

# Mauna Kea Stewardship Oversight Authority

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*December 8, 2025 Request from Chair, Committee on Ways and Means*



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*Mauna Kea Stewardship Oversight Authority  
Organizational Chart and Associated Timeline  
December 19 2025*

## Purpose

This organizational chart and associate timeline is being provided to comply with the request from Senator Donovan M. Dela Cruz, Chair, Committee on Ways and Means, in his letter to Dawn Chang, Chairperson, DLNR, on December 8, 2025.

This plan has been developed in consultation with members of the Authority's Performance and Oversight PIG, as well as representatives of CMS, DLNR, and RCUH. It will be submitted for full Authority approval in Q1 of 2026. Upon approval, MKSOA will work with CMS, DLNR, and RCUH to facilitate implementation.



## Targeted Outcomes

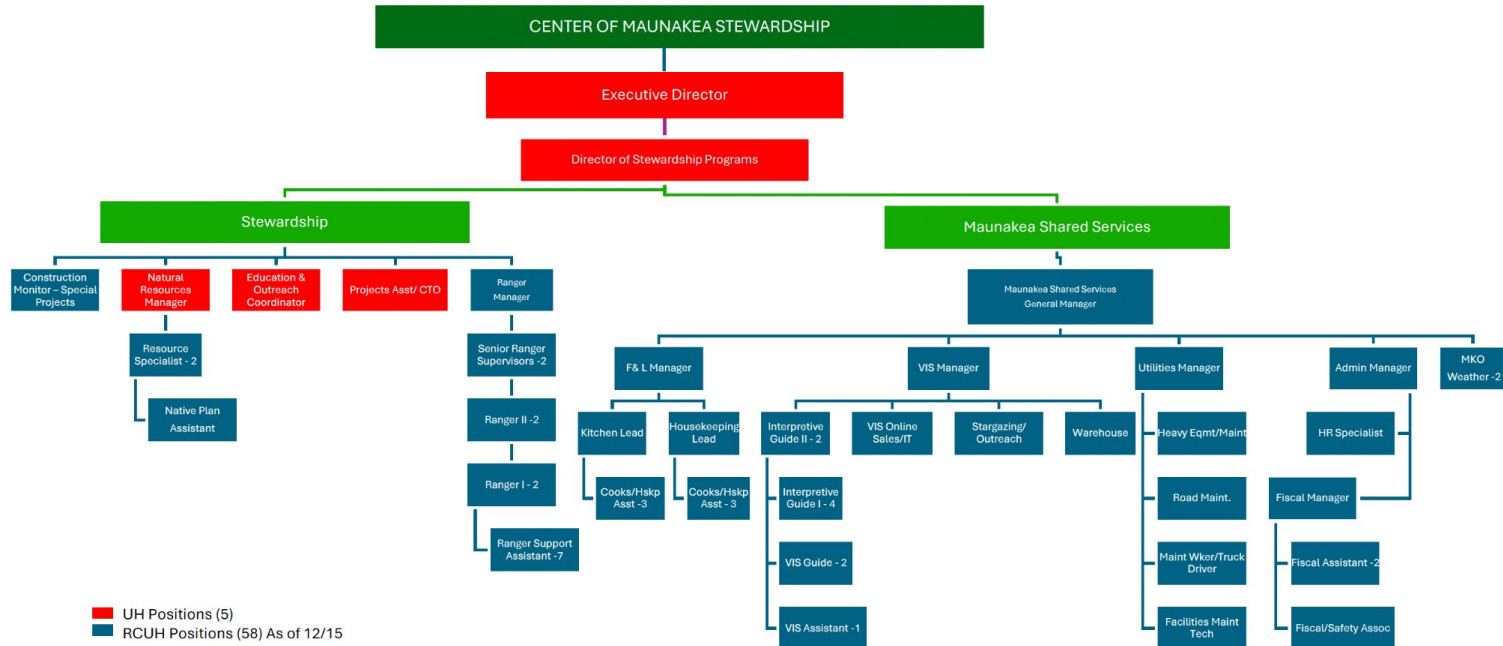
Acceleration of CMS employee transfer to MKSOA prior to the completion of business process reconciliation and asset transfer:

- ❑ Contract all of CMS by Q2 2026
- ❑ While all of CMS is under contract in accordance with the budget for the biennium, complete the reconciliation of business processes and transfer of assets
- ❑ Initiate the official transfer of all of CMS by transferring the (5) UH employees at the same time as administratively switching the (58) RCUH employees over from CMS to MKSOA by June 2027



## Current-State Of CMS:

CMS is comprised of (5) UH positions and (58) RCUH positions\*.



