




**CITY OF MIRAMAR  
INTEROFFICE MEMORANDUM**

**TO:** Mayor & City Commissioners

**FROM:** Dr. Roy L. Virgin, City Manager 

**BY:** Na’Imah Martin, Human Resources

**DATE:** November 14, 2024

**RE:** Temp. Reso. No. 8281 – Ruth Bader Ginsburg (RBG) Board Advisory Update

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**1. Introduction**

- Staff Liaisons and Contact Information:

Staff Liaisons	Phone	Email
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- Purpose of the Report: Recap of board meeting activities.
- Background of the Advisory Board: The Ruth Bader Ginsburg (RBG) Board, was established in September 2020 to serve in an advisory capacity through use of research studies, reports and by providing recommendations with respect to all matters pertaining to the status of women within the City of Miramar.
- Scope of the Report: This report will discuss the latest goals, objectives, and discussions at the monthly meetings.

**2. Board Composition**

- Members and Appointments:

Board Member	Role	Appointment Date
Janine Alleyne-Maragh	Staff, Board Chair	5/17/2023
Tammy Reed	Resident, Vice-Chair	5/17/2023
Hawa Waugaman	Resident, Member	5/17/2023
Ellen Woods	Resident, Member	6/21/2023
Jacqueline Patterson	Resident, Member	5/05/2024

- **Member Qualifications:** RBG Board members are all Miramar Residents and provide a wealth of knowledge and expertise gained through their work in leadership roles in Broward and Miami-Dade County Public Schools, small business entrepreneurship and by serving in varying capacities for multiple boards and service organizations.
- **Attendance Records:** In general, attendance has been stable with most board members fully engaged and dedicated to the success of the board.

### **3. Meetings and Activities FY24 Q4 (July-September)**

- **Meetings:** The RBG board initiated a hiatus from meeting during the summer months of June-August 2024.
- The September 19, 2024 meeting was canceled due to inclement weather
- **Public Engagement:** In July 2024 The board participated in the Miramar Gives Back Donation Drive, hosted by Commissioner Colbourne in July by partnering with the Teen Advisory Board and collecting personal hygiene items and new clothes for His House Children's Home. Several board members participated by not only donating items, but also by donating their time and assisting the teens from the Teen Advisory Board with packaging the items to be donated in individual bags.

### **4. Accomplishments and Outcomes**

- **Major Accomplishments:** Through the research report performed by F.I.U, the board identified departments within the City of Miramar in which women in leadership positions were lacking in comparison to men. Through this realization, the board recommended a spotlight be placed on departments such as Public Safety and Information Technology to improve the gender gap. Since 2022, several women have been promoted and/or hired into leadership positions in Police (i.e., Major, Assistant Chief and Deputy Chief); Information Technology (i.e., IT Manager), and the City Manager's office (Chief Human Resources Officer, Chief Public Safety Officer, Chief of Staff).
- **Impact:** These actions have positively impacted the City's workforce and has established a culture of gender equity.

### **5. Challenges and Lessons Learned**

- **Challenges Faced:** The 2022 Status of Women research report utilized data from 2020 which could be considered slightly stale data.
- **Lessons Learned:** The board will consider how major counties such as Broward and Miami-Dade are working towards gender equity and the mechanisms established in hopes of creating best practices.



## **6. Financial Overview**

- **Budget Summary:** The Board does not have a budget nor directly spend any funds. The board is considering frequency in which to engage with Florida International University for regular research reports on the status of women in the City of Miramar.
- **Funding Sources:** These costs would come from the current Human Resources Department budget.
- **Financial Management:** Funds are budgeted in the Human Resources Department for professional consulting services.

## **7. Future Plans and Recommendations**

- **Upcoming Projects:** The Board will continue to focus on the gap areas identified by the 2022 report and will engage with F.I.U. in 2025 for an updated Status of Women Report to see more recent data highlighting the improvements and the areas of concern.
- **Strategic Goals:** To help the City of Miramar to become a CEDAW City (The Convention on the Elimination of All Forms of Discrimination Against Women).
- **Recommendations:** A presentation to the City Commission establishing the strategic goals for consideration in 2025.

## **8. Conclusion**

- **Summary:** The RBG Board is working to establish a consistent and regular procedure to continually review the status of women in Miramar and present recommendations. This topic to be discussed during the November meeting.