

## Recommended Plans for VCCW 2011-2012

### Re-Birth

#### Within

- Minutes – Revise structure and content
- Agenda – Adjourn to Executive Committee
- Bylaws re Executive committee description & quorum re attendance
- Calendar of Tasks and meetings and place on website
- Commission member profile form (p 13)
- Conduct a Training seminar for VCCW
- Organizational Chart
- Who are we connected to at the County?

#### **Do SWOT**

<b>Strengths</b> A commission of VC Board of Supervisors; Appointment by Supervisor & BofS Skills of Commissioners	<b>Threats</b> Failure to observe Brown Act
<b>Weaknesses</b> No Funding from VC BofS Team work needed Knowledge of needs of women & girls	<b>Opportunities</b> Advising BofS on needs of women & girls

#### Training of Commissioners

- Zeta Chi Parliamentarians on meeting procedures, minutes, agendas, Minute book
- Web site – how to do it
- Reports – how to prepare and present them
- PR/media – how to prepare and who to send to and who does it
- How to serve as VCCW officers
- Survey Commissioners on training needs
- Conduct annually
- Develop training manual
- Establish resource of professional trainers (free or low cost)

#### Board of Supervisors

- Advisory Reports to Board of Supervisors
  - Naming – Year/# e.g. 2011/01
  - What advise?
- Do Pre & Post meetings with Supervisor – 3 representatives meet with 1 Supervisor.
- Attend VC Board of Supervisor's meeting or watch on TV
- Have summary of BofS meeting on VCCW agenda, esp items re VCCW, women

#### Public Relations

- Fact Sheets
  - What are our issues
    - Women's History Month
    - Domestic Violence Month
    - Women's Forum issues – the 12
    - Current Affairs – from BoS meetings &/or news
    - Achievements – quantified
- Legislative Day event
  - Medicare changes
- Monthly Meeting provide Press/media release
- Greeting Cards (Ina Howard) to Commissioners, BofS, County Staff person
- Speakers Bureau – provide training to Commissioners, presentation template

- Media – Newspaper, Radio, Photo Ops, provide media template

#### **Website**

- Link women's organizations and businesses
- Link city and county boards and commission
- Train interested commissioners and other volunteers to serve as Web Tech

#### **Budget**

- Total Female population of Ventura County
  - 49.8% of 802,983 = 399,886
- Total budget for VCCW –
  - \$0.00
- Dollars spent per female \$0.00
- Total budget for Ventura County 2011
  - \$1.67 billion
- VCCW % of Total Budget
  - 0.00%
- Number of volunteer hours at/for VCCW
  - Mtg time 4 hrs x average 12 members x 12 mo = 576 hrs
- Value of volunteer hours at/for VCCW based on an average hrly wage of \$35 (?)
  - = \$20,160 plus mileage at .51/mile per person.

#### **Program/Project**

##### **Status of Women & Girls in Ventura County 2012 Report & Action Plan**

- Question – How are we meeting women's needs?
- Learn through
  - Focus groups
  - Questionnaire collected at health fairs and public events in each district
  - Community Outreach
  - Council of Women Leaders/Presidents

The following as necessary to be included in the project to complete the "Status of Women & Girls in Ventura County 2009 Report & Action Plan:"

- (1) Recruit universities, government, women's groups, and community based organizations as partners and sponsors
- (2) Hire a Project Coordinator and pay **her** approximately \$100/hour
- (3) Follow the guidelines from The Institute for Women's Policy Research, "The Status of Women in Your County: A Community Research Tool"
- (4) Develop Action Plans that include those in the Institute for Women's Policy Research – "Models for Action: Making Research Work for Women"
- (5) Conduct the Project in Phases and plan for a 1-year timeline
- (6) Produce fact sheets on key findings such as the Demographic Data Sheet
- (7) Establish independent statistical data
- (8) Conduct Community Forums to develop original research
- (9) Conduct a Five-year follow-up report to determine the accomplishments
- (10) Include in the budget funds for publication and distribution

VCCW stands ready as a partner with VCCF to serve in each phase of the study, from recruiting partners, selecting a consultant, research, town hall meetings or community forums, expert comments, conclusions, goals, and recommendations and best practices, distribution, publicity, and action plans. VCCW would also like to have VCCF assistance in tracking the progress and assuring in perhaps five years that this report and action plan have made a difference.

#### **Network of Community Support**

1. Council of Women Leaders/Presidents of organizations & businesses
  - a. Pot luck or restaurant dinner and collect payment at door

- b. Establish network of support for the issues you address and for the commission
  - c. Establish mail/e-mail distribution list & keep it up to date
  - d. Attend each others events
  - e. Make list of past commissioners and involved them in activities
  - f. Share priorities, strategies, information, action alerts
  - g. Plan calendar for women's groups and have it on our web site
  - h. Meet 2 times/yr
  - i. Educate and introduce them to VCCW and what we do
2. Junior Council of Teens
  3. Resource List (email addresses, addresses, phone numbers, etc.) – **Women's Directory**

**Issues: (Includes Planning Document & some others of interest)**

- How to get appointed to Boards and Commissions
  - Get list of city and county boards and commissions
- Women's History
- Teen Preg Prevention
- Ambassador Program
- Cal Works Recognition
- Fund Raising Event
- BOS Report
- Status of Women & Girls Report & Action Plan
- Website
- Publicity
- Bylaws & Standing Rules
- Legislative Advocacy
- Annual Retreat
- Advisory Board – Council of Women Leaders, Junior Commissioners Project
- Annual Training
- Trafficking
- How to get appointed to Boards, Commissions, Task Forces, etc.
- Women in Prison or County Jail
- How to run for office (where you must get elected)
- Jail partnership – partner with others to identify resources, reduce recidivism and create mentoring program for incarcerated women
- Women in Leadership – Coordinate Council of Women Leaders to outreach & network with women's organizations; co-sponsor Appointments of Boards & Commissions Workshop for women.
- Education – Remodel Your Role Model (non-traditional jobs), Prepare & Distribute info packets & Directory of Speakers to schools & community groups to celebrate Women's History Month every March.
- Women's issues in the Legal System – works with community agencies and county departments to identify needs for policy and system change related to violence against women
- Junior Commissioners Project – designed for twelve high-school aged young women to learn about women's rights, advocacy and the role of the Commission
- Coordinating Committee (coordinates everything with the other committees to make sure everything is being done and reports are submitted)