

Mayor's Commission on the Status of Women
Meeting Minutes (DRAFT)
Wednesday, February 20, 2023
St. Philip's College, Sutton Learning Center, Room 303
5:30 p.m.

Attendees: City Staff: Jenny Garcia, City Manager's Office; Shreya Shah, City Attorney's Office; Rocio Guenther, Mayor's Office

Commissioners:

Mayoral Dr. Adena Loston - PRESENT	D6 Letty Gonzales, Chair - PRESENT
D1 Kayla Carter – PRESENT	D7 Dr. Diana Sanchez Lira
D2 Jae Ricks, Treasurer – PRESENT	D8 Brenda Morgan
D3 Vanessa Martinez, Vice Chair - PRESENT	D9 Sue Hernandez, Secretary - PRESENT
D4 Fernanda Cardenas – dialed in	D10 Naomi Miller, Parliamentarian – PRESENT
D5 Sara Gerrish - PRESENT	

Meeting called to order by Chair Gonzales at 5:43 p.m. Quorum met.

Approval of Minutes

1. Approval of the minutes from the Mayor's Commission on the Status of Women Meeting on February 8, 2023

Commissioner Carter motioned to approve the minutes from the February 8th meeting. Second by Commissioner Loston. **Motion carries 7-0.***

**Naomi Miller arrived after vote.*

Public Comment

2. Public Comment: [Interested speakers will have 3 minutes to address the Mayor's Commission on the Status of Women on agenda related matters]

There were no individuals signed up to speak.

Briefing and Possible Action on

3. Treasurer's Report: briefing on the status of the FY23 Budget

Commissioner Ricks presented the status of the FY23 Budget after discussion of International Women's Day.

Mayor's Commission on the Status of Women

as of 02/03/23

	Expense	Balance
FY23 Beginning Balance		\$ 15,000.00
Linegraphix (table covers, banners, step&repeats)	\$ 2,630.48	\$ 12,369.52
Wage Equity Summit - SA Food Bank - rescheduled from 10/22/22	\$ 995.00	\$ 11,374.52
Mammogram Bus Screenings - 20 @ \$135 each (received - 16 screenings)	\$ 2,160.00	\$ 9,214.52
Strategic Planning Facilitator (received)	\$ 1,000.00	\$ 8,214.52
Balance	\$ 6,785.48	\$ 8,214.52

Mayor's Commission on the Status of Women
Meeting Minutes (DRAFT)
Wednesday, February 20, 2023
St. Philip's College, Sutton Learning Center, Room 303
5:30 p.m.

4. International Women's Day – briefing and possible action on the MCSW International Women's Day event

The Commission discussed the upcoming International Women's Day event scheduled for Saturday, March 4, 2023 from 9:00 a.m. – 1 p.m. at the St. Philip's College. The theme will be "Embracing Equity".

- Venue – The event will be hosted in the G.J. Sutton Learning Center (SLC) at St. Philip's College, MLK Campus). The group toured each floor of the SLC. Registration, food, and panel discussions will be held in the Bowden Alumni Center, Room 313. The room can be set up with 22 rounds, 8 chairs at each round. Each floor has multiple classroom setups available for use. Resource tables will be set up in common areas on each floor.
 - 1st floor – Domestic Violence/Intimate Partner Violence
 - 2nd floor – Women's Health
 - 3rd floor – Entrepreneurship

