

SUBJECT	DISCUSSION	ACTION
	<p>an integral part of the Commission on the Status of Women and acknowledged her for the work that she has done for the Commission, the County of Kaua'i and for being a wonderful friend and co-worker in the Office of Boards and Commissions.</p>	
<p>Approval of Agenda</p>		<p>Ms. Kawakami moved to approve the agenda as circulated. Secretary Yukimura seconded the motion. Motion carried 5:0.</p>
<p>Public Testimony</p>	<p>Chair White stated that there were no members of the public present in-person or online to provide testimony. Administrator Ellen Ching announced that no written testimony was received, and no one from the public logged virtually online, so she would not be asking for public testimony after each agenda item.</p>	
<p>Approval of Meeting Minutes</p>	<p>a) Open Session Minutes of January 17, 2024</p>	<p>Vice Chair Miura moved to approve the January 7, 2024 minutes, as circulated. Ms. Barrett seconded the motion. Motion carried 5:0.</p>
<p>Treasurer's Report</p>	<p>Administrator Ching reported that the Treasurer's Report was a part of meeting packet and that as of the 3rd Quarter of 2023-2024, the Commission had \$1,433.93 that was used for Women's History Month activities during the 3rd Quarter and the remaining balance is \$5,157.59. No funds were used during the 3rd Quarter of the State Grant Budget and the balance remains at \$382.04. No logo items were given away during the 3rd Quarter and the remaining balance in that account was \$5,157.59. The Committee did not have any questions.</p> <p>Treasurer Carvalho was noted as present.</p>	<p>Ms. Kawakami moved to receive the Treasurer's Report dated March 20, 2024 for the record. Treasurer Carvalho seconded the motion. Motion carried 6:0.</p>

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<p>Business</p>	<p><u>CSW 2024-02</u> <u>Missing and Murdered Native Hawaiian Women and Girls’ Task Force</u> a) <u>Share MMNHWG Report dated March 20, 2024.</u> b) <u>Discussion and possible decision-making on other related matters.</u></p> <p>Ms. Barrett noted that the agenda posting language should reflect a correction to insert “and” between “Missing” and “Murdered.”</p> <p>Administrator Ching stated that at the January 2024 Committee Meeting, there was a report that relayed the update through November 20, 2023, and that the MMNHWG is currently in the process of doing a collection, conducting survivor focus groups and interviews, and collecting survivor responses from those who work with Native Hawaiians about their perception of violence against Native Hawaiians. She further stated that there is a website containing that report from November 2023 and January 2024. A research team will be able to have their Task Force Report released in mid-July 2024 pending Task Force co-chairs from the Office of Hawaiian Affairs (OHA). However, there are no OHA representatives or State Commission Executive Director, so that was hampering the report from moving forward. Administrator Ching noted that the information she provided was the last update she received and that everything has been status quo from November 2023 and January 2024.</p> <p>Chair White further clarified that it appears that there will most likely be no update on this until the report is actually released or until the State Commission acts upon it.</p> <p>Ms. Yukimura stated that she would like to move any reports on this matter until a State Executive Director is found. Chair White proposed to move any further updates to July 2024, when a report may be available. Administrator Ching acknowledged that staff would place on the agenda any related future reports until such time as noted by the Commission.</p> <p>Chair White acknowledged the presence of Councilmember Felicia A. Cowden at the meeting.</p> <p>Councilmember Felicia A. Cowden was noted as present.</p>	<p>Vice Chair Miura moved to receive CSW 2024-02 for the record. Treasurer Carvalho seconded the motion. Motion carried 6:0.</p>

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	<p><u>CSW 2024-03</u> <u>Gender Equity and Equality Event</u></p> <p>a) <u>Secretary Yukimura and Chair White to share Gender Equity and Equality Event Report dated March 20, 2024 and any new updates.</u></p> <p>b) <u>Discussion and possible decision-making on other related matters.</u></p> <p>There being no objections, CSW 2024-04 was taken out of order. CSW 2024-03 item was deferred to later in the meeting.</p>	
	<p><u>CSW 2024-04</u> <u>Domestic Violence and Sexual Assault Awareness</u></p> <p>a) <u>Chair White to share Domestic Violence and Sexual Assault Awareness Report dated March 20, 2024 and any new updates.</u></p> <p>b) <u>Discussion and possible decision-making on other related matters.</u></p> <p>Administrator Ching inquired if Councilmember Cowden was interested in providing testimony on this agenda item. Councilmember Cowden responded that she was present to provide support for the Commission and did not want to testify on this item other than to acknowledge that domestic violence and sexual assault are continually appearing as problems in the community.</p> <p>There being no objections, further discussion on this agenda item was suspended and the Commission returned to CSW 2024-03.</p>	
	<p><u>CSW 2024-03</u> <u>Gender Equity and Equality Event</u></p> <p>a) <u>Secretary Yukimura and Chair White to share Gender Equity and Equality Event Report dated March 20, 2024 and any new updates.</u></p> <p>b) <u>Discussion and possible decision-making on other related matters.</u></p> <p>There being no objections, CSW 2024-03 was taken out of order.</p> <p>Secretary Yukimura acknowledged the importance of gender equity and equality, and provided a verbal report for the Committee. Secretary Yukimura noted that at the last meeting it was stated that there were certain businesses that wanted to partner with the Committee and</p>	

