

DRAFT
HAMPDEN COUNTY COMMISSION ON THE STATUS OF WOMEN AND GIRLS

hccswg@gmail.com

Meeting Minutes

RECEIVED
TOWN CLERK'S OFFICE

2018 MAR -8 P 12:43

Date: February 8, 2018 @ 6:00 PM - 8:00 PM

Location: Community Room, MassLive Building, 1350 Main Street, 3rd Floor, Springfield, MA 01103

1) Call to Order and Roll Call

- a) Meeting called to order at 6:07 PM
 - i) Motion - Moorhouse, Second – Metsch, all in favor
- b) Present: Nicole Murray, Ellen Moorhouse, Patti Hallberg, Jennifer Metsch, Michelle Goncalves, Dawn DiStefano, Shaitia Struell, Arlene Rodriguez (arrived at 6:42PM)
- c) Absent: Shanique Spalding

2) Public Speak Out (15 minutes)

- a) No members of the public requested to speak

3) POSTPONED: Presentation on health issues related to women and girls (30 minutes)

- a) Planned Guest Speaker, Jessica Collins, Executive Director, Public Health Institute of Western MA Committee Sessions, was unable to attend.
- b) Commission will attempt to schedule presentation for March 2018

4) Subcommittee meetings

5) Approval of minutes from January 11, 2018 meeting

- i) Changes requested: Under Legislative, list that Arlene was absent from the Legislative session.
- ii) Motion to approve minutes with listed changes, Moorhouse, second DiStefano second, all in favor

6) Chair report

- i) The Issue to Advocacy webinar offered by the MCSW scheduled for February 9 has been postponed to March 2 at 3 PM.
- ii) Metsch moves to accept chair's report. Hallberg 2nds; all in favor

7) Vice Chair report

- i) Vice Chair not present.

8) Committee Reports

- a) Communications/Social Media
 - i) Facebook page is over 100 likes. Commissioners are encouraged to share the page.
 - ii) Committee plans to "like" the pages of other commissions and encourage collaboration.
 - iii) Committee plans to create a social media policy and present for a vote by larger commission and inclusion in bylaws.
 - iv) Committee plans to handle communication for Program committee events and activities
 - v) Motion to accept committee report: Goncalves; second, Metsch; all in favor
- b) Program & Planning
 - i) Committee added Commissioner Spruell
 - ii) Discussion of Regional Public Hearing
 - (1) The committee proposes that we schedule a regional public hearing for November 8, the date already identified for a HCCSWG meeting. The commission would have its meeting from 6-7 and then a public hearing after, or vice versa.

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- (2) Committee is investigating options for hosting the hearing in Wilbraham, West Springfield or Chicopee.
 - (3) Hilltown Task Force may be a resource for the commission to look into, and Metsch will contact the Task Force to inquire about partnerships.
 - (4) The goal will be for a regular pattern of public hearings , one in November and one in March.
 - (a) Current plan: November 8, 2018 and March 14, 2019
 - (5) Committee will work to build a database of groups and individuals who should be invited. Commissioners are encouraged to forward lists of people or groups that should be on the list.
 - iii) Advocacy Day will be in May
 - iv) DiStefano moves to accept report; second, Hallberg; all in favor
 - c) Legislative (bylaws)
 - i) MCSW has requested that regional bylaws include a policy about absences and removal processes.
 - ii) HCCSWG will incorporate said policy into the commission bylaws and bring to the March meeting for review and vote
 - iii) Commissioners are encouraged to review the 2018 ballot measures and the information being distributed around them.
 - (1) Attorney General website has information laid out in a very accessible way
 - (2) Springfield City Library plans to host a ballot education event.
 - (a) Metsch and Moorhouse will reach out to the City Library to check on partnership
 - iv) Moorhouse reports on an Act Supporting Working Parents who Choose to Run for Office. It will allow campaign funds to be used to pay for childcare while running for office.
 - v) Metsch reports on the Civic Education bill status.
 - vi) Motion to approve committee minutes: Metsch; second, Rodriquez; All in favor
- 9) Old Business**
- a) Subcommittee minutes
 - i) Commissioners are reminded to submit draft and approved subcommittee minutes to the secretary
 - ii) Chair Murray will request copies of sent emails related to the commission from former commissioner Griswold so that the commission has an archive.
 - iii) Discussion of using a consent agenda to approve previous minutes
 - (1) Hallberg will forward information about consent agenda to Goncalves and Murray
 - iv) A google drive was created as an archive of all HCCSWG archives
 - b) Discussion and follow up from January speaker
 - i) Handouts and slides were distributed to all commissioners and encouraged to share with interested parties.
 - ii) Western MA Business Alliance Against Human Trafficking is organizing an event for March 22 at 10 AM
 - iii) Aside from hotel workers, flight attendants, bank tellers, and others in the service industries play important roles in combating human trafficking.
 - c) Review of locations for upcoming meetings
 - i) List of meetings is available in Google Drive.
 - (1) Next meetings

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- (a) March 15 = West Springfield Town Hall, Mayor's Conference Room, 26 Central Street, West Springfield
 - (b) April 12 = Spalding will identify a location
 - (i) Moorhouse, Spalding and DiStefano will be absent from this meeting
 - (c) May 10 = Goncalves will identify a location
 - (d) June 14 = Metsch will identify a location
 - (e) July 12 = Girl Scouts, 301 Kelly Way, Holyoke
 - (f) August 9 = Spruell will identify a location
 - (g) September 13 = Murray will identify a location
- (2) Goncalves will update the listing in Google Drive to add a column with the town listing
- d) MCSW AAUW Just Ask trainings
- i) Commissioners will be trained to offer negotiation workshops as part of the new Just Ask program
 - ii) DiStefano shared this initiative with Baypath's Leadership and Negotiation program and they are interested in partnering to enable a larger reach across the county.

10) New Business

- a) Discussion of potential regional public hearing
 - i) This item was covered by the Program Subcommittee report
- b) New commissioner update
 - i) Shaita Spruell was sworn in as the newest HCCSWG Commission
 - ii) Spruell is required to complete a conflict of interest training and an open meeting training, and send confirmations/certificates to Murray.

11) Any Other Items that may Lawfully Come Before this Body

- a) None

12) Adjournment

- a) Motion to adjourn, DiStefano; Second, Hallberg; all in favor.
- b) Meeting adjourned at 7: 44 PM

Michelle Goncalves

Secretary

Date of Approval