

**RICHARD T. BISSEN, JR.**  
Mayor

**RICHARD E. MITCHELL, ESQ.**  
Acting Director

**SAUMALU MATA'AFA**  
Deputy Director

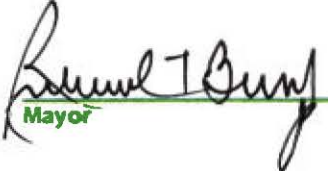


**DEPARTMENT OF HOUSING**  
COUNTY OF MAUI  
2065 MAIN STREET, SUITE 108  
WAILUKU, MAUI, HAWAII 96793  
PHONE: (808) 270-7351  
FAX: (808) 270-7829

February 26, 2025

Honorable Richard T. Bissen, Jr.  
Mayor, County of Maui  
200 South High Street  
Wailuku, Hawaii 96793

**APPROVED FOR TRANSMITTAL**

 2-26-25  
Mayor Date

For Transmittal to:

Honorable Yuki Lei K. Sugimura, Chair  
Budget, Finance, and Economic Development Committee  
200 South High Street  
Wailuku, Hawaii 96793

**SUBJECT: DISCUSSION ON BILL 6 (2025), AMENDING FISCAL YEAR  
2025 BUDGET: DEPARTMENT OF HOUSING, HOUSING  
PROGRAM, GENERAL (BFED-20(1))**

Dear Chair Sugimura:

The Department of Housing (Department) is in receipt of your letter dated February 7, 2025, requesting a response to the questions noted below. Please pardon the delay in responding, the BFED Committee's letter was sent to an incorrect email address, and the error was not noticed until today. The Department's responses are as follows:

1. The bargaining unit and proposed salary range/step for each proposed expansion position identified in correspondence from the Budget Director dated January 10, 2025

Administrative Division

Research Analyst	BU-13	SR-22H
Accountant III	BU-13	SR-22D

Federal Housing Programs Division

Program Specialist III	BU-13	SR-24D
Secretary II	BU-03	SR-16C

County Housing Programs Division

Secretary I	BU-03	SR-14C
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Housing and Community Developments Division

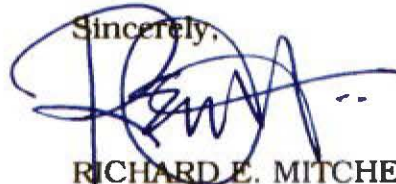
Secretary I	BU-03	SR-14C
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2. The Department's current and proposed organizational charts.

The current and proposed organizational charts are attached for your consideration.

Should you have further questions, please contact me or the Department at (808) 270-7110 or email me at [director.housing@co.mauhi.us](mailto:director.housing@co.mauhi.us).

Sincerely,

A handwritten signature in blue ink, appearing to read 'R. Mitchell', is written over the word 'Sincerely,'.

RICHARD E. MITCHELL, Esq.  
Director of Housing

Attachment (2)

**RICHARD T. BISSEN, JR.**  
Mayor

**JOSIAH K. NISHITA**  
Acting Managing Director



**DEPARTMENT OF MANAGEMENT  
COUNTY OF MAUI  
200 SOUTH HIGH STREET  
WAILUKU, MAUI, HAWAII 96793**

August 21, 2024

To: Richard Mitchell, Director of Housing

Through: Josiah K. Nishita Managing Director *L*

From: Agnes M. Hayashi, Executive Assistant II *AMH*

SUBJECT: **Department of Housing FY2025 Functional and Organizational Charts -  
APPROVED**

Thank you for the timely submission of the FY2025 Organizational and Functional Charts for the Department of Housing.

We have concluded our review. The charts comply with the FY2025 Organizational & Functional Charts Guidance and are approved. The annual organizational requirements for fiscal year 2025 for the Department of Housing have been met.

Please email a copy of your approved charts to the Department of Personnel Services at [personnel.services@co.maui.hi.us](mailto:personnel.services@co.maui.hi.us).

Any changes to the department's approved FY2025 organizational and functional structure are subject to The Reorganization Guidelines, updated September 1, 2023. Should you have any questions and/or require assistance, please feel free to contact me at [agnes.hayashi@co.maui.hi.us](mailto:agnes.hayashi@co.maui.hi.us) or at extension 7928.

Attachment

RECEIVED  
DEPARTMENT OF HOUSING  
COUNTY OF MAUI  
DATE 8/26/2024  
TIME 10:04am

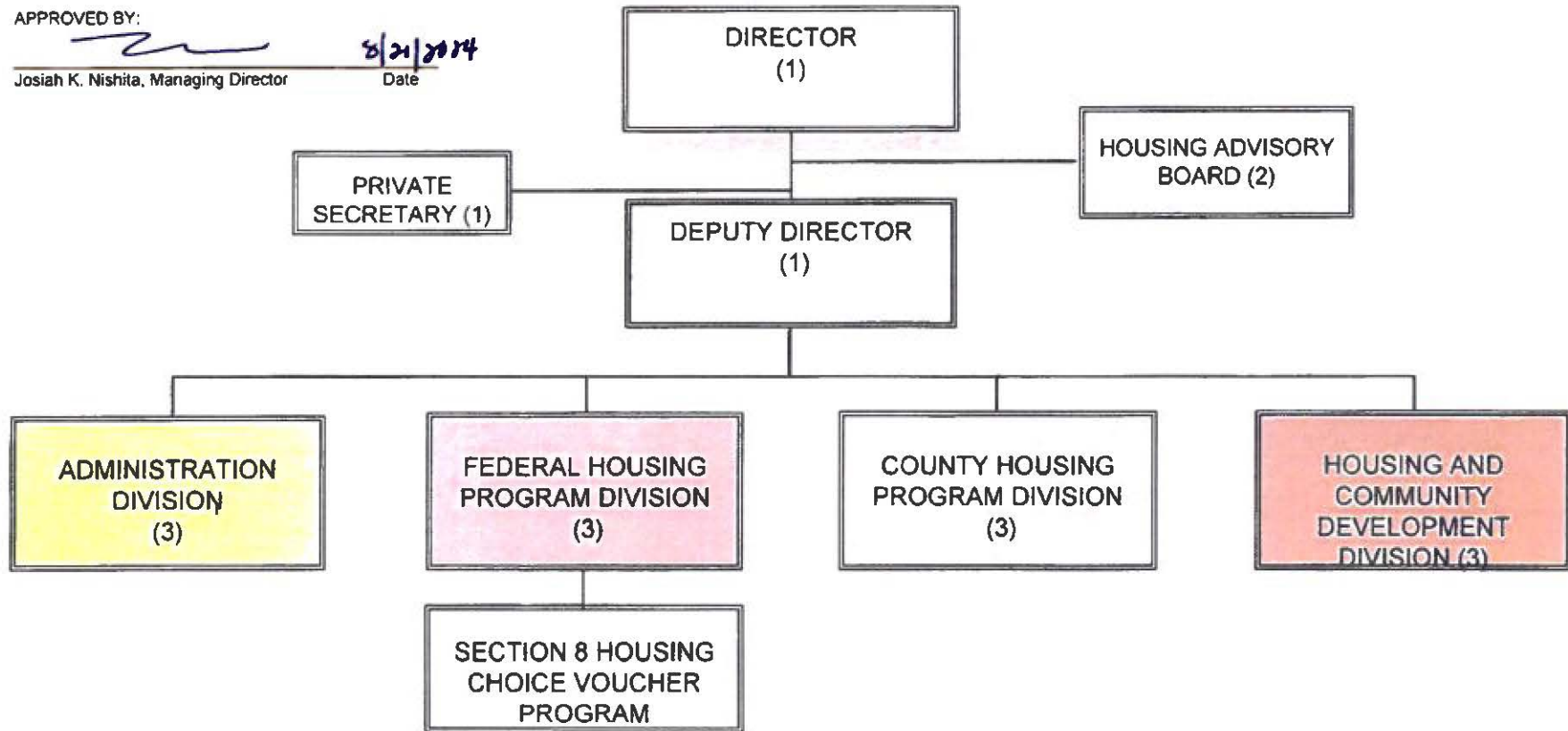
DEPARTMENT SUBMITTAL/APPROVED BY:

 7/31/24  
Richard E. Mitchell, Acting Director of Housing Date

APPROVED BY:

 8/21/2024  
Josiah K. Nishita, Managing Director Date

DEPARTMENT OF HOUSING  
COUNTY OF MAUI  
Effective Date: July 31, 2024  
FY 2025 Functional Chart



(1) Expansion positions created as a result of 2022 Maui County Charter Amendment, bifurcating the Department of Housing and Human Concerns (DHHC), and approved by Ordinance 5657, Bill No. 60, CD1, FD2 (2024).

