

HAWAII STATE HEALTH PLANNING AND DEVELOPMENT AGENCY
 1177 Alakea Street, Suite 402 • Honolulu, HI 96813 • Phone: (808) 587-0788 • www.shpda.org
 West Oahu and Windward Oahu Subarea Health Planning Councils

Joint Meeting Minutes
 September 21, 2022
 12:30 PM Hawaii Time
 Zoom Meeting

MEMBERS: Camonia Graham-Tutt, Beverly Inocencio, Mae Patricia La Chica, Paul Roeder, Frederick Shaw
MEMBERS ABSENT: Andrew Ancheta, Eric Barsatan, Judy Fomin, Jay Raymundo
GUESTS:
SHPDA: Wendy Nihoa

ATTENDANCE RECORD OF APPOINTED MEMBERS

Date	10/21/20	2/17/21	4/21/21	6/16/21	10/27/21	12/15/21	03/16/22	6/15/22	9/21/22
Andrew Ancheta, WOSAC	X	O	X	O	X	O	O	O	O
Eric Barsatan, WOSAC	X	X	X	O	X	O	O	X	O
Judy Fomin, WISAC	X	O	X	O	O	O	O	O	O
*Camonia Graham-Tutt, WOSAC	-	X	X	X	X	X	X	X	X
Beverly Inocencio, WOSAC	X	X	X	X	X	X	O	O	X
**Mae Patricia La Chica, WOSAC	-	-	-	-	X	X	X	O	X
Jay Raymundo, WOSAC	O	O	O	X	O	O	O	X	O
Paul Roeder, WOSAC	O	O	O	O	X	X	X	O	X
Frederick Shaw, WOSAC	X	O	X	X	O	X	X	X	X

Legend: X=Present; O=Absent; /=No Meeting

*-Chair, **-Vice Chair

TOPIC	DISCUSSION	ACTION
Call to Order	The meeting was called to order at 12:30 p.m. with C. Graham Tutt, Chair, WOSAC presiding. Quorum was established.	
Row Call/Introductions	Members and staff introduced themselves.	
Meeting Minutes	The minutes of the March 16, 2022 and June 15, 2022 meetings was reviewed and unanimously approved.	
	Call for public testimony – None.	
Administrator’s Report	The Administrator’s Report was distributed and reviewed.	
WOSAC Bylaws	W. Nihoa provided an overview of the WOSAC Bylaws. Members requested a copy of the Bylaws. The Bylaws are hereby attached to these minutes as “Attachment A”.	
	Call for public testimony – None.	
WOSAC Priorities	W. Nihoa provided a presentation of the WOSAC Priorities. Members requested a copy of the presentation. The presentation is hereby attached to these minutes as “Attachment B”. Discussion followed regarding healthcare workforce; workforce development; supporting current policy or systemic change efforts; and the need to align the project(s) and goals with the priorities of the WOSAC. Request for T. La Chica to provide an overview of the Legislative process to help identify advocacy opportunities.	
	Call for public testimony – None.	
WOSAC/WISAC Plans – Logistics	In anticipation of C. Graham-Tutt suggested increasing meetings to bi-monthly with a possibility of an in person meeting – there were no objections. Future meeting dates will be provided at the next meeting. Moving forward, joint (WOSAC/WISAC) meetings will be discontinued.	
	Call for public testimony – None.	
Announcements/Other Matters	SHPDA. The Statewide Health Coordinating Council appointed Wesley Sumida as the chair of the Plan Development Committee (PDC). Recruitment for PDC members is in progress. Request for one (1) representative from	

	each SAC. Add as agenda item for next meeting.	
	Lieutenant Governor's Initiative on Chronic Homeless (follow up as requested at the June 15, 2022 WOSAC/WISAC meeting). Received information from Scott Morishige, Governor's Coordinator on Homelessness. Details are hereby attached to these minutes as "Attachment C".	
Next Meeting/Agenda	November 30, 2022 at 12:30 p.m. via Zoom.	
Adjourn	The meeting was adjourned at 1:27 p.m.	

BYLAWS WEST OAHU SUBAREA HEALTH PLANNING COUNCIL

ARTICLE I

NAME AND BOUNDARIES

Section 1. Name. The name of this Council shall be the West Oahu Subarea Health Planning Council, hereinafter referred to as Council or WOSAC.

