

Approved

OPEN SESSION MEETING MINUTES

Board/Commission	Committee on the Status of Women	Meeting Date	May 15, 2024
Location	<p style="text-align: center;">Piikoi Building, Boards and Commissions Conference Room 4444 Rice Street, Suite 300, Lihu'e, HI 96766</p> <p style="text-align: center;">Remote Access VIDEO by Microsoft Teams Click on the URL below or type the URL into your computer or smartphone. https://bit.ly/3wtQpLd</p> <p style="text-align: center;">AUDIO Connection by Microsoft Teams Phone: 1 469-848-0234 Conference ID: 397 715 199#</p>	Start of Meeting: 5:10 p.m.	End of Meeting: 6:58 p.m.
Present	<p>Chair Emma White; Vice Chair Sara Miura; Secretary Darice Yukimura (<i>via Microsoft Teams</i>); Treasurer Regina Carvalho (<i>in at 5:11 p.m.</i>); Member Monica Kawakami; and Hawai'i State Commission on the Status of Women Commissioner Edith Ignacio Neumiller, Ex-Officio. Deputy County Attorney Stephen Hall, Ex-Officio.</p> <p>Boards Commissions Support Staff: Boards and Commissions Administrator Ellen Ching, and Support Clerk Mercedes Omo.</p>		
Excused	Lori Barrett, Member		
Absent	Jennifer Hill, Member		



SUBJECT	DISCUSSION	ACTION
Meeting Called to Order/Roll Call to ascertain quorum	<p>Chair White called the meeting to order at 5:10 p.m.</p> <p>Commission Support Clerk Mercedes Omo called the roll: Member Monica Kawakami replied present. Secretary Darcie Yukimura replied present (<i>via Microsoft Teams</i>). Vice Chair Sara Miura replied present. Chair Emma White replied present.</p>	

Committee on the Status of Women Open Session Minutes
of the May 15, 2024, Meeting

SUBJECT	DISCUSSION	ACTION
	<p>*Note - Treasurer Regina Carvalho arrived at the meeting at 5:11 p.m.</p>	<p>Quorum was established with four (4) members present.</p>
<p>APPROVAL OF AGENDA</p>	<p>Boards and Commissions Administrator Ellen Ching requested that the agenda be amended to reflect under CSW 2024-09, that at the last meeting, the Committee had already designated Member Kawakami to lead the event, therefore it would not be necessary to delegate a member to lead the event.</p> <p>Ms. Ching apologized to the Commission for not listing the Human Trafficking agenda item, but assured the Commission it would be on their next agenda.</p> <p>Chair White acknowledged Ms. Ching’s request. She then called for a motion to approve the agenda as amended.</p>	<p>Treasurer Carvalho made a motion to remove CSW 2024-09, item (a) from the agenda and approve the agenda as amended. Ms. Miura seconded the motion. Motion carried 5:0.</p>
<p>PUBLIC COMMENTS AND TESTIMONY</p>	<p>Administrator Ching noted for the record that in the audience is Bevin Parker-Evans and online virtually is Marydith Tuitt. Administrator Ching notified the members of the public that they were able to testify during the public comment period or when a specific agenda item is taken. Both members of the public declined to testify during the public comment period.</p>	
<p>APPROVAL OF MINUTES</p>	<p>a) Open Session Minutes of March 20, 2024, Meeting.</p> <p>Chair White stated that she has some edits to the minutes on page 7 of the minutes regarding her report on CSW 2024-04. Where it states, “The YWCA of Kaua’i also conducts sexual assault exams and hosts forensic interviews...” Chair White stated that the YWCA of Kaua’i does not conduct sexual assault exams and that those are conducting at the Kaua’i Police Department by trained sexual assault exam nurses that</p>	

SUBJECT	DISCUSSION	ACTION
	<p>are employed by KPD, however, the YWCA has advocates that attend those exams in addition to attending the forensic interviews. The YWCA does not host them, those are hosted by the Children’s Justice Center.</p> <p>Administrator Ching clarified that the line that reads, “The YWCA also conducts sexual assault exams and hosts forensic interviews at the Children’s Justice Center” should be changed to, “The SANE nurses at KPD conduct the sexual assault exams and the YWCA provides victim advocates. Forensic interviews are conducted at the Children’s Justice Center and the YWCA provides advocates at the interviews.”</p> <p>Chair White stated that the minutes stated, “The shelter currently has 19 children and 12 adults so it is currently at capacity,” but there really is no true capacity at the shelter and no one will be turned away if there is a need.</p> <p>Administrator Ching stated that the minutes will be revised to include that “...however, no one in need will be turned away.”</p>	<p>Ms. Kawakami moved for approval of the Open Session Minutes of March 20, 2024, with the amendments requested by Chair White. Treasurer Carvalho seconded the motion. Motion carried 5:0.</p>
<p>TREASURER’S REPORT</p>	<p>a) Treasurer Carvalho’s report on the following.</p> <p>b) 2023-2024 Treasurer’s Report.</p> <ul style="list-style-type: none"> ▪ 3rd quarter 2023-2024 Operating Fiscal Budget. ▪ 3rd quarter State Grant Budget. ▪ 3rd quarter Logo Inventory balance. <p>c) 3rd quarter Operating Fiscal Budget for Year 2023-2024 Spreadsheet.</p>	

