



**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

**Meeting Minutes**

September 14, 2023 | 12:00 Noon Hawaii Time  
 Virtually via Zoom and Physical Meeting Location at  
 The Keoni Ana Building, 1177 Alakea Street, Suite 402

MEMBERS: Tori Abe Carapelho, Colette Kon, Hilary Okumura, Wesley Sumida, Charlene Takeno  
 MEMBERS ABSENT: Katherine Finn Davis  
 GUESTS: None  
 SHPDA: Wendy Nihoa

**ATTENDANCE RECORD OF APPOINTED MEMBERS**

Date	9/8/2022	12/8/2022	2/9/2023	3/9/2023	4/13/2023	5/11/2023	6/8/2023	7/13/2023	8/10/2023	9/14/2023
Tori Abe Carapelho**	X	X	X	X	X	O	O	X	X	X
Katherine Finn Davis*	X	X	X	X	X	X	X	X	X	O
Colette Kon	X	O	X	X	O	X	/	/	/	X
Hilary Okumura	O	X	O	X	X	X	X	O	X	X
Wesley Sumida	X	X	O	X	O	O	O	O	O	X
Charlene Takeno	X	X	X	X	X	X	X	X	O	X

Legend: X=Present; O=Absent; /=No Meeting  
 \*-Chair, \*\*-Vice Chair

TOPIC	DISCUSSION	ACTION
Call to Order	A quorum was established. The meeting was called to order at 12:02 p.m. by T. Abe Carapelho, Vice Chairperson, HONSAC presiding.	
Roll Call	Member and Staff introductions. Welcome extended to newly reconfirmed members C. Kon and H. Okumura.	
Meeting Minutes	Motion to accept the minutes from the meeting on July 13, 2023. Vote: Unanimous. Motion carried. Call for public testimony – none.	
Administrator’s Report	The Administrator’s Report was distributed and reviewed.	
State Health System Reform Planning Update	Deferred to the next meeting.	
HONSAC Priorities	T. Abe Carapelho noted the update for this item coincides with the Plan Development Committee Standing Committee update. Therefore, this item was deferred.	
Standing Committee Reports	Plan Development Committee (PDC-HONSAC). Tori Abe Carapelho, Chair summarized the efforts of the PDC-HONSAC to finalize the Prioritization Tool/Matrix and process. The PDC-HONSAC will meet on September 21, 2023 to further develop the tool and process. The plan is to present the tool and process at the Statewide Health Coordinating Council Plan Development Committee meeting at the end of the month. Membership Committee. C. Takeno, Chair reported the HONSAC member appointment of T. Kajimura. Statewide Health Coordinating Council (SHCC) Meeting. H. Okumura, HONSAC Representative, reported no updates.	
Announcements	None.	
Next Meeting	October 12, 2023 at 12 noon.	

Agenda Items	None specified.	
Adjournment	The meeting was adjourned at 12:23 p.m.	