

MINUTES
COMMITTEE ON THE STATUS OF WOMEN

Friday, August 22, 2003, 10:00 a.m.
Parker Ranch Grill

PRESENT

May Lake, Chair
Susan Shirachi, Secretary
Deborah Davis
Laura Guluzzy
Cindy Hara
Paradise Newland

EXCUSED

Suellen Tanaka, Vice-Chair
Beryl Iramina, Treasurer

ABSENT

Shawn Nakoa

CALL TO ORDER

The meeting was called to order at 10:15 a.m.

ROLL CALL

A quorum was present.

APPROVAL OF AGENDA

S. Shirachi moved to approve the agenda as submitted. C. Hara seconded the motion. The motion was passed.

APPROVAL OF MINUTES

P. Newland moved to approve the July 18, 2003 minutes. S. Shirachi seconded the motion. The motion was passed.

TREASURER'S REPORT

The treasurer's report for last fiscal year and the current fiscal year were reviewed.

S. Shirachi asked J. Viernes to define the difference between miscellaneous charges and miscellaneous materials and supplies.

S. Shirachi moved to accept the treasurer's reports. C. Hara seconded the motion. The motion was passed.

STATEMENTS FROM THE PUBLIC

None.

CORRESPONDENCE

A. Memorandum from the Office of the Corporation Counsel regarding The Attorney-Client Privilege

B. Memorandum from the Office of the Corporation Counsel on Further Clarification of Opinion from Office of Information Practices regarding Executive Meetings

C. Women's Health Month 2003 Activity Proposal

D. Memorandum from the Office of the Corporation Counsel regarding Office of Information Practices Training, October 3, 2003 – Hawaii County Council Room

E. Memorandum from the Hawaii State Commission on the Status of Women (HSCSW) regarding Hawaii Women's Health Month Update Report for County Committees

F. Letter from Mayor Harry Kim to Chairman James Arakaki and Members of the County Council appointing Laura Guluzzy to CSW replacing M. Andrews
L. Guluzzy introduced herself and provided background information.

G. Michigan Women's Commission Newsletter

H. Women's Health USA 2003 Data Book

REPORTS

A. Education

1. Urgent Services Directory

J. Viernes reported that the bid for the urgent services directory has been awarded to Big Island Printers. The directory will be printed once the typesetting is done.

S. Shirachi asked how CSW will deal with the next edition due to M. Andrews absence from the committee. At last month's planning session, S. Nakoa volunteered to do next year's directory with the support of the UHH Women's Center students from Kona.

2. First Female Booklet

D. Davis reported that the data given to her from S. Nakoa was not in the same format. Therefore, she had to create a new booklet. Fortunately, the text was in Word format and some of the photos had to be rescanned. The booklet is in a Publisher program which she is familiar with than the Adobe PageMaker program. She is having difficulty printing the booklet in the size document that CSW agreed upon. The Mayor's message needs to be updated with a signature on it that could be scanned. Since it's a big document, she will likely save the file on zip disks. Once completed, she will forward the file to J. Viernes to go out to bid.

S. Shirachi suggested downloading the file on a CD as an alternative.

3. Essay Contest

S. Shirachi provided a report on behalf of S. Tanaka. The "Real Women" essay contest luncheon is scheduled for Sunday, February 29, 2004, from 10:30 a.m. to 1:30 p.m. at Nani Mau Gardens in the upstairs dining room. However, the time has not been confirmed.

4. Equal Pay Day

S. Shirachi reported that she was able to meet with one of the student interns at the UHH Women's Center on this project. They had a productive first meeting, but they have not reconnected since because of various scheduling issues. They will meet on a regular basis once school starts. The project is proceeding forward.

C. Hara suggested that S. Shirachi follow up with A. Hikida Tasaka to collaborate with the HSCSW on Equal Pay Day.

5. Mentoring

No report.

6. Dress for Success/Fashion Furlough

No report.

B. HEALTH

1. Women's Health Month

M. Lake reported that she submitted a proposal to the HSCSW for the \$2,000 grant. A grant agreement needs to be signed upon approval of the grant and returned to HSCSW. She reviewed the Women's Health Month activity proposal and budget.

S. Shirachi moved to allocate \$1,500 to publicize the women's health month events on the Big Island pending approval from the HSCSW grant of up to \$2,000. P. Newland seconded the motion. The motion was passed.

P. Newland moved to allocate \$500 for film processing, refreshments, honorariums, and postage for Women's Health Month pending approval from the HSCSW grant of up to \$2,000. S. Shirachi seconded the motion. The motion was passed.

