

# Maryland Commission for Women

## Meeting Minutes

Thursday, February 16, 2017

5 p.m.

Attman-Glazer Building – Room 164 ♦ 45 Calvert Street, Annapolis, Maryland

<b>Commissioners Attending:</b>		
A. Diane Williams, Vice Chair		Tamara England Wilson
Homayara Aziz		Marylou Yam
Tawanda Bailey		Yun Jung Yang
Marianne Brackney		Ummu Thomas
Tammy Bresnahan		
Deborah Cartee		<b>Commissioners Absent:</b>
Gloria Chang		Lee Bachu, Chair
Lorna Forde		Wandra Ashley-Williams, Secretary
Nicole Ingram		Doris Ligon
Velvet Johnson	T/C	April Nyman
Bonnie Nelson Luna		Anita Riley
Marion Manski		
Betsy Ramirez	T/C	<b>Staff Attending:</b>
Carole Jaar Sepe		Judith Vaughan-Prather, Executive Director
Corinna Shen		Tammy Wise, Management Associate

**I. Call to Order.....Vice Chair Diane Williams**

**A. Call to Order:**

As MCW Chair Bachu is traveling and unable to attend tonight's meeting, the meeting was called to order at 5 p.m. by Vice Chair Williams. She welcomed everyone and wished all a belated happy Valentine's Day.

**B. Approval of Agenda/Minutes:**

Vice Chair Williams called for approval of the agenda for this evening's meeting. Executive Director Vaughan-Prather asked to add an item regarding the commissioner attendance policy. Commissioner Bailey moved approval of the agenda as amended. Commissioner Manski seconded the motion which passed unanimously. Vice Chair Williams called for approval of the minutes of the January 19, 2017 MCW meeting. Executive Director Vaughan-Prather noted an omission in item V C. on page 4: Vice Chair Williams should be included among the list of commissioners attending the Listening Tour session in Calvert County on November 17. Commissioner Luna moved approval of the minutes as amended. Commissioner Yang seconded the motion which passed unanimously.

**II. Chair's Report.....Vice Chair Diane Williams**

**A. January 29, 2017 Women's Legislative Briefing, held at the Universities at Shady Grove in Rockville.** Congratulations to Commissioner Forde for the tremendous success of the conference organized by the Montgomery County CFW under her leadership as its president. Four MCW commissioners served as panelists in the seminars – Commissioners Bresnahan, Bailey, Yam and Yang. MCW Vice Chair Diane Williams represented the MCW in the pre-conference Presidents Networking session, and Commissioner Brackney attended the Briefing as well, helping at our exhibit table. A crowd of at least 600 attended the Briefing, providing excellent networking and learning opportunities. The MCW was an “Opal Sponsor” of the conference, which included an exhibit table space. Vice Chair Williams complemented Management Associate Wise on the arrangement of the table and her excellent staffing at the event. Commissioner Brackney noted that Delegate Aruna Miller, who has accepted our invitation to serve as Mistress of Ceremonies for the Hall of Fame/Women of Tomorrow event, was among the speakers at the WLB, and several MCW representatives spoke to her there.

**B. MLAW Legislative Briefing and Reception**

MCW sent a delegation of nine to this event held on January 31 in the Maryland House Office Building: Commission Vice Chair A. Diane Williams, Secretary and MLAW Liaison Wandra Ashley-Williams, Commissioners Tawanda Bailey, Legislative Committee Chair Tammy Bresnahan, Lorna Forde, Anita Riley, and Carole Jaar Sepe, with staff Judith Vaughan-Prather and Tammy Wise. The total attendance was the largest ever for this event. More than 200 people attended enthusiastically and many legislators dropped in to describe bills they are sponsoring. Vice Chair Williams thanked Commission Riley, who represents the MCW on the MLAW Board, for all her help in arranging for the MCW's participation in this important event.

**C. Washington County CFW Invitation**

The Washington County Commission for Women has extended an invitation to the MCW to send two representatives as its guests to its annual Circle of Sisters event during Women's History Month on March 30 in Hagerstown. Commissioners Ingram and Bailey volunteered to represent the MCW at this event. In addition, the WC CFW asked if two officers of the MCW could serve on the selection panel to determine the honoree for its Woman to Watch award presented at that event. MCW Vice Chair Williams and Secretary Ashley-Williams agreed to serve in that capacity and reviewed all the nominations, sending their evaluations to the WC CFW.

