

Women's Commission 2007 WORK PLAN

INTRODUCTION

For the year 2007, the Women's Commission will assume an educational leadership role by serving as a resource through quarterly publications providing statistics and insights on issues affecting women in Fort Collins; provide advocacy for political participation; and will continue to lead the effort on the Women's History Month Essay Contest and the Marcile N. Wood Award. Members will identify new community partnerships that will increase the productivity and outreach efforts of the Women's Commission.

The Commission will gather statistical data relevant to our community utilizing currently published data, focus groups, and the two benchmark publications on the status and economic realities of women compiled by previous commission members. The predominant focus areas for the Commission are (not listed in order of priority):

- 1) Housing
- 2) Child Care
- 3) Safety
- 4) Health
- 5) Identity
- 6) Welfare
- 7) Economic Well-Being
- 8) Education
- 9) Transportation
- 10) Political Participation

In 2007, the Commission members have targeted the following:

- 1) Identity (demographics, in relation to economic development)
- 2) Economic Well-Being
- 3) Transportation
- 4) Political Participation

The gathered information will be presented in quarterly newsletters (when possible), in a series of fact sheets, and radio programs that will be shared with Council and the community. Suggestions generated from these areas will take into account the city's Budgeting for Outcomes and will explore collaboration in matters impacting financial considerations.

Other activities to be completed by the Commission include:

- Networking within the city to explore new potential partnerships on our various projects.

- Actively exploring ways to increase the visibility of the Commission.
- Exploring interactions with other Boards, Commissions, and city entities to improve information dissemination and provide a framework for the information gathering activities of the Commission.
- Considering information linked to the commission to see if changes need to be made, such as the By-laws, Boards and Commission's Manual, and Division 10 of Ordinance.
- Continue exploring the feasibility of a website link for the Commission.
- Continue collaborating with our CSU and Senior Citizen's Advisory Board liaisons to the Commission to improve networking.
- Working with Council in the process of assigning a new council member liaison with the expiration of Karen Weitkunat's term.
- Promoting membership applications and assimilating new members fully into our meetings and activities.
- Exploring the options of obtaining a budget and/or underwriting for Women's Commission activities.

ANNUAL COMMISSION ACTIVITIES

Women's History Month Essay Contest – The Commission will continue to sponsor the annual essay contest for Poudre School District junior high students and expand this contest to include home-schooled and private-schooled junior high students. A committee will work with Cindy Ronan (PSD) with the coordination of the contest packets and picking up the completed essays and with designated representatives from private schools and home-schooled students. Student entries will be reviewed in February and winners will be selected. The winners will be honored at a special event, with a presentation of trophies and prize packet by the Mayor or designated representative. This event will include a ceremony at a School Board meeting with the presence of a Council member. The Fort Collins *Coloradoan* will be notified of the winning essays and encouraged to publish the students' names in recognition and support of Women's History Month. Winners will receive a certificate at their respective schools during their year-end awards ceremonies. We will explore more direct communication with English teachers in the schools and home school organizations to continue the increase in participation in the event. Underwriting for prizes will be arranged for by Commission members.

Marcile N. Wood – The Commission will sponsor the 2007 Marcile N. Wood Award recognizing an outstanding citizen in the Fort Collins community who has made a significant contribution to the wellbeing of women in the spirit of Marcile Wood's volunteerism and community activism. In January, the Commission will send out applications for this award and work with 211 in announcing the event. The winner will be chosen in February and will be publicly announced and celebrated in March. Members of the Commission will explore celebration venues for this award, in addition to the Council meeting, and will, in particular, examine the mechanics of the now-defunct

Women's Awards Night to explore options for public recognition of women in the community.

COMMISSION LIAISONS

Relationship with City Council – The Commission will continue to report to our City Council liaison, Karen Weitkumat, to track the Council's policy agenda and, in the Commission's advisory role, provide information and appropriate comments to the City Council on issues of concern to women in Fort Collins. We will send e mails to Council sharing information gathered by the commission. We will work with Council in the assigning of a new liaison.

