

# Maryland Commission for Women

## Meeting Minutes

Thursday, February 18, 2016

5 p.m.

45 Calvert Street Conference Room 158 Annapolis, Maryland

### Commissioners Attending In Person:

Wandra Ashley-Williams, Secretary TC  
Lee Bachu, Chair  
Tammy Bresnahan  
Gloria Chang  
Patricia Cornish  
Lorna Forde  
Nicole Ingram  
Bonnie Nelson Luna  
Marion Manski  
Anita Riley  
Carole Jaar Sepe  
Corinna Shen  
Yun Yang

### Commissioners Absent:

Homayara Aziz  
Marianne Brackney  
Velvet Johnson  
Doris Ligon  
Betsy Ramirez  
A. Diane Williams, Vice Chair

### Guest:

Susan Elgin, Chair, FMCW

### Staff Attending:

Judith Vaughan-Prather, Executive Director  
Tammy Wise, Management Associate

## I. Call to Order.....Lee Bachu, Chair

### A. Introduction of Guest/FMCW

The meeting was called to order at 5:08 p.m. Chair Bachu welcomed all the commissioners to this evening's meeting. She introduced the guest, Susan Elgin, former chair of the MCW, 2010 – 2012, and current president of the Friends of the Maryland Commission for Women (FMCW).

At the January MCW meeting, the commissioners suggested that the members of the Board of the Directors (former MCW Chairs Helen Holton and Susan Elgin, and former commissioner Debbie Risper who is FMCW Treasurer) be invited to meet with the MCW Executive Committee at 4 p.m. before today's meeting. The invitation was extended, and FMCW President Elgin did meet with MCW Chair Lee Bachu today. Ms. Elgin asked to stay to meet the commissioners and to observe part of the meeting. Chair Bachu invited her to tell the commissioners about the work of the FMCW.

Ms. Elgin explained that the FMCW is a 501(c) 3 – non-profit – organization established in 1997 to receive funds donated on behalf of the MCW. It was formed with an initial fund of close to \$40,000. There has been little fund raising in recent years, other than the MCW’s own efforts to develop sponsorships of its programs. She reported that current MCW commissioner Pat Cornish files a federal 990N every year on behalf of the FMCW. Since the organization does not receive anywhere near \$25,000 per year, it does not need to file income tax forms but does file MD Form 1, the Personal Property Tax Form. The organization is currently in good financial standing.

MCW Chair Bachu noted that the FMCW has agreed to provide up to \$4700 to fund the 2016 Hall of Fame/Women of Tomorrow ceremony and reception. She thanked Ms. Elgin and the FMCW Board members for their support of the MCW and noted that this support is critical to the MCW’s work.

**B. Approval of Minutes**

Chair Bachu then called for approval of the minutes of the January 21, 2016 MCW meeting. Commissioner Cornish moved approval of the minutes. The motion was seconded by Commissioner Manski and passed unanimously.

**II. Chair’s Report: Roundtable Discussion/MLAW Conference..... Lee Bachu, Chair**

**A. Governor’s Appointments to the MCW**

Since the close of the Maryland General Assembly last April, Governor Hogan has appointed nine commissioners. They have all been invited to attend a hearing on their appointments in the Senate Executive Nominations Committee on February 29 at 5 p.m. in the Miller Senate Office Building.

In addition, the Governor has nominated Nicole Ingram for appointment, and Commissioners Bachu and Ramirez for reappointment. Commissioner Ingram was introduced to the Commission. She is currently chair of the Washington County Commission for Women and owns her own business as well.

The staff was asked to obtain more information about the appointments and confirmation process and dates, including Green Bag appointments.

**B. 2016 Dates of MCW Meetings, Executive Committee Meetings**

A revised schedule of meetings was distributed in the packets for tonight’s meeting. Because the Hall of Fame/Women of Tomorrow event was changed to April 7, it was decided that the MCW will meet on March 17, but not in April as all commissioners are expected to attend the April 7 program.

**III. Unfinished Business**

**A. Bylaws Changes**

A proposal to amend the MCW Bylaws to permit the MCW to meet via conference call under certain conditions was sent via email to all commissioners on February 12. An email vote with an end-date of March 14 will be held, and if the proposal is approved, the March 17 MCW meeting will be held via conference call so that commissioners may

avoid the holiday traffic in Annapolis anticipated on that date. The email vote will be ratified at the March meeting.

**B. Annual Planning Meeting**

At last month's meeting, the MCW decided to hold its annual planning meeting in June, rather than September. The date, time and place of that meeting need to be decided. The issue was referred to the MCW Executive Committee.

**IV. New Business**

No new business was brought before the Commission.

**V. Committee Reports**

**A. Education and Outreach.....Commissioner Forde**

No report this evening.

**B. Women of Tomorrow/Hall of Fame...Commissioners Ashley-Williams and Forde**

This year, the Governor is unable to host the event at Government House, so both the reception and the ceremony will be held in the Miller Senate Office Building (MSOB). However, in the past, the MCW has sold tickets to cover the cost of the reception. It is prohibited to charge a fee for events in the MSOB. The committee chairs are reviewing caterer proposals. The Friends of the MCW has agreed to provide \$4700 to support the event and additional sponsorships are being sought.

