



*County of Hawai'i*  
*Office of the County Clerk*  
**JAMAE K. K. KAWAUCHI**  
*County Clerk*

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

**CONFIDENTIAL**

January 5, 2012

Ms. Patricia Nakamoto  
177 Kualua Place  
Hilo, Hawai'i 96720

*Via U.S. Mail*

Regarding: Notice of Termination

Dear Ms. Nakamoto:

This letter is to inform you that the County Clerk reviewed the information that you and your union representative, Mr. Earl Hatada, provided to the County Clerk and to Council Chair Dominic Yagong, at the pre-determination meeting held on January 5, 2012 at 4:00pm.

The County Clerk is discharging you from your employment as an Election Program Administrator with the Office of the County Clerk, effective January 6, 2012 close of business for the following reasons:

1. Items not related to the County of Hawai'i or the Elections Division stored at the Election Warehouse.
2. The County of Hawai'i alcohol free policy violated at the Elections Warehouse.
3. Personal or other business unrelated to County of Hawai'i business conducted at the Elections Warehouse.
4. Dereliction of your duties as the Election Program Administrator
5. Storage of Confidential Elections information stored unsecured at the Elections Warehouse.

These serious actions are unacceptable violations of County of Hawai'i policy.

You are hereby instructed not to report to work from now until your dismissal on January 6, 2012 close of business.

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

**EXHIBIT "4."**

You have the right to appeal this action by filing a grievance in accordance with the provisions of your union bargaining unit agreement.

Please contact me to schedule an appointment with you for the return of your personal items from the Elections Office, said appointments to take place no later than ten days from the date of this letter.

Very truly yours,



JAMAE K. K. KAWAUCHI  
*Hawai'i County Clerk*

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