
    Family partnership real estate holdings

11. Do you foresee any possible conflict between your present work, financial investments, business transactions or any other activity which would be incompatible with the proper discharge of your official duties or hinder you from effectively carrying out the duties for which you have been appointed? Yes ☐ No ☑

12. Are any members of your family employed by the City and County of Honolulu or any attached agency? Yes ☐ No ☑ If yes, please specify the department and division:

13. Are there any incidents in your past that may jeopardize your nomination
    Yes ☐ No ☑

14. Have you ever been convicted of a felony? If yes, provide details:
No

15. Education:
Punahou High School Diploma; B.A. Human Biology, Stanford University
J.D., Hastings College of the Law, University of California
MBA, Syracuse University

16. Provide a summary of major work experience for the last ten (10) years. Begin with your present job including military (attach additional sheets if necessary or resume):
Resume attached.

17. Community activities, etc. (also list any service on any other board or commission Federal, State or County):
Sustaining Member, Junior League of Hawaii
Member, Sons & Daughters of the 442
Member, Daughters of Hawaii

18. Have you ever been a member of a board or commission with the City and County of Honolulu?
Yes ☐ No ☑ If yes, provide name(s) of board/commission:

19. Will you be able to commit to the full term of this appointment? Yes ☑ No ☐

20. Will you be able to commit to meeting dates and times? Yes ☑ No ☐

21. Are you regularly away from Honolulu? Yes ☐ No ☑ If yes, please explain:

22. Are you willing to make a confidential financial disclosure to the city Ethics Commission upon appointment and yearly thereafter? Yes ☑ No ☐

23. What do you understand to be the prime duties of your county appointment?
Lead, direct, coordinate and oversee all activities of the Department of Human Resources
Administer the personnel program across the City and County of Honolulu based on the merit principle.

The above statements made by me are true, complete, and correct to the best of my knowledge and belief and are made in good faith.

Nola Nagasaki — (Signature)

2/4/22 — (Date)

The completed form and any attachment(s) will be posted by the City Clerk and available on the City's DocuShare Website.

RESUME
NOLA N. MIYASAKI

Visionary leader with a strong track record of successfully setting and accomplishing strategic business goals and creating entrepreneurial success for public and private sector organizations.

PROFESSIONAL EXPERIENCE

DIRECTOR, DEPARTMENT OF CUSTOMER SERVICES (CSD)
CITY AND COUNTY OF HONOLULU, Honolulu, HI **2021 – Present**

- Leads the Department of Customer Services' three Divisions comprised of Motor Vehicles, Licensing and Permits; Satellite City Halls; and Public Communications, which collectively touch every resident across the island of Oahu in areas of driver licenses, motor vehicles, special permits, City services, animal control and communications.
- Oversee and administer 300 staff ranging from entry level clerks to the highest level of excluded managerial supervisors in the delivery of excellent customer service to the public while maintaining efficiency and regulatory compliance, in the merit principle.
- Responsible for resolution and management of employee complaints, grievances, investigations and other human resource matters.
- Guide and advise leadership team to create a culture of excellence and entrepreneurial thinking, to motivate and adequately train employees while maintaining a fair and equitable evaluation process, and providing promotional opportunities.
- Oversee fiscal management of $25,000,000 annual budget and revenues of $209,000,000.
- Develop, facilitate, and implement operational and strategic plans to achieve and maintain efficiency, reducing backlogs in services while balancing and managing staff attendance.
- Collaborate with Directors and Deputies across City Departments to resolve issues, support Departmental requests or needs, and achieve results.
- Serve as a spokesperson for the City and County of Honolulu regarding matters of public interest relating to CSD.

