

VENTURA COUNTY COMMISSION FOR WOMEN

3161 Loma Vista Road
Ventura, California
93003

MINUTES

Saturday, January 12, 1985

Monthly Business Meeting

- I. The meeting was chaired by Alicia Ramirez-Brewer. Commissioners and guests were introduced at the preceeding orientation session.
- II. The minutes of December 8, 1984 were approved as submitted.
- III. Executive Secretary's Correspondence Report

Incoming:

- . John Beck, California Dept. of Health Services, soliciting applications for the Vital Statistics Advisory Committee
- . Institute for Policy Studies re: Third World Women's Project speaker's bureau
- . Dept. of Fair Employment and Housing re: the filing of discrimination complaints
- . Orange Co. Commission on the Status of Women re: amending the California Industrial Development Financing Act to permit the issuance of Industrial Development Bonds to finance child care centers.
- . Suzanne Schwasnick with thanks for information provided to her.
- . Barbara Robinson, Chair, NACW Convention committee re: plans for the '85 convention
- . Women's Foundation and Madera Economic Development Corporation
- . Lin A-lul'koy, Southern Owl Clan, Chumash Coastal Band, a letter of introduction and support.
- . Supervisor Lacey, reappointing Maggie Mireles, Lupe Gonsalves and Mary Silverman to this Commission.
- . Estelle Harkins asking for information about the commission.

Outgoing:

- . Jocelyn Kempe, Chevron USA, with thanks for the \$300 donation to the Friends for the banquet.
- . Richard Ceniseroz, Del Manufacturing, with thanks for the donation to the Friends for the banquet.
- . Supervisor John Flynn, thanking him for participating in the banquet program.
- . to each county supervisor re: the orientation meeting.
- . Santa Barbara Co. Commission for Women re: their community survey.
- . Orange Co. Commission on the Status of Women re: their child care study.
- . Karen Hibdon, The Enterprise and
- . Rita Moran, Star Free Press, thanking them for their articles re: the Salute to Women awards and banquet.
- . Pauline Saunders responding to her letter re: the banquet.
- . Estelle Harkins with information requested by her.

The executive secretary is asked to prepare articles for the Maxi-Memo and "California Woman."

IV. Financial Report -Staff

As of Jan. 4, 1985, 54% of the fiscal year had elapsed with 35% of the budget expended. The low percentage expended is because no newsletter has been printed/mailed this fiscal year.

Budget Committee members Dot Engel, Martha White and CFW staff will meet on Jan. 22 with PSSA Fiscal Unit representatives to set up the next year's budget.

- V. Jo Ann Olivares Bernard, Advanced Marketing Service, discussed plans for carrying out the Needs Assessment. They will identify existing programs and evaluate services, conduct telephone surveys and public hearings. Dr. Hornbeck, Cal State Northridge, will assist in developing the surveys to be used. All data will be computerized and analyzed, after which a series of working sessions will be held with the Commission for Women and the Commission on Human Concerns. Consultants will present their findings initially to a joint meeting of both commissions. The subsequent work sessions will be for the purpose of drawing up recommendations for a 5-year plan. The consultants and the needs assessment steering committee will meet monthly or as needed.

Commissioner Connell reminded that it is necessary to raise \$10,000 to fulfill the contract with Advanced Marketing Service. Ruth Pettigrew will head up those efforts.

Commission members have the responsibility of seeing that there are women at the public hearings to provide information and present testimony on needs faced by them.

VI. Unfinished Business - Petty Cash Fund - Staff report

PSSA has a petty cash fund from which the CFW can draw if necessary. Expenses must be for official county/commission business. Policy for using petty cash is explained in a CAM/AM manual available in the office. Forms must be signed by one of the co-chairs which indicates that the expense is an approved expenditure for county business.

VII. New Business

M/S/P to establish an organizational manual for each commissioner which would be passed on to succeeding commissioners.

Commissioner Silverman and staff will develop the manual.

M/S/P to send a letter to Ventura County Rape Crisis & Sexual Assault Center with conceptual support for their proposal to develop a child abuse prevention project.

VIII. Friends of the Commission - Lee Anderson

Friends will meet on Tues. Jan. 15, 7:30 p.m. at which time they will determine goals for the year.

IX. Committees and Task Forces

Committee and task force chairs are asked to submit minutes of their meetings to be kept on file in the office and to document their time, travel and expenses in performing committee work. This information is for inclusion in the annual report to the Board.

A. Legislative Analysis - Commissioner Connell

The Summary of New Laws Affecting Women provided by California CSW is now available. Contact the office if you need a copy. Much of the legislation re: child care that was vetoed last session by Gov. Deukmejian will be reintroduced this session.

B. Domestic Violence Services - Commissioner Johns

Johns has visited the CAHV shelter and reported to PSSA. CAHV is being asked by some to house persons who have problems other than domestic violence. There is no staff coordinator on site at the shelter from 4:30 p.m. - 6:00 p.m. CAHV has plans to hire 2 staff people, one of whom would be a volunteer coordinator.

C. Communications - Commissioner Ryder

The proposed newsletter was shown. Typesetting and graphic layout was done gratis by Chris Nafius at General Telephone.

M/S/P to spend the \$500 necessary to publish this expanded issue.

Ryder mentioned the possibility of a \$1000 donation from GTE. Motions for use of the donation were made, withdrawn and tabled until the next meeting.

The meeting was adjourned at 1:30 p.m. Further agenda items were tabled until the next meeting on Feb. 9 at 9:00 a.m.

Submitted by Martha Baskerville .

Martha Baskerville