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	<p>Treasurer Carvalho reported the following:</p> <ul style="list-style-type: none"> • The Treasurer’s Report showing the 3rd Quarter Fiscal Budget was provided to all members. • The Breast Cancer Awareness Month line item was zeroed out. • The Domestic Violence and Sexual Assault Awareness line item has a balance of \$677.38. • The Women’s History Month line-item budget was used in its entirety. • The Period Products line item has \$460.00 remaining. • There was no budget remaining for Denim Day. • For Leis, there is a remaining balance of \$133.24. • For the Human Trafficking Help Signs there is a budget allocation of \$2,000.00. • The Voter Drive has no budget or expenses. • The remaining balance overall is \$5,136,69. • The Commission was also provided with an added worksheet reflecting the proposed budget for July 1, 2024, through June 30, 2025. <p>Administrator Ching clarified that the future budget will be taken up later on the agenda. She also clarified that for the State Grant Budget, no funds were used in the 3rd Quarter and the balance remains at \$382.04. The logo inventory also remains the same as no logo items were given away.</p> <p>There was no one present from the public or on Microsoft Teams wishing to testify on this agenda item.</p>	<p>Ms. Miura moved to receive the Treasurer’s Report for the record. Treasurer Carvalho seconded the motion. Motion carried 5:0.</p>
<p>BUSINESS CSW 2024-04</p>	<p>Domestic Violence and Sexual Assault Awareness</p> <ol style="list-style-type: none"> a) Chair White to share the Domestic Violence and Sexual Assault Awareness Report dated May 15, 2024, and any new updates. b) Discussion and possible decision-making on other related matters. 	

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	<p>Chair White stated that she had no updates to provide at this time.</p> <p>There was no one present from the public or on Microsoft Teams wishing to testify on this agenda item.</p>	<p>There was no action taken on this agenda item.</p>
<p>CSW 2024-06</p>	<p>Denim Day, April 24, 2024</p> <ul style="list-style-type: none"> a) Commissioner Ignacio Neumiller to share plans and actions. b) Discussion and possible decision-making on other related matters. <p>There was no one present from the public or on Microsoft Teams wishing to testify on this agenda item.</p> <p>Chair White thanked Commissioner Ignacio Neumiller for her work on Denim Day. Commissioner Ignacio Neumiller reported that the event went well and that it was well attended. There was more participation in terms of speakers, participation from the YWCA, Committee on the Status of Women, and even Prosecuting Attorney Rebecca Like spoke to the crowd. Dana Hazelton from the Governor’s Office spoke, and Mayor Kawakami presented a proclamation for the event. Commissioner Ignacio Neumiller stated that the success of the event was due to inviting more agencies to participate instead of just depending on the public interest and press releases.</p> <p>Chair White acknowledged that participation was a lot better this year and had a much better turnout compared to many of the proclamation events that she has been to.</p> <p>Treasurer Carvalho also thanked Commissioner Ignacio Neumiller and concurred that working partnership with other organizations will help to increase awareness and attendance at the event.</p> <p>Chair White asked if any feedback was received after the event. Commissioner Ignacio Neumiller stated that she did not receive much feedback, but that the “pearl” theme</p>	

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	<p>created interest in the event. She felt that the event was easier to plan and carry out having the Zonta Club of Kaua'i involved as opposed to depending only on the Committee.</p> <p>Commissioner Ignacio Neumiller thanked Chair White for speaking at the event.</p>	<p>Treasurer Carvalho moved to receive Commissioner Ignacio Neumiller's verbal report for the record. Ms. Kawakami seconded the motion. Motion carried 5:0.</p>
<p>CSW 2024-09</p>	<p>Period Products</p> <p>a) Committee to delegate a member(s) to lead this event.</p> <p>b) Discussion and possible decision-making on other related matters.</p> <p>There was no one present from the public or on Microsoft Teams wishing to testify on this agenda item.</p> <p>Ms. Kawakami reported that she is waiting to see how much money remains in the budget to proceed with ordering Period Products.</p> <p>Administrator Ching stated that she wanted to bring up an issue with the Committee that they are currently at the end of the current Fiscal Year. As the Treasurer reported, there is \$5,136.69 remaining in the budget, \$2,000 of that will be used for the Human Trafficking signage. Administrator Ching asked if the Committee would like to perhaps split the balance between the Period Products and the Human Trafficking signage so that more Period Products and signage could be ordered.</p> <p>Chair White suggested using some of the remaining budget to purchase swag items. Chair White stated that she is tabling two events in the next couple of weeks and having swag items to pass out will draw interest to the table.</p>	<p>Vice Chair Miura moved to receive the verbal report for the record. Secretary Yukimura seconded the motion. Motion carried 5:0.</p>

