

**HAWAII STATE HEALTH PLANNING AND DEVELOPMENT AGENCY**  
 1177 Alakea Street, Suite 402 • Honolulu, HI 96813 • Phone: (808) 587-0788 • [www.shpda.org](http://www.shpda.org)  
 Statewide Health Coordinating Council – Plan Development Committee

**Meeting Minutes**

June 19, 2023

1:00 PM Hawaii Time

Virtually via Zoom and Physical Meeting Location at  
 The Keoni Ana Building, 1177 Alakea Street, Suite 402

**MEMBERS:** Tori Abe-Carapelho, Scott Daniels, Karen Holt, Jillian Kelekoma, Paul Roeder, Wesley Sumida.

**MEMBERS ABSENT:** None.

**GUESTS:** None.

**SHPDA:** John Lewin, Wendy Nihoa.

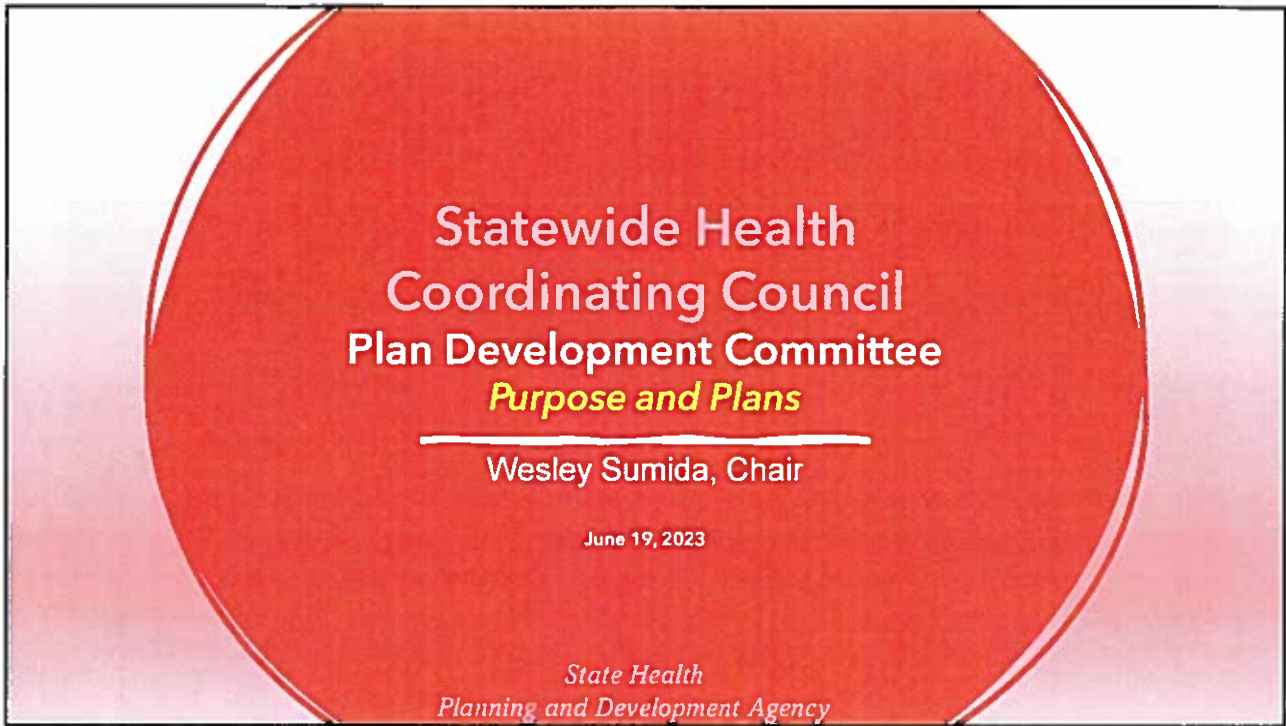
**ATTENDANCE RECORD OF APPOINTED MEMBERS**

Date	6/19/23	TDB	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
Melissa Ah Ho-Mauga	/									
Tori Abe Carapelho	X									
Lance Ching	/									
Scott Daniels	X									
Adrienne Dillard	/									
Robert Hirokawa	/									
Karen Holt	X									
Jillian Kelekoma	X									
Jeanette Kojjane	/									
Paul Roeder	X									
Wesley Sumida*	X									

