



### **HPHA Board of Directors Meeting**

Date: Tuesday, May 17th, 2022

Time: 11:00 am to 12:30 pm

VIA ZOOM

### **Meeting Minutes**

<b>Board Member</b>	<b>Present</b>	<b>Not Present</b>
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	X	
Gillian Dunn		X
Jessica Yamauchi		X
Donna-Marie Palakiko		X
Karen Perez		X

#### **Meeting call to order: 11:00 am**

- I. **Call to Order & Welcome** – Trisha
- II. **Review & Approval of September 2022 Meeting Minutes** – Michelle
  - Minutes from the March 2022 Board Meeting approved by unanimous support.
- III. **Committee Reports**  
**Governance** – Trisha
  - Board member transition for HPU representative

## **Fund Development & Finance** - Bryan & Holly

### **Financial report**

- Balance sheet shows a healthy \$47,132 in assets in the first Hawaiian bank account as of April 30th. HPHA has no liabilities. For comparison, the Balance Sheet on April 2021 was \$48,435.
- Expenses in the month of April were \$2,598 compared to last year at this time expenses were \$2,602 – so the expenses year to year are almost exactly the same.
- Income for the month totaled \$4,990 and includes a \$2,500 grant from The Atherton Family Foundation, as well as individual & Organizational dues and income related to NPHW in the form of sponsorships and registration fees.
- Additional income items expected to be received in the next 30 days - the Aloha for Hawaii Charities grant in the amount of \$800 and one more sponsorship check in the amount of \$250 for NPHW and the deposit of the HI USA FCU \$2,500 grant check which will put us back on track and in line with last year's income streams.

### **Fund Development**

- Grant proposals submitted this month include proposals to the following foundations: UHA Foundation Fund, Ulupono Fund, and Hawaiian Financial FCU
- \$2,500 grant received from Hawai'i USA Federal Credit Union

### **NPHW Event Summary**

- Registrations: 120, number of attendees was 86
- 7 sponsors \$2,250: HHHRC(Trisha), Mental Health America Hawaii (Bryan), Minit Medical (Katie), Pear Suite (Colby) OPHS (Vanessa), HIPHI(Jessica) SM Hawaii (Pedro). Our budget for sponsorships was \$2,000 so we surpassed the budget.
- Registration fees totaled \$315, budgeted \$650: Overall event budget was \$435 short due to less income in registration fees than planned as students and seniors were free.
- The NPHW meeting recording is posted on the HPHA website under the Members Only section which requires login. We do this to justify charging a registration fee, otherwise, if the meeting recording was free, folks would just wait for the recording and not attend and pay for the live event.

## **Membership** – Holly

### **Committee report** – Total membership is at 462.

- Up 5 new members since our last board meeting, which includes two regular, one senior and two student members.

### **Student recruitment**

- We continue to receive new student member inquiries. Board members who encourage students to join HPHA were thanked. Students receive first year membership for free.

### **Social media update**

- All social assets had increases in followers:
  - Facebook at followers 662
  - Twitter at followers 544
  - Instagram at followers 1,030
- Board members were reminded to follow HPHA at @hipublichealth
- Weekly eBlasts open rate is ranging from at 40 to 46% with over 800 on our listserv.
- The spring newsletter sent in April had an open rate of 43% it included lots of great content from our partners and organizational members. If you missed it, you can view it and all of our other recent newsletters on our website.

### **Organizational memberships**

- We secured one new organizational member since our last meeting  
Chaminade University

### **Marketing & Public Relations** – Holly and Colby

- Next project will be to promote HPHA annual meeting

### **Legislative & Government Relations** – Leocadia

- HPHA participated in three National Sign on letters since our last meeting and they are posted on the HPHA website:
  - Two related to the CDC Health & Human Services appropriations bill
  - And one for the CDC to support funding for Gun Violence
- The committee supported the priorities of member organizations and other stakeholders which include: Hawai'i Public Health Institute, Hawai'i Academy of Pas, ACOG Hawai'i Chapter, Planned Parenthood, American Lung Association in Hawai'i, Telehealth Coalition, PACT, Mental Health America, HHHRC.
  - 10 measures were supported
  - 28 testimonies were submitted
- Debrief with legislative committee will be planned to develop a plan for 2023 legislative session and obtain feedback on how to engage more committee members in legislative efforts throughout the sessions
- Follow-up with partners to consider survey regarding advocacy needs, and obtain feedback for areas of needed improvement in overall advocacy efforts. Encourage organizational membership for community organizations who are not members already.

**Programs** – Stephanie & Holly

**Annual Meeting**

- Planning survey received 24 respondents
- Date is December 8, 2022
- Planning a June meeting to reconvene the committee
- Current APHA president elect, Dr. Chris Chanyasulki, will be speaking in December. She will be president by the time of the meeting. She holds a PhD and MPH from Boston University, and is an Asian American grounded in a strong belief in eliminating the structural barriers to equity for marginalized populations.

**Student Fellowship** – Vanessa

- Fall 2022 Srue Wakuk, UHM BAPH alumna and current MPH student
- Vanessa will mentor Srue during the fellowship
- Camonia shared experience of being a mentor

**IV. ARGC's APHA Report** – Tenaya

- No report

**V. News/Announcements**

**Mental Health Award Recognition** – Bryan

- Encouraging nominations

Next Meeting: July 19 at 11:00 am

Adjournment – Meeting adjourned: 11:33 am

Save the Date – Annual Meeting December 8, 2022