SUBJECT	DISCUSSION	ACTION
<p>CSW 2024-12</p>	<p>Voter Registration Drive Event</p> <ul style="list-style-type: none"> a) Updates by Chair White on hosting a CSW/Voter Registration Drive Table at the Kaua'i Pride Parade on June 1, 2024. b) Discussion and decision-making on other related matters. <p>There was no one on Microsoft Teams requesting to testify on this agenda item.</p> <p>Chair White stated that she was able to get in touch with Project Graduation and they would like the Committee to set up a table at their event to provide voter registration materials. The date of the event is Friday, May 24, 2024, at the Royal Sonesta Ballroom. The set-up is from 12:00 p.m. to 4:00 p.m. The actual event time is from 12:00 a.m. to 3:30 a.m. If it is slow, then the Committee might be able to leave early.</p> <p>The Kaua'i Pride Parade is on Saturday, June 1, 2024. Chair White was able to secure a table for the Committee in the Community Resource Table Tent that is on the Historic County Building Lawn. The set-up starts at 7:00 a.m. that morning. The parade goes from 9:00 a.m. or 10:00 a.m. and ends at the Historic County Building Lawn, where the table will be. The Committee was also invited to walk in the parade, with the County's delegation. Administrator Ching noted that she has not received any additional, but that Ms. Kawakami along with County staff do participate in the parade with the County delegation. Vice Chair Miura stated that she is walking in the parade with her company, but that after the parade, she would assist at the Committee's table.</p> <p>Vice Chair Miura asked if the Elections Division would provide voter registration pamphlets or materials. Chair White stated that she reached out to the Elections Division, and they told her to stop in to get registration forms. Chair White stated that she wanted to create a graphic to show people where to drop off their registration forms, but that they will also be very close to the Elections Division and can direct people to that location where they can drop off their forms during business hours. Chair</p>	

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	<p>White mentioned that she will also create a QR code that will take people to the voter registration website online.</p> <p>Chair White felt that at both events it might be a good idea to highlight the Committee’s Women’s History Month award.</p> <p>Mr. Hall reminded the Committee that in his discussions with the Elections Division, they only provide 100 voter registration applications to be given out at any one time for every 30-day period. If more is needed, the Committee may need to duplicate them using their own resources.</p> <p>Treasurer Carvalho asked whether the Committee would only be attending one school’s Project Graduation event as each high school holds their events concurrently on the same evening. Chair White stated the event at the Royal Sonesta is for Kaua’i High School. Treasurer Carvalho wondered if the Committee should have a table at each school’s Project Graduation event. Chair White stated that Kaua’i High School was the only one she reached out to.</p> <p>Commissioner Ignacio Neumiller volunteered to help Vice Chair Miura at the Pride Parade event table. Chair White recommended that the three volunteers for the Pride Parade meet to create a schedule so that everyone does not have to be present for the lengthy duration of the event.</p> <p>Your Committee heard from Bevin Parker-Evans who stated that she has been working with all the high schools on the island to do student-run voter registration drives. Kaua’i High School is running a voter registration drive, and they are running it through their student government office. Ms. Parker-Evans suggested that the Committee check with the student government lead to make sure there is not a duplication of efforts. Chair White stated that she would check with her Project Graduation contact to ensure that</p>	

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	<p>efforts are not already being made at the event for voter registration.</p> <p>Administrator Ching recommended that the Committee has someone available at 7:00 a.m. on the Historic County Building Lawn so that they can set up and monitor the items at the Committee’s table. She also mentioned that coordination of any logistical details can be coordinated through the Office of Boards and Commissions. Chair White stated that she had already contacted Administrator Ching for swag items for just one event, and that she may need to increase the count previously provided to Administrator Ching to cover two events.</p> <p>Treasurer Carvalho recommended that for the upcoming convention, that members attend virtually, if possible. She further suggested that the Committee purchase a tablecloth that is easily identifiable that the table belongs to the Committee on the Status of Women. She also suggested purchasing name tags for the members instead of purchasing shirts, which not everyone would use. She suggested these as future expenses.</p> <p>Chair White stated that the convention expenses are for next year’s budget discussion. Treasurer Carvalho clarified that she is speaking to the excess budget that remains in the current fiscal year.</p> <p>Administrator Ching stated that the two events remaining for the Committee are the Voter Registration Event and the purchase of Period Products. Chair White stated that her previous statement about using some of the excess budget was to purchase additional swag that could be used by the Committee at future events.</p> <p>Administrator Ching suggested that Chair White provide a budgetary estimate about how much might be needed for swag purchases and may want to include approximately \$500 for other items such as a tablecloth or name tags. Administrator Ching also</p>	