CHIEF DEVELOPMENT OFFICER
REHABILITATION HOSPITAL OF THE PACIFIC FOUNDATION, Honolulu, HI **2019 – 2020**

- Leads and executes the strategic vision for the Foundation focusing on donor cultivation, ensuring proper stewardship of funds, management of endowments, raising the culture of philanthropy across a 500 staff, 82-bed hospital, with a 20 person Foundation board of directors.
- Directs, manages, and administers Foundation staff and programs to meet federal, state, and industry regulatory requirements for non-profits and healthcare institutions to attain clean audits performed by external reviewing bodies.
- Develops, facilitates, and implements strategic plans and policies for annual giving campaigns, signature events, patient appeals, newsletters, annual calendar and other forms of donor communication across thousands of diverse constituents and former patients, raising an estimated $1.4 million annually
- Represents and advocates for the Foundation at the National, State and City levels for grants and other sources of fundraising.
- Serves as a spokesperson and advocate for REHAB Hospital and Foundation.

EXECUTIVE DIRECTOR
UNIVERSITY OF FLORIDA, Gainesville, FL **2014 - 2019**
Entrepreneurship & Innovation Center (Student Outreach, Incubation & Women's Initiatives)

- Led Center's local, national, and global outreach initiatives for research, training and development opportunities across a top ranked public research university campus composed of over 55,000 students, 16 academic colleges, and more than 150 research centers and institutes.
- Successfully implemented best practices strategies and policies resulting in Center being selected in 2019's Top 25 Entrepreneurship Programs by U.S. News & World Report.
- Managed team of diverse talent to achieve results; developed new positions; recruited, interviewed, hired, and trained staff in addition to recruiting and managing a pool of graduate business students, federal work study student interns and volunteers.
- Raised, managed, and audited over $7 million in grant and investor funds to benefit UF's student incubator the Gator Hatchery; the Collaboratory for Women Innovators; Business Plan Competition; Women's Entrepreneurship Symposium; Silicon Valley Study Tour; and Innovation Impact for Women Faculty, Post-doctoral Scholars and PhD Students.
- Managed, executed, and monitored personnel and financial transactions and contracts to comply with donors, grants, and funders requirements to attain clean audits performed by reviewing bodies.
- Oversaw programs supporting interdisciplinary student teams for business plan development, Entrepreneurs in Residence, Pro Bono legal and accounting assistance, bootcamp training, mentors' network, and investment pitch opportunities.
- Initiated, developed, and sustained positive relationships with key stakeholders to raise funds for entrepreneurial initiatives and programs; developed entrepreneurial resources for students and the community, including a Disabled Veterans Entrepreneurship Program, the Experiential Classroom (to train entrepreneurship faculty), and the community poverty entrepreneurship program; launched the Gator100, honoring the 100 Fastest Growing UF Alumni-led companies.

DIRECTOR
OKLAHOMA STATE UNIVERSITY, Stillwater, OK **2009 – 2014**
Riata Center for Entrepreneurship and Norman C. Stevenson Chair in Entrepreneurship

- Directed Center's research, training and development opportunities which serves the Stillwater campus, a public land-grant research university, whose enrollment exceeds 23,000 students and offers over 200 degrees via its 6 colleges.
- Built Center from ground up, including job design, recruiting, hiring, supervising and evaluating staff.
- Successfully implemented organizational best practice strategies and policies resulting in Center winning the 2012 NASDAQ Center of Excellence Award as the top Entrepreneurship Center in the country; Center also ranked in the Top 25 Undergraduate/Graduate Programs by Princeton Review; achieved Top 25 Graduate Entrepreneurship Program Ranking by US News & World Report.
- Directed, managed, and administered programs such as the Entrepreneurs' Bootcamps in Tulsa and rural Enid, Women Entrepreneurs' INSPIRE Conference, Riata Entrepreneurial Internships, campus-wide Business Plan Competition, Disabled Veterans Entrepreneurship Program, Technology Commercialization initiatives, Student E Club, Experiential Classroom for educators.
- Managed, executed, and monitored financial and personnel transactions and contracts to comply with donors, grants, and funders requirements to attain clean audits performed by reviewing bodies.
- Initiated, developed, and sustained positive relationships with key stakeholders and community partners participating in an array of grant projects.

