



Women's Council
· Wisconsin ·

WOMENSCOUNCIL.WI.GOV

**Minutes of the Meeting of the Wisconsin Women's Council
Fourth Quarter 2022
Thursday, December 8, 2022; 2:00 – 4:00 PM (CST)
Hybrid: In-person at DOA Building and virtually via MS Teams**

Council Members Present:

x	Gabby Aranda-Pino		Rachel Fernandez	x*	Carrie Richard
x*	Dr. Jolene Bowman	x	Denise Gaumer Hutchison, <i>Chair</i>	x*	Sen. Janis Ringhand*
	Rep. Rachael Cabral-Guevara		Rosalyn McFarland	x*	Ze Yang, <i>Governor's designee</i>
Ex.	Alicia Dorset	x*	Amanda Medina-Roddy		<i>Vacant</i>
Ex.	Rep. Jodi Emerson	x*	Nerissa Nelson		<i>Vacant</i>

*Attended virtually

Quorum was met for start of meeting. A. Medina-Roddy and Z. Yang had to leave the meeting halfway through.

Staff Present: Jenifer Cole, WWC Executive Director; Richard Rydecki, DOA Deputy Administrator Division of Enterprise Operations

Public Present: None

1) Call to Order - Denise Gaumer Hutchison, Chair

Chair called the meeting of the Wisconsin Women's Council (WWC) to order at 2:05 p.m. with welcome, introduction of new Executive Director, Jenifer Cole, and new Governor's appointee, Gabby Aranda-Pino. Chair congratulated Sen. Ringhand on her retirement from the state legislature and thanked her for eight years of tremendous service on the Women's Council.

2) Introductions & Icebreaker – Jenifer Cole, Executive Director

J. Cole facilitated an icebreaker for Council members staff to introduce themselves to one another. Council members were asked to share why they committed to the work of the Women's Council:

- Dr. Bowman – interested in advancing issues of justice and believes in holistic change-making.
- N. Nelson - believes in the charge of the Council and social justice.
- Z. Yang – committed to involvement in the community.
- C. Richard – appreciates the honor to make the lives of Wisconsin women better.
- Sen. Ringhand – in favor of equality for women.
- A. Medina-Roddy – dedication to work in communities and the Council broadens this network, especially to pave way for girls (daughters).
- D. Gaumer Hutchison – passionate about women's issues because we have to work everyday to be considered equal.

- G. Aranda-Pino – professional and education is very relevant to the work of the Council, especially women’s health.

3) Approval of Meeting Minutes

- a) **March 2, 2022** – Motion to approve: N. Nelson. Second: Dr. Bowman. Approved.
- b) **June 1, 2022** – Amendment to correct attendance record introduced: Dr. Bowman; minutes corrected to reflect that Dr. Bowman is listed as a “present” board member and removed from the list of “also attending”. Motion to approve amended minutes: Dr. Bowman. Second: A. Medina-Roddy. Approved.

4) Executive Director’s Report – Jenifer Cole

a) Overview of Transition

- J. Cole reported on the progress of her onboarding as the new executive director. Has gained access to electronic platforms such as the WWC website and social media accounts, received training on records, procurement, budget, etc. requirements.
- Noted that WWC Twitter account was archived and deactivated due to lack of use. J. Cole will focus WWC outreach through Facebook page, website, press releases (when appropriate), and eventually a re-established email listserv.
- Appreciates support from DEO Administrator Jana Steinmetz, DEO Deputy Administrator Richard Rydecki, and DOA Secretary’s Office.
- Started connecting with past partners and working to identify potential future partners – mapping women’s orgs around the state.
- Reported that December 8 is Latina Equal Pay Day, which is the day that recognizes the pay gap Latinas in the U.S. in comparison to men. If progress to shrink the pay gap at the current rate, it will take 200 more years for Latinas to achieve pay equity in the U.S.

b) SFY2023 Operating Budget Overview

J. Cole reported on the finalization of the WWC’s operating budget for state fiscal year 2023 (July 1, 2022-June 30, 2022):

Expense Type	Percentage of Annual Appropriation
Insurance* \$200	0.1%
Telecommunications* = \$400	0.3%
Mailing Costs = \$500	0.3%
Dues & Subscriptions = \$1000	0.6%
Printing = \$1000	0.6%
LTE Salary = \$2100	1.4%
Indirect Cost Allowance* = \$2500	1.6%
Travel & Training (Conferences) In-State = \$3000	1.9%
Other Admin & Operating* = \$3200	2.1%
Materials & Supplies = \$3900	2.5%
Office Rental* = \$5000	3.2%
Data Processing* = \$5200	3.4%

Contractual Services = \$11500	7.5%
Fringe Benefits (Director & LTE) = \$32000	20.8%
Director Salary* = \$82300	53.4%

*Portion of cost-sharing, these are fixed costs

- Example of dues and subscriptions – recently reinstated membership with the National Association for Commissions on Women (\$350).
- Example of Travel and Training – Attendance at the Women in Cybersecurity portion of the Governor’s Summit on Cybersecurity in Oct. in the Dells. It was recommended that I attend by DOA leadership.
- J. Cole reported that some of the costs savings realized during the period after the previous director retired and the new director started will be used to hire an intern from the University of Wisconsin-Madison Department of Gender and Women’s Studies as Limited Term State Employee (LTE) for 10 hours a week for 14 weeks at a pay rate of \$15/hour. In addition, cost savings will cover fringe benefits and IT costs for a WWC LTE.

