

COUNTY OF KAUAI
Minutes of Meeting
OPEN SESSION

Board/Committee:	Committee on the Status of Women	Meeting Date	May 15, 2019
Location	Mo'ikeha Building, Meeting Room 2A/2B	Start of Meeting: 5:00 p.m.	End of Meeting: 6:00 p.m.
Present	Chair Pro Tem Patricia Wistinghausen. Secretary Edith Ignacio-Neumiller. Treasurer Kathy Crowell. Member Darcie Yukimura. Office of Boards and Commissions: Administrator Ellen Ching and Commission Support Clerk Sandra Muragin.		
Excused	Chair Sharon Lasker, Member Erika Valente, Hawai'i State Commission on the Status of Women (HSCSW) Kaua'i Representative Lisa Ellen Smith and Deputy County Attorney Maryann Sasaki.		
Absent	Member Regina Carvalho.		
SUBJECT	DISCUSSION	ACTION	
Call To Order		Chair Pro Tem Wistinghausen called the meeting to order at 5:00 p.m. with four members present constituting a quorum.	
Approval of Minutes	<u>Open Session Minutes of April 17, 2019</u>	Ms. Ignacio-Neumiller moved to approve the Open Session minutes of April 17, 2019, as circulated. Ms. Yukimura seconded the motion. Motion carried 4:0.	
Business	<p><u>CSW 2019-04</u> <u>Post evaluation on Denim Day held Wednesday, April 24, 2019, 12:00 p.m., Līhu'e Civic Center Mo'ikeha Courtyard. [2/20/19, 3/20/19, 4/17/19]</u></p> <p>a. <u>Committee to evaluate partnership with Zonta Club, attendance, purpose and effectiveness.</u></p> <p>Ms. Ignacio-Neumiller shared her evaluation with the Committee:</p> <ul style="list-style-type: none"> • Attendance: There were 42 participants, which was higher than previous years. She would have liked to have more county employees and especially more men attend. To generate a larger audience, she suggested PSA's and radio advertisements. • Partnership: The partnership with Zonta Club was fine. • Program: Timeline was good. 		

SUBJECT	DISCUSSION	ACTION
	<ul style="list-style-type: none"> • Venue: Central location worked well. • Marketing/Advertisement: Would advertise more, if funds were available. • Rate: Great/Best ever due to larger attendance. <p>Ms. Yukimura offered a new take on Denim Day. She suggested to incorporate an educational learning session with Denim Day along with a proclamation. A free #MeToo Prevention Training is available from the HSCSW and this could be offered to county employees. Chair Pro Tem Wistinghausen applauded Ms. Yukimura for the great idea and said the #MeToo Prevention Training was designed by HSCSW Executive Director Khara Jabola-Carolous and was used on the national level by other committees. Administrator Ellen Ching said this is a new and different format that would reach out to women and men and add value to the event. The training should also branch out and be offered to the Kaua‘i Chamber of Commerce and local businesses.</p>	
	<p><u>CSW 2019-06</u> <u>Voices of American Women project.</u> [4/17/19, 5/15/19]</p> <ol style="list-style-type: none"> a) <u>Ms. Smith to share update from HSCSW.</u> b) <u>Formulate action plan to distribute survey and designate responsibilities.</u> <p>Chair Pro Tem Wistinghausen spoke with Ms. Smith and Ms. Jabola-Carolous and discovered that no one else in the state has started this project. They discussed continuity in advertising and requested a template that the other committees could use. She suggested to place the NACW banner with the link to the survey on the CSW website and asked the committee to come up with ideas on how to promote it, since there is no tool kit or press release materials available.</p> <p>Ms. Ching said approval from the County’s Public Information Officer (PIO) would be required to display the NACW banner with the survey link. She suggested two options in case one is not approved. Option A would be to display on the CSW website and Option B would be to do a press release with the website address to the link.</p>	<p>Ms. Ignacio-Neumiller moved to first approve Option A display NACW survey link on the CSW website and if that</p>

SUBJECT	DISCUSSION	ACTION
	<p>Ms. Ching described the importance of data collection and the affect it could have on government and philanthropic funding decisions. Most people are unaware of this and so there is an urgent need to collect as much information from Kaua'i, because Hawai'i surveys tend to not include data from all communities.</p> <p>Ms. Yukimura commented that online surveys could be one source and suggested to include the YWCA and other organizations that perform intakes, to include the survey as part of their program for their clients. Ms. Ching suggested the Committee invite YWCA and Prevention Awareness Understanding (PAU) Kaua'i group to the June 19 meeting to collaborate. Chair Pro Tem Wistinghausen asked that Committee members submit email addresses of potential partners to Commission Support Clerk Sandra Muragin.</p>	<p>does not get approved proceed with Option B press release with the NACW website address to the survey link. Ms. Crowell seconded the motion. Motion carried 4:0.</p> <p>Ms. Yukimura moved to authorize Boards and Commissions to draft an invitation letter to the June meeting to collaborate on the Voices of American Women survey. Ms. Ignacio-Neumiller seconded the motion. Motion carried 4:0.</p>
	<p><u>CSW 2019-07</u> <u>National Association of Commissions for Women (NACW) 49th Annual Conference, theme: Engineering Our Future: Blueprint for Women's Leadership scheduled July 22-24, 2019, in Chicago, Illinois. [4/17/19, 5/15/19]</u></p> <p>a) <u>Ms. Smith to share update on funding request from the HSCSW.</u></p> <p>The HSCSW approved to cover one registration fee. Ms. Ching said the travel budget was not touched; however, she needs to verify and confirm before any payments can be made.</p>	<p>Ms. Yukimura moved to approve the HSCSW cover the cost of Vice Chair Patricia</p>

