

1 HAWAII EMPLOYER-UNION HEALTH BENEFITS TRUST FUND
2 Minutes of the Administrative Committee Meeting
3 Tuesday, January 6, 2026
4
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6 TRUSTEES PRESENT

7 Ms. Audrey Hidano, Chairperson Ms. Maureen Wakuzawa
8 Mr. Christian Fern (via video conference, entered at 9:01 a.m.) Mr. Ryan Yamane (via video conference, entered at 9:01 a.m.)
9 Mr. Osa Tui (via video conference) Mr. Robert Yu (via video conference)

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11 TRUSTEES ABSENT

12 Mr. James Wataru, Vice Chairperson Mr. Wesley Machida

13
14 ATTORNEY

15 Mr. Michael Chambrella, Deputy Attorney General

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17 EUTF STAFF

18 Ms. Donna Tonaki, Assistant Administrator Ms. Desiree Yamauchi

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20 OTHERS PRESENT

21 Ms. Michelle Sasaki, HMSA Mr. Troy Tomita, Kaiser

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23 I. CALL TO ORDER

24 The meeting of the Administrative Committee was called to order at 9:00 a.m. by
25 Trustee Audrey Hidano, Chairperson, in the EUTF Board Room, 201 Merchant Street, Suite
26 1700, Honolulu, Hawaii, on Tuesday, January 6, 2026.

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28 Trustees Christian Fern and Ryan Yamane entered the meeting at 9:01 a.m.

29
30 II. REVIEW OF MINUTES – December 15, 2025

31 The Committee reviewed the draft minutes of December 15, 2025. Since there were no edits
32 or objections by the Trustees, the minutes stand approved.

33
34 III. OLD BUSINESS

35 A. Personnel

36 The Committee discussed the Draft Administrator’s Performance Expectations for the
37 period of July 1, 2026 through June 30, 2027. Trustee Hidano requested clarification of
38 Section 2.i. as it states “formal member and employer communication plans”. Deputy
39 Attorney General Michael Chambrella will seek clarification and believes it should
40 reflect “formalize” instead of “formal”.

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42 MOTION was made and seconded to recommend approval to the Board the
43 Administrator’s Performance Expectations for the period of July 1, 2026 through June 30,
44 2027, subject to defining Section 2.i. (Yu/Wakuzawa) The motion passed unanimously.
45 (Employer Trustees-3/Employee-Beneficiary Trustees-3)

46
47 The Committee also discussed the Administrator’s Performance Review Summary for the

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1 period of January 1, 2023 to December 31, 2025. Trustees will complete their evaluation
2 by the February 17, 2026 Board Meeting.

3
4 IV. EXECUTIVE SESSION

5 MOTION was made and seconded to move into Executive Session at 9:05 a.m.
6 (Wakuzawa/Yu) The motion passed unanimously. (Employer Trustees-3/Employee-
7 Beneficiary Trustees-3)

8
9 The regular meeting reconvened from Executive Session at 9:20 a.m.

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11 Chairperson Hidano reported that during Executive Session, the Board reviewed and
12 discussed the December 15, 2025 minutes. Since there were no edits or objections by the
13 Trustees, the minutes stand approved.

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15 V. OLD BUSINESS (continued)

16 A. Personnel

17 The Administrator's salary history was discussed and the Committee proposed a salary
18 increase.

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20 MOTION was made and seconded to recommend approval to the Board to approve a
21 salary increase for the Administrator to \$275,000 per year, retroactive to July 1, 2025.
22 (Tui or Wakuzawa) The motion passed unanimously. (Employer Trustees-3/Employee-
23 Beneficiary Trustees-3)

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25 VI. NEXT MEETING

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27 VII. ADJOURNMENT

28 MOTION was made and seconded to adjourn the meeting at 9:28 a.m. (Yu/Tui) The motion
29 passed unanimously. (Employer Trustees-3/Employee-Beneficiary Trustees-3)

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32 DOCUMENTS DISTRIBUTED:

- 33 1. Draft Administrative Committee Minutes for December 15, 2025. (2 pages)
34 2. Draft EUTF Administrator Annual Performance Expectations for the Period of July 1, 2026
35 through June 30, 2027, Draft Version. (2 pages)
36 3. EUTF Administrator, Performance Review Summary, Performance Period: January 1, 2021
37 to December 31, 2022. (2 pages)
38 4. EUTF Administrator, Performance Review Summary, Performance Period: January 1, 2023
39 to December 31, 2025, Draft Version. (2 pages)