(2) Housing Advisory Board created as a result of 2022 Maui County Charter Amendment, bifurcating DHHC. The Housing Advisory Board consists of five members who advise the Director on efforts to create affordable housing.

(3) Department of Housing created as a result of 2022 Maui County Charter Amendment, bifurcating DHHC. Positions under DHHC's Housing Program moved to the new Department of Housing effective July 1, 2024. Divisions established by Ordinance 5657, Bill No. 60, CD1, FD2 (2024).



DEPARTMENT SUBMITTAL/APPROVED BY:

Richard E. Mitchell, Acting Director of Housing

7/31/24

Date

APPROVED BY:

Josiah K. Nishita, Managing Director

8/21/2024

Date

### Department of Housing

Responsible for the execution of affordable/workforce housing initiatives benefiting County residents. The Department oversees the following: Affordable Housing Fund, Experimental and Demonstrative Housing Projects Fund, Home Acquisition and Ownership Programs Fund, and Housing Interim Financing and Buy-Back Revolving Fund. The department fulfills the duties and responsibilities pursuant to the Maui County Charter, Appendix II, Section 8-20.1-8-20.3 (Amended July1, 2024).

(1)

### DEPARTMENT OF HOUSING

COUNTY OF MAUI

Effective Date: July 31, 2024

FY 2025 Functional Chart

### County Housing Program Division

Responsible for a wide range of affordable/workforce housing initiatives benefiting County residents. Initiatives include: administration of County grant programs, oversight of County owned multifamily rental properties, monitoring affordable housing requirements set in Maui County Code (MCC) 2.96, and promoting fair housing.

### Housing and Community Development Division

Responsible for supporting efforts to create affordable housing to meet the needs of the residents of Maui County. This includes facilitating partnerships with entities in the development of affordable housing on public or private land, facilitating the construction of housing projects using County land, and assisting private developers seeking entitlements through the 201H, Hawaii Revised Statutes process or the Maui County Code (MCC), Chapter 2.97.

(2)

### Administration Division

Responsible for overall process of organizing, directing, and overseeing the Department's resources and operations. Represents the Department at official County Council meetings and manages the Department in accordance with approved operating and capital budgets.

### Federal Housing Program Division

Responsible for administering federally funded resources for housing. Administers federal grants issued by the United States Department of Housing and Urban Development. Pursues and implements other grant opportunities.

(3)

### Section 8 Housing Choice Voucher Program


Provides rental, family self sufficiency, and mortgage assistance to eligible families under the federally funded Section 8 Housing Choice Voucher Program.

(1) Department of Housing created as a result of 2022 Maui County Charter Amendment, bifurcating the DHHC. Positions under DHHC's Housing Program moved to the new Department of Housing effective July 1, 2024.

(2) Facilitating the construction of housing projects using County land is an expanded function in the Department of Housing.

(3) Pursuing and implementing additional grant opportunities is an expanded function in the Department of Housing.

DEPARTMENT SUBMITTAL/APPROVED BY:

 7/31/24  
Richard E. Mitchell, Acting Director of Housing Date

APPROVED BY:

 8/21/2024  
Josiah K. Nishita, Managing Director Date

ADMINISTRATION DIVISION  
DEPARTMENT OF HOUSING

COUNTY OF MAUI  
Effective Date: July 31, 2024  
FY 2025 Functional Chart

Housing Advisory Board

The board is established to advise the Director's efforts to create affordable housing pursuant to the Maui County Charter Section 8-20.4.

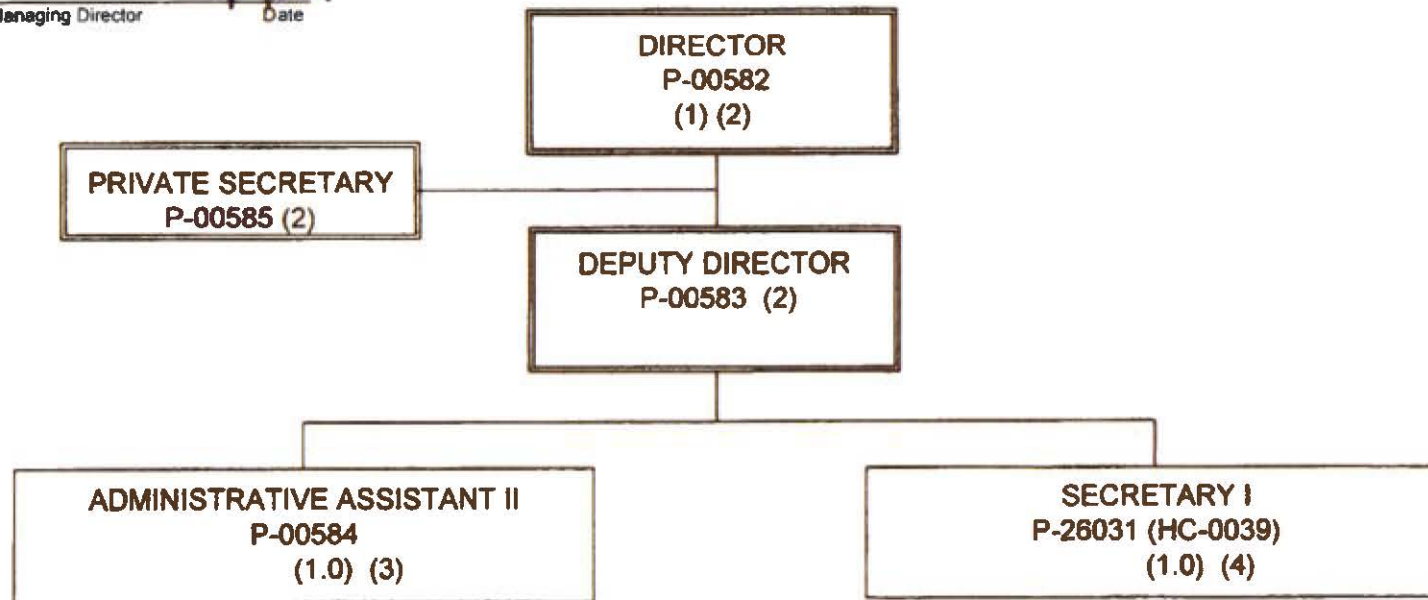
ADMINISTRATION DIVISION  
DEPARTMENT OF HOUSING  
COUNTY OF MAUI  
Effective Date: July 31, 2024  
FY 2025 Organizational Chart

DEPARTMENT SUBMITTAL/APPROVED BY:

 7/31/24  
Richard B. Mitchell, Acting Director of Housing Date

APPROVED BY:

 8/21/2024  
Josiah K. Nishita, Managing Director Date



(1) Department of Housing created as a result of 2022 Maui County Charter Amendment, bifurcating the DHHC. Positions under DHHC's Housing Program moved to the new Department of Housing effective July 1, 2024.

