

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
March 28th, 2023
10:00 a.m. – 12:00 p.m.**

Members Present: Adriane Abe, Lauren Nahme, Gavin Takenaka, Yuuko Arikawa-Cross, Jillian Freitas, Mike Lambert, Katherine Korenaga representing Cathy Betts, Scott Shimabukuro, and Fern Yoshida.

Members Absent: Josie Howard and Judith Clark

Guests Present: Sharon Simms, Ashley Pettit

DOH Staff Present: Kelly Chan, Jodie Burgess

AGENDA ITEM	DISCUSSION	RECOMMENDATIONS/ ACTIONS/CONCLUSIONS	PERSON(S) RESPONSIBLE	DATE DUE
I. Call to Order	Chair Scott Shimabukuro called the meeting to order at 10:06 a.m.			
II. Welcome	Facilitators, Sharon Simms and Ashley Pettit opened the meeting by doing a quick welcoming of the Task Force members and community members.			
III. Public Comment	No public comments were made at this time verbally or written through the chat.			
IV. Vote to Approve 02.28.23 Meeting Minutes	February 28 th , 2023, Trauma-Informed Care Task Force Meeting Minutes were dropped in the chat for Task Force and community member to look at. Mike Lambert moves to approve the meeting minutes and Lauren Nahme seconds. All member present voted to approve the meeting minutes.			
V. Psychological Safety Presentation	Scott Shimabukuro did a brief presentation on Psychological Safety and the presentation will be posted on the Hawai'i state Trauma-Informed Care website:			

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.

	<p>https://health.hawaii.gov/traumainformed/. Timestamp for the presentation: 00:00-07:26.</p> <p>In the chat, Surfrider Spirit Sessions commented: “This was a great topic to discuss. As you mentioned, our own self-care as well as the care and appreciation of staff is vital to the sustainability of ourselves and the important work we are doing. I appreciate this reminder and the information shared.”</p> <p>Yukko Arikawa-Cross, Katherine Korenaga- representative for Cathy Betts, and Mike Lambert shared their positive thoughts and questions regarding the Psychological Safety presentation done by Scott Shimabukuro. Timestamp: 09:47 to 15:38.</p>			
VI. PIG Report-Outs	<p>PIG Report-Outs Timestamp for all three PIGS: 16:01 to 53:25</p> <p>-Data and Needs Assessment PIG Report-Out by Adriane Abe: Continuing to inventory the assessment. A good decision in last meeting regarding if the Office of Wellness and Resilience becoming the repository for assessments. The PIG was concerned about not having guidance for the assessment tools as it requires some level of training, extensive level of training prior to administering the tool. The PIG thought about maybe instead of compiling a list of assessment tools, we will in turn provide links to reputable organizations who already have a repository of the list of assessments, such as the NCTSN. Adriane Abe dropped a link to the NCTSN website: https://www.nctsn.org/treatments-and-practices/screening-and-assessments/measure-reviews/all-measure-reviews</p> <p>The PIG’s next steps are to focus on the organizational assessment tools and leave the individual assessment tools</p>	<p>-To join any of the currently active three PIGS: Data and Needs Assessment, Practice, and Summit PIG, please contact the corresponding Task Force representative to join via email on the right column.</p> <p>-Lauren Nahme made a comment that it would be a great opportunity for the Data and Needs Assessment PIG and the Practice PIG to collaborate. However, there needs to be a double-check if both PIGS can allow for</p>	<p>-Data and Needs Assessment PIG, contact Adriane Abe at: adriane.c.abe@courts.hawaii.gov</p> <p>-Practice PIG, contact Jillian Freitas at: jmnf@hawaii.edu</p> <p>-Summit PIG, contact Yuuko Arikawa-Cross at:</p>	

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.

	<p>through link such as NCTSN. In addition, the Data and Needs PIG will need to assess about how culturally responsive the assessments are and distinguish between clinical versus research assessments.</p> <p>There were both community comments and comments made by the Task Force members regarding the Data and Needs Assessment PIG, which can be found on the MURAL board: https://app.mural.co/t/datatowisdom3558/m/datatowisdom3558/1665435278823/ba6b7fc8b55871c0c57b9c6050a8aadf7d45ebf8?sender=u313ac51d952658c574d91104</p> <p>-Practice PIG Report-Out by Jillian Freitas: The Practice PIG has three definitions defined so far: 1.) Trauma-Responsive Organization in Hawai'i 2.) Trauma-Responsive Service 3.) Alternative definition for Trauma-Responsive Service. Google Document shared by Jillian Freitas regarding the three definitions: https://docs.google.com/document/d/1OycWnrhZn9pSP2mZ5zunSMpxScdf5YJnvlEn6DYkEA0/edit?usp=sharing</p> <p>Mike Lambert, who is one of the TF members on the Practice PIG commented that the PIG will ensure that the group favors the language.</p> <p>There were both community comments and comments made by the Task Force members regarding the Practice PIG, which can be found on the MURAL board: https://app.mural.co/t/datatowisdom3558/m/datatowisdom3558/1665435278823/ba6b7fc8b55871c0c57b9c6050a8aadf7d45ebf8?sender=u313ac51d952658c574d91104</p> <p>The Practice PIG's next steps are to have a detailed glossary of key terms and have a rubric/breakdown of organizational or service-related criteria (e.g., training modules, feedback processes).</p>	<p>collaboration or if there needs to be an entirely new and separate PIG in order for the two PIGs to collaborate.</p>	<p>yuuko.arikawa = cross@eoel.hawaii.gov</p>	
--	--	---	--	--

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.

