



HPHA Board of Directors

Date: Tuesday, January 19, 2021

Time: 11:00 am to 12:30 pm

Meeting Minutes

Participating: Pedro Haro, Camonia Graham-Tutt, Gillian Dunn, Jill Tamashiro, Colby Takeda, Tenaya Jackman, Claire Ing, Leocadia Pietrowski-Conlon, Trisha Kajimura, Vanessa Buchtal, Holly Kessler.

1. Call to Order & Welcome: 11: 01 am- Pedro

2. Review & Approval of September 2020 Meeting Minutes- Camonia

- 1) Minutes from the September 2020 Board Meeting approved by unanimous support.

3. Committee Reports

Fund Development & Finance- Holly

1) 2020 YTD Financial Report & End of Year Fundraising

- a. As of December 31, 2020, there was \$45,306 in First Hawaiian bank account; compared to Dec 31, 2019 where we had \$32,383 in the bank, so we are in a much better financial position going into 2021 compared to last year.
- b. Comparing YTD actuals to budget: \$34,190 actual income in 2020, vs. \$28,100 Budgeted income for the year, so we exceed the 2020 income budget by \$6,090.
- c. Comparing YTD Expenses Actuals to Budget: 2020 actual expenses were \$21,268 vs. budgeted expenses of \$21,766 so we very close to hitting the budget projections, only off by \$498
- d. Discussed the breakdown of the 2020 fundraising summary
- e. Planning for the 2020 tax filings: since our income for the year is less than \$50k, we can file IRS FORM 990N, which Holly will do. Also, Holly will be preparing the form 1099s to file as well, but we still have some time for both of these.
- f. Good news to share – since our last board meeting report we were awarded a \$2,500 grant in November from Hawaii USA FCU

- g. Grant report for January -this month Holly submitted grant proposals to FHB Foundation, Friends of Hawaii, Nan Inc., Finance Factors.

2) Discussion on fund development- Pedro

a. Facebook campaigns

We are now registered with Facebook as a charity, you will see the DONATE button on the HPHA Facebook page. This took a while to obtain but now board members can run a fundraising campaign using their birthdays as a way to bring in funds to HPHA as a charity.

b. Organizational Memberships

One goal for HPHA this year is to bring in more organizational members. Board members are encouraged to bring in more organizations as partners. Pedro has asked for each board member to identify/bring in at least one organizational partner this year. Once the organizational partner is identified their information can be shared with Holly who will continue the heavy lifting regarding the membership. Holly is asking for a way to open the door to speak with these organizations. Board members are asked to help create the initial communication with these organizations. Holly will send a list of the organizations that have attended our events and engaged with us in the past as a springboard and idea generating list.

c. Upcoming Grant Opportunity- Tenaya

NACCHO and the APHA Capacity Building Grant

This is a rolling application and could be a great opportunity if there is a partner for HPHA. The idea would be to write a grant centered on health equity. Tenaya will schedule a separate meeting for board members who are interested in partnering on this endeavor. Pedro called for board members who know of other grant opportunities for HPHA to apply for small grants (i.e. \$2,500 range) to please bring those forward to Holly or Pedro.

d. Amazon Smile – this is an on-going program.

- https://smile.amazon.com/gp/chpf/homepage/ref=smi_chpf_redirect?ie=UTF8&ein=99-0175490&ref=smi_ext_ch_99-0175490_cl

Governance- Trisha

1) Discussion on Appointing a replacement for Jermy

Jermy resigned earlier this month. Trisha is suggesting that we approach Mental Health of America-Hawaii to solicit a replacement board member. The committee is particularly looking at asking the MHA ED or a recent MPH graduate to be nominated to serve on the board. Other ideas regarding replacing board members included:

- a. Maintaining a list of possible nominees in case there is another vacancy.
- b. If there is no interest in those suggested perhaps someone who has an indigenous scope of work could be pursued.
- c. Perhaps having an application process to allow for potential board members to be selected from a pool would assist with future board vacancies.

2) Discussion on student representatives

The committee needs to understand how students can participate on the board. Bylaws will be consulted. Vanessa suggested developing a subcommittee (i.e. Vanessa, Gillian and Camonia) who can meet separately to address how to facilitate the need for student representatives. This subcommittee will report back to the larger board at the next board meeting in March. This group will also identify if there are any bylaws or changes needed for the future.

Membership- Holly

- 1) To date our total member count is 412, which includes 17 new members in Nov and Dec. comprised of 15 regular and 2 students. Holly announced one new Organizational Member at the highest level so far (Maile Level at \$2,500) is Mental Health America Hawaii. Thank you Pedro and Trisha for facilitating this new organizational member. This is one area we hope to focus on in 2021, increasing our Organizational members.
- 2) Social media update- Facebook 649 followers up 9. I'd like to share news that we were finally granted the coveted DONATE button on our homepage by FB, it was a very prolonged process and we were finally approved. The plan is to utilize this in 2021 for a fundraiser. Twitter we have 482 followers up 9: Instagram we have 963 followers up 168. Note to the New board members please like and follow us @hipublichealth.
- 3) Spring Newsletter – Holly has re-visited our Fall board survey topics, below are some topic ideas (also available in the September 2020 meeting minutes). Holly will also send out a call for new article contributors.
 - a. 2021 APHA Annual Meeting and maybe highlight that members can submit proposals
 - b. Student section – contributions by student BOD members
 - c. "Public health career spotlight" to feature a type of job in the public health field (which we know covers a wide range of duties and roles)
 - d. How this pandemic is forcing us, in family and community systems, to deal with trauma and come out of it more resilient.
 - e. Spotlight four or five organizations that we would like to provide a certificate of Merit to for their work in the betterment of Public Health. The presentation of the certificates would provide interaction with that organization and a photo opportunity with its leaders and HPHA. In these difficult times when many people have been pointing fingers

for not doing enough we could turn that around and thank people for what they've achieved and done for the community.