(2) P-00582, Director, P-00583, Deputy Director, and P-00585, Private Secretary are expansion positions in the FY2025 Council Adopted Budget (page 10-3), that are pending creation and approval

(3) P-00584, Administrative Assistant II, is an expansion position in the FY2025 Council Adopted Budget (page 10-3), that is pending creation and approval

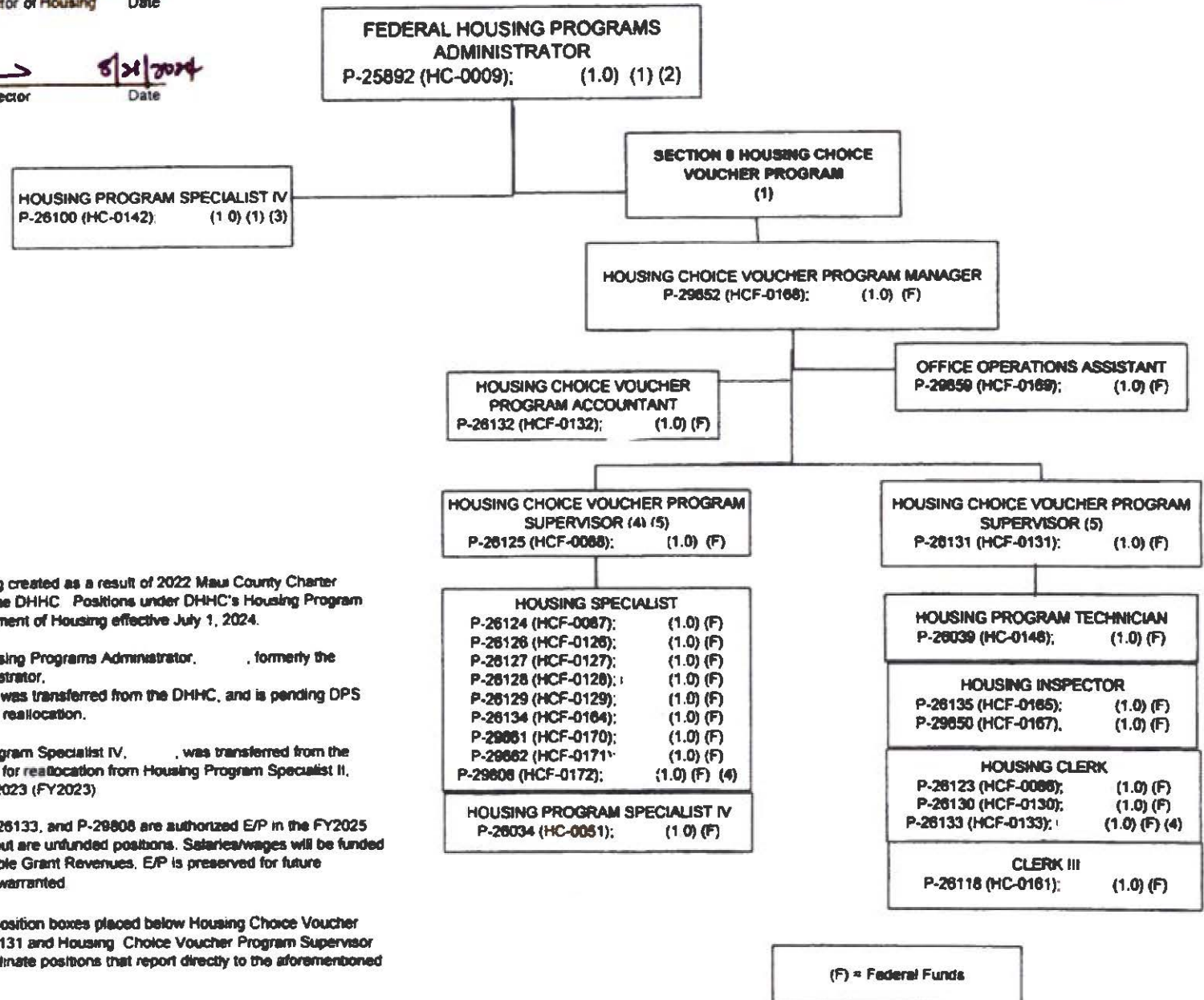
(4) P-26031, Secretary I, was transferred from the DHHC at its current class. Position is proposed for reallocation to Secretary III, in FY2025



FEDERAL HOUSING PROGRAM DIVISION  
DEPARTMENT OF HOUSING  
COUNTY OF MAUI  
Effective Date: July 31, 2024  
FY 2025 Organizational Chart

DEPARTMENT SUBMITTAL/APPROVED BY  
 7/31/24  
Richard E. Mitchell, Acting Director of Housing Date

APPROVED BY:  
 8/28/2024  
Josiah K. Nahata, Managing Director Date



(1) Department of Housing created as a result of 2022 Maui County Charter Amendment, bifurcating the DHHC Positions under DHHC's Housing Program moved to the new Department of Housing effective July 1, 2024.

(2) P-25892, Federal Housing Programs Administrator, formerly the Assistant Housing Administrator, EM-03, before bifurcation was transferred from the DHHC, and is pending DPS approval for the proposed reallocation.


(3) P-26100, Housing Program Specialist IV, was transferred from the DHHC and was approved for reallocation from Housing Program Specialist II, by DPS effective 8/1/2023 (FY2023)

(4) P-26130, P-26125, P-26133, and P-29808 are authorized E/P in the FY2025 Council Adopted budget but are unfunded positions. Salaries/wages will be funded as needed through available Grant Revenues. E/P is preserved for future operational demands, as warranted

(5) Positions included in position boxes placed below Housing Choice Voucher Program Supervisor P-26131 and Housing Choice Voucher Program Supervisor P-26125 represent subordinate positions that report directly to the aforementioned Supervisor positions



DEPARTMENT SUBMITTAL/APPROVED BY

 7/31/24  
Richard E. Mitchell, Acting Director of Housing Date

APPROVED BY:

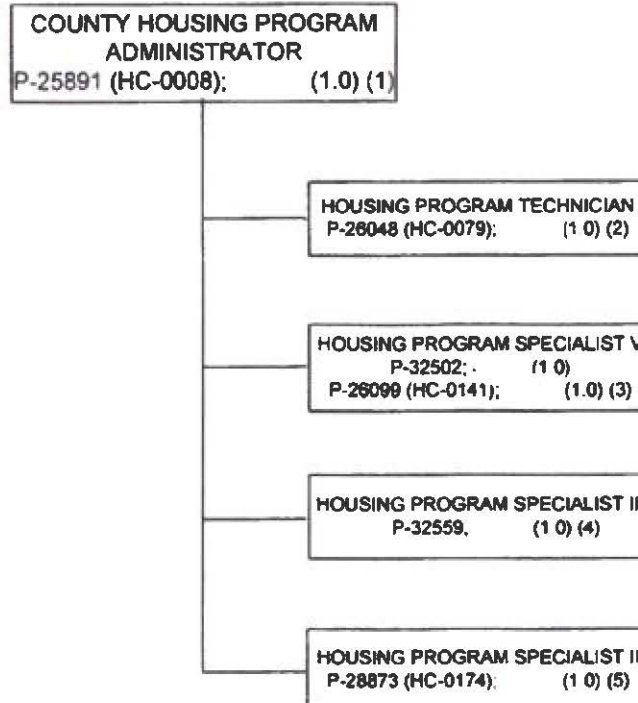
 8/21/2024  
Josiah K. Nishita, Managing Director Date

## COUNTY HOUSING PROGRAM DIVISION

COUNTY OF MAUI

Effective Date: July 31, 2024

FY 2025 Organizational Chart



(1) P-25891, County Housing Program Administrator, . formerly the Housing Administrator before bifurcation, was transferred from the DHHC and remains allocated at the current class, although federal program duties were transferred to P-25892; pending DPS audit.