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	<p>the YWCA of Kaua‘i to host a Women in Business Conference. The Committee would have a chance to provide input on the focus matter and speakers. In that time between January and March 2024, Pacific Business News had a change of leadership with their publisher, which meant that the champion on the ground who was a part of this equity event, is no longer the publisher. With that transition, Pacific Business News is no longer able to focus on this event, which was slated for April 2024. Given this information, the Committee will no longer be able to partner with Pacific Business News and will not be able to host an event before the end of the Fiscal Year.</p> <p>Secretary Yukimura further stated that she and Chair White are continuing to collaborate on how the remaining funds can be used before the end of the current Fiscal Year in a different capacity.</p> <p>Ms. Beth Parker was noted as present via Microsoft Teams.</p> <p>Chair White confirmed that the event that had been planned will no longer be taking place in the current Fiscal Year. Chair White noted that another alternative that has been mentioned is the possibility of having a women’s’/girls’ retreat in Kōke‘e. Chair White has spoken with YWCA Executive Director Renaé Hamilton-Cambeilh about the event, but the possibility of this retreat happening this Fiscal Year is unlikely given the need to execute planning so quickly.</p> <p>Ms. Barrett asked whether Pacific Business News is still able to collaborate on this kind of event in the future. Chair White referred the question to Treasurer Yukimura. Treasurer Yukimura stated that Pacific Business News is still interested in hosting a Kaua‘i event focused on women, however, they have already planned an event in May 2024, which has now shifted their focus. Treasurer Yukimura felt that in future years an event of this nature might be possible, but definitely not in this year or the next.</p> <p>Chair White inquired how the budget allocated for this event would be reflected or whether it would be shifted to next Fiscal Year. Administrator Ching stated that the budget has to be spent by June 30, 2024, so it will not carryover. Administrator Ching further stated that the</p>	

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	<p>Committee previously voted to use any unused budget for period products, but the budget allocated for this event was a significant portion of the Committee’s budget. Administrator Ching asked the Committee whether they had wanted to use the budget for another project or program, such as allocating more to the Domestic Violence/Sexual Assault Awareness program. Administrator Ching also pointed out that there was an overrun with Women’s History Month in the amount of \$33.93, so that overrun could be covered with the unspent budget.</p> <p>Chair White asked whether this discussion could be re-visited with CSW 2024-14, which is a discussion about Fiscal Year 2024-2025’s Operating Budget. Administrator Ching suggested that further discussion on this agenda item be deferred until later on the agenda. Administrator Ching further noted that the amount allocated for this event was \$4,000.00 with \$33.93 being used to cover the overrun for Women’s History Month.</p>	<p>Vice Chair Miura moved to defer CSW 2024-03 to the end of the agenda. Treasurer Carvalho seconded the motion. Motion carried 6:0.</p>
	<p><u>CSW 2024-04</u> <u>Domestic Violence and Sexual Assault Awareness.</u></p> <p>a) <u>Chair White to share Domestic Violence and Sexual Assault Awareness Report dated March 20, 2024 and any new updates.</u></p> <p>b) <u>Discussion and possible decision-making on other related matters.</u></p> <p>There being no objections, the Committee returned to agenda item CSW 2024-04.</p> <p>Chair White stated that she wanted to discuss both Domestic Violence and Sexual Assault in the community. Chair White noted that April is Sexual Assault Awareness Month and Child Abuse Awareness Month. Statewide, the Sexual Assault Awareness group is planning a proclamation and sign-waving event on Kaua’i the first week of April 2024. The event is tentatively scheduled for April 2, 2024, to coincide with statewide events, but that date was not set in stone. This year’s Child Abuse Awareness Month activities are also not scheduled, but will likely consist of a variety of pinwheel plantings, which are hosted by various organizations like the State Department of Health, YWCA of Kaua’i, and the Children’s Justice Center. There will be Denim Day activities as a part of that month as well, but that</p>	

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	<p>any discussion regarding that event will be withheld pending agenda item CSW 2024-06.</p> <p>Chair White provided the Committee with statistics from 2023 and came directly from the YWCA of Kaua‘i, which hosts a variety of services, including the domestic violence and sexual assault hotline. The YWCA of Kaua‘i also conducts sexual assault exams and hosts forensic interviews at the Children’s Justice Center. In the last year, the hotline received 112 sexual assault-specific calls. There were 19 sexual assault forensic exams for adults and minors. There were 29 sexual assault-related interviews for adults and children. Interviews for children may include children who witnessed domestic violence or other crimes.</p> <p>Chair White provided information to the Committee on the Lethality Assessment Program (LAP) which is a program that runs between the Kaua‘i Police Department in partnership with the YWCA. The lethality assessment is a series of questions that are asked by officers or advocates at the scene to determine how likely it is that victim is likely to be killed by their abusive partners. Those questions include whether the perpetrator has used a weapon against the victim, whether they threatened the victim and their children, if they were threatened by actions of choking, or if they were unemployed. Answering in the affirmative to any of these questions indicates a higher level of lethality. In 2023, there were 277 LAP screens and 249 of those LAP screens indicated an elevated risk of lethality. Chair White provided additional statistics as follows:</p> <ul style="list-style-type: none"> • The YWCA received 396 calls related to domestic violence. • 136 were served by the Family Violence Shelter, including 80 women, 3 men, and 52 children. • The shelter currently has 19 children and 12 adults, so it is currently at capacity. • The total number of shelter bed days in nearly 6,000. <p>Treasurer Carvalho asked if the phone calls received were specific to Kaua‘i. Chair White acknowledged that Treasurer Carvalho was correct.</p> <p>Chair White stated that the estimated population of Kaua‘i is between 73,000-74,000 and that</p>	

