

April 17, 2024

Aloha,

I am writing in response to the Notice to Providers of Professional Services (HRS103D-304) and would like to submit a statement of qualification to be listed as a vendor for the County of Hawai'i with the Office of Housing and Community Development.

SAS Services, LLC can provide services to support the Office of Housing and Community Development with the following:

- OH.5) Community Planning (Community Engagement, Strategic Planning
- OH.7) Instructional Systems (Design of Training, Facilitation and Evaluations Programs)

I have attached the statement below for your review.

Please let me know if additional information is needed to process this request.

Mahalo in advance for your consideration. I look forward to hearing from you.

Mahalo,

Sharon A. Simms, MSW, CPC, ODCC, CFE
CEO
SAS Services, LLC

**County of Hawai'i
Professional Services**

Name of Firm	<p>SAS Services, LLC Sharon Anita Simms sharon@sasserviceshawaii.com Physical location: 61-169 Iliohu Place, Hale'iwa, Hawai'i 96712 Mailing Address: P.O. Box 894342, Mililani, Hawai'i 96789</p>
Age of Firm	<p>May 2012, 1 employee and 10 subcontractors</p>
Education & Training:	<ul style="list-style-type: none"> ● Sharon A. Simms, Bachelor of Arts in Communication, Masters of Social Work, Certified Professional Coach, Trauma-Informed Care Coach, Compassion Fatigue Educator, Organizational Development Consultant, Wiley Authorized Partner <ul style="list-style-type: none"> ○ Specialty: Coaching, Community Engagement, Consulting, Facilitation, Instructional Design, Program Development, Program & Organizational Evaluation, Strategic Alignment, Strategic Planning, System Change ● Verna Wong, Master of Business Administration, Bachelor of Business Administration, Certified Team Performance Practitioner, Organizational Design, Wiley Authorized Partner <ul style="list-style-type: none"> ○ Specialty: Community Engagement, Strategic Planning, Organizational Development, Leadership Coaching, Project Management, and Other HR services ● Dr. Jackie Ng-Osorio, Doctorate of Public Health, Master of Public Health, Bachelor of Arts in Communication

	<ul style="list-style-type: none"> ○ Specialty: Community Engagement, Research and Evaluation, Culturally Relevant Evaluation, Native Hawaiian Well-being, Culture-based education ● Ashley Pettitt, Masters in Social Work, Bachelor of Arts, Sociology <ul style="list-style-type: none"> ○ Specialty: Community Engagement, Strategic Planning, Program Evaluation And Development, Group Facilitation, Program Training, Grant Writing And Management, Clinical Supervision, Therapy ● Edlyn Moana Olaso, Kamehameha Schools <ul style="list-style-type: none"> ○ Specialty: Virtual Assistant, Community Organizing, Email Management, Bookkeeping, Training and Education for Google Doc
Recent Projects	<ul style="list-style-type: none"> ● EPIC ‘Ohana, Inc.: Leadership Training, Program Planning, Strategic Planning, Leadership Coaching (2024) <ul style="list-style-type: none"> ○ Laurie Tochiki (ltochiki@epicohana.org) ● Hawai‘i Health & Harm Reduction Center: Merger, Strategic Planning, Leadership Training and Executive Coaching (2024) <ul style="list-style-type: none"> ○ Heather Lusk (hlyusk@hhhrc.org) ● Department of Health: Facilitation of Trauma Informed Care Taskforce (2024) <ul style="list-style-type: none"> ○ Scott Shimabukuro (scott.shimabukuro@doh.hawaii.gov) ● Office of Wellness & Resilience: Strategic Planning and Teambuilding (2024) <ul style="list-style-type: none"> ○ Tia Hartsock (tia.lr.hartsock@hawaii.gov) ● Partners In Care: Strategic Alignment (2021) <ul style="list-style-type: none"> ○ Laura Thielen (laurat@partnersincareoahu.org)
Materials	www.sasserviceshawaii.com

Bios

Sharon A. Simms, CEO of SAS Services, LLC is a nonprofit consultant, facilitator, trainer, former social worker, and social work educator who has served numerous agencies in the State of Hawai'i. Sharon has over 24 years of experience working in the human/social services and nonprofit sector. In May 2012, Sharon founded SAS Services, LLC, a consulting firm specializing in organizational development and organizational capacity building. SAS Services provides a variety of options to assist organizations in delivering effective and efficient services for those they serve. Through SAS Services, Sharon works collaboratively with talented and creative professionals with expertise in strategic planning, organizational change, system change, program development, program evaluation, meeting facilitation, community outreach and community building, executive coaching, leadership development, professional development, curriculum design, and much more. Sharon has a Masters of Social Work and a Bachelors of Arts in Communications from the University of Hawai'i at Manoa. Sharon grew up in Mililani and graduated from Mililani High School. She is a Certified Compassion Fatigue Educator, Certified Professional Coach, and has a Organization Development Consulting Certification. She is a member of the International Association of Facilitators, Society of Human Resource Management, National Association of Social Workers, Association for Talent Development, National Coalition for Dialogue & Deliberation, The Global Institute of Organization Development Network and Hawaii-Pacific Evaluation Association. Sharon also serves on the board of Blueprint For Change and is a member of The Links Incorporated. She currently lives on the North Shore of O'ahu, in a house with built-in self-care, the sound of the ocean.

