

HAWAI'I STATE - COMMISSION ON FATHERHOOD

Approved
5.21.2021km

MEETING MINUTES

Wednesday, May 12, 2021

Time: 6:00pm



Location: virtual meeting via Zoom
Zoom Meeting ID #8082816682 password Thrive
Zoom waiting room opened at 5:55pm to log-on prior to 6:00pm.

I. Call to Order – Chair Mattos called the meeting to order at 6:18pm.

(RE: Commissioner Cardines had difficulty logging on to Zoom. / Wi-Fi very spotty)

Commissioners present: David (Kawika) Mattos, Allen Cardines Jr, Alan Sunio, Anthony Mendez and Jeff Esmond

Ex-Officio(s):

Mimari Hall (DHS-Policies Director, O`ahu for Malia Taum-Deenik)

Matthew Shim (DOH – Maternal Health Branch) – *not present*

Chet Okayama (OYS) – *not present*

Erin Yamashiro (Commission Counsel / AG)

Public Attendees:

MISSION Statement - *read by guest Mike Kubo (volunteered)*

The mission of the Hawaii State - Commission on Fatherhood (HS-COF) is to promote healthy family relationships by emphasizing the important role fathers play in the lives of their children. The commission serves in an advisory capacity to state agencies and makes recommendations on programs, services, contracts, policies, and laws relating to children and families.

I. Introductions:

- a. Fatherhood Commissioners
- b. Ex-Officio(s)
- c. Counsel to the Commission

II. Conduct Agreement & reminder

- a. Rules of Conduct – *read by Chair Mattos*

III. Quick Review Of Commission's Statutory Duties – *reviewed by Chair Mattos*

IV. Community shares or concerns:

- a. Public Testimony (introduction - allowed 2 minutes) – *brief introduction made.*
Mike Kubo from Parents & Children Together in Head Start Program - family advocacy in Kona.

V. Approval of Minutes - April 16th, 2021: Commissioner Cardines motioned to approve the April 16th meeting minutes as presented and 2nd by Sunio. Yes – 5 / No – 0. Motion passed and the approved meeting minutes to be posted on the DHS HS-COF webpage.

VI. Ethics & Boundaries / Office of Information Practices (OIP): Updates and Information

Note: Individuals who require special needs accommodations may request assistance in writing to the Commission three days prior to the meeting or by contacting the Commission at fatherhoodcommission.hi@gmail.com or call DHS (808) 586-4855.

- a. Direction of Award Selections (RE: HI Fatherhood Conference) – *Chair Mattos shared briefly that he inquired with OIP recently for clarity about the Award system. He shared that they guided him through what is ethical procedures. Mattos expressed that he also received guidance from AG-Erin as well.*

VII. Discussion

- a. DHS / HS-COF Webpage Updates / Status of Meeting Minutes & Other Matters – *Chair Mattos shared that the commission is current with all meeting minutes & postings with DHS.*
- b. 3rd Annual – Hawai'i Fatherhood Conference on June 18th from 8am-12pm.
 - i. Updates, status and revisions:
 1. Commissioner Cardines shared that an event flier was made and is now being distributed through mass emails, texts, etc. He highlighted that the planning committee are great people to work with. He also highlighted the awards that the commission will present at the conference.

Chair Mattos then chimed in and explained that he checked with OIP and AG-Erin as stated earlier and we do not need to vote in public on nominees for such awards. We may decide to adopt that process for future awards, however based on the time crunch, he shared that the commission needs to vote on the criteria and the process of selections. He then presented the two documents that he also posted on the state calendar as a part of the meeting agenda and reviewed the documents. These were titled Parent-Friendly Business Award and Aloha Father of the Year Award dated 5.06.2021. As previously expressed on prior meetings, Mattos expressed again that he went back and gathered the past legislation documents that stated that a Parent-Friendly Business Award should be given out annually. He then thoroughly read the two proposed award documents out loud. Mattos continued to share that the planning committee has many tasks to do on a time crunch. When he checked with OIP on the process and time frame of doing a nominating process, OIP explained that the commission would need to vote on a PIG -Permitted Interaction Group - which would be the process of voting on a PIG direction, then meet 2 times to set up criteria and then come back to the group on/for a 3rd meeting at a public commission meeting to vote on a decision. He stated that the commission does not have that time luxury of 2-3 months to accomplish this. Mattos also stated that the commission could vote to completely drop doing the awards as well. He then referred back to the two documents and asked if anyone had questions. Commissioner Esmond chimed in to ask the following two questions: Were these documents as templates found and then revised or were they created from scratch? Cardines answered that he used a template that the National Fatherhood Initiative has and then tweaked it to emphasize the spirit of aloha. Esmond asked a 2nd question: did we research back and did we find past winners and/or how this award was done? Mattos answered saying that to his knowledge, these awards have not been done before. He shared that he spoke with former Commission Chair - Chet Adessa and asked for history. Adessa stated that many years ago, a luncheon was done at the Governor's Mansion and he vaguely remembers some kind of award was given. Sunio expressed that he couldn't remember details either. Mattos said

