I. Call to order and establishment of quorum

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

Present: Chair Barbara Potopowitz, Vice-Chair Maria Ornellas, Debra Cabebe, Carol Reimann, Susan “Netra” Halperin

Excused: Dennyse Grace, Suzanne Hobbs

Ex-Officio Excused: Leslie Wilkins

Staff: Mercedes Neri, Mayor’s Executive Assistant
       Gary Murai, Deputy Corporation Counsel
       Pili Nahooikaika, Administrative Assistant

II. Public Testimony

Tina Kiyabu-Crowell, Department of Health, asked to be listed in the Women’s Resource Guide. Chair Potopowitz suggested to Ms. Kiyabu-Crowell to give her information to Mrs. Neri. She would like Mrs. Neri to make a file for people who are not in the in the resource guide that would like to be in it.

III. New Business

No new Business

IV. Approve Minutes from the February 20, 2012 Meeting

Vice Chair Ornellas moved and Commissioner Reimann seconded the motion to accept the February 20, 2012 meeting minutes. Motion passed unanimously.

V. Review and Discuss Correspondence Received

There was no Correspondence Received.
VI. Report from State Commission on the Status of Women Representative Leslie Wilkins

Ms. Wilkins was not in attendance.

VII. Discussion Items:

*Women’s Leadership Conference for Maui

Chair Potopowitz informed the Committee, that Commissioner Grace had broken her leg, but is continuing to work on having a satellite presentation on Maui for the State Women’s Leadership Conference. Commissioner Grace has contacted the Governor’s office about Women’s Leadership Conference, but has not received any feedback.

*Women’s History Month

Chair Potopowitz reminded the Committee that March is Women’s History Month. She distributed a short quiz, Test Your Knowledge of Women of Politics.

*Update and Launch of CSW Survey

Chair Potopowitz reported working closely with Mr. Ross Izumigawa, Computer Systems Support Technician of the County of Maui, in creating an online survey for the Committee on the Status of Women.

Mr. Izumigawa explained how he produced the online survey, and making sure it was neutral for all parties, especially the importance in wording and phrases of the survey, so there are no implications.

Mr. Izumigawa compared and explained the paper survey and the online survey.

Chair Potopowitz and the Committee volunteered Commissioner Halperin and Ms. Esteban to collect data, but would like to have a meeting before input. Commissioner Halperin questioned number six in the survey, if we would know their “lifetime”? Chair Potopowitz said if the respondent chose to fill out the demographic question we could sort by age.

Commissioner Reimann commented about rewording number 12. Chair Potopowitz said that it would depend on what they answered in the first question. Chair Potopowitz asked Mr. Izumigawa to change the online survey for number 12 to allow men to answer.
Chair Potopowitz continued to read through the survey and added that payroll stuffers will be going into the county employee pay stubs at the end of the month that will explain why CSW is doing the survey.

Commissioner Reimann found some grammatical errors, and helped correct the errors on the survey. Mr. Izumigawa asked Chair Potopowitz about the copyright of the pictures used on the posters, payroll stuffers, and on the survey. Chair Potopowitz replied that she used the pictures through Clipart on Microsoft Word.

Commissioner Reimann suggested adding the website where people could take the online survey as an option.

Chair Potopowitz asked Mr. Izumigawa when the online survey will be available to take. Mr. Izumigawa replied as soon as the changes are made and a final review from Chair Potopowitz.

Chair Potopowitz stated that she will contact MIS with regard to posting the report on the Committee on the Status of Women website and the County of Maui website. Mr. Izumigawa suggested that if the Committee would like any restrictions off, to let him know by Friday. Commissioner Halperin commented those who would need the most services from CWS would have the most difficulty filling out the questions. Mr. Izumigawa agreed to pull off all restrictions on the online survey and keeping it open-ended.

Commissioner Cabebe moved and Vice Chair Ornalles seconded the motion to accept the amended survey. Motion passed unanimously.

Commissioner Reimann confirmed Saturday, March 24, 2012, center court at the Queen Kaahumanu Center from 10:00 AM to 2:00 PM, Saturday, April 28 in conjunction with “Kidney Da Kine Day,” near Starbucks, and Saturday, May 26 for Job Fair, tentatively near the playground area 10:00 AM to 2:00 PM. Chair Potopowitz, Commissioner Reimann, and Commissioner Halperin volunteered to be at QKC Saturday, March 24.

Chair Potopowitz shared Assistant Chief of Staff Ms. Kit Zulueta’s designed poster board. Commissioner Reimann commented on the women on the poster board and the women on the flyer and surveys should be consistent. Chair Potopowitz said she would discuss with Ms. Zulueta.

Chair Potopowitz distributed a list of contacts to send the online survey address. Commissioner Reimann volunteered to do most of the contacts. Mrs. Neri would like Commissioner Reimann to add Filipino Chamber of Commerce to her list. Commissioner Cabebe suggested Chair Potopowitz
should be on Mr. Blackburn’s Morning Club radio show to share what CSW is all about and about the survey. She said she’d help her get on his show. Chair Potopowitz volunteered to be part of the media if the Committee had a request. She also reminded the Committee about the media in Lana`i and Moloka`i.

VI. Determine Next Meeting Date and Agenda

   Tuesday, April 17, 2012

*Mrs. Neri announced the Mayor’s Small Business Awards Dinner, ongoing Mayor’s Military Appreciation Program, Mayor’s Dinner for Mental Health.

*Reschedule May’s meeting to May 22.

VII. Adjournment

Commissioner Cabebe moved and Vice Chair Ornalles seconded the motion to adjourn. Motion passed unanimously. Adjourned at 1:38 PM