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

\*-Chair, \*\*-Vice Chair

TOPIC	DISCUSSION	ACTION
Call to Order	The meeting was called to order at 1:02 p.m. by W. Sumida, Chairperson, Plan Development Committee (PDC) presiding.	
Roll Call	Member and Staff introductions.	
State Health System Reform	J. Lewin, Administrator, provided a briefing on plans for Health Systems Reform and the importance of the Health Services and Facilities Plan. A discussion followed.	
PDC Purpose and Plans	W. Sumida provided a presentation on the “PDC’s Purpose and Plans”. A copy of the presentation is hereby attached to these minutes as Attachment A. A brief discussion followed.	
PDC Subcommittee Development	W. Sumida and W. Nihoa, Comprehensive Health Planning Coordinator, provided a review of the PDC subcommittee structure. A discussion followed. Forming additional subcommittees with focus on keiki, kūpuna and technology was suggested.	
Statewide and Regional Priorities	W. Sumida shared the feedback on the 2009 statewide and regional priorities highlighting inconsistency between the various areas; suggested creating criteria to guide, identify and select regional priorities. Consistent criteria will allow SACs to better collaborate and coordinate efforts. T. Abe-Carapelho shared the HONSAC-PDC task force will be convening to determine the HONSAC regional priorities and developing criteria for priority selection. Will report back any updates at the next meeting.	
Recruitment	W. Nihoa summarized PDC and PDC-Subcommittee recruitment to date. Recruitment for PDC and PDC-subcommittees is on-going. W. Sumida, Chair encouraged members to nominate potential members by submitting names to W. Nihoa. W. Nihoa will disseminate the SHPDA nomination form. A copy of the nomination form is hereby attached to these minutes as Attachment B.	W. Nihoa to email the SHPDA nomination form.
Next Steps	Members of the PDC agreed unanimously to monthly meetings.	
Announcements	W. Nihoa mentioned HB 712 HD1 SD1 relating to recordings of public meetings. If bill is signed, the recording of meetings will go into effect on October 1, 2023.	
Next Meeting	Date and time to be determined. W. Nihoa will coordinate scheduling of the July 2023 meeting.	W. Nihoa to email a Doodle Poll.
Adjournment	The meeting was adjourned at 2:34 p.m.	



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Chapter 323D  
Health Planning and Resources Development  
and Health Care Cost Control

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**HRS §323D-11 Establishes the State Health Planning and Development Agency (SHPDA)**

*State health planning and development agency. There is established within the department of health for administrative purposes only, the state health planning and development agency. The state agency shall be headed by an administrator who shall be appointed by the governor subject to section 26-34. The state agency shall administer the state health planning and cost containment activities as required by law.*

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Chapter 323D  
Health Planning and Resources Development  
and Health Care Cost Control

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**HRS §323D-15 Establishes the need for a State Health Services and Facilities Plan (HSFP)**

