

COMMITTEE ON THE STATUS OF WOMEN

Kalana O Maui, 4th Floor, Conference Room

Tuesday, April 21, 2009

Minutes

I. Call to order and establishment of quorum

Chair Prey called the meeting to order at 12:03 p.m.

Present: Lois Prey, Margaret Bruck, Eleanora Cochran,
Jenilynne Gaskin, Terrie Morrow

Staff: Cindy Young (Mayor's Executive Assistant)
Emme Cabacungan (Administrative Assistant)

Other: Anna Mayeda
(Hawaii State Commission on the Status of Women Liaison)

II. Introduction of New Members Eleanora Cochran, Jenilynne Gaskin, Suzanne Hobbs, Terrie Morrow

New members Ms. Cochran, Ms. Gaskin, and Ms. Morrow introduced themselves to the Committee.

III. Approve minutes from the March 17, 2009 meeting

The March 17, 2009 Committee meeting minutes were administratively approved.

IV. Report from State Commission on the Status of Women Representative Anna Mayeda

Ms. Mayeda reported that the State Commission on the Status of Women (State Commission) had not met for several months so there was nothing to report. Also she informed Committee that that her role is to take back to State Commission what kind of projects the Maui County Committee on the Status of Women organizes or takes part in. Ms. Mayeda's goal is to provide the Committee with resources from the State Commission.

V. Kokua Stress Cards

Ms. Cabacungan advised the Committee that the requisition order for the printing of the Kokua stress cards went to Mayor Tavares for signature. Once signed, the requisition order will be sent down to the

Purchasing Division, Department of Finance, for a purchase order. Stress cards should be done by the next meeting.

VI. "Honoring Women" submissions for The Maui News

Vice Chair Bruck sent materials to Nadine Newlight and will follow up on the status.

VII. Discussion on Women's Health Fair 2009

Chair Prey informed the Committee that Queen Kaahumanu Center is available on September 19, 2009 from 10:00 a.m. to 2:00 p.m. Vice Chair Bruck motioned to approve the date, time, and location of the health fair. Ms. Morrow seconded the motion. The motion carried unanimously.

Committee members received a contact list for organizations that were asked to attend last year's health fair. Chair Prey passed out a list which assigned committee member to contact non-profit organizations to confirm contact information for written health fair invitations and give verbal invitations to have a booth at the health fair.

Chair Prey informed the Committee that the deadline for the final list of non-profit booths at the health fair is August 31, 2009. They will also need to turn in a list of what each organization will need as far as tables, chairs, table cloths, etc. Chair Prey confirmed with the Committee that there will only be non-profit organizations at the health fair.

Chair Prey will be handling the entertainment. Ms. Mayeda suggested getting demonstrations which involve the audience such as: aerobics, line dancing, energizing entertainment. She suggested a kick boxer instructor that works at 24 Hour Fitness. Chair Prey asked the Committee to help find four to five groups willing to volunteer for entertainment. Ms. Cochran volunteered to contact some bands to ask if they would be available to perform at the health fair. She also offered to contact a Capoeira group in Lahaina.

Chair Prey suggested Tom Blackburn-Rodriguez as the emcee. Ms. Mayeda questioned whether the Committee should have a woman emcee for the health fair instead of a man because it is a Women's Health Fair. Chair Prey asked Committee if there were any volunteers to emcee the Women's Health Fair. Ms. Cochran said she never emcee anything but it sounded like fun.

Ms. Young explained the invitation process for the health fair. After the Committee calls to confirm what non-profit organizations want to participate, the Committee would send them a letter and registration form. When the Committee receives the completed registration forms, the Committee would send confirmation letters and more detailed information to the participants.

Chair Prey informed the Committee that they will not be doing a tabloid for the Women's Health Fair this year. Nadine Newlight said it is too late for Committee to complete the tabloid. No decision was made by the Committee on whether to do a tabloid for the health fair.

Ms. Young suggest that Committee members volunteer for specific responsibilities for the health fair. Ms. Young volunteered to draft an invitation letter and registration form. The Committee will update the contact information of non-profit participants and e-mail the updated contact information to Ms. Cabacungan to input data. Ms. Morrow volunteered to update the non-profit contact information for the two members that were not present at the meeting.