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	<p>she wanted to get statistics from 2022 to compare this data to, but that she did not have the time to do so. Based on the current figures, projections are on-track to exceed 2022 figures for the number of those displaced due to domestic violence or sexual assault.</p> <p>Ms. Barrett inquired if statistics are tracked related to the ethnic background of a victim. Chair White stated that in face-to-face interactions, it is much easier to track ethnicity based on appearance and being able to ask them about it. However, on a hotline intended to be anonymous, it is more difficult to inquire about ethnicity. Chair White stated that if the interest in ethnic statistics is the request of the Committee, she could try to do so. She also noted that unscientifically and disproportionately the African American and Native Hawaiian heritage of our residents is noted than that of which is the typical demographic of our island.</p> <p>Secretary Yukimura asked if Chair White could elaborate on the discrepancy in the number of those who called and those who were actually screened via examination. Chair White stated that in order to receive a sexual assault examination, there is a sensitive timeline of a maximum of one week since the occurrence. There are also information-related calls which are friends calling on behalf of friends for information, where these people would not be directed to get an examination. That information is always provided to anyone seeking sexual assault services. Ultimately, it is up to the victim to decide to get an exam done. The exams are done at the Kaua'i Police Department in an exam room with nurses who are trained to do sexual assault examinations. These nurses are not officers. Also, just because someone gets a sexual assault test completed, that does not mean that this person is filing a report, which is a big decision for a victim to make.</p> <p>Treasurer Carvalho stated that the YWCA observes Domestic Violence Awareness Month in October, and that the Committee should align itself with observing that month in October. She feels that calling attention to this in any other month would cause additional confusion. Chair White stated that she has not observed the same, even though October is Domestic Violence Awareness Month. Chair White further clarified that April is always Sexual Assault Awareness Month and Child Abuse Awareness Month, and that they coincide. She further stated that Committee members might see pinwheel gardens around and that the intention is to bring awareness to different types of violence. She noted that domestic violence can include</p>	

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	<p>sexual violence as well as child abuse as well.</p> <p>Administrator Ching called for public testimony on this agenda item. Councilmember Cowden and Ms. Parker declined to testify. Ms. Parker clarified that she was just listening in to the meeting as a part of the Women’s Coalition.</p>	<p>Ms. Kawakami moved to receive C 2024-04 for the record. Ms. Barrett seconded the motion. Motion carried 6:0.</p>
	<p><u>CSW 2024-05</u> <u>Women’s History Month Event.</u></p> <p>a) <u>Member Barrett to share Women’s History Month Report dated March 20, 2024 and any new updates.</u></p> <p>b) <u>Discussion and possible decision-making on other related matters.</u></p> <p>Administrator Ching called for public testimony on this agenda item. No members of the public provided testimony.</p> <p>Ms. Barrett noted that she was encouraged to celebrate Women’s History Month in March and encouraged the community to expand their list of vendors to support women-owned businesses, explore local options from businesses owned by women on the island, and to further support female-owned businesses and entrepreneurs on the island. She encouraged others to support this endeavor by tagging local businesses on social media and tagging the Zonta Club of Kaua’i. Others just responded in the comments and called out local women-owned businesses that they enjoyed shopping at. The other highlight of the event was to showcase inspirational women within one’s circle to expand the event from women-owned businesses to also include women who are community leaders, inventors, authors, caretakers, siblings, teachers, mentors, or anyone who has been a significant influence in one’s life, and sharing those tributes on social media. The campaign started on March 1, 2024, and a press release was written, which the County of Kaua’i released to the media. Mayor Kawakami also highlighted the event in his weekly briefing. Radio spots were also purchased on KQNG, HHawaii Media, and Star 94.3 emphasizing support of women-owned businesses along with women of influence on the island. Committee members all received a link to the radio spot along with a copy of the press release that was sent out. Ms. Barrett also noted that she created</p>	

