



**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)  
 Honolulu Subarea Health Planning Council – Plan Development Committee

**Meeting Minutes**

June 22, 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, Katherine Finn Davis, Jodi Hashimoto, Creighton Liu.  
**MEMBERS ABSENT:** Cristina Vocalan.  
**GUESTS:** None.  
**SHPDA:** Wendy Nihoa.

**ATTENDANCE RECORD OF APPOINTED MEMBERS**

<b>Date</b>	6/22/23	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
Tori Abe Carapelho	X									
Katherine Finn Davis	X									
Jodi Hashimoto	X									
Creighton Liu	X									
Cristina Vocalan	O									

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

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

TOPIC	DISCUSSION	ACTION
Call to Order	The meeting was called to order at 1:04 p.m. by T. Abe Carapelho, Chairperson, Honolulu Subarea Health Planning Council-Plan Development Committee (HONSAC-PDC) presiding.	
Roll Call	Member and Staff introductions.	
Plan Development Committee	T. Abe Carapelho reviewed the purpose and goals of the HONSAC-PDC. Emphasis placed on updating priorities. The priorities to be included in the next version of the Health Services and Facilities Plan.	
	Logistics. HONSAC-PDC meetings are subject to the Sunshine Law and will be managed accordingly.	
Priorities	<p>A brief discussion followed.</p> <p>Framework. T. Abe Carapelho suggested creating a standardized criteria for selecting priorities. Thereafter the framework will be presented for approval by the Statewide Health Coordinating Council-Plan Development Committee. Thereafter, the approved standardized criteria will be disseminated to all Subarea Health Councils to utilize when updating their regional specific priorities.</p> <p>A discussion followed. Members mentioned various topics impacting priorities: drug/substance use; homelessness; health disparities; provider shortages; access; individuals under/uninsured, etc. It was suggested a draft criteria be prepared for review and discussion at the next meeting.</p> <p>Concentration Areas for HONSAC. Various sources of data were discussed including the SHPDA's Standard Categories of Health (HRS 186, Sec. 11-186-5) <a href="https://health.hawaii.gov/opppd/files/2015/06/11-186.pdf">https://health.hawaii.gov/opppd/files/2015/06/11-186.pdf</a>, the Community Health Needs Assessment <a href="https://www.hah.org/chna">https://www.hah.org/chna</a> and the Healthcare Association of Hawaii's Healthcare Workforce Initiative 2022 report <a href="https://www.hah.org/hwi22">https://www.hah.org/hwi22</a>.</p>	T. Abe Carapelho and W. Nihoa will meet to draft criteria to share at the next meeting.
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	July 26, 2023, 9:00 a.m.	
Adjournment	The meeting was adjourned at 2:12 p.m.	