



**Meeting Minutes  
April 19, 2017  
Council on Gender Parity in Labor and Education  
The Professional Center at DCF  
New Brunswick, NJ**

The Chair welcomed members and immediately requested a motion to approve the minutes from the February meeting. The motion was made by Andrea Karsian and seconded by Sue Schultz and approved by the balance of the members.

The Chair reviewed the agenda which consisted of a review of the Request for Quotation (RFQ) prepared by Maureen O'Brien Murphy, a Council on Gender Parity in Labor and Education (GPC) budget update, a review of Council vacancies and a presentation by the TLD Talent Network.

**RFQ Review**

The DRAFT RFQ was shared with members of the Council. There was a robust discussion of the document which was prepared after a deeper discussion held at the February GPC meeting. Members were pleased with the content of the document and felt it addressed the intentions of the Council. The following recommendations were made with regard to the content of the RFQ:

- A recommendation to include state and local business and professional organizations, such as Chambers of Commerce, as potential resources was made.
- The members also requested that the term diversity be replaced with gender parity.
- It was suggested that question #3, which focused on industry-valued credentials be expanded in the following way:
  3. Are industry-valued credentials and certificates available and accessible?
    - a. Are they having an impact on attainment and advancement within the industry with regard to gender parity and diversity?
    - b. After attaining the degree and or credential/certificate are there sufficient opportunities to engage in continuing education?

A final discussion was around the importance of the work done by the GPC and that the goal of the RFQ is to obtain data that will support the creation of policy recommendations around gender parity and pay equity.



The SETC Staff Liaison provided the GPC with an anticipated timeframe around the project. She outlined the following:

- Recommended changes would be made to the RFQ over the next week and then the modified document would be shared with GPC members for final review.
- SETC would meet with the Office of Procurement for their input and final review of the document.
- The anticipated release for the RFQ would be mid-May, with the final proposals due at the end of May.

While this appears to be an aggressive timeline for the initiative, the goal is to have an active contract with the selected vendor by June 30<sup>th</sup>. All members of the GPC expressed an interest in reviewing the proposals received in response to the RFQ.

#### **Budget Update**

The SETC Liaison, Maureen O'Brien Murphy reported that the GPC budget for 2016-2017 had been prepared and approved by the SETC, LWD and the Office of Management and Budget at the Department of Treasury. The \$72,000 budget allocation had been secured. This approval will now support the efforts of the GPC to move forward with the release of the Request for Quotation.

#### **Council Vacancies**

Members were asked to brainstorm ideas for potential recommendations for new members to the GPC. The SETC Staff Liaison indicated that she would update an earlier project that she did for the Chair, which created "buckets" for members that focused on GPC mission and goals. This document will be shared with the members at a future meeting.

#### **Talent Network Presentation**

The Chair indicated that the Talent Network Presentation would be rescheduled to the next meeting in June.



**Attendance**

**Appointed Members- Attending**

1. Amina Bey
2. Andrea Karsian
3. Yvonne Mays
4. Sally Nadler
5. Sarah Pallone
6. Susan Schultz
7. Maryann Sicurella

**Appointed Members- Not Attending**

1. Aida Visakay

**Ex-Officio Members- Attending**

1. Robyn Kay (DOE)
2. Dr. Mary Morley (OSHE)
3. Maureen Ochse (DCF)

**Ex-Officio Members- Not Attending**

**Guests**

None

**Staff Attendees**

1. Gary Altman
2. Maureen O'Brien Murphy