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	<p>a web advertisement that is on the Star 94.3 website and the campaign will continue through the end of March.</p> <p>Chair White acknowledged Ms. Barrett for her work on the radio spots. Ms. Barrett stated that she felt this campaign was one of the best ways to get the community involved in the work of the Committee and to create community-wide awareness for participation by spreading the message continuously through the radio media.</p> <p>Administrator Ching also acknowledged Ms. Barrett for taking reigns of this project at the onset of her service to the Committee and did a lot of work to get this campaign off the ground.</p>	<p>Ms. Carvalho moved to receive CSW 2024-05 for the record. Ms. Kawakami seconded the motion. Motion carried 6:0.</p>
	<p><u>CSW 2024-06</u> <u>Denim Day, April 24, 2024.</u></p> <p>a) <u>Commissioner Ignacio Neumiller to share plans and actions.</u></p> <p>b) <u>Discussion and possible decision-making on other related matters.</u></p> <p>Commissioner Ignacio Neumiller reported that she was recently advised that as the President of the Zonta Club of Kaua‘i and an ex-officio member of the Committee, she has a conflict of interest in being the direct lead for the event. Commissioner Ignacio Neumiller stated that she will be stepping down as the lead on this event, but that the Zonta Club of Kaua‘i will be taking over. She further noted that she hopes the Committee would continue to support the event and that she had already prepped a draft Proclamation which is currently being worked on the by the Mayor’s Office for presentation on April 24, 2024 at 11:30 a.m. at the Rotunda. Commissioner Ignacio Neumiller also communicated with the YWCA of Kaua‘i to coordinate their appearance at the Proclamation presentation to distribute domestic violence information to the public. Commissioner Ignacio Neumiller encouraged the Committee to notify her of any other groups or individuals to whom she could reach out to for participation at the event to make the event as impactful as possible.</p> <p>Councilmember Cowden noted that the Kaua‘i County Council would be happy to provide a Council Certificate for Denim Day, but that the presentation is likely in conflict with the Council’s meetings that occur on Wednesdays if the presentation is held at 11:30 a.m.</p>	<p>Ms. Barrett moved to receive the verbal report for CSW 2024-06 for the record. Vice Chair Miura</p>

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	<p>Commissioner Igancio Neumiller pointed out that the timing was based on the Mayor’s schedule, but that the time can change. Councilmember Cowden requested possibly a 12:30 p.m. presentation so that the Council could be present.</p> <p><i>Secretary Yukimura and Deputy County Attorney Hall noted difficulty in hearing the meeting proceedings and subsequently disconnected and reconnected via telephone audio.</i></p>	<p>seconded the motion. Motion carried 6:0.</p>
	<p><u>CSW 2024-09</u> <u>Period Products.</u></p> <p>a) <u>Committee to delegate a member(s) to lead this event.</u></p> <p>b) <u>Discussion and possible decision-making on other related matters.</u></p> <p>There was no one in the public requesting to provide public testimony on this agenda item.</p> <p>Administrator Ching stated that the Committee is looking for a member to lead this event. She noted that former member Angela Hoover was leading this event, but that Ms. Hoover moved back to the mainland to care for her mother. Ms. Kawakami volunteered to lead the event and noted that Ms. Hill also expressed interest in assisting.</p>	<p>Vice Chair Miura moved to designate Ms. Kawakami as the lead for the Period Products event. Ms. Barrett seconded the motion. Motion carried 6:0.</p>
	<p><u>CSW 2024-12</u> <u>Voter Registration Drive Event.</u></p> <p>a) <u>Deputy County Attorney Stephen Hall to address the Committee’s request to possibly plan a voter registration drive event.</u></p> <p>b) <u>Discussion and possible decision-making on other related matters.</u></p> <p>There was no one in the public requesting to provide public testimony on this agenda item.</p> <p>Deputy County Attorney Hall expressed his apologies for the technical difficulties he is experiencing, but had intended to share his screen to show some resources for the Committee. He stated that he would e-mail the resources to Administrator Ching for dissemination. Deputy County Attorney Hall stated that the Committee can hold a voter registration event and that it is encouraged, at least at the State-level. Deputy County Attorney Hall noted that there will be Federal, State, and Local laws and guidelines that must be followed. At the Federal-level, it would be ideal that any voter registration drive be non-partisan, did not</p>	

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	<p>endorse any candidates or parties, or make the ability to register contingent upon a specific party vote. Another thing to avoid would be trying to raise money to help with a voter registration drive or spending any amount greater than \$2,000, which would prompt registrations and filings at the Federal-level. At the State-level, there is a page on the State Office of Elections website dedicated to registration drives that provide guidelines to assist in providing voter registration guidelines that must be adhered to. The purpose of this information is to ensure that registration is done properly and not rejected by elections officials upon submission. Deputy County Attorney Hall also spoke to the County's Elections Division and they reminded him that there is a limit of 100 applications that can be requested from them to be distributed by the organizers of any voter registration drive at their window. Application copies can be made following guidelines that Deputy County Attorney Hall can provide to the Committee to ensure that they adhere to Hawai'i Administrative Rules and other requirements of the application. At the County-level, there are no provisions in the Charter or Code prohibiting this action by the Committee. The Office of Information Practice suggested that the Committee possible form a Permitted Interaction Group to nullify any concerns regarding the Committee and adherence to the Sunshine Law. The deadline for paper registration for the primary election is not until July 31, 2024. The deadline for paper registration for the general election is not until October 28, 2024.</p> <p>Chair White thanked Deputy County Attorney Hall for the information as she was the member who brought this idea to the Committee. She noted that she had participated in voter registration drives in the past. The Committee discussed where an event of this nature could occur and options such as Project Graduation, Visitor Industry Charity Walk, Pride Parade, at college events, etc. were mentioned.</p> <p>Ms. Kawakami noted that a voter registration booth could be set-up at these events to drive additional voter registration.</p> <p>Administrator Ching inquired with the Deputy County Attorney if there would be any concerns if the Committee distributed swag at the voter registration booth. Deputy County Attorney Hall stated that the dollar amount threshold would be the main factor to consider, and that the Federal Elections Commission and Internal Revenue Service treated voter registration drives</p>	