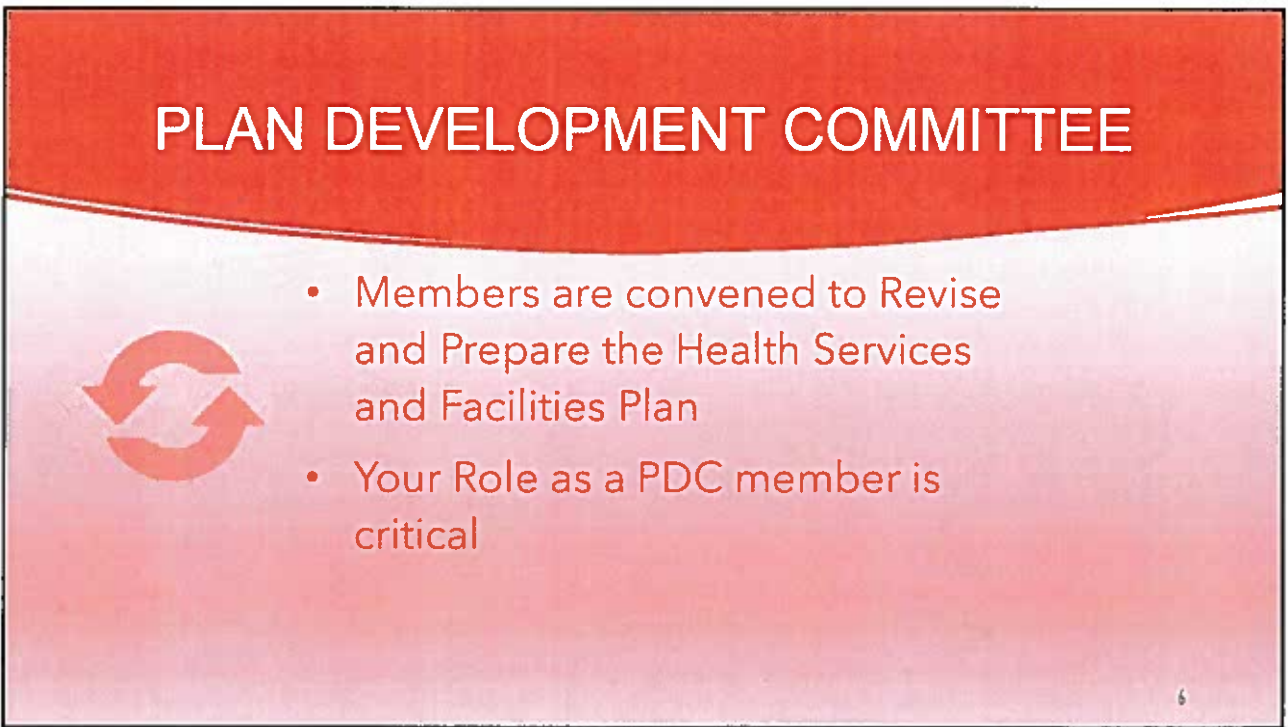
*There shall be a state health services and facilities plan which shall address the health care needs of the State, including inpatient care, health care facilities, and special needs. The plan shall depict the most economical and efficient system of care commensurate with adequate quality of care and shall include standards for utilization of health care facilities and major medical equipment. The plan shall provide for the reduction or elimination of underutilized, redundant, or inappropriate health care facilities and health care services.*

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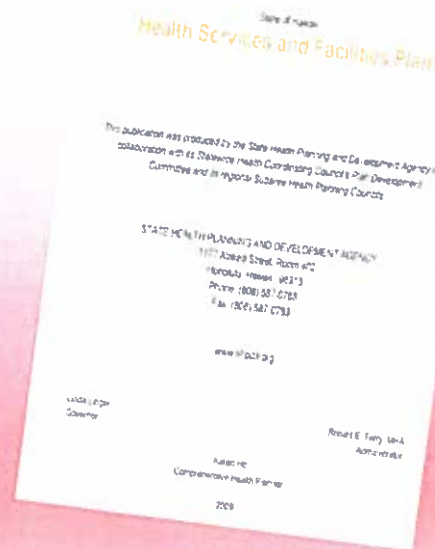
# The Health Services and Facilities Plan



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## Health Services and Facilities Plan

1. Guiding document for
  - a. Health Planning in Hawaii
  - b. The Certificate of Need Process/Program
2. Utilized by various Organizations (public, private, non-profit, etc.)
  - a. Planning
  - b. Grant Application
3. Last update-2009



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## CHANGES IN THE HEALTHCARE ENVIRONMENT SINCE 2009

2010 Affordable Care Act "Obama Care"

Healthcare Costs Continue to Increase

COVID-19 Pandemic

Use of Digital Technology in Healthcare

Telemedicine Gains Traction

ON GOING..