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	<p>notified the Committee that in previous fiscal years, the Office purchased granola bars for the Committee that they used to hand out at other events and purchases like that could be made fairly quickly. The Committee would need to decide how much they would want to allocate towards that type of expense.</p> <p>Chair White stated that the Committee should prioritize the other event/program items such as the Period Products and the Human Trafficking signage and that any remaining monies can then go towards the tablecloth, name tags, swag, and refreshments pot.</p> <p>Treasurer Carvalho asked for clarification about the remaining budget amount and the prior allocation of \$2,000 towards the Human Trafficking signage. Administrator Ching stated that the quote for the signage came in higher as the original thought was to get self-adhesive signage in a larger size. The quote received was at minimum \$2,500. There are also additional charges for set up, artwork, etc. Administrator Ching and Ms. Kawakami’s discussion was that they would do their best to utilize the funds this year to get everything set up and done this year, and moving forward, whenever there are additional monies, this Committee could consider printing additional signage for other school or County facility locations.</p> <p>Chair White asked if there was an estimate of how much the signage would ultimately cost. Administrator Ching responded that the cost would be upwards of \$2,500+. Chair White asked whether it would be a lot more than \$2,500. Treasurer Carvalho stated that she spoke with Marynel Valenzuela from Sign & Print Machine and Marynel let her know that she would work within the budget that the Committee has. Administrator Ching stated that a solid budget for the project would be \$3,027 and right now the budget would need an additional \$1,000 added to it for the signage project.</p> <p>Chair White stated that the Committee previously spoke about purchasing Period Products that were more expensive but would last longer. Ms. Kawakami reported</p>	

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	<p>previously that the cups are approximately \$20 per cup and there are varying sizes.</p> <p>Treasurer Carvalho asked whether the upcoming convention was offered virtually. Your Committee heard from Marydith Tuitt, who stated that the convention was in-person only for this year to get more of the membership to attend. The Early Bird registration ends on June 15, 2024.</p> <p>The Committee discussed the breakdown of allocating the remaining budget for the current fiscal year. Commissioner Ignacio Neumiller cautioned the Committee that the tablecloth purchased for another organization was done at a discounted rate from Ink Spot, and that the turnaround time and pricing may not be the same once bids are solicited.</p> <p>Chair White suggested the possibility of purchasing fun items for the Project Graduation event and something “rainbow themed” for the Pride Parade event. She further suggested temporary tattoos as a possible purchase.</p> <p>Administrator Ching suggested that the Committee consider making a motion that covers all of the aforementioned expenses related to the Voter Registration Drive under a line item called “Voter Registration Drive Supplies.” Additional funding of \$1,000 can be added for Human Trafficking signage, and the remaining balance can be added to Period Products, completing the budget allocation.</p> <p>Chair White summarized that the request before the Committee would be for \$500 for the Voter Registration Drive Supplies, to include the tablecloth, name tags, and giveaway items. \$1,000 would go to the Human Trafficking signage and the remainder of the budget would go to Period Products.</p>	<p>Ms. Kawakami moved to allocate \$500.00 to the Voter Registration Drive event line item. Vice Chair Miura seconded the motion. Motion carried 5:0.</p>

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		<p>Ms. Kawakami moved to allocate an additional \$1,636.69 to the Period Products event line item. Vice Chair Miura seconded the motion. Motion carried 5:0.</p> <p>Ms. Kawakami moved to allocate an additional \$1,000.00 to the Human Trafficking Help Signs project line item. Vice Chair Miura seconded the motion. Motion carried 5:0.</p> <p>Secretary Yukimura moved to receive the verbal report for the record. Vice Chair Miura seconded the motion. Motion carried 5:0.</p>
<p>CSW 2024-14</p>	<p>2024-2025 Operating Fiscal Budget</p> <ul style="list-style-type: none"> a) Committee to discuss fiscal year 2024-2025 events. b) Committee to allocate funds for each event. c) Committee to delegate a leader(s) for each event. d) Discussion and decision-making on other related matters. <p>There was no one in the public or on Microsoft Teams wishing to testify on this agenda item.</p> <p>Administrator Ching stated that the Committee was provided with a purple worksheet that outlines a draft of the Committee’s budget for the next fiscal year. The events/activities budget is \$1,000. The travel budget is \$7,940. These amounts are subject to approval by the Council during the annual budget session. The Committee</p>	

