



Office of the County Administrator

PROFESSIONAL STANDARDS / HUMAN RIGHTS SECTION

115 S. Andrews Avenue, Room 427 • Fort Lauderdale, Florida 33301 • 954-357-6500 • FAX 954-357-7889

Meeting Record

Commission on the Status of Women (CSW) Annual Planning Meeting	Date: January 11, 2023 Call to Order: 5:10 PM
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Attendees

Elaine Blattner	Susan Buzzi	Julie Carson	Emma Collum
Cathleen Dean	Toby Feuer	Nancy Fry	Linda Thompson Gonzalez
Gail Grahn	Alexandra Hershorn	Jeanne Kacprzak	Christiane Paulhus
Jasmen Rogers	Udaya Thomas	Chad Zurko (Board Coord.)	Kristen McIntosh (CAO)
Dr. Shelby Decker			

Members Absent

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Key Decisions

1.

Action Items

	Description	Resource	Status
1.			
2.			
3.			

- 1. CALL TO ORDER/ROLL CALL**
The meeting was called to order at 5:10 pm and quorum was established.
- 2. ADOPTION OF AGENDA**
A motion to accept the Agenda as presented was made by Ms. Rogers, second by Ms. Gonzalez; unanimously carried.
- 3. APPROVAL OF MEETING MINUTES**
A motion to accept the December 14, 2022 minutes as presented was made by Ms. Feuer, second by Ms. Gonzalez; unanimously carried.

4. CHAIR'S REPORT

Miss Rogers wished everyone a happy 2023 and said she was excited to be re-elected as Chair for her second (and final) term. She also asked Ms. Fry to reintroduce herself to the Board since this was her first in-person meeting.

5. COMMITTEE REPORTS

CEDAW

Chair Carson had nothing to report, said she would defer to the Annual Report discussion.

Communications

Chair Kacprzak also deferred to later in the meeting.

Women's Issues

Chair Rogers said she would love to see "what that means" during this meeting and see if anyone else would like to step up and help with that (to be discussed further during the planning portion).

Women: VOTE!

Chair Paulhus was not present at this time.

6. MEMBER REPORTS

Ms. Dean noted she works for the YMCA and they are having their signature event this weekend with activities centered around Dr. Martin Luther King. Their keynote speaker will be Michelle Duster, who is the granddaughter of Ida B. Wells. All are welcome to attend. Ms. Rogers will be a panel guest and thought this would be a good item to include in the Annual Report about Members' work in the community. Ms. Rogers asked if there were issues with this as far as the Sunshine Law; Mr. Zurko said he did not see any conflicts as long as no CSW business or issues that could potentially come before the Board were discussed. Ms. McIntosh agreed. Ms. Dean also offered to share the questions/discussion points with the Board beforehand.

7. UNFINISHED BUSINESS

Women's History Month 2023 Honorees

After having extended the deadline again at the last meeting to December 31, Mr. Zurko reported he had received a total of 9 honorees, so this was a good "round" number. He had printed out all the pictures to make sure they would look good enlarged, however there were a couple that were still too small, and some bios had too many words. He had notified the Members who needed to resubmit theirs. He noted that Members needed to get consent from those who they want to honor. At this time some Members mentioned additional ideas for honorees, therefore Mr. Zurko AGAIN extended the deadline to tomorrow at noon. Ms. Carson questioned the Board's feelings on whether the honorees represented the diversity of the community in race as well as age.

Annual Report

Ms. Kacprzak noted that though she was originally going to do a combined report she decided to do one for each year and had to go back and figure out what happened in which year. However, she was able to view the previous meeting minutes, all of which were posted on the website, and copied and pasted some of the info. She also requested a scanned copy of the Black Maternal Health Week proc to add- Mr. Zurko will send. Chair

Rogers had some questions concerning Member tallies. She also confirmed the correct spelling of her name. Ms. Carson had also added some items which were discussed, such as a “State of the County” report related to Mayor Udine’s presentation, as well as the housing fund information provided by Sen. Rich. Ms. Kacprzak stressed that it was not a one-person job and suggested that maybe a committee could be formed and meet quarterly to work on it. There was also discussion on what to include as far as the Women’s History Month portion since some cities in Broward did their own proclamations. It was suggested to include templates on the CSW website for cities that wanted to do them, along with the CEDAW and Annual Reports. Ms. Carson then requested clarification about the difference between those reports. Mr. Zurko thought the CEDAW report might already be online and if so, he can add the link to the CSW website. Dr. Thomas had additional comments about community events that Members had been involved with. Chair Rogers proposed that any further Member updates be submitted by next Wednesday, then we can have a final review at the next meeting. She added that going forward she felt we should use something like Google Docs so Members can add/edit the report themselves instead of Ms. Kacprzak having to make all the changes. And again, the discussion came up about whether there was a deadline to submit the report to the Commissioners and how to go about doing that. It was proposed that Chair Rogers present the report(s) when the CSW is presented with the WHM proc.

