

Morris County Advisory Committee on Women

January 19, 2018

Meeting Room of Morris View

Present: Pam Bennett-Santoro, Joann Bjornson, Allison Delcalzo-Berens, Virginia Lyttle, Elaine Muller, Gayle Pearson, Shelby Rhodes (by conference call)

Absent: Jennifer Carpinteri, Carole Harper, Patti Page

The meeting was called to order at 6:18pm by Chairperson Pam Bennett-Santoro.

MEETING SUMMARY

<p><b>November 16, 2017 Minutes</b></p>	<p>The committee reviewed the minutes and made suggestions for edits, additions and retractions. Bennett-Santoro will send out revised meeting minutes.</p> <ul style="list-style-type: none"><li>- Add Joann Bjornson to list of attendees</li><li>- Eliminate wording "6 points" from first paragraph.</li><li>- Correct misspelling of the word "especially" in first paragraph.</li><li>- Under paragraph g, change "coordinate of entry" to "coordinated entry"</li></ul> <p>Bjornson asked what happens to the minutes and how are the freeholders made aware of what is done in the committee. The minutes are published on the Human Services website and the freeholder receive an annual report. Bjornson asked how this affects change. This issue was not resolved during the meeting.</p>
<p><b>Old Business</b></p>	<p><u>Follow up with the Sheriff:</u> The committee discussed what it still needs from the Sheriff in regards to the jail subject.</p> <ol style="list-style-type: none"><li>1. Who completes the Health and Risk assessments with inmates? What does the form look like?</li><li>2. What is the plan to implement Electronic Medical Records?</li><li>3. What are the outcomes of the Hope Wing? How is success defined? What is the plan for admitting women?</li><li>4. How many female staff are there in each type of position (social work, healthcare, officers, etc.)?</li><li>5. How many days of medication are given to prisoners upon release?</li><li>6. What criteria is used to determine success of Morris County's execution of the Prison Rape Elimination Act?</li><li>7. Living situation at exit – Specific data of where the jail discharges people to? (<i>This will help the committee to connect the issues with the jail to issues with housing for discussion with the freeholders.</i>)</li><li>8. What is the status of the JBWS programs returning?</li></ol> <p>This list will be reviewed by the committee to ensure accuracy and then will be sent to Carpinteri for follow up with the Sheriff's Office.</p> <p><u>Nominations:</u> Delcalzo-Berens agreed to accept the nomination for Secretary but no one accepted a nomination to be the Chair. The committee recommended having rotating chairpersons for the 2018 year. At 7:23pm, the committee confirmed Delcalzo-Berens as Secretary and Lyttle as the Chair for the March meeting, Pearson as the Chair for the May meeting, Muller as the Chair of the September meeting and Bjornson as the Chair of the November meeting. Chairs will be responsible for preparing the agenda one week prior to each meeting and conducting the meeting. Delcalzo-Berens will be responsible for sending minutes to the committee members and corresponding with Kisatsky on secretary matters.</p>

