



HAWAII STATE HEALTH PLANNING AND DEVELOPMENT AGENCY
 1177 Alakea Street, Suite 402 • Honolulu, HI 96813 • Phone: 587-0788 • Fax: 587-0783 • www.shpda.org
 Honolulu Subarea Health Planning Council

Meeting Minutes

15 Craigside
 15 Craigside Place
 Honolulu, Hawaii

Thursday, May 2, 2019 @ 12:00 p.m.

MEMBERS Present: Katherine Finn Davis, Sister Alicia Damien Lau, Hilary Okumura, Wesley Sumida, Roberta Lovely, Deborah Taira
 Liza Simon-Tuiolosega
 MEMBERS Absent: Joe Burke, Colette Kon
 GUESTS: Jackson Wong
 SHPDA: Karen Ho

<i>2018-2019 ATTENDANCE RECORD OF APPOINTED MEMBERS</i>												
Month/date	7/5	8/2	9/7	10/4	11/16	12/14	1/3	2/7	3/7	4/4	4/16	5/2
Joseph Burke, Chair	O	O	X	X	X	X	X	O	O	X	O	O
Sister Alicia Damien Lau	X	X	X	X	X	X	X	O	O	O	O	X
Katherine Finn Davis				X	X	X	O	X	X	O	X	X
Colette Kon							X	O	X	X	O	O
Roberta Lovely	X	X	X	X	X	X	X	X	X	X	X	X
Hilary Okumura	O	O	X	X	X	O	X	X	X	O	X	X
Liza Simon-Tuiolosega	X	O	X	X	O	X	X	X	X	O	O	X
Wesley Sumida	X	X	O	X	X	X	X	X	X	O	X	X
Deborah Taira, Vice-Chair	X	X	O	X	X	X	X	O	O	X	O	X
Legend: X = Present; O = Absent; / = no meeting												

TOPIC	DISCUSSION	ACTION
Call to Order	The meeting was called to order at 12:19.	
Meeting Minutes	The minutes for March 7, 2019 was reviewed and unanimously approved.	
Review April 4, 2019 (cancelled) minutes	The minutes for April 4, 2019 were distributed.	
Review April 16, 2019 (cancelled) minutes	The minutes for April 16, 2019 were distributed.	
Discussion: "Aging in Place" Project a. Medication Management	The members reviewed and made edits to the script for the first episode of the medication management public service announcement (PSA) series "Know Your Medication". The first episode would talk about how to "Read the Label." The members were also informed that an endorsement would be sought from the Hawaii Pharmacists Association. A video draft of the public service announcement would be presented at the next meeting. Member D. Taira was working on the synopsis that would accompany the submission of the PSA.	
Administrator's Report	The Administrator's Report was distributed.	
Announcements/ Other	None.	
Next Meeting/ Agenda	The next meeting will be June 6, 2019.	
Adjourn	The meeting was adjourned at 1:12 pm.	