

NOTE: MEETING MINUTES ARE IN DRAFT FORMAT AND HAVE NOT BEEN APPROVED BY MEMBERS OF THE TRAUMA INFORMED CARE TASK FORCE, AS SUCH, INFORMATION IN THE MINUTES HAS NOT BEEN APPROVED FOR CONTENT AND ACCURACY.

**Trauma-Informed Care Task Force Meeting
Department of Health, State of Hawaii**

**Virtual Meeting via Zoom
November 29, 2022
9:00 a.m. – 1:00 p.m.**

Members Present: Tia L. R. Hartsock, Dr. Evan Beachy (sitting in for Lauren Nahme for the first half hour), Judith Clark, Major Mike Lambert, Dr. Gavin Takenaka, Adrian Abe, Josie Howard, Lauren Nahme (late), and Jillian Freitas (late)

Members Absent:

Guests Present: Sharon Simms, Heather Pierucki, Ashley Pettit

DOH Staff Present: Monique Frazier, Kelly Chan, Jodie Burgess, Irina Kobzar, Erica Yamauchi

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 9:01 a.m.			
II. Public Comment	Public comments were not made at this time.			
III. Vote to Approve 10.25.22 Meeting Minutes	Judith Clark motions to approve the meeting minutes from October 25 th , 2022, and Adrian Abe seconds the motion to approve. Tia L. R. Hartsock calls for a vote to approve the October Meeting Minutes: Dr. Evan Beachy sitting in for Lauren Nahme votes “Aye,” Judith Clark votes “Aye,” Major Mike Lambert votes “Aye,” Gavin Takenaka votes “Aye,” Adrian Abe votes “Aye,” Josie Howard votes “Aye,” and Tia L. R. Hartsock votes “Aye.”			
IV. Public Comment	Public comments were not made at this time.			
V. Review Agenda, Group Agreements, and Introductions	Facilitators, Sharon Simms, Heather Pierucki, and Ashley Pettit briefly went over the TIC TF 2022 Planning Agenda, which briefly goes into the agenda from last month’s			

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	<p>October meeting and this meeting. In addition, the Group Agreements were gone over at a high-level review. Both the Planning Agenda and Group Agreements can be found on the Trauma Informed Care state website (link: https://health.hawaii.gov/traumainformed/). Introductions were done between groups of 3 that lasted for around 6 minutes, prompts included: “Name, Organization, and Holiday Traditions.” A Slido was also done, and the following were asked: “Name, Organization, and Internal Weather,” the Slido was then shared on screen during the meeting.</p>			
<p>VI. Community Announcements/PIGs</p>	<p>Laurie Tochichi from Epic Ohana- Announcement and request to support the commission for an initiative called Malama Ohana- a working group to look deeply as to how might the community support those families and children in Child Welfare, Hawaiian children and all children. The goal of Malama Ohana is to set up a culture-based, trauma-informed solution and improvements to the Child Welfare system. The legislation will also be asking for Malama Ohana to be an initiative of the Office of Wellness and Resilience. Link to the Bill (last session): https://www.capitol.hawaii.gov/session/archives/measure_in_div_Archives.aspx?billtype=HB&billnumber=2424&year=2022</p> <p>Stacy Ferreira: Health and Human Services have now been combined on the Senate side.</p> <p>Legislative PIG Report-out by Dr. Evan Beachy: Legislative PIG did not meet last month. The work to develop a resolution at the Association of the Hawaiian Civic Clubs and was accepted and ratified overwhelmingly. It was a unanimous support.</p> <p>Office of Wellness and Resilience PIG Report-out by Fern Yoshida: Working on reviewing the candidates for the</p>	<p>Hoping to propose to the legislature and as a part of that, hoping to gain support from the Task Force Members of Malama Ohana. In addition, hoping to discuss with the Legislative PIG.</p>	<p>Laurie Tochichi: ltochichi@epicohana.org</p>	

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	<p>Executive Director position by using the position description, the PIG reviewed the submitted resumes and artifacts of the candidates. There were 35 candidates that were invited to submit their resumes and we received four of them at this time. The deadline has been extended and Tia’s team will extend an invitation to them to submit their resume and any other information that they might have. We will meet again in December to review. Tia has also received word that there is a portal in which anyone can apply for the Executive Director Position and all resumes and information from there will also be reviewed as potential candidates. Tia commented that the OWR’s timeline for the Executive Director position is to provide the Task Force recommendations to the Governor’s elect office in December prior to the holidays.</p> <p>Data and Assessment PIG Report-out by Tia: The PIG is trying to re-scope in this meeting as to what this PIG will look like. Currently, the PIG has been doing a coaching for the Trauma-Informed Organizational Assessment with the National Child Traumatic Stress Network with Hale Kipa- the first organization in the state to do so.</p> <p>Judith Clark: The 29th Annual Hawaii Children and Youth Summit was held in October and the young people came up with 10 specific recommendations for the legislative action and two of their recommendation’s relation to trauma informed care. After the summit ended, the youths were able to vote online to prioritize these recommendations. Number 1 came to be mandatory sex abuse training for teachers and school staff. Number 4 recommendation was about bullying prevention and safe spaces at school for students who have been bullied can go to for help.</p>			
<p>VII. Recap of 10.25.22 Meeting</p>	<p>Sharon Simms did a Planning Update presentation to address the perspective that the Task Force is at, which is to look at the Macro-level. Continuing with the presentation,</p>	<p>Extensive detail of this agenda item can be found on the recorded</p>		