	<p>There are two missing slots in the committee. The committee decided it would like to solicit members who are from a legal and/or finance background and who represent a minority demographic. Bjornson will contact Carpinteri to ask what the committee’s abilities and limitations to recruit or solicit new members.</p> <p><u>Meeting with the Freeholders:</u> Bennett-Santoro asked that members attempt to attend freeholder meetings throughout the year to demonstrate the presence of the Advisory Committee on Women. It was recommended that members wear a button or official looking name badge in order to stand out. Bjornson will ask Carpinteri whether this is possible.</p> <p><u>Human Trafficking:</u> Lyttle reported there is a gala coming up at the end of January. Delcalzo-Berens will send the flyer to the committee. She reported that the freeholders will not have a plaque for Human Trafficking month. It was recommended to contact Senator Bucco’s office. Lyttle will follow up on this.</p> <p><u>Leanna Brown Memorial Tree:</u> Bennett-Santoro reported that the Tree Memorial will take place on Friday, April 27. Members are expected to attend the ceremony. The committee will prepare some words for the dedication during the March meeting.</p> <p><u>Follow up from Stakeholders Meeting from April 6, 2017:</u> Bennett-Santoro reported that the committee has not yet received the summary/minutes from this meeting. Delcalzo-Berens will email Kisatsky to request this summary to prepare for the March meeting.</p> <p><u>Women in the Military:</u> Pearson will reach out to Cory Booker’s office to get more information and data on women in the military for review at a future meeting.</p>
<p><b>New Business</b></p>	<p><u>Annual Report:</u> Bennett-Santoro will create a draft of the annual report for review and adoption at the March meeting. The committee will ask Carpinteri to be placed on an April freeholder meeting agenda to present the annual report.</p> <p><u>Work Plan:</u> Delcalzo-Berens recommended the development of a work plan which will outline goals and deadlines for the year. For instance, planning to elect officers during November of each year. Delcalzo-Berens asked that reviewing the bylaws be placed on the agenda for March, specifically changing the membership profile to a ratio, including an attendance policy and outlining accountability and roles of the freeholders. For now, any items that members would like to be added to the agenda should be emailed to the meeting chair for that meeting more than one week prior to the meeting.</p> <p><u>Seeds of Change Award:</u> The committee discussed the selection criteria for the award and will solicit nominations asap to be able to give the award during the month of April to coincide with the Tree Memorial. Delcalzo-Berens will develop a short application form which will ask for a biographical profile which will be limited to two pages. Pearson asked that it be emphasized that the award is coming from the committee. Once the announcement is drafted, it will be sent to Larry Ragonese and Human Services to be disseminated throughout the county.</p> <p><u>Homeless Trust Fund:</u> Bjornson shared information about an initiative to charge fees for document filings which has the potential to add income to the county for specific funding needs. She discussed a similar program from Somerset County which used this line of funding for a Homelessness Trust. Bjornson reported that Thomas Mastrangelo has agreed to support this initiative for Morris County at local freeholder meetings and that additional support from the Advisory Committee on Women would be welcome. Muller stated that it is important when drafting a law like this that it designates the funds very specifically. The committee decided to discuss this in more detail during a wider conversation about its research on housing issues from the past year at the next meeting. Delcalzo-Berens will share the information via email.</p>

	<p>Bjornson also shared data of women who received housing services in 2017 in Morris County. This data will be discussed more during the next meeting.</p> <p><u>HIV Updates:</u> Delcalzo-Berens shared information about PrEP and PEP, HIV prevention medication regimens.</p>
<b>Announcements</b>	<p>Saturday, January 20 is the Women's March in Morristown from 11am to 1pm.</p> <p>Saturday, March 10 is the Rotary Project to End Hunger from 9-3 at the Madison Rotary.</p> <p>Pearson asked that we write a joint letter to the new governor for his executive order on equal pay for female government employees and to Tom Kean for his support on this matter. Pearson will draft a letter for review at the next meeting.</p>
<b>Meeting End</b>	<p>Meeting was adjourned at 8:07pm</p> <p>The next meeting will be March 15, 2018 at 6:00pm.</p>

## ACTION ITEMS

<b>Who</b>	<b>What</b>
Pam Bennett-Santoro	<ul style="list-style-type: none"> <li>Edit and resend November 2017 minutes to the committee.</li> </ul>
Virginia Lyttle	<ul style="list-style-type: none"> <li>Prepare agenda for March meeting</li> <li>Contact Bucco's office</li> </ul>
Allison Delcalzo-Berens	<ul style="list-style-type: none"> <li>Send Coalition Against Human Trafficking Ceremony flyer to committee</li> <li>Send Homeless Trust Fund documents to committee for review prior to March meeting</li> <li>Ask Kisatsky for summary from Stakeholder's Meeting</li> <li>Develop application form for Seeds of Change Award</li> </ul>
Joann Bjornson	<ul style="list-style-type: none"> <li>Ask Carpinteri what the committee's abilities and limitations are to recruit and solicit new members</li> <li>Ask Carpinteri if committee members can have badges or some other way of marking them as committee members during freeholder meetings</li> <li>Ask Carpinteri to be placed on an April freeholder meeting agenda to present annual report</li> </ul>
Gayle Pearson	<ul style="list-style-type: none"> <li>Reach out to Booker's office regarding data on women in the military</li> <li>Draft letters to Phil Murphy and Tom Kean regarding support for equal pay</li> </ul>