

COUNTY OF KAUAI
Minutes of Meeting
OPEN SESSION

Board/Committee:	Committee on the Status of Women	Meeting Date	November 19, 2019
Location	Mo'ikeha Building, Meeting Room 2A/2B	Start of Meeting: 5:00 p.m.	End of Meeting: 6:35 p.m.
Present	Chair Darcie Yukimura (<i>arrived 5:17 p.m.</i>). Chair Pro Tem (<i>5:00 p.m. to 5:36 p.m.</i>) and Secretary (<i>5:36 p.m. to 6:35 p.m.</i>) Edith Ignacio-Neumiller. Treasurer Kathy Crowell. Members: Regina Carvalho and Deena Fontana Moraes. Hawai'i State Commission on the Status of Women Commissioner Sierra Hampton-Eng. Office of Boards and Commissions: Administrator Ellen Ching and Commission Support Clerk Sandra Muragin.		
Excused	Vice Chair Patricia Wistinghausen and Member Erika Valente.		
Absent			
SUBJECT	DISCUSSION	ACTION	
	At-Large Mayoral appointee, Deena Fontana Moraes attended her first meeting and would serve a first term ending 12/31/22. Administrator Ellen Ching announced that Chair Yukimura would arrive late and asked Secretary Ignacio-Neumiller to temporarily chair the meeting.		
Call To Order		Chair Pro Tem Ignacio-Neumiller called the meeting to order at 5:02 p.m. with four members present constituting a quorum.	
Approval of Minutes	A. <u>Open Session Minutes of October 21, 2019</u>	Ms. Carvalho moved to approve the Open Session minutes of October 21, 2019, as circulated. Ms. Crowell seconded the motion. Motion carried 4:0.	
Business	<u>CSW 2019-06</u> Update on the planning of the Voices of Women in America Survey project. [4/17/19, 5/15/19, 6/19/19, 7/17/19, 8/21/19, 9/18/19, 10/21/19] A. <u>Review updated survey count.</u> B. <u>Committee members to share efforts on the survey distribution.</u> C. <u>Discuss final steps needed to accomplish the distribution goal of 5,000 in order to</u>		

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	<p><u>reach a survey sample size of 589.</u></p> <p>D. <u>Discuss other related matters.</u></p> <p>Ms. Ching announced that 2,867 surveys were distributed, as November 6. She said an urgent email was sent to all commissioners, Helen Cox of Kaua‘i Community College, Jen Chahannovich of Wilcox Hospital, the Mayor’s invitation to county employees and Carrice Gardner was waiting for approval to email State of Hawai‘i employees. The tally as of today was 4,425 surveys distributed. She said they are so close with only 575 short of 5,000 goal.</p> <p>For the benefit of new members Ms. Moraes and Commissioner Hampton-Eng, Chair Pro Tem Ignacio-Neumiller explained the survey particulars and asked them to share.</p> <p>Ms. Ching asked committee members to email their survey numbers to Ms. Muragin. With no further discussion, Chair Pro Tem Ignacio-Neumiller moved on to the next agenda item.</p>	
	<p><u>CSW 2019-11</u> <u>Update on the Human Trafficking Awareness Forum scheduled Thursday, January 9, 2020, 5:00 p.m. to 6:30 p.m. in the Mo‘ikeha meeting room 2A/2B. [6/19/19, 7/17/19, 8/21/19, 9/18/19, 10/21/19]</u></p> <p>A. <u>Update from Ms. Ignacio-Neumiller and Ms. Yukimura.</u></p> <p>B. <u>Review Press Release.</u></p> <p>C. <u>Review Invitation List.</u></p> <p>D. <u>Discuss refreshment particulars.</u></p> <p>E. <u>Discuss other related matters.</u></p> <p>Chair Pro Tem Ignacio-Neumiller referred to the press release and asked the committee for input. Ms. Ching said she would work with the Press Information Officer (PIO) to strategize a multiple rollout timeline of the press release and marketing approach to advertise the event. There would also be a calendar invite in December to all participants from the last human trafficking event. Chair Pro Tem Ignacio-Neumiller encouraged them to create an event in Facebook.</p> <p>The committee discussed and agreed on the following;</p>	

