



# ICSEW

INTERAGENCY COMMITTEE OF  
STATE EMPLOYED WOMEN

*"To Identify and advocate for issues faced by state employed women"*

**GENERAL MEMBERSHIP TRANSITION MEETING**  
**Capitol Building, Columbia Room**  
**July 8, 2008**  
**8:00 am – 4:30pm**

8:00 – 8:30am Registration & Networking

8:30 – 8:45am Connie Riker, Welcome and Agenda

- The Transition Meeting is to recognize the work we have accomplished for the last year and welcome new members and returning members. Housekeeping was reviewed (restroom locations, emergency exits, and lunch is provided). Connie will be starting the meeting and Amilee Wilson, the incoming Chair, will be taking over for the afternoon activities.
- Karen DeWitt is being promoted to Captain for the Washington State Patrol in Wenatchee area. We will adjourn briefly in the afternoon for those who wish to attend the ceremony.
- L&I will be hosting the annual Diversity Fair. Make sure to take a poster (one for each agency).
- The Board has spent time looking over changes they want to make and priorities and strategies they want to present to the Governor and agency heads for the Legislature.
- Kim Hardeman and Amilee set up women's groups in their agencies. Connie challenged all members to create something similar in their own agencies, to empower women to change their own lives.
- Connie has resigned from state work so she can be a stay-at-home mom. She and her daughter love it. They had to look at their priorities in their household to be able to make this decision.
- For ICSEW to increase the engagement of members, Connie challenged members to get involved. Historically, 10% of membership does 80% of the work. If members would like to see something done they should get involved. Each member must join at least one committee, and there will be a few openings on the Executive Board so please apply.

- 8:45 – 9:00am Cindy Zehnder, Governor’s Chief of Staff – Governor’s Welcome
- Cindy is here on behalf of the Governor, who is here in spirit.
  - This committee is wonderful committee and has accomplished many things. We are providing remarkable training, donations for clothing, and cell phone drives which help women going back into the work force and who are in need.
  - There is currently no other state that has a woman Governor and a female Chief of Staff. Her first task was to hire Paula Hammon as the new Department of Transportation head.
  - In the history of state government, there have been many women in state agencies with men at the top, and now Paula is the first woman in her role, saying, “It was my time.” The Governor started out as a clerk typist, gained training and education and is now leading our state.
  - She sees another generation that is coming forward because we are here and our willingness to dedicate ourselves to the common good.
- 9:00 – 9:10am Connie, Introductions and Announcements
- Connie had all the new members stand. There are more new members than returning members, and they each introduced themselves. Each new member received an ICSEW pin.
  - Connie also asked managers who came with their representatives to introduce themselves.
  - All participants received a folder which has a Governor’s Committee Handbook and a pamphlet about ICSEW roles and responsibilities. Also included are a copy of the ICSEW bylaws and mission statement, meeting rules and guidelines, and a list of confirmed meeting dates and location.
  - We meet six times per year. It is important for members to attend each meeting.
- 9:10 – 9:40am Connie, Review of Committee Accomplishments for 2007-2008
- Included in the folder was a list with all the accomplishments and awards.
  - Board members and general members showing outstanding contribution to the ICSEW were recognized with a framed letter signed by the Governor and ICSEW Chair, plus a gift card.
- 9:40 – 9:50 am Connie, Passing of the Gavel to new Chair Amilee Wilson
- 9:50 – 10:00am Break

10:00 – 10:30am Senator Jeanne Kohl-Welles, Guest Speaker

- Women won the right to vote in this state in 1910 and in the U.S. nationwide in 1920.
- Growing up, the Senator faced discrimination common to women during that time (1950s) – for example, in pre-Title IX days, she and other girls who wanted to participate in sports were not allowed to do so. Most careers for women at this time were mothers, nurses, teachers, secretary, or flight attendants, and she wanted to be a professional baseball or basketball player. Her school only did intramural sports and even then girls were only allowed to dribble to the center line, and then they had stop and pass the ball (they were thought to be too fragile to dribble the full length of the court). Grades were based on how many showers she took, not performance.
- Before women started gaining power in this country, some odd laws limiting women’s rights were on the books. The Senator is working on having laws like this changed or deleted from Washington’s books (for example, in 2004 she changed a law permitting slander against females under age 12 and prostitutes).
- There is still some bias towards women, though it’s often more subtle now than in the past. In general, women are more likely to take more time to think things out before they interrupt or speak out in the work place. In addition, women want to be knowledgeable before they speak out and women may be less likely to take chances and risk unless they are encouraged by others to feel more confident. We are lucky because we have supportive men in Washington State.
- Senator Kohl-Welles was instrumental in passing a rule that required all state agencies to have sexual harassment training. She ensured victims of domestic violence would have their personal information remain confidential. She is now working on a bill for paid family leave and funding for this bill.

10:30 – 11:30am Attorney General Rob McKenna, Guest Speaker

- The AG’s office is working on strengthening the office, and forming a strong staff who feel empowered and supported. They have implemented multiple “family friendly” policies, including:
  - Flex schedules
  - Tuition reimbursement
  - Telecommuting
  - Commute trip reduction
  - Use of Blackberries
  - Leave for family care emergencies and interruptions
  - Bus passes for employees

