

January 28, 2016

1:30 – 3:30 p.m.

OMES Central Purchasing Conference Room, #102, Will Rogers Building
2401 N. Lincoln Blvd. Oklahoma City, Ok 73105

- I. Call to Order
- II. Roll Call
- III. Minutes of December 10, 2015 Meeting
- IV. Reports:
 - Chair
 - Vice-Chair
 - Executive Director
 - Advisory Council
 - NACW
- V. Presentation by Stephanie Lee – Girl Scouts
- VI. Kate Barnard award and program
- VII. 2016 Summit
- VIII. Listening Sessions
- IX. Announcements
- X. Next Meeting: February 25, 2016 – Oklahoma Judicial Center
- XI. Adjournment

Minutes

Oklahoma Commission on the Status of Women
January 28, 2016
OMES Central Purchasing Conference Room, #102, Will Rogers Building
2401 N. Lincoln Blvd., Oklahoma City, OK 73105

Commission Members Present: Lou Kohlman, Gloria Torres, Karne Beighle, Jean Lehr, Shondra McCage, Bernice Mitchell, Estela Hernandez, Mary Larson, Adeline Yerkes, Denise Kinzie, Maria Trapp-Braly, Karen Sneary, Linda Haneborg, Sarah Brown

Commission Members Excused: Brenda Barwick, Beverly Binkowski, Mary Louise Binning, Lee Denney, Marlene Do, Lydia Gonzalez-D’Ross, AJ Griffin, Valeska Barr, Chris Morriss, Terry Neese, Pam Pollard, Jadine Nollan, Victoria Woods

Commission Members Absent: Amy McCord, Nikki Watters

Advisory Members Present: Delores Runnels, Catherine Haynes, Debbie Hogue-Downing

Staff Present: Kitti Asberry

Guests Present: Sarah Spinks from YWCA-OKC, Stephanie Lee from Girl Scouts

Call to Order and Determination of Quorum

The meeting was called to order by OCSW Chair Lou Kohlman at 1:30 p.m. The roll was taken and it was ascertained that there was a quorum.

Minutes

The minutes of the meeting/annual retreat from December 10, 2015 were presented. Adeline Yerkes moved to accept the minutes from the December 10, 2015 meeting and Gloria Torres seconded. Motion passed.

Officer Reports

Chair Report:

Chair Lou Kohlman announced that she will attend a Pipeline to Politics reception on Friday, January 29, 2016. She also stated that Cindy Simon Rosenthal is looking to form a NEW Leadership Advisory that gives young college grads the opportunity to learn about leadership, public service, and running for office. The NEW leadership is included in our budget for \$500 for scholarships to allow young women to attend.

The OCSW Brochure has been reworked and updated. Appreciation to Jean Lehr was expressed for all her hard work on getting the OCSW materials to look the same to help with branding efforts.

Linda Haneborg moved to remove the timeframe from the brochure and to include the cost of printing the publication on the brochure. Karne Beighle seconded. Motion passed.
Due to a color error, the changes will be made and the color changed on the brochure.

Vice Chair Report (presented under Item VII – 2016 Summit)

No Secretary Report

No Financial Report:

Executive Director's Report:

Executive Director Kitti Asberry attended the Women Lead event in Edmond, coordinated meeting space for the monthly business meeting, and participated in NAACP events. She also spoke at the Black Chamber of Commerce business meeting, participated in conference calls with NACW, and attended meetings with Girl Scouts and Oklahoma Women's Coalition. She processed correspondence, answered calls and emails and attended the AAUW meeting in Weatherford, Oklahoma. The OCSW office will be moved to the Will Roger's Building in April or May.

Advisory Council Chairman Report:

Adeline Yerkes presented the nomination for Megan Weinkauff to be added as an Advisory member. Adeline moved to accept Megan Weinkauff to the Advisory Council and Sarah Brown seconded. Motion passed.

