

GENDER EQUITY

1997

GENDER EQUITY COMMITTEE MINUTES

GENDER EQUITY COMMITTEE
1997 January 14
MINUTES

Present: Meena Ramanan, Al Patterson, Sally Abbott, Louella Hollington, Chrissy Bennett, Wendy Wiederick , Keith Chong , Donna Crosby

Absent: Carolyn Betcher, Bonnie MacLeod

Minute Taker: Wendy Wiederick

1.0 Minutes of October 29

- Received

2.0 Business Arising from the Minutes

- 2.1
- Past promotional materials to be reviewed and recommendations made to Marketing Steering Committee

3.0 New Business

3.1 Introductions

- Louella Hollington - Councillor & Committee Chairperson
- Al Patterson, Westminster Soccer
- Chrissy Bennett, Staff Program Coordinator
- Meena Ramanan, Social Development interest
- Donna Crosby, Community and Girl Guide/Scouting involvement
- Sally Abbott, Hyack/Fitness Instructor

3.2 Directions for 1997

- Review Gender Equity Policy Objectives
- Identified objectives to tackle in 1997 and some possible steps to pursue.
- Barriers for teens (11-18)
- "Teen Task Force" Research - Alan Taylor
- Create a model/process for increasing participation for 11-18 and then apply to other age groups.
- Encourage mentoring with 11-18's to younger athletes/kids/youth recognition for mentoring. (Corporate sponsorship) to sponsor a recognition or Service Club.) ceremony

3.3 Marketing Plan for Teenage Girls - 1997 Focus Area

4.0 Other Business

5.0 Tabled Items

6.0 Next Meeting Date: Tuesday, February 11, /97, 7-9pm

7.0 For next Meeting: Review policy, particularly Objectives
3,4,5, 6.

MINUTES/GENDRE.DOC

Teen Task Force Survey 1995

In March 1994, Coquitlam Council unanimously agreed to the formation of a Teen Task Force. The mandate of this group was to gather information regarding the needs of Coquitlam teens and bring recommendations for future programs to council.

A total of 675 teens between the ages of 12-17 years, attending school in District 43 were asked to complete a Teen Task Force survey. Of the 675 responses, 498 were from teens residing in Coquitlam, and 231 were female. For the purposes of this analysis, we will be referring to responses from the 231 female teens, aged 12-17 residing in Coquitlam.

Analysis of question # 6

"List the five leisure activities that you would do if they were available in this community."

Due to the large assortment of responses to this question, those generating a consensus of ten or more were reported.

PHYSICAL:

Horseback riding - 51
Aerobics - 44
Swimming - 41
Rollerblading/skating - 40
Hiking/biking - 35
Pool/Billiards - 27
Weight training - 26
Rock Climbing - 24
Skiing - 24
Camping - 23
Baseball - 21
Volleyball - 20
Canoeing/Boating - 18
Iceskating - 18
Scuba/Snorkelling - 14
Skydiving - 11
Gocarts - 10

SOCIAL:

Dance - 56
Arcade/nightclub - 23
Teen centre - 18
Drama - 17
Hangout - 12
Trips - 11
Parties - 11
Playland/amusement park - 11

This list includes many activities traditionally offered by the city, perhaps alternative scheduling and availability should be explored to increase utilization of the programs.

Analysis of Question # 12

"Do you have any general comments or suggestions on activities or events which you would like to have available for teens in Coquitlam?"

Due to the variety of singular responses, activities with a consensus of three or more were listed.

PHYSICAL:

Horseback riding - 10
Fitness for Teens - 10
Basketball - 5
Weight Training - 5
Skiing - 3
Badminton - 3
Skytrain(?) - 5

SOCIAL:

Dances - 12
Drama - 7

OTHER:

Teen Centre-15
Cheap Events-11
Teen Passport-10
Better Advertising of
available events-5
Activity Room - 5

The response to this question shows a desire for "non team" activities. Activities pertaining to the arts were not requested. Opportunities for socializing inexpensively were requested. Cost is a factor that may effect participation. Dance was not defined as to lessons or 'going dancing'.

