

**Oklahoma Commission on the Status of Women
Regular Meeting Minutes
September 25, 2008, 1:30 – 3:30 p.m.
Governor's Large Conference Room, State Capitol Building**

The Oklahoma Commission on the Status of Women met in the Governor's Large Conference Room of the State Capitol Building on September 25, 2008. Vice-Chair Mary Walker called the meeting to order at 1:35 p.m.

Commissioners Present: Fern Bowling, Patty Bryant, Bob Darcy, Lee Denney, Catherine Haynes, Lou Kerr, Denise Kinzie, Lou Kohlman, Valeska Littlefield, Joyce Martin, Pat Martin, Bernice Mitchell, Chris Morriss, Pam Peterson, Nancy Rothman, Mary Walker

Commissioners Excused: Sally Frasier, Lyn Hester, Debbe Leftwich, Jilda Motley, Anita Norman, Jennifer Paustenbaugh

Commissioners Absent: Toni Calvey, Vicki French, Kathryn Jones, Rebecca Kennedy, Patricia Presley, Claudean Reynolds, Valerie Thompson

Advisory Council Members Present: Marilyn Capps, Marjean Seirafi-Pour, Heather Simon, Greta Stewart, Leslie Thomas. Tya Smith (Staff)

Visitors Present: None.

Roll Call: Secretary Lou Kohlman called the roll and noted that sixteen (16) Commissioners, and five (5) Advisory Council members. The Commissioners present constituted a quorum.

Minutes of the August 28, 2008 Meeting: The Minutes were approved as amended, with Bob Darcy moving and second by Patty Bryant.

Reports

Financial Report: Marilyn Capps gave the financial report, prepared September 24. Our current budget, exclusive of carry-over funds, is \$46, 510.00. We will not know the carryover amount until November. The \$5000 budgeted for the website is budgeted through OPM's IT account but earmarked for OCSW. Using projected budgets from previous events and activities, we will have approximately \$16,000 in uncommitted funds. Ms. Capps noted that in the past the Commission Chair has gone on an Ethics Commission list and been required to file a statement of financial interest. We have learned that each Commissioner will need to file a statement of financial interest with the Ethics Commission, retroactive through January 2007. Ms. Capps can answer Commissioners' questions about these forms, which are available on the Ethics Commission website. OPM will submit an updated list of Commissioners to the Ethics Commission, after which each Commissioner will be required to file a statement of

financial interest. Commissioners who have served since January 2007 will be required to file a form for 2007, and current Commissioners will need to file a form for 2008.

Chair: The Chair and Tya Smith have been working on the website and hope to finalize it next week. Commissioners need to update their biographical information and pictures with the office, along with information about other organizations, topical committee projects, picture of Commission events, and similar material. Bob Darcy suggested that our website include links to individual Commissioner websites, if any. With Lou Kohlman's help, we will be updating our policies and procedures manual. Tya Smith is working on the new permanent name tags, which will be ready soon. We will also update the Commission stationery to reflect the new logo, and list Commissioners, but will not order large quantities. Bernice Mitchell suggested we prepare a new-member packet, possibly at the Retreat, for new Commissioners. The Chair asked our legislators in attendance to keep the Commission aware of bills or issues of interest in the upcoming legislative session.

Vice Chair: Mary Walker gave a report on the Hall of Fame planning. She and Joyce Martin, Hall of Fame, had a planning committee meeting this morning. The projected date is Thursday March 26, 2009, at the Capitol from 3:00 p.m. until 5:00 p.m. An alternate proposed location would be the History Center, if the Capitol is unavailable. The History Center is available on that date. The planning committee recommends no more than five honorees for the Hall of Fame this year. This will ease time pressures during the award ceremony. The Hall of Fame planning timeline has been adjusted. In order to have the information about Hall of Fame nomination process on the website and out to as many potential nominator individuals and organizations as possible, the announcement will go out by October 10. The deadline for nominations to be returned is November 15. Nominations may be sent to the Commission office address by snail mail, the Commission by email, or the Commission office by fax. The planning committee has a suggested budget of up to \$6500. If the Commission has to use the History Center venue there may be an extra expense of \$1300 for the facility plus a \$200 charge for our caterer, for a possible \$1500 extra expense. Bob Darcy moved that the Commission approve \$5000 for the Hall of Fame, with an additional authorization up to \$6500 if the event is moved to the History Center. Denise Kinzie seconded the motion. Bernice Mitchell suggested an amendment of the motion authorizing up to \$6500 for the Hall of Fame, with the understanding that the planning committee will work within a budget of \$5000 and reserve the \$1500 for use in the event that the event must be moved to the History Center. The friendly amendment was accepted. The motion passed without objection, Commissioners Lee Denney and Pam Petersen abstaining. The Commission cannot accept in-kind contributions for awards or printing but may seek out in-kind contributions in other areas. The Commission no longer views the Hall of Fame as a fund-raiser.