Adeline Yerkes and Kitti Asberry met with Stephanie Lee from the Girl Scouts about the possibility of partnering with them for their Girls Day at the Capitol. This year their program will contain two themes: Advocacy and Notable Elected and/or Appointed Women of Oklahoma. Stephanie Lee is requesting that the Commission and Advisory Council handle the Notable Oklahoma Women Segment. This will include developing messaging and activities for at least three different age groups from basic to more complex. The possibility of developing a troop including women legislators and commissioners was also discussed.

Adeline Yerkes and Kitti Asberry met with Danielle Ezell, Executive Director for the Oklahoma Women's Coalition regarding the Listening Sessions. Four previous listening sessions were discussed and what they considered as their lessons learned. The conversation included discussion about sessions prior to and following the Domestic Violence Summit. Two different areas of the state will be included and Advisory Council members residing in those areas will develop at least 1-2 sessions prior to the Summit. Prevention Strategies were also included in the report.

NACW Representative to OSCW Report:

Bernice Mitchell reported that NACW forms for membership would be included in the packet for the February meeting. There will also be a webinar about Robert's Rules of Order – A Guide for Women's Commissions on February 3 at 2:00 P.M.

Presentation by Stephanie Lee – Girl Scouts

Stephanie Lee from the Girl Scouts discussed opportunities for partnership with the OCSW. They will host Girls Day at the Capitol on March 15. The focus will be on advocacy and why voice matters.

The Girl Scouts adopt an Honorary Troop each year. The possibility of partnering with the Girl Scouts as an honorary troop was discussed. This includes developing activities for three different age groups of girls for March 15. Mary Larson, Adeline Yerkes, and Megan Weinkauff agreed to work on different activity levels and if others would like to help should let Kitti Asberry know. Being an honorary troop would also require attendance at quarterly meetings and attending the March 15 Girls Day at the Capitol. Karen Sneary moved to partner with the Girl Scouts and Adeline Yerkes seconded. Motion passed.

Kate Barnard Award and Program

The Kate Barnard Award will be presented on February 25 at the Judicial Center. There will be an Awards Ceremony and a program. The committee has met electronically. This year's recipients are Dr. Cindy Simon Rosenthal, the current mayor of Norman and Chief Glenna Wallace. Both recipients will be in attendance on February 25.

Denise Kinzie has planned the food and a head count of 60 for the luncheon has been submitted. Mary Larson discussed the program for the ceremony: "Women of True Grit." The event will begin at 11:00 A.M.

2016 Summit

Maria Trapp-Braly provided a Summit update. The Summit will be held at Oklahoma City Community College in the Visual Performing Arts Center on July 14. Breakout sessions will be held in the College Union. She is currently working on getting bids for catering. Registration for the Summit will begin at 8:30 a.m. Maria Trapp-Braly has also been working towards getting sponsorships for the Summit. The Summit will include keynote speakers, a panel discussion for lunch, and breakout sessions. The cost of booths was discussed and it was mentioned that the cost of a booth at the prior Summit was \$75 and included 1 ticket for lunch.

Sarah Spinks from the YWCA of OKC provided additional insight included having a survivor speak, including law enforcement officials, and the Attorney General's Office in attendance.

Listening Sessions/Community Conversations

Adeline Yerkes and Kitti Asberry have worked with Danielle Ezell on the Listening Sessions. The current plan is to have at least 2 sessions prior to the Summit on Domestic Violence held in July, 2016 and then the remainder of the sessions will be after the Summit. After the Summit, the sessions will work to get the community involved with domestic violence prevention and solutions. There will also be a short survey developed. The name of the Listening Sessions has been changed to Community Conversations.

Announcements

Estela Hernandez is now working with the OCPA. Sarah Brown announced that Facebook now has live streaming capabilities and will need to include a question and answer with a few commissioners to promote the new website. Sarah Brown will create a question and answer sheet to help prepare Commissioners.

Adjournment

The February meeting will be February 25, 2016 at the Oklahoma Judicial Center. With no additional business, the meeting was adjourned.