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	<p>passed a motion earlier this year that the Chair would attend the National Convention. Administrator Ching penciled in a \$3,970 budget for the Chair’s travel. With that expense, the remaining budget would be \$4,970 for the rest of the year. The State Grant balance is \$382.04, and that would be added into the remaining budget to clear out the State Grant total. The total remaining budget inclusive of the State Grant would be \$5,352.04.</p> <p>Treasurer Carvalho asked whether the Committee had to keep the earmark for convention travel. Administrator Ching responded that the Committee had voted in January to send one person to the convention, and that expense comes out of the next fiscal year’s budget.</p> <p>Treasurer Carvalho asked whether there is a way to increase the \$1,000 budget received annually and urged Administrator Ching to lobby for additional funds. Administrator Ching responded that in previous years, the Committee moved everything out of the travel into the events/activities budget since much of the travel was not needed or suspended. The individual buckets of events/activities and travel are not as important as the total budgeted amount that the Committee has at their disposal. If the travel budget is not spent, it can be reallocated to an event or activity that the Committee decides to embark on.</p> <p>Administrator Ching recommended that the Committee not make any major changes prior to the budget being approved by the Council. Treasurer Carvalho requested that Administrator Ching ask for additional budgetary appropriations for the Committee. Administrator Ching stated that she did inquire about moving all into one line item and she was told “no.”</p> <p>Administrator Ching mentioned that one common request she has heard from the</p>	

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	<p>Committee is to increase the program budget of the group. The program budget has not increased, but the overall budget for the Committee has increased to almost \$9,000 from the previous budget allocation of \$7,000. The travel budget increase is more easily palatable as everyone knows travel costs fluctuate due to inflation and other reasons. Administrator Ching stated that the entire \$8,940 is due to be allocated by the Committee on how it chooses to do so. The only caveat is that in January, the Committee approved that one member would be attending the National Convention, which is why the \$3,970 is earmarked for that expense. Treasurer Carvalho added that historically, the Committee sent two members to the National Convention. Chair White stated that if she remembers the discussion correctly, the Committee decided to only send one representative to the National Convention and save the budget for programming activities and events that impact the community.</p> <p>Administrator Ching noted that for the calendar of future events and amounts, she listed events that were discussed by the Committee along with what was budgeted for each of those activities. Chair White stated that she and Secretary Yukimura may want to add in a budgeted amount for a retreat or some other larger event to replace the Gender Equity and Equality Event that did not happen this past year. Secretary Yukimura stated that she is still interested in supporting an Equity Event and the messaging behind that type of event for young women. She is also supportive of a retreat that was mentioned at the Committee’s meeting and is happy to explore that in the budget. Treasurer Carvalho stated that she is supportive of a retreat-type of event, but that it would be important to partner with other organizations to make it happen.</p> <p>Chair White mentioned that since she works for the YWCA of Kaua’i and they have oversight over Camp Sloggett, that is how the idea of a retreat came about. She stated that other ideas and partnerships are welcomed and encouraged.</p>	

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	<p>Vice Chair Miura asked Secretary Yukimura if she wanted to propose a budget for that line item. Secretary Yukimura stated that if the Committee could budget \$1,000 for the retreat, that is a budget that could be worked with alongside a partner organization. Chair White asked whether the Committee needed to select a calendar month for the retreat event or whether that area can be left blank for now. Administrator Ching responded that the decision would be entirely up to the Committee, but that doing a retreat is quite a heavy lift, even in coordination with another organization.</p> <p>Administrator Ching recommended that the Committee make a long-term plan for an event of that nature and give it a budget in the following fiscal year so that there is more than ample time to plan something. Administrator Ching provided examples of past events such as those in partnership with the Patsy Mink organization and others whereby it was a mad rush to try to pull the event together with not enough time for proper planning. Chair White said that she would suggest putting the event at the end of the upcoming fiscal year and no earlier than next January. Administrator Ching recommended that the Committee put it down on the calendar not for the upcoming fiscal year but for the following fiscal year. Administrator Ching pointed to the current fiscal year and period of May with the Committee just making it through to finish parts of the Human Trafficking project while also rushing to encumber funds for the Voter Registration Drive and Period Products, which will occur in the beginning part of June.</p> <p>Administrator Ching stated that she would like to have all monies encumbered or spent by the end of May and not the end June. Chair White stated that she understood where Administrator Ching was coming from.</p> <p>Chair White inquired about the possibility of having a budget line item for deposits that could be reallocated if not spent. Administrator Ching stated that her Office recently learned about employees trying to take advantage of Early Bird registrations and not being allowed to do so. They learned that they could go ahead and pay for the</p>	

