

**COMMITTEE ON THE STATUS OF WOMEN**  
KALANA O MAUI, MAYOR'S CONFERENCE ROOM  
TUESDAY, September 17, 2013  
MINUTES

**I. Call To Order And Establishment Of Quorum**

Chair Potopowitz called the meeting to order at 12:04 PM.

Present: Chair Barbara Potopowitz, Vice-Chair Maria Ornellas, Molly Peck Murawski, Jennifer "Mino" Scott Uilani McLean, Cynthia Santiago

Excused: Carol Reimann, Susan "Netra" Halperin

Ex Officio Excused: Leslie Wilkins

Staff: Mercedes D. Neri, Executive Assistant  
Richelle Thomson, Deputy Corporation Counsel  
Jenny Daniels, Administrative Assistant

**II. No Public Testimony**

**III. Review and Approve Minutes from the June 25, 2013 Meeting**

Vice-Chair Ornellas moved and Commissioner McLean seconded the motion to accept the June 25, 2013 meeting minutes. Motion passed unanimously.

**IV. Welcome Cynthia Santiago**

Chair Potopowitz formally introduced and welcomed Cynthia Santiago as a new member to the Committee on the Status of Women (CSW).

Commissioner Santiago said a few words about herself and all the members of CSW introduced themselves as well.

**V. Letter acknowledging Commissioner Dennyse Grace**

Chair Potopowitz asked if a letter was sent from Mayor Arakawa acknowledging Commissioner Grace's resignation. Ms. Daniels confirmed that Mayor did send a thank you letter to Commissioner Grace for service on the CSW.

**VI. No Correspondence received**

**VII. Distribution of CSW Survey Results**

Chair Potopowitz will email and/or hand deliver the survey results at the next meeting.

**VIII. Presentation by Karin Phaneuf, Administrative Officer – Department of Public Works, County of Maui regarding Salary Disparity Issue**

Karin Phaneuf, Administrative Officer of Public Works Department discussed the disparity in salaries for clerks.

Ms. Phaneuf explained that after meeting with CSW, she scheduled a meeting with HGEA and learned that the union can not fix this issue. A resolution to this issue must be initiated by the Mayor. So, Ms. Phaneuf scheduled a meeting with Mayor. The meeting with the Mayor included Lance Hiromoto (Director of Personnel Services), the Union, Maria Ornellas (Vice-Chair of CSW), Ms. Phaneuf and seven (7) clerks from Public Works. At this meeting Mayor stated that he agreed that this is a problem and is in support of the repricing of the clerks' salaries. Originally, Mayor was under the impression that the union would need to fix this issue. But now that he knows that this is not true, he has asked Director Hiromoto to work on getting this issue resolved. Although Maui County is going to be the first to move towards resolving this issue, it will eventually become a State wide problem.

Ms. Phaneuf stated that bringing the clerks to SR18 (bottom level of clerk series) would bring the lowest paid laborer and the lowest paid clerk to equal pay levels.

Ms. Phaneuf said that at this meeting, Mayor appointed everyone in attendance to be a member on this committee that is going assist him in resolving the salary disparity and that this committee would be meeting every two (2) weeks.

Chair Potopowitz asked if CSW should write a letter of support to Mayor. Vice-Chair Ornellas replied that a letter of appreciation for Mayor's support in repricing of the clerks would be a good idea and she would draft the letter.

Commissioner McLean moved and Commissioner Murawski seconded the motion for Vice-Chair Ornellas to write a letter from CSW to Mayor in support on the issue of the salary disparities of all clerks in the County of Maui.

The motion carried unanimously (Chair Potopowitz, Vice-Chair Ornellas and Commissioners McLean, Murawski and Santiago).

## **IX. Items for Discussion/Review/Action of Committee**

### **A. Discussion of policy regarding Cancellation of CSW Meetings**

Chair Potopowitz explained that there was an issue in July when the CSW meeting was cancelled because there was not a room available to have the meeting. Chair expressed her disappointment as there were important issues that needed to be discussed and she was not given sufficient notice to try and find another location and/or time to reschedule the meeting. Chair expressed that in the future, if a

meeting is cancelled by someone other than Chair and/or by any other members of the committee through the Chair, that a telephone call be made and there be an opportunity for the Chair and/or committee members to try and find an alternative space to have the meeting.

**B. Discussion/Action regarding Salary Disparity**

Discussion and action taken in item VII.

