

MONTGOMERY COUNTY COMMISSION FOR WOMEN

401 North Washington Street, Suite 100
Rockville, Maryland 20850

MEETING MINUTES

May 26, 2010

6:15 p.m.

ATTENDING

Leila Aridi Afas
Vanessa E. Atterbeary
Jennifer Cryor Baldwin
Chandra Walker Holloway
Ivonne C. Lindley
Resa Levy
Jaclyn Lichter Vincent
Larniece McKoy Moore
Manar S. Morales
Jocelyn Samuels
Jane C Smith

STAFF

Ruby V. Marcelo
Paula S. Rodgers
Judith Vaughan-Prather

ABSENT

Wilma K. Holmes
Leticia Mederos
Regina L. Oldak
Sanjay Rai

I. NACW CONFERENCE AGENDA PLANNING.....Leila Aridi Afas

The Conference Agenda Planning Committee convened at 6:15 p.m. Jennifer Jones, Commissioner with Prince George’s County CFW, was welcomed by conference call. Chair Aridi Afas reported on the following:

A. Budget/Sponsorship

To date, \$44,315 has been raised from private and corporate donations, and the Women’s Bureau for the conference. Jennifer Jones reported that PGCFW is trying to get sponsorships to cover their commissioners’ registration fees, and she is trying to market the conference to other local commissions such as the District of Columbia and some in Virginia. The sponsorship check from the Prince George’s CFW has been received by NACW and staff will send a letter of appreciation.

Commissioner Levy said that she is still working on the possible sponsorship from Coca Cola.

B. Capitol Hill Trip and White House Council Briefing on Women and Girls

Plans are well underway for the trip to Washington, D.C. Tina Tchen, Executive Director of the White House Council of Women and Girls, will address the conference attendees. A menu for the luncheon in the Capital will be selected and bus transportation provided by MCDOT needs to be confirmed.

Senator Ben Cardin and Congresswomen Donna Edwards and Rosa DeLauro are confirmed speakers. Congressman Van Hollen will probably drop by. It is hoped that Senator Mikulski and Delegate Holmes Norton will be able to attend.

C. Keynote Speakers

All of the Keynote Speakers have been confirmed and the list is very impressive:

- Sara Manzano-Diaz, Director of the Women's Bureau, Department of Labor
- Heather Boushey, Senior Economist, Center for American Progress
- Dr. Bernadette Loftus, Associate Executive Director for Mid Atlantic States, Kaiser Permanente Medical Group
- Mary McDonough, TV Star and National Center for Policy Research for Women and Families

In addition, the Conference Agenda Planning Committee made the decision to open the Saturday, July 24 to the public for a "Women's Leadership Conference." A draft brochure for this mini conference was distributed to the commissioners. NACW's business meeting will take place at 7 a.m. and then the doors will open at 9 a.m. to the public. Heather Boushey, Senior Economist with the Center for American Progress and Sara Manzano-Diaz, Director of the U.S. Department of Labor Women's Bureau will provide the opening and luncheon keynotes, respectively.

D. Concurrent Sessions/Moderator Responsibilities

Staff will email those commissioners serving as moderators, a list of responsibilities that each moderator should follow.

E. Publicity/Call To Conference/Pre-Registrations

Legislative/Budget Specialist Marcelo is sending out weekly email reminders and conference updates to NACW members. As of May 26, there are 30 persons registered to attend the conference as well as 10 additional Official Delegate forms, which typically signify those delegates are planning to attend.

F. Pre-Registration

Commissioners were given copies of the conference registration forms (including a guest registration form) and were asked to please decide now whether they are attending the conference and if so, to complete a registration form so that staff will be able to pre-register those who will attend. Commissioner and staff registrations will

be paid from the Restricted Donations fund where deposits from NACW were made. Commissioners are also asked to complete a guest registration form and pay for any guests they are planning to bring.

G. On-Site Registration Desk Staffing

CFW Counseling Center summer Interns will handle the on-site conference registration/check-in process. Administrative Specialist Rodgers will supervise the workers. At least one commissioner will staff this desk (during different shifts) to help greet conference attendees and answer questions. Commissioner Levy volunteered to help in this effort.

Commissioner McKoy Moore is coordinating the registration process and will send out a sign-up sheet so that commissioners can indicate their availability to staff the registration desk.

Jennifer Jones, Prince George's County CFW will send some volunteers from her Commission to help prepare conference binders and tote bags.

H. Parliamentarian

The CAP Committee thanked Commissioner McKoy Moore who not only located a certified Parliamentarian to preside over the conference business meetings, but a Parliamentarian who graciously agreed to do so at no cost! NACW will provide breakfast and lunch for the Parliamentarian. All of the Parliamentarian's credentials have been forwarded to the NACW Board of Directors.

I. Pre and Welcome Reception

Past and current commissioners and staff have donated \$5485 for the donors-only Pre Reception and the Welcome Reception for all conference participants.