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	<p>registration now, but it would be charged against the next fiscal year’s budget. As the motion was made in January to send a representative of the Committee to the National Convention, the Office of Boards and Commissions can go ahead and pay for the registration in this current fiscal year but debited from the account in the ensuing fiscal year. She further stated that the Committee would just need to ensure that it passes a motion designating a budget for a certain deposit or registration to allow the Office of Boards and Commissions to process the expense.</p> <p>Administrator Ching explained that the County’s Department of Finance is very detailed in a good way as it manages the public’s funds and the public’s trust. She further explained that in the past, the Office would have to send detailed information and a flier for the conference along with the registrant’s name in order for registration fees to be processed.</p> <p>Treasurer Carvalho asked whether the registration policy was a directive of the Department of Finance or the Administration. Administrator Ching stated that the policy was the Department of Finance’s procedure. Treasurer Carvalho asked whether the policy was new. Administrator Ching responded that the Office just recently learned about, so she was unsure whether it was new or if the information was just discovered by her Office.</p> <p>Chair White asked Secretary Yukimura how she felt about visioning the retreat event in the upcoming fiscal year and then budgeting for the event in the following fiscal year to allow for the gathering of information, costs, and accurate planning. Secretary Yukimura stated that she was in agreement about spending the next fiscal year planning for the retreat even.</p> <p>Treasurer Carvalho recommended that the Committee undertake an event on human trafficking where they could invite a guest speaker to come to the County Building to</p>	

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	<p> speak on that topic. Chair White stated that Human Trafficking Awareness Month might be a nicely timed event to bring additional awareness. Ms. Kawakami stated that she did not need additional budget for the human trafficking signage but did want to do some type of unveiling for the signage. Chair White stated that National Human Trafficking Awareness Month is in January, so perhaps an event can be coordinated around that timeframe. Ms. Kawakami recommended an unveiling in the summer so that she is able to attend while she is off from her job. </p> <p> Administrator Ching stated that her main focus right now is to spend down the current fiscal year’s budget and to get those expenses incurred and paid for before thinking about any type of unveiling or other event. </p> <p> The Committee proceeded to address the various budgetary items as follows: </p> <ul style="list-style-type: none"> • The National Convention budget was set aside at \$3,970. • The Breast Cancer Awareness budget was set at \$250. • The budget line item for the State Legislative Process to Submit Testimony was skipped. • Domestic Violence and Sexual Assault Awareness was left unbudgeted. <p> Chair White noted that at the Committee’s last meeting, there was discussion regarding an online campaign and if that were to come to fruition, the \$1,000 budget would not be sufficient. </p> <ul style="list-style-type: none"> • The Women’s History Month-Event budget was set at \$1,500. • For the Gender Equity and Equality Event, no budget was allocated to that item due to the event not being held. As was previously discussed, the upcoming fiscal year will be spent planning for an event. A budget will be allocated in the following fiscal year. • The Denim Day lei budget was set at \$30.00. 	

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	<ul style="list-style-type: none"> • The Human Trafficking Help Signs may need upkeep or a reorder. Chair White felt that the \$2,000 may or may not be sufficient. <p>Commissioner Ignacio Neumiller asked whether the signs were just for the County’s restrooms at different Parks & Recreation facilities. Ms. Kawakami stated that that was indeed the plan for right now. Commissioner Ignacio Neumiller asked whether a reordering of signs would lead to expansion to other buildings and locations. Ms. Kawakami concurred. Administrator Ching stated that the quotation received was for approximately 250 signs, which could cover all of the County’s facilities. Administrator Ching and Ms. Kawakami discussed having signage at the airport, middle schools, high schools, and other high-traffic areas, though approval from those facility managers would be needed. Chair White encouraged reaching out to resorts to see if they may want to place signage in their pool areas as she had clients who worked at resorts. Chair White stated that having a solid budget to do another round of sign printing is sensible. Treasurer Carvalho was in agreement with the exception that part of the \$2,000 budget be spent on an event to educate the community. Ms. Kawakami asked that the discussion about an event be tabled to a future meeting as a possible option.</p> <p>Chair White asked whether the budgeted amount for the signage included just the printing of the signs or whether the amount included the graphic design of the sign or other related expenses. Administrator Ching stated that the costs were all inclusive of the design and printing.</p> <p>Chair White stated that next year’s budget does not need to be as high as it does not include the costs to design the sign, set up costs, etc. The budgeted allocation would be solely for the reordering of signs.</p>	