Section 2. Boundaries. The Council will serve the Central and Leeward Oahu communities from Ewa Beach to Waianae and Waimea Bay, then to Haleiwa and Waialua, and along the Koolaus to Middle Street; or census tracts 67-100.

ARTICLE II

PURPOSE AND FUNCTIONS

Section 1. Purpose. The purpose of the Council is to ensure public participation in health planning and to provide a permanent vehicle for consumer and provider input into the State of Hawaii's health planning process, so that the total health planning program of the State will be based on informed decision-making.

Section 2. Functions.

- a. The functions of the Council are specified in Chapter 323D-22 of the Hawaii Revised Statutes. The functions shall be amended automatically to conform to any amendments and/or new laws passed by the State Legislature.
- b. In the furtherance of its purpose, the Council shall:
 - (1) Actively seek input from the community on health problems and concerns.
 - (2) Plan for and recommend to the State Health Planning and Development Agency, health service needs identified by West Oahu SAC residents.
 - (3) Provide input to the Health Services and Facilities Plan for the State of Hawaii based on objective analysis and study of long-range health problems in the community.
 - (4) Inform the community of the activities and policies of the Council.

- (5) Identify health service provider and consumer agencies, organizations and individuals in West Oahu and offer linkages between these parties and health policy makers.

ARTICLE III

MEMBERSHIP

Section 1. Membership in the Council shall be broadly representative of the geographical area covered by the Council, including, but not limited to, a mixture of consumers, providers, age, sex, and ethnic backgrounds.

Section 2. The Appointed members of the Subarea Health Planning Council shall be appointed by the Governor, subject to Section 26-34. Nominations for appointment shall be solicited from health-related and other interested organizations, and agencies, including health planning councils, providers of health care within the appropriate subarea, and other interested persons. The members of the subarea health planning council shall not be compensated for their services but shall be reimbursed for reasonable expenses necessary to the performance of their function. [Hawaii Revised Statutes (Chapter 323D-23)]

- a. The number of members necessary to constitute a quorum to do business shall consist of a majority of all appointed members who have accepted nomination to the Council, and have been confirmed and qualified as members of the council. When the quorum is in attendance, the concurrence of a majority of the members in attendance shall make any action of the Council valid. Hawaii Revised Statutes [Chapter 323D-22(b)]
- b. The chairperson of the subarea health planning council shall not be employed by or married to a health care provider.

Section 3. Interim appointed members are appointed by the Governor and function as appointed members. Confirmation by the Senate is done in the subsequent legislative session.

Section 4. Associate/Interested Persons. Any consumer or health service provider or agency, organization or individuals, located in West Oahu may become an Associate member of the Council by registering with the Agency staff assigned to the SAC.

Associate/Interested Persons shall be entitled to receive meeting notices, minutes of the meeting which they attend, have access to important Council publications and participate in Council meetings.

Section 5. SAC Representative to the Hawaii Statewide Health Coordinating Council. Hawaii Revised Statutes [Chapter 323D-22(8)]

- a. The Council shall, in accordance with Article III, Section 6, Selection Process, of these bylaws submit a list of nominees to the Governor for his consideration of

appointment of an appointed West Oahu SAC member to be its representative on the Hawaii Statewide Health Coordinating Council (HSHCC).

Section 6. Selection Process.

- a. The Council shall solicit members for its Council from various community organizations – voluntary, public and private, and facilities concerned with health.
- b. The Council shall recommend annually a slate of nominees to the Governor, for his consideration for appointment to the West Oahu Subarea Health Planning Council.

Section 7. Vacancies. The Council shall submit to the Governor, nominee(s) to fill vacancies.

Section 8. Attendance. The minutes of the Council will reflect members' attendance or non-attendance. The minutes shall show the number of meetings an appointed member has been present or absent. After three consecutive absences, the West Oahu Subarea Health Planning Council Chairperson shall notify the member by letter of the Council's concern regarding non-attendance. A copy of this letter will be sent to the Administrator of the State Health Planning and Development Agency and to the Governor.

Section 9. Resignation. A member may resign by giving written notice to the Governor.

ARTICLE IV

OFFICERS

Section 1. Number of Officers. There shall be two (2) officers: a Chairperson and a Vice Chairperson from among the appointed members of the Council. Both officers shall not be employed by or married to health care providers.

