



**Human Resources Division**

**PROFESSIONAL STANDARDS SECTION**

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

**Meeting Record**

<b>Commission on the Status of Women (CSW) Advisory Board Meeting</b>	<b>Date: September 13, 2023 Call to Order: 6:04 PM</b>
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**Attendees**

Susan Buzzi	Caroline Collette	Cathleen Dean	B. Marie English-Arterberry
Toby Feuer	Jeanne Kacprzak	Karlene Maxwell-Williams	Angine Moss
Nicole Murad Scarcella	Udaya Thomas	Chad Zurko (Board Coord.)	Adam Katzman (CAO)
Naomie Labaty (Intergov)			

**Members Absent**

Elaine Blattner	Nancy Fry	Linda Thompson Gonzalez	Gail Grahn
Christiane Paulhus	Jasmen Rogers		

**Key Decisions**

1.
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**Action Items**

	Description	Resource	Status
1.			
2.			
3.			

**1. CALL TO ORDER/ROLL CALL**

The meeting was called to order at 6:04 pm. Roll call was taken and quorum established, then new members Ms. Scarcella and Ms. English-Arterberry introduced themselves and spoke briefly about their backgrounds. Mr. Zurko also noted that Julie Carson had recently resigned via e-mail due to other commitments.

**2. ADOPTION OF AGENDA**

A motion to accept the agenda as presented was made by Ms. Feuer, second by Ms. Kacprzak; unanimously carried.

**3. APPROVAL OF MEETING MINUTES**

A motion to accept the minutes from July 12 as presented was made by Dr. Thomas, second by Ms. Feuer; unanimously carried.

**4. ADVISORY BOARD MEMBER TRAINING (39 minutes)**

Ms. Naomie Labaty, Boards Administrator, reviewed a PowerPoint presentation which was subsequently sent out to everyone. She then took questions from members on topics such as communicating with Commissioners and obtaining funding for the Board.

**5. CHAIR'S REPORT (30 minutes total)**

Since Chair Rogers was not present, 1<sup>st</sup> Vice Chair Kacprzak spoke briefly about the 4 current committees and the process for having Mr. Zurko schedule Zoom meetings for these. She also recapped her work with Libraries to have them showcase the Women's Voting centennial display, along with speaking at the LWV's "Women's (In)Equality" event last month at the Northwest Regional branch. Lastly, she spoke about the Town Hall she attended last night on Mental Health.

**6. COMMITTEE REPORTS**

CEDAW (57:37)

Ms. Kacprzak continued about the CEDAW report and how she planned to send it to the League of Cities. She suggested other board members, as private citizens, to send to their respective city Commissioners and other officials. Further to that, she asked if people could talk to a group about it, she would encourage this provided the CSW was made aware.

Mindfulness

Ms. Feuer noted that yesterday was "Mindfulness Day," which she found out about after seeing something on television. Ms. Buzzi added that she had done activities with her students relating to this. Chair Thomas reported that they were awaiting the outcome of the budget hearings but that the PSAs had been approved by the Board at the last meeting and she remembered being told at the minimum we could post them on our Facebook page. They are still interested in getting them on public radio stations, etc. once it is determined if/what funding is required for this. She also encouraged the rest of the Board to have some kind of Mindfulness practice, even if it's just taking a few minutes for breathing and meditation like they do during their committee meetings.

Communications

Chair Kacprzak inquired again about getting things like the Mindfulness PSAs on the Broward public access TV channel. Mr. Zurko reported he had not yet contacted Public Communications about this and would make a note to do so. For sending out messages using other avenues, Mr. Katzman noted this would have to be approved by the County Commission. In the meantime she said she could post them to social media. She and Mr. Zurko also noted that someone has been attempting to log in to the Facebook page as verification codes are being sent out. If someone else would like to post things she can call a committee meeting and Mr. Zurko can check for the code at that time. Ms. Arterberry inquired about what "Commission approval" entailed. Mr. Katzman clarified that items would first have to go on the Commission meeting agenda, then get majority approval. Dr. Thomas added that, per the last meeting, Members were supposed to forward the letter with the PSAs to their individual Commissioners, and that she can speak to Commissioner Furr about getting it on the agenda. Ms. Maxwell-Williams said she felt the last request might have been too vague and that possibly members should follow up with their Commissioners about what specifically was being requested. Ms. Moss concurred and suggested resending a more streamlined letter. Dr. Thomas reported she received a positive response from Commissioner Furr's office so she felt it was a good time to follow up and find out if something can be placed on the agenda.

Women: VOTE!

Since Chair Paulhus was not present, Ms. Kacprzak continued with her report about working with the League of Women Voters and “Linda.”

**7. MEMBER REPORTS (2 minutes)**

Further to her previous report, Ms. Kacprzak noted that there were a lot of open positions and a lot of work to be done. She encouraged members to step up for the 2 committee chair positions along with the 2<sup>nd</sup> Vice Chair vacancy. She also noted that she will not be present in December for elections, and they will need a new Chair and 1<sup>st</sup> Vice Chair at that time. She asked everyone to consider taking up a leadership role by the next meeting, even if they don’t know what that looks like.

**8. UNFINISHED BUSINESS (5 minutes)**

Discussion of Business Cards/Palm Cards was again tabled as this was a Budget item. For future speakers, Mr. Zurko noted that Stella Tokar, who had spoken at the July meeting, was interested in coming back to talk about her work with Mission United and women veterans. He also reminded everyone that MAP Broward had offered to do a presentation. The Board is also required to have Ethics Training so this was tentatively scheduled for October. Ms. Kacprzak reminded everyone that the Women’s History Month display is currently at the Coral Springs Library and members were encouraged to talk to their local libraries about hosting this and the Women’s Voting display in future. Per Ms. Feuer’s request she said she would resend pictures of the displays to everyone.

**9. NEW BUSINESS**

National Association of Commissions for Women- Ms. Kacprzak said she did not recall what the CSW’s involvement with this was, if someone else wanted to research it (Gail?).

**10. ANNOUNCEMENTS/REQUESTS FOR FUTURE AGENDA ITEMS (7 minutes)**

50 Years of Miami Dade County Commission on Women- Ms. Kacprzak is unable to attend this event, however she believed Ms. Rogers was planning to go. Ms. Moss said she will be attending as well.

Ms. Collette announced she “has a plan” as far as communication/promotion for the Board- TBD at the next committee meeting.

Ms. Buzzi inquired about National Suicide Prevention Month since she sent out artwork she had created. Ms. Kacprzak noted that this had been posted on social media. Ms. Maxwell-Williams also mentioned Breast Cancer Awareness month in October as she is organizing 2 different events for this. Ms. Buzzi said she would be happy to create something for that as well. Ms. Feuer added that she usually asked the City of Weston to do a proclamation.

As a reminder, any questions or other non-CSW e-mails may be sent to Mr. Zurko for distribution to the rest of the Board.

**11. ADJOURNMENT**

A motion to adjourn was made by Ms. Kacprzak, second by Ms. English-Arterberry; unanimously carried. Meeting adjourned at 7:34 pm.

**The next scheduled Board meeting will convene:**

**Wednesday, October 11, 2023, 6 PM**