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Description automatically generated with medium confidenceHAWAI`I STATE - COMMISSION ON FATHERHOOD (HS-COF)**

**Friday, January 10, 2025**

**Time:  10:00 AM**

**Location**: Windward Community College, Hale Na’auao, Room 125, Kaneohe, HI 96744

**Meeting Minutes**

**Recorded Meeting Link:** [**https://www.youtube.com/watch?v=wtwAJ-tzRY0**](https://www.youtube.com/watch?v=wtwAJ-tzRY0)

**Meeting Call to Order: 10:33 AM**

**MISSION Statement – read by Esmond (1:51-2:13)\_**

**[From Chapter 577E, Hawaii Revised Statutes] The mission of the Hawaii State - Commission on Fatherhood (HS-COF) is to promote healthy family relationships by emphasizing the importance of fathers 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. Rollcall, Introductions and Updates: (2:14-12:39)**

**Commissioners Present:**

(All from 10:33 am to 12:02 am)

* Jeff Esmond, Chair
* Alan Sunio
* Allen Cardines
* Marty Oliphant, Vice-Chair
* Brian Alston

**Commissioners Absent:**

* Neel Chauhan

**Ex-officios Present:**

* Katherine Korenaga, DHS
* Matthew Shim, DOH

**AG Council to the Commission:**

Erin Yamashiro (AG - Commission Counsel, O’ahu)

Lili Young (AG – Commission Counsel, O’ahu)

**Guests Present:**

* Shane Kalani Arthur
* Jed Tesoro

**II. Community shares or concerns (12:39-13:12):**

1. Public Testimony
   1. *This agenda has no item II.*

**III. Ongoing Business and Updates (13:13-14:31)**

a. Community shares or concerns (Public Testimony)

b. Commissioner position update

a. Commissioner Esmond shares there are 3 applications and is trying to move them forward.

1. 0.5 FTE Admin Position update
   1. Commissioner Esmond shares that a potential Administrative Assistant is in the interview process.
2. Periodic Newsletter
   1. Commissioner Esmond shares that the newsletter is currently on hold pending the admin assistant hire and that assistance is needed in distributing the newsletter.

**Motions and Votes (14:32-1:12:38)**

**V. Current Fiscal Year Initiatives (Vote)**

1. Current fiscal year initiatives
2. Annual Awards – draft applications, schedule, ideas on publicity (14:32-21:56)
   1. Aloha Father of the Year Awards
      1. Commissioner Esmond asks to discuss the 6 criteria for the Aloha Father of the Year Award. Commissioner Sunio mentions that in previous years, tenants at Windward mall would give donations to gift to the award winner alongside the certificate/trophy. Katherina Korenaga asks if there is a scoring criteria and Commissioner Esmond clarifies that there are no specific scoring criteria. Commissioner Oliphant suggests that if the commission opens to the public, they need to be committed to reading nominations and have a process.
   2. Parent-Friendly Business of the Year Awards
      1. Commissioner Oliphant reads the five criteria for the Parent-Friendly Business of the Year Award. Vote to approve awards unanimously approved.
   3. Sponsorship Awards

Vote to approve schedule (Motion by Esmond, 2nd by Oliphant, unanimously approved 21:57-21:33)

1. Aloha Father of the Year Awards (21:53-45:49)

Vote to approve application (Motion by Esmond, 2nd by Cardines, unanimously approved 44:03-44:30)

Vote to approve up to 10 awards (Motion by Esmond, 2nd by Oliphant, unanimously approved 45:01-45:49)

**Matthew Shim, DOH representative exits meeting (45:54)**

ii. Parent-Friendly Business of the Year Awards (46:03-

1. Vote to approve the Parent-Friendly Business of the Year Awards (Motion by

Esmond, 2nd by Alston, unanimously approved 47:40-48:10)

1. Vote to approve up to 2 awards (Motion by Esmond, 2nd by Oliphant, unanimously approved 50:04-50:30)
2. Vote to approve application (Motion by Esmond, 2nd by Cardines, unanimously approved 1:08:19-1:09:20)

iii. Sponsorship Awards

Vote to approve up to 6 awards, pending budget review (Motion by Esmond, 2nd by Alston, unanimously approved 1:11:31-1:12:38)

**VI. Professional Development (1:13:00-1:17:46)**

* Expenses from last Fiscal year 2023-2024 (1:13:00-1:14:29)
  + Commissioner Esmond goes over finances from prior year budget. The commission awarded three $1500 awards and forfeited $20,000 back to the State Treasury. He mentions that he wants the commission to do better financially this year.
* Introduction to Current Budget 2024-2025 (1:14:30-1:17:46) – Priority of next meeting
  + Commissioner Esmond introduces the current fiscal year budget and explains that the starting point before allocating any awards is $17,000. Expenses accounted for include supplies, copying/printing, mail/postage, travel, administrative/secretarial/IT subscriptions, sponsorship funding allocation, professional development/training, and special conferences. Commissioner Esmond also explains that he removed the community outreach line item as funds were not spent on it in previous years.

**VII. Upcoming Meetings (1:18:29-1:18:58)**

1. New meetings (generally 3rd Friday of each month 10:00 AM)
   1. February 21, 2025
   2. March 14, 2025
   3. April 25, 2025 (4th Friday of that month)

**VIII. Adjourn Meeting– Motion by Esmond, 2nd by Sunio, unanimously approved: 12:02 PM (1:21:22-1:21:45)**