	<p>-Summit PIG Report-Out by Yuuko Arikawa-Cross: The Summit PIG's purpose is planning for the Wellness and Resilience Summit.</p> <p>A brief summary of what the Summit PIG discussed on their very first meeting that needs to be considered: "Venue and ambiance, should it be in-person or hybrid, talked about access, how do we engage the participants- interact, break people into groups. how to accommodate people, topics for the summit, and who should we invite- a range of age groups, people who are working in this area of wellness and resilience, cultural practitioners, When, what time of year, and how often should we host this summit. Financial consideration- how big, how many participants, organizations to help with funding, any groups to lend money or staffing, and coordination and logistics from the venue to the payment to the organization of participants and who else or who might we want to engage for the summit. Are there going to be any benefits for the participant? Any potential professional credit hours." Please refer to the timestamp to go over the Summit PIG's exact words for their report-out.</p> <p>There were both community comments and comments made by the Task Force members regarding the Summit PIG, which can be found on the MURAL board: https://app.mural.co/t/datatowisdom3558/m/datatowisdom3558/1665435278823/ba6b7fc8b55871c0c57b9c6050a8aadf7d45ebf8?sender=u313ac51d952658c574d91104</p>			
VII. Legislative Update	<p>Judith Clark was scheduled to take this section, but was not able to present this section, so Tia Hartsock took over. Judith Clark may be presenting on more Legislative updates next TIC TF meeting in April.</p> <p>Timestamp for the Legislative Update: 53:50 to 1:06:35</p>			

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.

	<p>-Bills that the Office of Wellness and Resilience are testifying on: -SB295, SB712, SB894, SB1351, SB1454, SB1531, HB850, SCR88, and SB1594</p> <p>-The Housekeeping Bill is SB894: transitioning the TF to an advisory group and DOES NOT talk about the extension of the Recommendations Report.</p> <p>-Google Document of all Bills that were mentioned in this section and linked to the Hawai'i State Legislature website: https://docs.google.com/document/d/1mtauSfGMI3wprxJ4pMNxuc0j3fJfSbDv9SuCh83h6XQ/edit?usp=sharing</p> <p>-Mike Lambert commented on: "SB1594 related to crisis intervention for OWR tracking."</p> <p>-Scott Shimabukuro commented on a couple of bills regarding to "Emancipation of minors and another one, allowing unlicensed clinicians to bill- it is important because we are short on providers and could potentially increase the amount of service providers."</p>			
VIII. Office of Wellness and Resilience Update	<p>Timestamp for the Office of Wellness and Resilience Update: 1:06:37 to 1:12:06</p> <p>-Staffing update: hired first staff and have another staff starting soon. Very soon, recruiting for the other remaining positions. Looking to recruit: program management kind planner, policy development, etc.. and as soon as those positions have been established the OWR will be pushing this out soon.</p> <p>-Have several MOUs and soon will be developing Data Dashboards and looking at crisis hubs, a team that the Governor has put together.</p>			

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.

	<ul style="list-style-type: none"> -Will be providing support to various organizations. Meeting with multiple state and federal agencies. -Looking at collaborating with interagency looking for talking points within TIC and talking steps as to how we respond as a state to develop TIC principles -Will develop a survey looking to see what has been developed as a survey and what workforce wellness is looking like right now to all state employees, hoping to work with the University of Hawai'i. 			
IX. Jesse Kohler Presentation	<p>Timestamp for Jesse Kohler's presentation: 1:12:42 to 1:29:06</p> <ul style="list-style-type: none"> -Jesse Kohler's website: https://www.ctipp.org/ -Jesse Kohler dropped a link in the chat: https://www.ctipp.org/post/2022-trauma-informed-policy-development-highlights -Jesse Kohler's presentation: https://docs.google.com/presentation/d/15Dh4gsvft1IibdhOws1nok8bBrZJNCIkMVCoy4JlzXs/edit#slide=id.g214d8ee291e_0_0 -Tia Hartsock commented in the chat: "This is the program I will be meeting with (Laura Porter at ACE Interface) this week to discuss this model with Jesse and the fiscal analysis we are just completing will help us provide a baseline!" 			
X. Recommendations Report	<ul style="list-style-type: none"> -The TIC TF members need to compile a Recommendations Report to the state. -Lauren Nahme asked: "How do we compile a recommendations report without violating Sunshine Law?" Tia Hartsock responded: "The PIGS can develop their sections together." 			

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.

	<p>-Tia Hartsock also commented: “There are several samples from other jurisdictions across the state and country that have created similar recommendations reports relating to TIC frameworks/structures for departments.</p> <p>-Big Idea: Tia Hartsock will be getting copies and share of sample Recommendations Report to the TF members.</p> <p>-Mike Lambert commented, “I agree. If we can come up with a table of contents for what we want to present, then we can start filling it with what we have.”</p> <p>The Recommendations Report will be gone over in the next TIC TF meeting.</p>			
XI. Public Comment and Input	<p>Gail Silva through the chat dropped a link: https://compassionatekoolaupoko.org/events-learning/</p>			
XII. Adjournment	<p>The meeting was adjourned at 11:58 a.m. The next meeting will be held on May 30th, 2023, from 10 a.m. to 12 p.m.</p>			