

REQUEST FOR ACTION

To	The Collection Board of Directors		
Subject	Security Position		
Preparer	Ron Riles		
Date	August 23, 2017	For Board	<input checked="" type="checkbox"/> Action <input type="checkbox"/> Info

EXECUTIVE SUMMARY

RECOMMENDATION

RATIONALE

Exhibits (If applicable)	Index	Title

FOR BOARD USE ONLY

CERTIFICATE OF BOARD ACTION

Approved	Declined	<input checked="" type="checkbox"/> Noted	Returned	Deferred	Withdrawn
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Stipulations

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Coordinating Instructions

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Distribution Instructions

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Recording Secretary	Howard Kam	Action Date	8/24/17	RFA No.	44-2017
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Aug 2, 2017

TO: Al Guzman, GM
"The Collection"
600 Ala Moana Blvd.
Honolulu, HI 96813

FROM: Ronald F. Riles, CMSgt, USAF (Ret.)
600 Ala Moana Blvd. #2002
Honolulu, HI 96813

SUBJECT: Proposal for Part-Time Security Position

Hello Mr. Guzman,

My name is Ron Riles. After attending my second monthly Board of Directors meeting in July and recently hearing of a moped that was stolen, I feel I can enhance the condominium security environment.

MINI BIO: Originally from South Carolina. Moved to Hawaii in Aug 2010 living in a condo. My wife and I moved into The Collection in Nov 2016 as owners. Completed a successful 23-year Air Force career in 2004. Started my eighth season last month working 3 to 4 times a month with Hawaii Five-O as a stand-in for the co-stars as well as a recurring HPD Officer (extra). When the casting office calls me, I will need to respond, sometimes immediately.

SECURITY EXPERIENCE: Worked for two security companies over the past three years in two local shopping centers here in Hawaii. Able to communicate effectively with people in numerous situations.

- Licensed in Hawaii with a Guard Card - Expiration date June 30, 2018.

Potential Issues on The Collection Property:

- People using the garage without a FOB.
- Homeless people on the property perimeter.
- Stolen Moped from Parking Garage.
- Speeding in the Parking Garage.

My Thoughts / Proposal on a TRIAL BASIS:

1. Create an official security presence on property, separate from the Resident Specialist (RS) and their daily responsibilities in communicating with the residents and guest.

2. Able to work a part-time schedule of 25 hours spread out within a seven-day week with option to increase, by management, in the future. Negotiable.

3. Security would be at a level higher (in resident's eyes) and one step from HPD involvement. The RS would carry out / maintain their present job descriptions in ALL aspects. Our RS are the best! Security Officer would focus more on security and the surroundings and not engage quite as much with the residents and guest.

4. Security Officer would sign in and out of shift at the RS desk with assistance from the on-duty RS.
5. Security Officer would assist RS by providing any relevant information (factual / witnessed) to the RS as they complete reports required by management.
6. Wear black pants / black shirt with nametag and "Security" patch for identification.
7. Security Officer would be in constant radio contact with RS.
8. Security Officer request a 10 minute break each hour. To be taken in company breakroom.
9. Security Officer not to work / fill-in at the front desk.

SECURITY OFFICERS' Areas to Patrol per Shift:

1. Lobby area - posting 10 minutes of each hour to ensure visibility.
2. Perimeter of Building.
3. Parking garage
4. Walk through Recreation Deck area.
5. Check Dog Park for illegal activity.
6. Assist / Accompany RS when they respond to a call relative to a private unit complaint.
7. Assist RS anywhere on property if they encounter an unruly resident / guest. Assist in de-escalating the situation back to an "all clear condition".

COMPENSATION:

1. Pay of \$15.00 - \$16.00 per hour or \$1.00 less per hour than the RS receive if they are paid hourly. Negotiable. All applicable taxes removed. Pay interval - same as everyone else.
2. No benefits. My wife and I have health insurance through Tricare and the VA.
3. Requesting to be added to building insurance policy as other employees, if they are on policy.
4. When off-duty, Security is off-duty.

OTHER INFORMATION:

I usually go back to the mainland for a month or so twice a year. My next trip is possibly late Sept to mid-Oct 2017.

Thank you for reviewing this proposal. Whether approved or not, The Collection is the place to be. If there are any questions, I can be reached at (808) 295-6186.

Respectfully,
Ronald F. Riles
RONALD F. RILES
CMSgt, USAF (Ret.)

Ron