



VENTURA COUNTY COMMISSION FOR WOMEN

Human Services Agency
4601 Telephone Road, Suite 201
Mailing Address: 4245 Market Street, Suite 201, Ventura 93003
Ventura, CA 93003
(805) 658-4193
www.vchsa.org/cfw/

Minutes – November 3, 2007

GOVERNING BOARD – 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
Nancy

DISTRICT III

Sharon Hillbrant
Nancy Lee Phillips
Elvia Guizar

DISTRICT IV

Jan Lawrence
Shanté Morgan
Dorisseau
Emmanuelle Lipsky

DISTRICT V

Ina Howard
Deborah De Vries
Carmen Hurd

ADVISORY BOARD

Julia Brownley,
Assemblywoman
41st Assembly
District

Shoshana Brower

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, November 3, 2007. The Chair called the meeting to order at 9:15 a.m.; the Recording Secretary arrived late. Elvia Guizar volunteered to serve as Ad Hoc Secretary.

Present were Chair Mary Pallant, Vice Chair & Ad Hoc Recording Secretary Recording Secretary Elvia Guizar, Recording Secretary Lee Riggan (arrv. 10:00 a.m.), Treasurer Nancy Lee Phillips, Past Chair/Correspondence Secretary Diana Goodrow, and members Sharon Hillbrant, Jan Lawrence, Shanté Morgan Durisseau, Ina Howard, and Deborah De Vries. Also present were three newly appointed members Janet Barron (Supervisor Bennett, District 1), Emmanuelle Lipsky (Supervisor Foy, District IV), and Carmen Hurd (Supervisor Flynn, District V). The Chair declared a quorum was present.

The Chair read the VCCW Mission Statement.

Commissioner Phillips moved and it was seconded by Commissioner to adopt the agenda. The motion passed.

The October 2007 minutes were tabled to the December meeting.

Commissioner Phillips moved and it was seconded to accept the Treasurer's Report. The balance is \$388.24. A bill of \$50 was presented by Commissioner Goodrow and it was agreed to pay ACCW membership as provide for in the Standing Rules. The motion passed.

Correspondence and communications report was received.

Commissioners discussed the Website changes made by Karen Peters. Commissioner Phillips will email Karen Peters the Save The Date Card and other Forum additions and set up for inclusion. I & S Information System Policy & Procedures (Non-County Personnel) Applications were given to members needing to register in the County Email program. A request that a computer be provided for the VCCW office has been made to the County.

Commissioner Pallant described the CalWORKS Mentoring Program for new members. Recruitment of mentees is on-going.

CALL TO ORDER

ROLL CALL

MISSION

AGENDA

MINUTES

TREASURER'S
REPORT

CORRESPONDENCE

WEBSITE &
EMAIL

CALWORKS
MENTORING

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Commissioner Morgan Durisseau suggested VCCW give presentations at group meetings where CalWORKS participants are required to attend. Commissioner Hillbrant recommended also adding this program to the VCCW Website. Training is offered to all new volunteers by the County.

The Special Committee (Nancy Lee Phillips and Diana Goodrow) reported on their meeting with Ventura County Community Foundation (VCCF). VCCF is the Fiscal Sponsor for the VCCW Fund. (The County of Ventura would be the VCCW Fiscal Agent.) VCCF will provide VCCW with their Chart of Accounts and accounting system directions. Any actions and documents to be issued using their non-profit number must first have their approval. They will serve as a depository for large grants and projects such as ~~a possible Joint Women's Legacy Fund Annual Dinner~~, the sponsorship of the proposed Report on the Status of Women in Ventura County, and the Women's Forum but not weekly cake sales. The VCCF policy on fund raising is found on their website. The VCCF encouraged the Special Committee to consider coordinating with non-profits in partnerships and sponsorships. Being a Public Agency is a positive factor for us.

VCCF ON
FUNDRAISING

The TSPP Committee (Elvia Guizar, Jan Lawrence, Deborah De Vries, Lee Riggan) discussed the importance of the TSPP program, and Commissioner Goodrow reported on its history. The Committee plans to meet before December 1 to work on the needed changes and plans.

TSPP PROJECT

Commissioner Pallant will contact Lisa Chadwick Peterson for the written 2007-08 Project Planning Table developed at the VCCW Retreat on October 20.

2007-08
PROJECT
PLANNING
TABLE

The Budget Committee (Mary Pallant, Diana Goodrow, Shanté Morgan Durisseau, and Lee Riggan) lead a discussion on budget format, non-mandated commissions, and HSA Discretionary funds.

BUDGET
COMMITTEE

Commissioner Phillips moved and it was seconded by Commissioner Goodrow to approve the Standing Rules as presented. The motion passed with Commissioner Phillips abstaining from approval of paying dues for RRN (6A).

STANDING
RULES

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By general consensus a Special Committee was formed with Commissioners Morgan Durisseau, Phillips and Riggan, to prepare the Orientation Notebook approved at the September meeting for new members. A Visitor's Packet was added to the tasks for this Committee.

**ORIENTATION
NOTEBOOK**

Commissioner Howard moved and it was seconded that the Advisory Board Guidelines be tabled to December 1 meeting. By general consensus the motion was approved.

**ADVISORY
BOARD
GUIDELINES**

Commissioner Goodrow reported that the Women's Forum Committee next meeting will be Tuesday, November 13, at 7 p.m. at the VCCW office in Ventura.

**WOMEN'S
FORUM
COMMITTEE**

Commissioner Phillips collected funds from members for new name badges.

BADGES

The meeting was adjourned at 11:12 a.m.

ADJOURNMENT

Lee Riggan, Secretary

Approved as
Printed/Corrected
on _____

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CALENDAR

November 11, 2007	PDAP 2 nd Annual Fall Festival Historic Camarillo Ranch Sunday, 1 p.m. \$50 201 Camarillo Ranch Road Camarillo
November 13, 29007	Forum Committee meeting VCCW Office, Tuesday 7 p.m. 4601 Telephone Rd, Suite 201 Ventura
November 7, 2007	Father Greg Boyal Café on A, Wednesday 10 a.m.-12:30 p.m., Oxnard.
November 30, 2007	Opening for Artist Raul Garcia Heaven & Earth Café on A, Friday 10 a.m.-12:30 p.m., Oxnard.
December 1, 2007	VCCW Regular Meeting
December 6, 2007	Profile In Courage Award to Carmen Ramirez Café on A, - Thursday 5:30 p.m.-7:30 p.m., Oxnard.

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Attendance:

11/03/07 VCCW

<u>Attendance</u>	<u>Mileage</u>	<u>Hours</u>	<u>Expenses</u> (Mileage = 50 cents/mile)
1. Diana Goodrow	200	30	\$ 45.00
2. Cecilia Fargo	0	0	\$ 00.00
3. Janet Barron	15	9	\$ 21.00
4. Mary Pallant	140	13	\$ 60.00
5. Lee Riggan	120	16	\$ 28.00
6. Sharon Hillbrant	50	15	\$ 25.00
7. Nancy Lee Phillips	60	15	\$ 30.00
8. Elvia Guizar	20	4	\$ 10.00
9. Jan Lawrence	170	10	\$ 85.00
10. Shanté Morgan Durisseau	100	12	\$ 50.00
11. Emmanuelle Lipsky	100	4	\$ 50.00
12. Deborah De Vries	20	10	\$ 67.00
13. Ina Howard	30	10	\$ 30.00
Totals:	1,025	148	\$501.00