

COUNTY OF KAUAI
Minutes of Meeting
OPEN SESSION

Board/Committee:	Committee on the Status of Women	Meeting Date	September 20, 2023
Location	Boards and Commissions Conference Room with video remote access and audio connection by Microsoft Teams.	Start of Meeting: 5:05 p.m.	End of Meeting: 6:20 p.m.
Present	Chair Darcie Yukimura (<i>Microsoft Teams</i>). Treasurer Sara Miura. Secretary Regina Carvalho. Members: Angela Hoover (<i>Microsoft Teams</i>), Monica Kawakami and Emma White. Hawai‘i State Commission on the Status of Women (HSCSW) Commissioner Edith Ignacio Neumiller. Deputy County Attorney Stephen Hall. Office of Boards and Commissions: Administrator Ellen Ching and Commission Support Clerk Sandra Muragin.		
Excused	Vice Chair Nicole Cristobal.		
Absent			



SUBJECT	DISCUSSION	ACTION
Call To Order Roll Call	<p>Chair Yukimura called the open session meeting to order at 5:05 p.m.</p> <p>Commission Support Clerk Sandra Muragin verified attendance; Member Hoover replied here. Member Kawakami replied here. Member White replied here. Secretary Carvalho replied present. Treasurer Miura replied present. Vice Chair Cristobal was excused. Chair Yukimura replied present. Commissioner Ignacio Neumiller replied present. Deputy County Attorney Hall replied present. Administrator Ching replied present. Commission Support Clerk Muragin replied present.</p>	Quorum established with six members present.
Approval of Agenda		Secretary Carvalho moved to approve the agenda. Ms. White seconded the motion. Motion carried 6:0.

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Public Testimony	<p>Administrator Ellen Ching noted for the record there was no one in the audience.</p> <p>From 5:07 p.m. Teams video blacked out and although several attempts were made to reboot the system and sign back into Teams it was unsuccessful. Deputy County Attorney Stephen Hall advised using the audio portion of Teams instead. Using her cellphone, Ms. Ching called into the audio connection of Teams and connected with Chair Yukimura and Member Hoover. She held the phone to the microphone. Meeting resumed at 5:17 p.m.</p> <p>Due to Chair Yukimura attending the meeting by Teams audio, Secretary Sara Miura chaired the meeting.</p> <p>Ms. Muragin reported for the record she did not receive any written testimony.</p>	
Approval of Meeting Minutes	<p>a) Open Session Minutes of October 19, 2022 (No Quorum 1/18/23, Not on Agenda 3/15/23, 5/17/23 and 7/19/23)</p> <p>b) Open Session Minutes of July 19, 2023</p>	<p>Ms. Kawakami moved to approve the October 19, 2022 minutes as circulated. Secretary Carvalho seconded the motion. Motion carried 6:0.</p> <p>Ms. White moved to approve the July 19, 2023 minutes as circulated. Ms. Kawakami seconded the motion. Motion carried 6:0.</p>
Treasurer's Report	<p>a) Treasurer Miura to share 2023-2024 Treasurer's Report dated September 20, 2023.</p> <p>b) Treasurer Miura to report on the 1st quarter 2023-2024 Operating Fiscal Budget</p> <p>c) Treasurer Miura to report on the 1st quarter State Grant Budget</p> <p>d) Treasurer Miura to report on the 1st quarter Logo Inventory balance.</p> <p>Chair Pro Tem Miura said the 2023-2024 Operating Fiscal Budget first quarter ended with a balance of \$7,100. There was no activity on the State Grant Budget and the balance remained at \$567.04.</p>	

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		<p>Member White moved to receive the 2023-2024 Treasurer’s Report dated September 20, 2023. Secretary Carvalho seconded the motion. Motion carried 6:0.</p> <p>Secretary Carvalho moved to approve the Treasurer’s Budget as submitted (1st quarter 2023-2024 Operating Fiscal Budget, 1st quarter State Grant Budget and 1st quarter Logo Inventory balance). Ms. White seconded the motion. Motion carried 6:0.</p>
<p>Communications</p>	<p><u>CSW 2023-10 Memorandum from former Managing Director Michael A. Dahilig dated December 27, 2022, regarding Meeting Format (in-person, virtual or hybrid). (No Quorum 1/18/23, Not on Agenda 3/15/23, 5/17/23 and 7/19/23)</u></p> <p>Ms. Ching explained that the administration decided to allow each board and commission the flexibility to decide if they wanted to hold their meetings in-person, virtual or hybrid. The committee discussed their options and agreed that hybrid would work best for them and allow the flexibility to attend meetings in-person or virtually.</p>	<p>Ms. White moved to approve the Kaua‘i Committee on the Status of Women meetings be held in a hybrid format. Ms. Kawakami seconded the motion. Motion carried 6:0.</p>
	<p><u>CSW 2023-19 Letter from Charter Review Commission Chair Bronson Bautista dated July 10, 2023, requesting proposals to amend the Charter. (Received 7/24/23)</u></p> <p>The committee did not have any proposals.</p>	<p>Ms. White moved to receive the letter from Charter Review Commission Chair Bronson</p>

