I. Call to order and establishment of quorum

Chair Potopowitz called the meeting to order at 12:05 p.m.

Present: Chair Barbara Potopowitz, Vice-Chair Margaret Bruck, Debra Cabebe, Dennyse Grace, Maria Ornellas,

Excused: Suzanne Hobbs

Staff: Darlene Endrina (Mayor’s Executive Assistant)  
Shelley Pellegrino (Mayor’s Executive Assistant)  
Emme Cabacungan (Administrative Assistant)

II. Welcome New Member Dennyse Grace

New member Ms. Grace introduced herself to the Committee.

III. Public Testimony

There was no public testimony presented.

IV. Approve Minutes from the June 15, 2010 Meeting

Vice-Chair Bruck moved to approve the June 15, 2010 meeting minutes. Ms. Ornellas seconded the motion. Ms. Grace abstained, and all other members voted to approve the minutes.

V. Review and Discuss Correspondence Received

- Letter of resignation from Jenilynne Salvador
- Letter of resignation from Lois Prey

There was no discussion regarding the letters specifically, but members inquired whether an attendance requirement for the Committee exists and, if not, whether the Committee’s rules can be amended to add such a requirement. Ms. Pellegrino offered to follow-up with Deputy Corporation Counsel Jeff Ueoka.

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

Ms. Mayeda was not present this meeting. Vice-Chair Bruck spoke on behalf of Ms. Mayeda regarding the Choose You Movement. Vice-Chair Bruck also distributed 30 “Choose You” pins to the members.
VII. Discuss Governor’s International Women’s Leadership Conference 2010

Subcommittee Chair Bruck explained the process used to determine which student would be selected to attend the Leadership Conference. Ms. Bruck e-mailed a flyer to all of the high schools in Maui County asking interested students to submit an explanation as to why they wanted to attend the Women’s Leadership Conference. Eight students submitted essays. Keili Johnson, a St. Anthony High School student, was picked to attend the conference.

Chair Potopowitz inquired whether the Committee would be requiring anything from Ms. Johnson after she attends the conference. Ms. Bruck advised the Committee that Ms. Johnson has been asked to attend one of the Committee’s meetings and do some type of follow-up activity for school.

Ms. Pellegrino advised the Committee that they should formally vote to approve the subcommittee’s decision. Ms. Bruck moved that the Committee approve the subcommittee’s choice that Keili Johnson attend the Governor’s International Women’s Leadership Conference in O’ahu on September 21, 2010. Ms. Grace seconded the motion. The Committee unanimously approved the motion.

Chair Potopowitz asked whether Ms. Johnson could be recognized at her school for being chosen to attend the conference. Ms. Bruck said she would check with Ms. Johnson’s school counselor.

Ms. Bruck advised the Committee that Ms. Mayeda had personally paid for the registration fees for the student to attend the Governor’s International Leadership Conference. Committee members expressed their appreciation for her support.

VIII. Discuss Women’s Resource Guide

- Timeline to Completion

  Vice-Chair Bruck moved to approve the final layout of the Women’s Resource Guide. Ms. Cabebe second the motion. The Committee unanimously approved the motion.

  The resource guide will be printed immediately.

- Source of Funding

  Vice-Chair Bruck inquired if the State Commission had paid for the guides. Ms. Endrina confirmed that the State Commission had already paid Ace Printing for the guides.

  Chair Potopowitz volunteered to draft a thank you letter to the State Commission for funding the resource guide.

- Distribution Plan

  Ms. Pellegrino confirmed that the Mayor’s Office Booth at the fair will have Women’s Resource Guides available for the public.

  Ms. Pellegrino suggested that the Committee prepare a list of distribution sites and divvy up the list between the members.
Chair Potopowitz suggested that guides be distributed to all the libraries and public offices in Maui County. Ms. Pellegrino also suggested that the guides be distributed to the non-profits listed in the guide.

