



HAWAII STATE HEALTH PLANNING AND DEVELOPMENT AGENCY

1177 Alakea Street, Suite 402 • Honolulu, HI 96813 • Phone: (808) 587-0788 • Fax: (808) 587-0783 • www.shpda.org

Honolulu Subarea Health Planning Council

Meeting Minutes

Thursday, February 3, 2022

(Amended April 14, 2022)

12:00 Noon

Zoom Meeting

MEMBERS: Tori Abe Carapelho, Katherine Finn Davis, Wesley Sumida, Charlene Takeno

MEMBERS ABSENT: Colette Kon, Hilary Okumura

GUESTS:

SHPDA: Wendy Nihoa

ATTENDANCE RECORD OF APPOINTED MEMBERS

Month/Date	-----2020-----			-----2021-----								-----2022-----
	2/13	3/5	6/9	1/22	2/26	4/1	5/6	6/3	7/1	11/4	12/2	2/3
Tori Abe Carapelho	-	-	-	O	X	X	X	X	O	X	X	X
Katherine Finn Davis, Vice Chair	X	O	X	O	X	X	X	X	X	X	X	X
Collette Kon	O	O	X	X	O	X	X	X	X	O	X	O
Hilary Okamura	X	X	X	X	X	X	O	X	X	O	X	O
Wesley Sumida, Chair	X	X	X	X	X	X	X	X	X	X	X	X
Charlene Takeno	-	-	-	-	-	-	-	-	-	X	O	X

Legend: X=Present; O=Absent

TOPIC	DISCUSSION	ACTION
Call to Order	The meeting was called to order at 12:05 p.m. by Chair, W. Sumida.	
Row Call/Introductions	Member introductions.	
Meeting Minutes	The minutes of the December 2, 2021 meeting was reviewed and unanimously approved.	
Administrator's Report	The January 2022 Administrator's Report was distributed.	
Discussion of Potential Projects for 2022	Members discussed various projects. Projects were narrowed down to 1) Digital Literacy for Kupuna, 2) Healthcare Literacy, and 3) Language Literacy. Additional information requested. Speakers from the Hawaii Literacy Project and the Department of Health, Office of Language Access were suggested.	SHPDA to follow up and schedule speakers as suggested.
Announcements	<p>Hawaii State Hospital (HSH) Site Visit. SHPDA reported currently being in contact with HSH staff to reschedule a site visit. The January 11, 2022 visit was cancelled due to the increase in Omicron cases.</p> <p>Updates to Sunshine Law. SHPDA provided a briefing. Members were encouraged to review the updates on the Office of Information Practices website @ https://oip.hawaii.gov</p> <p>Member Terms of Office. SHPDA provided an update for members in attendance.</p> <ul style="list-style-type: none"> • W. Sumida – 2nd term forwarded for senate confirmation. • K. Finn Davis – 2nd term ends 6/30/2023. • C. Kon – 1st term ends 6/30/21. • T. Abe Carapelho – 1st term ends 6/30/23. • C. Takeno – 1st term forwarded for senate confirmation. 	

Next Meeting/Agenda	March 3, 2022, 12:00 noon, via Zoom. Members suggested adding review of current HONSAC area priorities and voting for officers to the next meeting agenda.	
Adjourn	The meeting was adjourned at 1:02 p.m. by Chair, W. Sumida.	