**GENDER EQUITY COMMITTEE
MINUTES**

February 25, 1997 7:00-9:00pm

Conference Room, Leisure and Parks Services Administration Office

Present: Councillor Hollington, Donna Crosby, Bonnie MacLeod, Al Patterson, Meena Ramanan, Chrissy Bennett, *Joanne Moody*

Absent: Carolyn Betcher, Wendy Wiederick, Keith Chong, Sally Abbott, ~~Joanne Moody~~

Guest Speaker: Lynn Dowsley

Minute Taker: Chrissy Bennett

1.0 Minutes of January 14

- Received

2.0 Business Arising from the Minutes

- 2.1
- Set up procedure/policy for promotional material standards
 - Report on procedure at next meeting

Wendy

3.0 New Business

3.1 Introductions of Practicum Students

- Lynn Dowsley & Bonnie MacLeod introduced themselves and an outline of the practicum project they are working on with the Leisure and Parks Services staff.
- Their practicum finishes in April and they will be working on the Recognition for mentoring ideas generated by the committee, and youth programming for girls in Grades 6,7,& 8.
- Using the Teen Task Force materials they are researching needs and interests

3.2 Youth Recognition Program/Award

Wendy

- Lynn & Bonnie have surveyed GVRD to find out what already exists,. Copies of existing programs will be available at next meeting.
- Donna Crosby had gathered information on Optimists, Kinsmen & YTV's award programs
- Discussed the North Vancouver outline
- recommend that community groups and clubs help out with Youth recognition
- Full page ads could have pictures of Youth in the paper with service groups sponsoring them.
- recognition for community service try to coincide with Youth Week

3.3 Program Planning Model

- Miller Park and Coronation Park Elementary Schools are now Community Schools and may want to participate in a pilot program to increase participation of females in leisure opportunities. Community Schools would be the best place for a pilot program until Middle School formats are settled at the School Board level.

3.4 Policy Objectives 3,4,5 & 6(as described in Policy document)

- **Objective 3** - discussion covered under Business Arising from Minutes (2.1)
- **Objective 4** - Discussion questioned various methods and definitions of "support" and committee decided to table this discussion until later in year.
- **Objective 5** - Tabled until next meeting
- **Objective 6** - Discussion centered around brainstorming possible strategies to accomplish this goal;
 - support in promotion materials
 - leisure and parks services offer leadership opportunities
 - increase the awareness of programs available such as volunteer program

4.0 Other Business

5.0 Tabled Items

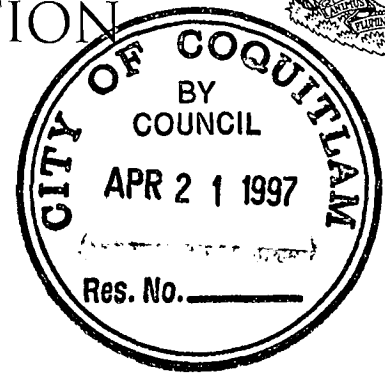
6.0 Next Meeting Date: Tuesday, March 25,1997, 7-9pm

CITY OF

COQUITLAM

INTER-OFFICE COMMUNICATION

T-2



1997 April 2
Our File: 104.7

MEMO TO: City Manager
FROM: Director, Leisure & Parks Services
SUBJECT: **GENDER EQUITY COMMITTEE MEETING MINUTES -
MARCH 25, 1997**

FOR LEISURE & PARKS SERVICES COMMITTEE

RECOMMENDATION

That the minutes of the Gender Equity Committee Meeting of March 25, 1997, be received as information.

Handwritten signature of Barry Elliott in cursive.

BARRY ELLIOTT

/sak

**GENDER EQUITY COMMITTEE
MINUTES**

March 25, 1997 - 7:00 - 9:00 p.m.

Conference Room, Leisure and Parks Services Administration Office

Present: Councillor Hollington, Donna Crosby, Bonnie MacLeod, Al Patterson, JoAnn Moody
Wendy Wiederick

Regrets: Carolyn Betcher, Keith Chong, Sally Abbott, Meena Ramanan

Guest: Lynn Dowsley

Minute Taker: Wendy Wiederick

ACTION BY

1.0 Minutes of February 26 meeting

- Amend the minutes presented as follows:
 1. Include JoAnn Moody as present at meeting
 2. Add "mentoring" to 3.4 Objective 6.
- Adoption of Minutes from February 25 with amendments
Moved by Donna Crosby, Seconded by JoAnn Moody
All in favor of adoption

2.0 Business Arising from the Minutes

2.1 Review Teen Task Force Recommendations

- The teen task force survey responses are useful in determining what teenage girls are interested in for leisure opportunities, but the teen task force recommendations are a separate report for Youth Services to implement.