**D. Maryland Women's Heritage Center (MWHC)**

The MWHC is holding an event on March 5 at the Center, to celebrate and unveil the expansion of the Maryland Women's Hall of Fame exhibit. New panels have been created for honorees inducted in the most recent years and they will be on display at this event. Many of the honorees themselves have been invited to attend as well. (Panels for the eight women being inducted into the Hall of Fame this year will not be included as the event precedes the induction ceremony.) Commissioner Bailey moved that the MCW purchase two admissions to this event. Commissioner Manski seconded the motion which passed unanimously.

Unfortunately, the MWHC has received notice that it must vacate its current premises at 39 W. Lexington Street in Baltimore by June 30, 2017. It has been occupying that space at no charge since March 3, 2009, but the Southern Management Corporation (SMC) has advised the MWHC that SMC now needs the space for tenant amenities. When this development was discussed in the MCW Executive Committee meeting last week, Commissioner Yam, who is President of Notre Dame of Maryland University in Baltimore, offered to meet with the staff and board of the MWHC to see if there are any possibilities for space on the university campus. That meeting has not yet taken place, but MCW Vice Chair Williams commended Commissioner Yam for her generous offer to consider such a possibility. Commissioner Yam said hosting the MWHC seems consistent with the mission of the university. A meeting is scheduled for Friday, February 17 when she and some of her staff will make a site visit the MWHC and meet with its representatives to begin discussions of this potential solution.

### **III. Unfinished Business**

#### **A. Criteria for MCW Engagement ...Vaughan-Prather for Secretary Ashley-Williams**

MCW Secretary Ashley-Williams is out of town and asked MCW Executive Director Vaughan-Prather to present the draft policy proposal developed by the work group she was asked to lead. The proposal provided criteria for MCW use in determining how to respond to invitations to co-sponsor events presented by other organizations, and a process for handling such invitations. It also proposed a procedure for determining which commissioners will represent the MCW at events presented by other organizations. Considerable discussion followed, centering on this second issue. Commissioner Sepe was an active member of the work group and explained the group's thinking in developing the proposal. Commissioner Bresnahan moved, and Commissioner Manski seconded the motion that the policy be adopted as proposed. After more discussion, Commissioner Forde recommended adding the words "the chair and" into each of the two provisions where the work group's proposal provided other commissioners be offered the opportunity before the chair's prerogative. In response to the discussion, Commissioner Cartee explained that the proposal intends to send the most well-informed commissioner to events that require some level of expertise and does not reflect any disrespect for the office of the chair. Commissioner Sepe moved the inclusion of the language as recommended by Commissioner Forde. The motion to amend was seconded by Commissioner Wilson, and passed by a vote of 12 to 4, with one abstention. The motion as amended was then put to a vote and passed by a vote of 14 in favor. (The policy as passed is attached to the minutes of this meeting.) Commissioner Cartee noted that it is clear that the work group worked very hard to put together this thoughtful proposal and she thanked the work group members for all their hard work.

#### **B. MCW Attendance Policy.....Executive Director Vaughan-Prather**

At last month's MCW meeting, it was announced that the Executive Committee has told the Executive Director to refuse any requests by Commissioners to participate in MCW meeting via teleconference, unless the request complies with the established policy for such participation – including 24 hours notice. The Executive Director asked the Commission to grant her some flexibility, so that if it is possible to accommodate a commissioner's request, she can, until the Bylaws Review has determined whether any changes are needed. The consensus of the commission was that these requests should be

handled as the staff finds appropriate until any Bylaws Review Committee recommendations for change in this regard can be considered.

**IV. New Business**

No new business was brought before the Commission

**V. Committee Reports**

**A. Hall of Fame/Women of Tomorrow.....Commissioners Brackney, Forde and Sepe**

Since the January MCW meeting, the Hall of Fame and Women of Tomorrow Committees have held joint meetings every Monday afternoon planning the March 16 ceremony. Invitations have been extended; the flier announcing the event has been published and posted on the MCW website and Facebook page and sent to the MCW's email distribution lists. All the honorees and their families have been contacted and have registered their guests. Staff is hard at work developing the program book with the biographies of all the honorees. So far, sponsorship funds have been received from the Women of the Maryland General Assembly. Sponsorship packets were sent to all commissioners for use in requesting support if they know of a company that might be interested. Registration is now open to the public. So far, there are more than 110 people registered. Commissioners were urged to register themselves as soon as possible.

