

Children and Youth Day Volunteer Instructions

Boy Scouts of America (Lydia Hemmings, Derek Kobayashi)

1. Assist with the volunteer hospitality room.

Civil Air Patrol (Lt. Commander Skyler Ross)

1. Assist on Saturday at 9 a.m. with the set up of all tables and chairs in the various locations throughout the Capitol area and Teen Zone area. Please neatly place the organization signs on each table with tape. Please coordinate with Denise Mussell and Surfing the Nations to assist with the Teen Zone area.
2. On Sunday at 8 a.m., please place all remaining tables and chairs, along with the organization signs, on:
 - a. Punchbowl Street between King and Beretania Streets,
 - b. the Miller Street Parking Lot in back of the Department of Health Building,
 - c. Iolani Palace Grounds,
 - d. Hawaii State Public Library front lawn,
 - e. The two train stations at the corners of Beretania Street/Punchbowl Street and Beretania Street/Richards Street,
 - f. The food vending areas and the eating areas on the State Capitol grounds and in the Teen Zone near the Kalanimoku Building

Please coordinate with the Key Clubs, Hawaii National Guard Youth Challenge Cadets, and Surfing the nations for assistance with these tasks.

Disney Store (Cindy Apana)

1. Assist with the Train Stations from 9:30 a.m. to 3:30 p.m.

Golden Key Club

1. Assist with goody bags from 10 a.m. to 4 p.m.

Harris United Methodist Church ()

1. Assist with goody bags from 10 a.m. to 4 p.m..

Hawaii Government Employees Association, Retiree Unit (Paul Matsuo)

1. Assist with the volunteer hospitality room.

Hawaii National Guard Youth Challenge Academy (SGM T.Tupuola)

1. On Saturday, please assist the Hawaii Civil Air Patrol with the set up of tables and chairs throughout the event properties.
2. On Sunday at 8 a.m., please assist the Hawaii Civil Air Patrol with the set up of the remaining tables and chairs.
3. On Sunday at 8 a.m., teams of volunteers (3 or 4 people per team) are needed to stand ready to assist vendors off loading things from Punchbowl Street, Beretania Street, and Richards Street onto the event properties. Please offer assistance to the vendors if they need help carrying things to their booth.
4. On Sunday at 8 a.m., 3 teams of 4 people are needed to stand ready to assist in the registration area as organizations may need help with additional tables and chairs to carry to their booth.
5. Throughout the day, the cadets will be asked to assist in various capacities. Please create teams of cadets to assist with volunteer hospitality serving cups of water to volunteers, picking up any litter that is found on the properties to keep the event look neat and tidy, and assisting with the distribution of CYD programs (the Star Bulletin newspaper).
6. On Sunday at 3 p.m., we will need all cadets to assist with the break

of tables and chairs in each location throughout the event properties, so that Heather's Inflatables will be able to remove them from the premises.

HPD Explorers (Derek Yee)

1. Assist the State Parking Control Division and the City Motor Pool Division with parking control responsibilities in the State and City parking facilities throughout the event properties on Sunday.

HPD Juvenile Services Division (Ernie Pascual)

1. Assist with the sound system at the Teen Zone stage, near Punchbowl Street.

HPD Reserves (Lt. Baron Lee)

1. Assist with the law enforcement and traffic responsibilities at Punchbowl Street and King Street.

Invisible Children (Sara Ortiz)

1. Assist with goody bags from 10 a.m. to 4 p.m..

Kalihi Y's Men and Women (Phil Chun)

1. Assist with the Train Stations from 9:30 a.m. to 3:30 p.m.

Kawananakoa Middle School Tri-M Music Honor Society (Jason Chin)

1. Assist with food preparation in the volunteer hospitality room.
2. Assist with setting up and replenishing the entertainers tent near the main stage in the State Capitol rotunda with water and snacks.

3. Assist with placing 36 chairs from Conference Room 016 onto the State Capitol Rotunda for use by the Royal Hawaiian Band on the main stage. Please remove the chairs when their performance is completed at 10 a.m. These chairs will then be placed about 20 feet from the front of the stage for use by the public to watch the performances. At 3:00 p.m., the chairs would be returned to Room 016 placed back exactly like how they were set up in the conference room.