EXECUTIVE DIRECTOR
SYRACUSE UNIVERSITY, Syracuse, NY **2003 – 2009**
Entrepreneurship Programs

- Developed and implemented strategic plans and policies for these programs serving a campus of 23,000 students across 13 schools and colleges.
- Led research, training, development, and outreach initiatives for Entrepreneurship and Emerging Enterprises Program at Whitman School of Management, becoming top tier ranked program in the nation for entrepreneurship.
- Successful implementation of organizational best practices resulted in Top 10 Ranking for Undergraduate and Top 20 Ranking for Graduate Entrepreneurship Programs in U.S. News & World Report, within five years.
- Raised, managed, and audited over $2 million in grant funding and sponsorships; managed, executed, and monitored personnel and financial transactions and contracts to comply with donors, grants, and funders requirements to attain clean audits performed by external reviewing bodies.
- Developed new positions to meet organizational goals, both private and federally funded; recruited and managed staff to achieve program objectives and deliverables.
- Operated the Kauffman Entrepreneurial Internship Program, placing top students in entrepreneurial ventures for the semester and providing experiential learning opportunities.
- Successfully developed and maintained positive relationships and programs with government, private sector, and community leaders resulting in an award from the SBA for launching the Women's Business Center and affiliated programs in the inner city of Syracuse.

CORPORATE VICE PRESIDENT AND CORPORATE SECRETARY
TISSUE GENESIS, INC., Honolulu, Hawaii (1-year leave from SU) **2005**

- Managed corporate governance, investor relations and intellectual property for biotech start up.
- Responsible for portfolio of more than 20 patents and patents pending, including TGI's proprietary IP and patents licensed from the University of Michigan, Thomas Jefferson University and the Oregon Medical Laser Center.
- Advised and participated in negotiations to license and sub-license intellectual property; manage all IP related agreements including licensing, confidentiality and non-disclosure agreements with contractors, employees, potential and existing business partners.
- Responsible for more than 35 individual and organizational investors, and co-managed State of Hawaii technology tax credit allocations for investors.
- Developed TGI's strategic business plan, helping raise $1.5 million in 2005.
- Established a $6 million Series B round and new corporate structure.
- Managed multiple closings of Series A and Series B financing.
- Supported management of several multi-million dollar research-based Federal awards from DOD.

STATE OF HAWAII, Honolulu, HI **1998 – 2003**
STATE DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM

Executive Director and CEO - High Technology Development Corp, 2000-2003

- Led agency responsible for development of tech industry in Hawaii; including ongoing review and analysis of needs of Hawaii's technology industry, and development of strategic planning and marketing initiatives in collaboration with private sector, university and other state agencies.
- Managed core staff of 22 exempt civil service employees and federally funded contract staff.
- Developed initiatives to address the technology industry brain drain, including the launch of Hawaii's inaugural Holiday Tech Job Fair designed to attract returning Hawaii students.

- Managed diverse programs including Hawaii's two state technology incubators; evaluated and analyzed impacts, implemented new best practices incubation program, hired key staff, and assisted firms to attain self-sufficiency.
- Reported to 11-person board comprised of government, university and private sector members; managed over twenty employees and contractors; managed complex $5 million budget comprised of State, Federal and private revenues.
- Successfully initiated and supported key technology incentives for HTDC and technology industry from state legislature; streamlined agency to focus on core competencies.
- Obtained federal grant monies to leverage state investment to initiate new promotions, outreach and commercialization programs for small tech companies; responsible for State SBIR/STTR program.

Business Advocate - Dept. of Business, Economic Development & Tourism, 1998-1999

Represented Small Business interests in the State of Hawaii, including review of administrative rule changes relating to small businesses, administration of the Small Business Review Board and administration of the State's Business Action Center facilitating business registrations in Hawaii.

