



HPHA Board of Directors Meeting

Date: Tuesday, July 19th, 2022

Time: 11:00 am to 12:30 pm

VIA ZOOM

Meeting Minutes

| Board Member | Present | Not Present |
|---------------------------------------|---------|-------------|
| Trisha Kajimura | X | |
| Holly Kessler | X | |
| Camonia Graham-Tutt | X | |
| Michelle Tagorda-Kama | | X |
| Bryan Talisayan | X | |
| Tenaya Jackman | X | |
| Colby Takeda | X | |
| Leocadia Conlon | X | |
| Claire Townsend-Ing | X | |
| Alexis Charpentier | X | |
| Stephanie Moir | X | |
| Katie Folio | X | |
| Jill Tamashiro | X | |
| Vanessa Buchthal & Eric Hurwitz (UHM) | X | |
| Jayne Smitten (HPU) | X | |
| Jessica Yamauchi | X | |
| Donna-Marie Palakiko | X | |

Meeting call to order: 11:00 am

- I. **Call to Order & Welcome** – Trisha
- II. **Review & Approval of May 2022 Meeting Minutes** – Trisha
 - Minutes from the May 2022 postponed for approval at next meeting
- III. **DOH Meeting Recap**
 - HPHA met with DOH leadership, Libby Char. The goal of the meeting was to help provide background of HPHA and the benefit of collaborations between the two organizations. The meeting helped to build understanding of Jill's role as DOH representative for HPHA. DOH shared concerns about building the public health workforce pipeline and promoting mental health and environmental health.
 - We hope to continue these conversations, especially regarding the potential for HPHA to partner with DOH to fill those workforce gaps and to possibly create or reinforce a "pipeline" of public health workers in Hawaii.

- Shared about the 2022 Annual Meeting, HPHA informed them of the date and said we will stay in touch with more details as they become available and we will continue to share our events with DOH employees.
- Discussion follow-up: Alexis shared about bureaucratic difficulties within DOH on the hiring process.

IV. Committee Reports

Governance – Trisha

- Working on elections in preparation for Annual Meeting. Board members are encouraged to think about candidates.
- Membership of the governance committee includes the executive board and Jessica Yamauchi.

Fund Development & Finance - Bryan & Holly

Financial report and Fund Development

- Balance sheet is in a better position than last year at this time with \$47,640 this year compared to \$43,636 last year.
- Profit and loss breakdown includes on the income side, we are higher this year versus last year at this time (\$2,971 versus \$820), and our expenses are in line with last year at this time.
- Received grant in June \$2,800 from the Friends of Hawai'i Charities
- Year to Date in grants total is \$7,800 is from Atherton, HI USA FCU and Aloha For Hawaii Charities. The grants budget goal for the year is \$12,500, we are on track to achieve the goal.
- Grant proposals submitted include proposals to the following foundations: BAYER Foundation, NFL Foundation, HMSA Foundation, APHA mini grant, Kaiser Foundation
- Vanessa moved to approval financials. Katie seconded. Motion carried unanimously.

Membership – Holly

Committee report – Total membership is at 447.

-) In June we had three new members, 2 regular and 1 student and we currently have 46 members that are renewing in the next 30 days.

Social media update

- All social assets had increases in followers:
 - Facebook at followers 659
 - Twitter at followers 549
 - Instagram at followers 1,034
- Board members were reminded to follow HPHA at @hipublichealth.
- Weekly eBlasts open rate is ranging from at 44 to 47%. The last 6 weeks open rate is 44%

Marketing & Public Relations – Holly and Colby

- Standing by to support Annual Meeting promotion

- Made adjustment to posters/flyers earlier in the year
- Committee is available for consultative or project work for other marketing projects.

Legislative & Government Relations – Leocadia

- No updates

Programs – Stephanie & Holly

Annual Meeting

- December 8, 2022 4:30 – 6:30pm
- UH Cancer Center in Hybrid format
- Agenda
 - Networking & Pupus
 - Current APHA president elect, Dr. Chris Chanyasulki
 - Panel Topic: Being discussed
 - Pau Hana

Student Fellowships – Vanessa

- Srue Wakuk, UHM BAPH alumna and current MPH student
- Vanessa is mentoring Srue during the fellowship and will help the annual meeting planning to engage students.
- Jane will help to support the committee on behalf of HPU.
- Will need to recruit for the Spring fellowship.
- Camonia shared that not many APHA Affiliates have a similar mentoring program. Lots of interest in our program.

V. ARGC's APHA Report – Tenaya

- Tenaya will attend the governing council meeting on November 4. APHA is from November 5-9 in Boston, MA.

VI. News/Announcements

VII. Calendar Review

- Next board meeting Sept 20th. We added a November 15 board meeting to the schedule due to the timing of the Annual meeting being later than normal. A calendar invite was sent out for the added November meeting.

Next Meeting: September 20 at 11:00 am

Adjournment – Meeting adjourned: 11:40 am