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	<p>and groups in the same category as partisan groups doing the same. Deputy County Attorney Hall felt that if the Committee kept the voter registration drive non-partisan and under the \$2,000 threshold would ensure that the Committee did not run afoul of any laws or rules in-place.</p> <p>Chair White requested that Deputy County Attorney Hall provide the Committee with information as to whether funds could be used to purchase radio advertisement time for the event. Deputy County Attorney responded that radio advertisements are grouped with direct mailers, posters, etc. as communications.</p> <p>Administrator Ching mentioned that through her work with the Elections Division, she is aware of their massive voter registration plan through targeted digital advertisements, which helped Kaua‘i County move from the lowest primary election turnout in the last election cycle to the highest general election turnout following the digital media campaign. Administrator Ching pointed out that the Elections Division will be spending close to \$60,000 for both the primary and general elections advertisements, so she believes that will cover the need for any advertising. Administrator Ching felt that face-to-face contact events might provide the Committee with a greater opportunity to make a difference as the digital media component will already be taken care of.</p> <p>Vice Chair Miura inquired if there was any way outside of the media campaign that the Committee could support voter registration efforts. Administrator Ching responded that participated in events such as Project Graduation or larger parades like the Pride Parade might be the best options to consider. Vice Chair Miura asked whether Administrator Ching was aware of any local drives set to occur. Administrator Ching responded that she was not aware of any scheduled events by the County’s Election Division or any of the political parties.</p> <p>The Committee discussed possibly pushing a QR code to help with voter registration efforts or newspaper advertisements. Administrator Ching stated that the current push from the Elections Division will be focused digitally and not in print media.</p> <p>Chair White expressed her concern that the focus should be on the younger people in the</p>	

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	<p>community and expressed doubts that the younger generation may not necessarily visit online platforms that may be behind paywalls.</p> <p>Ms. Barrett noted that the local newspaper is providing opportunities for the public or groups to purchase web advertisements on their website and that she can provide the rate card to the Committee. She also noted that she felt any additional funding from the Committee not be added to the large budget already in-place for the Election Division’s media campaign, but on targeted media campaigns for the younger generation on other radio stations, and in Kaua’i Now.</p> <p>Secretary Yukimura expressed her concurrence with the discussion that occurred.</p> <p>Chair White expressed that she was tentatively interested in leading this event, but that she would like to speak to other Committee members who may have the capacity to assist. Ms. Barrett stated that she could handle some of the web design and placement of advertisements that are run. Vice Chair Miura stated that she would support the effort with manpower.</p> <p>Administrator Ching asked the Committee whether this drive was anticipated to be a project of the Committee for the current Fiscal Year or the ensuing Fiscal Year given the primary and general election voter registration deadlines of July 31 and October 28, respectively.</p> <p>The Committee discussed the upcoming meeting schedule of May and mid-July meetings, but that there is the possibility of increasing the frequency of the Committee’s meetings.</p> <p>Treasurer Carvalho inquired about the thought of providing swag for registering. Administrator Ching acknowledged that the concept was brought up by her as a way to attract people to the voter registration booth. Chair White stated that prize giveaways or spinning wheels attract the younger generation to informational tables. She further stated that she is supportive of a summer event such as the Pride Parade and that manpower and funding may need to be allocated in the current Fiscal Year.</p> <p>Treasurer Carvalho inquired if any word was heard regarding the Farm Fair starting up again.</p>	

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	<p>Commissioner Ignacio Neumiller stated that according to the Farm Bureau President Laurie Ho, the event is not scheduled to occur.</p> <p>Ms. Barrett mentioned that the Rice Street Block Party may also be a well-attended event for this drive given that the attendees fall within the younger target market.</p> <p>Chair White volunteered to take the lead for this initiative.</p>	<p>Treasurer Carvalho moved to designate Chair White as the lead for the Voter Registration Drive Event. The motion was second by Ms. Barrett. Motion carried 6:0.</p>
	<p><u>CSW 2024-13</u> <u>Legislative Procedures and Policy Statement.</u></p> <p>a) <u>Review and discussion on possibly revising and modifying the legislative priorities document approved January 21, 2020.</u></p> <p>b) <u>Discussion and possible decision-making on other related matters.</u></p> <p>Administrator Ching requested that the agenda item be tabled as the Legislative Session is at the tail-end. She noted that the time to re-visit a policy like this would be in the July-August timeframe in preparation for the next Legislative Session.</p>	<p>Ms. Kawakami moved to table the Legislative Procedures and Policy Statement until the Committee's July meeting. The motion was seconded by Vice Chair Miura. Motion carried 6:0.</p>
	<p><u>CSW 2024-14</u> <u>2024-2025 Operating Fiscal Budget.</u></p> <p>a) <u>Committee to discuss events for Fiscal Year 2024-2025.</u></p> <p>b) <u>Committee to allocate funds for each event.</u></p> <p>c) <u>Committee to delegate a leader(s) for each event.</u></p> <p>d) <u>Discussion and possible decision-making on other related matters.</u></p> <p>There was no one in the public requesting to provide public testimony on this agenda item.</p>	