**Commissioner Carter and Commissioner Ricks left the meeting after the tour.*

- Agenda – Commissioner Martinez provided a draft agenda to the group (attached).
 - Campus will be open by 6am for setup.
 - Resource tables should be staffed and ready by 8:00 a.m.
 - Registration will open at 8:00 a.m.
- Registration – Registration to date – 87 (YWCA); 43 (MCSW)
- Marketing & Promotion – The flyer has been shared on social media (Facebook and LinkedIn) and Commissioners are encouraged to share. The flyer has also been shared with City Council members for newsletter distribution. Jenny will share the flyer through multiple City networks, including the Black and African American Employee Affinity Group, the Urban Management Association of South Texas, and the Women's Leadership Mentorship Program. Commissioner Gerrish will add the event to Texas Public Radio's Community Calendar.
- Food – The Commission discussed possible sponsorships for the event.
 - Jenny reached out to Urban Management Association of South Texas (UMAST) for potential breakfast sponsorship. The board will not meet until next Monday for discussion so recommended a different sponsorship.
 - Commissioner Cardenas secured breakfast sponsorship from The Gonzaba Foundation.
 - **Commissioner Miller made a motion that MCSW pays for lunch costs out of MCSW budget not to exceed \$3000 for International Women's Day event on March 4th. Second by Commissioner Gerrish. Motion passed 6-0.**
- Resource Tables – Resource tables will be set up in common areas on all 3 floors.
 - 1st Floor – Domestic Violence/Intimate Partner Violence
 - For Her, Bexar County Welfare Board, FVP, PEACE Initiative, Girls on the Run, St. Philip's College, YWCA, Bexar County Family Justice Center, Rape Crisis Center
 - 2nd Floor – Health

Mayor's Commission on the Status of Women
Meeting Minutes (DRAFT)
Wednesday, February 20, 2023
St. Philip's College, Sutton Learning Center, Room 303
5:30 p.m.

- MetroHealth, Planned Parenthood, Purple Couch, SAVE, Circles in da Hood, St. Philip's College, Gonzaba, YWCA, PRIDE Center, Clarity Childhood Guidance, Any Baby Can
- 3rd Floor – Entrepreneurship/Workforce Development
 - Ready to work, Goodwill, LiftFund, Dress for Success, Alamo Workforce Development, St. Philip's College, YWCA, CoSA Diversity, Equity, Inclusion and Accessibility Office
- Transportation – Commissioner Miller has secured VIA bus vouchers. She will follow up with VIA on virtual options, i.e. codes.
- ASL/Translation Services – Jenny has reserved the date with City's foreign language and ASL translation services, pending MCSW approval of expenses.
 - Spanish interpretation: \$66.50 per hour per interpreter, 2 interpreters required for meetings over 1 hour. Interpreters will arrive 30 min prior to the start of the meeting and begin charging at that time. Cost estimate: $(4.5 \text{ hours} \times \$66.50) \times 2 = \$598.50$
 - ASL Interpretation: Weekend rate \$90 per hour, 2 interpreters required for meetings over 1 hour, 1 hour administration fee. Interpreters will arrive 15 min prior to the start of the meeting, they begin charging at the start of the meeting time. Cost estimate: $((4 \text{ hours} + 1 \text{ hour admin fee}) \times \$90) \times 2 = \$900$
- Commissioner Gerrish's agency will sponsor the Spanish interpretation through the City's vendor.
- **Commissioner Hernandez moved to approve ASL services for the IWD event and to pay for costs associated with it, if needed. Second by Commissioner Miller. Motion passed 6-0.**
- Sponsorships – Confirmed Sponsorships include:
 - Generations Federal Credit Union - \$1000
 - VIA – 60 bus tickets
 - SAVE – free medial screenings
 - Brooks – speaker gifts
 - Talent to Team – tote bags
 - The Gonzaba Foundation - breakfast
- Other – Jenny and Rocio shared City initiatives around International Women's Day.
 - March 2nd – Councilwoman Cabello Havrda will have a Point of Personal Privilege at the March 2nd A Session to highlight the International Women's Day Summit
 - March 4th - International Women's Day Summit
 - March 8th - International Women's Day
 - Naturalization Ceremony 10am in Council Chambers
 - Mayor to read International Women's Day Proclamation
 - March 17th - Girls Empowerment Summit
 - MCSW Commissioners may be asked to join luncheon to engage with attendees

**Mayor's Commission on the Status of Women
Meeting Minutes (DRAFT)
Wednesday, February 20, 2023
St. Philip's College, Sutton Learning Center, Room 303
5:30 p.m.**

6. Announcements and Future Items

The next regularly scheduled Mayor's Commission on the Status of Women is scheduled for Wednesday, March 8 (International Women's Day) and multiple Commissioners have expressed interest in supporting the Boardroom Projects International Women's Day event. **The next meeting will be a debrief of the IWD Summit event and is rescheduled, virtually, for Monday, March 6th.**

7. Motion to Adjourn

Commissioner Miller motioned to adjourn the meeting. Second by Commissioner Martinez. Meeting adjourned at 7:18 p.m.