2.2 Distribute Copies of Existing Recognition Samples

- This item is tabled until the discussion around strategies to accomplish Policy Objectives is started. (See New Business item 3.1)

3.0 New Business

- 3.1 Objective: To increase the awareness and opportunities for leadership development in leisure and sports, in collaboration with government agencies.**

- 3.1 (Cont'd)
- It was decided to adopt a monitoring role in ensuring local youth are nominated for Youth achievement awards & submit nominations if appropriate.
 - One strategy for accomplishing the objective above was to research the feasibility of a "shadowing" mentoring program for young girls with women in our community.
 - The following committee members will talk with women in the community to see if there is interest in this type of program:
 - Louella - School Board Staff, Media, City Hall, & Fellow Councillor
 - JoAnn - Winslow Centre Work Experience Coordinator, Physician, & Como Lake Village Business owners
 - Bonnie - Health Care Professionals
 - Donna - Veterinarian & Optometrist
 - Al - Springfield user groups
 - Sally & Wendy to talk with teenage girls to see if they would be interested in participating.

3.2 **Objective: To create awareness surrounding gender issues in our community.**

Wendy

- Louella to talk with Lisa Morry and Hannah Diamond from the local newspapers after this meeting in regards to actions of the Committee. She will include an invitation to the community at large to contact Wendy with a gender issues which Wendy will then refer to the Committee for discussion.

3.3 **Objective: To ensure a variety of Active Living opportunities are available and supported in a non-biased way, based on community needs and interests.**

- The pilot activity program to stay at the elementary school level. It is currently being run at the following elementary schools:
 - Montgomery Elementary
 - Walton Elementary
 - Nestor Elementary
 - Panorama Elementary

3.4 • **Staff Reports:**

1. **More Than An Open Door Workshop - March 13th**
15 people participated in the workshop led by Janna Taylor. The provincial program was explained along with some definitions on equity and equality. "Equity" means being treated differently to be treated fairly. The video shown that was produced by the Ministry of Education on gender stereo-typing was excellent and Wendy will try to get a copy for our next meeting.
2. **Promotional Materials guidelines - Wendy will be preparing a set of guidelines for staff to use when creating promotional materials. This will be ready for committee review at next meeting.**
3. **Wendy will find out how many women play Co-ed Casual Hockey at the Sports Centre for next meeting.**

Wendy

Wendy

4.0 **Other Business**

Recommendation to go forward to Leisure and Parks Committee from Gender Equity Committee

- We recommend that the poor lighting conditions which exist between the Social Recreation Centre and the Leisure and Parks Administration Office be addressed to respond to the safety concerns expressed by women using Leisure and Parks facilities.

Moved - JoAnn Moody

Seconded - Al Patterson

Carried - All in favor

5.0 **Tabled Items**

6.0 **Next Meeting Date:** Tuesday, April 29, 1997, 7:00 -9:00 p.m.

GENDER EQUITY COMMITTEE

MINUTES

April 29, 1997 7:00 - 9:00 pm

Conference Room, Leisure & Parks Services Administration Office

Present: Councillor Hollington, Keith Chong, Meena Ramanan, JoAnn Moody, Wendy Wiederick, Sally Abbott

Regrets: Carolyn Betcher, Al Patterson, Dnna Crosby

Minute Taker: Wendy Wiederick

1.0 Adoption of Minutes from March 25. Moved by Keith Chong, Seconded by Meena Ramanan. All in favor of adoption.

2.0 Business Arising from Minutes - none.

3.0 New Business

Objective: To create awareness surrounding gender issues in our community.

Action: -Article in NOW on mentoring aspect of gender equity committee
- Both newspapers are interested in activities of the committee

Action: Discussion around objective of mentoring day - is it enough? or would a work experience be a more meaningful experience for young women. Keith suggested passing along contact names for school district to expand their work experience programs. Do we target girls before they have made a career choice, or do we target young women at the end of the school system. Sally talked about limiting mentoring to just career exposure or do we expose girls to the 'whole' job. Other points discussed were:

- It may be necessary to inform boys of the choices available to girls as well.
- Is it our objective to change a value system, if so it could be very difficult
- A starting point for discussion is to explore how each gender is treated in Coquitlam
- The more exposure the idea is given, the more it is accepted and valued.

Action: One day job shadowing opportunity
- 40 women & 40 girls as target for participation
- age target? need leaders within their peer groups

JoAnn: Kathleen Ponsart from Winslow Centre staff indicated interest in attending the next meeting to discuss her experiences in mentoring programs for young women.

Keith: Cathy Heinrich from SFU Math & Sciences Department would be a good speaker for a community speaker series.

Louella: Talked to Meredith Pue and Joan Beck regarding participation in a mentoring day - both were eager to provide a list of female staff who would participate. As well, Norm Cook at City Hall attached a letter of interested city staff who would participate
Both Lisa Morry and Hannah Diamond interested

JoAnn: Dr. Carter from Lord Baden Powell interested

Bonnie: no interested health care professionals

Meena: To talk to Riverview Hospital staff in Mental Health and Social Service work area.