February 25, 2016
1:30 – 3:30 p.m.
Great Room, Oklahoma Judicial Center
2100 N. Lincoln Blvd. Oklahoma City, Ok 73105

- I. Call to Order
- II. Roll Call
- III. Minutes of January 28, 2015 Meeting
- IV. Reports:
 - Chair
 - Executive Director
 - Advisory Council
 - NACW
- V. Presentation by Pat Snoodgrass, Edmond AAUW – Stem program
- VI. 2016 Summit
- VII. Community Conversations
- VIII. Announcements
- IX. Next Meeting: March **24**, 2016 – Fischer Boardroom, Oklahoma History Center
- X. Adjournment

Minutes

Oklahoma Commission on the Status of Women

February 25, 2016

Great Room, Oklahoma Judicial Center

2100 N. Lincoln Blvd., Oklahoma City, OK 73105

Commission Members Present: Lou Kohlman, Gloria Torres, Bernice Mitchell, Adeline Yerkes, Denise Kinzie, Maria Trapp-Braly, Karen Sneary, Sarah Brown, Lydia Gonzalez-D’Ross, Pam Pollard, Chris Morriss

Commission Members Excused: Brenda Barwick, Karne Beighle, Beverly Binkowski, Mary Louise Binning, Lee Denney, Marlene Do, AJ Griffin, Linda Haneborg, Estela Hernandez, Mary Larson, Jean Lehr, Shondra McCage, Valeska Barr, Terry Neese, Jadine Nollan, Nikki Watters, Victoria Woods

Commission Members Absent: Amy McCord

Advisory Members Present: Katie Ward, Delores Runnels, DeAnna Williams, Megan Weinkauff, Linda Burks, Debbie Hogue-Downing, Nyla Ali Khan, Fern Green Bowling

Staff Present: Kitti Asberry

Guests Present: Pat Snodgrass

Call to Order and Determination of Quorum

The meeting was called to order by OCSW Chair Lou Kohlman at 1:30 p.m. The roll was taken and it was ascertained that there was a quorum.

Minutes

The minutes of the meeting from January 28, 2016 were presented. Gloria Torres moved to accept the minutes and Maria Trapp-Braly seconded. Motion passed.

Officer Reports

Chair Report:

Chair Lou Kohlman thanked Denise Kinzie and Mary Larson for the work on the Kate Barnard Award Event and Luncheon. She provided updates on the honorees for the Kate Barnard Award. Honorees were Cindy Simon Rosenthal and Glenna Wallace. Pam Pollard was introduced as a new commissioner to the OCSW.

Chair Kohlman announced that the Nominating Committee was not included in the election last year and asked for a vote to suspend Article 6 for this year for the election of the Nominating Committee. Adeline Yerkes moved to suspend Article 6 for this year and Maria Trapp-Braly seconded. Motion passed to suspend Article 6. Bernice Mitchell moved to appoint Shondra McCage and Denise Kinzie to serve this year on the Nominating Committee. Gloria Torres seconded. Motion passed for Shondra McCage and Denise Kinzie to serve on the Nominating Committee for this current year. Chair Kohlman also announced that any commissioner interested in running for office needs to let a nominating committee member know.

Honorary Troop 1912 with the Girl Scouts will be March 15 at the Capitol. Commissioners and Advisory Committee members are encouraged to be there. The pinning ceremony will be held at approximately 10:30 a.m.

Kitti Asberry and Lou Kohlman attended an event for the Oklahoma Women's Coalition.

Executive Director's Report:

Executive Director Kitti Asberry attended the opening session at the State Capitol, coordinated meeting space for the OCSW monthly business meeting, and worked on KB and Summit activities. She also participated in an NACW webinar, Black History Month events, conference calls with NACW, and is working on the OCSW website. She has held meetings with Girl Scouts, OWC, Oklahoma Women Lead, and YWCA. She processed correspondence and answered calls and emails. Kitti Asberry also encouraged commissioners to submit their bios if they have not already done so and will also be getting bios for advisory council members. She thanked Jean Lehr for her work on the brochure and the Kate Barnard program.

Advisory Council Chairman Report:

Adeline Yerkes thanked Advisory Council members for attending the Kate Barnard Award and Presentation. She then presented the nomination for Linda Burks, Ph.D, Patty Graham, Aisha Javed Shah, and Katherine Arnold, M.D., as potential Advisory Council members.

