

## WC of Baltimore City Meeting Minutes

Wednesday, November 29, 2023

Attendees: Jill, Ella, Kionne, Rachel, Gab, Yasmin, Miriam, Sara, Ciarra, Lynda, Monica, Stephany, Carolyn, Kimberly, Ana

Meeting called to order 5:39 pm by Chair Kionne.

Chair calls to approve minutes from last meeting; Rachel – motion to approve and Miriam second.

### Jill – Staff Updates

1. Dedicated Email and workspace; User Services agreement has been sent to all Commissioners – these agreements need to be signed in order to set up the email accounts. 11 Commissioners have signed, and they need the rest. Emails will take four weeks to set up
2. Budget; It's time to put budget requests together. It's an opportunity to review what our needs are and what we can do to ensure we are benefitting tax payers as much as possible. Jill is looking at critical needs, what we need to stand up the Commission, community events and training. We are in a cut year – agencies are being asked to reduce their budget. However, Women's Commission doesn't have a budget yet so there is nothing to reduce. Jill is working on putting together proposal. The reason we are in a cut year, is because Baltimore is making a significant investment in schools. Jill is tying our budget to the Mayor's Pillars and the Mayor's action plan. Jill will share the budget with Kionne who will share it with the commission in meeting notes. Linking the budget with the priorities is a very persuasive way to show our potential impact.
3. OECR – Holiday Party is on Dec 15<sup>th</sup>. There is a hot chocolate bar, nice catered lunch. All commissioners are invited and Jill will share the invite with us.
4. Retreat for WC for strategic planning, mid-January, day-long work session, focus in on the work, doodle poll to come to feel out potential dates
5. Office of aging services is hosting a free Summit about thriving older adults on December 12 at the Hilton Inner Harbor, to address gap in services for senior women, significant needs to senior women, Jill to forward the invitation,
6. No December meeting, just the holiday party. Beginning to think about the cadence of our 2024 meetings so we can post the dates publicly.
7. Met with our legislative support person, relative for advice and council committee, but training is being developed for the entire commission.

### Subcommittee updates

- Referrals committee: Ella provided the update, need to pick a chair and a date still
- Amelioration committee: updated provided by Rachel and Ana is the chair, meeting next week, jamboard created and starting on SMART goals, hoping to submit to the entire commission next meeting, second meeting coming up, listening sessions, inviting community to help evaluate the landscape and will need funding for space, refreshments, and a speaker.
- Advice/council committee: Rachel provided the update and is chairing the commission, submitted three SMART goals to the form, working on forms and surveys to gather information,
- Workforce monitoring: Tevis Simon and Stephany Sulbaran met on 11/13 and focused on the agenda of selecting a chair, deciding on a meeting schedule, and formulating three SMART goals.

They discussed the possibility of Mondays and Thursdays as meeting days, with a start time of 5:15 or 5:30. The discussion on SMART goals revolved around monitoring workforce, with a focus on specific industries such as mental health and public health. They also considered the needs of recently incarcerated women re-entering the workforce. The idea of creating a resource guide for training or employment opportunities in Baltimore City was also discussed. They agreed to focus on particular industries every quarter, such as healthcare and social work, but acknowledged the need for further clarification on what "monitoring" entails in their context. They decided to seek more information from Jill, a colleague, and a job analyst. The meeting concluded with the agreement to wait for further clarification before setting up specific SMART goals.

- Monitoring boards and commissions: Gab gave the update and is the chair, first meeting went well, meeting every month, next meeting is 12/4 at 6pm, working on language of our SMART goals, have a lot of questions, joined by an equity trainer at the meeting, for example what does monitoring entail and what is a definition of equity. Wondering what the entire group thinks about how to monitor since it overlaps with other committees.
  - For notes, add as an action item for subcommittees to discuss 1) if a resource fair would be useful for your subcommittee 2) if yes, then what would you like to do at the resource fair (i.e., survey, booths, community forum).
- Research and Education Committee: Ciarra provided the update, have met twice most recently on 11/14, refining their SMART goals, looking into a resource fair, wondering about a blueprint from prior commission, and there isn't much, but working with other women's commissions to see how they work would be helpful, 12/12 is the next meeting.
- Evaluate Policies and Programs – Sara provided an update, entire group has not met yet, but two meetings have taken place, talking and working through some of the challenges.
  - Mid-December is the deadline for selecting a chair and deciding on a meeting schedule.

Voting on the bylaws language called –

- Stick with the advice from legal or move to pursue legislative measures to change the law and allow language including all people who identify as women. 80/20 to move forward with the current language as is. Motion to approve the bylaws, motion passes.

New business

- Holiday outing – 12/8 – details to follow
- Meeting schedule for next year – sticking with last Wednesday of each month
- Quarterly in-person meetings approved.

Open session

- Can we publicly support a candidate? Yes, but not on behalf of the women's commission.
- Listening tours suggested by the chair
- Request to add the meaning of the word "monitoring" to next meeting's agenda.

Meeting adjourned at 6:58pm.