



Governor Kim Reynolds
Lt. Governor Adam Gregg
San Wong, Director

MINUTES

Iowa Commission on the Status of Women
August 18, 2018, 1:15 p.m. – 3:00 p.m.
Room Heritage A, State Historical Building
300 E. Locust St, Des Moines, Iowa

Commissioners present (in person or by phone)

Beth Coonan (Chair)
Tom Carnahan
Rachelle Hunt Russian
Sherill Whisenand
Sean Bagniewski

Commissioners absent

Wendy Musgrave
David Gudenkauf

DHR/ICSW staff

Kristen Corey, Program Planner, Office on the Status of Women
Monica Stone, Deputy Director, Department of Human Rights

Call to order

Called to order by Chair Beth Coonan at 1:15 p.m.

Approval of agenda

Motion to approve August 18th agenda made by Whisenand; seconded by Carnahan.

Vote:

Aye: all

No: 0

Motion carried.

Approval of previous minutes

Minutes from March 7th, 2018

Motion to approve minutes from March 7th made by Carnahan; seconded by Whisenand.

Vote:

Iowa Commission on the Status of Women

Aye: all
No: 0
Motion carried.

Minutes from May 23rd, 2018

Motion to approve minutes from May 23rd made by Hunt Russian; seconded by Carnahan.

Vote:
Aye: all
No: 0
Motion carried.

Public Comment

None.

Debrief – 2018 Iowa Women’s Hall of Fame

Whisenand commented that she had heard several members of the Iowa Women’s Hall of Fame comment that they wanted us to find a way to incorporate young women into the ceremony in the future. She added that several were also glad that the Iowa Women’s Hall of Fame was back at the State Historical Building.

Whisenand mentioned that for timing of the ceremony, it would be good to have this year’s inductees meet 15 minutes earlier than when they met this year (for example, 9:00 instead of 9:15). Whisenand added that lighting on the stage was not very good and we may need to contact the State Historical Building in advance to adjust the lighting.

Corey answered that to tweak the lighting on the stage would mean an electrician coming in before the ceremony and working with the State Historical Building beforehand. She added that she would check on how much it would cost to work with the electrician beforehand.

Coonan suggested that commissioners could use their networks to involve the press. She also suggested that in the future we look more closely at the script and give similar treatment for each honoree.

Stone stated that the Department is having a video made with interviews from all of the honorees. The tentative plan is to do the same thing in the coming years. By doing this, the public gets to know a little bit more about the honorees. She added that this video will be available in digital form to be used on social media and the Department’s website.

Coonan suggested that next year, the MC could announce and explain the video that will be available for the public during the ceremony.

Carnahan mentioned that the Department should have a video release for each of the honorees. He added that he was also pleased that the Friends of the Iowa Commission on the Status of Women (Friends of ICSW) no longer host a luncheon where people need to buy tickets after the ceremony.

Iowa Department of Human Rights Update

Stone stated that the Department's Community Advocacy and Services (CAS) Division has drafted administrative rules and that there are some internal changes that the CAS division is making. She added that the comments the Department hears from commissioners will also be important. She explained that the last time the administrative rules were updated was 2008. In 2008, each of the offices were separate divisions and each had its own rule-making authority. Stone added that none of our individual offices have independent rule-making authority anymore. She stated that the best administrative rules have the most basic pieces of how the Department does its work in them, which also gives the offices/commissions the ability to be nimble.

She added that some of the things in the proposed administrative rules that will be important for commissioners are:

- Creating an annual schedule of meetings by Oct. 1st every year
- Requiring all meetings to have a public comment period
- Making recommendations to the Governor and legislative branch of government at least every other year

Coonan asked if the Department will present the recommendations to the Governor and legislature as a group (including the CAS division and each of the seven commissions within CAS).

Stone answered that in the first year of each two-year session, the idea would be that each commission puts together some thoughtful suggestions on what the commission would like the Governor and legislature to know and do for each population. The CAS division would present this as a group and talk about the things that are important to each of our populations as a whole.