SUBJECT	DISCUSSION	ACTION
		<p>Wistinghausen's NACW registration fee for the 2019 convention. Ms. Crowell seconded the motion. Motion carried 4:0.</p>
	<p><u>CSW 2019-08</u> <u>Discussion and possible action to conduct training on the Sunshine Law, The Charter of the County of Kaua'i, By-Laws Kaua'i County Committee on the Status of Women and duties.</u> [4/17/19, 5/15/19] a) <u>Training schedule update.</u> Ms. Ching asked for a deferment.</p>	<p>Ms. Ignacio-Neumiller moved to defer CSW 2019-08 discussion to conduct training. Ms. Crowell seconded the motion. Motion carried 4:0.</p>
	<p><u>CSW 2018-20</u> <u>Discussion and possible action on the proposal of Events and Dates for 2019. (Human Trafficking Awareness Forum, Career Day, Breast Cancer Awareness Month, International Day of the Girl or Global Girls Alliance)</u> [4/17/19, 5/15/19] Ms. Ignacio-Neumiller said the Human Trafficking Awareness Forum is being scheduled in September or October and Chair Lasker has volunteered to assist in the planning. Chair Pro Tem Wistinghausen asked for a one page informational sheet to distribute at the next meeting and place it on the agenda for a more indepth discussion. Ms. Ching said if the particulars of the event are completed at least a month in advance it will allow the Committee enough time to advertise and promote the event. She said they should consider holding the forum in a larger venue and she plans to enlist help with promoting the event from former CSW member Lila Metzger. Ms. Ching suggested the Committee place all of its efforts into promoting Voices of American Women, Career Day and Human Trafficking Awareness Forum and drop the remaining two events; Breast Cancer and International Day of the Girl. She asked for members comments. Ms. Yukimura agreed with concentrating on promoting and planning three quality events. She said that the Human Trafficking issue is why she was prompted to join this Committee, because no other sector or agency is taking on this issue. She said Na Ola Napua is working on this issue and looking to start educational training on this subject.</p>	

SUBJECT	DISCUSSION	ACTION
	<p>She would be willing to come to the meeting to collaborate.</p> <p>Ms. Yukimura said she is assisting Ms. Valente with Career Day and they are looking into possibly partnering with the Patsy Mink Fellowship Program that offers assistance to girls and women. It's not official so more information to come. Chair Pro Tem Wistinghausen requested a one page informational handout to share at the June meeting.</p> <p>The Committee unanimously agreed to move forward with only Voices of American Women, Career Day and Human Trafficking Awareness Forum. They agreed to take out Breast Cancer and International Day of the Girl.</p>	
	<p><u>CSW 2019-09</u> Discussion and possible action on the purchase of DVD's for Rise of the Wahine: Champions of Title IX. [5/15/19]</p> <p>a) <u>Select and determine method of disbursement.</u></p> <p>Ms. Muragin promoted the idea to the Committee to invite Mayor Kawakami and the schools principals to an August or September meeting and have an informal presentation of the DVD's all at once. The Committee unanimously agreed and decided to place this back on the June agenda to pick the schools that would receive a DVD. There were 13 DVD's purchased with the remaining fiscal budget.</p>	
	<p><u>CSW 2019-10</u> Discussion and possible action on the formal request for a County of Kaua'i Gender Equity Pay Report. [5/15/19]</p> <p>Ms. Ching suggested they invite Acting Director of Human Resources Janine Rapozo to the July meeting; she would be able to answer questions the Committee may have.</p>	<p>Ms. Ignacio-Neumiller moved to defer CSW 2019-10 formal request for a County of Kaua'i Gender Equity Pay Report to the July meeting and invite Acting Director of Human Resources Janine Rapozo. Ms. Crowell seconded the motion. Motion carried 4:0.</p>
<p>Announcements</p>	<p><u>1. Next Meeting: Wednesday, June 19, 2019, 5:00 p.m., Mo'ikeha Building, Meeting Room 2A/2B.</u></p>	

SUBJECT	DISCUSSION	ACTION
	<u>2. Announcements and other pertinent updates from Hawai'i State on the Status of Women Commission/Kaua'i Representative Lisa Ellen Smith.</u>	
Adjournment		With no objections, Chair Pro Tem Wistinghausen adjourned the meeting at 6:00 p.m.

Submitted by: _____
Sandra M. Muragin, Commission Support Clerk

Reviewed and Approved by: _____
Patricia Wistinghausen, Chair Pro Tem

() Approved as circulated.

(X) Approved with amendments. See 06/19/19_____ meeting minutes.