

COUNTY OF KAUAI
Minutes of Meeting
OPEN SESSION

| Board/Committee: | Committee on the Status of Women | Meeting Date | December 18, 2019 |
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| Location | Mo'ikeha Building, Meeting Room 2A/2B | Start of Meeting: 5:09 p.m. | End of Meeting: 6:32 p.m. |
| Present | Chair Darcie Yukimura. Vice Chair Patricia Wistinghausen. Secretary Edith Ignacio-Neumiller. Member: Regina Carvalho (<i>arrived 5:07 p.m.</i>). Office of Boards and Commissions: Administrator Ellen Ching and Commission Support Clerk Sandra Muragin. | | |
| Excused | Treasurer Kathy Crowell, Member Deena Fontana Moraes, Member Erika Valente and Hawai'i State Commission on the Status of Women Commissioner Sierra Hampton-Eng. | | |
| Absent | | | |
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| SUBJECT | DISCUSSION | ACTION | |
| | Before the start of the meeting the committee received copies of Secretary Ignacio-Neumiller's Human Trafficking next steps cost estimates and draft letter dated 12/19/19 to Ms. Khara Jabola-Carolus regarding funding for 2020 NACW annual membership and registration fees. They also received a draft testimony letter from Treasurer Crowell for the 2020 Legislative session. | | |
| Call To Order | <p>Senator Brian Schatz student intern Kasiah Vercelli, was in the audience and invited by Chair Yukimura to introduce herself. Ms. Vercelli was a senior at Kapa'a High School and passionate about women issues. She served on the young feminist leaders committee last year for the Hawai'i State Commission on the Status of Women. She's always been passionate about civil rights and gender equality, which were central to her core values and involved with the state PTSA (Parent Teacher Student Association) and other advocacy groups. She was currently working on a senior project that involved gender equity and the effects of lighting access for children in third world countries and its impact on education. Chair Yukimura asked for her recommendation on an issue that this committee could assist with that would benefit her community. Ms. Vercelli replied that better access to comprehensive sex education for women, especially in the public school sector. She personally experienced high school sex education classes that lacked discussion on queer women, pregnancy prevention, and although contraceptives were covered it was not in depth.</p> | Chair Yukimura called the meeting to order at 5:09 p.m. with four members present constituting a quorum. | |

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| | <p>She said it was really important that teens become aware of their own bodies and comfortable with progressing to adulthood.</p> <p>Chair Yukimura thanked her and extended assistance with her efforts and leadership development.</p> | |
| <p>Approval of Minutes</p> | <p>A. <u>Open Session Minutes of November 19, 2019</u></p> | <p>Ms. Carvalho moved to approve the Open Session minutes of November 19, 2019, as circulated. Secretary Ignacio-Neumiller seconded the motion. Motion carried 4:0.</p> |
| <p>Treasurer's Report</p> | <p><u>A. 2019-2020 Fiscal Budget</u> <u>1. Treasurer Crowell to report on the 2nd quarter fiscal budget.</u></p> <p>Administrator Ellen Ching stated that Treasurer Kathy Crowell was not able to attend the meeting due to an injury and she was asked to report in her absence. She disclosed that Sandra Muragin kept the statistics and she was just relaying the information based on what was provided in their packets. The fiscal budget remaining balance of \$562.73 had a use it or lose it date by June 30, 2020 and it could be allocated for the Human Trafficking Forum and Women's History Month. These were the two events that fell between January and June. The committee did not have any further questions or concerns on the 2nd quarter report updated 11/20/19.</p> | <p>Ms. Carvalho moved to receive the 2nd quarter 2019-2020 fiscal budget report updated November 20, 2019, as circulated. Vice Chair Wistinghausen seconded the motion. Motion carried 4:0.</p> |
| | <p><u>B. State Grant M15001 – Hawai'i State Commission on the Status of Women Grant to support on-going advocacy and work towards equality for women and girls by acting as a catalyst for positive change through education, collaboration and program development.</u> <u>1. Treasurer Crowell to report on the 2nd quarter state grant budget.</u></p> | |