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"THE SECRET TO GETTING AHEAD  
IS GETTING STARTED."

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Mark Twain

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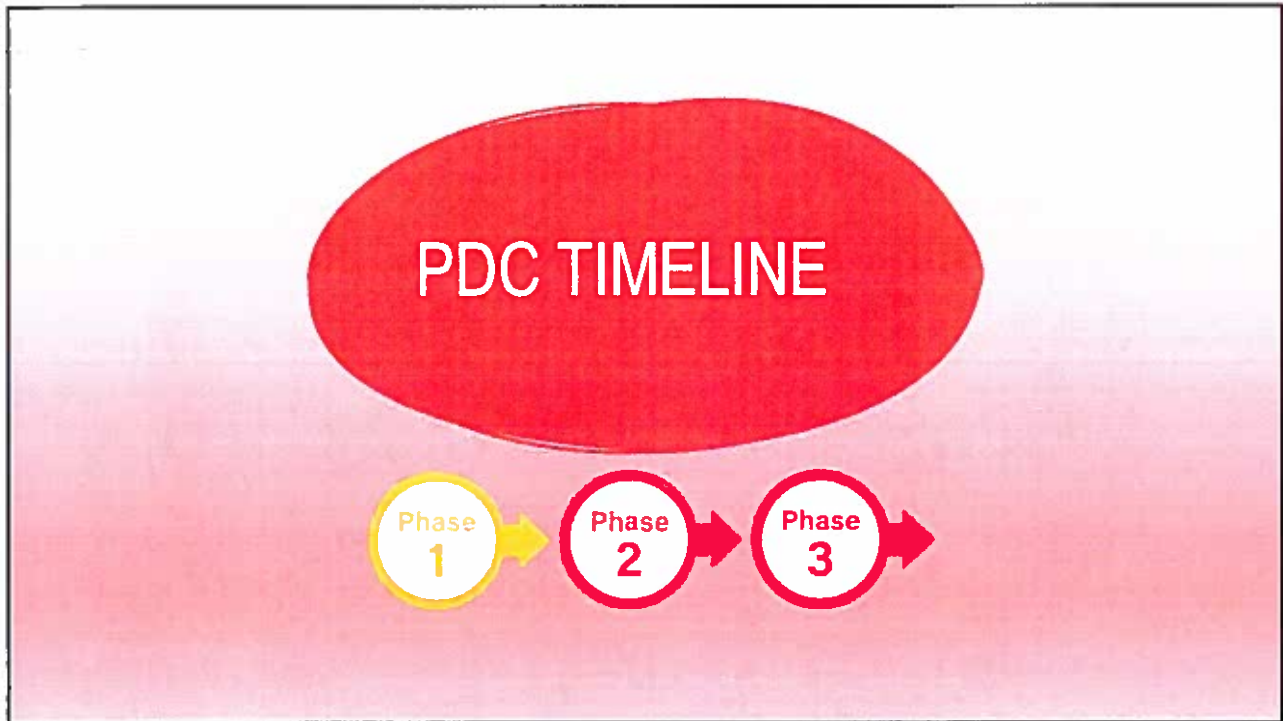
Since July  
2022

**PDC Chair/SHPDA Planning Activities**

- Monthly Planning Meetings focused on
  - ✓ Understanding and researching the previous plan development process
  - ✓ Understanding the elements of the HSFP
  - ✓ Determining the HSFP Revision Process
  - ✓ Developing the Project Plan & Timelines
  - ✓ Member Recruitment

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## AUGUST 2022-APRIL/MAY 2023

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### Phase 1

#### Planning & Infrastructure

- PDC Chair Appointed (July 2022)
- Project Plan Development (Initiated May 2022, on-going)
- PDC Member Recruitment (Initiated August 2022, on-going)
- Appointment of SAC mbrs to PDC (April 2023)
- PDC Subcommittee Recruitment (Initiated May 2022, on-going)