(2) P-26048, Housing Program Technician, was transferred from the DHHC and remains allocated at the current class; duties remain the same.

(3) P-26099 and P-32502, Housing Program Specialist V, . were transferred from the DHHC and remain allocated at the current class; duties remain the same. P-26099 was reallocated from Housing Program Specialist IV, to Specialist V, effective 7/1/2022, as budgeted. P-32502 was approved for FY23 expansion effective 11/1/2022 by Ordinance 5392 (2022).

(4) P-32559 Housing Program Specialist III, was transferred from the DHHC and remains allocated at the current class, was reallocated from Housing Program Specialist II, . in DHHC prior to bifurcation.

(5) P-28873, Housing Program Specialist II, was transferred from the DHHC and remains allocated at the current class; duties remain the same. The position was reallocated from Housing Program Specialist I, in DHHC prior to bifurcation effective 11/1/2023.

DEPARTMENT SUBMITTAL/APPROVED BY

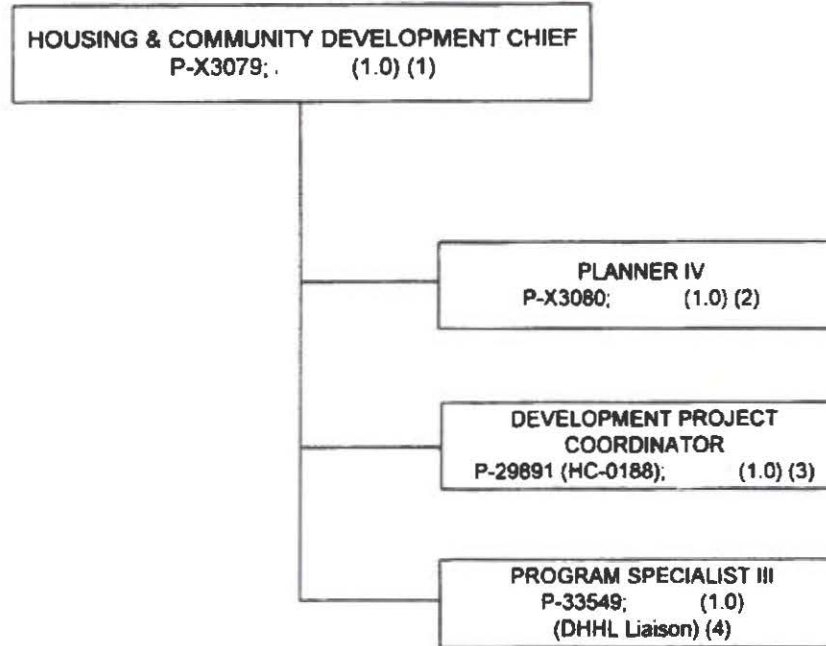
Richard E. Mitchell, Acting Director of Housing Date

APPROVED BY:

Josiah K. Nishita, Managing Director

8/21/2024  
Date

HOUSING AND COMMUNITY DEVELOPMENT  
DIVISION  
DEPARTMENT OF HOUSING  
COUNTY OF MAUI  
Effective Date: July 31, 2024  
FY 2025 Organizational Chart



(1) P-X3079 was approved for expansion of Housing & Community Development Chief, effective 9/1/22 by Ordinance No. 5392, Bill No. 69, CD1, FD2 (2022). The FY2023 expansion position was transferred from the DHHC and is pending DPS approval for reallocation to the proposed class.

(2) P-X3080 was approved for expansion of Planner IV, effective 9/1/22 by Ordinance No. 5392, Bill No. 69, CD1, FD2 (2022). The FY2023 expansion position was transferred from the DHHC and is pending DPS approval for reallocation to the proposed class.

(3) P-29891, Development Project Coordinator, was transferred from the DHHC and remains allocated at the current class.

(4) P-33549, Program Specialist III, was transferred from the Department of Management and remains allocated at the current class. The FY2024 expansion position is a requirement of the 2022 Maui County Charter Amendment bifurcating DHHC, and approved by Ordinance 5657, Bill No. 60, CD1, FD2 (2024); Appendix Chapter 20, Section 8-20.5, Maui County Charter January 2023 Edition.

DEPARTMENT SUBMITTAL / APPROVED BY:

Richard E. Mitchell, Esq., Director of Housing

2.21.25

Date

APPROVED BY:

