



Women's Council
· Wisconsin ·

Minutes of the Meeting of the Wisconsin Women's Council
Friday, July 26, 2024; 1:00 – 2:15 PM
Virtually via MS Teams

Council Members Present:

	Sen. Melissa Agard	x	Patti Epstein		Carrie Richard
x	Gabby Aranda-Pino	x	Rachel Fernandez	x	Lt. Gov. Sara Rodriguez
x	Dr. Jolene Bowman	x	Denise Gaumer-Hutchison, <i>Chair</i>		<i>Vacant</i>
	Sen. Rachael Cabral-Guevara		Amanda Medina-Roddy, <i>Sec.</i>		<i>Vacant</i>
	Rep. Jodi Emerson	x	Nerissa Nelson, <i>Vice Chair</i>		<i>Vacant</i>

Staff Present: Jenifer Cole, WWC Executive Director; Jana Steinmetz, DOA-DEO Administrator; Richard Rydecki, DOA-DEO Deputy Administrator; Genevieve Lambert, WWC Intern; Rachel Roberson, Office of Lt. Governor Rodriguez; Madeline Norton, Office of Rep. Emerson

- 1) Call to Order & Chair's Welcome:** Chair Gaumer Hutchison called the meeting of the Wisconsin Women's Council to order at 1:07 p.m. A quorum was not present until 1:12 pm – agenda items re-ordered to accommodate quorum needs.
- 2) Communications Presentation:** Women's Council SWSDIP summer communications intern, Genevieve Lambert provided a presentation about her internship projects developing a social media plan and calendar for the Women's Council to use for content development over the next year. She highlighted some of the content she has created for both the Council's Facebook and LinkedIn pages throughout the summer, developing posts around a variety of themes spotlighting women's history, achievements, and gender equity topics. G. Lambert reported on the social media platform analytics and content performance. She also shared that she will be working on Council member profiles for WWC social media over the next month and requested that Council members coordinate a time for a brief interview.
- 3) Approval of Meeting Minutes:** J. Bowman moved to approve the minutes of the May 17, 2024 and June 28, 2024 WWC meetings. R. Fernandez seconded. Minutes approved unanimously.
- 4) Introduction of Proposed Bylaws to Replace WWC Policy Manual:** Members of the WWC Bylaws Workgroup, N. Nelson and P. Epstein introduced the proposed bylaws intended to replace the WWC Policy Manual, last updated in 1998. They reported that the WWC has historically relied on an outdated policy manual to guide operations and the Council recognized the need for a more formal and comprehensive framework. This new set of bylaws maintains the core values and mission of the WWC and is more aligned with current standards among state councils. The proposed bylaws complies with contemporary language, rules, and statutory requirements mandated, ensures WWC policies remain relevant and effective, and outlines the rules for conducting WWC processes and affairs, providing clarity and structure for Council activities and decision-making. The workgroup members also noted with new bylaws in place, the WWC can establish subset policies to address specific

operational details. For example, the opportunity to refresh and update the social media policy, ensuring it aligns with current needs and standards.

- a) Discussion - Chair Gaumer Hutchison thanked the workgroup and the Executive Director on their hard work on developing the proposed bylaws. She also noted that the proposed bylaws were also reviewed by leadership and legal counsel.
- b) Lt. Governor Rodriguez moved to repeal the 1998 WWC Policy Manual and approve the bylaws as drafted to replace the manual. G. Aranda-Pino seconded the motion. There were no questions or discussion from Council members. Approved unanimously. The new Bylaws of the Women's Council were adopted without amendments.

5) Executive Director's Report:

- a) Budget Updates - J. Cole reported that the Fiscal Year 2024 close out was nearly complete, and that the Council had effectively spent its appropriation authority and part of the supplemental funding that covered the general wage adjustments and increase to fringe costs. She also reported that 2025-2027 biennial budget concepts and requests were in development for DOA's consideration in the agency budget request and/or for the Governor's Office to consider including in the Executive Budget.
- b) Upcoming Sponsored Events – J. Cole shared that spots were available to Council members at two upcoming events the Council sponsored: WWBIC's Reception at the Executive Residence on August 13 and the Wisconsin Women's Network Women's Equality Day event on August 22.

6) Adjournment - Chair Gaumer Hutchison adjourned the meeting at 2:04 p.m.

Respectfully submitted,
Jenifer Cole
Executive Director