



## Board of Directors Meeting Minutes

June 24, 2014

Noon – 1:30pm

DOH, Directors Conference Room #2

Call In #866-740-1260

Passcode 5645619

Time	Agenda Item
Noon	<p>Welcome, Establish Quorum and Introductions  Present: Mark Tomita, Robert Hirokawa, Nancy Partika, Holly Kessler, Gerald Ohta, Colby Takeda, Rebecca Kang, Kathryn Braun (late)</p> <p>On phone: Tony Krieg, Michelle T.</p> <p>Not in Attendance: Angela Sy, Deborah Zysman, Linda Rosen, Katie Richards</p> <p>Minutes from April 22, 2014 Meeting – approved as presented with 2 minor changes</p>
12:05	<p>Committee Reports</p> <ul style="list-style-type: none"> <li>a. Treasurer/Financial <ul style="list-style-type: none"> <li>a. April and May Bank Statements – \$43,747 in bank <ul style="list-style-type: none"> <li>i. Income \$13,997 for two months</li> <li>ii. Expenses \$4,703</li> <li>iii. Increase of \$9,292</li> <li>iv. Robert asked Holly to prepare a 6 month equity trend report</li> <li>v. Holly reported she has begun the process on HCE in anticipation of receiving GIA funds</li> <li>vi. Holly is working with the accountant to prepare the tax return form 990 for 2013. Will circulate draft to board.</li> </ul> </li> </ul> </li> <li>b. Grants update <ul style="list-style-type: none"> <li>a. Received \$10,000 grant from APHA for HIAP</li> <li>b. GIA – Received \$49,500 award for 2015 PGHC planning</li> <li>c. Discussion if we should be submitting more program orientated grants, as it will increase the workload. All agreed to apply for operations grants. HCF FLEX grant is due July 1<sup>st</sup>. Holly will apply.</li> </ul> </li> </ul>

	<p>d. Mark announced two small grant proposals HPU is working on (mental health and dental health) and he would like to funnel them through HPHA, so we can receive the admin funds. Minimal work on our part, ordering supplies, writing a few checks. All agreed HPHA will support these two projects.</p> <p>c. Membership</p> <ul style="list-style-type: none"> <li>a. Colby reviewed the results of the Spring HPHA membership survey. Top benefits: eBlast, networking, conference. Areas for improvement: membership benefits, offer more employment related options, more neighbor island mixers.</li> <li>b. Michelle T. and Michelle Q. – will be graduating and we need to think about replacing them on the board. Consider HPU students as well. Students are an important aspect of HPHA’s overall membership.</li> <li>c. Approved raising dues effective August 1, 2014 – Regular to \$35 and Student to \$20.</li> <li>d. Membership count: As of June 16 – Active: 630</li> <li>e. Discussion re: Organization memberships. We need a Membership Chair and Organizational Memberships need to be pursued.</li> <li>f. Discussion on needs of mid-career PH workers vs. students. There are learning opportunities with these two groups. Consider tapping DOH workers to mentor students.</li> <li>g. Consider an HPHA continuing education/lecture series – HPHA provides the platform, our members do the training. Do quarterly series, have PH professionals pitch us on their training ideas. This could be a great grant proposal. Will work on flushing out the details and apply. We could provide CE credits.</li> </ul> <p>d. Legislative – no report</p> <p>e. APHA Updates</p> <ul style="list-style-type: none"> <li>a. Gerald informed us on 2014 Executive Board candidates.</li> </ul>
1:00	<p>Unfinished Business</p> <ol style="list-style-type: none"> <li>1. 2015 Pacific Global Health Conference – first committee meeting will be on July 1<sup>st</sup> at 1166 Fort Street Mall.</li> <li>2. Health in All Policies Grant <ul style="list-style-type: none"> <li>a. First meeting was held, plan to do a survey to identify priority areas</li> <li>b. Bill was signed in June - Act 083, HB 1714. We should coordinate with them on our planning.</li> <li>c. Mark to check with the House on their topic</li> <li>d. Need to create a stakeholder list</li> </ul> </li> </ol>

	<p>3. Summer Public Health Art Crawl is scheduled for August 1 during First Friday. Passport sales have been slow. Holly will start sending eBlast reminders once per week leading up to the event.</p> <p>4. Annual Meeting</p> <ul style="list-style-type: none"> <li>a. APHA president elect has committed to being our speaker. Possible topic: nutrition and disparities. Gerald to confirm. Travel dates are arrive Sept 24, depart on Sept 27. Asked Kathryn to commit Histcock Funds for her accommodations (\$500). Kathryn agreed. Sullivan Center has been reserved for Sept. 25 from 5pm to 8pm at no charge. Suggest holding reception first then starting meeting at 6pm</li> <li>b. Gerald will be her guide when she is in town.</li> </ul>
1:25	<p>New Business</p> <ul style="list-style-type: none"> <li>1. Nominations <ul style="list-style-type: none"> <li>a. Nancy and Gerald are working on contacting potential board candidates. Need list of open seats. Need to be sure we comply with bylaws on the nomination process.</li> </ul> </li> <li>2. Mark announced a Disaster Preparedness training taking place on October 15 at the airport. They need volunteer victims to practice disaster situations.</li> </ul>
1:32	Adjournment