



## **Council on Gender Parity in Labor and Education**

**New Jersey State Employment and Training Commission  
Council on Gender Parity in Labor and Education  
Meeting Minutes - December 13, 2013  
Rutgers University, New Brunswick  
Labor Education Center**

### **Welcome & Introductions**

Chair Dianne Mills-McKay welcomed members and asked each to provide a brief introduction.

The Chair asked Dianne Ciesla, representing Lisa Von Pier, Assistant Commissioner of the Division on Women (DOW) to provide the Council with an update on the Division since being relocated. The DOW has a staff of seven employees who remain focused on initiatives that include displaced homemakers, as well as prevention and education on sexual assault and rape prevention. A further conversation indicated the DOW does not have a specific person assigned to legislation pertaining to gender impact but rather relies on the Department of Children and Family liaison for legislative matters. The Chair offered the services of the council as resources on legislative matters of that nature, if needed.

Michele Boronkas, Executive Director of the State Employment and Training Commission, (SETC) announced a new staff liaison, Maureen O'Brien-Murphy, to work with the Gender Parity Council.

### **SETC-GPC Standard Operational Procedures – Draft Review**

Executive Director of the SETC, Michele Boronkas, introduced the draft Standard Operating Procedures and provided a background on the creation of the document and sources for the content.

GPC member, Henry Plotkin, provided a historical perspective on the creation of the council, the legislation, intent, and partner collaboration. An exchange and conversation ensued on the topic, which included discrepancies in the interpretation of the law pertaining to the relationship between the SETC and the GPC. In an effort to remain cognizant of time and cover all agenda items, it was suggested that an Ad-Hoc Committee be formed that included Michele Boronkas, Maureen O'Brien Murphy, Dianne Hartshorn, Henry Plotkin and Virginia Treacy. The Committee was missioned to finalize the SOP for presentation at the next scheduled meeting in January. The steps beyond January would include review by the SETC Governance Committee and final approval of the SETC Commission.

### **Membership Renewal/Appointments**

It was noted that the council has vacancies and lapses with membership terms. Michele Boronkas explained the appointing authority of both the SETC and DOW, indicating each had six appointments and that there were five Ex Officio agency members. Ms. Boronkas further indicated in a recent leadership meeting with Assistant Commissioner Lisa Von Pier (DOW) that the importance of fortifying the membership in a more equitable way was identified.

The recommendation presented to the Council on Gender Parity in Labor and Education, (GPC) was to create an ad-hoc committee to develop membership criteria around industry and/or expertise, while meeting the legislative intent of the council. It was determined that new members would be vetted through this process and final recommendations would be presented to the Executive Director of the SETC and the Assistant Commissioner of the DOW for final appointment. Chair McKay indicated the importance of identifying as many individuals as possible, because while there are only twelve appointed member of the GPC, they often have the need to create work groups or other committees that can draw from these resources.

The council entered an exchange on where the emphasis should be placed when selecting members. The discussion included a recommendation of statewide representation among members, the importance of aligning industries in accordance with the statewide emphasis on investments such as the Talent Networks, selecting members with expertise in more than one area to remain effective but cognizant of size, as well as specific recommendations of expertise in information technology and curriculum development. It was also recommended that the GPC create a board commitment document that includes attendance requirements. A member recommended the creation of a membership grid depicting geographic location, as well as industry expertise.

Current GPC members were recognized for already submitting recommendations for consideration of members and the balance of the council was encouraged to submit resumes for council consideration.

The outcome was to modify the membership roster prepared by Maureen O'Brien Murphy to include the topics outlined above. In addition an Ad Hoc Committee will be formed to create the criteria and related documents. The Committee will consist of Ms. O'Brien Murphy, Dianne Ciesla, Dianne Hartshorn and Robert Wise. All material will be presented to the council at the January meeting.

The Chair thanked members for their recommendations and further indicated the importance of responding to the recommendations in a timely manner. The goal is to complete all appointments by February 2014.