Adeline Yerkes moved to accept Linda Burks to the Advisory Council and Bernice Mitchell seconded. Motion passed.

Adeline Yerkes moved to accept Patty Graham to the Advisory Council and Karen Sneary seconded. Motion passed.

Adeline Yerkes moved to accept Aisha Javed Shah to the Advisory Council and Maria Trapp-Braly seconded. Motion passed.

Adeline Yerkes moved to accept Katherine Arnold to the Advisory Council and Gloria Torres seconded. Motion passed.

Adeline Yerkes reported that an email was sent to all Advisory Council members to update information and determine continued interest in the Advisory Council. She has a listing that she is comparing to nominations to determine status and is contacting nominees to gather needed materials to present nominations.

She has sent emails to Advisory Council members describing two current activities and is asking for volunteers for Community Conversations and also for the partnership activity with the Girl Scouts at the Capitol on March 15. She has been meeting with partner agencies on Community Conversations for continued planning.

NACW Representative to OSCW Report:

Bernice Mitchell reported that Kitti Asberry, Sarah Brown, and Bernice Mitchell participated in the webinar on parliamentary procedure held by the NACW. There will be a webinar on March 2 on being an executive director and another webinar on March 4 on being a commissioner. She handed out applications for NACW associate membership. The cost is \$50. She announced that the NACW Convention will be held in Hawaii during 2016.

Presentation by Pat Snodgrass - AAUW

Pat Snodgrass presented on TechTrek and opportunities for Science and Math Camps for Girls held at SWOSU in Weatherford, Oklahoma. There is also a TechTrek held at the University of Tulsa. AAUW is seeking sponsors for the camp held in June at SWOSU. The cost for one girl to attend is \$900. A variety of contributions are being sought at differing amounts.

2016 Summit

Maria Trapp-Braly provided a Summit update. The Summit will be held at Oklahoma City Community College in the Visual Performing Arts Center on July 14. Breakout sessions will be held in the College Union. She has been meeting with the YWCA and has a tentative agenda. She also has secured the keynote speaker who is a survivor for the Summit. The lunch will be a working lunch in the form of a panel discussion. The OKC mayor has tentatively confirmed and she is working with AG Office and legislators regarding attendance at the Summit. Sponsors are being presented sponsorship papers. It is important to use the required paperwork when getting sponsorships. Summit Chair Maria Trapp-Braly already has secured several sponsorships and is also reaching out to tribes and others for sponsorships. Exhibitor forms are being developed by Kitti Asberry and Maria Trapp-Braly. Exhibitors will receive 2 tickets for lunch and also have booth space. The booths will be open from 8:30-4:00. The estimated attendance is 250.

Community Conversations

Adeline Yerkes and Kitti Asberry have been working with partners and will meet again this week. The Community Conversations are being built into the Summit with a survey for attendees.

Announcements

Sarah Brown is creating content for Women's History Month and is requesting Commissioners and Advisory Council members for videos. She will provide the script. Additional information will be sent out during March.

Adjournment

The March meeting will be March 24, 2016 in the Fischer Boardroom at the Oklahoma History Center. With no additional business, the meeting was adjourned.

March 24, 2016

1:30 – 3:30 p.m.

Fischer Board Room, Oklahoma History Center
800 Nazhi Zuhdi Drive, Oklahoma City, Ok 73105

- I. Call to Order
- II. Roll Call
- III. Minutes of November 12, 2015, and February 25, 2016 meetings
- IV. Reports:
 - Chair
 - Executive Director
 - Advisory Council
 - NACW
- V. Partnerships: Stephanie Lee, Girl Scouts and Troop 1912
- VI. 2016 Summit
- VII. Community Conversations
- VIII. Presentation: Kay Bills, President of MAGIC, Inc. - entrepreneurship
- IX. New Business/Unfinished Business
- X. Announcements
- XI. Next Meeting: April 28, 2016, Regional Food Bank, 3355 S. Purdue, OKC, OK 73179 (One mile north of the airport, just off SW 29th street between Meridian and MacArthur, in a warehouse district.)
- XII. Adjournment

