



# VENTURA COUNTY COMMISSION FOR WOMEN

Human Services Agency  
4601 Telephone Road, Suite 117,  
Ventura, CA 93003  
Mailing Address: 4360 E. Main St. #460  
Ventura, CA 93003  
(805) 658-4193  
WWW.VCCW.NET /

## DRAFT

Minutes – May 3, 2008

Appointing  
Authorities –  
Ventura County  
Supervisors

Steve Bennett  
Linda Parks  
Kathy Long  
Peter C. Foy  
John K. Flynn

**COMMISSION  
MEMBERS:**

**DISTRICT I**  
Cecilia Fargo  
Diana Goodrow  
Janet Barron

**DISTRICT II**  
Lee Riggan  
Mary Pallant  
Karen Peters

**DISTRICT III**  
Sharon Hillbrant  
Nancy Lee Phillips  
Elvia Guizar

**DISTRICT IV**  
Jan Lawrence  
Shanté Morgan  
Durisseau  
Vacancy

**DISTRICT V**  
Ina Howard  
Deborah De Vries  
Carmen Hurd

A regular meeting of the Ventura County Commission for Women was held in the Commission office at the Human Services Agency, 4601 Telephone Road, Suite 201, Ventura, on Saturday, May 3, 2008. The Chair called the meeting to order at 9:33 a.m.; the Recording Secretary was present.

The Chair, Commissioner Pallant, read the VCCW Mission Statement.

Present were Chair Mary Pallant, Vice Chair Elvia Guizar, Correspondence Chair Diana Goodrow, Recording Secretary Lee Riggan, Treasurer Nancy Lee Phillips, and members Janet Barron, Karen Peters, Jan Lawrence, Shanté Morgan-Dunsseau, Ina Howard, and Carmen Hurd. The Chair declared a quorum was present.

Commissioner Barron moved and Commissioner Howard seconded that Action Items 7.a. Advisory Board Protocol Revision of Standing Rules and Item 7.b. Communication (email) Guidelines be tabled and 7.b. also be moved to Item 8.l. for discussion and that the revised Agenda be adoption. The motion passed.

Commissioner Hurd reported on Moorpark College High School Program Graduation. Commissioner Goodrow reported on the Feminism Is Panel Discussion at California Lutheran University. Both events were follow-up activities of the Women's Forum.

Commissioner Phillips moved and Commissioner Lawrence seconded that the April 5 2008 minutes be approved. The motion passed.

The Treasurer reported that the balance in the VCCW account was \$181.92 and that the Bank balance reflected an additional \$50, which was due to one outstanding check. The Treasurer's Report was filed as presented.

Correspondence and communications report was received. Commissioner Goodrow reported that VCCW received the National Association's Call to Convention June 16-19, 2008 in Albuquerque, New Mexico.

Commissioners Pallant and Phillips reported that the MOU with the

**CALL TO ORDER**

**MISSION**

**ROLL CALL**

**AGENDA**

**PUBLIC  
COMMENT**

**MINUTES**

**TREASURER'S  
REPORT**

**CORRESPONDENCE**

**WEBSITE**

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V.C. Human Services Agency is awaiting the new director's approval and no problem is anticipated. The County hosts the VCCW web site and is allowing VCCW access to their server. Commissioner Goodrow expressed her concern that the MOU be agreed to by the County in order for collaborative actions to progress such as the Status of Women Report.

Commissioner Pallant reported that a lunch meeting is being scheduled in order to put a personal face on the Mentor Program. For the CalWORKS Presentation to the Board of Supervisors, the County has a photographer preparing photos of the CalWORKS adults to be recognized.

Commissioners Riggan and Goodrow submitted a written report on the Status of Women 2009 Report and led the discussion. Commissioner Goodrow is continuing to seek budget models for the Report. The Committee meeting date of May 7 was cancelled and a new date is to be set. Membership was extended to include Commissioner Lawrence.

Commissioner Guizar submitted a written report on the Teen Sisters Pregnancy Prevention Project and discussed the progress of the partners in identifying their tasks to bring the project to a revised proposal.

Commissioner Barron proposed approving the VCCW membership in the Ventura Reproductive Rights Network. Commissioner Phillips stated that because the Standing defining the Treasurer's duties state that the "treasurer shall pay dues to organizations VCCW is a member of, including ACCW, NACW, RRN" a motion to approve membership each year was not required. Commissioner Goodrow and Barron moved that VCCW pay a membership fee of \$25 because VCCW is a non-paying member. The motion passed. Commissioner Barrow volunteered to serve as Alternate Representative to RRN. The VCCW Representative is Commissioner Goodrow.

