



O'AHU COUNTY COMMITTEE DEMOCRATIC PARTY OF HAWAII

REPORT OF THE COMMITTEE ON AFFIRMATIVE ACTION 2013 O'ahu County Convention Aloha Stadium Hospitality Suite May 11, 2013

Aloha O'ahu County Delegates:

This is the 2013 Affirmative Action report for O'ahu and the current status of our committee and its active members. This report stands as proof of our committee members' iron clad commitment to civil rights through the efforts of Affirmative Action plans and policies.

Included in the report is a link for an Affirmative Action survey. Please use this link to record your answers to the survey. If you do not have access to a computer, please see a member of the committee to assist you in answering the survey. No data will be accepted for this survey after July 1, 2013.

Please accept our report and recommendations.

1. The O'ahu Affirmative Action committee was instrumental in the statewide training held for the Precinct Meetings and the Presidential Preference Poll conducted in March 2012. We encouraged participation in the delegate selection process and in Party organizations at all levels. This will help to insure the broadest range of participation in the O'ahu electorate by underrepresented and disenfranchised Democratic voters.

The O'ahu County Affirmative Action committee is suggesting that the state training incorporate a specific slide in O'ahu training sessions that details our unique requirements for seating delegates and precinct officers. The info would be in accordance with our bylaws in Section 13. County Convention: Time, Place and Notices:

(13.3) The delegate body of the Convention shall be comprised as follows.

- A. Each District shall have twenty four (24) delegates.
 - 1. The President, First Vice President, and District Council Person of each precinct shall be delegates to the O'ahu County Convention.
 - 2. Delegates shall be elected at the time of the Precinct Elections as prescribed by the Constitution and Bylaws of the Democratic Party of Hawai'i.
 - 3. If fewer than twenty-four delegates are elected because the State House District has fewer than eight (8) precincts, a number of At Large delegates to the O'ahu County Convention shall be allotted equal to the number of precincts in the district, multiplied by three (3), and then subtracted from twenty four (24).
 - 4. Elections of At Large delegates shall be held at the same time, and At Large delegates shall be elected by all district members present. If a district meets in more than one (1) location, At Large delegates for the district shall be

- allocated to each location at a percentage equal to the percentage of district precincts at each location.
- B. Each District shall make every effort to elect delegates composed of equal numbers of men and women.
 - C. In addition to elected delegates, the District Council Chairperson of each district and members of the Executive Committee of the O'ahu County Committee shall be delegates to the O'ahu County Convention.
 - D. Other Precinct officers shall not be precluded from running as a delegate.
 - E. If, following the Precinct Elections, there remain vacant At Large delegate positions, the District Council shall be empowered to fill the remaining positions, provided that;
 - i. Best attempts are made to ensure gender equity is maintained; and
 - ii. Vacancy appointments shall be made by phone or email

If an elected delegate cannot attend, they may appoint their own alternate provided that they notify the District Chairperson at least ten (10) days prior to the convening of the convention and the appointed alternate reside in the district; and

- i. A best effort is made to ensure the selected alternate is of the same gender as the elected delegate; and
- ii. An alternate shall act for no more than one (1) delegate at a time; and
- iii. If the elected delegate does not appoint an alternate ten (10) days prior to the convening of the Convention, the District Chairperson shall be empowered to appoint the alternate, provided that a best effort is made to appoint an alternate of the same gender as the elected delegate.
- iv. Each delegate to the O'ahu County Convention is entitled to one (1) vote.

2. We are conducting an Affirmative Action survey to determine the composition of the delegation. We encourage you to go use the following link to record your answers:

<https://www.surveymonkey.com/s/2013Oahu>

If you are not going to be able to submit your answers electronically, please see a member of the committee for a hard copy which can be returned for input. The survey will be closed on July 1, 2013 and there will be no more data collection after that date.