**B. Listening Tour.....Commissioners Ingram and Yang**

So far, the Voices of Maryland Women Listening Tour has traveled to seven communities:

- Washington County
- Korean American Women's Society in Salisbury
- Baltimore County
- Garrett County
- Notre Dame of Maryland University
- Howard County
- Prince George's County
- Calvert County

The date of the upcoming session in Montgomery County had to be changed from April 3 to April 18. The sessions currently scheduled for the spring are:

- April 18 – Montgomery County – Silver Spring Civic Building
- May 4 – Frederick County – Winchester Hall
- May 23 – Charles County – College of Southern Maryland, La Plata Campus
- June 8 – Anne Arundel County – Anne Arundel Community College – West Campus

Several more will be planned, including Baltimore City and the Eastern Shore. The scheduling of sessions was paused from December to April to avoid conflicting with the Hall of Fame/Women of Tomorrow project. It is hoped that the remainder of the hearings to be scheduled will be held by December of 2017 and that the report of the findings and recommendations can be ready by July of 2018.

The on-line survey is being translated into Arabic, and should be posted soon on the MCW website in that language. The survey will likely stay open until the last session of the listening tour is conducted.

**C. Education and Outreach.....Commissioner Bailey**

So far, 35 issue alerts have been sent to the MCW’s email distribution lists; seven of those were developed by the Health and Wellness Committee. The committee will meet soon to discuss how it can use the information gathered from the Listening Tour project.

Earlier this week, Commissioner Bailey attended the planning meeting for the Women Moving Forward Conference at the Maryland Correctional Institute for Women in Jessup. Two MCI residents participated in this meeting and their input was very valuable. The theme of this year’s conference will be “Building Your House” referring to the tools necessary to successfully transition back into family and community. The MCW can send three volunteers to help staff the conference. Commission Chair has offered to conduct a financial literacy seminar, and the Listening Tour Committee has offered to conduct a session there. The planning committee has not selected the workshops to be offered, but is working on that now.

**D. Legislation and Public Policy..... Commissioner Bresnahan**

A list of five bills currently under consideration in the Maryland General Assembly was presented to the MCW with Commissioner Bresnahan’s recommendation for support:

- HB 214 Discrimination in Employment – Conditions related to Childbirth
- HB 428 Rape Survivor Family Protection Act  
SB 574
- HB 616 Pregnant and Parenting Teen – School Attendance Policy  
SB 232
- HB 429 Criminal Law - Sexual Offenses – Physical Resistance  
SB 217
- SB 636 Commission of the Commemoration of the 100<sup>th</sup> Anniversary of the Passage of the 19<sup>th</sup> Amendment to the United States Constitution

After some discussion, Commissioner Yang moved the MCW support the five bills presented and authorize the Legislation and Public Policy Committee to take the appropriate action on each. Commissioner Manski seconded the motion which passed with 14 votes in favor and three abstentions.

**E. Communications and Public Relations..... Commissioner Ramirez**

MCW announcements continue to be posted on the MCW Facebook page. It is a big job to keep the MCW Facebook page up to date and Commissioner Ramirez looks forward to working with staff to transition to a new page, hopefully by the time of the MCW annual planning meeting in June.

**F. Health and Wellness.....Commissioner Yam**

The committee continues to develop and send out Health Alerts on a monthly basis. February was heart health month and a special alert was issues for Women’s Heart Health day. March is endometriosis awareness month, and work has begun on a related alert.

**G. Bylaws Review .....Commissioner Manski**  
This committee is meeting this evening, immediately after this meeting to continue its review of the MCW Bylaws, article by article, with the goal of a complete set of recommendations by the June planning meeting.

**VI. Liaison Reports**

**A. 19<sup>th</sup> Amendment Commemoration Commission.....Vice Chair Diane Williams**  
Chair Bachu and Vice Chair Williams represent the MCW on this board. Vacancies on this commission have been filled with appointments by the Governor. The commission is waiting for the Governor to designate its chair before resuming its work.

