

MITCHELL D. ROTH
Mayor

County of Hawai`i
COMMITTEE ON THE STATUS OF WOMEN
c/o 655 Kilauea Avenue • Hilo, Hawai`i 96720
(808) 961-0466 • Fax (808) 961-8908

MEETING MINUTES

Wednesday May 19, 2021
9:30am – 11:30am

Location: Remote participation via Webex

Link: <https://countyofhawaiiidit.my.webex.com/countyofhawaiiidit.my/j.php?MTID=m96e1064707e7abfef3bdef1e a15613fo>

Meeting number (access code): 126 762 2195

Meeting password: MPmHyha5y89 (or 67649425 from phones and video systems)

For free phone connection: Please see attached instructions to have Webex call your phone number **Or, to initiate connection by phone (charges may apply)**

+1-408-418-9388 United States (Toll)

I. CALL TO ORDER

Mele Spencer called the meeting to order at 9:39AM.

II. ROLL CALL
PRESENT

Brooke Derby, Recording Secretary
Mele Spencer, Vice-Chair
Andrew Langtry, Treasurer
Farrah-Marie Gomes
Evelyn Lee
Shana Logan
Sinclair SalasFerguson, Corporation Counsel
Pomaika'i M. Bartolome, Executive Assistant from the Mayor's Office

EXCUSED

Mihaela Ryer, Chair
Cyd Hoffeld, ex-officio
Matapuna Levenson

- III. **APPROVAL OF AGENDA** (May 19, 2021)
Brooke motioned to approve agenda. Andy seconded. No discussion. Motion approved.
- IV. **APPROVAL OF MINUTES** (April 21, 2021) Andy motioned to approve minutes. Brooke seconded. No discussion. Motion approved.
- V. **TREASURER'S REPORT**
A. Andrew had no updated expenditure report from the County. It was pointed the March minutes incorrectly stated the CSW balance. The correct figure is \$9817.00. Brooke motioned to approve the Treasurer's Report. Mele seconded. No discussion. Motion approved. **ACTION ITEM: Mihaela ask Allen to invite Kelden Waltjen to our next CSW Meeting.**
- VI. **STATEMENTS FROM THE PUBLIC**
None.
- VII. **CORRESPONDENCE**
Received email correspondence on Period Poverty Week and the Mayor's Proclamation for Hawai'i County. The Mayor's Proclamation took place on May 19, 2021.
- VIII. **REPORTS**
A. **State CSW Update**
 - Cyd was not in attendance – No new Report.
B. **FVIC Update**
 - The FVIC Kona meeting takes place at the same time as our CSW Meeting so no committee members attended. No update to report.
- IX. **OLD BUSINESS**
A. **Communications**
 - **Family Services Directory:** Farrah's UH Hilo Students have verified all the info on the Directory and are in the process of doing the final edits now. A final draft will be ready for voting at June's Meeting. **ACTION ITEM: Farrah send draft to Allen to distribute to Committee for review before next meeting. Also, verify with Allen that the paper to print the Directory has been purchased.**
 - **CSW Brochure:** No change. Waiting until June to update brochure once new offers have been elected.

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- Add to Communication section in the Agenda. Amend Motion by Farrah to include discussion with Pomaika'i about CSW Committee's communication with the public. Brooke seconded. Motion approved. **ACTION ITEM:** Look up info on the ability of having a CSW Facebook page and report back to the Committee.

B. Outreach

- **Essay Contest:** Gratitude, Grace + Grit- Farrah has 8 prospects she is working with to participate. 2-from Hamakua Health, 2-traditional UH Students, 2-non-traditional UH Students and 3 more than she is in talks with. Brooke is reaching out to a contact that would be a good fit. The Gift Card purchase request has been submitted. There was an issue with the amount but it is being worked out. **ACTION ITEM: Farah follow up with Allen about Gift Card Purchase.**
- **Teen Dating Violence:** The County can do the printing of the Card. Need to get the Card Stock Paper purchased. **ACTION ITEM: Mele follow up with Allen.**
- **Ma'i Movement:** Allen has the invoice and is waiting to hear when it will get paid. The Ma'i Movement event was great. Mayor Roth was in attendance. Brandy appreciated our participation and sent a Mahalo to the Committee.