President Lichter was given a \$500 budget to purchase the refreshments for the pre-reception. Commissioners Aridi Afas, Lindley, and Levy volunteered to help prepare for this event and will report to the Hotel at 3:30 on July 22. The pre-reception starts at 5:30 p.m.

A photographer is needed for the Welcome Reception and President Lichter will talk to Commissioners Atterbeary and Rai to see if they have a photographer that could take photos at the reception. Administrative Specialist Rodgers will design an invitation card to be sent to the commissioner and other sponsors.

J. Conference Marketplace

Commissioner Atterbeary is coordinating this event with Empowered Women International.

K. SWAG/Totes/Gifts

SWAG - Commissioner Lindley has commitments for SWAG from Kaiser Permanente, AARP, Westlaw, MCCFW and McCormick Spice. In June, Commissioner Lindley plans to visit businesses in the Congressional Shopping area to collect coupons and other offers for the conference attendees.

Totes and Gifts - Tote bags and gifts have been ordered for the speakers, conference attendees, NACW outgoing President and sponsors.

L. Menus for Meal Events

Copies of the menu options were distributed to commissioners and the following meals were chosen:

- Thursday Opening Luncheon Buffet – Chef’s Executive Lunch
- Friday Capitol Hill Luncheon – The Marylander
- Saturday Lunch – It’s A Wrap
- Saturday Dinner – Nautical Buffet (Executive Director Vaughan-Prather will ask for some modifications for this.

II. BUSINESS MEETING CALL TO ORDER - APPROVAL OF AGENDA/MINUTES.....President Lichter Vincent

President Lichter Vincent officially called the meeting to order at 7:25 p.m. An update on the NACW Conference was added as an item under the Business Meeting report. Upon the motion made by Commissioner Lindley and seconded by Commissioner Samuels, the Agenda was approved as amended.

Upon the motion made by Commissioner Levy and seconded by Commissioner Cryor Baldwin, the Minutes of the April 28, 2010 meeting were approved as submitted.

A. New Commissioner Recruitment

President Lichter Vincent and Commissioner Atterbeary, along with Executive Director Vaughan-Prather, spent a total of 12 hours interviewing a very impressive line-up of candidates. The Interview Panel sent its recommendations to the County Executive and it is hoped that appointments will become public on June 16 and will then be forwarded to the County Council for confirmation on June 29.

Commissioners Levy, Oldak and Rai who are finishing their terms on the MCCFW, are still planning to volunteer and are already scheduled to serve as moderators and volunteers for the NACW Conference. It is also hoped that the new commissioners will be appointed to MCCFW in time to attend the July 22nd conference.

B. CFW President Intent to Run

President Lichter has submitted her Intent to Run for a second term as CFW president. Elections will take place at the June CFW meeting.

C. MLAW Board of Directors

President Lichter and Commissioner Atterbeary have been representing the CFW on MLAW’s Board of Directors for 2010. MLAW is seeking nominations for the 2011 year and President Lichter, who has served on MLAW for over 3 years, can no longer do it. MLAW meets in the evening on the third Monday of each month. Commissioner Atterbeary agreed to continue to represent MCCFW for now. Staff will submit Commissioner Atterbeary’s nomination form to MLAW before the June 4 deadline.

D. Maryland Health Care Reform Party

The Maryland Women’s Coalition for Health Care Reform, co-founded by former MCCFW Commissioner Anne Kasper, is sponsoring “The Reform Party” Leadership Forum and Coalition Bazaar” on June 5, 2010. The event celebrates the passage of Health Care Reform. Every commission for women in the state has been invited to send a representative.

E. Schedule of CFW Meetings

The Executive Committee suggested the following MCCFW meeting changes:

- (1) The June 23 meeting has been rescheduled to June 30, 2010 in the MCCFW’s new location at 401 Hungerford Drive in the 1st floor Green Conference Room.
- (2) There will be no CFW meeting in July so that commissioners can attend the NACW conference July 22-25, 2010.

F. NACW Conference UpdatesAridi Afas

Conference Chair Aridi Afas presented updates on plans for the NACW conference for those commissioners who were not present during the earlier Conference Agenda Planning meeting. *(Please also read the full report in section I., A through L of these Minutes)*

- (1) Moderator instructions will go out soon to those commissioners serving as concurrent session moderators.
- (2) Volunteers are needed for the Registration desk. All commissioners planning to attend and/or work at the conference must be registered. Please let staff know immediately the days you plan to be on site at the conference so that staff can process commissioner and staff registrations.

(3) Staff needs to know immediately which commissioners are attending the Welcome Reception, Opening Luncheon, and Commissioner Exchanges. Commissioners are also needed to assist at the conference. The following commissioners agreed to help:

- Commissioner Samuels – available Saturday, July 24
- Commissioner Levy – available to help wherever needed
- Commissioner Lindley – available to help wherever needed

(4) “Mini” Conference – July 24, 2010 - Commissioners are strongly encouraged to attend the Women’s Leadership Conference taking place on Saturday, July 24, 2010, from 9 a.m. to 5 p.m. Excellent leadership development and professional training sessions will be offered. Heather Boushey and Sara Manzano-Diaz will provide the opening and luncheon keynotes, respectively. The evening dinner for NACW conference attendees will feature Mary McDonough, TV Star and National Center for Policy Research for Women and Families.