Total positions = 64

\*Provided by CMS (December 2025)

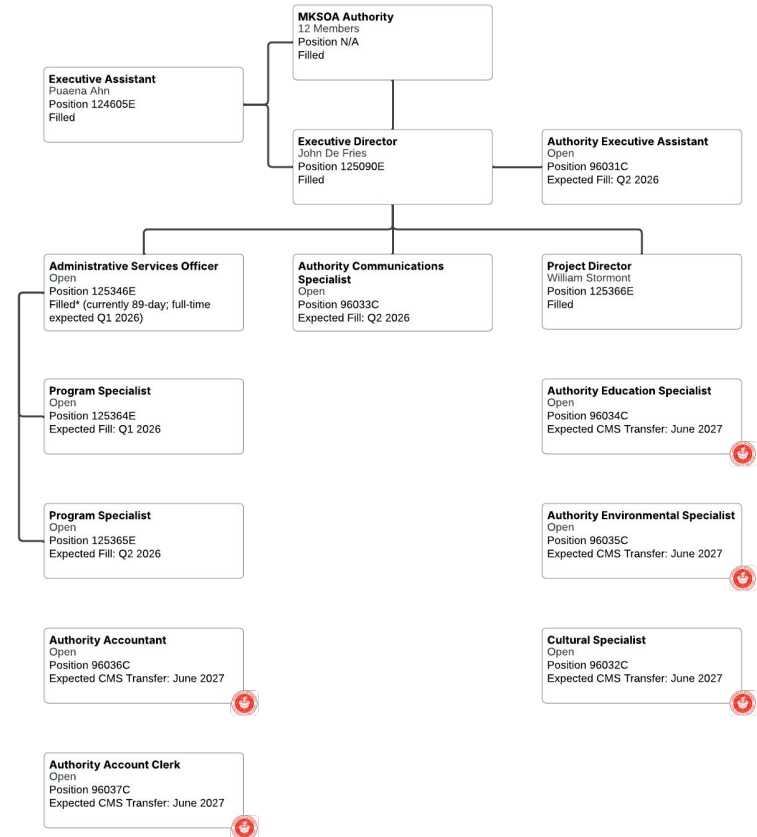


## Integration of CMS:

Because it should be an administrative function to transfer the (58) RCUH employees from CMS to MKSOA, MKSOA has held positions open (that may be re-described and re-positioned in the organizational chart as necessary) for only the (5) UH employees:



- ❑ Cultural Specialist (96032C)
- ❑ Authority Education Specialist (96034C)
- ❑ Authority Environmental Specialist (96035C)
- ❑ Authority Accountant (96036C)
- ❑ Authority Account Clerk (96037C)



## Integration of CMS:

However, it has been determined through the pre-integration work of the transition that in order to ensure continuity of operations, both UH (5) and RCUH (58) employees from CMS would need to transfer to MKSOA at the exact same time.

Otherwise, should the (5) UH employees transfer to MKSOA at a different time, there would be administrative issues with those employees not being permitted under current rules to manage or comply with management (e.g., task management, leave requests, performance reviews) should their respective teams be spread across two separate organizations.

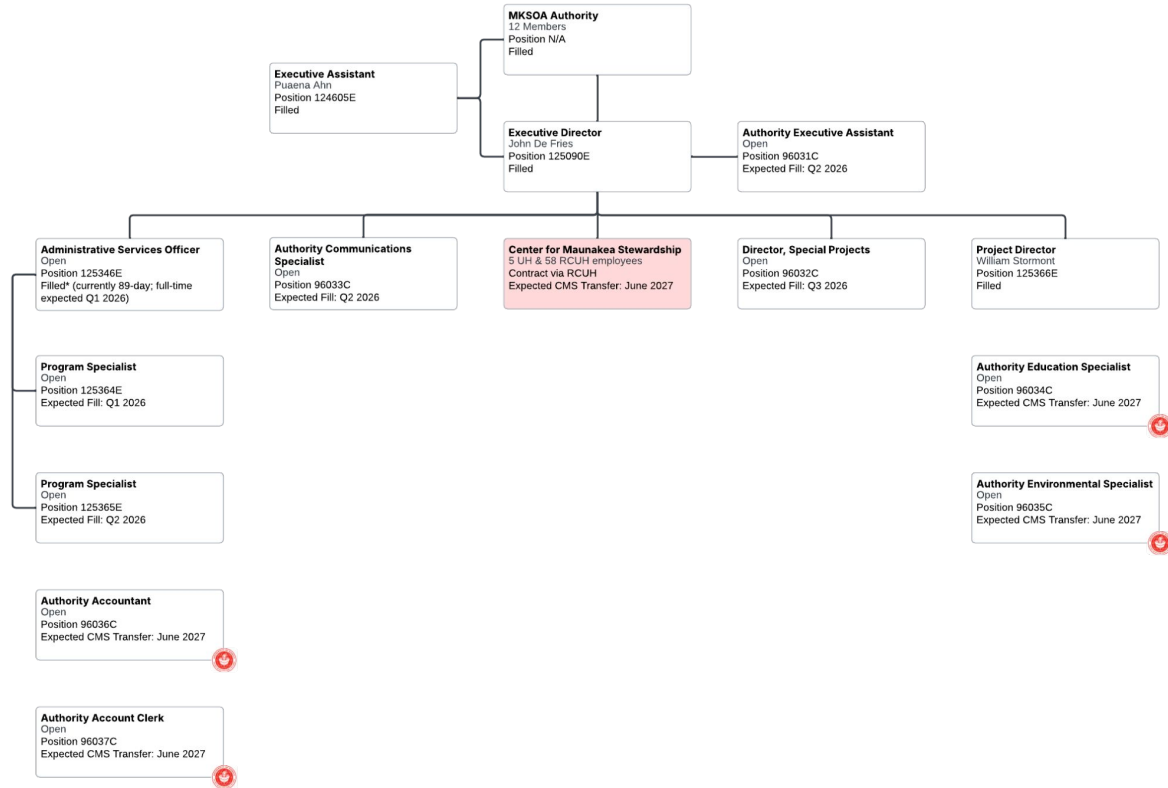
Further, although the transfer of the (58) RCUH employees should be an administrative function, the integration also requires the reconciliation of business processes (e.g., HR policies) and transfer of assets (e.g., IT infrastructure and data) that are currently utilized at CMS, which is not yet complete.



