

HAWAII EMPLOYER-UNION HEALTH BENEFITS TRUST FUND
Minutes of the Administrative Committee Meeting
Monday, December 15, 2025

TRUSTEES PRESENT

Ms. Audrey Hidano, Chairperson (via video conference)	Mr. Osa Tui
Mr. Christian Fern (via video conference)	Mr. Robert Yu
Mr. Wesley Machida (via video conference)	

TRUSTEES ABSENT

Mr. James Wataru, Vice Chairperson	Mr. Ryan Yamane
Ms. Maureen Wakuzawa	

ATTORNEY

Mr. Michael Chambrella, Deputy Attorney General (via video conference)

EUTF STAFF

Ms. Donna Tonaki, Assistant Administrator	Ms. Desiree Yamauchi
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OTHERS PRESENT

Mr. Christopher Letoto, HMSA	Mr. Troy Tomita, Kaiser
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I. CALL TO ORDER

The meeting of the Administrative Committee was called to order at 9:00 a.m. by Trustee Audrey Hidano, Chairperson, in the EUTF Board Room, 201 Merchant Street, Suite 1700, Honolulu, Hawaii, on Monday, December 15, 2025.

II. REVIEW OF MINUTES – October 14, 2025

The Committee reviewed the draft minutes of October 14, 2025. Since there were no edits or objections by the Trustees, the minutes stand approved.

III. NEW BUSINESS

A. 2026 Legislative Proposal

Ms. Donna Tonaki summarized the legislative proposal.

MOTION was made and seconded to recommend to the Board submission of a bill to amend Hawaii Revised Statutes 87A-24 to have the EUTF Board set the EUTF Assistant Administrator salary. (Yu/Tui) The motion passed unanimously. (Employer Trustees-3/Employee-Beneficiary Trustees-2)

B. Personnel

Mr. Michael Chambrella and Trustee Wesley Machida summarized the draft version of the Administrator's Evaluation template. The Administrative Committee made some changes to the Evaluation template.

IV. EXECUTIVE SESSION

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MOTION was made and seconded to move into Executive Session at 9:16 a.m. (Tui/Yu)
The motion passed unanimously. (Employer Trustees-3/Employee-Beneficiary Trustees-2)

The regular meeting reconvened from Executive Session at 9:32 a.m.

Chairperson Hidano reported that during Executive Session, the Board reviewed and discussed the October 14, 2025 minutes. Since there were no edits or objections by the Trustees, the minutes stand approved.

V. NEXT MEETING

The Trustees will be polled for a meeting the first week of January.

VI. ADJOURNMENT

MOTION was made and seconded to adjourn the meeting at 9:33 a.m. (Tui/Yu) The motion passed unanimously. (Employer Trustees-3/Employee-Beneficiary Trustees-2)

APPROVED on January 6, 2026.

DOCUMENTS DISTRIBUTED:

1. Draft Administrative Committee Minutes for October 14, 2025. (3 pages)