Josiah K. Nishita, Managing Director

Date

## DEPARTMENT OF HOUSING (1)

### DEPARTMENT OF HOUSING

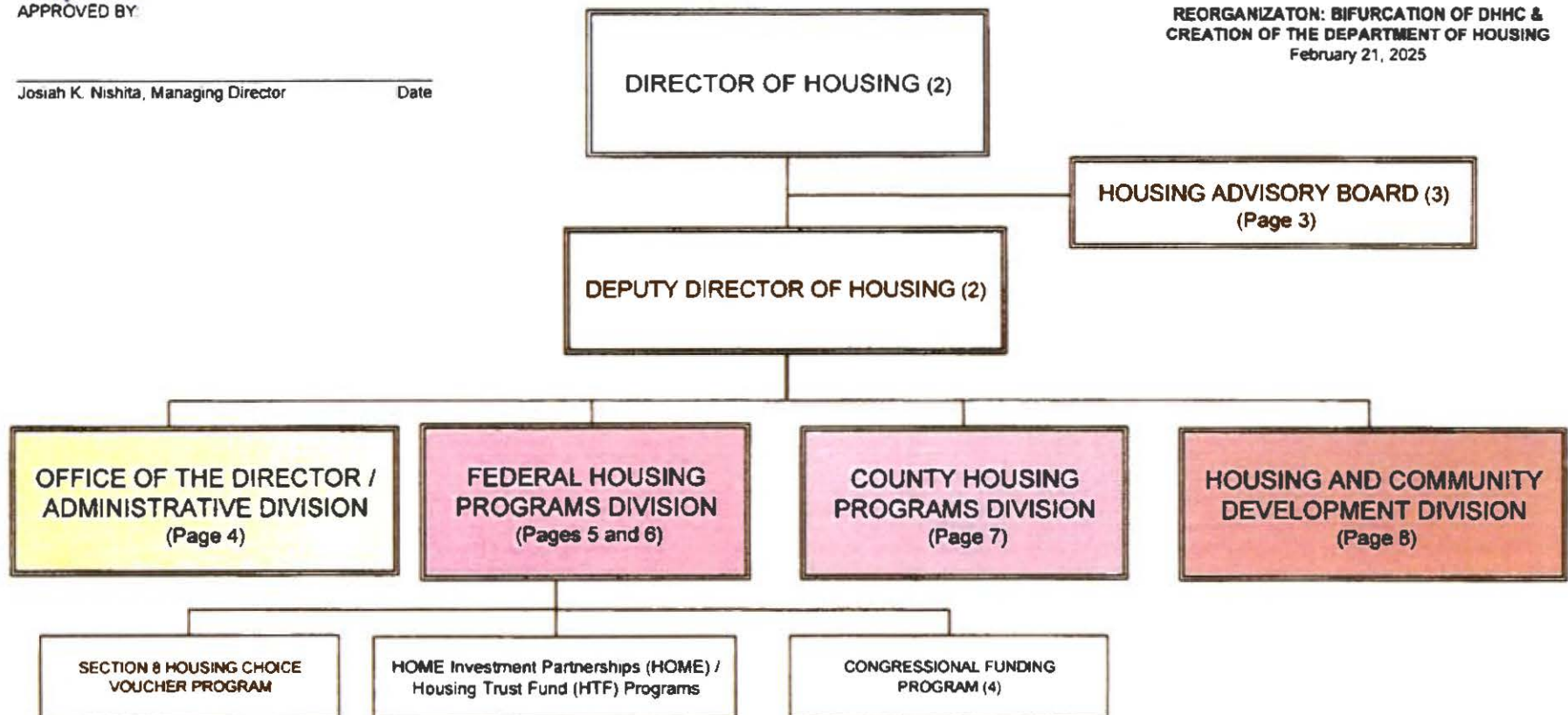
COUNTY OF MAUI

Target Effective Date: February 28, 2025

FY2025 Functional Chart

REORGANIZATION: BIFURCATION OF DHHC &  
CREATION OF THE DEPARTMENT OF HOUSING

February 21, 2025



(1) The Department of Housing (Department) was created as a result of a 2022 amendment to the Charter of the County of Maui (1983), as amended (Charter), which required the bifurcation of the Department of Housing & Human Concerns (DHHC) into two separate departments, effective July 1, 2024 (see Charter, Chapters 10 and 20, respectively), and approved by Ordinance 5657, Bill No. 80, CD1, FD2 (2024). The Department is organized under the Charter, Section 8-20.1 – 8-20.5 (see Appendix II). The Department's total authorized equivalent personnel (E/P) under the FY2025 Council Adopted Budget is thirty-nine (39), which includes four (4) FY2025 expansion positions + thirty-four (34) positions formerly under FY2024 DHHC's Housing Program, including two (2) FY2023 expansion positions (P-33963, P-X3080) + one (1) position transferred from the Department of Management (P-33549, FY2023 expansion position). The Council authorized an additional six (6) FY2025 expansion positions on February 7, 2025, via a budget amendment (Ordinance 5769, Bill 6 (2025)). The six (6) FY2025 expansion positions are included in the proposed reorganization charts.

(2) FY2025 expansion positions created as a result of a 2022 Charter amendment, bifurcating the DHHC. Four (4) expansions are authorized in the FY2025 Council Adopted Budget, which includes the Director, Deputy Director, Private Secretary, and Administrative Assistant II.

(3) Housing Advisory Board created as a result of a 2022 Charter amendment, bifurcating DHHC. The Housing Advisory Board consists of five (5) members who advise the Director on efforts to create affordable housing (see Charter, Section 8-20.4).

(4) The Congressional Funding Program Section is a new section proposed for the Department's Federal Housing Programs Division.



DEPARTMENT SUBMITTAL / APPROVED BY:

Richard E. Mitchell, Esq., Director of Housing

Date

APPROVED BY:

Josiah K. Nishita, Managing Director

Date

### **Department of Housing (1) (4) (5)**

Responsible for the execution of Workforce and affordable housing initiatives benefiting County residents. The Department oversees the: Affordable Housing Fund, Experimental and Demonstrative Housing Projects Fund, Home Acquisition and Ownership Programs Fund, and Housing Interim Financing and Buy-Back Revolving Fund. The Department is also responsible for overseeing the County's Residential Workforce Housing policy. The Department fulfills its duties and responsibilities under the Charter, Appendix II, Chapter 20, Sections 8-20.1-5.  
Department Proposed E/P=45

### **DEPARTMENT OF HOUSING**

COUNTY OF MAUI

Target Effective Date: February 28, 2025

FY2025 Functional Chart

### **REORGANIZATION: BIFURCATION OF DHHC & CREATION OF THE DEPARTMENT OF HOUSING**

February 21, 2025

#### **Office of the Director / Administrative Division**

Responsible for organizing, directing, and overseeing the Department's resources and operations. Ensures the performance of responsibilities as mandated by the Charter. Represents the Department at official County Council meetings. Manages the Department in accordance with its approved budget.  
E/P =7, (Page 4)

#### **Housing and Community Development Division (2)**

Responsible for supporting efforts to create affordable housing to meet the needs of Maui County residents. This includes facilitating partnerships with entities developing affordable housing on public or private land, overseeing construction of housing projects on County land, and assisting private developers seeking entitlements under Chapter 201H, Hawaii Revised Statutes, or Chapters 2.97 and 16.28, Maui County Code.  
E/P=5, (Page 8)

#### **County Housing Programs Division**

Responsible for a wide range of affordable/workforce housing initiatives benefiting County residents. Initiatives include: administration of the Department grant programs, oversight of County owned multifamily rental properties, and monitoring affordable housing requirements set in Chapter 2.96, Maui County Code. Oversees the County's Affordable Housing Fund, Homeowner Programs Revolving fund, and the Housing Interim Financing and Buy-Back Revolving fund.  
E/P=6, (Page 7)

#### **Federal Housing Programs Division (3)**

Responsible for administering federally funded resources for housing and promoting fair housing. Administers federal grants issued by the United States Department of Housing and Urban Development. Pursues and implements other grant opportunities.  
E/P=27, (Pages 5-6)

##### **HOME/HTF Programs**

HOME provides formula grants to fund building, buying, or rehabilitating affordable housing. It also provides direct rental assistance to low-income families. HTF provides grants to produce and preserve affordable housing for extremely low and very low income households.

##### **Section 8 Housing Choice Voucher Program**

Provides rental, family self-sufficiency, and mortgage assistance to eligible families under the federally funded Section 8 Housing Choice Voucher Program.

##### **Congressional Funding Program**

Provides funding for projects earmarked by Hawaii's congressional delegation. Funding is subject to annual appropriations by Congress.

(1) The Department was created as a result of a 2022 Charter amendment, bifurcating the DHHC, effective July 1, 2024. Reorganization includes transfer of existing positions under FY2024 DHHC's Housing Program to the new Department of Housing, and implementation of expansion positions and transferred positions from the Mayor's Office and the Department of Management.

(2) Facilitating the construction of housing projects using County land is an expanded function in the Department assigned to the Housing and Community Development Division.

(3) Pursuing and implementing additional grant opportunities are expanded functions in the Department assigned to the Federal Housing Programs Division.

(4) An additional six (6) FY2025 expansion positions were authorized by Council on February 7, 2025, via a budget amendment (Ordinance 5769, Bill 6 (2025)): + two (2) in Administrative Division, + two (2) in the Federal Housing Programs Division, + one (1) in the County Housing Program Division, + one (1) in the Housing and Community Development Division.

NOTE: The expansion positions described in footnote (4) increases the authorized FY2025 E/P for the Department from 39 to 45 E/P.



DEPARTMENT SUBMITTAL / APPROVED BY:

Richard E. Mitchell, Esq., Director of Housing

Date

2.21.25

APPROVED BY:

Josiah K. Nishita, Managing Director

Date

**DEPARTMENT OF HOUSING**

COUNTY OF MAUI

Target Effective Date: February 28, 2025

FY2025 Functional Chart

**REORGANIZATION: BIFURCATION OF DHHC &  
CREATION OF THE DEPARTMENT OF HOUSING**  
February 21, 2025

**Housing Advisory Board (1)**

The Housing Advisory Board is established to advise the Director, under Charter Section 8-20.4, on the Department's efforts to create affordable housing in the County.

