



**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, September 12, 2019 @ 12:00 p.m.**

MEMBERS Present: Katherine Finn Davis, Colette Kon, Hilary Okumura  
 MEMBERS Absent: Sister Alicia Damien Lau, Wesley Sumida  
 GUESTS: Roberta Lovely, Jackson Wong  
 SHPDA: Karen Ho

<i>2019-2020 ATTENDANCE RECORD OF APPOINTED MEMBERS</i>												
<b>Month/date</b>	<b>5/2</b>	<b>6/6</b>	<b>7/11</b>	<b>8/1</b>	<b>9/12</b>							
Sister Alicia Damien Lau	X	O	X	X	O							
Katherine Finn Davis, Vice Chair	X	X	X	X	X							
Colette Kon	O	O	O	O	X							
Hilary Okumura	X	X	O	X	X							
Wesley Sumida, Chair	X	X	X	X	O							
Legend: X = Present; O = Absent; / = no meeting												

TOPIC	DISCUSSION	ACTION
Call to Order	The meeting was called to order at 12:06 p.m.	
Meeting Minutes	The minutes for August 1, 2019 was reviewed and unanimously approved.	
Discussion: "Aging in Place" Project a. Medication Management	<p>The Department of Health had some leftover grant funds that needed to be encumbered and offered the funds for use on this project. Members were informed that a production team was hired to help us re-shoot the first public service announcement (PSA) addressing medication management and reduce it to :30 seconds as well as produce the next two PSAs addressing medication adherence and pharmaceutical services.</p> <p>A permitted interaction group (PIG) was established to meet with the production team. The PIG includes members Wes Sumida and Katherine Finn Davis.</p> <p>The members then worked on how to raise funds to purchase air and radio spots statewide.</p>	
Administrator's Report	The Administrator's Report was distributed.	
Announcements/ Other	None.	
Next Meeting/ Agenda	The next meeting will be October 3, 2019.	
Adjourn	The meeting was adjourned at 12:58 p.m.	