

**Governor's Council on Women and Girls**  
**Education and STEAM Subcommittee**  
**Tuesday, April 16, 2019**

## **Meeting Minutes**

- I. **Call to Order and Introductions** - Meeting was brought to order at 1:05 p.m. by Co-chairs Bongsi Magubane and Tim Larson. The following individuals were in attendance and introduced themselves: Eric Smith (Department of Transportation), Charlene Russell-Tucker (Department of Education), Erin Choquette (Department of Administrative Services), Lindy Gold (Department of Economic and Community Development), Cherie Phoenix-Sharpe (Office of the Lieutenant Governor), and Laura Williams (PFLAG Hartford.)
- II. **Discussion of Subcommittee priorities and timeline** - The Co-chairs began the conversation by discussing the expectations and responsibilities of the subcommittee and Commissioner Magubane shared her agency's assessment document.
  - a. There was discussion about individual agency assessments and meeting summary reports (minutes) that are due by Friday, April 26<sup>th</sup>. Phoenix-Sharpe explained that it will be very helpful to the process that each agency to take an inventory of their organization in order to determine what is currently being done and what still needs to be done to meet the goals of the Governor's Council.
  - b. Phoenix-Sharpe mentioned that future goal of the Council is to develop a steering committee to develop a public/private partnerships that will work toward fostering the goals of the four subcommittees: **Leadership, Education and STEAM, Health and Safety, and Economic Opportunity and Workforce Equity.**
- III. **Next Steps – Subcommittee Discussion** - The sub-committee members discussed **career pathways and/or internships** within state agencies as a good way to encourage youth career exploration in the sub-committee's main focus areas. Department of Transportation currently has an internship program (no need to reinvent the wheel) that is significantly funded by the federal government that could be a model for other state agencies. Many agencies have their own internship programs and various ways to apply. It was discussed that a more universal approach or a "tool kit" based on a successful internship program might be helpful and easier to market to target market through social media, websites, etc.
  - a. It is vital that Internships/Apprenticeships be:
    1. Meaningful
    2. Well supervised
    3. Compensation – financial and/or school credit
  - b. The group as a whole discussed Career and Job Fairs for Internships within the State – pooling together resources to show teens and adults aged 16-24 that there are valuable opportunities for career training in the public sector. Many internship experiences translate into future jobs –two goals: increased participation by young women and let's keep our educated and talented youth in Connecticut.

- c. The group discussed ensuring that interview questions are fair to all applicants – important that agencies come up with good and relevant questions for young applicants.
- d. Co-chairman Larson pointed to Office of Higher Education’s ARC program – possibly internship program could be modeled after that.
- e. Transportation might be an issue for some students but offices that have satellite offices could help alleviate this.

IV. **Action Steps** – Subcommittee can play a vital role in supporting the development of a State-wide Internship Program that supports Education and STEAM.

- a. Plan how it should be built – internships should provide a clear doorway or pathway to careers. Study DOT internship program as a model.
- b. Reasonable compensation will be addressed at a later date.
- c. Are there certain work requirements for some internships?
- d. Committee members should begin thinking about business partnerships – for late Summer/early autumn.
- e. DAS will send out a survey to all 27 agencies to poll agencies about their internship programs or lack of them.
  - 1. Do they have a meaningful opportunity(s) for internships and would a “tool kit” be helpful in developing an internship program? Do they anticipate any obstacles to developing an internship program within their agency?
  - 2. DAS will first contact each Commissioner to let them know that we are contacting their HR departments with this poll so that it’s taken seriously by staff.
- f. Look into developing a regional art contest for artwork along Interstate 91 as it goes through Hartford. Improve the travelers’ experience and possibly encourage them to swing stop in the city. Could become an example for other cities.

V. **Meeting was adjourned at 3:00 p.m.**