Ms. Endrina volunteered to distribute guides on Lanai.

Ms. Grace asked whether the guide could be posted on the Committee website. Committee staff confirmed that this likely could be done. Ms. Pellegrino added that if the Committee chooses to do a press release for the resource guide, they could inform the public that is that the guide will be available on the CSW website.

Chair Potopowitz informed the Committee that she will draft a distribution list for the next meeting.

IX. Continue Developing Plan for 2010-2011

- **Potential Projects and Funding**

  *Get Out the Vote for Women*

  Chair Potopowitz inquired whether the Committee would like to take on a project involving voter awareness. The Committee discussed ideas to get more individuals voting.

  Ms. Pellegrino suggested the Committee do a press release to encourage the public to vote. Chair Potopowitz offered to draft the press release.

  Ms. Ornellas moved that Chair Potopowitz draft the press release to encourage voting and that members encourage the people around them to vote. Ms. Cabebe second the motion. The Committee unanimously approved the motion.

  *Women’s History Month 2011*

  Chair Potopowitz suggested that the Committee begin planning for Women’s History Month 2011. She briefed the Committee on creating a curriculum for high schools in Maui County based on the Women’s History Booklet 2010. Vice-Chair Bruck suggested that a curriculum be created for intermediate schools also.

  Chair Potopowitz inquired if any members would be interested in forming a subcommittee to plan for Women’s History Month 2011. Vice-Chair Bruck, Ms. Grace, and Ms. Ornellas volunteered to be on the subcommittee. Ms. Cabebe moved for the establishment of a subcommittee to plan Women’s History Month 2011 with the members being Vice-Chair Bruck, Ms. Grace, and Ms. Ornellas. Ms. Ornellas second the motion. The Committee unanimously approved the motion.

- **Volunteer Recruitment for Projects**

  Chair Potopowitz brief the Committee on using the Women’s History Month 2010 honorees as volunteers to future functions or inviting them to future meetings.
Committee on the Status of Women Minutes
September 20, 2010

Page 4

• Inviting Representatives of Women’s Groups to Future CSW Meetings

There was no discussion under this agenda item.

• Committee’s Involvement in County Fair and County Fair Parade

Ms. Cabacungan advised the Committee that the deadline had passed to register for the parade.

Ms. Pellegrino advised the Committee that the Mayor’s Office Booth will be able to distribute the Women’s Resource Guide’s and the StressLess Cards at the fair.

• Creation of CSW Banner

Chair Potopowitz will check with Ms. Mayeda on whether or not the State Commission will be able to fund a new CSW banner.

Ms. Cabacungan informed the Committee on banner price quotes from two different companies. The Committee suggested asking the State Commission to fund a full-color banner.

X. Discuss Women’s Health Month Tabloid

Ms. Pellegrino submitted an article to The Maui News briefing the public on the duties of the CSW. The Committee members passed around the Women’s Health Month Tabloid which was published in The Maui News August 25, 2010 supplemental insert that showcased the article Ms. Pellegrino submitted.

XI. Determine next meeting date and agenda

The next meeting is scheduled for Tuesday, October 19, 2010 in the Mayor’s Conference Room from 12:00-2:00 p.m.

Chair Potopowitz mentioned that the Maui County Cost of Government Commission (COGC) is investigating how much boards and commissions cost the County of Maui. She stated Cost of Government Commission has estimated that the CSW is costing the County $500,000 a year.

Ms. Pellegrino explained that the COGC’s charge is to make recommendations to the County Council and the Mayor as to how the County can run more efficiently. Ms. Pellegrino briefly explained that the COGC created a subcommittee to study the efficiency of boards and commissions in Maui County to determine whether any boards and commissions can be consolidated or eliminated. One of the boards and commissions being evaluated is the CSW.

Chair Potopowitz requested that a discussion of the COGC’s work be put next month’s agenda.

XII. Adjournment

The meeting adjourned at 1:37 p.m.