

**City of Fort Collins
Women's Commission
2012 WORK PLAN**

Approved by the Women's Commission October 19, 2011

INTRODUCTION

For the year 2012, the Fort Collins Women's Commission will continue to focus its efforts on three key areas affecting women in Fort Collins: Poverty, Health, and Safety. The Commission is focused on becoming a stronger voice to the City Council and the community on behalf of the women of Fort Collins.

GOALS

The Women's Commission has established the following goals for 2012:

[1] Review and capitalize on the research available from existing sources to provide a picture of the status of women in the community. These sources include, but are not limited to, the Shriver Report, updates from the National Association of Commissions on Women, Larimer County's Pathways Past Poverty research, Larimer County Compass website, and information from local agencies and organizations. By utilizing these credible resources and communicating key data, stories and pictures about women to the decision makers and movers, we seek to engage the community, foster dialogue and create the forums and synergies necessary for problem solving.

[2] Produce a brochure to inform others of services and resources available in the three focus areas.

[3] Identify and utilize key events/media outlets in the community where the materials and messages of the Women's Commission can be effectively communicated and leveraged.

[4] Continue to develop and leverage relationships with other City of Fort Collins' boards and commissions around issues that impact the key focus areas of the women's commission, i.e. – presentation of the the *Marcile N. Wood Award* at the HRC's annual Awards Breakfast.

ANNUAL COMMISSION ACTIVITIES

- Attending and presenting material at City Council meetings
- Produce written materials related to annual goals which will be available in both electronic and paper form.

- Work with local media to highlight events and emerging relevant topics.
- Participate in and/or arrange community events that highlight issues pertinent to women in Fort Collins
- Create collaborative relationships with individuals and entities who address the community's issues of poverty, health, and safety
- Identify and reach out to community experts and resources to inform the work of the Women's Commission.
- Participate in professional development and training for Women's Commission members.
- Quarterly evaluations of progress
- Participate in city budget discussions as appropriate

COMMISSION LIAISONS

Relationship with City Council – Track the Council's policy agenda and, in the Commission's advisory role, provide information and appropriate comments to the City Council on issues and information gathered by the commission.

Develop and strengthen relationships with community organizations and groups that focus on women in the community - including Colorado State University, local non-profit groups, and others

GENERAL TIMELINE

January:

- Approve the 2011 Annual Report to be presented to the City Council by the end of the month.
- Set up the 2012 Commission Retreat for February
- Assign development of the March 6 proclamation
- Discuss participation in the *International Women's Day* (March 8, 2012).
- Schedule meeting with City Council liaison.

February:

- Annual Retreat
- Discuss plans for *Take Back the Night* participation and support (April).
- Discuss plans for Older Americans Month (May)
- Approve the March proclamation; confirm attendance to receive the proclamation (March 6).
- Work with HRC in preparation for their annual awards breakfast
 - *Marcile N. Wood Award* application and selection process

March:

- Schedule the year based on information from the February Retreat – review and confirm subcommittee assignments
- Explore publicity options for promoting events, winners, and honoring women within the community at large.
- Attend City Council meeting where the mayor will present the proclamation.
- Assign development of *Women's Wellness Week* Proclamation (May)
- Assign development of *Women's Equality Day* Proclamation (July)
- Quarterly evaluation of progress

April:

- Discuss ways to work with and support the graduates of the Women's Studies program at CSU.
- Approve the *Women's Wellness Week* proclamation; confirm attendance to receive the proclamation in May
- Support the HRC Award breakfast; present the *Marcile N. Wood Award*

May:

- Attend City Council meeting to receive the *Women's Wellness Week* proclamation.
- Assign development of the Women's Equality Day proclamation
- Discuss city budget
- Discuss Women's Commission budget for 2013.
- Quarterly evaluations of progress

June:

- Planning as determined by the Commission – review rest of 2012 and make adjustments as necessary.
- Approve the *Women's Equality Day* proclamation; confirm attendance to receive the proclamation in July

July/August:

- Attend City Council meeting to receive the *Women's Equality Day* proclamation.

September:

- Review subcommittee assignments.
- Begin working on 2013 Work Plan.
- Quarterly evaluations of progress

October:

- Review draft 2013 Work Plan

November:

- Approve 2013 Work Plan; submit to Clerk's Office.
- Plan December activity to review the year and celebrate outgoing Commission members

December:

- Begin working on 2012 Annual Report
- Quarterly evaluations of progress
- Celebration