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	<p>Administrator Ching stated that this item was placed on the agenda for the Committee to start to think about what projects and budgeted allocations they would like to see for the next Fiscal Year. Administrator Ching referred the Committee to the financial statements to see what activities the Committee had planned for the current Fiscal Year and what the associated budget for each activity. The activities planned for the current Fiscal Year included Breast Cancer Awareness Month, Domestic Violence and Sexual Assault Awareness, Women’s History Month, Gender Equity and Equality Event, Period Products, and Denim Day. The Committee could add the Voter Registration Event to that list. The Office of Boards and Commissions will be looking to solidify a budget proposal for the Committee in May 2024 for the ensuing Fiscal Year.</p> <p>There being no objections, discussion on CSW 2024-14 was moved to later on the agenda.</p>	
	<p><u>CSW 2024-15</u> <u>Scheduled Meetings.</u></p> <ul style="list-style-type: none"> a) <u>Committee to discuss a possible increase in scheduled meetings per year.</u> b) <u>Discussion and possible decision-making on other related matters.</u> <p>Administrator Ching stated that increasing the frequency of meetings would be difficult for the Office of Boards and Commissions to staff. The Committee is required to have 4 meetings per year. Each year, the State Legislature adds other new committees or boards, but the staffing levels remain flat. Administrator Ching suggested that if the Committee wanted to meet more often, it would be helpful if the Committee could stick to the scheduled meetings for the remainder of the year, but that the Office of Boards and Commissions could meet with the Committee or individual members regarding specific projects, on an as-needed basis so that it would not be a scheduled meeting. If a meeting is scheduled, staff would need to schedule, post an agenda, complete minutes, etc. related to Sunshine Law requirements. Staff could meet individually with members to discuss activities, if needed.</p> <p>Treasurer Carvalho asked whether this practice was common for all other boards and commissions. Administrator Ching explained the various meeting requirements for other boards and commissions, including those that meet only when applications arise.</p>	

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	<p>Chair White asked for clarification on how unscheduled meetings would occur and how that would be in compliance with the Sunshine Law. Administrator Ching explained that it would be direct communication via telephone call or e-mail between staff and individual members. Chair White suggested that the Committee meet based on the current schedule and further explore Administrator Ching’s offer to meet based on project needs, especially given the Office’s on-going staffing challenges and loss of a Commission Support Clerk. Chair White further suggested that this specific topic be re-visited upon filling of the Commission Support Clerk position that is now vacant.</p> <p>Treasurer Carvalho stated that she feels that as women, they are short-changed and that meetings should occur every month to get more business addressed. Chair White concurred with the concept of monthly meetings but is also sensitive to the fact that the Office is already stretched thin and that working outside of capacity is extremely difficult.</p> <p>Commission Support Clerk Omo stated that each staff member handles approximately 5 boards or commissions each, all of whom are very active.</p> <p>Administrator Ching stated that the last 2 years have been very difficult given the absence of 1 Commission Support Clerk due to illness and that everyone in the Office has picked up her duties with the thought that she would ultimately return.</p> <p>Chair White asked the Committee to consider tabling this specific item until the new Fiscal Year to allow time for the Office of Boards and Commissions to fill the vacant Commission Support Clerk position within the Office.</p> <p>Administrator Ching also mentioned that due to being assigned to the Emergency Operations Center during the pandemic, it took staff approximately 1 year to catch up after returning to normal working conditions.</p> <p>Treasurer Carvalho expressed her overall frustration that even the State Commission’s Executive Director position has not been filled for over a year and that empowering women has become a difficult task to fulfill based on support.</p>	

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	<p>Ms. Barrett asked about the dynamic of planning events outside of a scheduled meeting to remain in compliance with the Sunshine Law. Administrator Ching stated that having a lead member authorized to make decisions for the Committee is helpful in moving projects or activities forward. Including other members in the discussion is difficult due to the Sunshine Law.</p> <p>Chair White stated that communications could be facilitated through the Office of Boards and Commissions to keep members informed, but that formal discussions would occur at scheduled meetings.</p> <p>Treasurer Carvalho stated that her understanding was that 2 members could speak to each other, but not 3 members at once. Administrator Ching stated that the restriction is that discussions can occur amongst members as long as it remains less than quorum. Deputy County Attorney Hall noted that quorum is 4 members, but that a Permitted Interaction Group would be 3 members. Deputy County Attorney further stated that 2 members could meet, as long as they do not commit to voting a certain way nor participate in serial communication with other members.</p> <p>Treasurer Carvalho encouraged everyone to attend Sunshine Law training offered by the Office of Boards and Commissions. Administrator Ching stated that this training is provided to all new, incoming boards and commissions members, including other topics that span the range of topics such as committee responsibilities, ethics, etc.</p> <p>Chair White expressed her interest in returning to this agenda item at the Committee's July meeting to allow time for the Office of Boards and Commissions to fill the recently vacant Commission Support Clerk position and to evaluate resources at that time. Administrator Ching acknowledged this would occur.</p>	<p>Vice Chair Miura moved to defer CSW 2025-15 to the Committee's July meeting agenda. Treasurer Carvalho seconded the motion. Motion passed 6:0.</p>