Sally: Access to many interesting women and access to interested girls.

Motion: That an invitation to attend the next Gender Equity Committee meeting on May 20, 1997 be extended to Kathleen Ponsart by Joann Moody.

Approved: The Gender Equity Committee to prepare questions for Kathleen.

Tabled: A student from Douglas College is completing a report on Gender Stereotyping in promotion and advertising in the City of Coquitlam. Report to follow at next meeting.

Information: Casual Hockey Stats - 0 participation by women.

4.0 Other Business

- 4.1 Louella submitted information on Business Womens Club and Sally to contact club to see if they are interested in participating in the mentoring project.
- 4.2 Sally will talk to Pamela Kellett in regards to participating in mentoring project.
- 4.3 Should this committee be lobbying at a provincial level to improve the leel of funding to make sport & activity accessible to girls. Wendy to talk to Barry regarding opportunities for committee to participate on a provincial level or municipal level.
- 4.4 Meena passed out article on Wendy Long for information & possibility of her speaking.
- 4.5 Wendy to check on lighting in Dogwood Parking lot - do they go off on a timer at 9:00pm?
- 4.6 Keith brought up the possibility of adding 2 or 3 new members at the end of the first year.
Staggered terms - 4 per year.

5.0 Next Meeting Date

Tuesday, May 20, 7:00 - 9:00pm
Conference Room, Leisure & Parks Administration Office

6.0 Adjournment

**GENDER EQUITY COMMITTEE
MINUTES**

May 20, 1997 - 7:00 - 9:00 p.m.

Conference Room, Leisure and Parks Services Administration Office

Present: Al Patterson, JoAnn Moody, Keith Chong, Meena Ramanan, Wendy Wiederick

Regrets: Carolyn Betcher, Sally Abbott, Councillor Hollington, Donna Crosby, Bonnie MacLeod

Guest: Kathleen Ponsart

Minute Taker: Wendy Wiederick

ACTION BY

- 1.0 Minutes of April 29th meeting**
Minutes approved
- 2.0 Business Arising from the Minutes-**
none
- 3.0 New Business**

- 3.1 Guest Speaker - Kathleen Ponsart from School District 43
Kathleen filled us in on her background with School District 43. She works from Winslow Centre and supports the Tourism 12 curriculum and supports Accessibility issues. Her last project related to Gender Equity was to host a Career Conference in 1995 for Grade 10 girls to explore non-traditional career choices. She also brought along some reference materials on WITT(Women in Trades & Technology) and GETT (Girls Exploring Trades & Technology). Wendy has copies of the reference materials at her office.

Kathleen joined our discussion regarding the Job Shadowing project that the committee is researching. Some of her comments were:

- students should get a full idea of what the "job" entails.
- shadowing can be 'boring' for students if they are just watching all day.
- choose a school leaving year (grade 8 or 9) and February is a good time of year as it is around course planning for the following school year.
 - she suggested choosing students like; CAFE (teen mothers), Junior High's with grade 9's, and that criteria not be based on "academic" achievement.
- all job sites must be pre-screened (WCB, criminal record checks)
- Role models should have a clear understanding of what is expected of them.
- students should have a checklist or journal sheet to ask questions regarding the career.

Kathleen also shared some of the "HOT" career selections by girls from her '95 conference:

RCMP, News broadcaster, Investment Counsellor, Civil Engineer, Entrepreneur, Caterer. She also shared the "Not so Hot" choices; Female Stockbroker, Mechanic, BCIT Instructor.

If the committee would like Kathleen's involvement in the project she suggests forwarding a letter to School District 43 to request a representative to assist with developing guidelines and procedures for the project.

She is planning to host another Career Conference in the Spring of 1998 and would welcome participation from the Gender Equity Committee and/or Leisure and Parks Services.

5.0 Tabled Items - Promotional Report

Wendy has copy of Report available for committee members to view if they wish.

6.0 Next Meeting Date: Wednesday June 18, 1997, 6:30 -9:00 p.m.

MINUTES/genmay20.DOC

**GENDER EQUITY COMMITTEE
MINUTES**

June 18, 1997 - 7:00 - 9:00 p.m.

Conference Room, Leisure and Parks Services Administration Office

Present: Al Patterson, JoAnn Moody, Keith Chong, Meena Ramanan, Wendy Wiederick
Sally Abbott, Councillor Hollington, Chrissy Bennett

Regrets: Carolyn Betcher, Donna Crosby, Bonnie MacLeod

Minute Taker: Wendy Wiederick

1.0 Minutes of May 20th meeting
Minutes approved

ACTION BY
Moved by Sally
Seconded by Keith

2.0 Business Arising from the Minutes-
Job Shadowing Project discussion;

Sally started the discussion by suggesting that the Gender Equity Committee participate in the Career Conference for Girls that Kathleen Ponsart is organizing. Al also suggested sending Kathleen contact names for presenters of non traditional female career choices. It was suggested that rather than pursue a Job Shadowing day, that we participate in the conference.