Section 2. Selection of Officers.

- a. This selection shall be determined from a slate of nominees presented by the Nominating Committee and additional nominations may be made from the floor.
- b. Election shall be in accordance with provisions of Article VI, "Voting".
- c. The Nominating Committee shall notify the appointed membership of the proposed slate no later than ten days prior to the election. This same information shall be circulated to the associate members for their information.

Section 3. Term of Office. (a) The officers will be elected annually for a one-year term. (b) The term of office will begin July 1 and end June 30. (c) Officers should not serve more than two consecutive years in the same office.

Section 4. Vacancies. A vacancy in any office shall be filled by election of an appointed member to serve for the balance of the unexpired term.

Section 5. Duties of the Chairperson. It shall be the Chairperson's responsibility to:

- a. Perform all such duties as are incident to his office and such other duties as may be required by law, by these rules, or which may be prescribed from time to time by the Council.
- b. Preside at meetings of the Council.
- c. Appoint all committees and committee chairpersons subject to the approval of the Council, except as otherwise provided in these rules.
- d. Serve as a member of all standing and ad hoc committees, except the Nominating Committee.
- e. Present at the first regular meeting of each fiscal year, a statement of plans for the coming year.
- f. Have such other powers and perform such other duties as may be assigned from time to time by the Council.

Section 6. Duties of the Vice Chairperson. It shall be the Vice Chairperson's responsibility to:

- a. Assist the Chairperson in the performance of duties and have all the powers of the Chairperson in the absence or disability of the Chairperson.

Section 7. Compensation. Officers and appointed members shall serve without compensation for their services but shall be reimbursed for travel expenses necessary to the performance of their function.

ARTICLE V

MEETINGS

Section 1. Council meetings shall be held at least quarterly, or as often as the membership deems necessary.

Section 2. All meetings shall be open to the public and guided by the State of Hawaii "Sunshine Law", Hawaii Revised Statutes, Chapter 92.

Section 3. Attendance at all meetings shall be recorded.

Section 4. Notice of Meetings.

- a. The notice of a regular meeting shall be guided by the State's "Sunshine Law", Hawaii Revised Statutes, Chapter 92.
- b. Minutes of all meetings shall be recorded and circulated to Council members and other interested agencies, organizations, and individuals.

Section 5. Rules of Order. Robert's Rules of Order, as most recently revised, shall be the reference document for the conduct of Council business, except as these are superseded by provisions of the Hawaii Revised Statutes.

ARTICLE VI

VOTING

Section 1. Every appointed member shall have one (1) vote. There shall be no voting by proxy.

Section 2. The presence of a simple majority of the appointed members of the West Oahu SAC shall constitute a quorum for the transaction of business.

Section 3. Concurrence of a simple majority of all appointed members present shall be necessary to make any action valid.

Section 4. Voting shall be by a recorded show of hands. Upon request, a secret ballot can be cast for the election of council officers.

Section 5. Associate members shall be granted voting privileges as members of Standing Committees or Ad Hoc Committees of the Council.

Section 6. An Advisory vote may be taken by Associate members for purposes of providing consensus or community opinion to the appointed members.

ARTICLE VII

COMMITTEES

Section 1. Establishment of Committees. The Council may establish committees and task forces as needed to assist in carrying out its responsibilities.

Section 2. Committee Membership.

- a. Members of the committees shall not be required to be appointed members of the Council, but shall include consumers and providers within the area of concern.
- b. No person providing staff support shall serve as a member of the committee.
- c. The Chairperson of all Council committees shall be an appointed member of the Council.

Section 3. Standing Committees.

- a. Executive Committee: There shall be an Executive Committee consisting of officers of the Council and the Chairpersons and Vice Chairpersons of the Standing Committees.
- b. Review Committee: This committee shall have responsibilities pursuant to Hawaii Revised Statutes, Section 323D-22(4), Certificate of Need review program. The primary responsibility shall be the review and recommended approval/disapproval of CON applications to the Council. The WOSAC and its Review Sub-committee may join together to hear or consider, simultaneously, information related to an application for a certificate of need.
- c. Plan Development Committee: This committee shall have responsibilities pursuant to Hawaii Revised Statutes, Section 323D-22(1), (2), and (3). The primary responsibility is to provide subarea input into the planning process of the State.
- d. Nominations/Communications Committee: This committee shall have the following responsibilities:
 - (1) To submit a slate of nominees, for appointed membership on the Council, to be submitted to and approved by the Council, carrying out this process pursuant to Article III, Section 6, "Selection Process".
 - (2) Prepare a slate of nominees for the officers of the Council.
 - (3) Submit a list of nominees for membership to the Hawaii Statewide Health Coordinating Council subject to the approval of the Council pursuant to Article III, Section 6, "Selection Process".
 - (4) Plan and implement Council outreach activities.
- e. Continuing Education Committee: This committee shall develop, coordinate and monitor an overall continuing education program for the Council.