SUBJECT	DISCUSSION	ACTION
<p>State Commission Report</p>	<p><u>CSW 2024-16</u> <u>Update from the Hawai‘i State Commission on the Status of Women Commissioner Ignacio Neumiller.</u></p> <p>Commissioner Ignacio Neumiller reported that there is no update on the status of the State’s Executive Director. A few months ago, she communicated with a colleague on the status, and she was told that there were some legal issues regarding posting of meetings. She has since not heard back on her recent inquiries regarding the hiring of the position. The Commission is currently in limbo. The Commission had as many as 14 candidates interested in the position, after review by the Department of Human Resources. A majority of the candidates were from O‘ahu. Commissioner Ignacio also noted that Cathy Betts had been her main point of contact regarding the position, but that Ms. Betts had recently accepted a position with the Hawai‘i State Bar Association.</p> <p>Chair White asked if any interviews had taken place. Commissioner Ignacio Neumiller responded that nothing has really happened and that she was told legal requirements and logistical details were holding up the process.</p>	<p>Ms. Barrett moved to receive the verbal report for CSW 2014-16 for the record. Ms. Kawakami seconded the motion. Motion carried 6:0.</p>
<p>Business (cont.)</p>	<p><u>CSW 2024-14</u> <u>2024-2025 Operating Fiscal Budget.</u></p> <ul style="list-style-type: none"> a) <u>Committee to discuss events for Fiscal Year 2024-2025.</u> b) <u>Committee to allocate funds for each event.</u> c) <u>Committee to delegate a leader(s) for each event.</u> d) <u>Discussion and possible decision-making on other related matters.</u> <p>Chair White recapped previous discussion that budgetary surplus could be used to supplement the Period Products project, Voter Registration project, and \$33.93 overrun for Women’s History Month. Administrator Ching noted that specifically for the overrun item, Ms. Barrett had requested a specific quotation from the radio company. The cost was supposed to include the total cost to include taxes as well as the charge card percentage fee. However, when the radio station sent in the invoice, they sent an invoice to include taxes on top of those fees. Those additional taxes caused the budgetary overrun. Aside from the overrun, the Committee would still have \$3,966.07.</p>	

SUBJECT	DISCUSSION	ACTION
	<p>Administrator Ching noted that if the Committee is thinking about supporting Breast Cancer Awareness, the Office did purchase snacks and snacks could be purchased prior to the end of the current Fiscal Year to distribute during the walk. Breast Cancer Awareness pins, balloons, etc. could also be procured. Additional budget could also be added to that program. Additionally, radio advertisements or media advertisements could be added to the Domestic Violence/Sexual Assault Awareness programs. A budget could also be created for Voter Registration activities.</p> <p>Commissioner Ignacio Neumiller suggested bringing in speakers for Women’s History Month and that refreshments were offered. She suggested highlighting women on Kaua’i who have contributed to the community. Ms. Barrett stated that the rental space itself was \$200.</p> <p>Administrator Ching clarified that the discussion is on how to spend down the current Fiscal Year’s budget allocation.</p> <p>Treasurer Carvalho suggested using some monies on cardboard signage for the Voter Registration Drive project and a banner for Domestic Violence Awareness Month. Administrator Ching acknowledged that the Office has a Domestic Violence Awareness Month banner already.</p> <p>Chair White inquired if the Denim Day project might need to procure anything. Ms. Kawakami and Chair White agreed that reusable cups or underwear products might be a good use of funds.</p> <p>Ms. Barrett suggested that perhaps some funding could be used for community awareness to receive help regarding domestic violence. A campaign using digital advertising could be done with support of radio advertisements. In doing so, the Committee could spend the budget in a quick timeframe.</p> <p>Chair White stated that the YWCA of Kaua’i has had difficulty with using targeted advertisement for domestic violence and other mission-related goals such as eliminating</p>	

