



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

**Meeting Minutes**

**Zoom Meeting**

**Friday, July 10, 2020 @ 3:00 p.m.**

MEMBERS Present: Carol Petith-Zbiciak, Kathleen Hagan, Karen Holt

MEMBERS Absent: Julie Dunlop

GUESTS:

SHPDA: Jun Colmenares

<i>2019-2020 ATTENDANCE RECORD OF APPOINTED MEMBERS</i>												
<b>Month/date</b>	<b>3/8</b>	<b>5/17</b>	<b>8/12</b>	<b>10/11</b>	<b>2/14</b>	<b>7/10</b>						
Julie Dunlop		X	O	X	X	O						
Karen Holt, Chair	X	O	X	X	X	X						
Kathleen Hagan	X	X	X	X	X	X						
Carol Petith-Zbiciak, Vice Chair	X	X	X	X	X	X						
Legend: X = Present; O = Absent; / = no meeting												

TOPIC	DISCUSSION	ACTION
Call to Order	The meeting was called to order at 3:06 p.m.	
Introductions	Those present introduced themselves.	
Meeting Minutes	The meeting minutes of February 14, 2020 was reviewed and approved.	
Election of Officers	Karen Holt and Carol Petith-Zbiciak will remain chair and vice-chair, respectively, until 2021.	
Administrator's Report	The administrator's report was distributed. Personnel changes at SHPDA were also reported.	
Discussion of Activities for 2020	Staff will invite Andrew Aoki, the author of the 2019 Hawaii CHNA, to be the guest speaker at the next meeting. It was suggested that to improve recruitment of new members, outreach to Lanai, Hana and the non-health community is necessary. Members were encouraged to recruit new members.	
Announcements/Other Matters	Kathleen Hagan was thanked for hosting the Zoom meeting.	
Next Meeting	The next Zoom meeting will be on September 11, 2020.	
Adjournment	The meeting was adjourned at 3:49 p.m.	