- f. Oahu-wide Certificate of Need Review Committee: The Council shall send two representatives with full authority to vote on behalf of the Council, using their best knowledge and judgement. The representatives will present a report to the Council at its next regular meeting.

ARTICLE VIII

GENERAL PROVISIONS

Section 1. These bylaws may be amended by a majority of the appointed members present, provided that all the appointed members have received a written notice of the proposed amendments, not less than ten working days before adoption. Amendments shall not be in conflict with the Hawaii Revised Statutes.

Section 2. No member shall vote on a question in which he/she is in conflict of interest. Criteria for conflicts of interest, as established by the State Ethics Commission (Hawaii Revised Statutes, Chapter 84-14), shall be followed.

Section 3. Staff Personnel. State Health Planning and Development Agency shall provide staff personnel who will serve for the Council as provided for in Section 323D-12 (a)(2).

Section 4. Definitions.

- a. Consumer is an individual not employed by or not married to a health care provider.
- b. Health care provider is an individual who is a direct provider of health care (including a physician, dentist, nurse, podiatrist, optometrist, physician assistant, or ancillary personnel employed under the supervision of a physician) in that the individual's primary current activity is the provision of health care to individuals or the administration of facilities or institutions (including hospitals, long-term care facilities, rehabilitation facilities, alcohol and drug abuse treatment facilities, outpatient facilities, and health maintenance organizations) in which such care is provided and, when required by State law, the individual has received professional training in the provision of such care or in such administration and is licensed or certified for such provision or administration.

Adopted by the West Oahu SAC
Date: August 17, 2016

West Oahu Subarea Health Planning Council Priorities

WOSAC/WISAC Joint Meeting
September 21, 2022

Overview



Published as part of the 2009 Health Services and Facilities Plan
(Starting on Page 33)



Developed by the SAC Membership



Evidence Based

WOSAC Priorities

1. IMPROVE AND INCREASE ACCESS

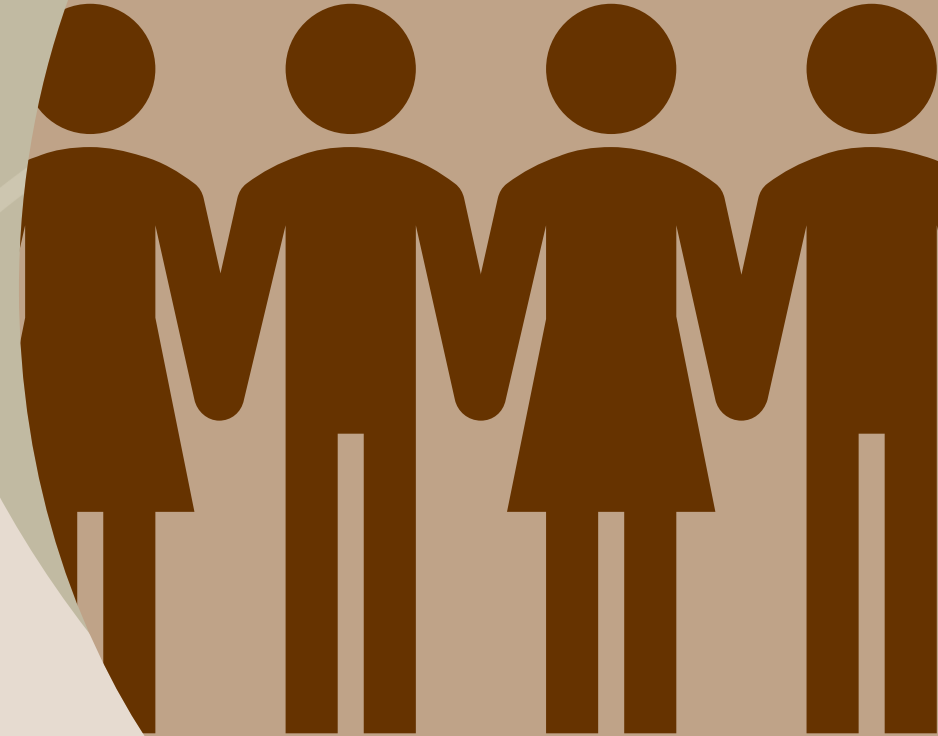
- Acute Care
- Critical care
- Specialty care
- Emergency care options
- Routine outpatient diagnostic services (i.e., blood pressure, urinalysis)
- Geriatric services (home and community based) to keep older adults out of institutions
- Nursing home beds
- Mental health services
- Substance abuse services
- Services for uninsured and underinsured
- Telemedicine



