

COMMITTEE ON THE STATUS OF WOMEN

Kalana O Maui, 9th Floor, Conference Room

Tuesday, May 18, 2010

Minutes

I. Call to order and establishment of quorum

Chair Potopowitz called the meeting to order at 12:00 p.m.

Present: Chair Barbara Potopowitz, Debra Cabebe, Maria Ornellas, Jenilynne Salvador

Excused: Vice-Chair Bruck, Suzanne Hobbs, Lois Prey

Staff: Darlene Endrina (Mayor's Executive Assistant)
Jeff Ueoka (Deputy Corporation Counsel)
Emme Cabacungan (Administrative Assistant)

II. Public Testimony

There was no public testimony presented.

III. Approve Minutes from the April 20, 2010 Meeting

Ms. Cabebe moved to approve the April 20, 2010 meeting minutes. Ms. Ornellas seconded the motion. The minutes were approved unanimously.

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

Ms. Mayeda advised the Committee that the next State Commission meeting will be on June 10, 2010. Ms. Mayeda questioned if members had any requests of the State Commission which she could take to the meeting in June.

Chair Potopowitz requested that Ms. Mayeda inquire about possible State Commission funding for future projects that the Committee may do in this upcoming year.

V. Correspondence Received

- **Spring 2010 Publication from the Michigan Women's Commission**

There was no discussion under this agenda item.

VI. Discuss Women's History Month 2010

- **Update of Final Distribution of Letters/Booklets**

Chair Potopowitz informed the Committee that Vice Chair Bruck is in the process of drafting a letter to send to family members of the deceased that had been honored. Vice Chair Bruck was unable to find contact information for Emma Sharpe. Ms. Ornellas volunteered to try and find Ms. Sharpe's contact information.

VII. Discuss Women's Resource Guide

- **Status of Update to Information**

Ms. Salvador distributed the draft of the Women's Resource Guide to all Committee members. Members were advised to edit as necessary.

Ms. Salvador suggested putting the group photo of the honorees from the Women's History Month event on the front cover of the resource guide. The back of the brochure was left blank because a lot of the information may not be current and the Committee may want put other information on there.

Ms. Salvador questioned if the Committee could get a direct link to the Committee website. Ms. Endrina agreed to check on the website address.

Committee members discussed organizations on the resource guide and advised Ms. Salvador on corrections that needed to be made to the guide. Ms. Salvador will revise the resource guide with the corrections and email it to all the members.

Ms. Cabacungan will email group photos from the Women's History Month event to Ms. Salvador.

Mr. Ueoka informed the Committee that the revised draft of the resource guide should be finalized by Ms. Pellegrino and the Public Information Office before sending it to the printer.

Ms. Endrina will research the contact information of women's organizations on Lanai to add in the resource guide. Ms. Mayeda informed the Committee of three organizations on Molokai that could go in the guide (Molokai General Hospital, Molokai Health Center, Na Puu Wai).

Ms. Salvador requested that Committee members email all updates to her by Friday, May 21.

Ms. Salvador moved to approve the printing of 3,000-5,000 copies of the Women's Resource Guide. Ms. Ornellas seconded the motion. The motion was approved unanimously.

- **Source of Funding and Timeline**

Chair Potopowitz reminded the Committee that the State Commission has agreed to fund the resource guides, but that the printing invoice will need to be submitted by the end of May to receive the funds for this fiscal year.

VIII. Develop Plan for 2010 – 2011 Term

- **Mission and Goals of Committee**

- **Review Committee Mission Statement**

Chair Potopowitz handed out a worksheet with a draft mission statement for the Committee and possible projects in three areas: programming, public education, and citizen participation. Chair Potopowitz's draft mission stated as follows:

The Maui County Committee on the Status of Women advocates for social justice, educates women on their rights, encourages women to vote, engages women in political processes, gathers information on women's issues, promotes women's equality and serves as a resource for women through programming, public education and citizen participation.

The Committee discussed the draft mission statement.

Ms. Ornellas motioned to approve the draft mission statement as the Committee's new mission statement. Ms. Salvador seconded the motion. The motion passed unanimously.

- **Review State Commission on the Status of Women Initiatives**

There was no discussion under this agenda item.

- **Review National Calendar of Women's Events and Issues**

Chair Potopowitz passed out a listing of National Women's Events through the year from the website www.womenscalendar.org.

- **Possible Future Projects**

- **Women's Health Month 2010**

The Committee discussed having the Women's Health Month event in the month of May or September.