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

**A. New DHR Secretary**

Governor Hogan has appointed Lourdes Padilla as Secretary of the Maryland Department of Human Resources (DHR). (The MCW is an office within DHR, under the Office of the Secretary). Secretary Padilla leads the \$2.6 billion agency with 6,500 employees serving more than 1 million Marylanders across the state. She has more than 28 years of experience in the human services field. Prior to her role as Secretary of DHR, she served as the Deputy Secretary for Income Maintenance at the Pennsylvania Department of Human Services, where she oversaw an operating budget of more than \$2 billion and operations for five bureaus under the agency, including Child Support Enforcement, Program Support, and Program Evaluation.

**B. American Councils for International Education (ACIE)**

In the fall, ACIE, in a program funded by the U.S. Department of State, sponsored a professional fellow, Nighina Azizov from the nation of Moldova, to work in the MCW office for four weeks. Ms. Azizov, who is the Chief of Staff for the Moldovan Deputy Speaker of Parliament, worked on the MCW Listening Tour project while she was here. She wrote an “outbound project” proposal, which was selected for funding from the State Department, to bring Commissioner Yang and Executive Director Vaughan-Prather to Moldova to assist in developing a Listening Tour project there: The Voices of Moldovan Women. DHR has approved the travel, which will be at the State Department’s expense. The trip will take place March 30 through April 5.

**VIII. Adjournment.....Vice Chair Diane Williams**

MCW Vice Chair Williams called for any announcements. None were put forward. She thanked everyone for attending this evening’s meeting and for all their hard work. There being no further business, she adjourned the meeting at 6:49 p.m.

***Respectfully submitted:***

Judith Vaughan-Prather, Executive Director  
Maryland Commission for Women  
DATE: April 19, 2017

**APPROVED: April 20, 2017**

**DRAFT PROPOSED POLICY FOR MCW SPONSORSHIP AND PARTICIPATION  
IN EVENTS COORDINATED BY OTHER ORGANIZATIONS**

MCW Engagement Policy Task Force: Wandra Ashley-Williams, Convener  
Members: Marianne Brackney, Gloria Chang, Nicole Ingram and Carole Sepe  
As approved February 16, 2016

**SPONSORSHIPS:**

- **Criteria for MCW Sponsorship of Events (Providing financial or other support):**
  - Must be consistent with MCW Mission
  - Must not conflict with dates of MCW events or programs
  - Target audience must be state-wide
  - Main sponsor/coordinator must be either a public or non-profit organization
  - Sponsorship expenses for any one event may not exceed \$500
  - Benefits of sponsorship must be of value to the MCW (further its mission, increases visibility, etc.)
  - The event and its main sponsor must be non-partisan, non-political
  - The MCW will not sponsor or participate as an organization in demonstrations or marches
  
- **Process for Accepting Invitations to Sponsor**
  - Known (annual) events the MCW has traditionally sponsored will be considered each year at the MCW's annual planning meeting, to the degree possible.
  - Requests for sponsorship received during the year for other events/programs will be presented to the Executive Committee promptly.
  - The Executive Committee will review each request based on the criteria above and in consideration of availability of funds in the MCW budget for that year.
  - The Executive Committee will promptly make a recommendation on each request to the full Commission (at the next meeting, or if via email if time requires).

**REPRESENTATION AT EVENTS (Whether or not Sponsored by the MCW):**

- **Ceremonial Events (where the focus of the event is not on content but on the occasion):**
  - If the event is ceremonial in nature, MCW's three officers will be given the first option to attend events at the MCW's expense.
  - If none of the three officers can attend, the opportunity to attend will be offered to the chair of the MCW committee most closely related to the event.
  - If that committee chair cannot attend, the opportunity will be opened to all commissioners.
  - All commissioners are welcome and encouraged to attend such events at their own expense if MCW-sponsored admissions are not available.
  
- **Subject-Matter Events (where the focus of the event is to provide actionable information, especially on subjects around which the MCW has committees, programs or initiatives):**
  - If the event is subject-matter related, the opportunity will be first offered to the MCW Chair and the chair of the related committee, then to its members, then to the MCW officers and then to the full membership
  
- **Regional Events (where the MCW has been invited as a guest to a program sponsored by the county CFW or other local organization, but the MCW is not a sponsor or otherwise participating):**

- Unless the MCW officers are specifically invited, the opportunity to attend representing the MCW will first be offered to the MCW Chair and the commissioners from that jurisdiction, then to the MCW officers and then to the other Commissioners.