

## Women's Commission Meeting Agenda

Hosted via Zoom  
Wednesday, January 31, 2024  
5:30 PM

Attendees: Tevis Simon, Candace Dickens, Rachel Marquz, Kionne Abdul-Malik, Ella Smothers, Robin Drummond, Sarasi Desikan, Carolyn Jewell, Monica Mitchell, Sara Whaley, Gab Sussman, Stephany Sulbaran, Lynda Davis, Madeline Morcelle, Casey Brant

Staff: Jill Muth

1. Welcome and call to order at 5:32
2. Approval of Minutes
  - a. Approval of minutes from the November 29, 2023 meeting.
3. Staff Updates
  - a. Email accounts – we will sign up for individual set-up sessions with the IT department at the end of the meeting.
  - b. OECR's equity trainer, Lana, will be doing some level-setting with us in our next meeting.
  - c. Jill met with Tom Stack from the Maryland Human Trafficking Collaborative, which works on a lot of issues that overlap with the WC's work, in particular because of Baltimore's proximity to the I-95 corridor. More to come on ways we can collaborate.
  - d. Cap Centers meetings will be scheduled. Anyone interested in joining Jill is welcome or if you have comments/questions to share if you can't attend, let Jill know.
  - e. The WC/OECR has been chosen to participate in the Civic Innovative Project to help us with our referral network. We're hoping to work with Charm Care.
  - f. Still working on identifying the chairs for each subcommittee and in the meantime working with communications persons/leads for updates.
  - g. Working on individual websites for each WC subcommittee which will feature members and work products.

- h. Civil Right Week planning begins next week. If you have suggestions for programming, please let Jill know. The theme is the 60<sup>th</sup> anniversary of the Civil Rights Act passage.
- i. Working on programming for Women's Day on Friday, March 8<sup>th</sup>.
- j. Reminder to please check in with Jill and Kionne before committing the commission to any projects.
- k. Jill attended the legislative forum this past Sunday. Was very valuable, particularly in reference to the resource fair we are hoping to host.

#### 4. Subcommittee Reports

##### a. Referrals

Connected with other mental health and recovery organizations. Also, connected with the Maryland Food Bank. Hoping to get a database of resources together and also feedback on how helpful the resources have been for individuals who use them. Ella created a few jot forms and is looking for feedback from the group. She will send following the meeting.

##### b. Forum for Amelioration

Looking to host a listening session tour including insight from any women's commissions subcommittees. Looking for a POC for resource fair.

##### c. Advice and Counsel

At their last meeting, hosted the legislative director for the Baltimore city health department as a guest speaker. Discussed ethics surrounding advocacy and how to navigate the MD legislature website. Will share pdfs with this information with the full commission.

Working to create a tracking sheet for legislation, and signed up for alerts whenever legislation impacting women is proposed. Hoping to be able to help provide testimony on said legislation.

##### d. Workforce Monitoring - no update

##### e. Monitoring Boards and Commissions

Next meeting is this upcoming Monday. A meeting between Gab, Kionne, and Jill took place. Working to answer questions that come up whenever we meet. Determining which boards and commissions will be monitored. City website isn't up to date, our commission is not even listed. Jill is

working on a comprehensive list of these boards and commissions. Will start reaching out once we get the list and our emails set-up. Laying the groundwork for congenial relations with other commissions. Also, we reached out to a few other women's commissions in the state and haven't heard back.

f. Research and Education

Dissecting the Maryland women's report, using it as a north star for their work, contributing to a jamboard with ideas and takeaways.

g. Evaluate Policies and Programs - no update

5. Discuss a process to vote on external items – Rachel

Working on when to comment on legislation. Outlining a process for handling these requests since the comment period is very short. A suggested first step would be for the advise and counsel subcommittee to draft the response/comments. Other commissioners not part of this subcommittee are welcome to add their voice. Motion to allow the AC subcommittee to receive initial requests for testimony/comments on pending legislation impacting women and draft responses. Still working on how to involve the full commission on final drafts.

6. Resource Fair Planning/Survey

Jill suggested we combine the resources planning fair and the surveys since once will inform the other. Forums for amelioration offers to chair the survey. Research and Education subcommittee also agrees to help.

8. District Representation/Partnerships

Commissioners are encouraged to develop relationships with their local representative so we can coordinate and not creating everything from scratch. All but three districts are covered by our commissioners.

9. Discuss and Select Dates for WC Retreat

Preference for weekend vs/ weekday. Most prefer weekend.

10. New Business

Sarasi offered the opportunity for the WC to participate in a Morehead-Cain Foundation fellowship opportunity for UNC students.

Students spend 8 weeks in a host city to help tackle a specific challenge facing that city. We would only need to provide mentoring and guidance once a week. Only financial obligation is to host a welcome event to introduce the students to key stakeholders.

Finally, report back to the organization on the intern's work. Deadline to apply is next week and Sarasi agreed to complete the application.

11. Next Meeting

Consider moving from Wednesdays to accommodate some women's classes, but other days don't work for most of the commission. Will consider changing the time instead.

12. Open Discussion - Time slots assigned for meeting with IT to set-up emails. Process will be shared in an email from Jill.

13. Adjournment: Meeting adjourned at 6:52