NOLA ENTERPRISES INTERNATIONAL, LLC, Honolulu, HI **1995 – 1998**
Sports Marketing Firm

INTERNATIONAL MANAGEMENT GROUP (IMG), Cleveland Ohio **1988 – 1994**
Sports Management Agent, Golf Division

RUSH, MOORE, CRAVEN KIM & STRICKLIN, Honolulu, HI **1986 – 1988**
Attorney

SUPREME COURT OF HAWAII, Honolulu, HI **1984 – 1986**
Law Clerk to Justice James H. Wakatsuki

PUBLICATIONS

Morris, M., Miyasaki, N. N., Watters, C. & Coombes, S. (2006). "The dilemma of growth: Understanding venture size choices of women entrepreneurs". *Journal of Small Business Management*, 44(2), 221-244.

N.N. Miyasaki (2014). "Can universities really help students start ventures" *Annals of Entrepreneurship Education and Pedagogy* (Editor). Edward Elgar Publishing, 177-190.

EDUCATION

M.B.A. -- Syracuse University, Syracuse, NY (Entrepreneurship concentration)
J.D. - University of California Hastings Law College, San Francisco, CA
Program - Keio University Kokusai Center, Tokyo, Japan
B.A., Human Biology - Stanford University, Stanford, CA
Diploma – Punahou School, National Merit Finalist, Honolulu, HI

CITY COUNCIL

CITY AND COUNTY OF HONOLULU
HONOLULU, HAWAII

No. _____

RESOLUTION

CONFIRMING THE NOMINATION OF NOLA N. MIYASAKI, TO SERVE AS THE DIRECTOR OF THE DEPARTMENT OF HUMAN RESOURCES OF THE CITY AND COUNTY OF HONOLULU.

WHEREAS, Section 4-104.1 of the Revised Charter of the City and County of Honolulu 1973 (2017 Edition) ("Charter"), requires that all department heads and the Managing Director, nominated by the Mayor, be subject to the advice and consent of the City Council ("Council"); and

WHEREAS, Charter Section 6-1101 establishes the Department of Human Resources, headed by a Director of Human Resources; and

WHEREAS, Charter Section 6-1105.2 sets forth the powers, duties, and functions of the Director of Human Resources; and

WHEREAS, Charter Section 6-1105.1 requires that the Director of Human Resources shall have had a minimum of five years of training and experience in personnel administration, either in the public service or private business or both, at least three years of which shall have been in a responsible administrative capacity, and shall be in sympathy with the principles of the merit system; and

WHEREAS, Charter Section 4-104.1 requires that each department head be a registered voter of the City; and

WHEREAS, by Mayor's Message 20, dated February 7, 2022, the Mayor has nominated Nola N. Miyasaki, to serve as the Director of the Department of Human Resources; and

WHEREAS, after review of the nominee's qualifications, the Council finds that Nola N. Miyasaki., is qualified to serve as the Director of the Department of Human Resources, and warrants confirmation; now, therefore,

BE IT RESOLVED by the Council of the City and County of Honolulu that Nola N. Miyasaki, is confirmed as the Director of the Department of Human Resources of the City and County of Honolulu; and

CITY COUNCIL
CITY AND COUNTY OF HONOLULU
HONOLULU, HAWAII

No. _____

RESOLUTION

BE IT FINALLY RESOLVED that copies of this resolution be transmitted to the Mayor and Nola N. Miyasaki.

INTRODUCED BY:

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DATE OF INTRODUCTION:

_____ _____

Honolulu, Hawaii Councilmembers

Office of the City Clerk

CITY AND COUNTY OF HONOLULU
STATE OF HAWAII

Voter Certificate

I, Glen I. Takahashi, City Clerk of the City & County of Honolulu, State of Hawaii do hereby certify that,

NOLA N. MIYASAKI

a resident of the City and County of Honolulu, State of Hawaii is a duly registered elector (voter) of

Precinct, 04 Representative District, 18 State of Hawaii

Voter ID No: 1372330 Registration Date: 09/17/1988

Date of Birth:

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City and County of Honolulu to be affixed on February 2, 2022.

Signature Block

Signature of Elector

Glen I. Takahashi, City Clerk
City and County of Honolulu
State of Hawaii

This certificate expires at the earlier of either the date the named elector relinquishes the voter residence associated with this certificate or after the next scheduled Hawaii General election after the affixed issuance date.