

# MINUTES

CITY OF FORT COLLINS • BOARDS AND COMMISSIONS



## WOMEN'S COMMISSION

### REGULAR MEETING

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May 16, 2018, 6-8 p.m.  
215 N. Mason Avenue; Room 1-B

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#### 1. CALL TO ORDER

6:05 p.m.

#### 2. ROLL CALL

- Board Members Present: Shana Fulkerson, Melanie Horton, Lexie Kuznick, Molly Alderton, Emily Gorgol, Kori Wilford, Hannah Little, Hailey Atkinson.
- List of Staff Members Present: Alyssa Stephens
- List of Guests: Lex Loutzenhiser, Program Coordinator, from Colorado Health Network aka Northern Colorado AIDS Project (NCAP)

#### 3. AGENDA REVIEW

- No changes made to the agenda

#### 4. CITIZEN PARTICIPATION

- Name of citizen with summary of topic presented to board

#### 5. APPROVAL OF MINUTES

- Regular meeting – April 18, 2018 - A few minor edits were made as a group and approved with edits. Alderton moves. Gorgol seconds. Minutes approved with edits.

#### 6. UNFINISHED BUSINESS

- **Old/Continuing Business**
  - Proclamations
    - Jun – Gun Violence Awareness Month (review proclamation draft)
      - Atkinson drafted proclamation and sent out to Commission to review prior to May 16<sup>th</sup> meeting. Final version submitted for June 5 proclamations meeting.
      - Atkinson will attend proclamation on behalf of the Women's Commission.
    - Sep – National Recovery Month
      - Hannah and Shayna will draft proclamation.
  - Finalize group volunteer activity details (Hannah email)
    - Hannah sent an email prior to the meeting, plans still need to be finalized.

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## 7. NEW BUSINESS

- Lex Loutzenhiser, Program Coordinator, from Colorado Health Network aka Northern Colorado AIDS Project (NCAP) gave the Commission a general overview of opiates and overdose reversal treatments, such as naloxone, and the work of NCAP.
  - NCAP has one of the few legal syringe exchange programs in Colorado.
  - NCAP has advocated to the City of Fort Collins for safe disposal containers on public property but has not had success thus far.
  
- Homelessness Panel – beginning planning
  - Melanie has researched several options for speakers for a potential August panel. She will follow-up to determine who is available for the date to present to the Commission.
  - Moderate panel – the Commission agreed to structure and prepare questions.
  
- Women’s Health Week – social media
  - Alyssa reached out to the social media coordinator with the City of Fort Collins to ask if there is a process for Boards and Commissions to provide posts for the city’s social media pages. Guidance given was that the Commission can provide a suggested post and graphic and the social media coordinator will vet it. The Commission decided to create a social media plan at the June meeting. The idea put forth is to create posts to coincide with The Women’s Commission’s proclamations.
  
- Review City Council Retreat Outcome and Six-Month Planning Outcome
  - Reviewed calendar and agreed that there is no need to change directions or focus of the Commission at this time.
  
- Quarterly Evaluations of Progress
  - The Commission members will review the current workplan prior to the June meeting, where we will discuss progress for Jan. 1 through May 31<sup>st</sup>.
  
- Schedule meeting with City Council Liaison
  - Alyssa recommends the Commission reach out to Kristin Stephens to invite her to save the date of the August Women’s Commission meeting.
    - Hailey will contact Kristin to get it on calendar.
  
- Discuss participation in Women’s Foundation Luncheon (Oct) – tickets purchased/budget review
  - Emily and Shayna plan to attend and the Commission will purchase their tickets
  
- Calendar added to Google Drive

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- Alyssa will create a calendar for the Commission to access, add to, etc.
- Skip Jul/Aug meeting?
  - Most likely skipping July meeting, but will depend somewhat on when panel speakers are available to discuss homelessness.
- BFO process overview
  - BFO – Budgeting for Outcomes
    - City departments/staff write funding requests and there are many opportunities for providing feedback as citizens. It has been difficult for the Commission to get involved with the process because we haven't been strongly aligned with a specific department.
    - Hailey attended and reports that the City is interested in hearing from Boards and Commissions during the process. Council makes final adoption of budget.
    - June 8<sup>th</sup> is due date for Boards and Commissions feedback. Christine will send out to us and Alyssa will create a Google Doc so that we can provide input and comment as a group.

## 8. BOARD MEMBER REPORTS

- Work Group Updates
  - Street Naming – Hannah has compiled all lists.
  - CEDAW -
- Action Items/Council Sign-ups
  - May 29 – Lexie
  - June 5 – Hailey (proclamation)
  - June 19 - Shayna
  - July 3 - Melanie
  - July 17 – Kori
- Any Community Calendar Events to Add?

## 9. OTHER BUSINESS

- Community Events
  - Super Issue Meeting – May 7
  - Boards and Commissions Collaboration Breakfast – May 8
    - More WC members in attendance
    - Goal of at least one rep from each B&C
    - Focused topics of discussion and how they relate to the City's goals
  - “She Leads” events – see Meetup

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- Draft Agenda Items for June
  - Katie Abeyta from SAVA will provide an update about the “It’s On Us” campaign.
  - Review Workplan and discuss progress
  - Social media planning
- Look Ahead – Scheduled Upcoming Proclamations:
  - National Recovery Month - September 4
  - Domestic Violence Prevention Month - Oct 2
  - National Hunger and Homeless Week - November 6
- Snack sign-ups
  - a. Hailey

### Ongoing Tasks and Follow-Up

Member	Item	
Gorgol	Send Evite out to other boards and commission for May 8 breakfast	Complete
Stephens	Template for Gun Violence Prevention proclamation	Complete
Kuznik and Ryken	Meeting with Kristin Stephens	
Atkinson	Finalize Gun Violence Proclamation – is there more up to date data to include in comments on June 5? Contact appropriate agencies to join for proclamation.	
Shayna and Hannah	Will work on National Recovery Month Proclamation - due Oct. 1	
Kori	Social media draft plan	
All WC	Review Women’s Commission current workplan in	

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	preparation for June meeting discussion of progress for first two quarters.	
Alyssa? Hailey?	Contact Kristin Stephens for council liaison meeting and ask her to save-the-date for August 15 meeting.	
Hailey	Reach out to Human Relations Commission about possibly connecting efforts on a reception for awards – Julie Mackowitz. Christine will send Hailey contact information.	
Alyssa?	Purchase Women’s Foundation tickets	
Christine	Will send BFO feedback information to WC	
Alyssa	Will create Google Doc so the WC can discuss BFO requests and gather feedback by June 8.	

## 10. ADJOURNMENT

ATKINSON ADJOURNS MEETING AT 8:05 PM

X

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Hailey C. Atkinson  
Chairperson