



**Shelley D. Harrington  
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## **EDUCATION**

William S. Richardson School of Law, Juris Doctorate Degree (J.D.). 1996 - 2000  
University of Hawai'i at Manoa, School of Social Work Graduate Student. 1988 - 1989  
University of Hawai'i at Manoa, School of Social Work, Bachelor's Degree (BSW). 1983 - 1988

## **PROFESSIONAL EXPERIENCE**

**Department Human Resources Officer IV 2020 to 2023**  
State of Hawai'i, Department of Public Safety  
1177 Alakea Street, Honolulu, Hawai'i 96813

Retired as the Department of Public Safety, Human Resources (HR) Officer responsible for managing and administrating all aspects of HR for 2000+ staff, contractors, and volunteers assigned to PSD. Responsible for policy development; position classification and pay administration; recruitment inclusive of hiring and suitability assessments; employee performance reviews; employee relations; labor relations inclusive of grievances, internal complaints, and appeals; civil rights compliance; health and safety programs; and records retention. Responsible for compliance with labor laws and functioned as the department liaison for federal and state court hearings, Merit Appeals Board hearings, Hawaii Labor Relations Board hearings, and Hawaii Labor Board hearings.

**Intake Service Center Division Administrator 2016 to 2020**  
State of Hawai'i, Department of Public Safety

Served as the Division Administrator for the Intake Service Centers (ISC) statewide, focused on providing alternatives to incarceration by networking with the Judiciary. ISC administered the supervised release program and the retake process when violations of supervised release occurred by working directly with the Judiciary, the Prosecutor, the Defense Counsel, and other community programs. ISC managed the intake processing of correctional admissions by conducting evidence-based assessments and screening for intermediate sanctions, classifications, medical and mental health screening, PREA, and other aspects of the intake process.

**Inspection and Investigation Officer 2015 to 2020 TA**  
State of Hawai'i, Department of Public Safety  
919 Ala Moana Blvd., Honolulu, Hawai'i 96814

Provided administrative direction for and operational oversight over the Inspections and Investigations Office (IIO) and the operations of the department's Employee Pre-Disciplinary process, Inmate Grievances, Policy and Procedure Coordination, Environmental Health and Safety, Security Planning and Audits, and Civil Defense Emergency Management.

**Department of Justice Certified Prison Rape Elimination Act Auditor 2014 to Present**  
State of Hawai'i, Department of Public Safety

While employed by the Department of Public Safety, performed as a Special Assignment to assist with Hawaii's role in the Western State Consortium Agreement that manages the "circular auditing" process between Hawaii, Washington, Oregon, California, Los Angeles County Sheriffs, Nevada, Colorado, New Mexico, North Dakota, Montana, and Wisconsin.

Responsible for ensuring the audited facility's compliance with the DOJ National PREA Standards, which consist of 248 subsections. My duties and obligations as an independent contractor focus on ethics, time management, compliance with the PREA Auditor Handbook, preparing interim reports, guidance on corrective actions, and final audit reports.

**Litigation Coordination Office, Litigation Officer 2011 to 2016**

State of Hawai'i, Department of Public Safety

Administrator responsible for conducting legal research, ensuring compliance with the Uniform Information Practices Act (92-F), and monitoring the current legal issues affecting the department in corrections, law enforcement, and administration. Served as the department's "person of interest" for all litigation filed in the United States District Court, District of Hawai'i, by pro se inmate plaintiffs. Managed the department's tort litigation and claims, civil rights litigation, inmate sentence calculations, DNA collection, Prison Rape Elimination Act, and other subject matters relevant to the Corrections and Law Enforcement Divisions. Responsibilities involved performing work that is sensitive and encompasses difficult and complex situations.

**Independent Expert, Arbitrator, and Mediator 2005 to Present (\$250 hr.)**

Akoni ADR & Consulting

Sole Proprietor

45-125 Iole Place, Kaneohe, Hawai'i 96744

Independent Consultant Expert, Arbitrator, and Mediator who has handled case referrals from the Hawai'i Labor Relations Board, the Judiciary's Court Annexed Arbitration Program, and the Office of Disciplinary Counsel. Duties as an arbitrator involved conducting fair and objective arbitration hearings and rendering a concise decision based on the application of the law, the collective bargaining agreement, assessment of credibility for testimony and evidence contained in the record for the State of Hawai'i and various County entities. As an Independent Contractor hired to perform services as an expert consultant for Corrections, Law Enforcement, Administrative Investigations, PREA, and other Labor and Employment Law areas.

**Employee Disciplinary Hearings Officer 1996 to 2013**

State of Hawai'i, Department of Public Safety

As the Hearings Officer, functioned as the administrative officer representing the Director at statewide due process and discharge hearings. Rendered formal findings for the Director's review, affirmation, or modification of disciplinary cases based on investigations prepared by administrators and supervisors within the department for violations of the departmental Standards of Conduct, policies, procedures, rules, statutes, laws, and other misconduct provisions. Temporarily assigned to the position of Administrator of the Inspections and Investigations Office. Represented the Director at statewide judicial and quasi-judicial proceedings related to disciplinary decisions and discharge actions. Assigned as the department's representative in court, arbitration hearings, worker's compensation hearings, unemployment hearings, labor appeals hearings, and at the Merit Appeals Board.

**Correctional Supervisor/Social Worker 1988 to 2002 SR-24**

State of Hawai'i, Department of Public Safety Halawa

Correctional Facility

99-902 Moanalua Highway, Aiea, Hawai'i 96701

As a mid-level manager, the Correctional Supervisor (CS) maintains standards for planning, directing, controlling, and monitoring all prison activities within the assigned management

population unit. The Correctional Supervisor supervises all line-level staff: Social Workers, Adult Correctional Officers, Clerical staff, and other Support staff. The Correctional Supervisor provides training to unit staff regarding departmental policies and ensures quality control supervision. Develops unit master program plans, which define the unit's mission and objectives for correctional program management, case management, security, and custody. As a Social Worker, responsible for case management and counseling to an assigned caseload of about 150 inmates.

**VOLUNTEER WORK**

**Disciplinary Board of the Hawai'i Supreme Court** 2012, as Assigned  
Mediator and Hearings Officer for Attorney Conduct Cases.

**HSBA Labor and Employment Section Officer** Various periods, 2006 to 2021

**Arbitrator for the Hawai'i Court Annexed Arbitration Program** 2005, as Assigned

**LICENSES**

**Certified Department of Justice, Prison Rape Elimination Act Auditor** 2014, Recertifications (3 yrs.)  
Certified to conduct and manage DOJ PREA Audits at the Nation's jails, prisons, community correctional centers, and juvenile detention facilities.

**Examiner for the National Institute for Truth Verification** 2004, Recertifications (3 yrs.)  
Certified Computer Voice Stress Analysis in Investigations.

**Licensed to Practice Law** 2000, Annual Renewal  
Admitted to the Hawai'i State Bar and the United States District Court for the Hawai'i District.

**AELE Public Safety** December 2022  
Internal Affairs/Discipline Investigator Level I

**SKILLS AND CERTIFICATES**

Administrative Investigations  
Arbitration Skills, Labor Relations, and Decision Making  
Correctional Unit Team Case Management  
Crisis Intervention Tactics  
Discipline & Discharge in Law Enforcement and Corrections  
Discrimination in the Workplace, Workplace Violence Management  
Drug and Alcohol Testing Training for Supervisors  
Facilitator Training  
Family Medical Leave Act: Ensuring Compliance Investigations  
HSBA Leadership Institute  
Mediation Skills: Achieving a Win-Win  
Mental Health Assessment & Suicide Prevention