The planning committee needs help with the various committees, including publicity, catering, registration, awards, ceremony logistics, the flag ceremony, musicians, decorations and awards. The Commission colors are royal blue and yellow rose, and those will be used in the Hall of Fame.

Secretary: Secretary Lou Kohlman told Commissioners that OPM did not approve the Commission's authorization of \$250 for sponsorship of the Oklahoma Academy Town Hall. That projected expense is not included in the financial report and the money is still available to the Commission.

Advisory Council Chair: There was no report.

NACW Representative: Bernice Mitchell gave the NACW report. She will chair Nominations and Board Development at the national level. She referred to the Commission's NACW Achievement Award for the Oklahoman Supplement on women, and the certificate we received for our participation in the Healthy Bones project. She told the NACW that the Commission plans to do at least two Healthy Bones events this year. The NACW had a telephone conference on the 20th. They believe they will clear at least \$40,000 from this year's convention. The term "convention" has been changed to "conference", which more clearly reflects the nature of the yearly NACW event. The conference days have been changed. In the future, the Board will start on a Thursday night, the conference will begin on a Friday, and it will end on a Sunday. The conference site next year is the Embassy Suites in Crystal City, Virginia, near Washington DC, during the third weekend of July. The Board will not have a face-to-face meeting this fall, but will have one at the conference site in April. The OCSW website will include NACW information, including the Healthy Bones project corporate sponsors. The NACW is also working with the National Women's Law Center. The Commission office and NACW members receive periodic NACW Alerts on various issues of interest to women. The theme of the conference in Albuquerque was "Dealing with Girls To Women". Ms. Mitchell told Commissioners about the New Mexico Commission's Emmy Award-winning documentary, and passed around the girls' calendar. The Commission has a disc of that documentary.

Business – Topical Committees:

Leadership Committee: Chair Lou Kohlman had no report.

Women's Health Committee: Chair Bernice Mitchell reported. She noted that in previous Novembers there would be a Health Forum. Adeline Yerkes has contacted Francis Tuttle to host a health forum in November. The previous Minutes suggest that this would be separate from the Commission meeting. Bob Darcy noted that his recollection was the Commission meeting would be held at the same place on the same date, but not at the same time, as the Health Forum. The Committee will proceed with plans for the Health Forum in November.

Bob Darcy announced he has been attending meetings of a Health Department task force dealing with children's health. They want to communicate the "Top 10" to pregnant women in Oklahoma, including things like don't smoke, don't drink. They want to print these out on things like refrigerator magnets, but they have no money in the budget. He suggests that, if the task force decides to do that, individual Commissioners might want to support that effort financially.

Women Incarcerated Committee: There was no report.

Announcements: At 5:30 p.m. on Saturday, September 27, Bob Darcy and Jennifer Paustenbaugh will be on OETA talking about the Commission. Greta Stewart reported that Integris Baptist will be having free men's health screenings on October 28th, and Oklahoma Heart Hospital is offering heart scans at \$50; you must call to set your heart screen appointment before October 1st. The Oklahoma Primary Care Association Annual Conference is being held on October 23 and 24.

Next meeting: The next meeting will be on October 23, 2008, from 1:30 – 3:30 p.m. The location will be announced..

The meeting was adjourned at 3:05 p.m.

Motions:

The Commission authorized up to \$6500 for the Hall of Fame, with the understanding that the planning committee will work within a budget of \$5000 and reserve the \$1500 for use in the event that the event must be moved to the History Center. The friendly amendment was accepted. The motion passed without objection, Commissioners Lee Denney and Pam Petersen abstaining.

Events and Activities:

The projected Hall of Fame date is Thursday March 26, 2009, at the Capitol from 3:00 p.m. until 5:00 p.m. An alternate proposed location would be the History Center, if the Capitol is unavailable. The Planning Committee encourages all interested Commissioners and Advisory Council members to assist with the event.

Information: Commissioners must file a statement of of financial interest with the Ethics Commission, retroactive through January 2007. Ms. Capps can answer Commissioners' questions about these forms, which are available on the Ethics Commission website. OPM will submit an updated list of Commissioners to the Ethics Commission, after which each Commissioner will be required to file a statement of financial interest. Commissioners who have served since January 2007 will be required to file a form for 2007, and current Commissioners will need to file a form for 2008.