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**Subject:** Citizen Appointments to Women's Advisory Committee

**Report to:** Corporate Services Committee

**Report date:** Wednesday, February 12, 2020

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## **Recommendations**

That the recommendation confirming the citizen appointments for the Women's Advisory Committee, contained in Confidential Appendix I to Report HR 02-2020, **BE APPROVED.**

## **Key Facts**

- On September 19, 2019, Council endorsed the establishment of a Women's Advisory Committee.
- Subsequently on November 14, 2019 (CLK 15-2019), Council endorsed the Women's Advisory Committee Terms of Reference, which confirmed the composition of the committee to include up to 11 citizen members and four (4) Regional Councillors.
- Staff were committed to a selection process that was consistent with the approved Women's Advisory Committee Terms of Reference, which also included notifying the public in a manner consistent with other committees, including websites and social media channels, and collecting applications that included a series of relevant questions for interested citizens.
- This report outlines the process followed to make the recommended selections from the pool of interested candidates for appointment to the Women's Advisory Committee.

## **Financial Considerations**

The financial implications relating to the appointment process of committee members include the use of administrative resources and staff time required to review applications for consideration and include the use of administrative resources and staff time required to prepare for and conduct meetings. These costs can be accommodated within the approved 2020 budget.

## Analysis

In accordance with Council's direction, the Committee will undertake the following:

- Advocate for gender-based issue resolutions and opportunities related to Regional policies, priorities and decisions;
- Promote leadership development that empowers women in Niagara to fully participate in civic life;
- Research and provide information and resources about women's gender-based issues to Niagara.

To conduct the selection process, an application form to solicit interested citizens was posted on the Niagara Region website and communicated through social and print media. There was a three (3) week application period which ended on December 20, 2019 at 4pm. Sixty-two (62) applications in total were received during that time from interested citizens.

The applications were scored by a three person panel, made up of Human Resources staff, using a scoring matrix that directly correlated with the objectives of the Women's Advisory Committee. The matrix consisted of points being allotted with relevant weightings for expressed motivation to be on the Committee, previous board/committee experience, advocacy for gender based issues, demonstrated leadership, communication and research ability, experience with governance, and a demonstrated commitment to building community and mentorship. The panel individually scored each candidate. The top scoring candidates were reviewed collectively by the panel and through consensus scoring identified 11 qualified candidates, who also provide a diverse lens and skill set with which to deliver the Committee's objectives.

Based on the strong results of the scoring, staff are recommending the appointment of eleven (11) citizens to the Committee. The *Recommended Citizen Appointments to the Women's Advisory Committee* can be found in Confidential Appendix I of this report.

## Alternatives Reviewed

N/A

## **Relationship to Council Strategic Priorities**

This report aligns with Council's Strategic Priority of Sustainable and Engaging Government.

## **Other Pertinent Reports**

- CLK 15-2019 Establishment of Women's Advisory Committee

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### **Prepared by:**

Linda Gigliotti  
Associate Director Employee Services

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### **Recommended by:**

Franco Meffe  
Director Human Resources

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### **Submitted by:**

Ron Tripp, P.Eng.  
Acting Chief Administrative Officer

*This report was reviewed by Julie Smith, Human Resources Consultant; Ann-Marie Norio, Regional Clerk*

## **Appendix**

HR 02-2020 Confidential Appendix 1

– Recommended Citizen Appointments to the Women's Advisory Committee