SUBJECT	DISCUSSION	ACTION
	<p>racism, as these are often flagged by platforms for not being allowed. Ms. Barrett clarified that she was not suggested social media advertisements but digital advertisements on websites that people gravitate towards, such as The Garden Island online.</p> <p>Chair White encouraged the Committee to look at targeting advertisements relating to domestic violence to the May-August period as that is when statistics rise for domestic violence. Ms. Barrett noted that digital advertisements could be paid for in advance to help with spending down the budget immediately. Administrator Ching cautioned the Committee that this practice is now allowed in the County as she had tried to pre-register for conferences in the past and was not allowed to do so without proper documentation.</p> <p>Administrator Ching noted that the Period Products project is allocated \$460.00 in budget, but in the past the budget was a lot higher. She further noted that the homeless population is in dire need of these products.</p> <p>Ms. Kawakami stated that she found pricing for the Pixie Cups and that would be \$19.95 per cup, so budget could be spent for that product.</p> <p>Vice Chair Miura asked whether the protocol is to reallocate and spend 100% of the funding provided to the Committee or is the intent to just allocate 100% of the funding. Administrator Ching clarified that the goal is to allocate and spend down the budget. Administrator Ching also noted that previous year's use of the budget is looked at as a starting point in creating future budgets and it is advisable that the Committee utilize their budget.</p> <p>Commissioner Ignacio Neumiller asked the Committee if they might be interested in doing radio advertisements for Denim Day. Ms. Barrett acknowledged that it would be possible. Chair White entertained the idea of also including resources of who people could call in domestic violence or sexual assault situations be available. Ms. Barrett stated that when people click on the advertisement, they could be sent to a landing page that contains that information.</p> <p>Chair White cautioned the Committee that if victims of domestic violence constantly receive advertisements about domestic violence or related topics, that could put them further at risk</p>	

SUBJECT	DISCUSSION	ACTION
	<p>from their abusers who observe this occurring. She suggested crafting language to not draw attention from abusers who may monitor the technology of their victims.</p> <p>Ms. Kawakami stated that when she has used the restroom in other states, they have signage about domestic violence or human trafficking, and suggested putting up signs in County park restrooms or other locations. Treasurer Carvalho also stated that Dr. Phil’s wife has a similar application and website that people can utilize to report domestic violence as well.</p> <p>Chair White suggested that perhaps libraries, Kaua‘i Community College, and the Līhu‘e Airport could be added as locations for signage as there are victims of trafficking here on-island. Vice Chair Miura stated that she feels purchasing these signs is a responsible use of the Committee’s budget.</p> <p>Administrator Ching asked the Committee to designate a representative from the Committee to meet with staff to design the sign as signs could be designed in the current Fiscal Year with purchasing some signage, and in the upcoming Fiscal Year additional signs could be purchased from the same vendor as the design is already created. She suggested designating \$2,000 towards this endeavor.</p> <p>Administrator Ching reminded the Committee that \$33.93 would go to the surplus and suggested \$200 for leis for the Denim Day event, with the balance going towards Period Products.</p> <p>The Committee verbally concurred with Administrator Ching’s recommendation.</p> <p>Committee Chair White clarified that though this motion does not include anything for additional digital advertisements, the remaining \$677.38 from the Domestic Violence and Sexual Assault Awareness line item could still be used in the current Fiscal Year.</p>	<p>Vice Chair Miura moved to recommend reappropriating \$200.00 for leis; \$2,000.00 for signage; \$33.93 for Women’s History Month; and \$1,766.07 for Period Products, from the Committee’s current unspent</p>

SUBJECT	DISCUSSION	ACTION
		<p>budget in the Gender Equity and Equality event. Treasurer Carvalho seconded the motion. Motion carried 6:0.</p> <p>Treasurer Carvalho moved to designate Ms. Kawakami as the lead for the anti-trafficking / domestic violence signage project. The motion was second by Vice Chair Miura. Motion carried 6:0.</p>
	<p><u>CSW 2024-03</u> <u>Gender Equity and Equality Event</u></p> <p>a) <u>Secretary Yukimura and Chair White to share Gender Equity and Equality Event Report dated March 20, 2024 and any new updates.</u></p> <p>b) <u>Discussion and possible decision-making on other related matters.</u></p> <p>There being no objections, the Committee returned to CSW 2024-03. No further discussion occurred.</p>	<p>Vice Chair Miura moved to receive the verbal report for CSW 2024-03 for the record. The motion was seconded by Treasurer Carvalho. Motion carried 6:0.</p>
Executive Session	<p><u>ES-01</u> <u>Voter Registration Drive Event.</u></p> <p>The Committee addressed this item in Open Session under CSW 2024-12.</p>	
Announcements	<p>Next Scheduled Meeting: Wednesday, May 15, 2024, 5:00 p.m., Boards and Commissions Conference Room.</p> <p>Preview of agenda topics for the May 15, 2024 meeting:</p>	

SUBJECT	DISCUSSION	ACTION
	<ul style="list-style-type: none"> • Domestic Violence and Sexual Assault Awareness • Denim Day • Period Products • Signage Project • 2024-2025 Budget Review <ul style="list-style-type: none"> ○ Voter Registration Drive Event <p>Commissioner Ignacio Neumiller reported that the Zonta Club of Kaua'i will be hosting an Area 1 Seminar on November 20, 2024 and is open to any interested members of the public wanting to find out more information on the Zonta Club. The group will have speakers on marketing trends speaking and human trafficking, including Samira Siale and Eric Madden. Anyone interested should contact Commissioner Ignacio Neumiller for more information.</p>	
Adjournment		With no objections, Chair White adjourned the meeting at 7:10 p.m.

Submitted by: _____
 Mercedes R. Omo, Commission Support Clerk

Reviewed and Approved by: _____
 Emma White, Chair

- (x) Approved as circulated May 15, 2024.
 () Approved with amendments. See _____ meeting minutes.