

Morris County Advisory Committee on Women
September 21, 2022, 5:30pm to 7:00pm
Via Microsoft Teams

Present: Karen O’Keeffe, Kasey Errico, Pam Bennett-Santoro, Donna Boyce, Elaine Muller, Sydney Ugalde, and Julia Gibson

Welcome and Introductions: Ms. O’Keeffe called the meeting to order at 5:30pm and welcomed members. New member Julia Gibson introduced herself and briefed the committee on her background in human services working for Job Corp., and her charity work. Committee members introduced themselves and shared their backgrounds.

Review of July 20, 2022 meeting minutes: A motion to approve the minutes were made by Ms. Bennett-Santoro, seconded by Ms. Boyce.

Subcommittee Reports:

- a. Membership – Ms. O’Keeffe stated that she is really excited about Ms. Gibson becoming a member. Please continue to seek out potential candidates for vacancies on the committee. As a reminder, members do not have to be women.
- b. 2023 Seeds of Change – Ms. Bennett-Santoro reviewed this event and shared the context in an effort to bring Ms. Gibson up to speed. Regarding the application process, Ms. O’Keeffe asked the subcommittee what revisions can be made to the application in order to make the process less onerous. Ms. Bennett-Santoro stated that the subcommittee spoke about taking some of the language out. She then asked the committee what they were looking for in terms of revisions. Ms. O’Keeffe stated that people are busy and overworked, we need to figure out how to effectively reach potential candidates. The application needs to be a quick process. A good place to start is to have several members look over the application and discuss what areas of the application needs revising. Ms. Mueller agrees that paring down the application process would be great, maybe just having to check boxes of various categories would improve the process. Ms. Ugalde suggested creating a Google Form and attaching it to an email list. Ms. O’Keeffe suggested making the application super simple and at the bottom of the page ask if potential candidates are available for a phone interview. Ms. Mueller asked if they could incorporate both suggestions. Create a Google Form and then follow up with a phone interview. It was determined that Ms. Ugalde will create the Google Form and will share this information at the next meeting. Ms. Gibson volunteered to be part of the Seeds of Change subcommittee. It was agreed that the candidate should be a Morris County resident and volunteer at a nonprofit, and not an employee at a nonprofit. The event will be held in March, which is Women’s History Month.
- c. Action/Planning – No Report

Old Business:

- a. Homeless Trust Fund support letter – Sent to the Commissioner’s office for review. Ms. Errico shared that a committee was created to discuss this matter, she is not sure if they have met yet. Ms. Gibson was briefed on the Homeless Trust Fund effort.
- b. ACoW meeting format/process discussion – Ms. O’Keeffe stated that it was discussed last month to have the full Committee meet every other month and the subcommittees will be meeting monthly in 2023. Per Ms. Errico, this matter should be decided on before January 2023 so meetings dates can be

set. Ms. O’Keeffe stated this topic will be discussed and finalized at the October meeting. Ms. Errico stated that the Committee needs to have a timeline for the Seeds of Change Award process as the presentation of the award will be during a Commissioner meeting in March. Ms. Bennett-Santoro stated that:

- i. Forms need to be sent out in October
- ii. Returned by December
- iii. Recipient determined by January, 2023
- iv. Award presentation in March, 2023

New Business:

- a. Annual Committee Re-appointments – Ms. Kisatsky advised Committee members that if they wish to be reappointed in 2023 to please reach out to her no later than October 11th.

Public Sections: None

Next Meeting: October 19, 2022 via Microsoft Teams

Adjourn: The meeting was adjourned at 6:13p.m.