## Integration of CMS:

Accordingly, in order to accelerate the transfer of employees, MKSOA intends to contract all of CMS by Q2 2026.

This will enable MKSOA and CMS to complete the integration tasks (i.e., reconciliation of business processes and transfer of assets), while CMS is operating under MKSOA – with the official transfer of both UH and RCUH employees to be completed by June 2027.

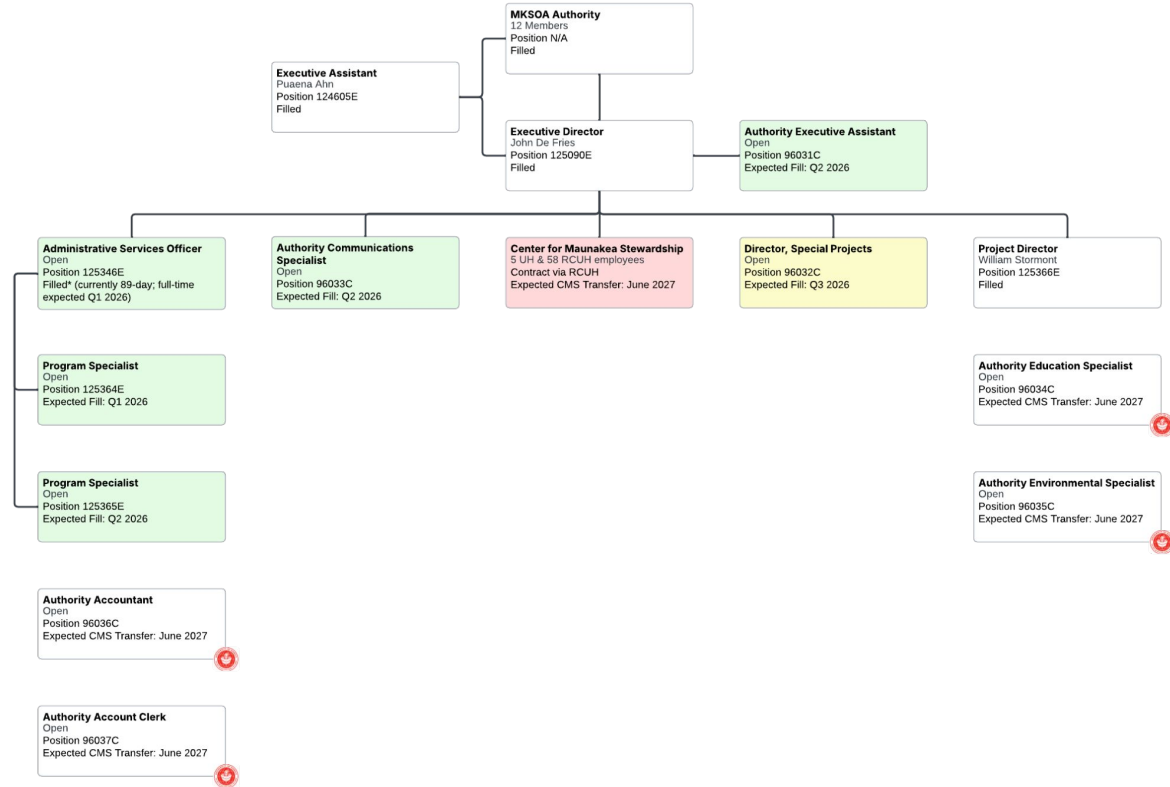




## Timeline for MKSOA positions:

Expected timeline to fill [positions]:

- ❑ **Q1 2026:** Administrative Services Officer (125346E)
- ❑ **Q1 2026:** Program Specialist (125364E)
- ❑ **Q2 2026:** Program Specialist (125365E)
- ❑ **Q2 2026:** Authority Executive Assistant (96031C)
- ❑ **Q2 2026:** Authority Communications Specialist (96033C)





## Timeline for MKSOA positions:

The pre-integration work has surfaced business transformation tasks that require additional resources. Accordingly, MKSOA is seeking to repurpose the Cultural Specialist (96032C) that has been held for a UH employee.

Expected timeline to fill [position]:

- 📅 **Q3 2026:** Director, Special Projects (96032C)