WOSAC Priorities (continued)

2. INCREASE COMMUNITY ENGAGEMENT

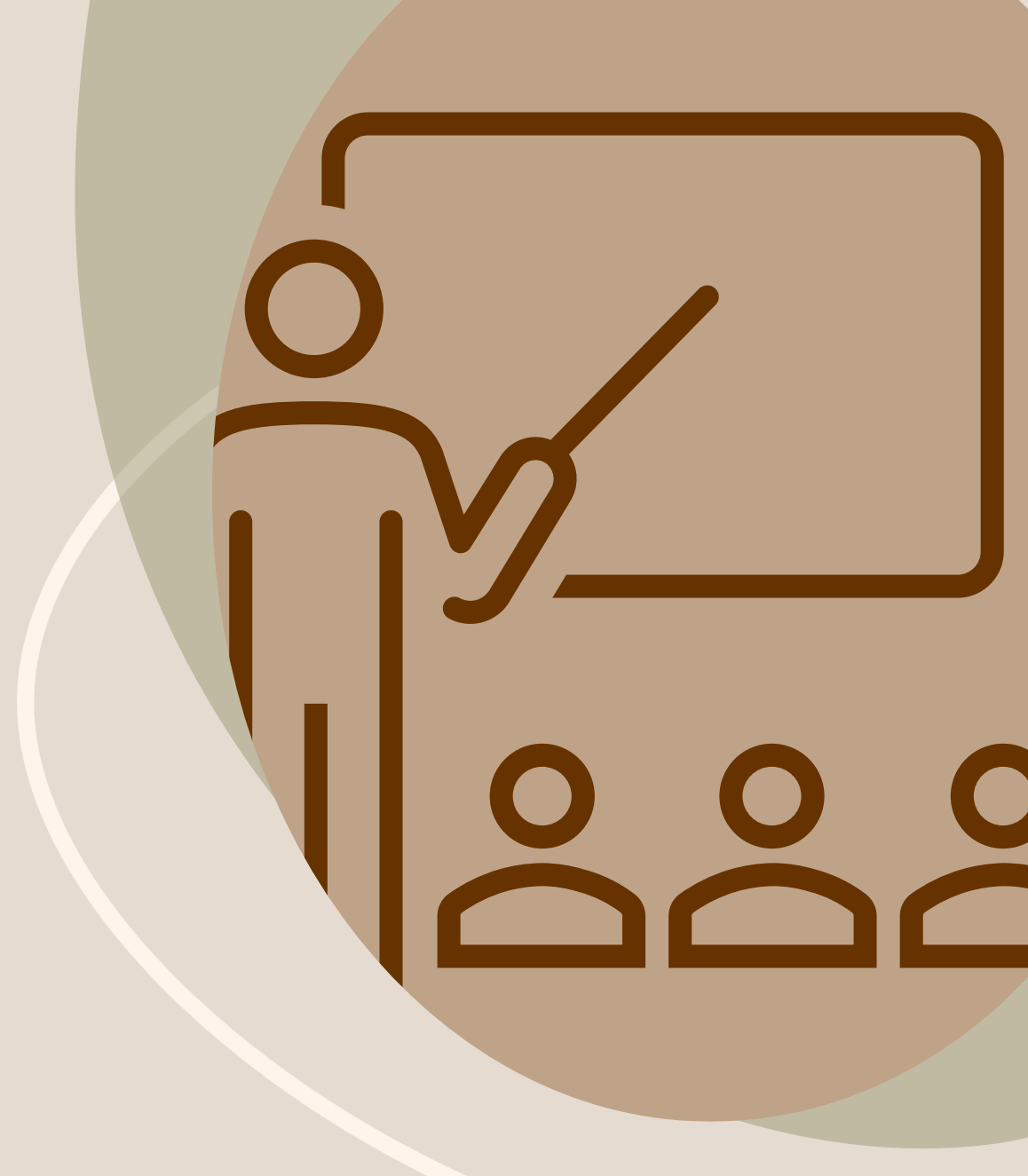
- Raise dialog of health issues in the community (neighborhood boards, businesses, providers, schools)
- Develop partnerships between various organizations in the community to support health care activities (University of Hawaii-West Oahu/Leeward, neighborhood boards, community associations, focal points) and increase utilization



