MINUTES
Oregon Commission for Women
Friday, September 16, 2011
3 PM – 6 PM, Room 243
Oregon State Capitol, 900 Court Street NE, Salem, Oregon

ATTENDEES
Chair: Sunny Petit
Vice Chair: Jenny Greenleaf
Staff: Lucy Baker

I. Call to Order
Chair Petit called the meeting to order at 3:05 pm.

II. Adoption of the Agenda
Action Items were proposed to go to the top of the agenda.
Motion: (Greenleaf/Stephenson) To approve the agenda. Carried.

III. Approval of the Minutes
Motion: (Greenleaf/Shimada) To approve the OCFW 7.15.11 minutes with the following additions:
- That Commissioner Stephenson was attending
- Stephanie Vardavas be reflected as a potential candidate for the OCFW
- That the word “historic” be properly spelled on pg 3.
Carried.

Motion: (Greenleaf/Komp) To approve the Executive Session portion of the OCFW 8.17.11 minutes. Carried.

IV. OCFW Business
Chair’s Report:
Memberships
Sunny reported on the excellent planning retreat in August. She thanked the Commissioners for making it a success.
She reviewed the OCFW’s partnerships and memberships. Partners include the AAUW and League of Women Voters. The OCFW is also a member of the National Conference of Women.
Sunny shared information on the AAUW/League of Women Voters’ breakfast in September and discussed the documentary “Misrepresentation” which is being screened at several women’s events.

Commissioner Shimada discussed the work of the National Association of Community Colleges and asked regarding her representation of the OCFW on that body. She is a member of it currently through her work and would be pleased to represent the OCFW as well.

**Motion: (Greenleaf /Kwon)** To approve that Karen Shimada represent the OCFW on the National Association of Community Colleges. **Carried.**

*Status of OR Women Report*

Sunny showed the Commission the last report called the Status of OR Women from the PSU library. Updating the report is one of the priorities of the OCFW. To prepare for the update, Sunny spoke to a statistician at PSU regarding the statistics produced for the report in the past. The statistician estimated the cost of the analysis would cost between 2-3K$. Sunny noted that by being very clear on what is wanted for statistics, OCFW may be able to reduce that cost. She wants to see the Status of OR women report include a number of issues including low birth weigh babies by cultural groups and other issues. The Status of Nevada Women report also included a page on several cultural groups. The other Advocacy Commission chairs wish to assist and be part of the report. Rep. Komp noted interns would be helpful. All agreed.

Michael Jordan, Director of DAS, indicated to Sunny that he wants to have his direct reports contribute statistics to the Report as well, and BOLI wants a joint intern with OCFW to generate wage statistics from the new census data. Karen Shimada would like to help with statistics on older women, older women workers and age discrimination. MeeSeon Kwon wants to help with statistics on women and children engaged in the foster care. Jenny Greenleaf wants to help with women in prison and Mee Seon will help with the national information on that subject.

To help recruit interns, Mee Seon will get internship info to her listserv of Honor Students in Political Science, OCFW will ask Dr. Dixon (OCBA) at Lewis and Clark, Lucy will talk to Willamette University and PSU’s Hatfield School. Jenny will develop a project plan for what the work for the Status of OR Women will be. Sunny will prepare the one paragraph description for intern recruiting. Lucy, Sunny and Betty Komp will be co-field supervisors for the student.

Lucy will be setting up a meeting with Rep. Kotek and the Joint Chairs to discuss the Section 8 Fair Housing discussion.

*OACO Joint Efforts*

The Joint Chairs have been considering fundraising and awareness raising. The ideas include a presentation on the Commissions on Think Out Loud, Straight Talk, and the City Club.

Sunny has been contacted on the Women for International Peace and Security to be part of the discussion on the US State Dept Advocacy Plan. Commissioner Shimada would like to be involved. Sunny will get the information out to everyone.
Commissioner Stephenson sat in on the White House Jobs Discussion and found it to be helpful. Lucy’s notes on the discussion is available through the OACO office also.

V. OCFW Business and Commissioner Reports

Vision Statement
In the planning retreat notes of the OCFW, there are 2 examples of vision statements. After discussion of each, the Commission agreed on the following combined vision statement.

We serve the people of Oregon to empower and support women through our special role as policy advisors to Oregon State government. The OCFW is a catalyst empowers partnerships between governments and communities to ensure equality and strive to achieve and maintain a safe and healthy environment for women and girls throughout the state if Oregon.