Committee decided the deadline for the registration forms will be August 1, 2009. Ms. Cabacungan will be handling posting of the event, sending out of confirmation letters and detailed information, and name badges. Ms. Cochran volunteered to do the television media release. Committee would like to run a news media release in all Maui newspapers. The Committee noted that it will have to get media releases approved by Public Information Office.

Ms. Morrow suggested that the Committee delete the tabloid from the task list. Ms. Bruck suggested not to because there are some things in that section that Committee might still want to have done, perhaps in a newspaper advertisement. Ms. Young stated that Committee would need to specify the media format they would like to follow because the only format that the Committee has used in the past few years is the tabloid. She stated typically in the tabloid there would be the proclamation, information, schedule of events, etc. Ms. Young suggested the Committee could consider doing a shorter tabloid. Chair Prey requested to have further discussion at a future meeting regarding whether to do a tabloid for the health fair. All members will be assisting with the health fair flyers.

VIII. Budget Review Subcommittee

No information to discuss.

IX. Fiscal Year 2009 (July 1, 2008 – June 30, 2009) Budget Request

Ms. Bruck listed the projects that the Committee did not do, such as October Workshop, Speak-up, and Women's Conference. Thus far, the Committee completed or are currently in the process of completing the following projects: Kokua Project, Women's Health Fair, and Financial Forum.

Ms. Young reminded the Committee that handout that was passed out in the Committee's meeting materials was the fiscal year 2009 budget request.

- **Draft Fiscal Year 2010 (July 1, 2009 – June 30, 2010) Budget Request**

Ms. Bruck asked if there was a deadline for the fiscal year 2010 budget. Ms. Young explained it would be helpful to put things in context in terms of all the events Committee would like to do throughout the year. She stated budget requests should be submitted to the Mayor with enough time before a proposed event to get Mayor's approval on the budget request for the event and to plan the event based on the event budget amount.

Ms. Mayeda explained that the Maui County Committee on Status of Women could plan their events to correspond and coordinate with the State Commission's initiatives. This is one of the reasons Sharon Ferguson-Quick should come to Committee meeting.

Ms. Young explained there is no deadline for the budget but we would need to know in advance. Ms. Mayeda asked how far in advance would Mayor need to know. Ms. Young suggested at least a couple of months to be on the safe side to be able to get Mayor's approval of the event budget and plan the event.

Ms. Cochran question why most of the events in the Committee did not get completed. Ms. Mayeda explained that there were issues with quorum and Committee planning.

X. Financial Forum

Ms. Bruck explained that the Financial Forum constitutes the Committee's Equal Pay Day event, and will take place Tuesday, April 28, 2009. Equal Pay Day is on April 28, 2009, because women have to work from January 1, 2008 to April 28, 2009 to make as much

money as men work in the 2008 calendar year. The Financial Forum will have a panel of three speakers.

Ms. Young advised that flyer for financial forum is on the County website. She will also request public information office to do a press release. Ms. Cochran will do a public service announcement on Akaku.

Ms. Bruck reminded the Committee that she will be in charge of the refreshments (water, cookies, fruits and vegetables) for forum.

Ms. Cabacungan will e-mail the Financial Forum flyers to Committee members. Committee members will then e-mail their contacts to get the word out.

XI. Resource Guide

Chair Prey briefly discussed the resource guide to new members. She described what information the resource guide contained.

XII. Governor's International Women's Leadership Conference

Ms. Mayeda discussed that the past two conferences were in September. Chair Prey suggested inserting the conference for the month of September in the FY 2010 budget request. Ms. Mayeda explained to Committee how conference came about. Governor Linda Lingle started conference about seven years ago when she came into office. It has become an international event with women leaders sharing stories about their life experiences. One of the goals of the conference is to reach out to young women. In the past, Committee has sponsored one person to attend the conference.

XIII. Other Business

No information was discussed under this agenda item.

XIV. Determine next meeting date and agenda

The next meeting will be on May 19, 2009 from 12:00 p.m. – 2:00 p.m.
Items to be added to the agenda:

- Sharon Ferguson-Quick, Executive Director, Hawaii State Commission on the Status of Women

Ms. Gaskin advised the Committee that she will not be able to attend any of the Committee meetings till August. During the summer she will be either be off island or attending work-related programs.

XV. Adjournment

1:42 p.m.