

HPHA Board Meeting
Hawaii State Department of Health- Kinau Hale, Rm 329
November 21, 2017

Attending: Christian Gloria, Holly Kessler, Jill Tamashiro, Gerald Ohta, Colby Taketa, Ethan Allen, Vanessa Buchthal

Phone: Hauoli Tomoso, Kylie Bretzel, Hali Robinett, Hoce Kalkas, Tiana Fontanilla

Meeting called to order: 2:32 pm

Minutes:

Circulated and approved as presented.

Fiscal report - Holly

As of October 31, 2017 -- Financials - \$59,116 in bank; Income: \$5,385 Expenses \$11,904.

There was a slightly larger than normal income for October due to a late check from the NFL grant awarded earlier this year (February 2017). The Bright Smiles Hawaii (BSH) project ended on October 31st but there are still some expenses left to be paid out this coming month.

The board voted and approved \$225 to be allocated for food for the upcoming retreat on December 19th. Attendees to pay for their own parking.

The board voted and approved two (2) neighbor island flights to attend the December retreat at approximately \$300 each roundtrip for the neighbor island representatives.

Bright Smiles – Holly

HPHA has been invited by the DentaQuest Foundation to reapply for Year 2 funding. Year 2 Goals and Objectives have been carefully formulated by Hali, Ethan and Holly and were distributed for board review and suggestions. HPHA is in conversation with Deb Zysman of HCAN regarding how the two organizations can possibly collaborate on BSH in 2018. It is not ideal to have two Hawaii organizations apply for the same grant, so roles need to be delineated. The board discussed the need for increased ownership of the project given the unexpected turn of events from the prior Project Director's actions. All agreed that more board oversight and infrastructure needs to be implemented any the project moving forward, and less autonomy given to project contractors.

Board Retreat Topics – (Impromptu discussion)

Christian to send email to solicit agenda items.

Suggested agenda items:

- Development of a policy/ standards/framework to make decisions about how HPHA pursues funding. Inquire with Jessica Yamauchi about HiPHI procedures.

- Development of guidelines/ standards for management of projects. HPHA should be mindful of liability.
- HPHA is covered by APHA general liability insurance.
- Discussion about HPHA's "scope of practice" and identity. Research how other affiliates and professional membership organizations operate to provide context for discussion.
- Revisit Mission and Vision statements
- Perform SWOT analysis
- How to increase neighbor island membership?
- How to increase overall HPHA membership?
- HPU – how to give back? Signage at Annual Meeting was overwhelming

APHA Report- Hali

Hali attended the APHA annual meeting in Atlanta and represented HPHA at the Governing Council (GC) meeting. She will send the GC approved policies to the board before retreat for review. Connections were made with other Hawaii attendees and related Caucuses. She was recently appointed by the Council of Affiliates to join APHA Action Board, responsible for advocacy on behalf of APHA. She will keep members abreast with what APHA is following in Congress. Hali will also try to mobilize local responses to members of Congress, etc. The new APHA president-elect is a nurse by trade, Pamela Altonen, who has been invited to speak at our 2018 membership meeting. APHA's 2018 annual meeting will be held in San Diego with the theme "Creating the Healthiest Nation: Health Equity Now."

Also noted, was Gerald's Lifetime Achievement Award- Congratulations to Gerald!

Hoce suggested HPHA have a "Hali's Corner" on the webpage that summarizes her updates for all members to see. This "corner" should have a "personalized" voice rather than formal/ academic. Christian suggested a monthly newsletter with possible intern support. This is something the communications committee may consider taking on. "Ke Ola Kino" was the predecessor newsletter. The board considered a quarterly newsletter, personalized, very visual with pictures.

Pacific Global Health Conference Committee- Holly

Holly requested board feedback and continued discussion regarding the future of conference planning. There has been difficulty finding chairs. Christian reported that colleague Jillian Dunn verbally agreed to help chair the next conference.

Membership- Christian/Colby

The board moved and approved granting HPU comp organizational membership for 2018 due to their large contribution to the annual meeting. Holly will note on Wild Apricot. The board discussed setting a policy to incorporate a note that says that \$1,000 of any donation will be put toward organizational membership.

HPHA is seeking a DHS ex-officio member.

A correction was made in the bylaws for the duration of the neighbor island representatives.

Annual Meeting – Christian

There were 125 attendees at the Annual Meeting, with \$3,570 in revenue, \$1,701 in expenses and a profit of \$1,969. This may be a model to sustain (to keep it a fundraising/ networking model). The revisions to the bylaws were approved and are posted on the HPHA website. Full annual meeting report and summary is posted on the HPHA website. Special mahalo to the committee.

Other Business

- Christian discussed wanting create a functional Members Only page (member directory)
- HPU is seeking spring internships for anyone looking for interns.
- Holly drafted an annual giving/fund letter. There is also a link on our webpage for anyone who wishes to donate. It was pointed out that some funders require 100% board participation, so please give even if a small amount to achieve the 100% board participation level.

Next Meeting:

Doodle poll to be circulated for a January 2018 meeting.

Meeting End: 3:58 pm