3. The following Affirmative Action Communication Plan is recommended for adoption:

Affirmative Action Communications Plan

Good communication within the Democratic Party insures that all the members will receive timely, accurate information on the party and have access to information that will allow members to fully participate in the party process and stimulate the entry into political participation in the Democratic Party by those citizens who have failed to participate in such activities as a result of lack of knowledge of the political process,

inexperience, culture, discrimination, poverty, language, transportation, or other limiting factors.

The communications plan includes:

- a foundation on which to base decisions and create ideas that service the party membership
- a means of focusing on where the party should be and what needs to be done to get there
- a tool for discovering opportunities, optimizing challenges and initiating change, and
- a means of monitoring the party's communications efforts

1. Introduction

The Democratic Party of Hawaii has a long and proud history of defending Civil Rights and expanding opportunity for all Americans. Hawaii Democrats have fought to end discrimination in all forms—including discrimination based on race, sex, ethnicity or national origin, language, religion, sexual orientation, gender identity, age, or disability. The effective use of all forms of media, telecommunications, including but not limited to the use of teleconferencing, email, social media, surveys and polling can be a useful tool in creating the environment of full participation.

2. Goal

To reach out to disenfranchised voters, inform the general membership of important information regarding the process and encourage the broadest range of participation by all Democratic members of the Party.

3. Objectives

Provide timely updates of party activities and events to the membership

Survey the delegation and membership bi-annually. Use Survey Monkey to survey each county delegation, the state delegation and the general membership to determine if the composition of the seated delegation is an accurate reflection of the general membership.

Guarantee that content on the state website is useful, accurate and timely

Employ all available media for outreach and communication, including foreign language and formats designed for handicap accessibility

4. Positioning statement

It is the policy of O'ahu County Democrats to provide equal access to the activities of the Party without regard to race, color, religion, sex, national origin, age, disability, marital status, veteran status, sexual orientation, genetic information or any other protected characteristic. This policy relates to all phases of participation, including, but not limited to, Precinct Meetings, Convention, OCC meetings and for the use of all facilities, and participation in Party-sponsored activities.

The O'ahu County Chair and the O'ahu County Affirmative Action Chair(s) have been assigned to direct the establishment and monitor the implementation of any Affirmative Action procedures to guide our affirmative action program.

5. Key message

The O'ahu County Democratic Party of Hawai'i is an example of inclusion that ensures that all members can participate fully in Party activities.

6. Key audiences

Disenfranchised voters, general party members, elected officials and party leaders.

7. Communication strategies/tactics

We will use all available technologies to reach, educate and inform our members.

Examples include:

- Survey Monkey
- Requirement for SCC minutes to be posted on the state website
- Calendar with all Caucus/Committee meetings listed
- Teleconferencing at all Democratic Party meetings will continue to be acceptable and beneficial for handicapped members and will be encouraged as an acceptable means of attending meetings for the neighbor islands. Our geographical isolation should not be and will not be an impediment to full participation.
- Expanding teleconferencing options to include more members that are unable to attend meetings
- Foreign language outreach will be encouraged and enhanced by encouraging the use of available social media and all forms of electronic and written material produced to reach an identified group of disenfranchised voters
- Participate in District/Precinct training meetings to provide the information necessary for members to fully engage in Party activities

8. Evaluation

The O'ahu Affirmative Action Committee will monitor and report the results any survey/polling to the O'ahu County Chair.

4. The following Affirmative Action Plan is submitted for the body's approval:

AFFIRMATIVE ACTION PLAN 2013

The Chair of the O'ahu County Committee of the Democratic Party of Hawai'i shall implement the following steps towards development and implementation of a comprehensive program to increase participation and representation of all of the diverse peoples of Hawai'i in O'ahu and the elimination of barriers to participation by members of under-represented groups:

1. Data gathering. An electronic survey will be conducted using the list of registered delegates from the 2013 O'ahu County Convention. The survey information will be gathered using Survey Monkey and coordinated by the O'ahu County Affirmative Action Chair(s) and O'ahu County Party Chair, to be used in future discussion and planning. It shall include information on an affirmative action survey for all convention delegates, to elicit voluntary self-identification of the delegate's race, gender, sex, sexual identity, ancestry/national origin, disability/need for accommodation, age, and other relevant self-identification. The anonymous survey results will be used as a resource for affirmative action discussion and planning. A summary of the results of the questionnaire should be posted on the O'ahu County website.