he could not verify through any former documents. He reminded the commission that the business award is part of the commission's statutes. Cardines chimed in to express that this is a great opportunity to be at the forefront to get the commission out there in the public's eye and encouraged the commission to move forward with these awards. He expressed that he used a national template and also he also wanted to emphasize the spirit of aloha and its uniqueness of Hawai'i. Esmond asked another question in reference to item 5: is that clear enough and/or even needed? Mattos answered that item 5 is stated in general for non-discrimination, which should encompass all. He said the main point is that the awardees are people who are non-bias. Esmond then shared that he is unsure of the process and concerned about who to choose, etc. Sunio expressed his concerns about feeling like he's being rushed and maybe later answering to the public about concerns. Mattos reemphasized that we should not operate on fear and to take advantage of the opportunity to do great things like these awards. Commissioner Mendez chimed in to also express that we cannot control everything that could happen, but we can do this award well with what has been presented. Esmond asked if Cardines already has a business in mind that could fit the business award and its criteria. Cardines said he does.

Mattos then continued and said based on having quorum, there are two steps: to decide on the form as the criteria for sections, then vote on how the selections would be finalized. Commissioner Cardines then motioned that the two forms presented be accepted as the criteria and 2nd by Mendez. Yes – 5 / No – 0. Motion passed to use the award forms presented.

Mattos then motioned to give Commissioner Cardines the authority to represent the commission and make the selection of this year's Parent-Friendly Business Award based on the approved criteria form and 2nd by Esmond. Yes – 5 / No – 0. Motion passed.

Mendez then motioned that using the approved criteria for the Aloha Father of the Year Awards and that the commission designate authority to the commissioners for the three neighbor island commissioners for their county selections, along with up to four awards for the island of O`ahu. Motion 2nd by Esmond. Yes – 5 / No – 0. Motioned passed.

Mendez will make one awardee selection and Cardines will be ready to select 3 awardees by May 21st. Sunio and Esmond have currently abstain from selections.

c. Budget / Finances

- i. Budget for FY 2020-21: Commissioner Mendez and Mattos recapped the current budget approved on 4.26.2021. An additional column was added to the excel spreadsheet to do updates and adjustments.

- ii. Re: business cards – commissioners wanting cards are Mattos, Mendez, Sunio and Esmond. The three commissioners must forward contact info for the cards to Sunio. He will work with DHS to place the order.
 - iii. Mendez recapped the travel plans for Maui on June 12th and the actual cost. He shared what was included in all the commissioners Travel Authorization Forms (TAF) from DHS.
 - iv. Mendez asked for clarity from Sunio about the need for the \$2000 marketing budget. A discussion about banner sizes and cost took place. Sunio still needs to finalize sizes and make decisions. Mattos emphasized that commissioners need to put effort in to what tasks they are given because these tasks should have been done already. He expressed that all budget decisions must be made by the May 21st meeting. Mendez will follow up with DHS on how to proceed with requests and processing with DHS.
 - v. Mattos also said the commission needs to jump on registering for the already approved NCPL National Fatherhood Conference on June 9th & 10th. Further discussion on how to register (etc.) to take place at the next meeting.
 - vi. Fatherhood Sponsorship Award Program – Updates: Mattos gave brief updates on the activities of each awardee. Mattos highlighted the Hana awardee as an exciting activity. He shared that it has community, school and family involvement. He expressed that this could be the kind of activity that help create future sponsorship criteria.
 - vii. Proposed Commission – Professional Development: Updates on OSF upcoming training. Mattos expressed that he and AG-Erin are working with OSF to finalize the contract agreement. Dates must be determined on when to have the two–3 Hour sessions in either July / August 2021.
 - viii. Maui Travel for Six (6) Commissioners for Celebration of Fathers event on June 12th, 2021. Commissioner Esmond asked if face masks can be ordered for the commissioners to wear at the Maui event. Nine mask made by Vista Print is \$150, therefore 2 masks each will be \$300. That amount was added to the draft budget as marketing.
 - ix. Mattos expressed that commissioners must consider giving MFSS/him authority to purchase gifts for the fathers in advanced, unless they plan to come a few days earlier to help shop, tag and make everything ready for the event. He expressed that this will be on the May 21st agenda for discussion and decision.
 - x. The adjusted budget excel sheet will be left as discussed and it will be added to the meeting agenda for final discussion and decisions on May 21st.
- d. Commission TEAM
- i. Current Status / Updates / Boards & Commissions Info.
 - 1. Jeff Esmond / New Commissioner: Mattos gave official welcome again.
 - 2. Alan Cardines Jr. & Daniel Kittredge / FY-2021 Commissioners – Mattos gave update that Cardines and Kittredge will begin their term on July 1st after swearing-in. Commissioner Hasegawa’s term will end and he may be considered again by the governor if the inactive commissioner (David Lunceford) to resign or be removed.
 - ii. Commission’s nine (9) Statutory Duties / Status & Updates – *no discussion*
 - 1. Central Information Clearinghouse (informational center)
 - 2. Identify Best Practices

3. Identify Obstacles
 - a. Create Social Media platforms to identify obstacles and issues with:
 4. Raise Public Awareness
 - a. Create Social Media Platform
 5. Recommend Policies and Practices
 6. Promote Education to train fathers
 7. Support Fatherhood Programs
 8. Increase Fatherhood Capacity
 9. Do any and all things necessary to carry out duties and purpose.
- e. Work Plans / Updates & Reports
 - i. Community Collaborations and Volunteers – *no discussion*
 - ii. Hawai'i State – Fatherhood Conference update – *discussed earlier/above*
 - iii. NPCL's 2021 International Fatherhood Conference update / registrations – *discussed earlier/above*
 - f. Marketing Materials / Updates / Proposals / Print & Banners – *discussed earlier/above*
 - i. Supplies needed for Maui event on June 12th, 2021

VIII. Decision Making

- a. 3rd Annual HI Fatherhood Conference / Updates and Related Matters
 - i. 2021 Parent-Friendly Business Award – ***refer to motion passed above***
 - i. Selection Criteria & Process
 - ii. 2021 Father of the Year Awards: - ***refer to motions passed above / changed to seven (7)***
 - ii. Six (6) Recognitions by perspective Counties/Districts, Others:
 - iii. Selection Criteria & Process
- b. FY 2020-21 Budget – Updates / Budget & Expense Status / Proposed Expenditures & Revisions – ***no decisions. Will continue discussion at next meeting on May 21st.***
- c. Commissioners Travel to Maui for MFSS-COF Event on June 12th, 2021
 - i. Updates / Revisions / Related Changes or Proposals – ***no further action***
- d. Commission TEAM - Current Status / Updates / Boards & Commissions Info. – ***no further action***
- e. Commission's nine (9) Statutory Duties / Status & Updates – ***no further action***
 - i. Start HS-COF Social Media streams
- f. Community Collaborations and Volunteers – ***no discussion***
- g. NPCL's 2021 International Fatherhood Conference / Update and Related Matters – ***no further action***
- h. Marketing / Update and Related Matters – ***no further action***

IX. Next meeting:

- a. Friday, May 21st, 2021 at 1:00pm virtually via Zoom

X. Executive Session

- XI. Adjournment - Commissioner Mendez motions to adjourn the meeting at 4:01pm. Commissioner Cardines 2nd the motion. Yes – 5 / No – 0. Motion passed and meeting adjourned at 8:01pm.