**CFW Projects Committee Meeting Minutes**

21 June 2021, 7:15 pm

**Commissioners Present**: Julie Waters, Chair

 Phylicia Woods

 Shafuq Naseem

**Committee Members Present**: Misha Rowe

The meeting was convened by the committee chair Julie Waters at 7:15pm. The required FOIA motions were made and unanimously approved

Ms. Waters noted that a quorum was not met. The committee discussed the importance of attendance, as lack of quorum has been a consistent problem. It was noted that not only was the committee unable to vote on any business items, a robust discussion of the agenda topics was not possible.

1. *Stories of Incarcerated Women project*. The committee discussed the many ethical and logistical concerns with this project. While no vote was taken, the consensus was that this project should be suspended and completely restructured with a focus on amplifying the efforts and message of organizations already doing work with previously incarcerated women in Fairfax County. Ms. Rowe will provide a list of potential organizations to the committee, and the issue will be brought to the full Commission in July for a decision

 **Action item**: Ms. Rowe will provide a list of organizations to the rest of the committee within one week.

1. *The Friends of CFW.* The committee members present have reviewed the draft letter to potential Friends member organizations, and agree that it is sufficient. The chair will be the signatory to the letter. Further issues to determine are: (1) to whom should organizations reply, (2) how to schedule and carry out meetings with interested organizations, and (3) the need to craft goals and talking points before those meetings. The members present felt that such discussions could not fully be explored without more members present. Ms. Waters will report as such at the full Commission meeting in July.

 **Action item**: Ms. Waters will create a flyer to accompany the letter, outlining the CFW’s mission and sample projects.

1. *Potential New Project - Women Leaving the Workforce*. The committee briefly discussed the idea for a new project, brought up at the June CFW meeting, regarding the large number of women who have left or been forced out of the workforce due to the COVID-19 pandemic. Members expressed interest in pursuing the project. Ms. Waters noted that, at the CFW meeting, Toni Zollicoffer and Lisa Sales were tasked with bringing more data and information on the topic back to the Commission. The project idea will be further discussed at that time.

The meeting was adjourned at 7:35pm