

City of Fort Collins
Women's Commission Meeting Minutes
March 22, 2017
6:00 – 8:00 p.m.
215 N. Mason Avenue; Room 1-B
Meeting Minutes

Carroll
4-19-17

The City of Fort Collins Women's Commission promotes decisions and actions that address the needs and positively impact women in our community. We do this by listening to the voice of women, advising city council, promoting community events, and educating ourselves and others about safety, health and poverty as they relate to the City of Fort Collins seven Key Strategic Outcomes.

Attendees: Liz Donovan, Ginny Carroll, Hannah Little, Huston Morse, Molly Alderton, Hailey Atkinson, Stacia Ryder, Kori Wilford

Absent: Dru Van Doren

Staff Liaison: Suzanne Jarboe-Simpson

Guests:

- I. Call to Order
 - o Carroll calls meeting to order at 6:02 pm
- II. Approve minutes
 - o Regular meeting, February 15, 2017 – Alderton moves to approve, Wilford seconds. Motion passes.
- III. New Business
 - o Amend Bylaws
 - Ryder moves to amend the bylaws, Carroll seconds.
 - Discussion ensues concerning length of terms and election of officers.
 - Motion carries unanimously
 - o Collaboration breakfast planning - May 9 – 7:30 – 8:30 am.
 - Review options for Commission involvement in social media as an outlet to increase exposure and community involvement
 - Would it be helpful to Councilmember Stevens to have input from other B&C's prior to the retreat? Carroll to email.
 - If so, plan on presenting information at Breakfast
 - Before the breakfast, send out survey monkey to gauge topic interest for breakfast. – Little
 - Ideas for topics:
 - o Recruitment
 - o Cross board collaborations
 - o Community Outreach
 - o Communications between Council & boards
 - Jarboe-Simpson to send out Save the Date to staff liaisons & check on current social media protocol
 - o Plan for Sexual Assault Awareness Month (April) – Ryder to read proclamation, Carroll to attend proclamation as well.
 - o Plan Proclamations and partnerships for Women's Health Week & Teen Pregnancy

Prevention Month (May)

- Wilford to draft proclamation
- Jarboe-Simpson to double check dates
- o Collaborate with the Senior Advisory Board for Older Americans Month (May) - Jarboe-Simpson to email staff liaison of SA board.

IV. Ongoing Business

- o WFCO Event tomorrow - Thursday, March 23
 - discussed responsibilities, and who will be attending. WC Members attending: Morse, Carroll, Wilford, and Little.
- o Volunteering at the Food Bank - Friday, March 24, 1-3pm
 - Discussed requirements, like wearing closed toed shoes, tie hair back, leave personal items out of Food Bank. Rule of thumb: if you are ok losing it, keep it on, otherwise don't bring it in.
 - Walk into office, if you want a tour show up at 12:45 pm.
 - Park on street
 - Discussed who would be attending: Little, Alderton, Morse, Carroll, Donovan & Ryder
- o Victim advocates
 - SAVA has tried to collaborate with victim advocates at the District Attorney's office.
 - Having a hard time getting response from DA office
 - Alderton to provide contact to Atkinson in Loveland DA office as a potential source.
- o Status of Women survey – Ryder, Donovan and Wilford
 - Donovan to get copy of Health Survey that has been sent out to compare with Status of Women survey to help shape updated Survey model.
- o Women in Politics subcommittee - Huston, Dru, Liz, Hailey
 - Get political figures from all parties who have gone through the hoops, to help create the program for training
 - Elected positions: City Council, Commissioners, School District, State Reps, health districts
 - Schedule offline meeting – Donovan
 - Create cohesive game plan to act as ice breaker
 - Assign various tasks as brainstormed
- o CEDAW task force, what's next? - Ginny, Kori, Huston, Molly
 - Next steps:
 - Meet with Councilmember Stevens to discuss her thoughts on the topic -Carroll to email
 - Review resolution language v. proclamation (Greeley example).
 - Make sure our sources and examples are definitively grounded
- o Donovan to draft email to HRC board to open communication line about deportation issues popping up.
- o Snacks next meeting: Wilford

V. Council Reports

VI. Action Items/Council Sign-ups

VII. Any community calendar events to add?

VIII. Adjourned 7:58 pm

Action Items			
Member	Item	Time Sensitive	Ongoing
Ginny	Email Councilmember Stevens about whether or not she would like B&C input about Social Media for retreat & meeting to discuss next steps for CEDAW	Now	
Hannah	Create Survey Monkey for B&C topics for Breakfast	Now	
Suzanne	Send out Survey Monkey link to staff liaisons of other commissions	Once Hannah has completed	
Suzanne	Send out Save the dates to staff liaisons, and check current social media protocol	Now	
Kori	Draft Women's Health Week Proclamation (May)	4/18/17	
Liz	Get copy of the completed health survey	Now	
Liz	Schedule offline meeting with Women in Politics subcommittee	3/31/17	
Liz	Email HRC board about deportation issues that have become more prominent, see if they are working on anything & would like to collaborate	Now	
Kori	Bring snacks to next meeting	4/15/17	
Molly	Sexual Assault Proclamation - final version to SJS	4/4/17	
Hailey	Reach out to SAVA to discuss status of It on Us campaign and if WC can be more involved	Now	
Suzanne	Reach out to staff liaison of Senior Advisory board		
Ginny	Email Kori about May proclamations (Women's health week, Nettie Underwood)	Now	
Hailey	Research Victim Advocates roles in DA office & at SAVA	Ongoing	
ALL	Read handout on CEDAW program for Cities	2/15/17	
ALL	Add March 24 from 1-3 pm (2017) to calendar for group volunteering at Food Bank	Now	
Ginny	Reach out to Gaia Project about being 2017 Guest Speaker	12/31/16	
Dru	Send out MNW summary to publishing contacts	12/20/2016	
Suzanne	Print Civil Discourse handouts and give them to clerk's office to put out at meetings		X
Huston	Review community events calendar to inform the WC & add any events that the WC is aware of		X
Huston	Update City Council topics (below) according to six-month planning calendar		X
All	Bring ideas of potential partners for educational programs		X

All	Share community events with WC members		X
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Date	Member(s)	Topic or Committee
April 18, 2017	Ginny	<ul style="list-style-type: none"> Land Use Code Update (consent) 2015 International Fire Code Adoption (First Reading-consent) CSU IGA Amendment Water and Wastewater Criteria Manual Adoption (consent) staff report: Outreach Fort Collins (OFC) Update
May 2, 2017	Molly	<ul style="list-style-type: none"> staff report: Safety, Security & Risk Management Update
May 16, 2017	<i>Shelley</i>	<ul style="list-style-type: none"> Spring Competitive Process (consent) Amending City Code Relating to Special Events Capital Expansion Fee Updates (discussion) Recognition of 2017 City Employee Awards for Public Service Recognition Week. (20 minutes)
June 6, 2017		<ul style="list-style-type: none"> New Downtown Hotel Parking Structure (First Reading) Staff Report: Safe Place to Rest
June 20, 2017		<ul style="list-style-type: none"> Sign Code Update
July 3, 2017 (Monday)		
July 18, 2017		
August 15, 2017		
August 29, 2017		
September 5, 2017		
September 19, 2017		