



HPHA Board of Directors Meeting

Date: Tuesday, November 15, 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 (DOH)		X
Vanessa Buchthal (UHM)	X	
Jayne Smitten & Derek Cegelka (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 July & September 2022 Meeting Minutes – Trisha

- Minutes from the July and September 2022 meetings were presented. Motion made to accept minutes as presented, seconded, and passed unanimously.

III. President's Update – Trisha

- HPHA's main tasks are to:
 - i. look at our 2023 budget
 - ii. to prepare for the annual meeting
 - iii. finalize 2023 elections – last day for voting is tomorrow (November 16th)



IV. Committee Reports

Governance / Election – Holly

- The election deployed on 11/2/22 and ended on 11/16/22. Trisha will announce the new board members at the Annual Meeting. All five running on the ballot were unopposed so all will be elected. New board members as of Jan 1st will be:

Executive Committee

President	Camonia Graham-Tutt, MS Ed, PhD, CHES
President-elect	Bryan Talisayan, BS
Secretary	Alexis Charpentier, MPH
ARGC	Tenaya Jackman, MPH

Directors

Oahu At-Large	Leocadia Conlon
Oahu At-Large	Colby Takeda
Oahu At-Large	Lana Sue I. Ka'opua
Oahu At-Large	Anika Martin
At-Large (outside Oahu)	Katie Folio

Fund Development & Finance – Bryan & Holly

Financial Report and Fund Development

- Balance sheet for October is in a better position than last year with \$44,320 this year compared to \$43,088 last year.
- **As for the P&L**, we are overall positive for the month of October, compared to last year's October we are in a stronger position due to mainly org and membership dues and annual meeting income.
- **Regarding Org dues** Renewing before the end of the year is Aloha Care, UHA, HMSA, and MHAH.
- **Present the 2023 budget for approval (BRYAN)**
- **Call for motion.** Motion made to accept financials as presented, seconded, and passed unanimously.

Membership – Holly

Committee Report – Total membership is 455. In the past month, we have 4 new student members, one new senior, and 17 renewals in the month.

Social Media Update

- All social assets had increases in followers:



- Facebook at followers 661
- Twitter at followers 548
- Instagram at followers 1,048
- Board members were reminded to follow HPHA at @hipublichealth.
- Weekly eBlasts open rate is ranging from 40 to 54%, averaging 46%.
- Fall newsletter call for content will go out tomorrow, board members are encouraged to submit information

Marketing & Public Relations – Colby (absent) / Holly

- Marketing and Public Relations committee reported at the last Board meeting and have helped with the annual meeting wordsmithing and edits to the design and graphics. They completed their major tasks for the year.

Legislative & Government Relations – Leocadia

- HPHA EC's approved HPHA signing on with APHA's CDC Coalition to urge Federal legislators to approve \$10B in funding for the CDC supporting Health & Human Services programs (CDC Sign on Letter). This will be posted on the HPHA website if you want to read about it.

Programs – Stephanie & Holly

Annual Meeting

- **Annual Meeting - The announcement and registration marketing is in full swing** and has been sent out in eBlasts, is on our website home page, and social posts have been done. I hope everyone has seen it. As of today, we have 8 confirmed sponsors: HHRC, HPU, OPHS, Chaminade, PACT Hawaii, Papa ola Lokahi, HI SIS, and Waikiki Health. We have 65 folks registered so far, 11 of these are virtual. There will be a few more reminders to register going out, many people wait until the last minute as well all know from Hawaii event planning!
- **The Annual Meeting agenda** - the speakers have been finalized and the planning committee is firming up the panel discussion. This will be our first hybrid event, Amanda and Holly met with Sullivan Conference Center and their equipment is top notch so the hybrid format should run smoothly. We will have a pau hana before the event and after the program with food and refreshments. Please register if you have not yet done so! We are collaborating with the speakers to get their PPTs submitted in a timely manner. Leocadia as the panel moderator is collaborating with the speakers and there will be one meeting with all speakers to iron out any last-minute details. Holly is working on volunteers, food, sponsor tabling logistics, registration desk and all the event day details. If any board



members would like to help with volunteering on the day of the event, please let Holly know.

- **Annual Meeting Sponsorships** –sponsorship goal is we are hoping to reach \$6,000 in event sponsorship which will cover income shortfalls in other budget categories. You all have received at least two emails so far asking for help with referrals, etc. in securing sponsorships. This is only one of two times per year that we have an opportunity to raise funds from an event, and since this is our first in-person gathering in two years, Holly is hopeful that we can make a significant impact.
- I want to take a moment and announce “BBC” or **Bryan’s Board Challenge** for this year’s annual meeting. He has committed to personally matching up to \$500 of board donations supporting the event. All those who donate will be acknowledged as an individual sponsor at the event as well as in event marketing. Thank you Bryan our fearless Treasurer for this challenge!

Student Fellowships – Vanessa

- The announcement has been made for our spring paid fellowship, the deadline to submit is Dec 2. We have received a few inquiries, but no one has submitted their application yet. Once all apps are received, the review panel will make the selection.
- Student fellowship fundraiser – we have exceeded our fundraising goal of \$500 for the Fall Fellowship Stipend by \$95. I will carry this amount forward to the Spring 2023 fellowship stipend. BRYAN announced at the meeting MHAH will support the 2023 Spring Fellow in the amount of \$500 and asked us to carry over the excess raised from Fall 2022 to Fall 2023.

V. ARGC’s APHA Report – Tenaya

- Tenaya attended the APHA Annual Meeting, held on November 4-9 in Boston, MA. She shared there were 13,000 attendees and hundreds of sessions. For the governing council, there were 2 meetings. There were two issues that affect Hawaii the most:
 - i. There was a vote to allow the executive committee to look at increasing dues.
 - ii. Also, there was a vote to allow the dues that we are charged to increase. There hasn’t been an increase since 2013. In future years, that part of the budget will change.
- Holly had a question for Tenaya – Are they also increasing the organizational member fees? That’s why HPHA’s budget number was off last year for APHA membership fees because they charge a different rate for organizational members.



- Tenaya shared that there was a discussion about this, but nothing was decided.
- Tenaya shared that there is a new president-elect, and we'll have to see if we want her to come out. She's been a huge environmental health advocate in Michigan.
- APHA journal is going to be made only available online, they are stopping printing hard copies.
- California passed a law in 2017 that does not allow the state to support travel to states with discriminatory laws. Since the next convening is in Georgia, where they have discriminatory laws, California will not be able to support travel there.

VI. News/Announcements

- Holly shared that the HPHA Executive Committee (EC) approved to sign off on APHA's CDC Coalition to urge Federal legislators to approve \$10B in funding for the CDC supporting Health & Human Services programs (CDC Sign on Letter). This will be posted on the HPHA website if you want to read about it.
- Trisha shared she had one email from John McComas, former President and CEO of AlohaCare. He asked if HPHA knows of or has any plans to evaluate the state's COVID-19 pandemic response. Trisha hasn't responded yet but will follow up. He may come to the annual meeting and follow up with the Board in the future. Per Trisha, he wasn't putting a request on HPHA; however, he thinks HPHA is positioned to make a statement. Holly mentioned that that is a loaded question and ask. If it's not positive, that puts HPHA in a tough situation. Vanessa shared that there are different folks who are doing that at the University of Hawaii doing some evaluations and will share contact information with Trisha to share with John.

VII. Calendar Review

- This is the last BOD meeting of the year. The next board meeting will be on January 17th (3rd Tuesday every other month at 11am)
- Annual meeting December 8th

Adjournment – Meeting adjourned: 11:59 am