Kiwanis (Carol Smith)

1. On Sunday, please assist with placement of 20 trash receptacles in strategic areas and checking the receptacles every hour to see if the bags need to be removed and new trash liners placed in the receptacles throughout the various event properties, including
 - a. 1 trash receptacle at each train station,
 - b. 2 trash receptacles each near the Capitol and Kalanimoku food vendors,
 - c. 1 trash receptacle in the PG-13 Zone,
 - d. 1 trash receptacle near the hospitality area of the Teen Zone,
 - e. 1 trash receptacle in Tents 3, 4, 5, 6, 7, 8, TZ6, Teen Zone Information Table, Punchbowl Street Exhibit A area, Punchbowl Street Exhibit C area, Registration Table at the State Capitol
 - f. 1 trash receptacle in the Goody Bag Area.
2. On Sunday, please assist with surveying the grounds of the event and helping to keep the properties in a presentable condition throughout the day, including the Municipal Parking Lot.
3. On Sunday, please assist with all inflatables and rides that are on the Kalanimoku and State Capitol properties. Your assistance in keeping the children safe as they participate in the inflatables and rides of all sorts would be deeply appreciated.

4. On Sunday, please assist the Civil Air Patrol with the setting up of tables and chairs on Punchbowl Street and the Department of Health Miller Street Parking Lot at 8:00 a.m. Please meet Skyler Ross, Lt. Commander of the Hawaii Civil Air Patrol, at the Registration Table area to receive instructions.
5. On Saturday, please assist the Civil Air Patrol with the setting up of tables and chairs throughout the event properties starting at 9 a.m. Please meet in the State Capitol Rotunda.
6. Additional support to secure Washington Place.
7. Additional support to secure and assist Capitol Tours.

Maryknoll Key Club (Ken Nakasone)

1. Assist with volunteer hospitality room.

McKinley High School Po'okela Academy (Bernadette James)

1. Assist with goody bags from 9 a.m. to 4 p.m.

National Association of Social Workers (Debbie Shimizu)

1. Assist with the registration table at 8 a.m. on Sunday until 10 a.m..
2. Assist with goody bags from 10 a.m. to 4 p.m..

Office of Youth Services (Dixie Thompson)

1. Assist with food preparation in the Volunteer Hospitality Room.

Optimists Club and Junior Optimists (Russell Yamauchi)

1. Assist with the Board of Water Supply Water Wagon to serve water to the public and to the volunteers throughout the event properties.
2. Assist in food preparation in the volunteer hospitality room.

Partners in Development (Kali Prescott)

1. Make a decorative box for the My Role Model Contest.
2. Mann the My Role Model Table from 10 a.m to 3 p.m.
3. Assist with the announcement of the winner at the main stage at 3 p.m.

Roosevelt High School Leo Club (Steven Yoshimura)

1. Assist with the Train Stations from 9:30 a.m. to 3:30 p.m.

Sacred Hearts Key Club (Ken Nakasone)

1. Assist with volunteer hospitality.

State Legislators and Staff

1. Assist at the Registration/Information Table from 8 a.m. to 10 a.m.
2. Assist with anything and everything.

Soccer Team (Kash Reid)

1. Assist with volunteer hospitality room.

Surfing the Nations (Denise Mussell)

1. Stay overnight on Saturday through Sunday to monitor all the facilities.
2. Assist with set up of Teen Zone. Please coordinate with Lt. Commander Skyler Ross from the Hawaii Civil Air Patrol.
3. Assist Dennis Young and Denise Mussell with Teen Zone coordination.

Individual Volunteers

- Alda Mae Takabayashi - coordinate from the Senator's Office (Room 226)
- A'lisha Leisek - coordinate from the Senator's Office (Room 226)
- Bert Sakuda - drop off coolers and ice to Conference Room 224
- Cathy Chun Schwartz - coordinate food prep
- Christopher Oakland - goody bags
- Dixie Thompson - assist with volunteer hospitality
- Emily Crawford - assist with goody bags and registration
- Jade Glover - visit each booth throughout the day to see how they are doing, radio in any questions or need for assistance to Susie
- Jits and Brisan Kunioka - assist with putting up the banners for registration and goody bags in the State Capitol rotunda
- Kit Wynkoop - check on the booths throughout the day to make sure they are doing okay, conduct an evaluation survey
- Lauren Oakland - photographer
- Lea Lea - goody bags
- Maya Reid- assist with volunteer hospitality
- Mikio Vandrunen - assist with Registration/Information table
- Morgan Kaya - drop off 8 jugs of ice, cases of punch syrup, and McDonald's ice to Conference Room 225
- Queenie Kuheana - assist with putting up restroom signs throughout the capitol

Scotty Furushima and Gavin Morisada - pick up and drop off Zippy's chili,
drop off coolers with ice to Conference Room 225 (2) and Teen Zone (2)

Sharon Miyashiro - registration

Somers "George" Reid - pick up ice and coffee and condiments from Star
Bucks

Sunny-Aloha Miller - visit each booth throughout the day to make sure they
are doing okay, radio in any questions or need for assistance to Susie,
goody bags, delivering radios and other things to some Chairs