

Edward M. Augustus, Jr.  
City Manager



Deborah Hall, Acting Chair  
Donna Connolly  
Amanda Gregoire  
Ariel Lim  
Jennifer Madson  
Benjamin Roberts

**City Manager's Advisory Committee on the Status of Women**

Tuesday, October 3rd, 2017, 5:45 PM  
Worcester City Hall, Levi Lincoln Chamber 3<sup>rd</sup> Floor

**MEETING SUMMARY**

**Present:** Deborah Hall, Jennifer Madson, Amanda Gregoire, Benjamin Roberts, Krystal Vanhorne

**Absent:** Donna Connolly, Ariel Lim

**Staff:** Jayna Turchek, Kathy A. Esparza

**1. Call to Order and Introductions at 5:45pm**

Chair Madson called the meeting to order and welcomed Commissioner Krystal Vanhorne as the newest ACSW member.

**2. Review of minutes September 5<sup>th</sup>, 2017**

Commissioner Gregoire motioned to approve the September 5<sup>th</sup>, 2017 minutes as written. Commissioner Hall seconded. Unanimously approved.

**3. Old Business- Conversation:**

**A. Planning ACSW 40<sup>th</sup> Anniversary**

Commissioners reviewed program event:

Event timeframe: 2 hours - 5:30 – 7:30

Theme: Intergenerational solidarity

Event Slogan: Looking back, moving forward

5:30 Welcome ACSW

5:35 – 5:45 – Girls Inc. performance

5:45 – 5:55 – networking

5:55 – 6:55 – Panel on women and leadership – maybe comprised of past ACSW members who served in leadership roles

6:55- 7:00 – youth performance: spoken word piece

- Commissioner Madson requested if executive director from Girls Inc. could do a welcome at the event. Commissioners agreed.
- Commissioner Hall re-stated that she would be the moderator for the event. She requested panelists' biographies to be sent to her so she can connect with all panelists and plan questions.
- Ms. Esparza stated that we have three panelists confirmed and we are missing one as she had not heard back from Ms. Marcela Uribe-Jeggings.



c/o Jayna Turchek, Director of Human Rights & Disabilities  
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- Director Turchek suggested inviting Susan West Engelkemeyer, president of Nichols College, to be one of the panelists and Commissioner Hall suggested reaching out and requesting participation.
- Chair Madson asked if there is a list of questions for the panelists.
- Commissioner Hall stated that once she has all biographies she will create the questions.
- Commissioner Roberts asked if ACSW could agree to allocate 10 minutes at the end of the panel for questions. Chair Madson agreed.
- Commissioner Vanhorne asked if Commissioner Hall had come up with the number of questions asked to panelists.
- Commissioner Hall stated that she was planning on posing three questions and follow-up questions.
- Chair Madson suggested to ask girls at Girls Inc. for questions and will send to Commissioner Hall at the end of the week.
- Chair Madson stated that she can be responsible for set up for venue's event and is happy to provide water.
- Director Turchek stated that she would follow-up with Oak Hill CDC regarding food donation for event.
- Chair Madson also stated that she will contact the Worcester Senior Center for overflow parking.
- Director Turchek suggested to create a list of volunteers for roles during event:
  - Commissioners Gregoire and Vanhorne will be greeters and direct people to overflow parking
  - Commissioners Connolly and Hall will do registration
  - Commissioners Lim, Madson, Roberts will be greeting people and answering any questions folks may have (i.e. bathrooms, etc.)
  - Vice-Chair Lim will be the emcee
  - Commissioner Hall will be the panel moderator
  - Commissioner Roberts will clean at the end of the event
- Chair Madson request to borrow a microphone from the City of Worcester.
- Commissioner Gregoire stated that the Cultural Division has a portable microphone that she could ask if ACSW could you use for the event.
- Chair Madson added that in terms of set up for panel she can have a table for panelists and a podium for the moderators.
- Director Turchek added that she requested the event be recorded, additionally she stated that ASL interpreters were also requested for the event.
- Commissioner Hall asked if there is a count of people attending to event. Ms. Esparza stated that 26 people had confirmed thus far.
- Commissioner Hall suggested acknowledging former ACSW attendees with a ribbon. Director Turchek asked if ACSW had a color in mind. Commissioner Hall suggested the color purple.
- Chair Madson asked if ACSW could invite the press to event. Director Turchek stated that she can extend an invitation on behalf of the ACSW.
- Commissioner Vanhorne asked if we have a camera person in addition to the videographer. Director Turchek stated that not at the moment.
- Commissioner Roberts suggested having an erase board for the pledge activity. Director Turchek stated that the intent was to create a mural with all pledges.
- Commissioner Gregoire provided an update on her task to develop posters with themes that ACSW had worked on throughout the past decades. She stated that some of the themes are: a campaign to change chair language, pay equity, women careers, sexual assault taskforce and DV advocate for rape crisis.
- Chair Madson asked if Commissioner Gregoire needed feedback. Commissioner Gregoire requested permission to just get feedback by Director Turchek and Ms. Esparza. ACSW agreed.

