

Minutes

Commission for Women Executive Committee

December 30, 2024

Call to Order

The Executive Committee met virtual. The meeting was called to order by Vice-Chair, Jordan at 7:11 p.m.

Attendees

Alyssa Batchelor-Causey – At-Large; Helen Cole – Hunter Mill District; Jordan Tautges – Springfield District

Staff in Attendance: Keesha Coke, Alexandra Hernandez

Start – The meeting started at 7:11 p.m

Administrative Items

Jordan made the motion to approve minutes, Helen seconded, none abstained, none opposed. The minutes were unanimously approved with no changes.

Agenda setting

- New business: WHM budget
- Supervisor meeting- Commissioners to Report out
- Strategic Plan Committee to report out
- WHM Committee
 - According to the Policy & Procedure Manual's timeline: The WHM should present concept, plan, budget for the CFW to vote in January
 - Helen will follow up with Phylicia on Proclamation and ask to present in January
 - Vote on the draft of the proclamation on the February CFW meeting
- NACW Annual Conference, July 2025 in Oklahoma

Discussion

Alyssa

- Alyssa is coordinating a date for visiting a Child Care Center owned by one of Keesha's referral, for Commissioners to tour the facility.
- Fairfax County's New Generations facility/halfway house is partly funded and staffed by the Community Services Board (CSB). It is at risk of being shut down due to a lack of resources. New Generation is one of the only programs where women can bring their children. Alyssa proposes that the Commission advocate on behalf of New Generations to the Board of Supervisors (BoS). This is a Fairfax County budget issue and not related to the Consolidated Community Funding Pool (CCFP). What alternative solutions are being proposed?

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- Alyssa contacted the Program and Educational Services-Adults division of the Fairfax County Public Library regarding their Women's History Speaker Series. At this time, the Library is looking for African American speakers who can share their contributions to labor movement.

Jordan

- Jordan is updating the onboarding presentation that the Liaison used to provide to newcomers.
- It was suggested that as part of the onboarding process, newcomers be encouraged to attend one Executive Committee meeting to become more familiar with the organization.
- Jordan will send the documents to Helen and Alyssa. Afterward, all documents will be sent to Liaison for distribution to Commissioners for their reference.
- Previously, the onboarding process focused on the History of the CFW, but it has now been replaced with the Policy and Procedures Operations manual and the Expectations document.
- Jordan requested guidance from L. Nuzzo regarding the Google Docs – Events document and expressed concern about how to close it. She also mentioned the need to identify an alternative mechanism for capturing and announcing community events. Keesha suggested using MS-Bookings and MS-Forms, but noted that they are not suitable for people external to the County.
- The Travel Expense Report for the Roanoke trip is still pending presentation.

Updates from Liaison

- Alexandra announced that the Holiday card was sent out to Jordan's distribution list with an inclusive theme as suggested by DFS Communications team.
- NACW Quarterly meeting was held virtually on December 12, 2024. Alexandra attended and inform about the topics of discussion, including their Annual Conference. If Commissioners are interested in attending, Alexandra will start planning the logistics around March 2025.

Alyssa made the motion to adjourn, Jordan seconded, no abstentions, none opposed. Unanimously approved to end the meeting at 8:28pm.

Adjourn – The meeting adjourned at 8:28 p.m.