(1) Housing Advisory Board created as a result of a 2022 Charter Amendment, bifurcating DHHC. The Housing Advisory Board consists of five members who advise the Director of Housing on efforts to create affordable housing.

DEPARTMENT SUBMITTAL APPROVED BY:

Richard E. Mitchell, Esq., Director of Housing

2.21.25

Date

APPROVED BY

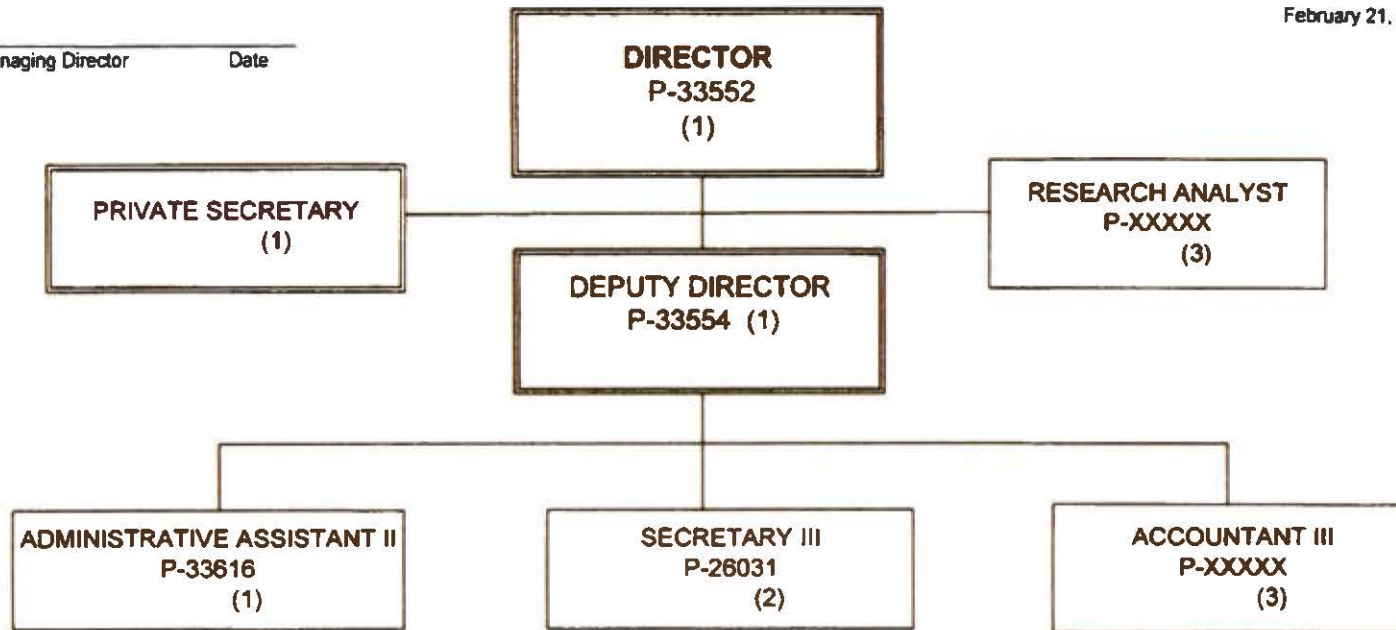
Josiah K. Nishita, Managing Director

Date

**OFFICE OF THE DIRECTOR /  
ADMINISTRATIVE DIVISION**

**DEPARTMENT OF HOUSING**  
COUNTY OF MAUI  
Target Effective Date: February 28, 2025  
FY2025 Functional Chart

**REORGANIZATION: BIFURCATION OF DHHC &  
CREATION OF THE DEPARTMENT OF HOUSING**  
February 21, 2025



(1) P-33552 Director, P-33554 Deputy Director, P-33611 Private Secretary, and P-33616 Administrative Assistant II, are authorized expansion positions in the FY2025 Council Adopted Budget (page 10-3).

(2) P-26031 was previously Secretary I, in DHHC Housing Division reporting to the Assistant Housing Administrator P-25892; reorganization transfers position to the Department's Administrative Division and proposed its reallocation to Secretary III, due to the change in reporting hierarchy to the Deputy Director of Housing, DPS review and approval pending.

(3) Proposed expansion position approved by Ordinance 5769, Bill 6 (2025), on 2/7/2025.

DEPARTMENT SUBMITTAL / APPROVED BY

Richard E. Mitchell, Esq., Director of Housing

Date

APPROVED BY:

Josiah K. Nishita, Managing Director

Date

2.21.25

## FEDERAL HOUSING PROGRAMS DIVISION

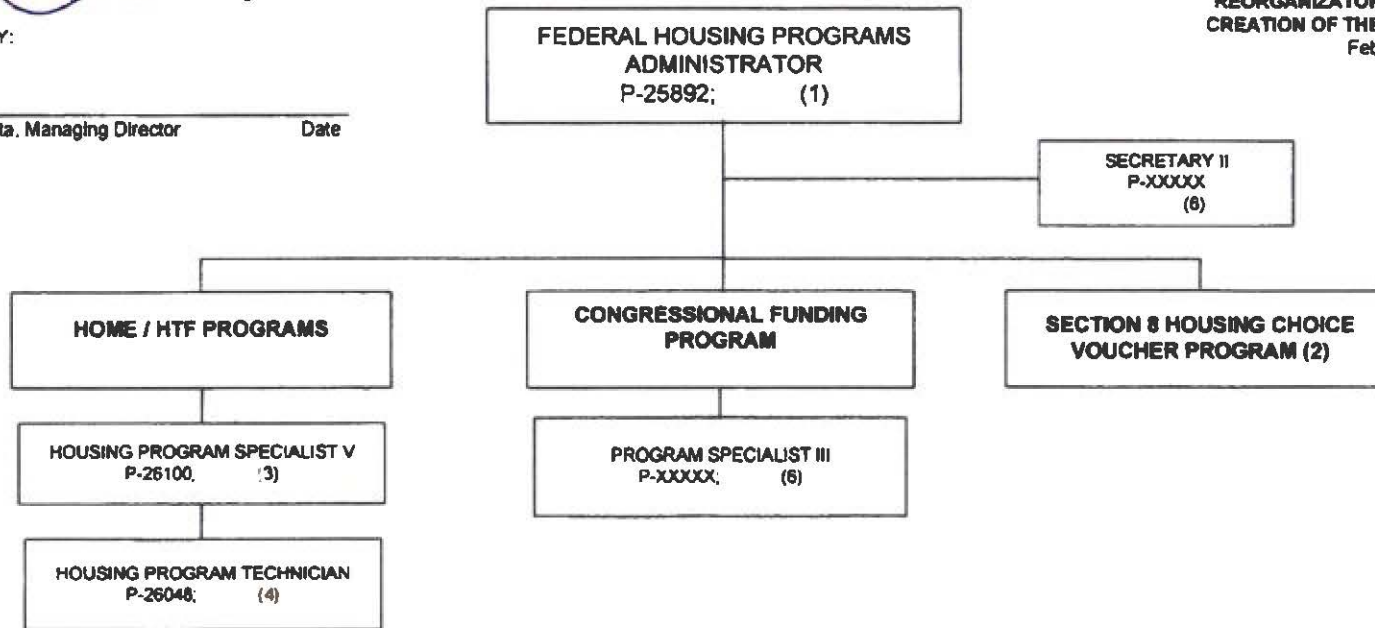
### DEPARTMENT OF HOUSING

COUNTY OF MAUI

Target Effective Date: February 28, 2025

FY2025 Functional Chart

REORGANIZATION: BIFURCATION OF DHHC &  
CREATION OF THE DEPARTMENT OF HOUSING  
February 21, 2025



(F) = Federal Funds

(1) P-25892 was formerly the Assistant Housing Administrator, EM-03, in the FY2024 DHHC Housing Division. The proposed reorganization transfers the position to the Department's Federal Housing Programs Division, changes reporting hierarchy, and reallocates it to the Federal Housing Programs Administrator, proposed, DPS review and approval pending.

