

**PERMANENT COMMISSION ON THE STATUS OF HARTFORD WOMEN**  
**VIRTUAL MEETING AGENDA**

Monday May 17, 2021 at 5:30pm -7:00pm

Policy Committee and Recruitment/Planning Committee to meet immediately following from  
7:00p.m.-7:30p.m.

**Zoom:** <https://us02web.zoom.us/j/86225943172?pwd=VVJTL1hZTEl3eEFibkJxb1B0WW9rZz09>

**CALL-IN NUMBER: 1 (646) 876 9923**

**MEETING ID: 862 2594 3172**

**PASSCODE: 06103**

1. Call to Order
2. Roll Call: Members present in person via zoom or by phone/quorum
3. Approval of Previous Meeting Minutes - attached
  - i. April 19, 2021
4. Officer Reports
  - i. Chairwoman Pope
    1. Reminder: a nominations committee has been appointed for the election during the June meeting. Officers will commence their responsibilities July 1, 2021. The term limit for the Chairperson is 2 years. Other officers serve 1 year terms.
    2. Our guest last month was Karen Taylor, Director of the Office of Equity and Opportunity, City of Hartford.  
We asked her 3 things:
      1. Any group working to assist women through the process of joining HPD/HFD?
      2. Any promotional materials for Commissions? Just a link currently:  
<https://www.hartfordct.gov/Government/Boards-and-Commissions/BC-Services/Commissioner-Application>
      3. Can we use social media to reach a broader audience including the youth in Hartford?  
Karen's answer: I think that a social media account would be a fabulous idea! Other City commissions already have FaceBook pages (LGBTQ+) and the Office of Equity and Opportunity launched a FB page in January that is not very well maintained, but I plan to

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build upon that as part of a larger communications plan.

3. Marlene Fleeting (HR) will present the quarterly report on June 21.

- ii. Vice-Chairwoman Leach

- iii. Managing Secretary Crowley

1. Volunteer primary and secondary minute taker for June needed.

**5. Committee and Special Reports – see Committee agendas and descriptions at the end of this agenda.**

- i. Policy Committee report, Commissioner Crowley. See attached report and draft letter Yes, I would be happy to share the Essential Equity report with the Commission on May 17 at 5:30 pm. Here's a [link to the report and the Women and Girls Data Platform](#) if you'd like to share it with the Commissioners. Thanks so much for inviting me..
- ii. Recruitment/Planning Committee report, Commissioners Pope/Folston. Please submit the name(s) of 1 or 2 candidates you believe would be active Commissioners. Ideally you would have spoken with the candidate(s) and sent the materials. Also please invite them to join at least one meeting prior to applying, if possible. See this Committee's report attached.

**6. Special Orders**

- i. Aurora Women and Girls Foundation's Annual meeting report will be shared during our May meeting by Jennifer Steadman, PhD. Executive Director . Here's a [link to the report and the Women and Girls Data Platform](#)

**7. Unfinished/Old Business**

- i. Bylaw revisions – Commissioner Kula. Final Draft attached

**8. New Business**

**9. Public Comments**

**10. Announcements**

**11. Adjournment**

## COMMITTEE MEETING AGENDAS AND DESCRIPTIONS:

The plan is for Committees to meet from 7:00p.m.-7:30p.m. immediately following our regularly scheduled Commission meetings. The Committee agendas are included in this report along with a draft description of each committee.

- i. Policy Committee report by Facilitator Commissioner Erica Crowley.  
Commission Committee members are: Pope, (ex-officio) Leach, Crowley, Kula, Johnson, and Abraham.

### Agenda:

1. Call to order and Roll call
2. Discussion of state level policy priorities
3. Discussion of local level policy priorities
4. Old/unfinished business
5. New business
6. Announcements
7. Adjournment

### Policy Committee Description:

The PCSHW's policy committee will recommend to the full Commission their state and local policy priorities as they relate to the status of Hartford women. These duties include but are not limited to liaising with policy advocacy groups and inviting policy experts to meetings, tracking state and local legislation and administrative policy changes, preparing written and public testimony, and conducting policy research as needed.

- ii. Planning/Recruitment Committee report by Facilitator Commissioner Janee Folson, Commission Committee members are: Pope, (ex-officio) Rivera, Brown, Crowley, and Folson.

### Agenda:

- i. Call to Order and Roll Call
- ii. Discussion of recruitment priorities
- iii. Discussion of planning priorities
- iv. Old/Unfinished business
- v. New Business
- vi. Announcements
- vii. Adjournment

### Recruitment/Planning Committee Description:

The Retention/Planning Committee will make recommendations to the full Commission regarding recruitment of new members and returning members. The planning activities will include identifying the needs of Hartford women and working with other organizations in partnership to address these needs. The Committee will recommend partners to invite to the Commission meetings.