I. Call to order and establishment of quorum

Chair Potopowitz called the meeting to order at 12:15 PM.

Present: Chair Barbara Potopowitz, Susan “Netra” Halperin, Debra Cabebe, Dennyse Grace

Excused: Carol Reimann, Suzanne Hobbs, Vice-Chair Maria Ornellas

Ex-Officio Excused: Leslie Wilkins

Staff: Bill John Medeiros, Mayor’s Executive Assistant
Richelle Thomson, Deputy Corporation Counsel
Michelle Esteban, Administrative Assistant

Presenter: Kaye Lehua Jackson, Chairperson of the Affirmative Action Advisory Council and Cheryl Kelly, County of Maui’s Equal Employment Opportunity Specialist.

II. No Public Testimony

III. Presentation by Kaye Lehua Jackson, Chairperson of the Affirmative Action Advisory Council and Cheryl Kelly, County of Maui’s Equal Employment Opportunity Specialist

Chair Potopowitz explained to Ms. Jackson and Ms. Kelly about inviting speakers from the different departments and how they work. She shared the Committee on the Status of Women’s Survey and the mixed responses and comments from women as well as men, especially with county employment and affirmative action.

Ms. Jackson introduced herself to the Commission and shared her employment background working with government services over 10 years. She shared she was recently nominated to act as Chair for the Affirmative Action Advisory Council, and shared the mission statement to assist and advise the Mayor and the County’s Equal Employment Opportunities (EEO) program based on federal guidelines and requirements; and advise and assist the Mayor in reaching the County’s Affirmative Action’s goals and objectives. Ms. Jackson shared that the Council meets once a year, however, to review the County’s report received by the federal government, the Council has met once a month as deemed as necessary.
Ms. Kelly introduced herself and her background and her 25 years in EEO. She shared the Affirmative Action Advisory Council lobbied for years to get an EEO full-time, civil service position for Maui County and received funding in 2008. Ms. Kelly said she was hired on January 2009. She stated that each board and commission should have received an Affirmative Action Plan or AAP that outlines the long and short term goals for Maui County.

Ms. Kelly said in 2009 the County had a very old AAP and EEO policy statement, the AAP was not a representative of the issues. She compared Hawaii’s AAP and EEO to the other 49 states, for example, how each categorize race and Federal Occupation Category or FOC.

Ms. Kelly shared that when she started she conducted a comprehensive work analysis, which means she looked at every incumbent of the 2500 plus positions, looking at their age, race, and their gender, and from there looked to see what the County’s population and were women represented. She was not surprised that women protective services (police, fire, service maintenance, skilled craft, and technicians) were underrepresented as well as underutilized, which meant, that if there were women and they have been there a long time, they were not in positions they should be, but in lower level positions and this is not different from the mainland.

Ms. Kelly has notice significant changes by looking a statistics from 1979 where 14.9% women were represented in the County of Maui, 1989 22.2% of women were represented, 1999 29% of women were represented, 2009 35.1% of women were represented. She noted if Police and Fire were taken out, women are at 45%, which almost reflects exactly where we are at as far as overall employable population.

Commissioner Grace asked where women are in the Fire Department, and Ms. Kelly responded that they are no different than they are all over the country. Ms. Kelly continued that between the previous administration and the last administration, there were eight losses of female at the highest level due to retirement and attrition.

Ms. Kelly said after completing the AAP they removed the goals for minorities where everyone should be, there was no one who were underrepresented, but what they did find was the underutilization and under representation was with females.

She continued that the short term goals were to disseminate the policy statements EEO to all employees, boards and commission and to council in 2010, and then identified the unwarranted barriers to EEO to women, elders and persons with disabilities, which means full examinations, how we hold them and what we do to make sure everything is successful and fair. She continued that they have done some targeting improvements, for example, job
Ms. Kelly explained that in 2009 there was an economic downturn, and jobs are scarce.

Ms. Kelly said the long term goals that are target goals, five years and beyond:
1. Raise visibility and awareness of EEO with the County among culturally and community based organizations, specifically both that involve women who are qualified candidates
2. Increase the number of females hired to the protective services in number that protect their representations
3. Enhance the institutional conscious of the administrative capabilities of women as reflected in increase numbers of qualified women being promoted to supervisory and managing, and executive managing positions.

Ms. Kelly shared one of the ways they are attempting to address on the utilization of women is the establishment of a mentor program for women. She explained that the program has been in place for over a year, it just has not been launched. She also shared a virtual mentoring program that is called KAMALANI (Knowledge Awareness Motivation Access Leadership Affiliated Network Insight). She explained it is a place to receive inspiration, home organizational skills, communication, shared knowledge, support and network, and shared this was targeted to females, but it is open for all employees.

