

1                   Report of the HDA Administration/Communications – 2019

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3   **Strategic Plan Foundation: Administration/Communications**

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5   The first new program added administratively for the 2019 year was the County Assistance  
6   Program or “CAP” that was designed to help all our county societies with their administrative  
7   challenges through the assistance of the Hawaii Dental Association office staff.

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9   Any county society in the HDA can access assistance from the HDA staff and are assessed a  
10   charge in an hourly rate per event. This program was introduced by the Board of Trustees to  
11   facilitate individual counties a more practical way to plan their events and hopefully be less  
12   burdensome on the leadership if they could receive organizational assistance.

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14   So far, the Honolulu County Dental Society has taken advantage of the CAP program for some  
15   of their events and other counties are considering the program for administrative assistance in the  
16   future.

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18   The program is technically on a two-year trial basis and the program will be reassessed after the  
19   2020 administrative year.

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21   This year also earmarked the second year of our Strategic Plan that was formulated in 2018.  
22   This Strategic Plan provided a different look to our administrative affairs by placing programs  
23   and task forces under the three goals of our mission statement; namely, Membership,  
24   Community and Advocacy.

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26   In keeping with the Strategic Plan goals, our HDA administrative office has also undergone task  
27   and responsibility changes to accommodate these goals.

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29   There have been other administrative progress notes, however they will be directly tied into the  
30   other two committee reports under the Building Task Force and the Financial Program, and will  
31   be discussed in more detail.

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34   Humbly Submitted,

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37   Alan Fujimoto, DDS  
38   Vice-President  
39   Chair, Administration/Communications

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41   **Recommendation of the HOD Reference Task Force on the Report of the HDA**  
42   **Administration/Communications:**

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44   The HOD Reference Task Force recommends that the Report of the HDA Administration/  
45   Communications be accepted.

47 **Action taken by the House:**

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50 **Resolution #2019-07:**

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52 **Background:** In 2020 the HDA Administration/Communications will continue to exercise  
53 sound fiscal management and requires appropriate funding to perform its responsibilities and  
54 recommends the adoption of the following resolution:

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56 **Resolved,** that the House of Delegates budget the sum of \$134,525 (income) and \$603,375  
57 (expense) for the conduct of the Administrative/Communications activities for 2020.

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59 **Recommendation of the HOD Reference Task Force on the HDA**

60 **Administration/Communications Resolution #2019-07:**

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62 The HOD Reference Task Force recommends that the HDA Administration/Communications  
63 Resolution #2019-07 be adopted.

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65 **Action taken by the House:**

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