

ICSEW Executive Board Agenda

[Virtual Meeting](#)

December 20, 2022 | Time 1:00pm – 4:00pm

Main Outcomes	
	<p><u>Executive Board Members</u></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Deirdre Bissonnette, Chair <input checked="" type="checkbox"/> Connie Becker, Vice-Chair <input checked="" type="checkbox"/> Sequenna Fashana Co-Executive Secretary <input checked="" type="checkbox"/> Janet McIntosh, Co-Executive Secretary <input type="checkbox"/> Siri Olson, Treasurer <input type="checkbox"/> Rachel Friederich, Communications Co-Chair <input checked="" type="checkbox"/> Rebecca LaMar, Communications Co-Chair <input checked="" type="checkbox"/> Morgan Montes, Professional Development Chair <input checked="" type="checkbox"/> Kassandra Drake, Conference Co-Chair <input type="checkbox"/> Summer Ramos, Conference Co-Chair <input checked="" type="checkbox"/> Keri O’Connell, Legislation and Policy Co-Chair <input checked="" type="checkbox"/> Leslie Wolff, Legislation and Policy Co-Chair <input checked="" type="checkbox"/> Marianne McIntosh, Membership Chair <input type="checkbox"/> Tara Smith, Mentorship Co-Chair <input checked="" type="checkbox"/> Masozi Nyirenda, Co-Mentorship Chair <input checked="" type="checkbox"/> Brooke Nutt, Public Outreach Chair <input checked="" type="checkbox"/> Allison Spector, Special Projects <p>Guest:</p>
1.	<p>Introductions and Mingle (All)</p>
2.	<p>Agenda Item Communication Plan: Rachel & Rebecca</p> <ul style="list-style-type: none"> • If we have communications questions what is the process? <ul style="list-style-type: none"> ○ i.e. An email was sent to Kassandra, Summer, Marianne though to be about our conference which had already passed but it was found out the person just wanted to join conference committee. • Sequenna primarily checks and forwards emails. She sends them off to the appropriate person. If an email is incorrectly forwarded to you, send it back and she will re-send. • General membership requests go to Marianne. • The following people have permissions to each of our communications channels <ul style="list-style-type: none"> ○ Website: Deirdre, Sequenna, Rachel, Janet, Marianne, Summer, & Kassandra ○ Govdelivery: Rachel, Rebecca, Marianne <ul style="list-style-type: none"> ▪ Both Internal (Marianne maintains and sends out directly) and external (Sign up on website) ○ Facebook: Keri, Rachel, Rebecca, Summer ○ LinkedIn: Morgan ○ YouTube, Zoom and other: passwords and logins on master list located on ICSEW Executive Channel • Deirdre checking who has permissions access