(2) Section 8 Housing Choice Voucher Program transfers all 21 subordinate positions to P-25892 fully intact, with no change in functionality, position duties and reporting hierarchy from FY2024 DHHC Housing Division. Reporting hierarchy changes to redescribed P-25892. All positions are federally funded. See reorganization chart page 6.

(3) P-26100 was transferred from the FY2024 DHHC Housing Division. The position was approved for reallocation from Housing Program Specialist II, by DPS effective 6/1/2023 (FY2023). Reporting hierarchy changes to redescribed P-25892. Position proposed for reallocation to Housing Program Specialist V, for added supervisory duties of subordinate position P-26048 and coordination of special projects including the Department's Homeownership Assistance Program.

(4) P-26048, Housing Program Technician, was the same position in the FY2024 DHHC Housing Division, reorganization transfers the position to Department's County Federal Housing Programs Division at its current class, with changes in duties. Duties related to County Housing Program Division are transferred to the County Housing Program Division's proposed expansion for Secretary I. New duties added to assist P-26100 with HOME American Rescue Plan Act and the Department's Homeowner Assistance Program. Reporting hierarchy changes with immediate supervisor to P-26100. (Reporting hierarchy and duties change, but no reallocation proposed; redescription only).

(5) Proposed expansion position approved by Ordinance 5769, Bill 6 (2025), on 2/7/2025.

DEPARTMENT SUBMITTAL APPROVED BY:

Richard E. Mitchell, Esq., Director of Housing Date

APPROVED BY:

Josiah K. Nishita, Managing Director

Date

## FEDERAL HOUSING PROGRAMS DIVISION

### SECTION 8 HOUSING CHOICE VOUCHER PROGRAM (2)

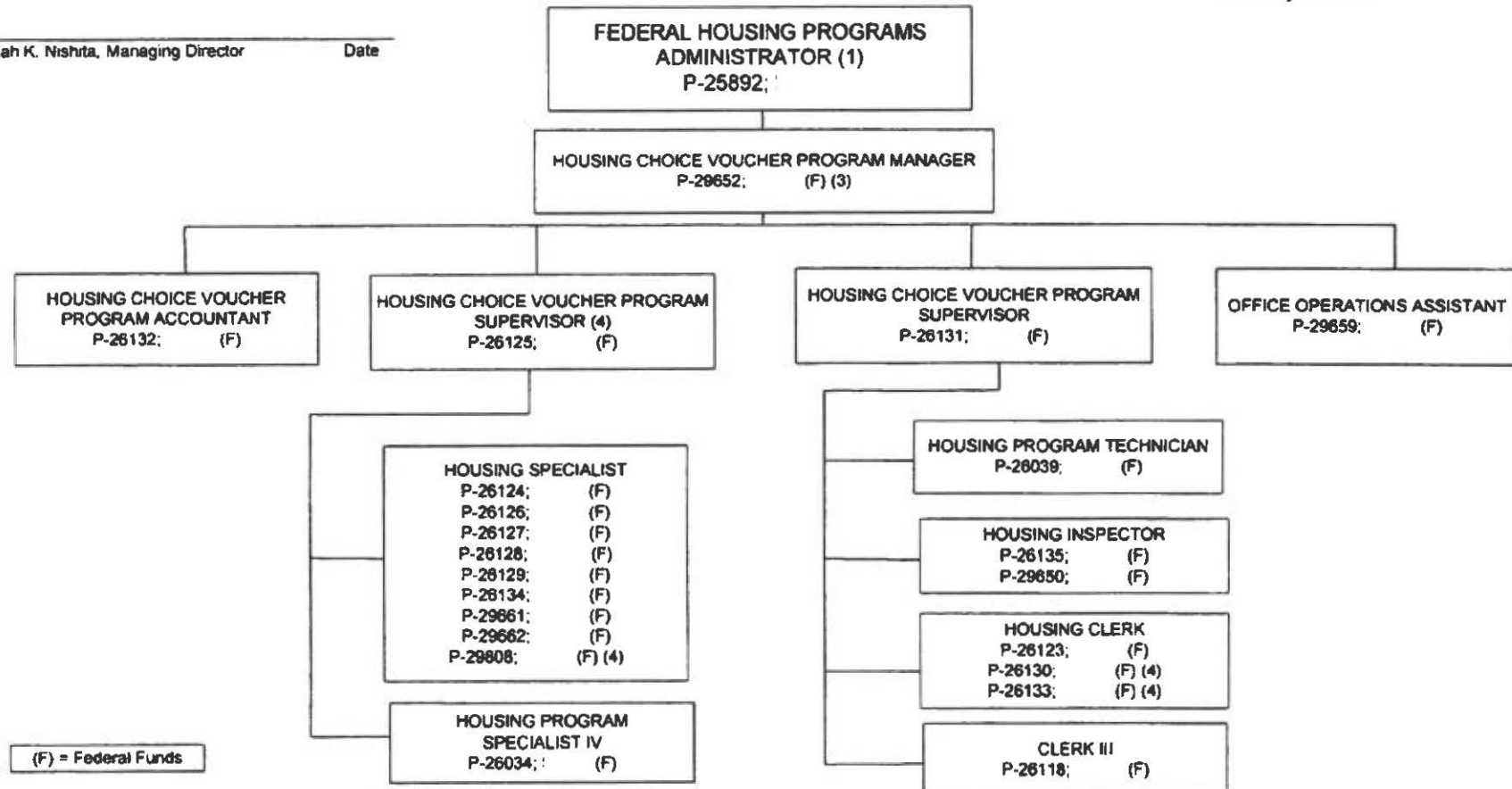
## DEPARTMENT OF HOUSING

COUNTY OF MAUI

Target Effective Date: February 28, 2025

FY2025 Functional Chart

REORGANIZATION: BIFURCATION OF DHHC &  
CREATION OF THE DEPARTMENT OF HOUSING  
February 21, 2025



(1) P-25892 was formerly the Assistant Housing Administrator, in the FY2024 DHHC Housing Division, reorganization transfers the position to the Department's Federal Housing Programs Division reporting hierarchy changes and reallocation to Federal Housing Programs Administrator, proposed, DPS review and approval pending.

(2) Section 8 Housing Choice Voucher Program transfers all 21 subordinate positions to P-29652 fully intact, with no change in functionality, position duties and reporting hierarchy from FY2024 DHHC Housing Division. Reporting hierarchy changes to P-25892 (as redescribed relevant to its transfer and placement in the Department). All positions are federally funded (F).

(3) P-29652, Housing Choice Voucher Program Manager was the same position in the FY2024 DHHC Housing Division; reorganization transfers the position to Department's County Federal Housing Programs Division at its current class with no change in duties, reporting hierarchy change only.

(4) P-26130, P-26125, P-26133, and P-29808 are authorized E/P in the FY2025 Council Adopted budget as unfunded positions. Salaries / wages will be funded as needed through available grant revenues E/P is preserved for future operational demands, as warranted.



