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DEPARTMENT OF EMERGENCY MANAGEMENT
KA 'OIHANA HO'OKELE ULIA PŌPILIKIA
CITY AND COUNTY OF HONOLULU

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RICK BLANGIARDI
MAYOR
MEIA

DR. RANDAL A. COLLINS, CEM
DIRECTOR
PO'O

JENNIFER M. WALTER
DEPUTY DIRECTOR
HOPE PO'O

December 4, 2025

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

Dear Chair Waters and Councilmembers:

SUBJECT: Resolution to Transfer Funds from the Provision of Federally Funded Program Contingencies

Submitted is a Resolution to authorize the transfer of funds from the City and County of Honolulu (City's) Fiscal Year 2026, Provision for Federally Funded Program Contingencies to the Department of Emergency Management (DEM).

DEM is responsible for the administration, coordination, and compliance of multiple federally funded emergency management programs, including but not limited to grants from the Federal Emergency Management Agency (FEMA) and the U.S. Department of Homeland Security (DHS), which supports preparedness, mitigation, and recovery initiatives.

DEM requires additional Planner positions to provide administrative and technical capacity to support these federally funded programs by ensuring timely delivery of program objectives, maintaining compliance with federal and state grant requirements, and developing planning products that align with national preparedness frameworks.

DEM is requesting the transfer of $321,684 from the Provision of Federally Funded Program Contingencies as these Planner positions will provide critical analytical, planning, and coordination support for federally funded and grant-related

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projects, including the after-action program, community relations planning, mass care and human services, mitigation, and hazard-specific preparedness activities.

Should you have any questions, please call me at (808)723-8951 or email randal.collins@honolulu.gov.

Sincerely,

Dr. Randal A. Collins, CEM
Director

Attachments

APPROVED BY:

Michael D. Formby, Managing Director
Office of the Managing Director

CITY COUNCIL

CITY AND COUNTY OF HONOLULU
HONOLULU, HAWAI'I

No. _____

RESOLUTION

RELATING TO THE TRANSFER OF FUNDS.

WHEREAS, Section 2-17.2(c)(1), Revised Ordinances of Honolulu 2021 ("ROH"), requires that the City Council ("Council") approve by resolution any transfer of funds between activities whenever the cumulative amount of transfers from or to an activity totals in excess of $100,000 or 10 percent of the amount appropriated for that activity in the executive operating budget ordinance, as may be amended, whichever is less; and

WHEREAS, ROH Section 2-17.2(c)(2) requires that the Council approve by resolution any transfer of funds between characters of expenditure within the same activity whenever the cumulative amount of transfers from or to a character of expenditure exceeds the lesser of (a) $100,000, or (b) the greater of (i) 10 percent of the appropriation for either the originating or receiving character of expenditure, or (ii) $10,000; and

WHEREAS, the Department of Emergency Management (DEM) is responsible for the administration, coordination, and compliance of multiple federally funded emergency management programs, including but not limited to grants from the Federal Emergency Management Agency (FEMA) and the U.S. Department of Homeland Security (DHS), which support preparedness, mitigation, and recovery initiatives; and

WHEREAS, DEM requires additional Planner positions to provide administrative and technical capacity to support these federally funded programs by ensuring timely delivery of program objectives, maintaining compliance with federal and state grant requirements, and developing planning products that align with national preparedness frameworks; and

WHEREAS, these Planner positions will provide critical analytical, planning, and coordination support for federally funded and grant-related projects, including the after-action program, community relations planning, mass care and human services, mitigation, and hazard-specific preparedness activities; and

WHEREAS, a transfer of funds is therefore necessary to provide DEM with the resources required to fill and sustain these Planner positions, ensuring that DEM can effectively manage and implement federally supported programs; now, therefore,

CITY COUNCIL

CITY AND COUNTY OF HONOLULU
HONOLULU, HAWAI'I

No. _____

RESOLUTION

BE IT RESOLVED by the Council of the City and County of Honolulu that $321,684 in General Fund (GN) monies be transferred between the following activities:

From	To	Amount	Fund
Provision for Federally Funded Program Contingencies (CE)	DEM Emergency Management Coordination (S)	$321,684	GN

BE IT FURTHER RESOLVED that the Mayor, or the Mayor's designee, is hereby authorized to carry out the provisions of this resolution; and

BE IT FINALLY RESOLVED that copies of this resolution be transmitted to the Director of Emergency Management and the Director of Budget and Fiscal Services.

INTRODUCED BY:

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DATE OF INTRODUCTION: _____

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Honolulu, Hawai'i Councilmembers