Palm Cards

As mentioned at the previous meeting, these may be a good promotional tool, however they need to be updated. Ideas included removing the “stock photo”- Ms. Carson proposed having a photo of the Members wearing white shirts; Ms. Rogers proposed using something “evergreen” so not necessarily a Member photo. It was also suggested to remove the information regarding the Human Rights office. Ms. Buzzi offered to take the ideas and work on an updated card. Ms. Rogers then started to go through each item. There were many other items suggested for inclusion; however, it was noted that we have to be careful about promoting outside entities and duplicating information that is elsewhere (i.e. on the website). Ms. Grahn asked Board Attorney Ms. McIntosh who we can “affiliate” with; she requested a list and she will review and let the Board know. Chair Rogers offered to coordinate this. Mr. Zurko also noted the changes in his office’s name, so it may be best to omit that. Ultimately it was decided that the card would be too “busy” so it should be specifically focused with a link to the website to find that additional information.

8. NEW BUSINESS

Survey

Mr. Zurko reported that a Member had suggested we have a facilitator come in to assist with putting plans into action. He had contacted County staff member Lynette Jones who had previously done this for the CSW, and she created a survey for everyone to complete in advance of this.

Mindfulness Statement

Dr. Thomas presented the Mindfulness Statement through an oral power-point presentation which Mr. Zurko facilitated for all members to see since she was joining remotely.

Badges

Mr. Zurko reminded everyone that if they would like new or updated contractor ID Badges for the year, they will need to contact the Security office which has been temporarily relocated to Government Center West. They will need a picture ID and for new ones, an appointment letter.

2023 Planning

Chair Rogers requested that as part of this, the Board consider whether they would like to “adopt” the Mindfulness statement. She also requested that Members think about their respective Committees (reminder: all meetings must be Sunshined 5 days in advance) and a Vision Statement for the upcoming

year. She also noted the Women's Issues Committee needs a Chair. Dr. Thomas asked if as part of adopting the statement, they could create an ad hoc committee, which she would chair. Per the Section of the Admin Code read by Ms. Blattner, this was permitted and unanimously approved. A discussion ensued of what areas that might include (women's issues, mental health, etc.) Ms. Rogers re-read the original statement which was previously emailed and Ms. Kacprzak made a motion to adopt the areas that were addressed. Ms. Blattner seconded. All Members present were in favor, however Ms. Buzzi expressed concern because she was listening to the meeting on the phone and could not see the statement or presentation. She felt the Board already had many other items they wanted to address.

At this point in the meeting it was after 7pm. Due to the inordinate amount of time spent on previous items, Dr. Thomas suggested having a time limit for each, possibly included when the agendas are first sent out. Mr. Zurko said he could include a proposed discussion time for each item; however he would need feedback from the board members to determine if they were good estimates; Ms. Rogers offered to work with him on this. She also proposed once the agenda is adopted, designating a Timekeeper for the meeting. Ms. Feuer proposed the Mr. Zurko do this.

On that note, Ms. Buzzi chimed in about picking a couple specific items to focus on for the year; Housing was again deemed an important issue. Ms. Feuer noted there is now a "housing master plan" in place and suggested we invite Sen. Rich back to speak about it. Ms. Thompson-Gonzalez added that there are many other speakers we could invite and how this could be integrated with the other issues we care about. She noted that Human Trafficking is still a big issue as reported in the Sun Sentinel. Ms. Carson suggested that those and other issues like reproductive freedom and transgender rights were things that we could come back with at the next meeting to "hash out." Ms. Rogers concurred that they needed to wrap up the meeting and asked everyone to consider what issues the CSW could have the most impact on, including "sounding the alarm," so that the status of women in Broward County could truly be uplifted. She also mentioned planning collaborative events and noted that if nothing else, we could use proclamations to increase awareness and promote them on our social media, etc.

9. ANNOUNCEMENTS/REQUESTS FOR FUTURE AGENDA ITEMS

Mr. Zurko noted that he will be out of town during the first part of February. Since a meeting schedule had not yet been decided, he proposed that if the Board wanted to meet next month, it be moved from the second Wednesday to the third (February 15). Ms. Feuer and Ms. Dean said they could not attend on that date, however all other Members would be available.

Ms. Grahn reminded everyone that the aforementioned survey would be used by the staff hosting that would be facilitating the next meeting to determine which topics to address.

10. ADJOURNMENT

A motion to adjourn was made by ???, second by Ms. Fry; unanimously carried. Meeting adjourned at 7:34 pm.

The next scheduled Board meeting will convene:

Wednesday, February 15, 2023, 6 PM

If a Board member or other party would like more detailed information about the contents of these summarized minutes, an audio/video recording of the meeting is available by contacting the Human Rights Section, 954-357-7800.