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| | <p>Ms. Ching said the state grant remaining balance of \$1,131.88 did not have an expiration date and the only stipulation was that the funds could not be used to purchase food items. Secretary Ignacio-Neumiller reminded the committee that Commissioner Hampton-Eng shared that Sweden’s Ambassador to end sex trafficking was scheduled to be on O’ahu in March 2020 to train law enforcements and they may want to consider sponsoring a trip over to Kaua’i to conduct an on-island training. Due to the lengthy conversation on budget questions, Chair Yukimura requested to spend time after the Treasurer’s Report, to allocate budget requests to fulfill the various events the committee wanted to support this year and draft a letter to the Hawai’i State Commission on the Status of Women for their financial support. The committee did not have any further questions or concerns on the 2nd quarter report updated 3/21/19.</p> | <p>Secretary Ignacio-Neumiller moved to receive the 2nd quarter state grant budget report updated March 21, 2019, as circulated. Vice Chair Wistinghausen seconded the motion. Motion carried 4:0.</p> |
| | <p><u>C. Logo Items Inventory</u> <u>1. Treasurer Crowell to report on the 2nd quarter inventory balance.</u></p> <p>Ms. Ching reported remaining logo items of purple coin purses, note pads and pens. The committee did not have any questions on the 2nd quarter inventory report.</p> | <p>Vice Chair Wistinghausen moved to receive the 2nd quarter logo items inventory report, as circulated. Secretary Ignacio-Neumiller seconded the motion. Motion carried 4:0.</p> |
| | <p>Chair Yukimura directed the committee to use this time to discuss financial requirements needed to produce the Human Trafficking Forum and Women’s History month events that were scheduled before the June 30, 2019 fiscal budget deadline.</p> <p>Secretary Ignacio-Neumiller referred to her Human Trafficking Next Steps cost estimates and they discussed the following;</p> <ol style="list-style-type: none"> 1. Possible installation of Human Trafficking (HT) stickers in restroom stalls at the Līhu’e Airport, Princeville Airport, Airplane carriers and public schools. 2. Search for other organizations to partner with for assistance with manpower and | |

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| | <p>financial backing.</p> <ol style="list-style-type: none"> 3. Invite Chief Todd Raybuck for an update on any HT enforcement, incident calls or anything related to HT that could be shared. 4. Partner with “Respect Campaign” that was based on Oahu and targets safe dating. Stickers are placed in restrooms located at restaurants, bars, colleges and night clubs. 5. Budget \$400 travel funds for next year; two interisland guest speakers. <p>Ms. Carvalho said the only expense for Women History month would be advertisement and refreshments. She requested \$850 from the state grant budget to pay for print and radio advertisement and \$200 for refreshments. She was reminded of the event outline due date of Wednesday, January 15.</p> <p>Next, the committee decided to earmark a \$10,000 grant request from the Hawai‘i State Commission on the Status of Women to cover event costs that would be discussed in CSW 2019-19 B. They assigned budget amounts for the following events;</p> <ol style="list-style-type: none"> 1. Human Trafficking Forum 2020 - \$900 (\$75 refreshments and \$825 follow-up) 2. Women’s History month 2020 - \$2,500 (\$800 print/radio advertisement, \$200 refreshments, audio/visual \$500 and venue/program \$1,000). 3. National Association of Commissions for Women 2020 – \$1,200 <ol style="list-style-type: none"> a. \$1000 registration and membership fees, \$200 goody bag b. \$7,000 (travel funds for two committee members to attend the conference – allocated to the Boards and Commissions budget) 4. Career Day 2020 - \$2,500 (partnership, fresh flower lei’s and logo items) 5. Breast Cancer Awareness month 2020 - \$100 6. Human Trafficking Event 2021 - \$2,500 (\$700 travel cost, \$500 audio/visual, \$200 refreshments, \$300 venue, \$800 advertisement) 7. Logo Items – price nylon logo bags <p>The projected costs totaled \$9,700, the commission agreed to ask for a \$10,000 grant.</p> | <p>Ms. Carvalho moved to approve Administrator Ellen Ching draft and submit a letter to the</p> |

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| | | <p>Hawai'i State Commission on the Status of Women to request a \$10,000 grant that includes 2020 and past event activities and authorize Ms. Ching to present the letter to the County Council for their approval first before it's submitted to the HSCSW. Vice Chair Wistinghausen seconded the motion. Motion carried 4:0.</p> |
| <p>Business</p> | <p><u>CSW 2019-06</u> <u>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, 11/19/19]</u></p> <ul style="list-style-type: none"> A. <u>Review and report on the updated survey count.</u> B. <u>Discuss other related matters.</u> <p>Ms. Ching congratulated the committee on reaching its targeted goal of sending out 5,000 survey requests. She said this should assure a valid survey sample.</p> | |
| | <p><u>CSW 2019-11</u> <u>Finalize details 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, 11/19/19]</u></p> <ul style="list-style-type: none"> A. <u>Update from Ms. Ignacio-Neumiller and Chair Yukimura.</u> B. <u>Discuss possible travel stipend.</u> C. <u>Finalize details, timelines, and responsibilities.</u> D. <u>Discuss refreshment particulars.</u> E. <u>Discuss other related matters.</u> <p>The committee discussed and agreed on the following;</p> <ol style="list-style-type: none"> 1. Print copies of the questions. 2. 3x5 cards for audience to write questions. 3. Print survey on colored paper and collect at the end. | |