C. Research

- **Equal Pay:** The Sub-Committee will set up a meeting before June's meeting. The Gift Card have been requested and Allen is working on it. The Invoice is \$2,250.00 for Equal Pay project. The Project Rationale was approved in March (see minutes)
- **Status of Women Report:** The report is going to be published on the YWCA website. **ACTION ITEM: Mele send the report to Kathleen at YWCA to post and also ask about uploading the 2021 Family Services Directory once it is finalized and approved. Also add YWCA Website to Communications Sub-Committee to update with CSW info.**

E. Legislative + Advocacy

- **Human Trafficking:** Review the HT Project Rationale that the Sub-Committee submitted. Evelyn(Kahea) motioned to approved the Project Rationale and its Budget. Shana seconded. Discussion to amend Item D. on the Project Rationale-change the date from 2018 to 2016. 2016 was the

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CSW Committee first began Human Trafficking. Amend Item E. move out of the Project Rationale and add to Legislative + Advocacy. Add: The Campaign will work with Legislative + Advocacy Sub-Committee to track and monitor HT bills. Change the budget -edit "Banner + Poster Boards" to be "Banner + Supplies" in the amount of \$575.00. Motion approved
ACTION ITEM: Evelyn (Kahea) update Project Rationale with these changes.

- **Legislation: No reports. ACTION ITEM: Mele to follow up with Allen to get his distribution numbers to have the updated log ready for March meeting. Please include the log in the monthly meeting info.**

X. NEW BUSINESS

A. Election of Sub- Committee Members.

Farrah- Nominating, Research

Kahea-Outreach, Legislative + Advocacy

Shana-Outreach, Legislative + Advocacy

Brooke-Communication, Legislative + Advocacy

Andy-Nominating

Matapuna- Nominating

Mihaela- Communication, Research, Legislative + Advocacy

Mele-Research

Mele motioned to approve the sub-Committees. Shana seconded. Motion approved. Reminder that Nominating report needs to be done 2 weeks before June 16th meeting.

ACTION ITEM: Mele update Sub-Committee spreadsheet and send to Allen. Mihaela announce Chairs of each Sub-Committee at the June Meeting. Also add Executive Committee elections to the June agenda.

B. Resuming In-Person Meetings-The Committee would like to resume meeting in person. **ACTION ITEM: Mele to check with Allen if that is possible.**

XI. ANNOUNCEMENTS (relating to CSW)- Congratulations to Matapuna on receiving her Masters Degree!

XII. ADJOURNMENT

Farrah motioned to adjourn meeting. Brooke seconded. Meeting adjourned at 11:26 am.

Next Meeting: Wednesday June 16, 2021.

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“IF YOU REQUIRE AN ACCOMMODATION OR AUXILIARY AID AND/OR SERVICES TO PARTICIPATE IN THIS MEETING (I.E., SIGN LANGUAGE INTERPRETER, LARGE PRINT) PLEASE CALL LISA FAULKNER-INOUE AT 961-0466.

Notice to Lobbyists: If you are a lobbyist, you must register with the Hawai`i County Clerk within five days of becoming a lobbyist. {Article 15, Section 2-91.3(b), Hawai`i County Code} A lobbyist means “any individual engaged for pay or other consideration who spends more than five hours in any month or \$275 in any six-month period for the purpose of attempting to influence legislative or administrative action by communicating or urging others to communicate with public offices.” {Article 15, Section 2-91.3(a)(6), Hawai`i County Code} Registration forms and expenditure report documents are available at the County Clerk-Council, 25 Aupuni Street, Hilo Hawai`i 96720.