WOSAC Priorities (continued)

3. IMPROVE EDUCATION AND INCREASE PREVENTIVE MEDICINE

- Health education for chronic disease (i.e., hypertension, diabetes, asthma) to ensure cost savings
- Community preventive health campaigns (obesity/chronic disease, screenings, nutrition)
- Establish preventive care programs at John A. Burns School of Medicine and other institutions that can be taken out into community (i.e., kidney screenings, diabetic screenings)



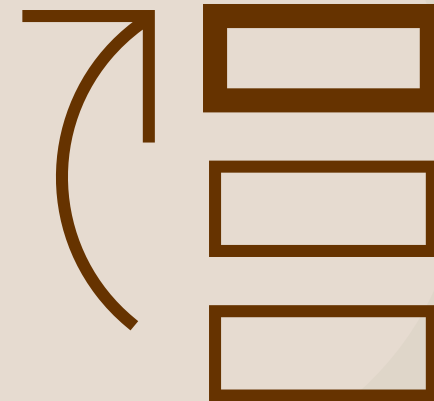


In Comparison

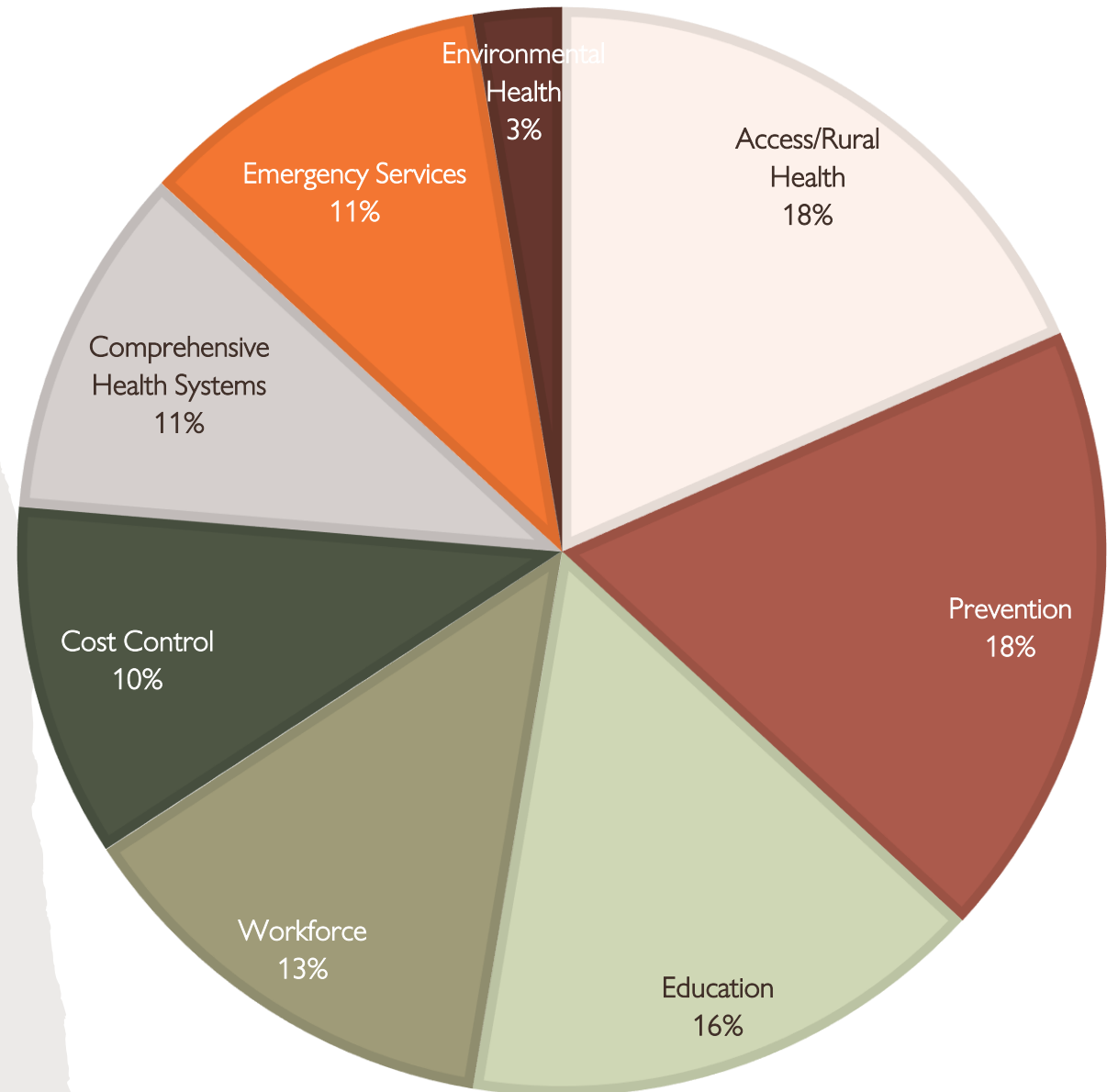
To the priorities of the SHCC and other SACs