March 24, 2016
Fischer Board Room, Oklahoma History Center
800 Nazhi Zuhdi Drive, Oklahoma City, Ok 73105

Commission Members Present: Lou Kohlman, Brenda Barwick, Karne Beighle Gloria Torres, Bernice Mitchell, Adeline Yerkes, Estela Hernandez, Mary Larson, Sarah Brown, Lydia Gonzalez-D’Ross, Shondra McCage, Victoria Woods

Commission Members Excused: Beverly Binkowski, Mary Louise Binning, Lee Denney, Linda Haneborg, Jean Lehr, Valeska Barr, Pam Pollard, Chris Morriss, Terry Neese, Jadine Nollan, Denise Kinzie, Maria Trapp-Braly, Karen Sneary

Commission Members Absent: Amy McCord, Nikki Watters

Advisory Members Present: Delores Runnels, Debbie Hogue-Downing, Nyla Ali Khan, Catherine Haynes, Aisha Shah, Linda Burkes

Staff Present: Kitti Asberry

Call to Order and Determination of Quorum

The meeting was called to order by OCSW Chair Lou Kohlman at 1:37 p.m.

Minutes

Motion to accept the November 12, 2015 minutes with the correction of K. Beighle in attendance. MSC: A. Yerkes/S. Brown. Motion passed

Motion to accept the February 25, 2016 minutes: MSC: A. Yerkes/ S. Brown. Motion passed.

Officer Reports

Chair Report: Lou Kohlman

- Advised Commission of resignation of Commissioner M.L. Binning
- Information shared concerning Women’s Leadership Conference which will be April 20, 2016 at the Cox Convention Center in OKC
- Congratulations to Commissioner V. Wood for receiving the Community Inspiration Award
- Congratulations to Commissioner B. Barwick for her on-line publication Oklahoma 100
- Thank you to Commissioner A. Yerkes for her in-kind contribution for the Girl Scouts Day at the Capitol event
- Guardian Award nominee will be discussed during April’s meeting
- Elections of Officers will be in May. All offices are open. Officers will take office in July.

Current interest for officers are as follows:

- Chairman: M. Trapp-Barly
- Vice Chair: G. Torres
- Advisory Council: A. Yerkes
- Secretary: N/A

Presentation by Kay Bills, President og MAGIC, Inc. - entrepreneurship

Executive Director's Report: Kitti Asberry

Report included in packet. Motion to approve of revised website for publishing. MSC: B. Mitchell/S. Brown. Motion carried.

Advisory Council Chairman Report: A. Yerkes

Presentation of 4 the nomination for Advisory Council.

- Motion to accept Kendra Horn: MSC: A. Yerkes/K. Beighle. Motion carried
- Motion to accept Jana Harkins: MCS: A. Yerkes/E. Hernandez. Motion carried
- Motion to accept Kimberly Rieger: MSC: A. Yerkes/B. Mitchell. Motion carried
- Motion to accept Nora Pugh: MSC: A. Yerkes/S. McCage

Drawings of gifts given by the Girl Scouts. Winners: S. McCage, E. Hernandez, D. Downing, B. Mitchell, S. Brown and D. Runnells.

NACW Representative, B. Mitchell:

- Mailed 10 OCSW Associate memberships to NACW
- NACW offering free webinars
- NACW Convention will be held in Hawaii during 2016.

2016 Summit, L. Kohlman

- Speakers confirmed
- Governor Fallin willnot be in attendance
- There will be 3 breakout sessions
- OWC handling on-line registrations
- Received \$1500 from F&M
- Expecting \$5000 from In-as-Much
- S. Brown mentioned Tulsa County has domestic violence court docket CE credits which may be available.

Announcements

- B. Jones made announcement of TEEM event scheduled for May 17, 2016
- M. Walker stated Take 2 in Tulsa is now opened
- E. Hernandez spoke of okcriminal justice.org
- Recommendation to speak with women in gender studies concerning sponsorship for Summit
- V. Woods stated template for business cards are available

Adjournment

The April meeting will be April 28, 2016 at the Regional Food Bank of Oklahoma. With no additional business, the meeting was adjourned.