- Reward for walking or ride a bike
- Sabbatical leave for employees with the office for 10 years or more (leave without pay but in work status one day a month so they can stay on medical)
- Expansion of wellness programs and Healthy Work Initiative
- They recently helped expand shared leave to be available to all domestic violence victims who work for the state. They are expanding awareness on domestic violence issues, and have a whole team dedicated to this.
- Yearly, they get all AG staff together to hear what's working well and what needs to be improved – they call these Speak-Ups. After the first one they took all ideas, made a priority list, implemented some ideas, and made the work place better in conjunction with equipment, policies, and practices. They got fewer ideas during the second Speak-Up, but heard some new ones. He believes this helps reduce turnover of employees.
- He set aside part of their budget to provide performance and excellence awards. Staff write their job descriptions and develop goals for the year. Halfway through the year, they meet with their supervisor to see if they are reaching their goals. If they achieve their entire stretch goal, they get \$500 and three days of vacation. If they reach the excellence awards, they are eligible for \$3000.
- His goals:
  1. Fulfilling the vision of being the best public law office in the area
  2. Improve public policy and provide leadership by reducing methamphetamine addiction and identity theft. The number of meth labs has been cut down by 90%. More people are coming in for treatment. They are also targeting abuse of prescription drugs.
- He is working on paid leave for maternity or paternity but it really depends on the budget.
- A copy of the Attorney General's office policies may be obtained by contacting ICSEW representative Kathy Bilhimer. She can scan and e-mail them to ICSEW members so we can bring them to our agency heads.

11:30 – 12:30pm Adjourn to lunch.

- The Executive Board gave a special award to Connie, a crystal horse mounted on a plaque. Amilee also presented to Connie a piece of jewelry crafted by former ICSEW Chair Dianna Gifford.

12:30 – 1:30pm Amilee, Committee Announcements and Round-Robin

- There is a new Ad Hoc Legislative Committee. If you want to join this committee, contact Amilee.

- If you are interested in any of the open Executive Board positions, find out more information from Amilee.
- ICSEW members took time to rotate among different tables hosted by sub-committees, to learn more about each committee.

1:30 – 2:30

Adjourn for Captain Karen DeWitt's Promotion Ceremony

2:30 – 3:15pm

Audrey Pitchford, Communications Committee Activity /  
Brainstorm: What do new members need to feel welcomed and included? What can existing members do to welcome new ones?

- New members' want:
  - History of ICSEW – future goals, updated information on ICSEW Web site. How it has the committee evolved and changed? Information to take things back to their agencies.
  - Agency support – request policy for membership – alternates.
  - Membership/welcome wagon- mentorship.
  - Review bylaws for alternates. (Per Amilee, in the past, agencies were allowed one representative and one alternate. Our bylaws were rewritten a few years ago to allow agencies more than one representative. Amilee will work with the Governor's office to clarify this. We have not yet clearly communicated this to state agencies.)
  - What/how do we communicate with our agencies?
  - Identify key messages to give our agencies.
  - Identify free resources for state employees year-round (i.e. 10 tips for organizing). Give a short review of training classes so we can share and learn from experience.
  - Help in marketing benefits of ICSEW to executive management.
- Ways existing members can include new ones:
  - Personal welcome when you come to a meeting.
  - Be actively welcoming – open.
  - More transition sharing from outgoing members to incoming ones, especially regarding procedures and specific agencies.
  - Current members actively reach out to new members – be a partner, mentor, and resource.
  - Become a familiar face – meet outside ICSEW.
  - Clarity on listserv - membership committee will sign up new members.
  - Share names of new members to make it easier for current members to reach out and connect with others on a personal level, find a common ground.
  - Provide icebreaker questions.

- More sharing by existing members at meetings and other opportunities.
- Making themselves available to new members.
- Coordinate lunch with the Board to create more connections and an opportunity to ask questions.
- Ask others to lunch or coffee one on one.
- Look for ongoing opportunities to pitch in and help to get new members involved.
- Promote active committee involvement where good connections happen.
- Help make people feel more comfortable speaking up in meetings.
- Share expectations and have rules of engagement for meetings.
- Have more small group settings.
- Continue self-assessments, developing as individuals and professionals.
- Identify new members visually at meetings so we can better welcome them (for example, put dots on name tags).
- Always have a person at the membership table.

3:15 – 3:30pm

Break

3:30 – 4:30pm

- Amilee, 2008-2009 ICSEW Priorities Brainstorm: Amilee opened the floor to all suggestions for anything members want to do or work on this year. Ideas shared included:
- Leave time without reprisal for working parents of folks in the military.
  - Help for raising special needs children.
  - Using the media to promote awareness of the good things we are doing.
  - Increase inclusion from the eastside of the mountains.
  - Go to schools (especially in rural areas) and speak to girls who have no other role models to let them know what is possible.
  - Pursuing more influence over state policies in conjunction with the Governor's office, and staying tuned into the Governor's priorities and our boundaries.
  - Encourage all agencies to have ICSEW representation.
  - Have publications and resources for anyone with questions about what we do and what we support. Use these materials in agencies' new employee orientation.
  - Have different providers host a breakfast each month to get to know the facilities for each agency, and to meet with our executives and agency directors.
  - Provide a list of accomplishments to the public so they know what we do. Make it known that it is an honor to be appointed to the ICSEW and that it is an important committee with a lot of work and commitment needed.

- Identify members' skills and abilities so that ICSEW can communicate to agencies what we can provide.
- Share an evaluation that asks questions about our skills and abilities so everyone knows where we can help out when needed.
- Clarify the goal and function of the Ad Hoc committee that is being put together. Share this in the September meeting.
- Provide domestic violence workshops and fund raisers for items needed by victims.
- With current stressors (including the budget cut, bullying, domestic violence in the work place, etc.) there is an opportunity to make people aware of where folks in need can find help with food, money, clothes, stress management tips, and whatever is needed. Maybe collaborating with the EAP on this – invite them to a meeting to speak with us on how we can help or look for identifiers of folks who may need help. Get a list of resources that people may need in these hard times.
- Job resources on how to fill out applications and resumes, that can be shared in agencies and where there are people in need.

4:30 pm

Adjourn