

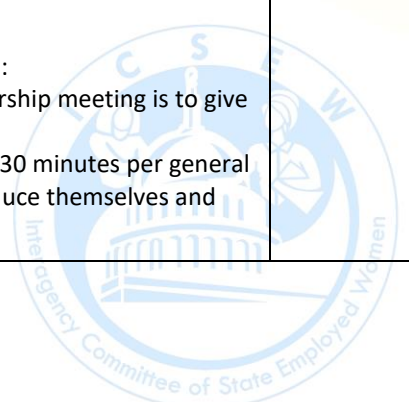
ICSEW Executive Board Agenda

[Virtual Meeting](#)

September 21, 2021 | Time 1:00pm – 3:00pm

Main Outcomes	
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	<p><u>Executive Board Members</u></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Josefina Magana, Chair <input checked="" type="checkbox"/> Lu Anne Eyles, Vice-Chair <input type="checkbox"/> Rachael Hopkins Executive Secretary <input checked="" type="checkbox"/> Sequenna Fashana Executive Secretary <input checked="" type="checkbox"/> Siri Olson, Treasurer <input checked="" type="checkbox"/> Rachel Friederich, Communications Chair <input type="checkbox"/> Marie Splaine, Professional Development Chair <input type="checkbox"/> Vacant, Conference Chair <input checked="" type="checkbox"/> Deirdre Bissonnette, Legislation and Policy Co-Chair <input type="checkbox"/> Leslie Wolff, Legislation and Policy Co-Chair <input checked="" type="checkbox"/> Marianne Mcintosh, Membership Chair <input type="checkbox"/> Vacant, Mentorship Chair <input checked="" type="checkbox"/> Allison Spector, Partnerships Chair <input checked="" type="checkbox"/> Jasmine Pippin-Timco, Public Outreach Co-Chair <input type="checkbox"/> Debra Lefing, Public Outreach Co-Chair <input type="checkbox"/> Margaret Balcom, Zoom/Technology Chair <p>Guest: Birgit Miller (Department of Revenue)</p>	
1.	Introductions and Mingle (All)	5 min Mingle
2.	Agenda Item Welcome/Introduction of our new Executive Board Members: Josefina Welcome Siri Olson (Employment Security Department), our new Treasurer	10 min Information
3.	Agenda Item Upcoming General Membership Meeting: Marie <ul style="list-style-type: none"> • Agenda for November’s General Membership Meeting • Upcoming General Membership Meeting topics: <ul style="list-style-type: none"> ○ January: Authentic Female Leaderships ○ March: Diversity, Equity, and Inclusion • Subcommittee meeting during general membership meeting discussion: <ul style="list-style-type: none"> ○ Goal of the subcommittee meeting during the general membership meeting is to give members a “taste” of each subcommittee ○ The Executive Board would like to allocate more time (around 30 minutes per general membership meeting) so that new members are able to introduce themselves and really learn what the subcommittee are currently working on 	10 min Discussion



ICSEW Executive Board Agenda

Interagency Committee of State Employed Women (ICSEW)

Meeting Agenda

November 16, 2021

Zoom online meeting

Mission: To better the lives of state employees by advising the Governor and agencies on policies that affect state employed women.

Vision: Enriching lives through advocacy, outreach, and opportunity.



Membership Meeting Open to ICSEW Members and Guests		
8:30 – 8:40	System Audio and Video Check	Speakers and Tech Crew
8:40 – 8:50	Networking and Mingling – Open waiting room to all	All
8:50 – 8:55	Welcome – Opening Remarks High level ICSEW	Josefina Magana
8:55 – 9:00	Land Acknowledgement	Allison
9:00 – 9:30	Committee Subcommittees	All
9:30 – 10:00	2021 Legislative Session Review and Looking Forward to 2022	Representative Bateman
10:00 – 11:00	Legislative Information Center (LIC) Understanding the Legislative Process	Hannah Brunink, LIC
11:00 – 11:15	Break	All
11:15 – 11:40	No Problem Period	Izzy Masias & Audrey
11:40 – 11:55	Committee Subcommittees Report Out	Subcommittee Chairs
11:55 – 12:00	Closing Remarks	Josefina Magana

