1. Call to Order

The meeting was called to order by Chair Griffiths at 12:05 p.m.

Present: Chair Kate Griffiths
Vice Chair Lois Prey
Sharon Daniels
Dee Hamby
Jessica Crouse
Ki'i Kaho'ohanohano

Excused: Nalani Kaninau

Ex-Officio: Leslie Wilkins

Staff: Jerrie Sheppard, Deputy Corporation Counsel
Mercedes Neri, Executive Assistant
Pili Nahooikaika, Administrative Assistant

2. Public Testimony

There was no public testimony presented.

3. Welcome New Members

- Jessica Crouse
- Ki'i Kaho'ohanohano
- Nalani Kaninau

Members and Staff provided individual introductions and welcomed new Members Crouse and Kaho'ohanohano. Member Kaninau was excused from the meeting.

4. Approval of Minutes

Vice Chair Prey moved and Member Hamby seconded the motion to approve the meetings minutes of March 6, 2018 and March 20, 2018. The motion carried unanimously.

5. State Ex-Officio Report

Ex-Officio Wilkins was not present to provide a report.

6. Recap of Women of Excellence Awards Event, March 27, 2018

Discussion about the successes and shortfalls of the event was had.
7. **Report on Equal Pay Day Rally, April 10, 2018**

Member Hamby was unable to attend. Ms. Nahooikaika will look into a reimbursement from Hawaiian Airlines to the committee’s budget.

8. **Long Range Planning**

- **Discuss Calendar of Events**
  Chair Griffiths reviewed annual events and touched base on events that were sponsored by the committee in the last year:
  - S.T.E.M. Introduce a Girl to Engineering Day – February 2017
  - Round Table Discussion – February 2017
  - Women of Excellence Awards – March 2018
  - The Hunting Ground – June 2017
  - Domestic Violence Awareness Fair – October 2017
  - Committee on the Status of Women Survey – Ongoing
  - Women Vote Campaign – June thru October 2018

- **Discuss Meeting Schedule**
  Vice Chair Prey moved and Member Daniels seconded the motion to meet every third Tuesday of each month except for December. The motion carried unanimously.

- **Discuss Committee Meeting Binders**
  Chair Griffiths introduced the committee meeting binders explaining that the binders are to be used as a tool and/or reference and are to be returned at the expiration of a member’s term and or resignation.

- **Discuss Subcommittee Appointments for Domestic Violence Awareness Fair, and Women of Excellence Awards Event**
  Vice Chair Prey moved and Member Daniels seconded the motion to create a subcommittee for the Domestic Violence Awareness Fair confirming Member Daniels as Chair, and Members Crouse and Kaho'ohanohano as subcommittee members. The motion carried unanimously.

  The committee decided not to create a subcommittee for the Women of Excellence Awards event.

- **Discuss Women Vote! Campaign**
  Member Daniels moved and Members Kaho'ohanohano and Prey seconded the motion to create a subcommittee for the Women Vote! Campaign motivating and activating women to vote and assisting with voter registration confirming Chair Griffiths as a member of the subcommittee. The motion carried unanimously.

9. **Fiscal Year 2019 Budget Request**

Chair Griffiths reviewed the committee’s $5450 budget request to the Mayor for FY19. She explained that the committee’s request is currently before the Council for budget deliberation. Chair Griffiths added that the committee was awarded $6000 from the Hawaii State Commission on the Status of Women.
10. **Determine Next Meeting Date and Set Agenda**

The next meeting is scheduled for Tuesday, May 15, 2018 at 12:00 p.m. in the Mayor’s Conference Room.

The agenda items are to include the following:

a) Budget Proposal for Voter Registration  
b) The Hunting Ground Screening  
c) Domestic Violence Awareness Fair  
d) Child Care Climate

11. **Adjourn**

Vice Chair Prey moved and Member Daniels seconded the motion to adjourn. The motion carried unanimously. The meeting adjourned at 1:18 p.m.