### **Talent Advisory Council Recruitment**

Michele Boronkas provided an overview of the Talent Advisory Councils, (TACs) and the role of the SETC in spearheading the initiative. The TACs are leading the conversations with industry leaders within the seven key sectors in New Jersey (Advanced Manufacturing, Financial Services, HealthCare, Life Sciences, Transportation, Logistics & Distribution, Technology & Entrepreneurship, and Retail, Hospitality and Tourism). The goal is to collect real time employer information on growth projections and needs. The SETC in their continued effort to align initiatives wants to ensure a gender lens is incorporated within these discussions and have GPC members represented in these groups. The groups will be meeting on an ongoing basis to updated intelligence to best influence and guide decisions. Ms. Boronkas indicated that the reports being generated by the TAC meetings will be shared with the GPC members for comment. However, her goal is to integrate the conversations and engage members to actively participate in TAC meetings.

Members indicated an importance in having the LWD data include a gender lens for both occupations and industries. Tiffany Smith indicated she would see if that level of data was available and report back to the council at the next meeting. Members further requested more clarification on what businesses are clustered within each of the key industries listed. The availability of presenting this level of detail at the January meeting will be determined.

### **Council Ethics Training**

The State Ethics Commission requires all department, authorities, boards, councils and commissions to participate in Ethics Training every three years. Members that have received the training within the last three years are exempt. The course is about 30 to 45 minutes in length. The training will be scheduled, once the council membership has been finalized, anticipated in March of 2014.

### **Research Review – Call to Action Symposium**

Maureen O'Brien-Murphy created and distributed a document summarizing the historical research topics explored by the GPC. It was noted that meaningful data and findings resulted from the research, and while this was reported through various documents, there was no official call to action on items.

Chair Dianne Mills McKay indicated that the June Symposium has always focused on the issue of STEM, and the NAPE/STEM Equity Leadership Group would be meeting again in January. In an effort to coordinate investments, GPC could explore empowering symposium attendees with a call to action on historical GPC studies and findings. However, it was noted that it would be premature to finalize this idea until the NAPE/STEM Leadership Group has had their January meeting.

It was recommended that a PDF summary document of prior research be created and shared at the symposium, when it is conducted. It would require a review of documents, created by the Center for Women and Work, to ensure accuracy and current relativeness. Diane Mills McKay indicated the need for a separate conversation on the review of prior documents.

### **Pay Equity – USDOL**

The Chair indicated that Grace Protos from the Women’s Bureau of USDOL expressed an interest in having a Pay Equity event in April with students at Douglas College. Ms. Protos will be invited to attend the January GPC meeting to explore the possibility of an event in April or at the latest in September, otherwise the students will be gone.

### **Minutes of April 25, 2013 Meeting**

Minutes were approved by the council.

### **GPC Attendance December 13, 2013**

#### **Members**

##### **In attendance**

Hartshorn, Dianne  
Karsian, Andrea  
Mills McKay, Dianne  
Plotkin, Henry  
Sen, Sondra  
Treacy, Virginia  
Wise, Robert

##### **Absent**

Amalfe, Christine  
Brennan, Laurel  
Godfrey, Neale  
Pallone, Sarah

#### **Ex-Officio Members**

Apgar, Dawn  
Ciesla, Dianne  
Smith, Tiffany

Barry, Marie  
Garlatti, Betsy

#### **Leadership/Staff**

Boronkas, Michele  
O’Brien-Murphy, Maureen

Jackie Sanchez-Perez

#### **Other**

Gracia-Rivera, Glenda

Boyer, Terri

Henry Plotkin offered a detailed history of the events that led to the creation of the Gender Parity Council. In terms of the current discussion involving the SOP, he stated that although GPC "sits within the purview of the SETC" the procedures under consideration must acknowledge the GPC has its own legislative mandates and sets its own agenda in accordance with those mandates. The primary purpose of establishing this relationship with the SETC is to ensure that workforce development policies are coordinated and each entity cooperates with the other.