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| | 4. Move orange wall and setup sign-in table. 5. Everyone assist with clean-up after the event. 6. Refreshment table set-up by back wall. 7. Invite Police Commission members. | |
| | <p><u>CSW 2019-14</u> Finalize 2020 calendar of events. [9/18/19, 10/21/19, 11/19/19]</p> <p>A. <u>Review final list of 2020 events.</u></p> <p style="padding-left: 20px;">a. <u>Review and possible approval of event budget.</u></p> <p style="padding-left: 20px;">b. <u>Determine the date of event.</u></p> <p>B. <u>Discuss other related matters.</u></p> | <p>Secretary Ignacio-Neumiller moved to approve the following 2020 calendar of events; Human Trafficking Awareness Forum, Women’s History Month, Career Day-MCBL Girl’s Summit, Breast Cancer Awareness Month and Human Trafficking Next Steps. Vice Chair Wistinghausen seconded the motion. Motion carried 4:0.</p> <p>Ms. Carvalho moved to approve the 2020 overall budget as discussed earlier. Secretary Ignacio-Neumiller seconded the motion.</p> <p>Ms. Carvalho withdrew her motion and Secretary Ignacio-Neumiller withdrew her second.</p> |

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| | | <p>Ms. Carvalho moved to defer the approval of the 2020 overall budget to the next scheduled meeting. Secretary Ignacio-Neumiller seconded the motion. Motion carried 4:0.</p> |
| | <p><u>CSW 2019-19</u> Discussion and decision making on the possible submission of a letter to the Hawai'i State Commission on the Status of Women for financial assistance.</p> <ul style="list-style-type: none"> A. Secretary Ignacio-Neumiller to share revised letter for financial assistance that includes the annual National Association of Commissions for Women membership fee and registration fees to attend its 50th annual conference in Loudon County, Virginia, July 2020. B. Discussion on the draft letter for financial assistance for 2020 event expenditures. C. Discuss other related matters. <p>This was discussed earlier in the agenda.</p> | |
| | <p><u>CSW 2019-20</u> Discussion and decision making on the possible submission of testimony letters for the 2020 Legislature session.</p> <ul style="list-style-type: none"> A. Review the Hawai'i Women's Coalition Package list of bills they plan to present at the Legislature session. <p>The committee agreed to place this on the next agenda for discussion and requested to prepare Ms. Crowell's letter for their signature.</p> | <p>Vice Chair Wistinghausen moved to accept and keep the intent of the testimony letter drafted by Kathy Crowell and update any changes to the bill numbers. Secretary Ignacio-Neumiller seconded the motion. Motion carried 4:0.</p> |
| | <p><u>CSW 2019-21</u> Review and possible approval of the 2020 meeting schedule.</p> | |

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| | <p>Ms. Ching apologized to Vice Chair Wistinghausen for the change in the meeting dates to Tuesday from Wednesday. Vice Chair Wistinghausen said she was unable to commit to Tuesday meeting's and announced her resignation. She said this was her last meeting.</p> | <p>Secretary Ignacio-Neumiller moved to approve the 2020 meeting schedule, as circulated. Ms. Carvalho seconded the motion. Motion carried 4:0.</p> |
| <p>Announcements</p> | <p>1. <u>Next Meeting: Tuesday, January 21, 2020, 5:00 p.m., Mo'ikeha Building, Meeting Room 2A/2B.</u></p> | |
| <p>Adjournment</p> | <p>They discussed the idea of incorporating student representatives into the meetings in order to gain insight and have a broader knowledge of concerns and issues in that age group. Vice Chair Wistinghausen shared that they introduced a youth version of the status of women group at the NACW conference. Ms. Ching replied that members must be a resident voter. They ended the conversation without making any commitments or further discussion.</p> | <p>With no objections, Chair Yukimura adjourned the meeting at 6:32 p.m.</p> |

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

Reviewed and Approved by: _____
 Darcie Yukimura, Chair

(X) Approved as circulated. 01/21/20

() Approved with amendments. See _____ meeting minutes.