

Ventura County Commission for Women
Draft Minutes Regular Meeting
May 21, 2012, 6:30 p.m.
Camarillo Police Department, 3701 Las Posas Rd, Camarillo 93010

1. Call to Order/Mission Statement

Chair Lee Riggan called the meeting to order at 6:37 pm and read the VCCW Mission Statement. Recognizing the absence of the secretary, Commissioner Phillips was asked to take minutes.

2. Roll Call

Present - Lee Riggan, Diana Goodrow, Nancy Lee Phillips, Shante Morgan-Durisseau, Ina Howard (arrived 7:25 pm), Ruth A. Funk, Carmen Hurd, , and Kitty Dill.

Absent - Elvia Guizar, Jan Lawrence, Ana Cristina Flores, Rosandra Esquivel, Joni Holling, and Debra Bagley.

Others Present - Kara Hillock, K & M Enterprises.

Because there was no quorum, Item #5 was taken out of order.

5. Gold Star Wives of America, Inc., South West Region, Channel Islands Chapter

In recognition of Memorial Day, Joyce Siher, Treasurer & Past President of Gold Star Wives of America gave presentation to those present on the organization's history, purpose and activities.

With arrival of Ina Howard, a quorum was present.

3. Adoption of Agenda

On a motion by Commissioner Phillips, seconded by Commissioner Goodrow and passed unanimously, the agenda was adopted as presented.

4. Public Comments

There was no public comment.

5. Approval of Minutes of Regular Meetings April 23, 2012.

On a motion by Commissioner Phillips, seconded by Commissioner Funk and passed unanimously, the minutes of April 23, 2012 were approved as amended corrected.

6. Receive Treasurer's Report

a. Restricted funds held by VCCF

b. Restricted and Unrestricted funds in the VCCW Bank Account

Chair Riggan reported on behalf of Commissioner Lawrence indicating there were no changes in the funds.

7. Budget Committee Report

The draft report budget was provided in the agenda backup materials provided at the meeting.

8. Received Corresponding Secretary's Report

a. Communication Received - an update was provided.

b. Communications sent - an update was provided.

9. Vice Chair Report - a report was distributed to the Commissioners.

a. Representative Report & Advocacy Recommendations

1. CAWA

2. RRN

3. ACCW

4. NACW
5. Ventura County Women's Forum Collaborative

10. Chair Report – Updates were provided on various items and a report was distributed.

a. Report of Accomplishments Activities

1. **Amended Bylaws Response for Approval from Board of Supervisors** – Bylaws will not be approved separately and will be part of the Study Session.
2. **County Plans for Moving VCCW Office** – No update has been received from the County as yet on the move. The Vice Chair was informed that VCCW may have ~~latest word was~~ day meetings in non-intrusive locations which could be arranged by the County with at least 24 hours notice.
3. **Bi-National Health – October 2012** – those interested in helping were asked to contact Commission Riggan or Maria Ryan, Promotoras y Promotores Foundation CEO at maria.ryan@sbcglobal.net.

b. Report on Board of Supervisors' Actions & District – an update report was provided.

Commissioner Riggan reminded the commissioners of the need to select their representative to the Executive Committee.

11. Status of Women & Girls of Ventura County Committee & Presentation on Power Teams by K & M Enterprises

Commissioner Durisseau provided an oral report indicating that a meeting was held with K & M Enterprises, who expressed concern with working with CSUCI students and their lack of experience and indicated they would be willing to work with four non-paid student interns; on May 16 the executive team had a conference call with VCCF staff Linda Garcia, Hugh Ralston, LaToya Ford and Rick Pearson. Hugh Ralston indicated he wanted to hold off on signing agreement expressing concerns with the scope of work and tracking oversight. Chair Riggan provided revised tools at the commission meeting. There was discussion on how this issue will be resolved to everyone's satisfaction. Kara Hillock provided an oral report to the commission on the steps K & M is taking. A presentation will be made at the June meeting on the status.

Due to concerns with time, action was taken on Item 16.c. at this point in the agenda.

16 c. Recommendations of Committee on Status of Women and Girls

Commissioner Durisseau ~~motion~~ moved, & it was seconded by Commissioner Hurd, to approve the scope of work grid with the understanding of the following: flexibility and regular weekly reports to the Co-Chair Durisseau; attendance at regular monthly meetings by K & M; and use of this tool for tracking the VCCW Status of Women and Girls Study. The motion was approved unanimously.

12. Public Relations Committee

a. Press Release

Commissioner Dill provided an oral report and draft press release on K&M Enterprises. A PR committee meeting will be scheduled for next week.

b. Media Plan Status

1. **Status of Women & Girls – releases for Radio, TV, papers, develop interview questions for Radio/TV. Plan for speaker opportunities.** There was no update.
2. **July Installation of 2012-2013 Officers – Develop invitations to BOD.** There was no update provided.

13. Recognition Fundraising Committee

a. Report on the Status of Recognition Fundraising Event in 2013

In response to a request for clarification, Commissioner Funk indicated the committee would look into funding availability. No response had been received from VCCF on Fiscal Sponsorship - the committee will follow up on this.

14. Discussion/Presentation – This item was tabled.

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

15. Consent Agenda

Items tabled except for c, which was acted on previously.

16. Action Items – These items were tabled.

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

17. Commissioners' Discussions, Information Items, Announcements & Future Agenda Items –
No updates were provided.

18. Upcoming Events

- a. VCCW Regular Meeting June 25, 2012**

19. Adjournment

The meeting adjourned at 8:18 pm.

Approved and to be entered into the record, June 25, 2012



Nancy Lee Phillips, Acting Secretary