Commissioner Barron stated that California voters have overwhelmingly opposed the past Parental Notification initiatives due to their concern about the health and safety of girls and women. For the same reason she proposed that VCCW state their opposition to this initiative. Commissioner Morgan-Durisseau stated that she had concerns about this issue and requested that it be tabled to the June meeting. Commissioner Phillips suggest that a resolution be considered so that the VCCW so that the VCCW position would be clearly stated. Commissioner Pallant reminded

CALWORKS &  
MENTORING

STATUS OF  
WOMEN 2009  
REPORT

TSPP PROJECT

REPRODUCTIVE  
RIGHTS  
NETWORK

OPPOSE  
PARENTAL  
NOTIFICATION  
2008 INITIATIVE

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Commissioners that requiring a Resolution would be unusual and currently VCCW has not established that as a requirement nor is there a precedence. Commissioners Barron and Hurd will provide supporting material from the League of Women Voters and the Secretary of State. By general consensus the item was tabled to the June meeting.

By general consensus it was agreed to appoint a Standing Rules Review/Revision Committee. The Committee members appointed were Commissioners Riggan, Phillips, and Barron.

**STANDING  
RULES  
COMMITTEE**

By general consensus it was agreed to appoint a Bylaws Review/Revision Committee and that it would be combined with the Standing Rules Review/Revision Committee. The Committee members appointed were Commissioners Riggan, Phillips, Barron, and Goodrow.

**BYLAWS  
COMMITTEE**

Commissioner Morgan-Durisseau moved and it was seconded by Commissioner Phillips to approve the Minutes of April 30, 2008 as corrected. The motion passed. There were three corrections: Item 2 to insert the words "other VCCW projects, but" after "Conference and" and to insert the words "general business operations" after "not for VCCW;" Item 6 to strike the words, " Civic Alliance Collaborative" and insert "Social Justice Fund;" Following Item 5 to insert the sentence, "Mr. Ralston concurred with Ms. Broidy's statement that the Forum Steering Committee doesn't determine or vote on expenditures of the funds. They serve in an advisory capacity; and he said, the Leadership Team on the Steering Committee is organized by VCCW."

**APRIL 30, 2008  
MINUTES**

Commissioner Pallant announced that she had placed in one folder the VCCW's agreement with VCCF, and a copy of the original McCune Grant for the Women's Forum. She directed that the corrected minutes of the April 30, 2008 meeting be inserted in the folder and that the folder will be kept in the Commission offices. Commissioners discussed the need for VCCW to develop policies and procedures that will define its relationship with the Women's Forum and other VCCW projects. These procedures will clarify the governance issue and provide guidelines for running our Steering Committee. These should also be general rules guiding VCCW when it takes on a project. The following Commissioners were appointed to the committee to develop these policies and procedures: Riggan, Goodrow, Lawrence, Phillips, Morgan-Durisseau, Hurd, and Barron. Commissioner Hurd proposed developing an organizational chart to help Commissioners

**POLICIES &  
PROCEDURES  
FOR VCCW WITH  
COLLABORATIVE**

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visualize the many projects under VCCW.

Commissioner & Vice Chair Guizar assumed the Chairmanship at this point in the meeting, 11:05 a.m., replacing Commissioner Pallant.

GUIZAR  
CHAIRING

By general consensus the 2008-2009 Project Planning Table was tabled as the projects were being addressed in the agenda.

2008-09  
PROJECT  
PLANNING  
TABLE

Commissioner Morgan-Durisseau reported that Debra Bagley is considering submitting an application for candidacy to represent Supervisor Foy on VCCW.

COMMISSION  
VACANCY

Commissioner Goodrow reported that Commissioner Fargo, who will be 89 years old on May 5<sup>th</sup>, is on Hospice care. Commissioner Lawrence and Goodrow will work with Supervisor Bennett to recognize Commissioner Fargo's contribution to the empowerment of women in Ventura County. She is the founder of the NOW organization in Ventura.

COMMISSIONER  
FARGO

Commissioner Lawrence advised that special requests of the VCCW events by the Supervisors must be honored as a curtsey even if untimely. Any requests that are legally questionable are to be given to the Supervisor in our individual districts for direction.

SPECIAL  
REQUESTS

Commissioners discussed ~~conduction~~ of the Educational Justice Forum. The comments included: obtained newsletter outreach; rooms were easily accessible, good speakers, good contacts, everything worked well. Commissioner Phillips reported that of the 20 evaluations 18 recommended Poverty as the next forum topic and 10 recommended Health. Commissioner Phillips reported a net revenue of approximately \$6,460. Commissioner Morgan-Durisseau recommended three ways to increase attendance. They are: 1) Create a speakers bureau to visit and speak to organizations; 2) Ask panelists to invite their contacts; and 3) Increase publicity including more media interviews. Commissioner Phillips said that Supervisor Long reported the event to the Board of Supervisors and commended the event for bringing groups of women together who did not know the others existed. Commissioner Goodrow asked if the Commissioners felt that all the work was worth the results. She said 130 people attended and asked, "Shall we do it again?"