DEPARTMENT SUBMITTAL APPROVED BY:

Richard E. Mitchell, Esq., Director of Housing

Date

APPROVED BY

Josiah K. Nishita, Managing Director

Date

DEPARTMENT OF HOUSING

COUNTY OF MAUI

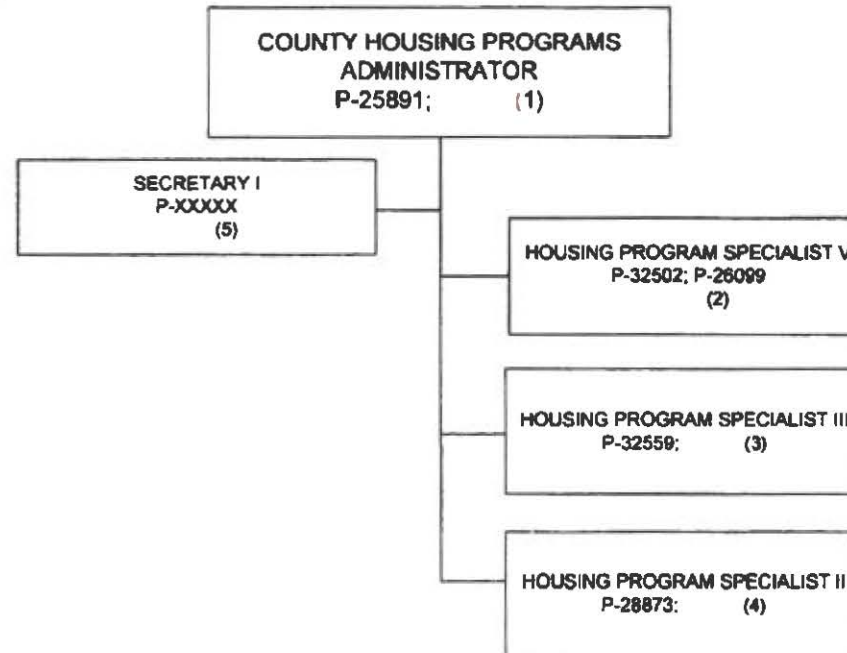
Target Effective Date: February 28, 2025

FY2025 Functional Chart

REORGANIZATION: BIFURCATION OF DHHC &  
CREATION OF THE DEPARTMENT OF HOUSING

February 21, 2025

COUNTY HOUSING PROGRAMS DIVISION



(1) P-25891, County Housing Program Administrator, was formerly the Housing Administrator, in the FY2024 DHHC Housing Division; reorganization transfers the position to the Department's County Housing Program Division and remains allocated at the current class, although federal program (Section 8 Housing Choice Voucher Program) duties were transferred to P-25892 Federal Housing Programs Administrator. Reporting hierarchy and duties change, but no reallocation proposed (redescription only).

(2) P-26099 and P-32502, Housing Program Specialist V, were the same positions in the FY2024 DHHC Housing Division; reorganization transfers the positions to the Department's County Housing Program Division at its current class with changes in duties and reporting hierarchy.

(3) P-32559 Housing Program Specialist III, was the same position in the FY2024 DHHC Housing Division; reorganization transfers the position to the Department's County Housing Program Division at its current class with changes in duties and reporting hierarchy. The position was reallocated from Housing Program Specialist II, in DHHC prior to bifurcation effective 11/1/2023.

(4) P-28873, Housing Program Specialist II, was the same position in the FY2024 DHHC Housing Division; reorganization transfers the position to the Department's County Housing Program Division at its current class with changes in duties and reporting hierarchy. The position was reallocated from Housing Program Specialist I, in DHHC prior to bifurcation effective 11/1/2023.

(5) Proposed expansion position approved by Ordinance 5769, Bill 6 (2025), on 2/7/2025

DEPARTMENT SUBMITTAL APPROVED BY:

Richard E. Mitchell, Director of Housing

APPROVED BY:

Josiah K. Nishita, Managing Director

2-21-25

Date

Date

## HOUSING & COMMUNITY DEVELOPMENT DIVISION

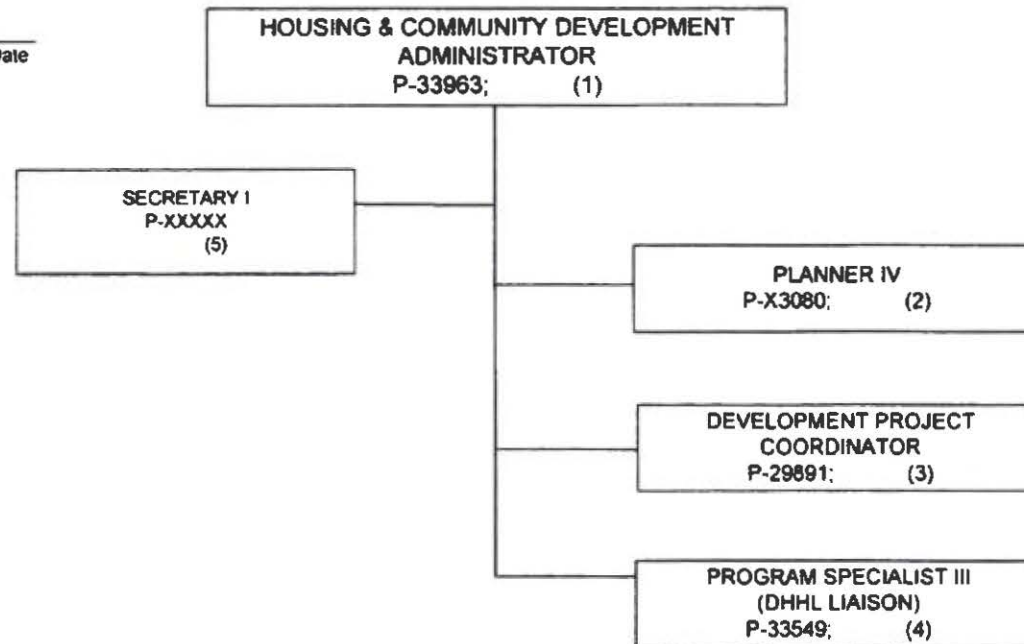
### DEPARTMENT OF HOUSING

COUNTY OF MAUI

Target Effective Date: February 28, 2025

FY2025 Functional Chart

REORGANIZATION: BIFURCATION OF DHHC &  
CREATION OF THE DEPARTMENT OF HOUSING  
February 21, 2025



(1) P-33963 is an authorized FY2023 expansion position in the FY2024 DHHC Housing Division; reorganization transfers the position (which was not established at time of transfer) to the Department's Housing & Community Development Division. The position is budgeted in the FY2025 Council Adopted Budget as Housing & Community Development Chief. Establishment of the position is pending and preliminary notification by DPS (9/23/24) indicates position is approved for pricing at

(2) P-X3080 is an authorized FY2023 expansion position in the FY2024 DHHC Housing Division; reorganization transfers the position (which was not established at time of transfer) to the Department's Housing & Community Development Division. The position is budgeted in the FY2025 Council Adopted Budget as Planner IV. Establishment of the position is pending DPS approval for initial allocation to the budgeted class.

(3) P-29891, Development Project Coordinator, was the same position in the FY2024 DHHC Housing Division; reorganization transfers the position to the Department's Housing & Community Development Division at its current class with no change in duties, reporting hierarchy change only.

(4) P-33549, Program Specialist III, is an authorized FY24 expansion position in the Department of Management, Management Program; reorganization transfers the position to Department's Housing & Community Development Division. The position is specifically assigned duties as the Department of Hawaiian Home Lands Liaison, a requirement of a 2022 Charter Amendment (Appendix II, Chapter 20, Section 8-20.5). Initial creation of the new function in the County (Department of Management) required reorganization; approved by Managing Director on 11/13/2023.

(5) Proposed expansion position approved by Ordinance 5769, Bill 6 (2025), on 2/7/2025.