



**Board of Directors Meeting Minutes**

August 29, 2014

Noon - 1:30pm

DOH, Directors Conference Room #2

Call In #866-740-1260

Passcode XXXXX

Time	Agenda Item
Noon	<p>Welcome, Establish Quorum and Introductions</p> <p>Present: Robert Hirokawa, Nancy Partika, Jill Tamashiro, Gerald Ohta, Colby Takeda, Deon Canyon, Michelle Tagorda, Holly Kessler</p> <p>On phone: Deb Zysman</p> <p>Not attending: Angela Sy, Rebecca Kang, Linda Rosen, Mark Tomita, Hau'oli Tomoso, Michelle Quensell</p> <p>Minutes from June 24, 2014 Meeting - approved as presented</p> <p>Announcements - Katie Richards stepped down as Secretary due to work and school commitments. Jill Tamashiro has been appointed as secretary until the Annual Meeting election in September. Tony Krieg has resigned from the board. No replacement for the Neighbor Island position at this time.</p>
	<p>Unfinished Business</p> <ol style="list-style-type: none"> <li>1. Annual Meeting Planning               <ol style="list-style-type: none"> <li>a. The HPHA Annual Meeting will be held on Thursday, September 25 at the UH Cancer Center Sullivan Center Auditorium.</li> <li>b. Nancy distributed a chart for planning purposes. It outlined all board members responsibilities for meeting execution.</li> <li>c. Gerald to introduce guest speaker, APHA president-elect, Shiriki Kumanyika. Robert will present the report to membership on the year's activities. Holly to prepare PPT for Robert's presentation. Nancy to handle the ballot and election process.</li> <li>d. Shiriki arrives on Nov.24. Board will host her for dinner on 24<sup>th</sup> and lunch on 25<sup>th</sup>. She has scheduled meetings at UH and DOH. Gerald will be her escort.</li> </ol> </li> </ol>

	<ul style="list-style-type: none"> <li>e. Need to acknowledge that UH is paying for Shiriki's accommodations as part of the Hiscock Lecture Series funds.</li> <li>f. Reception and mixer will be held before the meeting, catered by Kristy's Kitchen.</li> <li>g. All BOD members are encouraged to attend and help with the meeting logistics.</li> </ul>
	<p>Committee Reports</p> <ol style="list-style-type: none"> <li>1. Treasurer/Financial       <ol style="list-style-type: none"> <li>a. July Bank Statements – \$40,646 in bank           <ol style="list-style-type: none"> <li>i. Income \$1,130 for July</li> <li>ii. Expenses \$2,779 for July</li> <li>iii. Tax form 990 for 2013 has been completed and e-filed with the IRS.</li> <li>iv. HPHA is now compliant with the Hawaii Compliance Express so we are able to receive government payments.</li> <li>v. Issue of travel reimbursement was addressed. Currently HPHA pays Gerald's airfare to attend APHA annual meeting. HPHA agreed to pay for Neighbor Island representative Hau'oli Tomoso's airfare to Honolulu for the HPHA Annual Meeting. And Angela Sy has requested partial reimbursement for her trip to the APHA annual meeting. It was agreed to defer the topic of future policy decisions regarding travel reimbursement until the next board is in place.</li> <li>vi. GIA update – with the surprise primary election outcome, the GIA funds will most likely be held up until the new Governor takes office in January. Mark will follow-up with his legislative contact on timing.</li> </ol> </li> </ol> </li> <li>2. Grants update       <ol style="list-style-type: none"> <li>a. Two grants submitted since last report – Hawaii Community Foundation's FLEX grant for \$10,000 and the Hawaii Dental Service Foundation grant, in conjunction with HPU, for \$18,900 of which HPHA would receive \$2,000 to administer the grant. In September, Holly plans to apply to Cooke Foundation and Atherton for PGHC funding.</li> <li>b. We will continue to apply for PGHC funds and admin funding.</li> </ol> </li> <li>3. Membership       <ol style="list-style-type: none"> <li>a. Art Crawl recap and feedback – Michelle T. reported students enjoyed it. All who attended agreed it was a nice evening of networking in a unique environment; however, attendance was somewhat lower than expected.</li> <li>b. The date this year may have been an issue – discussed holding event in conjunction with the September semester kickoff.</li> </ol> </li> </ol>

	<ul style="list-style-type: none"> <li>c. We started registration with a \$10 fee, then due to low registrations, we waived the fee, but still accepted donations.</li> <li>d. Income: \$430, Expenses \$270, profit \$160.</li> <li>e. 64 folks registered to attend on the website - 35 paid (or donated) and 29 were free. According to the check-in list, 39 folks checked in with 10 walk-ins.</li> <li>f. Thank you to Colby for contacting the businesses to obtain the discounts for the passports, and for the art design of the passport itself.</li> <li>g. Dues increase went into effect on August 1, 2014 – Regular to \$35 and Student to \$20.</li> <li>h. Membership count: As of August 20 – Total: 670 Active: 641, 27 renewing with \$795 dues, 13 new members.</li> <li>i. Discussed a special letter to the 119 PGHC folks from the 2012 conference whose membership will expire October 2014.</li> </ul> <p>4. Legislative – no activity. Need a Chair for this committee.</p> <p>5. APHA Updates</p> <ul style="list-style-type: none"> <li>a. Annual meeting will be November in New Orleans. Many UH folks will be attending this year.</li> <li>b. Gerald will attend the Health Equity section at the annual meeting.</li> <li>c. Michelle T. will attend the APHA annual meeting, and offered to attend the Health Equity section as well.</li> <li>d. COA – No changes. APHA pays for President-elect’s airfare every four years on a rotating basis.</li> </ul>
	<p>New Business</p> <ul style="list-style-type: none"> <li>1. Student Reps <ul style="list-style-type: none"> <li>a. The two current HPHA student reps will remain on the board until Spring 2015. We will ask them at that time to recommend nominations and also request student rep nominations from HPU.</li> </ul> </li> <li>2. PGHC <ul style="list-style-type: none"> <li>a. Meetings are being held regularly; encourage board members to get involved. This will be a large undertaking and we need as many folks engaged in the process as possible.</li> <li>b. Mark Tomita, event Chair, says we will proceed even in the wake of the delayed GIA Funding. Emily Robertson is now event Co-Chair.</li> <li>c. Dates are scheduled for October 7, 8, 9, 2015 at the Hawaii Convention Center.</li> <li>d. Holly reported we are still having an issue obtaining the high insurance riders required by the Hawaii Convention Center. We have requested quotes from several companies to date.</li> <li>e. DOH will be the event co-sponsor, which enables HPHA to receive</li> </ul> </li> </ul>

	<p>a 50% government discounted rate.</p> <ul style="list-style-type: none"><li>3. Health in All Policies<ul style="list-style-type: none"><li>a. Meetings are being held regularly by conference calls.</li><li>b. Nancy and Angela have attended one of three required conference calls held by APHA.</li><li>c. A project planning tool/model was discussed at the first APHA webinar which will be helpful in HPHA's planning process. Nancy will distribute the model to the board. Nancy suggested HPHA utilize the webinar speaker, Mark Ceruello, as a possible HPHA speaker.</li><li>d. HPHA will host a community stakeholder meeting at the State Capitol in October to bring together key stakeholders on the issue of Climate Change in Hawaii. We will discuss the results of HPHA's survey on the issue and also have presentations from community leaders on the topic.</li></ul></li></ul>
1:30	Adjournment