Relationship with city staff liaison Suzanne Jarboe-Simpson- Continue the wonderful association with this valuable and dedicated city employee.

Relationship with Colorado State University – The Commission will continue to work with our CSU liason to improve networking by helping them establish a List Serve to improve dissemination of information gathered by the Commission and work with instructors and student interns to assist on the various Commission projects.

GENERAL TIME-LINE

January:

- Welcome new members and elect new officers.
- Schedule a meeting time for members to gather, team-build, and write the Vision for the Women's Commission.
- Complete the 2006 Annual Report to be presented to the City Council by the end of the month.
- Discuss the Women's History Month Essay Contest.
 - Confirm contest prize gift certificates with the Downtown Business Association, the Foothills Fashion Mall, and other vendors.
 - Assign tasks to Commission members for the location and time of the event, scheduling the Mayor or designated representative, and organizing the refreshments.
 - Determine schedule for reading essays.
 - Contact the Coloradoan to put information about the contest in the *Coloradoan*.
 - Write thank yous and send a Thumbs Up to the Coloradoan.
- Discuss Marcile N. Wood Award Contest
 - Complete mailing list.
 - Determine schedule for printing and mailing applications.
 - Work with city to have information posted on fcgov.com.
 - Inform 211 of event to share with non profits and on their website.

- Explore the feasibility of a website link, and if it is appropriate at this time, submit content for approval. Initial contact will be Karla Smith from the City.
- Assign topics, time table, and gather information for the quarterly newsletters, fact sheets, and radio programs. Develop the materials throughout the year.
- Explore publicity options for promoting events, winners, and honoring women with in the community at large.
- Explore venue options for meeting with women, such as at the Wonders of Women event sponsored by the Hospital Foundation and local establishments, to gather community input and disseminate information gathered by the Commission. Establish a time table, location, and marketing plan for these interactions.
- Devise mechanics of working with Commission budget.

February:

- Schedule city council liaison to speak at the April meeting: City Council 101.
- Schedule a “Thank you presentation” to Karen Weitkunat as our outgoing Council liaison.
- Prepare proclamation for Women’s History month for review by Mayor.
- Review applications for Marcile N. Wood Award and choose a winner.
 - Plan the award presentation.
- Collect essays from Cindy Ronan at Poudre School District, private schools, and home –schooled children.
 - Finish planning Women’s History Month event.
 - Pick up awards.
 - Create an outline for the event.
 - Explore publicity avenues incorporating the School Board and Council.

March:

- Present Marcile N. Wood Award.
- Present Women’s History Month Essay Contest Awards.
- Mayor to present proclamation during Council meeting for Women’s History Month.
- Write thank yous and submit a Thumbs Up to the Coloradoan.

April:

- Presentation by city council member on City Council 101 with discussion on how to effectively work with the City Council through the Commission.
- Critique essay contest and Marcile N. Wood award.
- Radio program on KRFC (topic: Marcile N. Wood winner).

April – December:

- Discuss the City Council Policy Agenda and link our Areas of Concern to the Budgeting for Outcomes. Complete reports to give to our Council liaison.

- Interview local groups working on women's issues to gain a greater understanding of most pressing issues as they relate to the City Policy Agenda and Budget.
- Obtain input from the women of the community on Areas of Concern and needs assessments.
- Finish organizing website link and have a working site.

August:

- Present Women's Equality Day Proclamation at the City Council meeting.
- Discuss new member application process.

September:

- Radio program on KRFC (topic: identity, economics, or transportation).

October:

- Begin planning for Marcile N. Wood Award and Essay Contest for 2008.
- Assign Commission members to chair these events.
- Begin working on 2008 Work Plan.

November:

- Complete 2008 Work Plan to be presented to the City Council.
- Plan December activity to review the year and team build with members.
- Propose a schedule to establish training on becoming involved in the political process and explore collaborations with other organizations such as the Chamber, The League of Women's Voters, and the White House Project.

December:

- Begin working on 2007 Annual Report.
- Announce essay contest to PSD, private schools, and home school organizations.
- Initiate underwriting for essay contest awards.
- Critique year and focus on team building within the Commission.