Keith felt that if we did not continue with the Job Shadowing project it may reflect poorly in our evaluation by Council. It may look like we only support existing programs rather than introducing new ideas and initiatives.

Louella pointed out the positive things that the committee has done to date. They have been responsible for updating the lighting in the Social Recreation Centre parking lot, reviewing promotional materials distributed by the Leisure and Parks department and supported the ongoing pilot program " Girls Only" in local elementary schools.

Meena then reinforced the need for the girls to actually 'see' a female role model on the job, not just hear the 'glamour' of what they do.

Al felt that more girls could be reached through participation at the Career Conference.

Sally and Keith suggested choosing 7 girls to shadow a role model and then incorporate their experiences into the Conference. (through a panel discussion or static display)

Should we be asking to sit with Kathleen's committee to assist with Career Conference? Wendy to contact Kathleen to determine feasibility of participating with Career Conference.

3.0 New Business

3.1 Job Shadowing Project -

Selection Criteria;

Grade 9 female that would be able to report back to the participants of the Career Conference, and has an interest in pursuing the selected career.

Career Selections;

RCMP officer -

Reporter/Editor - NOW newspaper

Firefighter -

Entrepreneur/Interior Designer

Health Care Professional - Riverview Hospital

Assistant Treasurer - City of Coquitlam

Assistant Director of Major Facilities - City of Coquitlam

Politician - Coquitlam City Councilors

Pilot -

Assistant Superintendent of Schools - District 43

Sally and JoAnn to draft a letter in August for discussion with Committee in September. Letter to be sent to School Counselors in September requesting their assistance in identifying girls who would like to participate.

Wendy to confirm
Louella

Wendy to confirm

Wendy to confirm

Meena

Louella

Louella

Louella

Al

Louella

Sally & JoAnn

3.2 Terms of Reference for the Committee:

Mandate - to monitor Policy effectiveness. In order to monitor effectiveness Leisure and Parks Services staff will report on issues/projects/initiatives that relate to the policy at each meeting.

Louella has requested the following progress reports be made in September;

Wendy

- Ice allocation and field allocations 0 X
- Human Rights Workshop 0 ✓
- Girl Guides of Canada Partnership 0 ?
- Lighting and safety issues 0 ✓
- Gender Equity Stats for 1995 & 1996 _____

6.0 **Next Meeting Date:** Wednesday September 10, 1997, 7-9pm.
Agenda items to include; Job Shadowing Project(criteria, selection process & legalities), Leisure and Parks Services staff reports, & Safety issues.

7.0 **Adjournment - 9:00pm**

Moved by Meena
Seconded by Sally

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GENDER EQUITY COMMITTEE MINUTES

October 8, 1997

Conference Room, Leisure and Parks Services Administration Office

Present: JoAnn Moody Meena Ramanan Wendy Wiederick Alex Kincek
 Donna Crosby Councillor Hollington

Minute Taker: Wendy Wiederick

ACTION BY
Moved by Joann
Seconded by Meena

1.0 Minutes of June 18 meeting

- Accepted as presented

2.0 Business Arising from the Minutes-

- No business

3.0 New Business

3.1 Leisure & Parks Staff Reports

- Gender Equity stats referred to Leisure & Parks Committee meeting on November 10th/12th
- Ice allocation report received
- Field allocation - tabled
- Lighting/human rights workshops - tabled

3.2 Job Shadowing Project

- Sub-committee to handle, sub-committee members are Joann Moody and Sally Abbott
- Focus on leisure and sports
- We will have met with Kathleen and have a firmer action plan in place for the next meeting
- Change name to Leadership Development Project

3.3 Safety Issues

- Representative from RCMP presented at Council on women's self-defense
- Letter to RCMP Superintendent Zapitichny regarding a possible partnership to market women's girls self-defense and street safety for women/girls
- Request to Council that staff be directed to allocate safe parking stalls for women working late night shifts

Wendy

Wendy

4.0 Other

- Draft letter to be sent from Gender Equity Committee to Mayor Sekora requesting the reappointment of Councillor Hollington to Gender Equity Committee for 1998

Wendy

**5.0 Next Meeting Dates: Tuesday, November 25th at 7:00pm
Tuesday, January 27th at 7:00pm**

6.0 Adjournment - 8:50pm

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