WOMEN'S  
FORUM

Commissioners discussed the upcoming report to be prepared for the Board of Supervisors. Commissioner Guizar may take over or

BOARD OF  
SUPERVISORS  
REPORT

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assist Commissioner Pallant with the presentation. Commissioner Phillips will email the last year's power point presentation to Commissioner Guizar. Planning for the event is to begin at the June meeting.

Commissioners discussed the nomination procedures defined in the VCCW Bylaws. At a meeting in June prior to the Regular VCCW meeting each district is to select their representative to the Executive Committee. That person will serve a term of one year. From that group officers for the coming year are elected.

Commissioner Goodrow invited members to attend the ACCW quarterly meeting on May 9 at the Manhattan Country Club. Commissioner Morgan-Durisseau agreed to attend with Commissioner Goodrow.

Commissioner Goodrow said that because VCCW falls under the Brown Act it was very important that the County provide her with training that would allow her to serve legally in her position as Commissioner. Commissioner Phillips said the Supervisor Long's office had provided her with a contact to advise VCCW on the Brown Act and AB1234 Ethics Legislation. Commissioner Morgan-Dunisseau said that more than guidance was needed and she also wanted County training. She said that she would follow up with the contact. Use of email correspondence and past criticisms were stated as issues of great concern. The Commissioners agreed to remove the names of the Advisory Board from the stationary as there is no Advisory Board at this time. They agreed to change the Governing Board title in the Stationary. Commissioners Phillips and Lawrence stated that when they e-mailed the agenda and notice of the meetings in the past, they were sent to the Board of Supervisors and to an assistant in each office to be posted. Commissioner Phillips interpreted the Brown Act to require that the agenda be sent to members of the public who make their request known in writing on an annual basis. Because neither direction is in the Bylaws nor in the Standing Rules the Posting policy will be brought to the Bylaws/Standing Rules Committee.

Commissioners asked that the following be included in the ~~April-June~~ Agenda: 1) Communication (email) Guidelines (Commissioner Phillips, Morgan-Durisseau); 2) Advisory Board protocol revision to the Standing Rules; 3) Brown Act Training; 4) Executive Committee Nominations; 5) Board of Supervisors' Report; 6) Commissioner Fargo Recognition; 7) Committee Report on Bylaws & Standing Rules; 8) Oppose Parental Notification 2008 Initiative; 9) VCCW Retreat Planning.

**EXECUTIVE COMMITTEE NOMINATION**

**ACCW QUARTERLY MEETING**

**BROWN ACT TRAINING REQUESTED**

**FUTURE AGENDA ITEMS**

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Commissioner Guizar reported on her attendance at the ANNOUNCEMENTS conference in Mexico. Commissioner Guizar was appointed the Representative of Mexicans Abroad, for Ventura, Santa Barbara and San Luis Obispo for the term of 2006-2009 by the Mexican Consulate.

The meeting was adjourned at 12:24 p.m.

ADJOURNMENT

Lee Riggan, Secretary

Approved as  
Printed/Corrected  
on \_\_\_\_\_

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## CALENDAR

May 8, 2008	Women's Forum Steering Committee Meeting – Evaluation of Forum.
May 14, 2008	Committee on the Status of Women & Girls in Ventura County 2009 Report 1:00 p.m. at Café on A, A Street, Oxnard
May 17, 2008	Standing Rules/Bylaws Review/Revision Committee meeting – 9 a.m. at Coffee Bean & Tea Leaf next to the VCCW office – Commissioners Riggan, Goodrow, Phillips, Barron (later changed to a TBD date)
TBD	Committee on Policies & Procedures for VCCW Relationships – Commissioners Goodrow, Riggan, Hurd, Phillips, Morgan-Durisseau, Lawrence

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## Attendance

5/03/08

Commissioners	<u>Attendance</u>	<u>Mileage</u>	<u>Hours</u>	<u>Expenses</u>
(Mileage = 50 cents/mile)				
1. Diana Goodrow	P	180	35	\$278.00
2. Cecilia Fargo	A	0	0	\$0.00
3. Janet Barron	P	10	4	\$5.00
4. Karen Peters	P	90	5	\$45.00
5. Mary Pallant	P	130	16	\$140.00
6. Lee Riggan	P	160	40	\$100.00
7. Sharon Hillbrant	A	0	0	\$0.00
8. Nancy Lee Phillips	P	120	25	\$60.00
9. Elvia Guizar	P	40	12	\$50.00
10. Jan Lawrence	P	150	14	\$135.00
11. Shanté Morgan Durisseau	P	150	18	\$75.00
12. Vacant			0	\$0.00
13. Deborah De Vries	A	0	0	\$0.00
14. Ina Howard	P	36	6	\$30.00
15. Carmen Hurd	P	40	5	\$40.00
	<b>11</b>	<b>1106</b>	<b>180</b>	<b>\$958.00</b>