- Commissioner Roberts stated that his preference on having panelist up on the stage. Commissioner Gregoire suggested that once there is a final list of rsvps. ACSW can decide to have panelist on the main floor or up on stage.

### **B. Planning for Young and Women of Consequence Awards, March 8<sup>th</sup>, 2018**

- Chair Madson asked commissioners to review nomination form and suggest any changes. Chair Madson also suggested taking out the criteria regarding submitting transcripts for the young women of consequence application.
- Chair Madson suggested distributing applications during the ACSW 40<sup>th</sup> anniversary event.
- Commissioner Hall suggested that the ACSW agrees to only take complete applications by the stipulated date and time.
- Chair Madson motioned to add two criteria to young/women of consequence application, those being punctuality and must be available to attend and speak at award ceremony. Commissioner Roberts seconded.
- Chair Madson directed commissioners to review the young women of consequence nomination form.
- Commissioner Hall stated that Chair Madson had mentioned to reconsider college bound requirement during the last meeting.
- Commissioner Roberts stated that it is exclusive. All commissioners agreed to remove language.
- Chair Madson also suggested taking out transcript requirement as it is not a fair indicator of academic curiosity.
- Commissioner Gregoire suggested academic curiosity could be assessed as part of the review of essay. All agreed.
- Commissioner Roberts stated that he believes it is important to add inclusive language on applications related to gender expression and sexuality. Commissioner Roberts asked ACSW if the committee will add language in the application that encourage that transgender individuals are encouraged to apply.
- Chair Madson stated that she encourages inclusive language.
- Commissioner Hall stated that she doesn't see it as a problem because I believe the places where applications will go are aware of diversity and inclusion.
- Director Turchek stated that during last award nomination cycle there was a conversation about whether individuals or groups can be awarded therefore it would be important to clarify that this award is for individuals.
- Commissioner Gregoire motioned to approve such clarification and Commissioner Hall seconded. Applications are approved as amended.
- Chair Madson motioned to table applications' assessment tools for next meeting. Commissioner Roberts seconded

### **C. Goal setting got the tour of the Chicopee Women's Correctional Facility**

- Ms. Esparza stated that those who are attending the tour can send personal information directly Ms. Quinn.
- Chair Madson asked committee what the goals are for the visit
- Commissioner Roberts stated that he sees the visit as an opportunity to learn about the needs of women, he also stated that he is interested in learning about women's personal stories.
- Commissioner Hall stated that she sees the visit as an educational opportunity that will help the ACSW to disseminate information and women's reentry needs and assess allocation of resources currently provided.
- Chair Madson stated that the ACSW could create a PSA and send recommendations to the City Manager regarding women's reentry needs.
- Ms. Esparza suggested that commissioners review DPH re-entry subcommittee group's documents as part of preparation for the tour.
- Commissioner Hall requested that Ms. Esparza re-send documents.
- Commissioner Vanhorne asked if commissioners could send resources to women at the Chicopee facility.
- Director Turchek said yes, that she would ensure that is part of the conversation during the tour.

**4. New Business – Discussion**

A. Review priority areas from strategic plan – tabled for next meeting

**5. Review assignments for next meeting (Tuesday, November 14<sup>th</sup>, 2017)**

- Y/WOC Applications assessment tools
- Discussion on policy on gender expression and sexuality

**6. Adjournment, 6:58pm**