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	<p>Treasurer Carvalho recommended allocating \$500 for a Human Trafficking event and leaving the remaining \$1,500 for signage. The Committee decided to leave the \$2,000 budget intact and rename the line item to Human Trafficking Awareness to encompass all the uses of the funds.</p> <ul style="list-style-type: none"> • The Voter Registration Drive is not anticipated to be in-play next year. • The Period Products budget has \$500 allocated to it for the restocking of supplies. <p>Commissioner Ignacio Neumiller stated that perhaps the Committee might want to consider a budgeted line item for the Na Wahine Alakai O Kaua'i event.</p> <p>Treasurer Carvalho recommended possibly waiting to breakdown the budget at a future meeting. Administrator Ching stated that the Committee may find itself scrambling as it did this current fiscal year to spend down the budget if not allocated to specific events with a focus.</p> <p>Secretary Yukimura asked Commissioner Ignacio Neumiller if she heard anything more about a Hawai'i State Executive Director for the Commission on Women. Commissioner Ignacio Neumiller stated that she can discuss the update during that specific agenda item. Secretary Yukimura stated that she was asking only because the previous State Director held a statewide conference and was wondering if the Committee may be interested in participating in that type of conference next year. Commissioner Ignacio Neumiller stated that the State Commission currently does not have a State Executive Director and she has not heard any status update.</p> <p>Administrator Ching stated that there is a balance of \$1,072.04. There was discussion about possibly increasing the budget for the Domestic Violence and Sexual Assault Awareness, and Ms. Barrett is out sick. Another option for consideration is to send</p>	

SUBJECT	DISCUSSION	ACTION
	<p>people to conferences or meetings, like Na Wahine Alakai O Kaua'i, along with other conferences.</p> <p>Chair White asked whether the budget can be spent on fundraising events. Administrator Ching stated that though it is a fundraiser for the YWCA, it is an event recognizing women and the Committee has paid for people to attend that event. Treasurer Carvalho also noted that there is a Wahine Forum coming up that might be an event to send Committee members to for educational purposes.</p> <p>Chair White stated that since the budget is not being set in stone at the meeting, the remaining balance can be allocated to the Domestic Violence and Sexual Assault Awareness line item while the members have a chance to brainstorm and think of other events or activities, they would like budgetary support for.</p> <p>Administrator Ching recommended that the Committee defer this agenda item and staff revise the Budget Planning Worksheet to reflect the discussions that occurred at the meeting. At the next meeting, budgetary numbers and leads for each project should be designated.</p>	<p>Secretary Yukimura moved to defer CSW 2024-14 to the Committee's July meeting. The motion was seconded by Vice Chair Miura. Motion carried 5:0.</p>
<p>STATE COMMISSION REPORT CSW 2024-17</p>	<p>Update from the Hawai'i State Commission on the Status of Women Commissioner Ignacio Neumiller regarding the NACW Conference July 24-28, 2024, at the Suffolk University, 73 Tremont Street, Boston, Massachusetts 02108.</p> <p>Commissioner Ignacio Neumiller stated that the State Commission still does not have an Executive Director and that they are still waiting to hear on when they will be conducting interviews for the position. She has contacted the State Department of Human Resources, and they provided her with the process. She stated that she does not have any authority and can only ask inquiries.</p>	

SUBJECT	DISCUSSION	ACTION
	<p>Commissioner Ignacio Neumiller mentioned the upcoming NACW Conference and referenced a Conference informational handout that is attached hereto and incorporated herein by reference. Commissioner Ignacio Neumiller provided information on registration, room rates and locations, suggested hotels, speaker topics and discussion, marketing mementos, and side trip information.</p> <p>Ms. Tuitt added that the Conference location is within walking distance from the Miller Resident Hall. The suggested hotels are also within walking distance. Photos of the room arrangements will be posted to the Conference website. Ms. Tuitt explained the various Conference activities and schedules along with highlighting some of the speakers that will be presenting. Ms. Tuitt stated that human trafficking and missing black/brown girls are hot topics in the surrounding area so she was hoping those topics could be covered by the Hawai'i delegation.</p> <p>Commissioner Ignacio Neumiller mentioned that speaker topics could include menopause, mental health, missing and murdered indigenous women, Committee on the Elimination of Discrimination Against Women (CEDAW), and women museums.</p> <p>Ms. Tuitt added that another topic could also include innovative approaches to women's leadership and wellness and self-care, including learning swing dancing.</p> <p>Treasurer Carvalho thanked Ms. Tuitt for the work that she is doing to advance women's issues. Treasurer Carvalho asked when the conference days would start. Mr. Tuitt responded that breakfast would start at 8:00 a.m. with the first breakout session beginning at 9:00 a.m. The day would end around 3:00-4:00 p.m. so that attendees have time for personal fun activities in the area.</p> <p>Commissioner Ignacio Neumiller asked whether there is a need for mementos. Ms. Tuitt responded that swag items are definitely needed and appreciated.</p>	