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4.	Break 5 minutes	5 min
5.	<p>Agenda Item Succession Planning/Training: Josefina</p> <ul style="list-style-type: none"> The Executive Board is still considering Amy Leneker’s training <ul style="list-style-type: none"> The purpose of this training would be to provide a bridge between prior leadership and new leadership. We would need a preview of the training to ensure that it is tailored to our needs The Executive Board members will look into possibly inviting other BRG’s to participate in the trainings and share the cost with these BRG’s 	15 min Discussion

ICSEW Executive Board Agenda

	<ul style="list-style-type: none"> ○ If the Executive Board decides that we want Amy and her team to conduct the training, we will need to conduct a vote by the general membership because the price of the training exceeds \$500 ● As an alternative to Amy Leneker’s training, Allison will look into Department of Transportation’s LEAN office to see if they have any employees looking to earn their LEAN certification and wouldn’t mind assisting ICSEW Executive Board members with mapping and defining our roles and responsibilities 	
6.	<p>Agenda Item Conference Update: Lu</p> <ul style="list-style-type: none"> ● 117 registered so far ● Sponsorships are still coming in ● Waiting on the final details for one speaker, all other speakers have been confirmed 	15 min Discussion
7.	<p>Agenda Item Updating Subcommittee Webpages: Lu</p> <ul style="list-style-type: none"> ● Marianne had a suggestion to add more information to the ICSEW website about Subcommittees and their Roles and Responsibilities, time commitments, how to become an ICSEW member, etc. <ul style="list-style-type: none"> ○ Marianne and Lu worked together to update the Membership’s Subcommittee page; Subcommittee chairs will need to submit their time commitments and updated membership list to Lu by the next Executive Board Meeting (10/19/21) 	15 min Discussion
8.	<p>Agenda Item Posting/Upadating Calendar Events: Rachel</p> <ul style="list-style-type: none"> ● Keeping up with all the calendar updates have become a large task for the communications chair and other committee members and therefore they are requesting assistance from other committees. ● Allison and Rachel will get together with Jasmine and Debra to further discuss how to streamline what events are added to the calendar and how their subcommittees can be of assistance to Communications Subcommittee (Rachel) 	10 min Discussion
9.	<p>Agenda Item Charity Drive: Jasmine</p> <ul style="list-style-type: none"> ● Charity Drive will launch in October ● Public Outreach Webpage on ICSEW.wa.gov will have a link to each organization’s donation page <ul style="list-style-type: none"> ○ This link will help provide individual/unique clicks to track the traffic we are sending to each organization so that we can better track the donations that are made by ICSEW members ○ Jasmine and Lu are working on adding a “donation” button to the website ● Jasmine is working on the Press Release for the Charity Drive and will present it to the Public Outreach Subcommittee before submitting the final draft to the Executive Board 	10 min Discussion
10.	<p>Agenda Item Any Last minute agenda item None</p>	5 min Information
11.	<p>Subcommittee Report (All)</p> <ul style="list-style-type: none"> ● Partnerships (Allison): <ul style="list-style-type: none"> ○ Looking for a facilitator to facilitate the conversation with the entire subcommittee (new members and/or returning members) to develop new direction for the subcommittee ○ Josefina will facilitate and Allison will send out calendar invite ● Membership (Marianne): 	15 min Discussion

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	<ul style="list-style-type: none"> ○ Working on peeling back the layers on how to become a new member, responsibilities of new members and executive sponsors which will probably trigger a revamp of the policies and procedures. ○ Trying to align the website to provide better service to members, potential new members, and executive sponsors ○ Bylaws have a lot of old language and maybe needs to be updated along with the executive order 	
12.	Agenda Item: Future Agenda Items (All) <ul style="list-style-type: none"> ● Succession Training/Planning ● Calendar events ● Partnership Subcommittee 	

Action Items	Owner	Completion Date

Future Agenda Items	Timeline	Owner