Statewide Regional Priorities by Ranking

1. Access/Rural Health (7)
2. Prevention (7)
3. Education (6)
4. Workforce (5)
5. Cost Control (4)
6. Comprehensive Health Systems (4)
7. Emergency Services (4)
8. Environmental Medicine (1)



Statewide Regional Priorities by Ranking





DISCUSSION

General updates to the Lieutenant Governor's 10-point plan accessible via the Lieutenant Governor's website: https://ltgov.hawaii.gov/wp-content/uploads/2019/04/10-pt-plan-update_Page_2.jpg.

- Lift Zones (aka Homeless Outreach & Navigation for Unsheltered, or HONU)
 - Check out the HONU page on our website: <https://homelessness.hawaii.gov/homeless-outreach-and-navigation-for-unsheltered-persons-honu/>
 - Star-Advertiser article about HONU (June 20, 2021): <https://www.staradvertiser.com/2021/06/20/hawaii-news/homeless-outreach-evaluator-touts-honu-program-as-a-success/>
 - Short Video by Achieve Zero detailing activities at the HONU Whitmore Village location: <https://www.youtube.com/watch?v=caEUGQ9YA7U>

- Shelters – We do need to continue to look at ways to continue to expand emergency shelter capacity. However, we have some data on our website regarding the performance of our shelters:
 - Exits to permanent housing from emergency shelter (by county): <https://homelessness.hawaii.gov/exits-to-ph-detail/>
 - Hawaii Housing Inventory Count for emergency shelter bed inventory (2005 to 2022): <https://homelessness.hawaii.gov/emergency-shelter-inventory/>
 - New emergency shelter capacity supported by Ohana Zones: [Keolahou Assessment Center \(East Hawaii\)](#), [Ka Lamaku \(West Hawaii\)](#)

- Homeless Healthcare:
 - Medicaid Community Integration Services (CIS) program for pre-tenancy and tenancy supports: <https://homelessness.hawaii.gov/cis/>
 - Hawaii Interagency Council on Homelessness Policy Brief on CIS: <https://homelessness.hawaii.gov/wp-content/uploads/2022/05/Policy-Brief-Medicaid-CIS-FINAL-052522.pdf>
 - CIS Provider Update from I.H.S. on building internal capacity to implement CIS: <https://vimeo.com/713511064>
 - Punawai Hale:
 - Punawai Rest
Stop: https://www.honolulu.gov/rep/site/ohou/P%C5%ABn%C4%81wai_Rest_Stop_Brochure_-_2019_-_DRAFT_10.pdf
 - H4 Punawai Clinic and Medical Respite Beds: <https://h4hawaii.org/punawai-clinic/>
 - Medical Respite Referrals: <https://h4hawaii.org/medical-respite/>

