

**HPHA Board Meeting
UH Cancer Center – Room 401
March 11, 2018**

Attending: Christian Gloria, Holly Kessler, Jill Tamashiro, Colby Takeda, Ethan Allen, Vanessa Buchthal, Jessica Yamauchi, Hali Robinett, Cheryl Soo Hoo, Margaret Walkover

Phone: Michelle Tagorda

Absent: John Tomoso, Yvonne Gilbert, Lyndall Ellingson (excused), Wilda Cielo

Meeting called to order: 3:07 pm

Announcements:

Maya Uemoto, board member and student representative from the University of Hawaii, is no longer able to serve on the board of directors. Christian, President, asked her to appoint a new student representative.

Minutes:

Circulated and approved as presented.

Motion to approve the minutes, motion seconded
5 votes for – Christian, Hali, Jill, Vanessa, Colby

Confidentiality and Conflict of Interest Policy and Disclosure Form:

- Motion to approve the use of the Confidentiality and Conflict of Interest Policy and Disclosure Form, motion seconded
- 9 votes in support – Christian Gloria, Jill Tamashiro, Colby Takeda, Ethan Allen, Vanessa Buchthal, Jessica Yamauchi, Hali Robinett, Cheryl Soo Hoo, Margaret Walkover

Debrief on Meeting with DOH Director Ginny Pressler

Jill Tamashiro summarized conversation with Dr. Ginny Pressler and distributed the Hawaii Department of Health Strategic Plan. Dr. Pressler shared that the priorities of the department includes that if things align with the strategic plan, that they would be supportive. Other items of importance include telehealth, opioid work group and action plan, dental care, integrating behavioral health into primary care. Dr. Pressler also acknowledged that HPHA could be a great support network for all of her employees, and given her workforce needs, she would be supportive of our efforts to promote workforce development. The Department is hiring a new recruitment advisor, who would be our lead. Jill will follow-up with the Programs and Membership Committee about partnership opportunities.

Fiscal report - Margaret

Margaret, Treasurer, passed out a proposed budget including the staff estimates and the board estimates. Margaret proposed that the GIA be excluded from the proposed 2018 budget.

- Motion to approve the 2018 budget as presented, motion seconded
- 10 votes in support – Christian Gloria, Jill Tamashiro, Colby Takeda, Ethan Allen, Vanessa Buchthal, Jessica Yamauchi, Hali Robinett, Cheryl Soo Hoo, Margaret Walkover, Michelle Tagorda

As of February 28, 2018 -- Financials - \$44,189.99 in bank; February Income \$233.69 Expenses \$3,255.81.

Christian announced a voluntary reduction in Holly's salary from \$3,000 to \$2,000 per month from March 2018 through the end of her contract.

Holly reported that because of our income from the BSH grant, we would need to file a different type of IRS form for 2017.

Evaluation/Assessment of Staff and BOD

Christian explained that Holly should put together a narrative of her progress over the past contract time period as a starting point for her evaluation. Holly agreed.

APHA Report- Hali

Hali shared that Jeanie Holt is available to do a strategic planning session and that Hali would be willing to host her. Jeanie would be able to do two, half-day sessions.

Hali also shared that she will be going to Washington D.C. next week for a training session through the APHA Action Board. She will also be meeting with legislators on the Hill.

Hali also mentioned that the APHA COA asked the Affiliates to review different draft policies. Hali shared some of these with various board members that are subject-matter experts.

Legislative and Government Relations - Christian

Christian shared that the members should be listed on the website. Other board members shared that only the chair could be listed.

Christian reminded everyone to review the new Legislative and Government Relations Committee guidelines online.

Christian requested that the board give the President power to approve follow-up testimony if previously approved by the board. Decision was put on hold.

Member Services – Holly and Colby

Colby shared that the committee met and revised the individual benefits and will be revising the brochures. The committee also reviewed opportunities to better support our members.

The committee will continue to work on the organizational memberships and will approve prior to the next event.

The committee will also review language for all members who have lapsed and aren't currently paying.

Programs – Hali and Margaret

Regarding the NPHW event, we already received 9 registrations. Will be sending out more emails to advertise for the event. Working on securing panelists for the event. Will strategize how to advertise with the panelists.

Christian announced that he and Jessica would start planning for the Annual Meeting happening later this year.

Christian stated that since we don't have a president-elect, the president who is elected late this year would go to the APHA president-elect orientation in Washington D.C.

Fund Development and Finance

It was suggested that we convene this committee as soon as possible.

Marketing and Public Relations

Cheryl volunteered to be the chair. She will convene a meeting soon.

Other Business

Next Meeting:

Doodle poll to be circulated for a May 2018 meeting

Meeting End: 4:48 pm