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3.	<p>Agenda Item Governor's Equity Summit Booth Updates</p> <ul style="list-style-type: none"> • Masozi attended – Good start toward equity • Kassandra – help hosted booth – introduced us to lots of people who didn't know what ICSEW was. We have received lots of emails from people who were introduced to the committee at this Summit. • DIN has offered to provide their assistance for accessibility checks • Public Outreach has a Take Aways file on Teams. Some things mentioned were: <ul style="list-style-type: none"> ○ Digital Equity ○ Disability – Career Fair ○ Foster inclusiveness ○ Reframing belonging • Future ideas for booth: <ul style="list-style-type: none"> ○ Set times for people in charge of the booth ○ Should have hand out with our info / QR code 	
4.	<p>Break 5 minutes</p>	
5.	<p>Agenda Item General Membership Meeting: Morgan</p> <ul style="list-style-type: none"> • January Agenda finalized, should be posted soon <ul style="list-style-type: none"> ○ Note: 40 minutes subcommittee time, after a 30-60 second elevator pitch before breakout sessions. • March Draft Agenda created <ul style="list-style-type: none"> ○ Theme: Building a Support System & Networking ○ Wendy Fraser available \$1200: Building relationships and support networks <ul style="list-style-type: none"> ▪ Approved: board votes; 12 Yes!, 0 Nays ○ BRG requests out for a panel discussion: 4 of 7 have responded. <ul style="list-style-type: none"> ▪ To do: follow up with BUILD, DIN, RAIN and draft panel questions <ul style="list-style-type: none"> • Solicit input on questions • Indira contact for BRGs ▪ Discuss: How can we elevate and be a support network for these groups? ○ Mentoring workgroup update (Masozi) ○ Mid-Leg session check-in (Leslie/Keri) • Working on May Agenda: <ul style="list-style-type: none"> ○ Theme Intersectionality ○ Intersectionality Speaker TBD -> Theme for conference <ul style="list-style-type: none"> ▪ If you or anyone you know would like to speak on this topic, please notify <u>Morgan</u> ○ Asian Pacific Islander Heritage Month -> Reach out to HAPPEN for support ○ Leg Session recap hold (Leslie/Keri) ○ Budget: Get with Siri for details ○ Committee Time including membership 	
6.	<p>Added Item: Zoom Backgrounds: Masozi</p> <ul style="list-style-type: none"> • Working on getting permissions for BRGs to share ICSEW virtual backgrounds • Goal is to promote groups/certain months – i.e. Women's History Month in March 	
7.	<p>Agenda Item Reviewing and Updating Policy: Connie</p> <ul style="list-style-type: none"> • Reviewed which policies which subcommittee should review for upcoming Board Meetings <ul style="list-style-type: none"> ○ February: Policy 400 (Summer/Kassandra) & Policy 800 (Brooke) 	

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8.	Agenda Item Executive Order Update: Marianne <ul style="list-style-type: none"> Meeting took place Monday 12/19/22. Discussed history of ICSEW and how it was established and renewed under Executive Order. However, now BRGs exist so brings up the question: should we shift our umbrella? Continued discussion in executive meeting. Action Item: <ul style="list-style-type: none"> Which path do we take? Stay commission based committee or get executive sponsor like BRGS How to make our executive order more substantial? <ul style="list-style-type: none"> Remove barrier to membership Clearly define our participation with the governor's office How to keep and cultivate relationship with women's commission 	
9.	Break 5 minutes	
10.	Agenda Item: Future Agenda Items (All) <ul style="list-style-type: none"> Capitol Campus Childcare Center Opening Event 1/11/23 (Leslie will attend) Women's Commission Meeting 1/13/23 (Deirdre will attend) 2023 Calendar Invite for General Membership Meeting <ul style="list-style-type: none"> Deirdre will update website calendar & outlook calendar 	
11.	Subcommittee Report (All) <ul style="list-style-type: none"> Leg & Policy: 12/20/22 training canceled due to sick trainer. Public Outreach meeting tomorrow 12/21/22 <ul style="list-style-type: none"> Topic ideas <ul style="list-style-type: none"> Women and Reentry Reach a younger demographic Reach out to agencies to increase membership Let Brooke know of any other ideas. Professional Development <ul style="list-style-type: none"> Topic Ideas: Resume help, How to give a state interview 	
12.	Agenda Item Last Minute Agenda Items (All) <ul style="list-style-type: none"> Discussion on how to make ourselves more visible: <ul style="list-style-type: none"> Monthly newsletter, Send meeting recaps to agencies Chair <ul style="list-style-type: none"> YouTube: Deirdre is posting recordings of ICSEW meetings and events to the YouTube page YouTube has a change where you can now make your handle different from your registered name. This is something ICSEW might want to look into so that we are more easily found on this platform 	

Action Items	Owner	Completion Date
Update website calendar & outlook calendar	Deirdre	January
Ensure that all policy/task accessible to all board members	Deirdre	January

Future Agenda Items	Timeline	Owner
Background for DES contest for Women's History Month March	Rebecca	February
Follow up Discussion to Executive Order	January	Deirdre/Connie/Marianne

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