



# 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

## 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

## DRAFT AGENDA

Date: Monday, March 26, 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.

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. Recognition of and Welcome to District 2 Commissioner Kitty Dill Riggan
3. Roll Call Flores
- 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.
4. Adoption of Agenda Riggan
5. Public Comment – This is the opportunity for the members of the public to address items not on the agenda
6. Approval of Minutes of Regular Meetings of February 27, 2012 & October 24, 2011 Flores/Phillips
7. Receive Treasurer's Report Lawrence
- a. Restricted funds held by VCCF
  - b. Restricted & Unrestricted funds in the VCCW Bank Account
  - c. VCCW Draft Budget.
8. Receive Corresponding Secretary's Report Howard/Goodrow
- a. Communications Received (hard copy, email & phone calls)
  - b. Communications Sent (Greetings)
  - c. ADA Accommodations Requests
- These are items presented to the Commission for information. They may be referred for acknowledgement, investigation, or response as appropriate.
9. 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
10. Chair Report 6:50 p.m. Riggan
- a. Ninth Month Report of Accomplishments & Activities
  - b. Oversight of Status of Women & Girls Report
  - c. Report on Board of Supervisors' Actions & District 2
11. Status of Women & Girls of Ventura County Committee Report Durisseau/Goodrow
- a. Consultant Contract & Scope of Work
  - b. Status Launch Plan
12. Public Relations Committee Durisseau/Esquivel
- a. Press Release on new commissioners
  - b. Next press release
13. Discussion of Strategic Planning Tasks:
  - a. Recognition Fundraiser tasks: Develop data base (Jan); Explore venues (Jan – Mar)
  - b. Improve communication with Board of Supervisors – PR Committee
  - c. Amplify the VCCW Mission
  - d. Bylaw changes needed
14. Commissioners District & Ambassadorship (Written) Reports &/or news clippings on actions effecting women & families in the districts (e.g. council meetings, organization events, activities current & planned)



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15. Adjourn to Committee Meetings: 7:30 – 8:00 p.m. (Committees have ½ hour to meet at each Regular Meeting)

Durisseau/Goodrow

- a. Status of Women & Girls in Ventura County Committee
- b. Executive Committee – April Agenda; Policy for giving the VCCW name to projects, events, etc, procedures, and documentation.

Executive Committee

16. Recess 8:00 – 8:10 p.m.

17. Reconvene Regular Meeting 8:10 p.m.

18. Committee Reports

19. 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.

20. Action Items 8:20 p.m.

- a. Approve Status of Women & Girls Committee Recommendation for Consultant Contract & Scope of Work
- b. Approve Launch Plan for Status of Women & Girls Study
- c. Approve VCCW Oversight Plan for Status of Women & Girls Study
- d. Second reading of the Bylaw Amendment Establishing August to July for Term of Office Sec 5.1D
- e. Approve Press Release

21. 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.

22. Upcoming Events:

- a. VCCW Regular Meeting on April 23, 2012

20. Adjournment 9:00 p.m.

## Posted April 19, 2012

\*California Corporate Code 5512 (c) regarding quorum states: "...the members of a duly called or held meeting at which a quorum is present may continue to transact business until adjournment notwithstanding the withdrawal of enough members to leave less than a quorum, if any action taken (other than adjournment) is approved by at least a majority of the members required to constitute a quorum." (Therefore, if a quorum of a Commission with 15 members (seated) is 8 members, and meeting is held with the quorum present, and some members subsequently leave the meeting, a decision can be made by a majority vote of 5 members, where all 5 vote in the same way.)

California Corporate Code 551:  
(c)

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