Carnahan mentioned that he would like to see a change section 1.4(3) of the draft rules, where it says, "All members of the public addressing the Commission shall either be present at the meeting in-person or via conference call, or provide written comments including their full name and address, to distribute to commissioners and other meeting attendees." He would like to see the underlined word "address" changed to "city" to protect the privacy of individuals.

Stone added that the CAS division will take this suggested change into account and that the Department won't make a member of the public's information public unless we get a Freedom of Information Act (FOIA) request.

Whisenand asked when the proposed rules will go into effect.

Stone answered that at the next DHR Board meeting, the board will be discussing and approving undertaking the rules writing process. Then, in November at the next DHR board meeting, the language will be finalized for the DHR board to approve. Once the board approves the language, there is a public hearing process and the administrative rules committee will review the rules. She added that it generally takes 180 days for rules to be approved and adopted.

Coonan suggested that if commissioners have input on the proposed rules, that they send comments to her as the DHR Board representative. Coonan also asked if staff have had input into the proposed CAS division rules.

Stone answered that CAS staff were asked to provide written input. She added that the biggest change for staff will be the section that refers to staff getting approval to serve on task forces and coalitions and added that staff provided comments on this section the most. She added that because the CAS division has such a small team, the staff cannot say yes to serving on every committee. She clarified that for things like serving as speakers for different events, staff do not have to get approval before doing that. Stone added that there was also some concern about the rules being written for the CAS division as a whole instead of separate rules for each of the offices. She mentioned that CAS division staff feel like it could be taking something away from the autonomy of each commission/office.

Coonan asked that commissioners review the administrative rules and provide any comments before September 20th.

Stone also mentioned an upcoming report that the CAS division will be working on related to data about underserved populations in the state of Iowa. Corey added that the data in this report will be broken down not only by gender, but also by race/ethnicity within gender.

Stone also walked the commission through a proposed policy flowchart/timeline.

Carnahan asked what would be the plan to deliver the CAS division's recommendations to the Governor.

Stone answered that the Governor generally puts together policy time frames in November, so October might be a good month for a meeting.

Carnahan mentioned that the CAS division should also present these recommendations to legislators. Commissioners agreed.

Update from the Friends of the Iowa Commission on the Status of Women

In the absence of a Friends of ICSW board member, Corey gave a brief update for the Friends of ICSW. She mentioned that the Friends of ICSW took the lead in seeking out sponsors for the reception following the Iowa Women's Hall of Fame ceremony and also took the lead in planning the reception.

She added that the Friends of ICSW board is looking for additional members, and needs one or more commissioners to serve on the board.

Whisenand asked if there could be multiple representatives from the commission that rotate and attend meetings periodically (such as a small committee).

Corey answered that she will bring this up at the next Friends of ICSW board meeting.

Commission planning for 2019 and beyond

Coonan suggested that commissioners may wish to help with putting together the Office's newsletter that is sent every month. Corey offered to put together a schedule for commissioners to submit something for the newsletter for the next year.

The rest of this agenda item was tabled for the next meeting.

Set meeting dates for FY 2019 (July 2018 – June 2019)

Commissioners discussed best dates/times to have meetings for fiscal year 2019.

Suggestions included:

- Hosting the meetings from 11 a.m. to 1 p.m. (over the lunch hour); if the meetings run over 2 hours, move the meeting hours from 10:30 a.m. to 1:30 p.m.
- Hosting the meetings on the last Thursday of the month

The commission set the following schedule for the year by consensus:

- **October:** Oct. 25th, 11 a.m. to 1 p.m.
- **February:** Feb. 28th = DHR day on the hill; the tentative plan is to host a legislative breakfast, hold a commission meeting and then commissioners can talk to legislators as a group or individually
- **May:** May 23rd (tentative date based on when the Iowa Women's Hall of Fame Selection committee meets)

- **August:** August 24th (proposed date for the 2019 Iowa Women's Hall of Fame) – Corey needs to get this on the calendar at the State Historical Building

Adjournment

Whisenand made the motion to adjourn. Carnahan seconded motion.

Vote:

Aye: all

No: 0

Motion carried.

Meeting adjourned at 3:02 p.m.

Minutes prepared by Kristen Corey, staff.