SUBJECT	DISCUSSION	ACTION
	<p>Chair White thanked Ms. Tuitt for attending the meeting and shared that she had planned to attend the Conference on behalf of the Committee.</p> <p>Commissioner Ignacio Neumiller thanked Ms. Tuitt for her work on putting on the Conference and thanked her further for her military service.</p> <p>Ms. Parker-Evans testified and thanked Ms. Tuitt for her work in hosting this National Conference. She stated that she belongs to the Women’s Caucus of the Democratic Party, and some have previously attended the NACW Conference. She also thanked the Committee for the effort and work that they do for women. Ms. Parker-Evans stated that the Democratic Party has a question about Governor Green’s Ten-Point-Plan and wanted to provide additional information to various groups across the islands. Maui and the Big Island have the plan posted on its website, but she had not heard anything from Kaua’i regarding the survey. Ms. Parker-Evans asked the Committee if the Democratic Party might be able to help with the survey and if the Committee could locate the original survey. The Democratic Party of Hawai’i is looking for additional representation from Kaua’i to join their organization. Meetings are held once a month on Thursday evenings at 6:00 p.m. Kaua’i is lagging in representation in the Women’s Caucus of the Democratic Party.</p> <p>Treasurer Carvalho asked where the meetings are held. Ms. Parker-Evans stated that the meetings are virtual as representation comes from across the state.</p> <p>Commissioner Ignacio Neumiller asked when the survey was possibly sent out. Ms. Parker-Evans showed the Committee a copy of Governor Green’s Ten-Point-Plan written by the Hawai’i State Commission in 2023 before the Executive Director left. The survey was on page 2 in the introduction. The survey was meant to find out how many diverse people are living in Hawai’i, how many single mothers, how many people are in poverty,</p>	

SUBJECT	DISCUSSION	ACTION
	<p>how many are working women, how many women of color/Native Hawaiian, etc. The Maui or Big Island websites have the survey posted and it is a simple survey. Commission Ignacio Neumiller stated that it could have been in a packet that the previous Executive Director Khara Jabola-Carolus handed out. Ms. Parker-Evans recommended the use of partner organizations to help spread the word about the survey.</p> <p>Secretary Yukimura stated that she put the Ten-Point-Plan and the Maui Survey into the chat of the remote meeting platform to be accessed later. She also recommended adding the topic to the Committee’s next agenda.</p> <p>Commissioner Ignacio Neumiller volunteered to contact her counterpart on Maui to inquire on how they handled setting up the survey online. Chair White expressed her interest in that information as well.</p>	<p>Treasurer Carvalho moved for receipt of the verbal report for the record. Vice Chair Miura seconded the motion. Motion carried 5:0.</p>
<p>EXECUTIVE SESSION</p>	<p>Under Hawaii Revised Statutes §92-4, the commission may hold executive meetings closed to the public upon an affirmative vote, taken at an open meeting, of two-thirds of the members present; provided the affirmative vote constitutes a majority of the members to which the board is entitled.</p> <p>Any meeting closed to the public shall be limited to matters exempted by section 92-5. The reason for holding such a meeting shall be publicly announced and the vote of each member on the question of having a meeting closed to the public shall be recorded and entered into the minutes of the meeting. Under Hawaii Revised Statutes §92-7(d), after posting the commission meeting agenda the commission may add an item to the agenda, including an executive meeting closed to the public, by an affirmative two-thirds recorded vote of all members to which the board is entitled, provided that no item shall be added to the agenda if it is of reasonably major importance and action thereon by the board will affect a significant number of people. Items of reasonably major importance</p>	

SUBJECT	DISCUSSION	ACTION
	<p>not decided at a scheduled meeting shall be considered only at a meeting continued to a reasonable day and time.</p> <p>There were no Executive Session items on the Committee’s agenda.</p>	
ANNOUNCEMENTS	<p>Next Scheduled Meeting: Wednesday, July 17, 2024, 5:00 p.m., B&C Conference Room</p> <p>Preview of agenda topics for the July 17, 2024, Meeting:</p> <ul style="list-style-type: none"> • Period Products • Voter Registration Drive Event Recap • Legislative Procedures and Policy Statement • Governor Green’s Ten-Point-Plan • 2024-2025 Operating Fiscal Budget <p>Treasurer Carvalho requested having monthly meetings for the Committee. Chair White clarified that the topic will be brought up once the new fiscal year begins to check whether the vacant position in the Office of Boards and Commissions is filled.</p>	
ADJOURNMENT	<p>There being no objections, the meeting was adjourned by Chair White.</p>	<p>At 6:58 p.m., Chair White declared the meeting adjourned.</p>

Submitted by: _____
Mercedes Omo, Staff Support Clerk

Reviewed and Approved by: _____
Emma White, Chair

(X) Approved as circulated on July 17, 2024.

() Approved as amended. See minutes of _____ meeting.