The Committee decided on doing some sort of workshop for Women's Health Month on September 11, 2010 at University of Hawaii–Maui College. Ms. Ornellas agreed to take the lead on planning for Women's Health Month and Ms. Mayeda will help with ideas.

- **Voter Registration and Education 2010**

Chair Potopowitz discussed possibly contacting the League of Women Voters and collaborating with their organization.

Chair Potopowitz suggested producing bookmarks with voter information.

Chair Potopowitz volunteered to plan something for November with Ms. Cabebe.

- **Women's History Month 2011**

Chair Potopowitz briefed the Committee on using the Women's History Month booklet produced this year as learning tool for schools (elementary, intermediate, high schools). The schools could use the booklet during Women's History Month as part of their curriculum.

Chair Potopowitz also briefed the Committee on the Speakers Bureau that the Committee discussed in its last meeting. The Committee could ask honorees from the booklet to go into the public schools and talk about what they do.

- **Pay Equity 2011**

Chair Potopowitz advised the Committee that Pay Equity Day, which traditionally is the day that women have to work to make the same as a man did in the last calendar year is usually the third Tuesday in April.

- **Other Ideas**

Chair Potopowitz suggested collaborating with other women's organizations, such as the American Association of University Women, Business and Professional Women, and League of Women Voters, and having a joint meeting with the heads of these organizations.

Mr. Ueoka advised the Committee to invite those heads to the meeting or to form a subcommittee and have the subcommittee meet with the heads.

Chair Potopowitz asked whether a member from the Committee could go and speak to the Council of Non-Profits at one of their meetings. Mr. Ueoka informed the members that one member could go and speak, but that he did not recommend the whole Committee going to the meeting and speaking. If a member was going to a meeting to speak on behalf of the Committee, there would need to be a motion authorizing that member to do so.

Ms. Mayeda discussed a successful State program entitled, "Ready to Run, which provides women with education and encouragement in running for office.

- **Funding Sources**

- **State Commission on the Status of Women**

Ms. Salvador moved that Ms. Mayeda ask the State Commission for funding in the amount of \$1,000 for Women's Health Month. Ms. Ornellas seconded the motion. The motion passed unanimously.

- **Community Partnerships**

There was no discussion under this agenda item.

- **Communication and Outreach**

- **Website**

Chair Potopowitz proposed to plan ahead to put information onto the website in relation to all activities the Committee would like to organize.

Chair Potopowitz suggested the Committee could put out a press release announcing the Committee's website. Ms. Endrina advised the Committee that it may not be possible to do a press release announcing the website because there are too many boards and commissions that may want to do the same thing. The Public Information Office will not be able to do a press release announcing websites for all the boards and commissions. Ms. Cabacungan suggested doing a press release for Women's Health Month and tying in the website to that.

- **Other Methods**

Chair Potopowitz mentioned letters to the editor. Mr. Ueoka advised the Committee that if you members planned to write anything on behalf of the Committee, it will need to be approved by the Committee as a whole and then go through the Public Information Office. Mr. Ueoka also suggested the Committee write a Viewpoint column rather than letters to the editor.

- **Volunteer Recruitment for Projects**

Ms. Mayeda asked about the individuals who attended the Women's History Event in March who wanted to volunteer with the Committee. Chair Potopowitz stated that after the Committee has approved what activities they will be organizing, she will be drafting a letter inviting them to volunteer for any of those activities.

Mr. Ueoka reminded the Committee that when selecting the volunteers the Committee will need to be mindful that they are representing Maui County and the Mayor's Office.

- **Meeting Dates**

Chair Potopowitz proposed that the Committee eliminate the July and December 2010 meetings.

IX. Determine next meeting date and agenda

The next meeting is scheduled for Tuesday, June 15, 2010 in the Mayor's Conference Room from 12:00-2:00 p.m.

Chair Potopowitz would like to invite representatives from women's organizations to discuss what their plans are for the year, what they are doing for Women's Health Month, and if the Committee would be able to collaborate with them on their activities for the year.

Chair Potopowitz stated that the Committee will not be meeting in July and December of this year. Mr. Ueoka advised the Committee that the meeting schedule is based on the Chair's discretion and no motion is needed.

X. Adjournment

Ms. Cabebe motioned to adjourn. Ms. Ornellas seconded the motion. The motion passed unanimously. The meeting adjourned at 1:21 p.m.