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		Bautista dated July 10, 2023, requesting proposals to amend the Charter. Ms. Kawakami seconded the motion. Motion carried 6:0.
Business	<p><u>CSW 2023-03</u> <u>Missing Murdered Native Hawaiian Women and Girls Task Force. (No Quorum 1/18/23, Not on agenda 5/17/23 and 7/19/23)</u></p> <ul style="list-style-type: none"> a) Vice Chair Nicole Cristobal to share any updates. b) Discussion and possible decision-making on other related matters. 	Ms. White moved to table any updates on the Missing Murdered Native Hawaiian Women and Girls Task Force to the next meeting. Ms. Hoover seconded the motion. Motion carried 6:0.
	<p><u>CSW 2023-06</u> <u>2023-2024 Period Products Event</u></p> <ul style="list-style-type: none"> a) Member Hoover to share the Period Products Report dated September 20, 2023 b) Member Hoover to discuss collaboration with Ma‘i Movement Hawai‘i and Hawai‘i Foodbank for donation of period products to the Maui fire victims. c) Discussion and possible decision-making on other related matters <p>Ms. Hoover reported that the period products would be donated to Ma‘i Movement Hawai‘i and Hawai‘i Food bank and disbursed on Maui. She invited committee members to join her 4:00 p.m. on Monday, September 25, where the products would be handed over and be part of the photo op with Mayor Kawakami and representatives from Ma‘i Movement and Hawai‘i Foodbank.</p>	Ms. White moved to receive the Period Products Report dated September 20, 2023. Ms. Kawakami seconded the motion. Motion carried 6:0.
	<p><u>CSW 2023-10</u> <u>Memorandum from Managing Director Michael A. Dahilig dated December 27, 2022, regarding Meeting Format (in-person, virtual or hybrid). (No Quorum 1/18/23, Not on Agenda 3/15/23, 5/17/23 and 7/19/23)</u></p> <ul style="list-style-type: none"> a) Discussion and decision-making on choosing a meeting format. b) Discussion and possible decision-making on other related matters. 	

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	<p>Completed in communications. No further action required.</p>	
	<p><u>CSW 2023-15</u> <u>2023-2024 Event and Budget Planning</u></p> <ul style="list-style-type: none"> a) Review Updated Event and Budget Planning Worksheet b) Discussion and possible decision-making on other related matters. <p>Secretary Carvalho suggested the \$100 surplus be allocated to purchase leis for various events.</p> <p>Ms. Ching suggested the committee make a motion to use any leftover funds in the operating fiscal budget to purchase period products.</p>	<p>Secretary Carvalho moved to allocate the \$100 surplus to purchase leis for various CSW events. Ms. White seconded the motion. Motion carried 6:0.</p> <p>Ms. White moved to allocate purchasing period periods with remaining funds in the operating fiscal budget by the end of the fiscal year. Secretary Carvalho seconded the motion. Motion carried 6:0.</p>
	<p><u>CSW 2023-16</u> <u>2023 Breast Cancer Awareness Event.</u></p> <ul style="list-style-type: none"> a) Secretary Carvalho to share the Breast Cancer Awareness Report dated September 20, 2023 b) Discussion and possible decision-making on other related matters <p>Secretary Carvalho updated the committee on the following;</p> <ul style="list-style-type: none"> • Monday, October 02, 2023 at 11:30 a.m. in the rotunda. • Mayor Kawakami will give a short opening speech. • Wendy Martinez will give a short survivor testimony. • Refreshments and breast cancer pins and trinkets will be available. • Walk from rotunda to Wilcox hospital and back escorted by Kaua‘i Police Department. 	

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	<ul style="list-style-type: none"> • Asked committee members to help setup and cleanup. Ms. Hoover volunteered. • Dennis Fujimoto will be on hand to take photos. 	<p>Ms. Kawakami moved to receive the 2023 Breast Cancer Awareness Report dated September 20, 2023. Ms. White seconded the motion. Motion carried 6:0.</p>
	<p><u>CSW 2023-20</u> <u>Gender Equity and Equality Event</u></p> <ul style="list-style-type: none"> a) Chair Yukimura, Member White and Member Hoover to share plans and actions. b) Discussion and possible decision-making on other related matters <p>Ms. Yukimura reported that the Permitted Interaction Group (PIG) recommended the committee work in partnership with YWCA (Young Women’s Christian Association) to conduct a women’s conference with the Kaua’i Committee on the Status of Women as a major sponsor. The YWCA would work on the details of the conference with input from PIG members. She said the projected date would be spring of 2024.</p> <p>DCA Hall advised Ms. White to recuse herself from voting on the motion.</p>	<p>Ms. Kawakami moved to receive recommendations from the Permitted Interaction Groups on the Gender Equity and Equality Event. Ms. Hoover seconded the motion. Motion carried 5:0. (Ms. White recused)</p>
	<p><u>CSW 2023-21</u> <u>Domestic Violence Awareness</u></p> <ul style="list-style-type: none"> a) Member White to share plans and actions. b) Discussion and possible decision-making on other related matters. <p>Ms. White said October was Domestic Violence Awareness month and she had several options for the committee to partner with YWCA for an awareness campaign. The first option was a social media campaign, radio, and newspaper print ads. She said the social media campaign</p>	