(5) Capitol Hill Briefing– Commissioners Samuels and Mederos will discuss with each other what they can do re: getting Senator Mikulski and Delegate Holmes-Norton’s participation in the Briefing. Two important topics that might be discussed during the Briefing are the Paycheck Fairness Act and the Healthy Families Act.

IV. STAFF REPORTVaughan-Prather

A. Budget/Staffing

The County Council approved MCCFW’s FY11 budget as submitted with all of the cuts. Principal Administrative Aide Louise Hanson’s last day with MCCFW is June 18; she has accepted another position with the County’s Department of Housing and Community Affairs.

B. Relocation of CFW/Counseling Center Facilities - Implications of the Changes

Copies of the floor plan of MCCFW’s new space were distributed to commissioners. MCCFW’s space at 401 Hungerford Drive is approximately one-third of the space currently occupied and the offices and work areas are much smaller and the entire suite is in need of a fresh coat of paint.

The County is purchasing a 2-seat reception counter for the Counseling Center function, installing a wall and door on an open area to create an office, and removing a toilet and sink from a small room that the department desperately needs for storage. However, the County’s freeze on spending means there are no general funds to freshen up the new office space with a coat of paint.

Commissioners discussed the idea of accepting donations from private sources that have offered to help. Commissioner Levy pointed out that the clients who are served by government offices such as the Family Justice Center and the CFW Counseling

Center are typically under duress and it makes a significant difference for them to come into a clean and cheerful center to seek help. Commissioner Lindley offered to contact some of the Counseling Center's legal sources to solicit general support donations so that the new office can be painted.

On May 17, 2010, a meeting was held to brief the CFW Counseling Center's invaluable volunteers about the relocation. There is very limited daytime visitor/guest parking on site at the new location, and unfortunately, volunteers may now have to pay for parking at a City of Rockville garage or the Metro overflow lot. Parking is not as limited in the evening hours.

After closing the MCCFW Counseling Center in April on Tuesday nights; a decision was made to re-open two nights a week in the new office. This change will allow more availability for client appointments and workshops and better parking availability for those clients and volunteers. The Counseling Center will continue to be closed to appointments and workshops on Wednesday mornings and possibly Tuesday mornings. Administrative Specialist Rodgers may have to help provide coverage at the front receptionist desk on Wednesday nights instead of attending MCCFW meetings because the volunteers who work the desk can not take credit card payments.

C. Summer Computer Camp ProgramRodgers

Scholarships have been awarded to 15 girls for the 2010 Summer Computer Camp program. The GURL Power Web Design Camp is scheduled to begin June 21 at Montgomery College's Takoma Park Campus and on July 6 at the Germantown Campus. The Computer Programming for Middle School Girls camp is scheduled to start July 19 at the Rockville Campus. Additional full-tuition paying girls are needed to apply to the Rockville camp in order to keep it from being cancelled.

V. UNFINISHED BUSINESS

A. Department of Labor Women's Bureau Strategic Plan

Individuals and women's organizations that play a key role in issues related to working women and their families were invited to participate in the strategic planning process and provide feedback on proposed goals, strategies, outcomes and performance measures. Commissioner Mederos reviewed the DOL's plan for FY 2010-2016 and said that it looked good and there was nothing further to add.

VI. LIAISON REPORT

A. Teen Dating and Violence Prevention Taskforce

On May 25, 2010, Commissioners Atterbeary and Walker Holloway (who jointly serve as MCCFW's liaisons to the Task Force) attended the Teen Dating Violence Prevention Taskforce meeting. The Task Force plans to meet every other month and is working with the Domestic Violence Coordinating Council. The Task Force will work on:

- Collection of data
- Education (approval was given to target all Montgomery County high schools)
- Second Annual Respect Conference in spring of 2011 at Montgomery College's Takoma Park Campus. The Conference will focus on technology and abuse in relationships (e.g., texting, Facebook, etc.)
- Studying best practices

A Georgetown University professor of Psychiatry is researching the issue of teen dating and violence and is planning to reach out to schools.

Commissioners Atterbeary and Walker Holloway will serve on the Outreach Committee.

Executive Director Vaughan-Prather suggested that as part of the outreach efforts, the Task Force could conduct a workshop for the CFW Counseling Center and/or publish an article for CFW's newsletter.

B. WAWF Portrait Project Advisory Committee

Commissioner Morales represented MCCFW on the Washington Area Women Foundation's Portrait Project Advisory Committee. In October 2010, the Committee is planning to release an update to its 2003 report and will include data on single mothers in the Washington Metropolitan area.

VII. ADJOURNMENT

There being no further business to come before the Commission for Women, the meeting was adjourned at 8:38 p.m.

**Minutes Submitted By
Paula S. Rodgers
Montgomery County Commission for Women**