

KATHY M. SUZUKI-KITAGAWA, MBA, MPH, CHES



**Work Experience**

- April 2004-present **Chief Operating Officer**  
*Hawai'i Primary Care Association* *Honolulu, Hawai'i*  
Partnered with Chief Executive Officer to develop and implement HPCA's policies and activities on a day-to-day basis. Developed projects, policies, and budgets for Hawaii's ever-changing community healthcare industry. Oversight of 15-21 staff members. Oversight of \$3.8 million dollar budget and directly responsible for \$2 million in project funds. Responsible for all contracts for company. Oversees outreach and oral health projects for organization.
- Sept 2011—Nov 2011 **Interim Chief Executive Officer**  
*Hawai'i Primary Care Association* *Honolulu, Hawai'i*  
Responsible for managing the overall operations, finances and facilities of the Hawai'i Primary Care Association (HPCA) in accordance with all Board approved policies and in accordance with all regulations and laws governing nonprofit organizations. Assists with permanent CEO job search.
- Feb 2003-April 2004 **Member Services Director**  
*Hawai'i Primary Care Association* *Honolulu, Hawai'i*  
Managed member services projects and directors for 14 community health centers in Hawaii. Coordinated shared clinical, legal, travel, and data services for health centers. Collected and analyzed data for long-term growth and budget plans.
- July 2000-Feb 2003 **Special Projects Director**  
*Hawai'i Primary Care Association* *Honolulu, Hawai'i*  
Developed, supported, and implemented projects that increased access to primary health care throughout the state, involving dental health, mental health, and school health. Worked with coalitions from government agencies, community organizations, and consumers to implement projects. Collected and analyzed data and conducted evaluations for each project.
- Aug 1999-July 2000 **Project Coordinator**  
*Cancer Research Center of Hawai'i* *Honolulu, Hawai'i*  
Coordinated development and implementation of a federally funded state-wide research project on colon cancer, and a pilot study on genetics in colon cancer. Maintained project budgets, intervention materials development, and grant work. Developed project's interviewing materials, scripts, and tracking forms.

- Aug 1999-Sept 2000     **Consultant**  
*March of Dimes Chapter of the Pacific*     *Honolulu, Hawai`i*  
 Developed and wrote chapter's 2000 Needs Assessment. Calculated statistics and analyzed data on all areas of maternal and child health, including infant mortality, low birthweight, teen pregnancy, and access to health care in the state of Hawai`i.
- Oct 1998-June 1999     **Technical Assistant/Consultant**  
*Moloka`i General Hospital*     *Moloka`i, Hawai`i*  
 Provided hospital and Papa Ola Lokahi (Native Hawaiian Health group) with technical assistance in conducting the Native Hawaiian Heart Health Initiative throughout the state. .
- May 1998-May 1999     **Research Assistant/Consultant**  
*Rehabilitation Hospital of the Pacific Foundation*     *Honolulu, Hawai`i*  
 Provided technical and administrative support for research on strokes, wheelchair seating clinic, and brain injury conference. Involved in grant writing, planning, implementing, and evaluating various community-based projects.

## **Education**

- August 2003     **Master of Business Administration (MBA)**  
*University of Hawai`i, College of Business*     *Honolulu, Hawai`i*
- August 1999     **Master of Public Health Degree (MPH)**  
**Specialization in Community Health Education and Development**  
*University of Hawai`i School of Public Health*     *Honolulu, Hawai`i*
- May 1999     **Advanced Certificate in Gerontology**  
*Center on Aging, University of Hawai`i*     *Honolulu, Hawai`i*
- December 1996     **Biology & Pre-medicine Post-Baccalaureate**  
 Certificate of Completion of BA requirements  
*University of Hawai`i*     *Honolulu, Hawai`i*
- May 1996     **Bachelor of Arts Degree in English**  
*University of Hawai`i*     *Honolulu, Hawai`i*

## **Certification**

- June 1999-present     **Certified Health Education Specialist (CHES)**  
 National Certification covering health education theories and practice.

**Boards and Committees**

2000- present            Hawaii Islands Oral Health Task Force member  
Sept 2012-2015        Hawaii State Procurement Policy Board member  
2012-present            Healthcare Association of Hawaii Emergency Management Committee member  
Feb 2013-Sept 2013    Hawaii Healthcare Project State Innovation Model Oral Health Committee member

**Publications**

Suzuki, K., Braun, K., Tsark, J. (2000) Patient Satisfaction Survey of a Wheelchair Seating Clinic. *Physical and Occupational Therapy in Geriatrics*. 17(2): 55-65.

Braun, K., Suzuki, K., Cusick, E., Howard, K. (1997). Development and testing training materials on elder abuse and neglect for nurse aides. *Journal of Elder Abuse and Neglect*. 9(1): 1-15.

Suzuki, K., Braun, K. (1997). Testing training materials on elder abuse and neglect for nurse aides. *Proceedings: Straub Foundation*. April 1997: 25-27.

