

JAMAE K. K. KAWAUCHI
County Clerk



RODNEY OSHIRO
Deputy County Clerk

County of Hawai'i
Office of the County Clerk

25 Aupuni Street, Suite 1402 • Hilo, Hawai'i 96720
(808) 961-8255 • Fax (808) 961-8912

CONFIDENTIAL

July 11, 2011

Patricia Nakamoto
177 Kualua Place
Hilo, Hawai'i 96720

Via U.S. Mail and Hand Delivery

Regarding: July 7, 2011 Investigation Regarding Alleged Violations Of The Alcohol-Free Workplace Policy And Other Alleged Misconduct At The County Of Hawai'i Elections Warehouse

Dear Ms. Nakamoto:

This letter is to inform you that because of possible infractions of the alcohol-free workplace policy and other alleged misconduct at the County of Hawai'i Elections Warehouse located at 221 Makaala Street, Hilo, Hawai'i 96720 ("Elections Warehouse") that the Office of the County Clerk is conducting an investigation and that you are to cooperate with the investigation. In particular, these possible infractions include: (1) items not related to the County of Hawai'i or the Elections Division appear be stored at the Elections Warehouse; (2) the County of Hawai'i alcohol free policy may have been violated at the Elections Warehouse; and (3) there is an appearance of personal or other business unrelated to County of Hawai'i business, at the Elections Warehouse.

On July 7, 2011 the County Clerk and Council Chair Dominic Yagong conducted an inspection of the Elections Warehouse and found consumed and unconsumed alcohol on the premises, items not related to the County of Hawai'i or the Elections Division and things that indicated that personal or other business is being conducted at the Elections Warehouse, and there may be a violation of County of Hawai'i policies including the alcohol-free workplace policy and other alleged misconduct at the Elections Warehouse.

On July 7, 2011, the County Clerk closed the Elections Warehouse and the premises shall remain closed until further notice. You are instructed to continue to report to work to the Elections Division at 25 Aupuni Street, Hilo, Hawai'i 96720.

You will be given an opportunity to respond to the allegations and meet with the internal investigator to present your side of the story. You have the right to have a representative present at any meetings for this purpose. An outside investigator has been retained and they will contact you directly to schedule an interview.

Serving the Interests of the People of Our Island
Hawai'i County is an Equal Opportunity Provider and Employer

EXHIBIT "1."

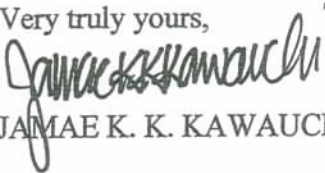
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During this investigation you must not approach, nor communicate with, any of the employees of the County of Hawai'i of the Office of the County Clerk-Council, including the Elections Division, either in person, by phone or email, or in any other manner, regarding this matter. This directive shall remain in effect until further written notice from my office. Please be informed that management may reassign you to another work unit or area in the same or different capacity until the investigation is completed.

You are hereby advised that any attempts to contact, harass, intimidate, coerce, or otherwise retaliate against others regarding this the matter will be considered a very serious matter and may result in immediate and appropriate disciplinary action, up and including dismissal from your position.

Depending upon the results of this investigation you may be subject to appropriate disciplinary action.

Very truly yours,



JAMAE K. K. KAWAUCHI

xc: Dominic Yagong, Chairperson, County Council
Ron Takahashi, Director of Human Resources
Michelle Simmons, Human Resources Specialist
Lincoln Ashida, Corporation Counsel