

# COMMUNITY COUNCIL ON PURCHASE OF HEALTH AND HUMAN SERVICES MEETING

December 7, 2005

9:00 a.m.

1151 Punchbowl Street, Room 322

Honolulu, Hawaii 96813

Members Present: Mary Lou Barela, Chair  
Christine Chun, Vice-Chair and Secretary  
Victor Geminiani  
Joanne Lundstrom  
Pauline Pavao  
Debbie Shimizu  
Stella Wong  
Jamie Woodburn

Others: Mara Smith, State Procurement Office  
Corinne Higa, State Procurement Office  
Aaron Fujioka, State Procurement Office

Excused: Ann Higa

## **I. Call to Order**

Mary Lou Barela called the meeting to order at 9:17 a.m.

## **II. Minutes of October 19, 2005**

Joanne Lundstrom moved that the minutes be approved. Pauline Pavao seconded. The motion was carried.

## **III. Upcoming Legislative Session**

Mara Smith briefly discussed the next legislative session, which opens on January 18, 2006. She indicated there may be discussion suggesting 103F be repealed and health and human services procurements moved to Chapter 103D. Ms. Smith provided a overview of the similarities and differences between the two chapters. Joanne Lundstrom moved and Debbie Shimizu seconded that should legislation be introduced to merge Chapter 103F, HRS, into Chapter 103D, the Community Council would provide testimony to keep Chapter 103F, HRS intact. The motion was carried unanimously.

Council members also discussed recommending to the legislature that additional funding from State surplus funds be budgeted for health and human services.

#### **IV. The Next Conference on Purchases of Health and Human Services – Possible Dates and Themes**

Ms. Smith stated that the next conference on purchases of health and human services is being planned for September/October of 2006. The emphasis of this event is not a conference as conducted in the past, but an event to showcase the accomplishments/results of health and human services and benefits derived from the services. Joanne Lundstrom suggested that subject areas (e.g., housing, homelessness) be selected and the impact of the services compared to the federal and other states with regard to funding. The Department of Business, Economic Development and Tourism was suggested as a source for statistical data.

Stella Wong said that the results and outcome of services provided should be showcased. Mary Lou Barela suggested the Department of Health, Children and Adolescent Mental Health Division as a possible presenter. Victor Geminiani suggested that the event show how the State's investment in the health and human services areas is making a greater return, how it benefits everyone in a concrete way, e.g. Aloha United Way, saving the State money. He also suggested that service areas be benchmarked, i.e., substance abuse, and that sensitive issues be analyzed to see where the State stands in comparison with other states, e.g., per capita spending on health and human services, and highlighting national awards received by Hawaii organizations.

Aaron Fujioka described the next conference as something quite different from previous conferences. He stated that the State has progressed to the point where we now know total funding, geographic areas and target populations served. The intent of this conference would be for State agencies and provider to showcase the results obtained from the expenditures. Chris Chun stated that the format did not sound like a conference. Mr. Fujioka indicated that the format was not restricted to a conference. Members discussed possible formats.

#### **V. Contracts Database - Update**

Mara Smith distributed a draft summary Report of Health and Human Services Contracts, Funds Contracted for FY 2006. To date departments have reported contracted funds totaling \$570 million for FY 2005, and \$631 million for FY 2006.

Ms. Smith noted that the State Procurement Office is working with State agencies on data input issues, i.e., duplicate contract entries, entering amendments, and funding by year.

#### **VI. Report of Planned Purchases - Update**

Mara Smith distributed a draft Report of Planned Purchases of Health and Human Services for anticipated procurements for contracts through June 2008. The intent of this report is to provide interested parties advanced notice of possible

opportunities to obtain state contracts and opportunities to participate in community planning for services.

The report will be available online and will be available in a searchable format. Mary Lou Barela and Pauline Pavao inquired about the meaning of geographic area and whether it refers to where the services are located and the intended geographic area to be served. For instance, a residential program may be located on Kauai but may serve the entire state. Ms. Smith replied that the intent is geographic area served although this may need further clarification. She added that the need for clarification would only affect a small percentage of the contracts.

Ms. Shimizu inquired if a column could be inserted to reflect the Request for Information (RFI) date. Ms. Smith stated that although the amended rules will make the RFI process mandatory, it is difficult for agencies to project a specific RFI issue date as it will depend on the nature of the information sought and time frames. For instance, if an RFP will be a new service, the purchasing agency may issue more than one RFI, one early in the development of the service specifications and another as the service specifications approach being finalized.

#### **VII. Public Hearings on Proposed Rule Amendments - Results**

Ms. Smith reported that statewide public hearings on the proposed amendments to the administrative rules for Chapter 103F, HRS, were held via videoconference on November 30, 2005. An individual on Oahu had clarifying questions about the procurement process and appeared satisfied with the responses provided. No written testimony was submitted. The hearing results and proposed rule amendments will be presented to the Procurement Policy Board for adoption on December 29, 2005 for approval for adoption, and if adopted, will be sent for Governor approval and filing with the Lieutenant Governor's office. The amended rules will take effect ten days after filing with the Lieutenant Governor's office.

#### **VIII. Hawaii Compliance Express – Overview**

Mr. Fujioka provided an overview of the Hawaii Compliance Express, an online system that assists vendors to meet the requirements showing documentation, which comply with labor laws, provide a tax clearance, and be registered and in good business standing with the Department of Commerce and Consumer Affairs. Mr. Fujioka explained to the council that the Hawaii Compliance Express only applies to Chapter 103D, HRS, and not to Chapter 103F, HRS. The State Procurement Office worked with the Hawaii Information Consortium to provide a mechanism whereby vendors can obtain the compliance certificate online. The new system was designed to streamline the process and reduce paperwork. Stella Wong stated the system was welcomed and asked if State agencies were required to accept it. Mr. Fujioka stated that vendors would have the ability to print a copy of their compliance document from Hawaii Compliance Express and state

agencies would accept the copy. He added that while there may be a slight lag in inducing state agencies to fully utilize the online system, resistance would cease as state agencies realize the savings in time and effort.

**IX. Announcements**

On behalf of the council, Mary Lou Barela welcomed back Aaron Fujioka as the Administrator of the State Procurement Office.

Ms. Barela also thanked Victor Geminani for being a member of the Community Council and wished him well on his future endeavors.

**V. Next Meeting**

The next meeting is scheduled for January 20, 2006 at 9:00 a.m.

**VI. Adjournment**

There being no further business, the meeting was adjourned at 11:25 a.m.

Respectfully submitted,

1/18/06  
Date

Christine Chun  
Christine Chun, Vice-Chair and Secretary  
Community Council on Purchase of Health  
and Human Services