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	<ol style="list-style-type: none"> 1. Ms. Carvalho volunteered to donate eight yarn lei's (six for the panelist, one for Mayor and one for the First Lady). 2. Ms. Carvalho would invite the sex trafficking survivor. They discussed the possibility that the person may or may not be willing to share. 3. Set-up crew for refreshments at 4pm – Ms. Carvalho and Treasurer Crowell. 4. Clean-up crew after the event – Chair Pro Tem Ignacio-Neumiller, Ms. Moraes, Vice Chair Wistinghausen and Ms. Valente. 5. Reviewed draft program that was distributed before the start of the meeting. They requested the location be added. 6. Print flyers: <ol style="list-style-type: none"> a. Chair Pro Tem Ignacio-Neumiller – 5 full size and 20 half size b. Ms. Carvalho – 10 full size and 10 half size c. Treasurer Crowell – 12 full size (mailed) d. Ms. Moraes – 2 full size e. Commissioner Hampton-Eng – 4 full size <p><i>Chair Darcie Yukimura arrived. Chair Pro Tem Ignacio-Neumiller continued to chair the meeting.</i></p> <p>Ms. Carvalho asked that the CSW banner be displayed. Ms. Ching said they would consider her suggestion and proposed the use of a sandwich board sign instead.</p> <p>The committee examined the list of questions, timeline and how they envisioned an active and engaged participation from audience members. Chair Pro Tem Ignacio-Neumiller attended the Ho'ola Na Pua symposium on November 7 at the Sheraton Kaua'i Resort. It was a campaign for a safer community that raised awareness of sex trafficking in the visitor industry. She collected resources received at the symposium and passed it around for committee members to view. The committee was impressed with the quality of the material and information and requested that Ms. Munoz bring a supply to the January forum. Chair Pro Tem Ignacio-Neumiller shared a picture of a sticker that was used on airport bathroom stall doors in larger cities on the continental United States that could become part of the</p>	

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	<p>committee’s next steps. She also passed around an evaluation form from the symposium. Ms. Ching suggested the committee look at developing next steps for a possible sticker in airport bathroom initiative and develop more awareness in police and fire training and encouraged a more robust discussion after the forum. Once the committee formulates a plan they may want to update the Mayor and invite the Chief of Police. Ms. Moraes volunteered to extend an invitation to school officials and her colleagues. Commissioner Hampton-Eng reported that human trafficking aligned with what the HSCSW was working on. She said they have talked about signs displayed in airport bathrooms and the Bus. They aim to get the outer-island committees together to coordinate actions and strategically plan unison goals.</p> <p><i>Chair Pro Tem Ignacio-Neumiller relinquished her position and handed the meeting over to Chair Yukimura at 5:36 p.m.</i></p> <p>Ms. Ching requested that a motion be made, if the committee wanted to use the evaluation form at the January forum.</p>	<p>Ms. Carvalho moved to approve the use of the Ho’ola Na Pua evaluation for the Human Trafficking Forum on January 9, 2020. Secretary Ignacio-Neumiller seconded the motion. Motion carried 5:0.</p>
	<p><u>CSW 2019-14</u> <u>Continued discussion and possible action on the planning of events and dates for 2020.</u> [9/18/19, 10/21/19]</p> <ul style="list-style-type: none"> A. <u>Review list of events submitted by committee members and select events to plan and execute for 2020.</u> B. <u>Review 2020 Event Planner.</u> <ul style="list-style-type: none"> a. <u>Select committee member(s) to lead the planning of each event.</u> b. <u>Determine the date of when the event would take place.</u> C. <u>Discuss other related matters.</u> <p>Ms. Ching requested the committee decide on no more than two events and assign two</p>	

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	<p>members to each one. The committee discussed at length their preferences, the difference between a small and large event and the strain it placed on the Boards and Commissions support staff. Secretary Ignacio-Neumiller stated that the Zonta Clubs would take on Equal Pay Day and Denim Day and once the event is finalized she would extend an invitation to the committee.</p> <p>The committee selected the following events;</p> <ol style="list-style-type: none"> 1. Human Trafficking Forum, January 9, 2020 2. Human Trafficking Next Steps 3. Women’s History Month – Leader Wistinghausen, Co-Leader Carvalho 4. Breast Cancer Awareness Month – Leader Carvalho, Co-Leader Ignacio-Neumiller. <p>5. Career Day – Leader Moraes, Co-Leader Crowell</p> <p>Chair Yukimura reminded them of the upcoming 2020 census and asked the committee to incorporate that into each of their events. Commissioner Hampton-Eng shared that the HSCSW was scheduled for training on how to prioritize, strategize and align goals with the outer-island committees and part of the process would involve the committee complete a pre-survey. She said HSCSW Executive Director Khara Jabola-Carolus recently spoke with Sweden’s ambassador to end sex trafficking and found out they are scheduled to be on O’ahu</p>	<p>Ms. Carvalho moved to add Breast Cancer Awareness Month to the 2020 list of events and assigned Ms. Carvalho as Leader and Ms. Ignacio-Neumiller as Co-Leader. Secretary Ignacio-Neumiller seconded the motion. Motioned carried 5:0.</p> <p>Ms. Moraes moved to add Career Day to the 2020 list of events and assigned Ms. Moraes as Leader and Ms. Crowell as Co-Leader. Treasurer Carvalho seconded the motion. Motion carried 5:0.</p>

