



VENTURA COUNTY COMMISSION FOR WOMEN

Human Services Agency
4601 Telephone Road, Suite 117,
Ventura, CA 93003

Mailing Address: 4651 Telephone Rd, #200
Ventura, CA 93003-8393
(805) 658-4193
www.vccw.net

DRAFT AGENDA

Date: Monday, May 21, 2012

Location: **Camarillo Police Department, 3701 Las Posas Road, Camarillo, CA 93010**
6:30 P.M.

If members of the public would like to speak about an agenda item, notice should be given to the Commission Chair stating the agenda item number. If the item is not on the agenda, notify the Chair prior to the start of the meeting, or during the Public Comments part of the meeting by giving the topic on which they wish to speak. Each speaker will be allowed three minutes to address the Commission. The entire public comment period is limited to thirty (30) minutes total.

VENTURA COUNTY SUPERVISORS

DISTRICT I

Steve Bennett

DISTRICT II

Linda Parks

DISTRICT III

Kathy Long

DISTRICT IV

Peter C. Foy

DISTRICT V

John C. Zaragoza

COMMISSION MEMBERS:

DISTRICT I

Diana Goodrow

Rosandra Esquivel

Joni Holling

DISTRICT II

Lee Riggan

Kitty Dill

Vacancy

DISTRICT III

Nancy Lee Phillips

Elvia Guizar

Ruth A. Funk

DISTRICT IV

Jan Lawrence

Shanté Morgan-

Durisseau

Debra Bagley

DISTRICT V

Ina Howard

Carmen Hurd

Ana Cristina Flores

1. Call to Order- 6:30 p.m. Mission Statement The Ventura County Commission for Women encourages, supports and facilitates the empowerment and education of Ventura County Women. Riggan
2. Roll Call Phillips
- ABSENTEE POLICY: The Bylaws Article 4, Section 4.1 & 4.2 read: Notice of absence must be given to the Chair at least 24 hours prior to the meeting. Recommendation for removal may be made when the bylaws have been knowingly violated or as a result of three (3) absences from regular monthly meetings during each year, beginning on July 1.
3. Adoption of Agenda Riggan
4. Public Comment – This is the opportunity for the members of the public to address items not on the agenda
5. Gold Star Wives of America, Inc., South West Region, Channel Islands Chapter
Presentation by Joyce Sihler, Treasurer & Past President
6. Approval of Minutes of Meetings of April 23, 2012 Phillips
7. Receive Treasurer's Report Lawrence
- a. Restricted funds held by VCCF
- b. Restricted & Unrestricted funds in the VCCW Bank Account
8. Budget Committee Report – VCCW Draft Budget for review, additions & Adoption Lawrence, Phillips, Dill
9. Receive Corresponding Secretary's Report Howard/Goodrow
- a. Communications Received (hard copy, email & phone calls)
- b. Communications Sent (Greetings)
- These are items presented to the Commission for information. They may be referred for acknowledgement, investigation, or response as appropriate.
10. Vice Chair Report Goodrow
- a. Representative(s) Report & Advocacy Recommendations (Goodrow, Hurd, Howard)
 1. CAWA
 2. RRN
 3. ACCW
 4. NACW
 5. Ventura County Women's Forum Collaborative
11. Chair Report Riggan
- a. Report of Accomplishments & Activities & Status of:
 1. Amended Bylaws response for approval from Board of Supervisors for Sec 5.1D
 2. County Plans for Moving VCCW Office
 3. Bi-National Health Week – October 2012 of
- b. Report on Board of Supervisors' Actions & District
12. Status of Women & Girls Committee & Presentation on Power Teams by K&M Enterprise Morgan-Durisseau, Goodrow, Lawrence
13. Public Relations Committee Dill, Durisseau, Phillips Bagley, Guizar
- a. Press Release
- b. Media Plan Status (as per Strategic Plan)
 1. Status of Women & Girls – releases for Radio, TV, papers; develop interview questions for Radio/TV; Plan for speaker opportunities
 2. July Installation of 2012-2013 Officers - Develop invitations to Bd of Supervisors
14. Recognition Fundraising Committee Guizar, Funk
- a. Report on the Status of Recognition Fundraising Event in 2013 (Tasks include: Data base development; Sponsorship; Venue options; Caterer options; Budget draft; Selection of proposed date; Recognition guidance; Program)
15. Discussion/Presentation Riggan



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- a. Discussion on VCCW Policies
- b. Discussion on Annual Budget
- c. Annual Report Content, Format, Timeline

16. Consent Agenda Items. All matters on the Consent Calendar are expected to be non-controversial and will be enacted by one motion. There will be no discussion of these items. If discussion is required, that item will be removed from the Consent Calendar and will be discussed after the balance of the Consent Calendar has been approved and before the beginning of the items following Consent.

- a. Approve Press Release
- b. Approve Public Relations Plan
- c. Approve Recommendations of Committee on Status of Women & Girls
- d. Approve Recommendations of Committee on Recognition Fundraiser

17. Action Items

- a. Approve VCCW Policies for submittal to Ventura County CEO
- b. Approve VCCW Annual Budget

18. Commissioners District & Ambassadorship (Written &/or 2-Minute Oral Reports &/or news clippings on actions effecting women & families in the districts (e.g. council meetings, organization events, activities current & planned)

19. Commissioners' Discussion, Information Items, Announcements & Future Agenda Items

Items Commissioners wish to have considered for a future agenda may be suggested under this item and, if agreed to, the item(s) will be placed on the appropriate upcoming agenda(s). Other comments and announcements by the Commissioners may also be made at this time.

20. Upcoming Events:

- a. VCCW Regular Meeting on June 25, 2012

20. Adjournment 9:00 p.m.

Posted May 18, 2012

In compliance with American Disabilities Act, for those requiring special assistance to access the Commission meeting room, to access written documents being discussed at the Commission meetings, or to participate at Commission meeting, please contact the Commission office at (805) 658-4193. Please notify the Commission three days prior to the meeting date, for the Commission to make reasonable arrangements and ensure accessibility.

(28 CFR 35.102-35.104; ADA Title II