Timetable: July 2013.

Responsible person: Chair of the O'ahu County Committee of the Democratic Party of Hawai'i and O'ahu County Committee Affirmative Action Chair(s)

2. Diversity, equal opportunity, and nondiscrimination in leadership, committee appointments, and membership. The O'ahu County Committee of the Democratic Party of Hawai'i will continue to make good faith efforts to achieve diversity, equal opportunity, and nondiscrimination in participation at every level of party activity.

2a. Membership recruitment efforts shall continue to focus on bringing in new members into the Democratic Party, while respecting the contributions of long time members and retaining their active participation. At the County, Region, and Precinct levels, selection of members for committees and leadership positions shall be made in a nondiscriminatory manner, consistent with the Party's commitment to equal opportunity and diversity, and this affirmative action plan.

Timetable: Ongoing.

Responsible persons: Chair of the O'ahu County Committee of the Democratic Party of Hawai'i, O'ahu County Committee Affirmative Action Chair(s), Region Chairs, District Chairs and Precinct Chairs.

2b. At the County, Region, District, and Precinct levels, concerted efforts shall be made with elected officials and office holders to expand and develop a diverse pool of future leaders. Such efforts may include, but are not limited to, development of mentoring, leadership, and essential competencies relevant to continued success of the Democratic Party and its commitment to inclusive practices, recognizing the idealism and readiness for leadership, responsibilities, while concurrently imparting the history, values, and skills that current leadership has to offer.

3. The O'ahu County Committee of the Democratic Party of Hawai'i shall continue to provide for full and equal opportunity for participation of persons with disabilities in all Party activities. No otherwise qualified person with a disability shall be denied participation in Party programs or activities on the basis of his or her disability.

For the purpose of this plan, "persons with disabilities" means persons who:

- o have a physical or mental impairment which substantially limits a one or more major life activities,
- o has a record of such impairment, or
- o is regarded as having such impairment.

3a. Reasonable accommodation or modification shall be provided upon the request of a person with a disability, unless the reasonable accommodation or modification would impose an undue hardship on the Party. Reasonable accommodation or modification could include changes to policies, practices, or procedures necessary to allow a qualified person with a disability to participate in Party activities.

Timetable: Ongoing.

Responsible persons: Chair of the O'ahu County Committee of the Democratic Party of Hawai'i, O'ahu County Committee Affirmative Action Chair(s), Region Chairs, District Chairs and Precinct Chairs.

3b. The O'ahu County Committee website shall be accessible.

Timetable: Ongoing.

Responsible persons: O'ahu County Committee Webmaster.

4. Miscellaneous: Timely and effective notice of Party activities will result in increased participation in Party activities.

4a. Participation in Party activities shall be encouraged and promoted by giving timely and effective notice of meetings, and information regarding the delegate selection process, nomination and election procedures to members.

Timetable: Ongoing.

Responsible persons: Chair of the O'ahu County Committee of the Democratic Party of Hawai'i, O'ahu County Committee Affirmative Action Chair(s), Region Chairs, District Chairs and Precinct Chairs.

Respectfully Submitted

Teri Heede
Committee Co-Chair

Gordon Fuller
Committee Co-Chair

Affirmative Action Convention Committee:

Tristen Aczon, Anthony Austin, Sweet Caroline Blakely, Denise Chillingworth, Matt Flach, Hannah Miyamoto, Ilaylo Parayno, Gerald Simmons

O'ahu County Affirmative Action Committee:

Tristen Aczon, Amy Agbayani, Anthony Austin, John Bickel, Sweet Caroline Blakely, Denise Chillingworth, Matt Flach, Gordon Fuller, Polly "Granny" Grace, Teri Heede, Hannah Miyamoto, Ilaylo Parayno, Gary Saito, Gerald Simmons