- f. Highlighting community organizations and individuals doing critical work in this moment, especially those who are filling in the gaps (often for free) that formal paid response programs seem unable to see clearly, particularly noting the massive labor of love and response to community need that the Native Hawaiian & Pacific Islander Hawai'i COVID-19 Response, Recovery and Resilience Team has been doing: <http://www.papaolalokahi.org/nhpi-hawaii-covid19-3r.html>

- 4) Reminder that we need to start the process for NPHW event planning no later than February. Brainstorming for a Feb virtual event – concept, speakers, etc.

Marketing & Public Relations- Colby

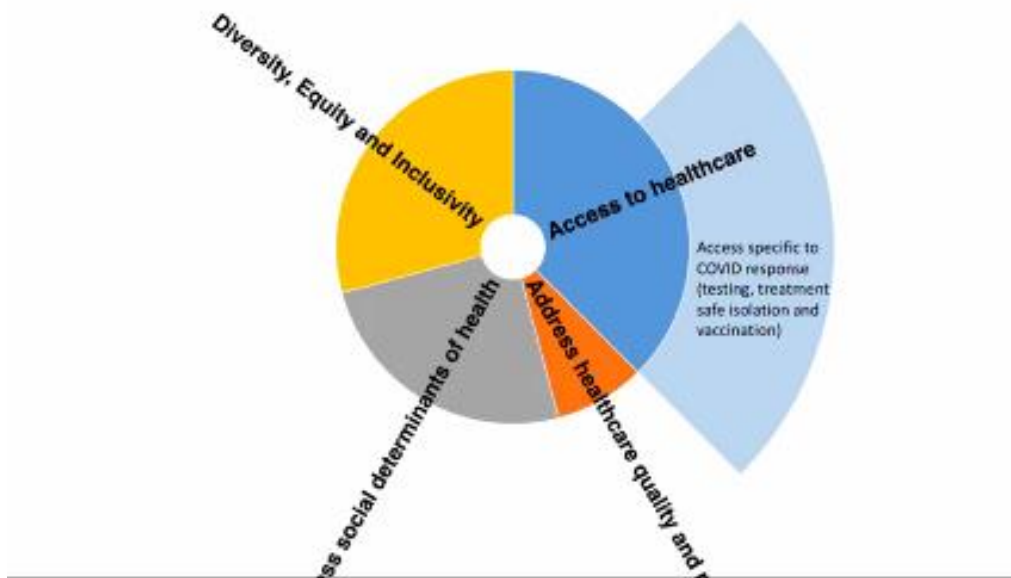
- 1) No report yet, this committee has a new chair. Ideas are welcomed for the new committee leadership.

Programs- Pedro

- 1) Stephanie Moir has agreed to take over this committee, however was unable to attend today's meeting. Stephanie needs a co-chair for this committee. She is looking for a board member or even a non-board member to assist with upcoming programs. Volunteers were solicited. Upcoming program includes National Public Health Week.
- 2) Discussion on National Public Health Week - April 5-11
 - a. The expectation from APHA is that we have something. The theme is: **Building Bridges to Better Health** (<http://nphw.org/>). In the past have conducted a series of webinars, social media activities, etc. Possible ideas for programming this year could include:
 - i. **Social Connectedness** as a way to relieve mental health concerns
 - 1. Possible topics to address:
 - a. Social connectedness through technology
 - b. Telehealth
 - c. Bridging neighbor islands
 - d. Social Health Integrations
 - e. Include CHWs
 - 2. **APHA- Keep it Moving Challenge**
 - a. HPHA will assemble a Hawaii team "Going Hawai'i". The marketing and communications committee was charged with this activity. Info will be sent to the membership via eBlast. Colby mentioned that local incentives could be provided by the Marketing and communications committee for individuals beyond the board to participate in this endeavor.

Legislative & Government Relations- Claire

- 1) This year the committee plans to take a new approach to the workload. The new approach will include addressing one legislative priority. To do this, the committee has sent out a survey to gather responses on which priority should be the focus.
- 2) Current Survey results (NVIVO)- **Leocadia**
 - a. High priority areas (particularly related to COVID-19)
 - i. Access to healthcare
 - ii. Health Equity (inclusivity)
 1. Social Justice and Healthcare
 2. Culturally grounded interventions
 3. Workforce development that is culturally relevant
 - iii. Social Determinants of Health
 - iv. Health quality and reform of healthcare delivery
 - b. In sum, members are calling for HPHA to work in the following areas (see the diagram below):



- c. The HPHA board will decide upon one of the four areas listed in the figure above. Final approval of which priority area HPHA will focus on for the 2021 Legislative Session will be voted upon via email.

Ad-Hoc: Equity, Diversity, and Inclusion- Tenaya

- 1) This is a new committee for HPHA. So far this committee has not gathered. Ideas for this committee included having more conversations on these issues. Going more in-depth regarding issues of equity, diversity and inclusion.
- 4. ARGC's APHA Report- Tenaya**
- 1) APHA Annual meeting call for abstracts has gone out. The annual meeting is tentatively designed to be hybrid (in-person and virtual). Board members are encouraged to submit proposals to present.

5. News/Announcements

- 1) Rebranding- UH Public Health is now the - UH Myron B. Thompson School of Social Work and Public Health. Congratulations!

6. Adjournment

Next meeting: March 16, 2021 at 11am