Verna Wong is the owner and Principal Consultant of Verna Wong HR Services, LLC, offering strategic planning, organizational development, leadership coaching, and other HR services for organizations. She was a member of the Executive Leadership team, serving as the Senior Vice President of Human Resources at Hawaiian Host Inc. She oversaw the HR team, and was responsible for strategy, organizational development (OD), and human resources (HR). She was responsible for redesigning the entire OD and HR functions during its acquisition of the Mauna Loa Nut Corporation. While at the University of Hawai'i at Mānoa, Shidler College of Business, she developed the new Graduate Career Services function which included operational and professional development functions. She has held additional OD

and HR functions in other industries. Prior to her roles in OD and HR, she held multiple leadership roles in retail operations, new business development, and merchandising with profit and loss responsibilities. She currently serves as the Secretary on the board at Family Programs Hawai'i. She is a member of the Hawaii Community Benefit Consultants Association (HCBC) and Association of Talent Development – Hawai'i Chapter. Her passion is to serve the at-risk community in Hawai'i through volunteering. She has served as a mentor to an at-risk foster youth for several years. She has also served in multiple volunteer roles in nonprofit organizations such as Family Programs Hawai'i, Help is On the Way, Breakthroughs for Youth, Inc., Hawai'i Community Benefit Consultants, HACBED, Design Thinking Hawai'i, Society of Human Resources Management – Hawai'i Chapter, Association of Talent Development -Hawai'i, and at her place of worship.

Dr. Jackie Ng-Osorio is a Native Hawaiian and the owner of Ng-Osorio Consulting LLC. For over 20 years, she has focused on achieving her mission of improving the well-being of Native Hawaiians through research and evaluation with academic and community-based partners. She has worked with education, health, and non-profit organizations that focus on farming, 'āina (land) based education, culturally based education, children from infants to adolescents, and families. Through this time, she has had the opportunity to understand the greater context of well-being for Native Hawaiians as well as the greater community. Building upon these experiences, her goal is to continue to work with organizations to help them understand their impact on the community through the storytelling of their data while bringing an indigenous and culturally responsive lens to her evaluation work.

Jackie received her Bachelor of Arts in Communication from Creighton University, Master of Public Health from Emory University, and Doctorate of Public Health from the University of Hawai'i at Mānoa and currently resides in Honolulu, Hawai'i with her husband and two children.

Ashley Petitt is an independent consultant and Licensed Clinical Social Worker driven to understand and improve the systems in which Hawai'i's most marginalized and underserved populations receive care. After providing direct care and clinical supervision for over a decade on O'ahu, Ashley now uses these experiences to inform her work with agencies to foster opportunities for impactful change statewide. She

specializes in strategic planning, program evaluation and development, group facilitation, program training, and grant writing and management. Her passion remains supporting agencies and entities serving those encountering Serious and Persistent Mental Illness (SPMI), homelessness, substance use, trauma, and chronic medical conditions. Currently, she humbly serves as strategic planning consultant for The University of Hawai'i at Mānoa Nancy Atmospera-Walch School of Nursing (NAWSON), co-facilitator for Hawai'i's Trauma Informed Taskforce with SAS Services, LLC, and a facilitator for Maui Economic Development Board's Comprehensive Economic Development Strategy (CEDS) working groups. Ashley previously served as a lead inpatient behavioral health social worker at Adventist Health Castle, QMHP for a 36-bed Crisis Stabilization Center operated by Hawai'i Health & Harm Reduction, and the Statewide Sexual Assault Response and Training Program Coordinator through the Sex Abuse Treatment Center. Ashley holds a Master in Social Work from Smith College SSW in Northampton, MA.

Moana became a Virtual Assistant in 2015 after doing contract work for Central Oahu Youth Services Association (COYSA), a nonprofit shelter on the North Shore of O'ahu. It was there that she met Sharon and her life, and purpose became clearer. As an alumnus of The Kamehameha Schools, Moana has learned to embrace her multicultural heritage and values while expanding her knowledge in the virtual world. Aside from being parents to their 5 wonderful sons, she and her husband Reyn, also raised their great-grandniece - previously placed in the foster care system - as a welcomed addition to their loving family. Moana's heart and home will always be in Hawai'i, but she and her husband now reside in the high desert of Nevada, where they will one day retire.