



HAWAII STATE HEALTH PLANNING AND DEVELOPMENT AGENCY
 1177 Alakea Street, Suite 402 • Honolulu, HI 96813 • Phone: (808) 587-0788 • www.shpda.org
 Honolulu Subarea Health Planning Council – Plan Development Committee

Meeting Minutes

October 18, 2023

1:30 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, Cristina Vocalan
 MEMBERS ABSENT: None
 GUESTS: None
 SHPDA: Wendy Nihoa

ATTENDANCE RECORD OF APPOINTED MEMBERS

Date	6/22/23	8/22/23	9/21/23	10/18/23	TBD	TBD	TBD	TBD	TBD	TBD
Tori Abe Carapelho*	X	X	X	X						
Katherine Finn Davis	X	O	X	X						
Jodi Hashimoto	X	X	X	X						
Creighton Liu	X	X	X	X						
Cristina Vocalan	O	O	X	X						

Legend: X=Present; O=Absent

*-Chair, **-Vice Chair

TOPIC	DISCUSSION	ACTION
Call to Order	The meeting was called to order at 12:02 p.m. by T. Abe Carapelho, Chairperson, Honolulu Subarea Health Planning Council-Plan Development Committee (HONSAC-PDC) presiding.	
Roll Call	Member and Staff introductions.	
Meeting Minutes	Motion to accept the minutes from the meeting on September 21, 2023. Vote: Unanimous. Motion carried.	
	Call for public testimony – none.	
Priorities	<p>T. Abe Carapelho provided an update. T. Abe Carapelho, C. Liu, and W. Nihoa met to further discuss and finalize the Priorities Selection Process and Tools. Thereafter, C. Liu provided a brief overview of the process developed and how both the “Individual Issues/Challenges List” and “Selection Criteria and Considerations” will be utilized in the two phase facilitated process. W. Nihoa provided a presentation on how the process would be facilitated with the Councils.</p> <p>A discussion followed.</p> <p>Motion to accept the priorities selection process and tools. Vote: Unanimous. Motion carried.</p> <p>The priorities selection process will be presented for approval at the next Plan Development Committee (PDC), Statewide Health Coordinating Council. T. Abe-Carapelho and W. Nihoa will present.</p> <p>Call for public testimony – none.</p>	T. Abe-Carapelho & W. Nihoa to present Priorities Selection Process and Tools at the next PDC meeting.
Announcements	W. Nihoa open floor for questions regarding Act 125 requiring the recording of public meetings. There were no questions.	
Next Meeting	Pending approval of the PDC. To be determined via poll.	
Adjournment	The meeting was adjourned at 12:43 p.m.	