

Minutes for the Commission for Women

Call to Order

A full-body meeting for the Commission for Women was held on June 14, 2021, virtually via Zoom. It began at 7:18 pm and was presided over by Chair Lisa Sales, with Mery Juarez capturing minutes. FOIA script was read, and a screenshot of the attendees was captured.

Attendees

Voting members in attendance included: Chair Lisa Sales, Mt Vernon District; Vice-Chair Helen Cole, Hunter Mill District; Vice-Chair Phylicia Woods, Providence District; Emily McCoy, Lee District; Jane Materna, Mason District; Mattie Palmore, At-Large Underserved; Shafuq Naseem, Braddock District; Julie Waters, Dranesville District; Dena Bashri, Sully District; Annika Khandelwal, At-Large Student Representative. The Springfield District and At-Large seats are currently vacant.

Staff in attendance included: Toni Zollicoffer, Gulira Alieva

Guests in attendance included: Kristina Hagen, Jill Follows, Daniel S. (Chantilly Troop 695), Bruce Moody, Camille Gledhill, Misha Rowe, Mercedes Naomi

Members not in attendance included: n/a

Approval of Minutes

A motion to approve the minutes for the May 10 meeting, as amended, was made by Ms. McCoy, and seconded by Ms. Woods. Ms. Palmore abstained. The motion carried with nine votes.

Standing and Ad-hoc Committee Reports

50th Anniversary Event Committee: Chair Sales suggested a proclamation and asked for event ideas and volunteers for this committee. Volunteers include Ms. Palmore, Ms. Bashri, Ms. Khandelwal, Ms. Woods, Ms. Gledhill, and possibly Ms. Rowe. The 50th anniversary date is September 8. Ms. Woods and Ms. Bashri will take lead on drafting a proclamation to be presented at the July meeting. Ms. McCoy Suggested people to include and who may be able to help and will share contact information she has for former Commissioners. There was conversation regarding the celebration date and whether it must be on the actual anniversary date.

Projects Committee updates were presented by Ms. Waters. The committee did not officially meet in May because quorum was not met, therefore they did not approve the letter for the Friends of the Commission project. Ms. Waters presented the letter and will circulate it for review. The letter will include a flyer/document with information about previous Commission's projects. Volunteers interested in putting together the flyer/document were encouraged to contact Ms. Waters. There was conversation about the type of projects that organizations included in the Friends of the Commission may or may not be able to work on and that a governing body will set guidelines for this. Feedback on the letter should be sent to Ms. Waters and the committee hopes to finalize and approve the letter at their next meeting. The Stories of Incarcerated Women project is on hold because of previous discussions and concerns about the project. There were practical and ethical concerns regarding this project, and it will be further discussed at the committee's meeting on June 21.

Other Reports

Department of Family Services (DFS)/Domestic & Sexual Violence Services (DSVS) updates were presented by Ms. Zollicoffer. Ms. Zollicoffer yielded the old business agenda items for the next meeting to allow time to discuss other items that did not make it to the agenda. The Commission should start thinking about resuming in-person meetings once the State of Emergency is lifted and drafting a policy around electronic participation. Chair Sales indicated that this item would fall under the Policy Committee and Ms. Materna

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volunteered to assist with drafting a policy to present for approval at the July 12 meeting. There are policy templates from other Boards, Authorities, and Commissions (BACs), which are available for the Commission as an example. The County Executive has deemed September 7 as the return to in-person date. The Human Services Issue Paper (HSIP) is out and comments from BACs are due on August 3. Ms. Zollicoffer suggested that the Commission review their process on how comments are captured and think about highlighting items that are substantive. Most of the sections of the HSIP are relevant to women and girls in the County, and Ms. Zollicoffer suggested that the Commission form a committee to work on identifying 2-3 core areas to focus on and lift for the HSIP. Ms. Zollicoffer shared information regarding women leaving the workforce in droves during the pandemic and asked if the Commission would take on this project. Ms. McCoy and Ms. Zollicoffer presented an overview of the Policies and Procedures manual for the Commission and a preliminary draft of this document. Ms. Zollicoffer announced that interviews for the Liaison to the Commission position were completed and that the new liaison person may be on board by the July meeting.

Main Motions

Motion to approve Finance Report: Moved by Ms. McCoy and seconded by Ms. Bashri that the Finance Report be approved. The motion carried unanimously.

Motion to draft a policy regarding in-person versus electronic access to meetings: Moved by Ms. McCoy and seconded by Ms. Materna. This motion was not voted on by all members.

Motion to consider the project about women leaving the workforce in droves: Moved by Ms. Materna and seconded by Ms. McCoy. Motion was withdrawn by Ms. Materna after discussion.

Motion to create a policies and procedures manual to fall under the guidebook: Moved by Ms. McCoy and seconded by Ms. Cole. Motion carried unanimously.

Motion to postpone the OPN Door Communications retreat date from June 19 to either August 7, invite facilitator to the July Commission meeting to provide an overview of the retreat's structure, and how Commissioners will be involved in providing preliminary information to prepare: Moved by Ms. Materna and seconded by Ms. Palmore. Motion carried unanimously.

Motion to participate in the National Association of Commission for Women (NACW) time capsule: Moved by Ms. Materna and seconded by Ms. McCoy. Motion carried unanimously.

Motion to fund for up to 4 Commissioners to attend the NACW Annual Conference, pending final review and approval from the County: Moved by Ms. Materna and seconded by Ms. McCoy. Motion carried unanimously.

Announcements

Kristina Hagen with the Campaign for a Family Friendly Economy presented updates on Paid Family Medical Leave.

Jill follows with the League of Women Voters-Fairfax Area shared information regarding the Convention on the Elimination of All Forms of Discrimination (CEDAW) Guidebook.

Chair Sales provided an overview of the NACW Annual Conference and events taking place over the four days. Material for the conference, including the agenda, were included in the board packet. Chair Sales shared ideas of items to include as part of the NACW's time capsule and asked for input from the Commissioners. Chair Sales will work with Ms. Zollicoffer on proclamation items to find and include in the time capsule. There was conversation about 4 Commissioners (Ms. Cole, Ms. Materna, Ms. Khandelwal, and Chair Sales) interested in attending and whether staff are interested in attending. Approximate cost for 4 Commissioners to attend is \$1,056 and confirmation on attendance to be determined later.

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Ms. McCoy shared several announcements regarding the Turning Point Suffragist Memorial (TPSM).

Vice Chair Cole shared that the Biennial Report Committee would meet on June 15.

Commissioners expressed gratitude for Chair's and Vice Chair's leadership and acknowledged transfer of roles to the new Executive Committee members.

Adjournment

Chair Sales moved that the meeting be adjourned, and this was agreed upon at 9:38 pm.

Meeting Recording

SoundCloud link: <https://soundcloud.com/fairfaxcounty/commission-for-women-monthly-meeting-june-14-2021>

Secretary
Commission for Women

Date of Approval