c) Director’s Goals and Vision

J. Cole provided a brief, high-level overview of some goals and vision for work of the WWC:

1. Director is here to serve the Council members and the work of the Council as a whole. Will work to focus energies and efforts on the goals of the Council.
2. Reinvigorate the work of the Women’s Council and renew focus on charge of the Council through strengthening relationships with state agencies and other research partners.
3. Looking for ways that the Director’s time, in lieu of funds that are limited due to budget constraints, can be used to conduct reviews and develop initiatives with partners.
4. Advance a lens of women’s empowerment and equality into the work of state programs and initiatives.
5. Be a resource for agencies and partners.
6. Hold roundtables around the state to hear from women and girls in their communities about the issues most important to them.
7. Support and advocate for policy initiatives that the Council supports to help inform legislators. Example provided: tampon and diaper tax bill.
8. Redevelop a list serve to disseminate reports and updates.
9. Refresh the WWC brand including updating the WWC website.
10. Work with Council to set multi-year visioning as part of 40th Anniversary.
11. Revisit the Council policies – not done since 1998 – possibly two documents: Bylaws and Operational Policies. Many need to convene a subcommittee to assist with developing updated governance policies.
12. Complete biennial report that is due in 2023. Will look to board members for assistance.

5) Review Status of Committees and Projects

a) MMIW Taskforce – Rachel Fernandez

R. Fernandez not able to attend meeting. Council looks forward to updates at a future meeting. Chair requested updates from the Department of Justice as well.

b) Hmong Story Quilt Project with The Hmong Institute – Jenifer Cole

J. Cole reported the previous director effectively transitioned the story quilt project and connected Cole with project partners at the Hmong Institute. Cole will work to piece the quilt together and partner with Mai Zong Vue of the Hmong Institute to find resources to translate and edit the recorded interviews of the project participants to exhibit in the Capitol and other locations for Asian American Pacific Islander (AAPI) Heritage month and Hmong Day in May 2023.

c) Alverno College “Women in Public Life” Report – Jenifer Cole

J. Cole shared that the “Women in Public Life – Elected Officials” report by Alverno College was released in October 2022. The Women’s Council provided research and sponsorship of the report. J. Cole is connecting with the report’s lead, Dr. Lindsey Harness from the Research Center for Women and Girls at Alverno college to help promote the report and create more opportunities for partnership.

In addition, the Women’s Council contributed to Milwaukee Women Inc.’s recent annual research report on the percentage of women serving on the boards of directors of the 50 largest Wisconsin public companies.

6) Discuss Survey Results and Vote on Council Priorities

a) Set top priority topics for the WWC to focus on in 2023.

b) Set top priority projects, reports, and partnership types for WWC to focus on in 2023.

Council members discussed the results of the survey of council members regarding ideas for priority topics. The goal is that through brainstorming and discussion of issues faced by women in Wisconsin, the Council will identify the priority issues, projects, and partnerships to advance in the next year or more. Six Council members responded to the survey.

Topics such as violence against women, access to affordable healthcare, pay equity, and financial literacy were identified. Given the magnitude of the task, the Council members requested a further distillation of the survey results. Chair and Director will meet to identify overarching topical themes so the Council can take a deeper dive into more detailed topics/issues at the next Council meeting.

c) Set 2023 Council Meeting dates

Council members discussed meeting cadence, format, and preferred days and times in given weeks. Consensus was reached to hold one-hour monthly meetings virtually, and then hold longer meetings in-person around the state quarterly. Fridays middays are preferred for meetings. Director will circulate draft schedule based on these parameters for Council review.

7) Discuss and Vote on Other Council Priorities

a) Executive Committee

J. Cole noted for the Council that creation of an Executive Committee, including identifying a Vice Chair and Secretary, is a best practice and a statutory requirement for state councils, commissions, and boards (unless otherwise structured in statute). A quorum was not present to vote on an Executive Committee. Topic deferred for a future meeting.

b) Bylaws/Policies

J. Cole recommended that the Women’s Council consider engaging in a project to review and revise Council policies, potentially, creating two updated governance documents: Bylaws and Administrative Policies. Council members directed Director to conduct an analysis of the current policies (last updated in 1998) and develop an issue paper with these analyses, comparisons to other council’s governing documents, and recommendations for updates for the Council’s consideration at a future meeting.

c) Branding and Communications

As J. Cole shared earlier in the meeting, one of her goals as director is to refresh the WWC brand and develop a communications plan. Council members requested that the director proceed with creating a rebranding proposal and communications plan for consideration at a future meeting.

8) Brainstorming for 40th Anniversary Event and Projects

J. Cole recommended holding an anniversary celebration event in March to coincide with Women's History Month. Event planning underway in partnership with the Department of Administration, the Wisconsin Historical Society, and the Governor's Office. The Council will be kept posted a progress continues. Members will need to assist populating the guest list—email contacts for past members will be needed in early 2023.

9) Closing Remarks and Adjournment - Denise Gaumer Hutchison, Chair

Chair Gaumer Hutchison provided closing remarks:

- Asked Council members for increased engagement.
- Asked Council members to connect with Chair and Director to help move ideas and projects forward.

Meeting adjourned at 4:02 p.m.

Respectfully submitted,
Jenifer Cole
Executive Director, Wisconsin Women's Council