

Virginia Council on Women
General Assembly Building
Draft Minutes – March 5, 2013
10:00 a.m. to 1:00 p.m.

In attendance:

Tracy Key
Dawn James
Rita Surratt
Theresa Preda
Bakula Dave
Mais Abousy
Nicole Neily
Jeff Caruso
Ruth Zajur

Staff: Jennifer Aulgur
Emily Barrett

The meeting was called to order at 10:07 a.m. by Chairwoman, Tracy Key.

A motion was made by Rita Surratt and properly seconded by Ruth Zajur to adopt the tentative meeting agenda. The motion carried.

A motion was made by Rita Surratt and properly seconded by Ruth Zajur to adopt the minutes of the December 5, 2012 meeting as distributed. The motion carried. Tracy Key noted that there will be a concerted effort to get meeting minutes distributed to members within three weeks following Council meetings.

Legislative Update

Jenni Aulgur noted that there was no legislative update at this time. Mais Abousy inquired about legislation that passed the General Assembly which may affect women or deal with women's issues. Jenni said she would work with policy to try and get a list for members at the May meeting.

Contact Information Update Roster

Jenni Aulgur sent around the Council membership roster for any edits. She noted that would be emailed out to all members after this meeting so they will have the contact information handy.

Appointments Update

Emily Barrett noted that there are 3 pending vacancies on the board. One has been filled but we are waiting on paperwork to be returned. One is still pending and the third seat we need a decision on the Governor.

Working Women's Subcommittee

Dawn James led this portion of the meeting; as she volunteered to chair this project. Jenni Aulgur passed around a copy of the letter from the Governor regarding the Working Women's subcommittee. Governor McDonnell has asked Council to form a "working women's subcommittee" to look at all aspects of state government and develop recommendations for his review on what the Commonwealth can do better to help make life simpler and government more efficient for working women. Dawn noted that while the task may seem daunting, after speaking with Secretary Kelly and Jeff Palmore in the Governor's Policy office they were able to help clarify the scope and goal of this project. Dawn passed around a draft working document which gives the Council a plan/goals and deadlines. Once all these details are finalized then it will be circulated to all Council members. Dawn reviewed the details of the draft documents and explained the idea to divide the project into five groups of focus for recommendations. Dawn also circulated a draft survey/questionnaire and asked that each Council member send that to 5 working women they know to get ideas for recommendations/other areas of focus. Mais thanked Dawn for her work and had additional questions about what area of impact the Governor wanted from the recommendations (policy/public service/regulatory, etc). She recommended the Council draft a response letter back to the Governor acknowledging his letter. Jeff Caruso also mentioned he thought there was positive value in doing a response back to the Governor and after a lengthy Council discussion there was a motion made by Theresa Preda and a second by Nicole Neily for Council do submit a response letter. The motion carried. Mais offered to work with Dawn on drafting this letter within two weeks then present to the Council for their review prior to sending.

Council members present picked the area of interest that they wanted to work on for the subcommittee recommendations.

Women in Business: Nicole Neily and Rita Surratt

Education: Ruth Zajur and Mais Abousy

Healthcare: Jeff Caruso, Bakula Dave and Theresa Preda (1/2 time)

FOIA: Tracy Key and Theresa Preda (1/2 time)

Internal Agency Procedures: Dawn James

The goal is to review draft recommendations at the August meeting and have them finalized for the September meeting. Draft recommendations will be reviewed by the policy office. Jeff noted getting private sector input would be good and help to strengthen recommendations. Jenni clarified that recommendations do not have to have a detailed budget analysis – that would be something policy would look into once we submit the recommendations.

Council Sustainability

Tracy Key noted the Council has two major initiatives to focus on: The Working Women's subcommittee and the Annual STEM Essay Contest. With the STEM Essay Contest she recommended the Council start working on the next year immediately after the May 15th awards breakfast in an effort to grow the initiative. She encouraged Council members to have realistic expectation of what this Council could achieve recognizing current FOIA

restrictions and quorum requirements at Council meetings . Rita asked about an attendance policy – Jenni noted while there is no official policy, if council members miss more than 3 meetings in a row they can be contacted regarding the absences. With new members about to join Council Tracy recommended formally welcoming them as a Council moving forward. She asked staff about a welcome packet or binder for new members that would contain the legislation/projects/contact information, etc. To ensure quorum the annual meetings will be scheduled at the final meeting of the calendar year and meeting reminders will go out more frequently. Theresa Preda noted that since she has been on the Council (through several different administrations) attendance has always seemed to plague this group and limited what could be achieved. Dawn proposed an idea to have current members have lunch with local new members. In August, Jenni will try to have a presenter speak on FOIA so the entire Council will be educated.

Mais noted that in the recommendations we are giving to the Governor we incorporate the mission of the Council; what the Council has done thus far; and recommend activities the Council could do in the future. Mais made a motion which was seconded by Ruth Zajur and unanimously passed that will incorporate this information into the report.

There was a brief discussion on media and what could be done on that front. It was decided to regroup on this after the Council finishes its recommendation to the Governor.

OLD BUSINESS

STEM Award 2013

Tracy noted that the following donations had been confirmed:

- \$2500 McGuireWoods (Bresee)
- \$2500 SKANSKA (Fleenor)
- \$250 Mais Abousy
- \$500 leftover from last year (Key)

Tracy mentioned there are still 4-5 potential funders she and other council members are waiting to hear back from. She encouraged all members to keep talking to their networks to obtain a donation for the STEM Essay contest...no amount is too small.

Jenni noted that about 346 essays were received which was about double from last year. She attributed that to the press release from the Governor's office.

Theresa noted they have 11 judges this year from teachers, to museum directors, to council members. If we have to go to a 2nd round of judging Theresa suggested that Council members handle that portion. Jeff suggested we list the judges in the press release when we announce the winners and get a letter of appreciation from the Governor and/or First Lady.

Jenni noted she would be contacting Council members in April to confirm attendance at the SMV Awards Breakfast in May. The SMV is holding 2 tables for Council.

FLITE Update

Tracy mentioned that this is the Year of the House – the 200th Anniversary of the Executive Mansion and there were numerous promotional events around the State in case Council members are interested in learning more. She noted one of the First Lady's FLITE priorities previously presented to the Council in 2012 by Elizabeth Mancano is the Ft. Monroe Freedom Support Center which has officially opened. The Center provides support for military and their families. She indicated more information can be found at their website: <http://www.sos.virginia.gov/freedom-support-center/>

NEW BUSINESS

Review of Meeting Dates

Council was reminded of the meeting dates for the rest of the year:

Wednesday, May 15, 2013**

*(**immediately following STEM Breakfast at the Virginia Science Museum – **begins at 9:30AM instead of 10AM**)*

Tuesday, August 13, 2013

Wednesday, September 18, 2013

The next meeting is planned for May 15, 2013. In closing, Tracy thank Council member Lis Bresee for securing the conference room space for today's Council meeting. A motion to adjourn passed after being made and properly seconded at 1:06 p.m.