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	<p>would be difficult because Meta flags paid advertisements and key words like domestic violence would block the advertisement. The second option would be to extend the campaign and purchase printed material on domestic violence that could be distributed throughout the year. She planned to collaborate with her YWCA team to choose the best option.</p> <p>A domestic violence vigil would be held 5:30 p.m. at St. Michael’s Church on Thursday, October 19 for those who lost their lives to domestic violence. Vice Chair Cristobal would be one of the speakers. There would be refreshments, reading of Hawai‘i victim names and a moment of silence.</p> <p>DCA Hall advised Ms. White to recuse herself from voting on the motion.</p>	<p>Secretary Carvalho moved to receive the Domestic Violence Awareness report. Ms. Kawakami seconded the motion.</p> <p>Motion carried 5:0. (Ms. White recused)</p>
	<p><u>CSW 2023-22</u> <u>Women’s History Month Event</u></p> <ul style="list-style-type: none"> a) Vice Chair Cristobal to share plans and actions. b) Discussion and possible decision-making on other related matters. 	<p>Ms. White moved to defer discussions on the Women’s History Month Event. Ms. Kawakami seconded the motion. Motion carried 6:0.</p>
	<p><u>CSW 2023-23</u> <u>Discussion and possible decision-making on changing meeting times.</u></p> <p>Ms. Ching said at the last meeting several committee members expressed interest in changing the meeting times and it was up for discussion. Ms. White, Ms. Kawakami, Ms. Yukimura, Ms. Hoover requested no change in meeting times or date.</p> <p>With no desire to change the meeting times, no further action was required, and the committee moved on to the next agenda item.</p>	
<p>State Commission Report</p>	<p><u>CSW 2023-24</u> <u>Update from the Hawai‘i State Commission on the Status of Women Commissioner Edie Ignacio Neumiller.</u></p>	

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	<p>Commissioner Ignacio Neumiller said she attended a NACW (National Association of Commissions for Women) meeting in August by Zoom. They discussed the promotion of women into office and promote gender equity. The 2024 NACW convention would be held in Boston. She said there were 14 applications for the Executive Director position and was asked to sit on the commission to review the applications and select the top five applicants.</p>	<p>Ms. White moved to receive updates from the Hawai‘i State Commission on the Status of Women. Ms. Yukimura seconded the motion. Motion carried 6:0.</p>
<p>Announcements</p>	<p>Next Scheduled Meeting: Wednesday, November 15, 5:00 p.m., Boards and Commission Conference Room.</p> <p>Preview of agenda topics for the November 15, 2023 Meeting:</p> <ul style="list-style-type: none"> • Missing Murdered Native Hawaiian Women and Girls Task Force • Recap Period Products Event • Recap 2023 Breast Cancer Awareness Event • Gender Equity and Equality Event • Domestic Violence Awareness • Women’s History Month Event • 2024 Meeting Schedule <p>The committee began discussing the YWCA Na Wāhine Alaka‘i O Kaua‘i Women’s Leadership Awards Dinner event. DCA Hall clarified for Sunshine Law this would fall under CSW 2023-15 2023-2024 Event and Budget Planning.</p> <p>Commissioner Ignacio Neumiller said Darcie Yukimura would be honored at this year’s event. Secretary Carvalho and Commissioner Ignacio Neumiller said they would attend and had a table to sit on and Ms. Kawakami would also be attending and would sit on the Mayor’s table. Ms. Miura and Ms. Hoover were unsure if they could attend and Ms. White mentioned she may be busy helping with setting up the event.</p>	<p>Ms. Yukimura moved to sponsor any committee member</p>

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		<p>to attend the YWCA Na Wāhine Alaka‘i O Kaua‘i Women’s Leadership Awards Dinner event on November 3, 2023. Ms. Hoover seconded the motion. Motion carried 6:0.</p> <p>Ms. Yukimura moved to use State Grant funds to sponsor any committee member to attend the YWCA Na Wāhine Alaka‘i O Kaua‘i Women’s Leadership Awards Dinner event on November 3, 2023. Ms. Kawakami seconded the motion. Motion carried 6:0.</p>
Adjournment		<p>With no objections, Chair Pro Tem Miura adjourned the meeting at 6:20 p.m.</p>

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

Reviewed and Approved by: _____
 Sara Miura, Chair Pro Tem

- () Approved as circulated.
- () Approved with amendments. See _____ meeting minutes.