Ms. Kelly showed a sexual harassment poster in 2009, that gives an impression that only men sexually harass women, which isn’t the case. She shared that EEO has received 16,000 cases where men were being harassed in 2011. She showed the new sexual harassment poster that outlines sexual harassment and how to contact the office.

Commissioner Halperin commented on the inequity of pay, such as construction getting paid more than teachers, etc. Ms. Kelly answered that there should be pay equality with men and women in the same fields and eventually we may see equity of pay among professions.

Mr. Medeiros commented on what both Commissioner Halperin and Ms. Kelly had said on men domination in the work field, and shared that he was in the Maui Fire Department for six years, and it seemed that if you were a college graduate you had a better chance as far as the exam, but once you passed the exam, you go on to an agility test. He shared that women could not pull 75 lbs. of hose and to drag the hose 20 yards in 20 seconds, so many women failed the strength part, but now he sees the agility in his 12 year-old granddaughter, and believes there will be more firefighter women than men.

Chair Potopowitz shared she worked in Connecticut at the state Legislature on the Commission on the Status of Women, and part of her duties was to work
with the Connecticut Commission on Human Rights and Opportunities, and provided all the training for the sexual harassment training for all the state agencies, and employees for Connecticut.

Chair Potopowitz said she was concerned about the number of women in mid-level administrative positions and not higher. She also commented that she would question the fact that a low number of sexual harassment cases are reported as being good. It may be women are afraid of retaliation even though that is also illegal but it does happen.

Commissioner Grace commented that the County has a standard that they follow.

Ms. Kelly said she trains the County Employees, but as far as sexual harassment, there’s nothing no one can really do, unless someone reports the harassment.

IV. Review and Approve Minutes from June 19, 2012 Meeting

Commissioner Grace moved and Commissioner Cabebe seconded the motion to accept the June 19, 2012 meeting minutes. Motion passed unanimously.

V. No Correspondence

VI. Report from State Commission on the Status of Women Representative Leslie Wilkins

- Status on the Grant received by the Hawaii State Commission on the Committee on the Status of Women by Mr. Bill Medeiros

Mr. Medeiros attended the Budget and Finance Committee meeting, and the grant for $3,000 was passed on September 4, 2012 and will be voted on in full council, first reading, September 21, 2012, and second reading on October 5, 2012. He added that if everything is approved according to the projected schedule, the grant will be passed out of full council in October 2012 sometime.

Mr. Medeiros added that he spoke to Budget Director Sandy Baz, and he informed Mr. Medeiros that CSW will be able to use the money from the grant in October 2012 sometime.

Chair asked if the Commissioners should go and speak at one of the meetings. Mr. Medeiros said it would help and also thanking the council.

Commissioners discussed the process of testifying in front of council. Deputy Thomson shared the website where the Commission would obtain information.
VII. Election of Officers

Commissioner Halperin nominated and Commissioner Grace seconded the nomination for Chair Potopowitz to continue the roll of Chair for CSW. Nomination was closed and motion passed unanimously.

Commissioner Cabebe nominated and Commissioner Grace seconded the nomination for Vice-Chair Ornellas to continue the roll of Vice-Chair for CSW. Nomination was closed and motion passed unanimously.

VIII. Items for Review/Discussion/Action of Committee

1. Chair Potopowitz’s trip to Puerto Rico and the discovery of the first woman mayor of San Juan (1960s) and her accomplishments
   - Chair Potopowitz shared her discovery of the first Woman Mayor of Puerto Rico and her accomplishments.
2. Discussing and announcing the report on the Status of Women’s Issues Survey and Results and committee priorities related to survey results
   - Chair Potopowitz said she will write comments and send them to Ms. Esteban, and she will forward to Commissioners.
3. Report from Election Day 2012 Subcommittee
   - Commissioner Cabebe correspondence with Council Member Hokama’s office. She followed-up with his office, and will continue to follow-up with his office. She shared the information about the charter amendments that came through the mail. She had data for the Chair.
   - Chair asked the Commission if they would like Commissioner Cabebe to pursue a forum on the charter amendments. Deputy Thomson suggested discussing the event first.
   - Commissioner Cabebe said Council member Baisa said to contact Council member Hokama because this is his committee, and to explain what is written, and everyone is invited. She also shared that it would be in October.
   - Deputy Thomson suggested bringing the idea to AKAKU.
   - Mr. Medeiros suggested having Chair Joshua Stone at the forum.
4. Upcoming Fall Events regarding Women’s Issues
   - Active Aging Week
   - Domestic Violence Week
   - Women’s Leadership Conference will be updated and followed up by Commissioner Grace.

IX. Determine next Meeting Date and Agenda
X. Adjournment

Commissioner Cabebe moved and Commissioner Grace seconded the motion to adjourn. Motion passed unanimously.

Adjourned at 1:45 PM