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	<p>in March 2020 to train law enforcements and would forward dates of when this would take place. The CSW discussed the possibility of bringing them to conduct training on Kaua'i.</p>	
	<p><u>CSW 2019-18</u> <u>Discussion on the process to elect a Chair, Vice Chair, Secretary and Treasurer for calendar year 2020.</u></p>	<p>Ms. Carvalho moved to nominate Darcie Yukimura as Chair from January 1 to December 31, 2020. Secretary Ignacio-Neumiller seconded the motion. Motion carried 5:0.</p> <p>Secretary Ignacio-Neumiller moved to nominate Regina Carvalho as Vice Chair from January 1 to December 31, 2020. Treasurer Crowell seconded the motion. Motion carried 5:0.</p> <p>Treasurer Crowell moved to nominate Edith Ignacio-Neumiller as Secretary from January 1 to December 31, 2020. Ms. Carvalho seconded the motion. Motion carried 5:0.</p> <p>Secretary Ignacio-Neumiller moved to nominate Kathy Crowell as Treasurer from January 1 to December 31, 2020. Ms. Carvalho seconded the motion. Motion carried 5:0.</p>
Announcements	<p>1. <u>Next Meeting: Wednesday, December 18, 2019, 5:00 p.m., Mo'ikeha Building,</u></p>	

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	<p><u>Meeting Room 2A/2B.</u></p> <p>2. <u>Announcements and other pertinent updates from the Hawai'i State Commission on the Status of Women/Kaua'i Representative Sierra Hampton-Eng.</u></p> <p>Secretary Ignacio-Neumiller shared her experience at the 11th Na Wahine Alaka'i O Kaua'i Women's Leadership Award dinner. She passed out cards that were used and suggested the committee consider using it at their events. Ms. Ching reminded the committee that they each could use a \$50 stipend to attend a women focused event, its available until June 30, 2019.</p> <p>Commissioner Hampton-Eng addressed questions posed at last month's meeting.</p> <ol style="list-style-type: none"> 1. There were no deadline dates to request funding from the HSCSW; however, it was helpful if the request was submitted by late January to be reviewed and approved by the commission prior to the end of the fiscal year. 2. Fund request should be less than \$10,000.00. 3. The HSCSW did not fund travel expenses, they only fund registration fees and the annual NACW membership fee. Ms. Ching said now that they know the process she suggested this be placed back on the agenda and that the committee consider a request to fund the Human Trafficking next steps, Women's History month and Career Day. <p>Secretary Ignacio-Neumiller said she drafted and signed a letter to the HSCSW for a \$6,000.00 travel fund request.</p> <p>Chair Yukimura asked each of the event leaders to forward their budget to Sandra by Friday, December 6.</p> <p>The committee officially welcomed Ms. Deena Fontana Moraes who was born and raised on Kaua'i and has been the Vice Principal of Wilcox elementary school for the past three years. Education was her passion, particularly in providing a social emotional learning environment</p>	

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	<p>that allowed a child to develop academically and socially. She had a teenage son who attended Island School and was honored to be here. She said as a young girl she was mentored by older women who encouraged her to believe in herself and empowered her to accomplish a promising future. She expressed a desire to mentor younger women and was excited to be involved with this committee.</p> <p>Ms. Carvalho shared that a Westside ‘Ohana day sponsored by Wilcox Hospital and Kamehameha School would take place on Saturday November 23, 9:00 a.m. to 12:00 p.m. at the Kekaha Neighborhood Center. She also requested an updated roster list of CSW members.</p> <p>Secretary Ignacio-Neumiller requested a group picture at the next meeting.</p> <p>Treasurer Crowell inquired about legislative bills that the committee might want to send testimony letters and Commissioner Hampton-Eng volunteered to forward a list from the HSCSW. Ms. Carvalho asked if there could be training on the cycle of a bill.</p>	
Adjournment		<p>Secretary Ignacio-Neumiller moved to adjourn the meeting at 6:19 p.m. Treasurer Carvalho seconded the motion. Motion carried 5:0.</p>

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

Reviewed and Approved by: _____
 Darcie Yukimura, Chair

(X) Approved as circulated. 12/18/19

() Approved with amendments. See _____ meeting minutes.