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## MAY-DECEMBER 2023

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### Phase 2

#### PDC, Data Collection, Review, and Analysis

- Convene PDC (Initiated June 2023, on-going) ← TODAY
  - Determine Subcommittees
- Subcommittee Recruitment
- Convene Subcommittees (Priority Data Subcommittee)
- Data Review & Analysis
- Recommendations to HSFP
- Initiate HSFP Revision Draft

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## JANUARY-DECEMBER 2024

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### HSFP 2024/2025

- Complete Draft
- Update/Revisions
- Ratify by SHCC
- Adopt Revised HSFP 2024 (tentative)
- Disseminate

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## Moving forward

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### PDC Goals for 2023

- Establish and Convene PDC Subcommittees
- Initiate Data Collection and Analysis (Data Subcommittee)
- Develop Standardized Criteria for Statewide and Regional Priorities
- Initiate Drafting HSFP

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## HOW CAN YOU HELP? RECRUITMENT



Looking for individuals with background in:

- Epidemiology and/or Data Analysis
- Experts in Subcommittee Topics
- Community Based Organizations

Recruitment Form available

Email Wendy Nihoa, Comprehensive Health Planning  
Coordinator, SHPDA [wendy.niho@do.hawaii.gov](mailto:wendy.niho@do.hawaii.gov)

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**Questions?**

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**STATE HEALTH PLANNING AND DEVELOPMENT AGENCY**  
**Council/Committee/Sub-Committee/Task Force Nomination Form**

**Date:** \_\_\_\_\_

**Nominator's Name:** \_\_\_\_\_

**Nominee Information:**

Name: \_\_\_\_\_

Title (if applicable): \_\_\_\_\_

Affiliation (if applicable) \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Other Contact Info: \_\_\_\_\_

**Indicate the Council(s)/Committee(s) for which you are making this nomination:**

- |   |   |
|---|---|
| <input type="checkbox"/> Statewide Health Coordinating Council (SHCC)*  | <input type="checkbox"/> Kauai County Subareas Health Planning Council* |
| <input type="checkbox"/> Tri-Isle Subarea Health Planning Council*      | <input type="checkbox"/> West Oahu Subarea Health Planning Council*     |
| <input type="checkbox"/> Windward Subarea Health Planning Council*      | <input type="checkbox"/> Honolulu Subarea Health Planning Council*      |
| <input type="checkbox"/> Hawaii County Subarea Health Planning Council* |   |

Statewide Health Coordinating Council Plan Development Committee (PDC)\*\*

PDC Subcommittees:

- |   |  |
|---|--|
| <input type="checkbox"/> Acute Care Service Technology*** | <input type="checkbox"/> Data and Service Gap Areas*** |
| <input type="checkbox"/> Long Term Care Services***       | <input type="checkbox"/> Behavior Health***            |
| <input type="checkbox"/> Primary Care Services***         | <input type="checkbox"/> Substance Use Disorder***     |
| <input type="checkbox"/> Health Disparities***            | <input type="checkbox"/> Workforce***                  |
| <input type="checkbox"/> Other: _____                     |  |

*\*Governor Appointed Position  
\*\*SHCC Appointed Position  
\*\*\*PDC Appointed Position*

**Why the nominee would be a good candidate for the position(s) indicated above (use space on back if needed):**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Is the nominee aware of this nomination?**     Yes     No  
**Has the nominee expressed interest?**     Yes     No

*Thank you*

**For office use:**

Date Received: \_\_\_\_\_

- |   |   |
|---|---|
| <input type="checkbox"/> Confirmed Interest _____                   | <input type="checkbox"/> Not interested at this time.   |
| <input type="checkbox"/> Info on Application Process Provided _____ | <input type="checkbox"/> Application Submitted on _____ |

Notes: