



HAWAII STATE  
COMMISSION  
ON THE STATUS OF WOMEN

Chair  
JUDY KERN

COMMISSIONERS:  
CYD HOFFELD  
MARILYN B. LEE  
DEJA OSTROWSKI  
TERRI ANN MOTOSUE  
STACEY MONIZ

Executive Director  
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HAWAII STATE COMMISSION ON THE STATUS OF WOMEN  
PUBLIC MEETING & EXECUTIVE SESSION  
FRIDAY, MAY 15, 2020, 3:30 PM – 4:30 PM  
VIRTUAL MEETING VIA ZOOM

*In light of the evolving COVID-19 situation, protecting the health and welfare of the community is of utmost concern. As such, this will be a virtual meeting and written testimony will be accepted in lieu of in-person testimony. If you would like to appear virtually via Zoom, please email [ctrinh@dhs.hawaii.gov](mailto:ctrinh@dhs.hawaii.gov) for more information by Noon on Friday, May 15, 2020.*

- I. PUBLIC NOTICE, CALL TO ORDER, ESTABLISH QUORUM (2 Minutes)
- II. REVIEW AND APPROVAL OF MINUTES FROM THE FEBRUARY 27, 2020 MEETING (5 Minutes)
- III. PUBLIC COMMENT (5 Minutes)
  - A. *Only accepting written testimony at this time by submission via email to [ctrinh@dhs.hawaii.gov](mailto:ctrinh@dhs.hawaii.gov) by 4:30 p.m. on Thursday, May 14, 2020..*
  - B. *Due to the timing of this meeting, public comments may be addressed at the next Commission meeting.*
- IV. REPORTS (6 Minutes)
  - A. Executive Director's Report
    1. NACW Conference July 19-22, 2020 in Leesburg, Virginia - CANCELED
    2. Legislation
    3. Budget updates
- V. EXECUTIVE SESSION: The Commission anticipates going into Executive Session to discuss the perpetuation of HRS 92-5 (a)(2) and HRS 367-2.5 (40 Minutes)
- VI. ADJOURNMENT (2 Minutes)

The public meeting is accessible for individuals with disabilities. Auxiliary aids and services are available upon request by calling the Hawai'i State Commission on the Status of Women's office at: (808) 586-5757 (voice); 711 (Hawai'i Relay Service); or email to [ctrinh@dhs.hawaii.gov](mailto:ctrinh@dhs.hawaii.gov). A request for an auxiliary aid or service should be made no later than four (4) working days prior to the public meeting. Requests made as early as possible will allow additional time to fulfill your request. We will try to obtain the accommodation, but we cannot guarantee that the request will be fulfilled.

Hawai'i State Commission on the Status of Women  
Public Meeting Minutes  
Thursday, February 27, 2020; 12:30 p.m. – 2:30 p.m.  
Leiopapa A. Kamehameha Building  
235 S. Beretania Street, Honolulu, Hawai'i 96813  
4<sup>th</sup> Floor Conference Room 405

Members Present: Judy Kern (Kern), Cyd Hoffeld (Hoffeld), Marilyn Lee (Lee), Deja Ostrowski (Ostrowski), Terri Ann Motosue (Motosue)      Excused: Stacey Moniz (Moniz), Kauai Commissioner - Vacant  
Staff: Khara Jabola-Carolus (Jabola-Carolus), Laney Trinh (Trinh).      Public: Vera Zambonelli

**I. Public Notice, Call to Order**

- A. 12:39 p.m. Quorum Declared – All in attendance, except Moniz excused, Kauai Commissioner – vacant. Introductions by all in attendance.

**II. Review and approval of minutes**

- A. **MOTION to accept minutes from November 1, 2019 by Hoffeld, seconded by Ostrowski – ALL IN FAVOR, ADOPTED**

**III. Chair's Report**

- A. Kern: NACW Conference July 19-22, 2020 in Leesburg, Virginia
1. Must determine CSW attendees for procurement
    - a) No deadline for registration yet
      - (1) Suffrage anniversary, planning to do a time capsule
      - (2) Seeking speakers; please submit proposals to Jabola-Carolus

**IV. Public Comment**

- A. Presentation by Vera Zambonelli, Hawai'i Women in Filmmaking (HWF) seeking sponsorship of program focused on gender equity in film, and a Status of Girls' Report (similar to Haumea Report from OHA).
1. CSW requested more information regarding Zambonelli's \$10K ask: cost breakdown, timeframe for training, presentations, transportation, and payment to employees, and how it relates to Native Hawaiian/girls on all islands, clear deliverables and research produced

**V. Executive Directors' Report**

- A. Jabola-Carolus: Status of Commissioners
1. Moniz is unable to attend meetings for personal reasons
  2. Kaua'i Commissioner had to withdraw for personal reasons
  3. Reminder quorum has to be at four people per meeting even if two members down.
- B. Legislation
1. Taskforces proposed via resolution: gender violence and MMIWG
  2. Update on bills by topic: paid family leave, equal pay, sex trafficking
  3. Kern: DOH lawsuit for Title X lost against Trump/Gov. for "gag rule" for family planning
- C. Budget updates

1. Jabola-Carolus: Unanticipated additional expenses related to Hawai'i Homebirth Taskforce (copy costs, overtime, delivery). Report is now complete, but not all in agreement. Meetings continuing until June.
    - a) Amount used for taskforce went to budget allotted for NACW conference.
  2. Calling is Caring Campaign
    - a) Statewide anti-femicide campaign in partnership with SATC, DVAC, and sex trafficking service providers for helpline numbers
    - b) Launching around International Women's Day - March 9<sup>th</sup> (following Monday)
    - c) Will disburse posters all around community, campuses, consulates, etc. in several different languages
- D. Community Outreach and Research
1. Swedish Ambassador visiting in March 4-6
    - a) Will send itinerary to see if Commissioners would like to join an event
  2. Popolo Project Research Proposal
    - a) Review of Climate Study proposal submitted by Akiemi Glen, Executive Director, Popolo Project: "Women, Race, Climate Change, and Resilience in Hawai'i"
    - b) Asking for "seed money" to start the study from CSW's Women of Color support groups.
    - c) **MOTION FOR \$1,000 SPONSORSHIP TO THE POPOLO PROJECT'S CLIMATE STUDY, in FY2020, or alternatively in FY2021 depending upon budget – Motion by Ostrowski, Seconded by Hoffeld – ALL IN FAVOR**
    - d) Can ask Popolo Project to present again next CSW meeting to clarify funding needed from CSW
  3. Missing Murdered Indigenous Women and Girls
    - a) Working with Honolulu CSW Chair on events, March 5<sup>th</sup> lights red at City Hall
      - (1) Working on floor presentations with legislature
      - (2) Resolution for taskforce
  4. U.S. INDOPACOM Gender Analysis Mainstreaming
    - a) Jabola-Carolus presented to INDOPACOM on sex trafficking training at Camp Smith, invited back
    - b) Mandatory gender analysis training for gender mainstreaming - Monday-Wednesday, March 16-18
- E. Sponsorship Requests
1. County of Kaua'i Committee on the Status of Women
    - a) Reviewed \$10K request for sponsorship of programs and NACW conference
    - b) Discussion that Counties may also ask Mayors for assistance in funding.
    - c) Food is not able to be included. NACW - Plan may be to sponsor the same as last year (annual membership and one registration to conference)
    - d) Jabola-Carolus suggested a standard form be made which will provide information to DHS that justifies the sponsorship and streamline requests.
    - e) **MOTION TO CREATE HSCSW SPONSORSHIP FORM TO STREAMLINE SPONSORSHIPS & DHS REQUIREMENTS TO JUSTIFY DONATIONS by next fiscal year – Motion by Hoffeld, Seconded by Ostrowski – All in favor.**
      - (1) **Jabola-Carolus will draft and ask COK CSW to resubmit their request w/o food, clarification if asked others for funding as well.**
    - f) Motosue suggested to do financial requests once a year.

- (1) Discussions confirmed that is difficult for Counties/non-profits on certain budget deadlines and timelines
  - (2) Difficult for CSW to budget as well, for example, must now budget for ~\$1,500 for new security guard at State Office Tower's salary
- F. Annual Women's Conference
1. "Permitted Interaction Groups" (PIGs) - Third Meeting
  2. Set Committee Priorities – Budget about \$3K set-aside this fiscal year
  3. PIGs: Update on location and sponsorship for women's conference
    - a) Motosue: Café Julia – weekend \$1,500 full day for Fuller Hall
      - (1) Continental breakfast - \$12/person -- Sandwich Lunch - \$22/person
    - b) Ala Moana Hotel
      - (1) No rates, but seems willing to work with us based on budget
    - c) Hilton
      - (1) If want a weekend, sold out until fall
      - (2) Rate can be given when date finalized
    - d) New American Savings Bank Building, but can't do 130
      - (1) Possibility to rent Board room and some smaller rooms, on a weekend
      - (2) Will check capacity
    - e) Motosue's Firm can do 60 + breakout rooms
  4. Ostrowski: Location
    - a) UH law school – free, but
      - (1) Have to be on the weekend, no weekends left until May
      - (2) Issue: not open to community
      - (3) Need to submit request to Dean for approval, if not conflict w/UH event
      - (4) Attendance, Food/drinks, staff work OT or free needs to be considered
    - b) Expectations
      - (1) 130 people vs. 85 people and breakout rooms – 140 available seats
      - (2) Confirmed food estimations done for 85 will still cover since UH is free
    - c) Logistics
      - (1) Law schools \$5/parking - Can get some parking passes
      - (2) Food, audio/visual dependent on date
  5. Kern: Capitol
    - a) Also need the date, if weekend need to consider custodial and food
    - b) If in fall can do it during the weekday, parking available with breakout rooms
  6. **DATE FOR CONFERENCE --- HOLD: Saturday, August 29, 2020**
  7. Motosue: Food – via Sponsors, Jabola-Carolus can help
    - a) Women's groups would be able to fund, but would want invitation
    - b) May be difficult to limit the amount of attendees
    - c) Jabola-Carolus: May work if there's separate, Board set aside time
      - (1) Can help to cap amount of people per breakout session
    - d) Topics: Discussed from Hawai'i Committees – Domestic Violence and sex trafficking on each list

## VI. State Commissioners' Reports and Updates

- A. Cyd Hoffeld, Hawai'i - Report of County of Hawai'i Island Committee on the Status of Women

1. Annual projects – Healthy relationship pocket cards passed out at schools for teen dating violence prevention
2. Circulate Directory throughout Hawai'i island (green), updated every April
  - a) Jabola-Carolus wants to also do a directory for Oahu
3. Real Women Essay Contest – middle/high school girls wrote on who inspired them
4. Working on Human Trafficking and Equal Pay
5. Equal Pay Day – Plan to do another radio ad.
  - a) Trinh confirmed radio station still not compliant. Hoffeld said radio station considering remaining balance as “donation” – no follow up needed.
6. Equal Pay Day Bars provided again for 2020?
  - a) Community partner does not want to pass out bars, instead will do proclamation with Governor. Outer island committees may continue independently.
7. COH CSW – Working on status of women in Hawaii report, passed out proposal
  - a) Asked CSW if any databases hold employment per county, women's earnings
    - (1) **Trinh knows Civil Beat database, but not by gender, will send**
    - (2) Ostrowski thinks OHA's report had wages by county
    - (3) Report will be on wage gap, poverty, education, economic security per county, to help focus on needed projects
    - (4) **Will check with Women's Fund whether doing biannual study with UH. Last one was done 2018.**

B. Terri Motosue, O`ahu

1. Update on Hawai'i International Film Sponsorship
  - a) Received PowerPoint on Sponsorship - Starts from \$3-5K and up
  - b) Idea to have sponsorship w/panel on similar topic in August
  - c) **Discussion on how to select movie to sponsor**
    - (1) **Look at the August list for movie to sponsor**
    - (2) **Create another PIG to screen 5 or so films**
    - (3) **Will check if possible due to confidentiality and Sunshine rules**
  - d) HIFF also does other programs, Women in Film, schools – could invite community

VII. **Announcements**

A. None

VIII. **Adjournment** – Motion to Adjourn by Ostrowski, seconded by Hoffeld – All in favor 2:34 p.m.

Funds Available by Quarter  
 For SFY 2020  
 As of May 13, 2020

	<u>July - Sept 2019</u>	<u>Oct - Dec 2019</u>	<u>Jan - Mar 2020</u>	<u>Apr - June 2020</u>	<u>SFY 2020 Total</u>
Payroll:					
Quarterly Funds	29,554.00	29,554.00	29,554.00	29,553.00	118,215.00
Expenditures	(26,892.20)	(31,335.00)	(31,686.61)	(15,667.50)	(105,581.31)
Salary adj					-
Trf allotment from others				3,033.81	3,033.81
Transfers (reversions)	(2,661.00)	1,781.00	880.00		-
Balance	<u>0.80</u>	<u>-</u>	<u>(1,252.61)</u>	<u>16,919.31</u>	<u>15,667.50</u>
Other Current:					
Quarterly Funds	9,752.00	9,752.00	9,752.00	9,752.00	39,008.00
Expenditures	(6,344.47)	(9,141.43)	(8,417.46)	(1,162.70)	(25,066.06)
Reversion					-
Reversion	(3,407.53)	(610.57)	(1,334.54)	5,352.64	-
Emergency Restriction					-
Trf allotment to payroll				(3,033.81)	(3,033.81)
Transfers (reversions)					
Balance	<u>-</u>	<u>-</u>	<u>-</u>	<u>10,908.13</u>	<u>10,908.13</u>
Total Payroll & Other Current funds available					<u><u>157,223.00</u></u>

Total funds appropriated by Legislature:

Payroll	118,215.00
Collective Bargaining	
Add transfer from "Others"	
Funds available	<u>118,215.00</u>
Other Current	55,820.00
Less restrictions	(16,812.00)
Released Contingency Restriction	
Less transfer to "Payroll"	
Funds available	<u>39,008.00</u>

- V. EXECUTIVE SESSION: The Commission anticipates going into Executive Session to discuss the perpetuation of HRS 92-5 (a)(2) and HRS 367-2.5 (40 Minutes)

§92-5 Exceptions. (a) A board may hold a meeting closed to the public pursuant to section 92-4 for one or more of the following purposes:

- (1) To consider and evaluate personal information relating to individuals applying for professional or vocational licenses cited in section 26-9 or both;
- (2) To consider the hire, evaluation, dismissal, or discipline of an officer or employee or of charges brought against the officer or employee, where consideration of matters affecting privacy will be involved; provided that if the individual concerned requests an open meeting, an open meeting shall be held;
- (3) To deliberate concerning the authority of persons designated by the board to conduct labor negotiations or to negotiate the acquisition of public property, or during the conduct of such negotiations;
- (4) To consult with the board's attorney on questions and issues pertaining to the board's powers, duties, privileges, immunities, and liabilities;
- (5) To investigate proceedings regarding criminal misconduct;
- (6) To consider sensitive matters related to public safety or security;
- (7) To consider matters relating to the solicitation and acceptance of private donations; and
- (8) To deliberate or make a decision upon a matter that requires the consideration of information that must be kept confidential pursuant to a state or federal law, or a court order.

(b) In no instance shall the board make a decision or deliberate toward a decision in an executive meeting on matters not directly related to the purposes specified in subsection (a). No chance meeting, permitted interaction, or electronic communication shall be used to circumvent the spirit or requirements of this part to make a decision or to deliberate toward a decision upon a matter over which the board has supervision, control, jurisdiction, or advisory power. [L 1975, c 166, pt of §1; am L 1985, c 278, §3; gen ch 1985; am L 1996, c 267, §3; am L 1998, c 48, §1; am L 1999, c 49, §1]

Section 367-2.5 - Executive director

The commission shall appoint an executive director for the proper administration and enforcement of this chapter without regard to chapter 76.