Friends of the OCFW
Chair Petit reviewed the history of the Friends and their mission. It began in 2004-5 during a time that the OCFW had been defunded. The Friends have challenges including spotty leadership and membership and recently the Friends have not been collaborating with the OCFW to do their planning and fundraising. It is required in the Friends’ bylaws that their Board be approved by the OCFW, though this has not been the case. Sunny consulted with the Secretary of State’s office and DOJ and on the subject and confirmed that the Friends’ Board is not acting within their bylaws and was dissolved by DOJ until such time as the OCFW may approve new Friends’ Board members. She and Jenny Greenleaf met with the former members of the Board of Friends of OCFW and let them know that they are dissolved.

The OCFW must now decide whether to approve new Friends Board members or dissolve it. Discussion followed. Commissioner Jacquot noted that if the Friends are reconstituted there needs to be clearer wording on the relationship with OCFW. There are several people who are interested in being on the Friends Board. Jacquot/Shimada Continue the friends with clear new wording on the structure and relationship with the OCFW, and assure that the bylaws as required. OCFW.  

Motion: (Jacquot/Shimada) Continue the friends with clear new wording on the structure and relationship with the OCFW, and assure that the bylaws as required.  

Carried.

Motion: (Greenleaf/Stephenson) To appoint Kimberly Goddard and Kristin Tiegan to the Friends effective following the adoption of the OCFW bylaws expected in November. Carried.

OCFW Bylaw Amendments
Commissioner Jacquot discussed her work on bylaw amendments. The Commission reviewed all the proposed changes and agreed on the new wording. The Commission asked Megan to develop further wording regarding contingencies for the Friends and approval of their Board. Commissioner Jacquot will complete the changes, and get
them to the OCFW for their consideration. The Bylaws will be discussed again and approved at the November meeting.

Outreach and Awareness plan for the OCFW
Jenny Greenleaf will prepare a work plan for an outreach toolkit. Commissioner Stephenson noted that if the project plan is completed soon and she would like to use it in an upcoming presentation.

**Motion: (Jacquot/Shimada)** To add Commissioner presentations monthly and that a KPM survey be sent. **Carried.**

Resource Directory
Commissioner Stephenson shared a format for a resource directory that includes specialized resources and affirming quotes. The Commission appreciated it and is interested in using such a format on their website. Rep. Komp noted that part of the mission for the Commission on Children and Families also includes creating a resource directory and the OCFW directory could collaborate to include that and other information in their resource. The directory would need to be primarily an electronic resource because printing is so expensive.

Commissioner Stephenson will draft a project plan for starting the resource project. All agreed that this could be a good intern project. Lucy will work with Mariahm and Sunny to prepare an internship concept statement about it. Sunny, Karen and Mariahm will collaborate on the resource directory plan, and once there are discrete pieces that can be worked on, Megan will take an assignment.

Next meeting:
- November 18th in Portland, noon, location TBA
- January 20 at PCC. Commissioner Shimada will make the arrangements at PCC. Meeting time: 3 pm
- February 21, Lobby Day, Tuesday at noon – 2 pm and then legislator meetings in pm.
- March 16, Focus on WOA, Portland, 3 pm
- May 18, TBA

There was agreement that the upcoming meeting dates will be added to the bottom of OCFW agendas. OACO will add them to the OCFW’s agenda format.

Women of Achievement, 10/20 Schedule
Chair Petit reported that all is going well for the WOA Award Ceremony. The Governor and SOS Kate Brown are attending. The Governor will present short remarks and present the awards. SOS Brown will also speak for a short time.
Commissioner Greenleaf discussed options for purchasing keepsakes for the Honorees. They will also be receiving framed certificates signed by the Governor, SOS Brown and Chair Petit. Jenny will select appropriate keepsakes for the awardees and Lucy will bring samples of frames for Sunny to approve. Lucy will check with the Controllers office to assure that the award items are a reimbursable expense for Other Funds. Commissioner Jacquot will prepare the wording for the certificate that the Governor and others will sign for the awardees.

Rep. Komp offered to cover the cost of refreshments of the WOA ceremony. The Commission thanked her and accepted her offer.

**Motion:** (Greenleaf / Jacquot) To establish a budget of $250 to purchase the awards for the WOA awards. **Carried.**

Commissioner Shimada was interested in learning more about “She Who Watches” a petroglyph in the Columbia Gorge. It sounded like a potential fundraising tour for the OCFW and interested women.

Commissioner Greenleaf offered to act as scribe for the Commission in the future and provide a list of action items to the Commissioners and the OACO office to help expedite actions that the Commissioners and staff have agreed to do.

### VI. Public Testimony

There was no testimony.

### VII. Announcements for the Good of the Order

There were no further announcements.

### VIII. Adjourn

The Commission adjourned by common consent at 5:20.