

Permanent Commission on the Status of Hartford Women
Meeting Agenda

Tuesday, January 12, 2021 at 5:30pm -7:00pm

Virtual Meeting Location: <https://us02web.zoom.us/j/87533131998> OR

Call-in Number: 1 (646) 876-9923 Meeting ID 875 3313 1998

1. **Call to Order**
2. **Roll Call: Members present in person via zoom or by phone/quorum**
3. **Approval of Previous Meeting Minutes**
 - i. December 8, 2020
4. **Officer Reports**
 - i. Chairwoman Pope
 1. Once we set the dates of our meeting for 2021, City Staffer Palmer will share the date with Police Chief Thody, who is awaiting the date for the February meeting, as he was not available for the January meeting.
 2. Reminder the Commissioners voted to postpone the Commission's election process until the Spring 2021. In April 2021, a nominating committee shall be appointed for the election in June.
 3. Regarding bylaw revisions - The current bylaws indicate the Commissioners shall designate a Chairperson and select its own officers in June. Officers shall be selected for one year terms and may be re-elected, except the Chairperson may serve for no more than two consecutive terms. Election is by majority vote plus 1 of those Commissioners present and voting. (Sec. D.4.a. of the bylaws).
 - ii. An email was sent to the Mayor's Chief of Staff inquiring about what measures have been taken to help small businesses in the City. The Commission expressed concern particularly for small businesses owned by women.
 - iii. Updated communication from Attorney Lori Mizerak, Office of Corporate Counsel, City of Hartford re: quorum issue for sub-committees and whether these are public meetings that require notice.
 - vii. Human Resources and Labor Relations Quarterly Report to follow in the Special Orders portion of the meeting.
- b. Vice-Chairwoman Leach
 - i. Further discussion of the CPRB, Civilian Police Review Board

- c. **Managing Secretary Crowley**
 - i. Set meeting dates for 2021- results and vote by the Commission
 - ii. Volunteer primary and secondary minute taker for February needed

- 5. Committee and Special Reports**
 - a. Policy Committee report. Commission Committee members are: Pope, Leach, Crowley, Kula, Johnson, and Abraham.

 - b. Planning/Recruitment Committee report. Commission Committee members are: Rivera, Brown, Crowley, and Abraham.

- 6. Special Orders**
 - a. Human Resources and Labor Relations Quarterly Report by Director Thulani LeGrier and Assistant Director Marlene Fleeting.
 - i. **Standard Quarterly Report Items**
 - 1. Report – Continued monitoring of the sexual harassment policy.
 - 2. Status on the sexual harassment training of employees, as reported by Assistant Director Fleeting in September.
 - 3. An update of the EEO Report the PCSHW initially received from HR for September 21, 2016 to March 5, 2020. Since the new State law effective is October 1, 2019, we would like an update from March 5, 2020 to date. This chart should include the Department, alleged discriminatory action, status, and disposition.
 - 4. Any additional information HR feels is pertinent to the work of the PCSHW and would like to report.
 - ii. **Discussion Specific to January's Meeting**
 - 1. Report on the gender breakdown in the Department of Public Works including the divisions.
 - 2. Address the issue brought to the PCSHW last month regarding the promotion policy in the police and fire departments and the lack of females in these higher positions. The following public comment from our December 10, 2020 meeting was brought to us by a resident and we would like HR to comment:
 - "a. From [Hartford resident] - Would the Commissioners address the issue of promotions within the police and fire departments as females are underrepresented in top positions due to a current promotion policy of accepting Deputy Chiefs from the captain rank only."

- 7. Unfinished/Old Business**
 - a. Bylaw revisions – Chairperson Pope and Vice Chair Leach have reviewed the first draft. We would like to have at least one more member of the Commission join the Committee to review the bylaws. There are still questions open for discussion such as Hartford residency. We plan to cover it in some detail at the January meeting so a final

copy can be voted on in the next few months. The process of revising the bylaws will require several approvals, including a Corporation Counsel review and Common Council approval.

b. So far, we have contacted the City Clerk to find out the answers to these questions:

- i. Were the current bylaws, reviewed on 3/15/00, ever adopted?
- ii. Party affiliation requirement; where does this requirement stem from?
Answer from David Grant: "Please see below for a link to your requested information. <https://www.cga.ct.gov/2017/rpt/pdf/2017-r-0344.pdf>".

Generally speaking, if there are more than 9 members of our Commission, no more than 2/3 cannot be from the same political party.

- iii. Will the Commission's by-laws need to reflect the new gender parity resolution?
Answer from David Grant: "Per the city charter, we cannot mandate that each board/commission be composed of no more than 50% from one gender as the Mayor has the ability to select whichever candidates he/she likes. Therefore, this resolution will seek to encourage the charter revision commission to add gender parity language into our city charter thus ensuring more inclusive appointments. However, the charter revision process will not begin until next year, so, immediate nominees are not subject to any gender parity policy."
- iv. Is the Commission's title correct? (Is it the Permanent Commission on the Status of Hartford Women vs. the Commission on the Status of Hartford Women? (see the city code, Section 2-231 thru 2-236, Division 7: Commission on the Status of Hartford Women)

8. New Business

- a. Commissioners should start planning our goals for 2021. Review the Commission's purpose and duties.

9. Public Comments

10. Announcements

- a. The approved date of the February 2021 meeting will be shared with Police Chief Thody, who is awaiting the report on progress based on the Culture and Climate report.

11. Adjournment