**C. Legislation and Public Policy.....Vaughan-Prather for Commissioner Johnson**

The January 31, 2016 Women's Legislative Briefing was a huge success, and the MCW played a robust role in this annual event. An audience of over 500 attended the opening session and ten seminars that comprised the conference. MCW Chair Lee Bachu participated in the Presidents' Networking Session preceding the opening of the conference. Four Commissioners - Yun Jung Yang, Tammy Bresnahan, Pat Cornish and Homayara Aziz - participated as panelists in the seminars. The MCW supported the conference with an "Opal Sponsorship" (\$250) which included an exhibit table at the event. A beautiful display of the MCW's work was created for this purpose and staffed by the MCW's new Management Associate Tammy Wise, with help from Commissioners Yun Yang and Corinna Shen. Carol Jaar Sepe also attended representing the MCW. Commissioner Lorna Forde, in her role as First Vice President of the Montgomery County Commission for Women, chaired the planning committee for the Briefing. MCW Executive Director represented the MCW on the planning committee.

In addition, the MCW has signed onto the MLAW Agenda again this year, and MCW will be represented at the MLAW Briefing and Reception next week. Commissioner Ashley-Williams encouraged all the commissioners to attend the hearings on the MLAW agenda legislation. Commissioner Bresnahan offered to set up a tracking document so everyone may easily know when hearings are scheduled.

**D. Public Relations and Communications.....Vaughan-Prather for Commissioner Ramirez**

A communication regarding African American Heritage Month, highlighting all the African American women in the Maryland Women’s Hall of Fame with links to their biographies was designed and sent to the MCW distribution lists on February 5. It was also posted on the MCW website and Facebook page.

**E. Health and Wellness Committee.....Vaughan-Prather for Commissioner Aziz**

A communication regarding women’s heart health is being designed for distribution before the end of this month.

**F. Listening Tour.....Commissioner Cornish**

A packet of documents for the Voices of Maryland Women initiative was distributed. It included the committee’s work plan, a flier announcing the tour, and a draft message inviting other CFWs in the state to partner with the MCW. The Garrett County CFW has already expressed interest. New Commissioner Ingram said that the Washington County CFW is likely to also be interested.

Commissioner Riley moved acceptance of the proposal presented by the Listening Tour Committee. Commissioner Yang seconded the motion which passed unanimously. Commissioner Ashley-Williams complemented Commissioner Cornish and the committee for all their very hard work so far on this initiative.

**G. Governance.....Chair Bachu for Commissioner Williams**

Commissioner Manski was asked to draft the proposed amendment to the bylaws to permit MCW meetings to be held via conference under certain circumstances. She did that and the proposed amendment, as mentioned earlier this evening, was sent to all commissioners via email. Staff was asked to send the proposal to all commissioners again.

**VI. Liaison Reports**

**A. Women’s Heritage Center.....Chair Bachu**

The Maryland Women’s Heritage Center will hold a women’s history conference on March 6, and MCW Chair Bachu has been asked to participate as one of the panelists.

**B. MLAW.....Chair Bachu**

The MLAW legislative briefing and reception was held February 16 in Annapolis at 4:30 in the Miller Senate Office Building. Five commissioners, Riley, Bachu, Manski, Ashley-Williams and Sepe and Executive Director Vaughan-Prather attended.

**VII. Staff Report.....Executive Director Vaughan-Prather**

**A. NACW Associate Membership**

The National Association of Commissions for Women (NACW) is the only organization of CFWs in the nation. It works to support CFW’s in development of strategies to address the issues of concern to the women and girls of their jurisdiction, provide training tailored specifically for members of CFW and to provide a voice at the national level for CFWs. The MCW is an official member of NACW and Executive Director Vaughan-Prather serves on the board of directors. Individual commissioners are encouraged to support NACW as associate members.

**B. Office Renovations**

The painting and re-carpeting of the MCW office took place during the weeks of February 1 – 12. The staff had to pack up everything, including the contents of desks and storage shelves, and work out of boxes in a training room in the office of Child Support Enforcement for several days, and then had to unpack everything again. It has been a very disruptive and physically demanding process. The renovation is now complete, but it will take several more days before all the unpacking is complete. However, the process made it possible to physically reorganize the office and the results will be a much more useful and efficient office in which to conduct the MCW's work.

**VIII. Announcements**

Sadly, the Commission learned of the passing of Commissioner Williams’ beloved mother on February 8. A letter of condolence has been sent to the family from the Commission.

**IX. Adjournment.....Chair Bachu**

MCW Chair Bachu thanked everyone for attending this evening’s meeting, and for all their very hard work in between meetings of the MCW. There being no further business, Commissioner Bachu adjourned the meeting at 6:40 p.m.

*Respectfully submitted:*

Judith Vaughan-Prather, Executive Director  
Maryland Commission for Women  
03/08/2016

APPROVED: MARCH 17, 2016