**DRAFT**

**Act 209 Trauma-Informed Care Task Force Meeting**

**Virtual Meeting via Zoom**

**August 17, 2022**

**8:00 a.m. – 8:30 a.m.**

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| Members Present: Tia Roberts Hartsock, Lauren Nahme, Adriane Abe, Cathy Betts, Judith Clark, Yuuko Arikawa-Cross, Josie Howard |  |
| Members Absent: Gavin Takenaka, Fern Yoshida, Jillian Freitas |  |
| Guests Present: Evan Beachy, Kamehameha Schools, Kiyo Noguchi, Hawaii Public Policy Advocates |  |
| DOH Staff Present: Kelly Chan, Graduate Assistant- UH Manoa |  |

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| **AGENDA ITEM** | **DISCUSSION** | **RECOMMENDATIONS/**  **ACTIONS/CONCLUSIONS** | **PERSON(S)**  **RESPONSIBLE** | **DATE DUE** |
| I. Call to Order | Chair Tia L. R. Hartsock called the meeting to order at 8:02 a.m. Quorum established with seven members present. |  |  |  |
| II. Public Comment & Input | Tia L.R. Hartsock asked the community for their comments on the agenda item. | No comments from public |  |  |
| III. Office of Wellness and Resilience Permitted Interaction Group Report Out: Proposed Recommendation to Governor’s Office Regarding Temporary  Appointment of Executive Director  -Vote on Recommendation for Personnel Decision | Tia L. R. Hartsock requested Josie Howard present proposal from Office of Wellness Permitted Interaction Group (OWR PIG), due to limited bandwidth, Josie requested Chair Hartsock present proposal. Chair Hartsock - due to the timing and change of a new government administration, it will be difficult to get the position of the executive director appointed with a guarantee of only 4 months with the new governor in.  The OWR PIG is proposing the Task Force makes a recommendation to the governor’s office to temporarily assign staff for the executive director position. The OWR PIG has decided to have someone take on the executive director temporarily and suggest this to the governor’s office and with the time, will vet candidates generated from the community and Task Force to provide 2-3 candidates to the incoming governor’s office.  Judith Clark strongly agreed with the recommendation and proposed the task force recommend to the governor an interim appointment with the process to find a long-term executive director as described in Tia L. R. Hartsock’s summary. Cathy Betts seconded Judith Clark’s motion.  Tia L. R. Hartsock called for a vote to run the proposed recommendation into motion with visible faces and audible “aye” or “nay.” Seven out of seven aye’s from Tia Roberts Hartsock, Lauren Nahme, Adriane Abe, Cathy Betts, Judith Clark, Yuuko Arikawa-Cross, Josie Howard that make up the total members that were present. | Fern will generate email to Chief of Staff Takayama with recommendation to temporarily assign a state employee from a state department as the Acting Executive Director for the Office of Wellness and Resilience. Until the next administration is in place, the Task Force will vet the list of names generated by the community and Task Force members to present a short list of qualified and interested applicants to the next Governor for consideration to permanently appointment an Executive Director.  The Task Force recommends the interim Executive Director can collaborate with the Task Force to establish the following:   1. Establish the:    1. Administrative assistant    2. (4) Planner positions 2. Create a funding mechanism and develop budget to present to legislature in December 3. Order equipment and supplies for office staff 4. Develop contract scopes for (2) contracted consultants. 5. To attend monthly meetings and collaborate with the Act 209 Task Force. | **Fern Yoshida** | **Monday, August 22nd, 2022** |
| IV. Adjournment | The meeting was adjourned at 8:28 a.m. The next meeting will be held on August 30th, 2022, from 10:00 a.m. to 12:00 p.m. |  |  |  |