- Ohana Zones: <https://homelessness.hawaii.gov/ohana-zones>
 - Report to the 2022 Legislature on the status of Ohana Zones: <https://homelessness.hawaii.gov/wp-content/uploads/2021/12/HICH-Report-to-2022-Legislature-FINAL.pdf> (Ohana Zones updates start from page 25)
 - Evaluation of Ohana Zones efforts: <https://homelessness.hawaii.gov/ohana-zones-evaluation/>

- Joint Outreach Centers: <https://homelessness.hawaii.gov/ohana-zones-evaluation/> (Click on 'Locations' to view more specific information regarding Chinatown JOC and Kaneohe JOC)
 - Chinatown – H4 medical services moved from the Chinatown JOC for the H4 Punawai Clinic, but the Chinatown JOC continues to be used by homeless outreach providers (e.g., I.H.S., Hawaii Health & Harm Reduction Center, etc.) and the UH HOME Project for basic medical services.
 - Kaneohe – H4 is working to transition operation of the Kaneohe JOC to I.H.S.

- Addiction Services:
 - In 2020, DOH implemented the 24/7 Hawaii CARES line (808-832-3100) to streamline access to Substance Use Disorders (SUD). For info about Hawaii CARES SUD-specific services, see: <https://hicares.hawaii.gov/sud-services/>

- Assisted Community Treatment:
 - I.H.S. receives funding from the City & County of Honolulu for their Outreach & Navigation Program (ONP), which pays for legal costs related to Assisted Community Treatment (ACT) petitions or guardianship.
 - In 2021, the Legislature passed Act 58, Session Laws of Hawaii 2021, which – among other things, eliminates the requirement for the Public Defender to participate in the proceedings and mandates appointment of a Guardian ad Litem (GAL) to represent the best interest of a mentally ill individual in ACT proceedings. Per I.H.S. and other advocates, Act 58 has increased the number of ACT petitions moving through the court system.
 - Please see PowerPoint from I.H.S. on 'Helping A Homeless Person Lacking Decisional Capacity to Access Treatment': <https://homelessness.hawaii.gov/wp-content/uploads/2021/11/ACT-Process.pdf>

- Permanent Supportive Housing
 - Please see the following site with updates about the 'Housing First' program and supportive housing: <http://homelessness.hawaii.gov/housing/>
 - Scroll down on the page to 'Scaling Housing First Inventory' for an update on the most recent Corporation for Supportive Housing (CSH) Needs Assessment and the number of supportive housing units needed statewide.
 - Hawaii Housing Inventory Count for permanent supportive housing bed inventory (2005 to 2022): <https://homelessness.hawaii.gov/psh-inventory/>
 - Hawaii Housing Inventory Count for rapid rehousing bed inventory (2005 to 2022): <https://homelessness.hawaii.gov/rrh-inventory/>
 - My office has also started recently working with Rep. Nakamura and Rep. Hashimoto (House Housing Chair and Vice Chair) to facilitate a monthly working group to scale supportive housing statewide.
 - This group meets regularly every 3rd Tuesday from 10-11 a.m.
 - Here is a One Drive with helpful supportive housing resources if people want to participate in the meetings or better understand current efforts: [Supportive Housing Resources](#).

- Kauhale:

- The Lt. Governor’s office and HomeAid Hawaii were instrumental in identifying development partners to build Kamaoku Kauhale, which is located on State (Hawaii Public Housing Authority) property.
 - Overview of Kamaoku Kauhale (including webinar presentations by U.S. Vets and HomeAid): <https://homelessness.hawaii.gov/kamaoku/>
 - Information Sheet: <https://homelessness.hawaii.gov/wp-content/uploads/2021/11/Kamaoku-Kalaeloa-002.pdf>
 - Kamaoku Rental Application: <https://homelessness.hawaii.gov/wp-content/uploads/2021/11/Kamaoku-Resident-Rental-Application.pdf>
- DLNR also identified two unused State parcels – one in urban Honolulu (near Middle St.) and one in Waimanalo – that are currently being vetted by the City & County of Honolulu Department of Community Services for future use.
 - As part of the vetting process, the City & County is exploring short-term use of the urban Honolulu site for the HONU program as a way to test the viability of the site for longer-term housing use.