C. Hara suggested that M. Lake forward the agreement to the Corporation Counsel's Office for review as to form and legality before signing off. The agreement also needs to be notarized.

M. Lake stated that A. Hikida Tasaka would like to know an estimate of how many Calendar of Events our committee will need. C. Hara explained that Women's Health Month is a partnership event with the Department of

Health (DOH). The District Health Officer, Karleen Yoshioka, is willing to help distribute the Calendar of Events only from Kohala to Volcano. However, a formal request needs to be made by CSW. CSW has to make sure that CSW members help distribute the Calendar of Events islandwide if the DOH decides not to help the committee.

After some discussion, CSW decided that M. Lake will make the final decision on the number of Calendar of Events. M. Lake will contact the DOH to determine whether or not they will be assisting with distribution, contact A. Hikida Tasaka directly as to how many calendars are needed, and coordinate the delivery of the Calendar of Events with J. Viernes and A. Hikida Tasaka. CSW members will provide suggestions to M. Lake by email or leaving messages on her answering machine on the locations secured and the quantity.

L. Guluzzy offered to distribute the Calendar of Events in Kona if she received them by next week Wednesday since she will be leaving for the mainland.

C. LIAISON

1. HSCSW

A report from A. Hikida Tasaka, HSCSW, was distributed to CSW members.

2. Legislative Update

No report.

D. MARKETING

1. Newsletter

S. Shirachi reported that the deadline to submit articles for the winter edition is October 31. L. Guluzzy has been asked to provide a photo and bio for the newsletter since she is a new member.

UNFINISHED BUSINESS

A. Resignations and appointments

M. Lake reported that she spoke to B. Iramina regarding her commitment to serve on CSW. B. Iramina's problem is her job because different situations occur daily.

C. Hara felt CSW should give B. Iramina time to clear her calendar since she has recommitted to M. Lake. If her absence creates a problem where the committee has to cancel meetings due to lack of quorum, then CSW needs to revisit this issue. CSW should give B. Iramina another three months and then make a decision in November regarding her member status.

D. Davis added that CSW needs to consider B. Iramina's energy and positive aspects that she has contributed as a committee member.

B. Nominating Committee

No report.

NEW BUSINESS

A. New Committees

None.

B. Sponsorships and Co-Sponsorships

S. Shirachi presented a request for co-sponsorship for a Mom's TLC Workshop to be held on September 13, 2003, from 9 a.m. to 12 noon as part of Women's Health Month.

After reviewing the proposed budget, C. Hara offered to donate three ti leaf leis and J. Viernes will provide one ream colored paper. The revised proposed total is \$621.72.

L. Guluzzy mentioned that she can obtain orchid leis for \$4 each for future events.

P. Newland moved to accept the request for co-sponsorship. L. Guluzzy seconded the motion. The motion was passed.

C. Guest Speakers

M. Lake reported that Senator Lorraine Inouye is tentatively scheduled to be our guest luncheon speaker today. If she is unavailable, she will be invited to attend the next meeting.

S. Shirachi suggested inviting A. Hikida Tasaka or recommend someone to speak on the legislative package during the same meeting with Senator L. Inouye.

ANNOUNCEMENTS

A. Next meeting

The next meeting will be held on Friday, October 24, 2003, at 10 a.m. in Kona. Location to be announced. There will be no meeting in September. However, if CSW needs to meet regarding a women's health month issue, then CSW has a right to call a meeting.

B. Schedules

L. Guluzzy will be out of town from September 6-24. M. Lake will be out of town from September 15-30. D. Davis will be out of town for the entire month of October.

C. Other

C. Hara thanked CSW members for donating to Relay for Life.

P. Newland reported that she attended two meetings of the public awareness committee of DVIAT. They are working on coordinating the family and peace vigil in October. They also had a rummage sale fundraiser at the Mooheau Bandstand two Saturdays ago. She witnessed a strong unification of community members to educate and inform people about various issues on domestic violence/domestic harmony. "A Safe Place To Get Help" brochure was also circulated by P. Newland.

M. Lake announced a three-day women's health month event to be held on September 11-13 at the UHH. She is currently working on the schedule. There will be lectures, health food demonstrations, martial arts demonstrations, yoga, etc.

ADJOURNMENT

The meeting was adjourned at 11:41 a.m.

RESPECTFULLY SUBMITTED,

JEAN VIERNES, STAFF SECRETARY