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	<p>HB1322- Work of the Task Force was addressed by going through the 7 Mandates at a high-level. In addition, MURAL was shared on screen to go over a high-level summary of the first three mandates that was done last meeting in October through the MURAL activity-this included coming up with Ideas for Success, Accomplished, Task, Timeline, and Recommendation. Brief re-cap (extensive detail can be found via this timestamp on the recorded Zoom meeting- 51:28 to 55:36): Objective 1: We need to identify a framework and draft a framework. Objective 2: Having a cultural lens to make sure we're not re-traumatizing, having a library of resources, and creating a needs assessment. Objective 3: Clarity on what is being inventoried/assessing, looking at what assessments have been identified, looking at state departments to see if they already have been implementing things, in addition to establishing baseline.</p>	<p>Zoom meeting and on MURAL which both can be found on the Trauma Informed Care state website: https://health.hawaii.gov/traumainformed/</p>		
VIII. HB1322 Review	<p>HB1322 Review is a group facilitated breakout room activity that involves community members present in this meeting to participate through MURAL by adding post-it notes for ideas for the 7 Mandates/Objectives (Mandates/Objectives 1-3 was done in the October meeting). This meeting activity focused on Mandates/Objectives 4 and 5. Both the activity and the HB1322 Bill is located on MURAL for reference which can be found on the Trauma Informed Care state website: https://health.hawaii.gov/traumainformed/</p>			
IX. Break	<p>A 20-minute break was taken.</p>			
X. HB1322 Review	<p>HB1322 Review is a group facilitated breakout room activity that involves community members present in this meeting to participate through MURAL by adding post-it notes for ideas for the 7 Mandates/Objectives (Mandates/Objectives 1-3 was done in the October meeting). This meeting activity focused on Mandates/Objectives 6 and 7. Both the activity and the HB1322 Bill is located on MURAL for reference which can be found on the Trauma</p>			

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	Informed Care state website: https://health.hawaii.gov/traumainformed/			
XI. Break	A 10-minute break was taken.			
XII. Public Comment	Public comments were not made at this time.			
XIII. 2023 Timeline and Structure	Sharon Simm’s team and the DOH team will put all the 7 Mandates/Objectives into a spreadsheet to create a reasonable Timeline and then send it out to the Task Force member to get an agreement on the action plan for the next meeting.			
XIV. Evaluation and Next Steps	<p>The Task Force and community members discussed about the Speaker Series. The Speaker Series has always been incorporated in the meetings, so the decision is to continue with it in the new year to keep it in the meeting or offer it as a standalone within the community to broader number of folks that might not necessarily attending the public meetings. Adrian Abe commented that she liked the idea of creating broader access to the community and staff, but in favor in creating a broader audience. Josie Howard is thinking along the same way as Adrian. Josie commented that her biggest thing is how to be inclusive to all. Lauren Nahme commented for efficiency, it will be nice to have it all in one time but is open to either way. Jillian Freitas commented that it has been useful for the Task Force members to have it in the meetings due to time and she commented on the idea of clipping out the speaker series since the Zoom meeting is recorded and have a living library where the Speaker Series can be clipped and live in for community members to watch it. Judith Clark commented that going through a separate meeting aside from the Task Force meeting is a lower priority for her, but the speaker series has been inspiring her.</p> <p>The Task Force and community members discussed about how often should the Task Force meet in the new year. Tia commented that as a group, they should be meeting at least monthly. In addition, to meeting as a group, adding on</p>			

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	<p>another half to one hour to recap on where everyone is at is needed. Sharon Simms commented for the next year, Task Force members will need to be having monthly PIG meetings in addition to a Task Force meeting. Lauren Nahme commented that the monthly meeting that the Task Force members have been doing is fine. Adrian Abe also commented that monthly is good. Judith Clark also agrees. Fern Yoshida also agrees as well and that the key is for the PIGS to get some of the tasks done and have target benchmarks. Gavin Takenaka also agrees. Major Mike Lambert also agrees and commented that he came in late, so he would like to participate and be assigned to a PIG. Sharon Simms wrapped up that the goal for the next December meeting is to look at the action plan and see what new PIGS need to be established.</p>			
<p>XV. Adjournment</p>	<p>The meeting was adjourned at 12:53 p.m. The next meeting will be held on December 27, 2022, from 10 a.m. to 12 p.m.</p>			