**C. Report/Discussion/Action from Commissioner Halperin on Status of Communication with Representative Mele Carroll to Draft a Bill Excluding Non Adjudicatory Boards and Commissions from the Sunshine Law**

Chair Potopowitz tabled item for the October meeting as Commissioner Halperin is not present to report her findings.

**D. Discussion of State Grant Money Wrap Up - - \$750 Previously Authorized for Leis**

Chair Potopowitz discussed that the \$750 that was left over from the State grant monies for Women's History Month did not get encumbered for the leis for 2014 Women's History Month.

**E. Report/Discussion/Action of Women's History Month Subcommittee**

Chair Potopowitz asked if the 2014 Women's History Month Subcommittee met in regards to this event. Commissioner Murawski said that the committee did meet on July 2, 2013. The event will be on March 27, 2014 from 3:00 p.m. to 5:00 p.m. in the Mayor's Conference Room.

Commissioner Murawski discussed that the Women in Excellence Awards timeline will be:

- Announcement of event and distribution of nomination forms is December 30, 2013
- Public announcement in the Maui News is January 17, 2014
- Deadline for nomination submissions is February 7, 2014
- Sub-committee will review all nomination forms on February 15, 2014
- Sub-committee will present nominees to Committee on February 18, 2014
- Invitations would be sent out on February 2, 2014
- RSVP deadline is March 13, 2014

Vice-Chair Ornellas asked if a budget was discussed. Commissioner Murawski said that Commissioner Reimann felt that having food and beverage such as sushi, chicken, veggies, water and coffee should not cost more than \$400.

Commissioner Murawski said regarding awards and gifts that five (5) nice leis would be good for the awardees. The committee is still discussing the possibility of having pictures in the cardboard picture frames with the Mayor's seal as apposed to wooden or plastic picture frames.

Chair Potopowitz asked that Commissioner Murawski provide a more specific budget that includes monies for an ad in the Maui News and any other media expenses at the October meeting. The Committee will have to put in a request for funds from Mayor

Deputy Thomson suggested that the Committee write an article for the County newsletter, do a PSA on AKAKU, do a payroll stuffer of the flyer, post the event on the CSW website and do electronic and hard copy nominations.

Ms. Daniels suggested that the flyers could be handed out at Mayor's County on Your Corner (a once a month event) and at the reception desk on the 9<sup>th</sup> floor.

#### **F. Discussion of Committee Attendance Rule**

Chair Potopowitz explained that this discussion is not so much for the CSW members but for the Ex Officio person from the State Commission. The Ex Officio has only attended one (1) meeting since she's been appointed. Chair Potopowitz asked if there is any policy on attendance in regards to the Ex Officio.

Deputy Thomson responded that she did some research and because they are appointed by State Statute the Committee does not have any governance over the Ex Officio.

Deputy Thomson suggested writing a letter to the State Commission requesting the Ex Officio's attendance to the Committee's meetings

Chair Potopowitz stated that the former representative came to every meeting. Her attendance not only provided a good link between Committee and the State Commission but she helped provide funding for various projects. Also, she provided the Committee with detailed information regarding legislative issues of importance to women at the State level.

Vice-Chair Ornellas moved and Commissioner McLean seconded the motion that Chair Potopowitz write a letter to Katherine Betts requesting Leslie Wilkins attendance at CSW meetings.

The motion carried unanimously (Chair Potopowitz, Vice-Chair Ornellas, and Commissioners McLean, Murawski and Santiago).

Vice-Chair Ornellas excused herself from the meeting as she had another obligation to attend to

**G. Discussion/Action regarding CSW website**

Chair Potopowitz discussed that the CSW website is under utilized and requested members to bring ideas that could be posted on the website for the next meeting.

Commissioner McLean volunteered to be the liaison for the CSW website. Therefore, once the ideas are approved by the Committee than Commissioner McLean will submit the approved ideas in “final form” to Ms. Esteban who will then submit the request to ITS for posting.

**H. Discussion of Communication with other Committees on the CSW through the State Commission**

Chair Potopowitz explained that all the islands have CSW and that it would be a good idea to open up communication with the other CSW. This would allow for the sharing of ideas from one County to another and provide a link of communication between all the Counties as well.

Chair Potopowitz said she will give the Executive Director Betts a call and report her findings at the next meeting.

**X. Determine Next Meeting Date And Agenda**

October 15, 2013

Chair Potopowitz requested that members email her agenda items at least 6 days before the next meeting.

**XI. Adjournment**

Commissioner Murawski moved and Commissioner McLean seconded the motion to adjourn. Motion passed unanimously.

Adjourned 1:18 PM