

HPHA Board Meeting
Location: HIPHI Board Room
July 20, 2018

Attending:) Vanessa Buchthal, Lyndall Ellingson, Hali Robinett, Michelle Tagorda, Margaret Walkover, Jessica Yamauchi, Holly Kessler (executive director)

Phone: Cheryl Soo Hoo, Colby Takeda, Jill Tamashiro, John A. H. Tomoso

Absent: Ethan Allen, Yvonne Gilbert, Christian Gloria

Meeting was called to order at 11:10am by Vice President Jessica Yamauchi

May BOD Meeting Minutes

Minutes were circulated and approved as presented

Motion to approve the minutes (Margaret Walkover), motion seconded (Michelle Tagorda)
8 votes for: Margaret Walkover, Vanessa Buchthal, Michelle Tagorda, Jessica Yamauchi, Lyndall Ellingson, Colby Takeda, John A. H. Tomoso, Jill Tamashiro.

Confidentiality and Conflict of Interest Disclosure Form

Holly Kessler to send out reminder to BoD to complete the confidentiality and conflict of interest disclosure form.

BOD Member Update

- A 30-minute meeting with Bruce Anderson will occur on August 2nd and will include, Hali Robinett, Gerald Ohta, and Jill Tamashiro. The purpose of the meeting is to discuss how Bruce would like to engage with the HPHA Annual Meeting regarding workforce development and environmental health issues related to community resiliency and disaster management/preparedness on Hawai'i Island (Jill Tamashiro)
- Joanna Patterson (jkp808@hawaii.edu) has been selected as the student representative from University of Hawaii at Mānoa to serve on HPHA Board (Vanessa Buchthal)

APHA Report/Update (Hali Robinett)

Hali Robinett attended the APHA Council of Affiliates meeting in June. She currently serves on the ISE Council. During the meeting, regional representatives provided updates on their initiatives. Additional announcements include; the student section offering travel scholarships for students to attend the APHA annual meeting, opportunities for additional representatives from Hawai'i to serve as a liaison for information dissemination, #Speak4Health campaign where Hali to work with Holly to push information to the HPHA affiliate.

Committees

Fund Development & Finance (Margaret/Holly)

- As of June 30, 2018 - \$37,206 in First Hawaiian bank account; Income for month of June was \$1,053, Expenses in month of June were \$2,429.

- Three grants were applied for in June: Atherton Family Foundation, Kobayashi Foundation, HEI Foundation. Since January 1, 2018, 23 grants have been applied for, to date, we have heard from Kosasa Foundation, Ching Foundation, GIA, Healy Foundation and FLEX declining our requests. Remaining 18 are still outstanding.
- Clinical scholars program with RWJF (Hali Robinett)
Leadership scholars program applications are due February/March 2019. An opportunity to HPHA to support groups/individuals. The RWJF Clinical Scholars program require a team application, that focus on a wicked program and interdisciplinary problem. An in-person presentation regarding the program will be held on the August 15th at UH Cancer Center. HPHA to disseminate information about the opportunity.

Legislative and Government Relations

- Dr. Claire Ing of JABSOM's Department of Native Hawaiian Health committed to chairing the committee after June.
- HIPHI completed a candidate survey 46% response rate will be posted end of next week.

Member Services (Colby/Margaret/Holly)

- Membership report as July 18th: Total 462, Lapse 92, Active 370
- An email was sent out in April reminding members their membership is about to end or had lapse and to encourage members to renew their membership. BoD had questions regarding the differences in membership reporting categories. Holly reported that 10 members immediately renewed after the email went out. Holly will work on gathering information to track the impact of the BoD decision to send email out to the membership and its effects on membership numbers.
- HPU and UHM to help with reaching out to students who lapse or are preparing to graduate to join as regular active members.
- Hauoli contacted Maui and statewide people, contacted twice already, promote statewide events more on the email blast.
- NPHW April 1-7, 2019

Programs

- Margaret will work on sending "Thank You" letters to speakers/sponsors from NPHW
- Kevin Cassel asked to send out upcoming event on July 12th public health seminar featuring Britta Renner at UH Cancer Center
- Annual Meeting – October 25, 2018
 - Discussion re: Jeanie Holt to attend HPHA annual meeting and also help with HPHA strategic planning, Jessica met with her in Atlanta for dinner
 - Keynote speaker and strategic planning Jeanie Holt, common themes, innovative ways associations are doing, review membership survey, workgroup time for the event, 7-8 people per group and BoD to help facilitate, bring ownership and,

- Community Resiliency and Natural Disasters Panel, an opportunity to showcase public health in action across the communities as they work through difficult times during natural disasters. Highlight what is going well. Discuss with Bruce Anderson about suggestions and thoughts of environmental health efforts related to the panel. Possible people to speak with about who should be on the panel includes: District Health Officers, Food Pantry, HPHA members on Hawai'i Island. BoD discussed having the speakers remotely present from Hawai'i Island. HPHA to possibly sponsor a mini gathering of the Annual Meeting on Hawai'i Island for the speakers and members wanting to attend.
- Workforce Development Panel, an opportunity for employers to share what their workforce needs are and the type skill sets they are looking forward. Possibly topics include the percentage of workforce is leaving, role of community health workers, up-and-coming fields, public health competencies.

At this time, the BoD decided it would be good to vote on the decision on whether or not Jeanie Holt would participate in the HPHA Annual meeting.

Motion to approve having Jeanie Holt as facilitator for HPHA strategic planning meeting and key note speaker for HPHA Annual Meeting (Margaret Walkover), motion seconded (Hali Robinett)
10 votes for: Vanessa Buchthal, Lyndall Ellingson, Cheryl Soo Hoo, Hali Robinett, Michelle Tagorda, Colby Takeda, Jill Tamashiro, John A. H. Tomoso, Margaret Walkover, Jessica Yamauchi

- Jeanie Holt will be the Key Note Speaker on October 25
- Holly to send a hold date to BoD for October 28 (dinner) and October 29 (retreat)

Governance

Jessica Yamauchi reminded the BoD regarding the upcoming vacancies including the role of President

Conference Planning

HPHA will celebrate 75 years in 2020

Other Announcements

Michelle Tagorda and Colby Takeda are working to organize a mentorship pilot program to launch at the Annual Meeting. First step would be to recruit mentors to participate. BoD discussed an opportunity to have mentorship program showcased during the workforce panel.

Next Meeting

September 21, 2018 from 11am – 1pm, location TBD

Meeting Adjourned 1:04pm

