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# VENTURA COUNTY COMMISSION FOR WOMEN

Human Services Agency  
4601 Telephone Road, Suite 117,  
Ventura, CA 93003  
Mailing Address: 4360 E. Main St. #460  
Ventura, CA 93003  
(805) 658-4193  
WWW.VCCW.NET /

## DRAFT Minutes – July 12, 2008

### Ventura County Supervisors

#### DISTRICT I

Steve Bennett

#### DISTRICT II

Linda Parks

#### DISTRICT III

Kathy Long

#### DISTRICT IV

Peter C. Foy

#### DISTRICT V

John K. Flynn

### COMMISSION MEMBERS:

#### DISTRICT I

na Goodrow

Janet Barron

Vacancy

#### DISTRICT II

Lee Riggan

Mary Pallant

Karen Peters

#### DISTRICT III

Sharon Hillbrant

Nancy Lee Phillips

Elvia Guizar

#### DISTRICT IV

Jan Lawrence

Shanté Morgan

-Durisseau

Vacancy

#### DISTRICT V

Ina Howard

Deborah De Vries

Carmen Hurd

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, May 3, 2008. The Chair called the meeting to order at 9:18 a.m. As the Incoming Recording Secretary was not present, the Outgoing Recording Secretary was selected to serve in her place.

Commissioner Pallant read the VCCW Mission Statement.

Present were Chair Mary Pallant, Vice Chair Elvia Guizar, Correspondence Chair Diana Goodrow, Treasurer Nancy Lee Phillips, Recording Secretary Lee Riggan and members Janet Barron, Jan Lawrence, Sharon Hillbrant, and Shanté Morgan-Dunseau. The Chair declared a quorum was present.

Commissioner Morgan-Durisseau introduced Ms. Debra Bagley ([dbagley1@sbcglobal.net](mailto:dbagley1@sbcglobal.net)) who has submitted an application to represent Supervisor Foy in District IV on the VCCW. Ms. Bagley spoke of her background, experience, and desire to serve VCCW as a Commissioner.

Commissioner Phillips moved to approve the minutes of June 7, 2008. The motion was seconded by Commissioner Goodrow and was adopted.

Treasurer Commissioner Phillip reported that the Treasury balance was \$280 as a result of donations made in honor of Former Commissioner Cecilia Fargo. The report was received and filed as presented by general consensus.

At 9:30 a.m. Chief Deputy Clerk of the Board of Supervisors, Roberta Rodriguez ([Roberta.Rodriguez@ventura.org](mailto:Roberta.Rodriguez@ventura.org), 805-654-3361), reported on her responsibilities in support of the Ventura County Board of Supervisors and its 80 Boards and Commissions (mandated and discretionary), AB1234 Ethics Training, and requirements for VCCW and its commissioners. Commissioners are required under AB 1234 to attend Ethics Training to be offered by the County beginning in October. After attending the first training commissioners may take annual refresher classes on-line. Currently the County offers no training on the Brown Act. Chief Deputy Clerk Rodriguez will obtain responses from County Counsel regarding VCCW Commissioners' concerns. The Brown

CALL TO ORDER

MISSION

ROLL CALL

PUBLIC COMMENT

MINUTES

TREASURER'S REPORT

BROWN ACT & AB1234 ETHICS TRAINING



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Act requires the posting of the VCCW Agenda 72 hours prior to its meeting at the location of the meeting and available at all time (24/7). It was recommended that VCCW have a policy regarding public comment that may be similar to the Board of Supervisors' policy. A packet of material to be considered at each meeting is to be posted on the web site and a contact number is to be provided for the public to obtain a copy. The Board of Supervisors approved the original VCCW bylaws. Revisions proposed by VCCW would also need Board of Supervisors' approval and be presented through the VCHSA staff (Larry Zimmerman). Chief Deputy Clerk Rodriguez was informed of the pending approval of the MOU between VCCW and VCHSA. Rodriguez asked that VCCW provide her with an updated Roster (both for public record and private information). She suggested that the VCHSA attorney review any revisions to the bylaws. She said that she would seek clarification for VCCW on the following specific issues: Brown Act; MOU with VCHSA; Email Policy; and collaborative requirements with outside groups. Future contact between Rodriguez and the VCCW is to be through the Chair, Commissioner Barron. At 10:37 a.m. Chief Deputy Clerk Rodriguez ended her presentation to the VCCW meeting.

Commissioner Goodrow reported that VCCW received phone messages and various correspondences.

CORRESPONDENCE

Commissioner Phillips reported on the progress she, Darren, and Commissioner Peters have made. The web site is ready to upload and awaiting County server access. Photos of commissioners edited by Commissioner Lawrence were reviewed and will also be posted.

WEBSITE

Commissioner Pallant reported that the CalWORKS presentation would be postponed to next year.

CALWORKS  
PRESENTATION

Commissioners Goodrow and Riggan reported that a letter, budget, and other documents had been sent to Hugh Ralston and Roz McGrath on the findings of the VCCW Status of Women & Girls in Ventura County 2009 Report Committee. The Committee was invited to discuss these findings with the VCCF Director and the Women's Legacy Fund Board on July 15<sup>th</sup> at 9:30 a.m. Commissioner Goodrow expressed her concern regarding the inability to obtain a model budget from already completed studies. Commissioner Guizar reported she is seeking a source of funding for the Teen Sisters Pregnancy Prevention Project. Possible funding source mentioned were Office of Minority Health and Office of Family Planning.

STATUS OF  
WOMEN & GIRLS  
2009 REPORT

TSPF PROJECT

By general consensus review of the 2008-2009 Project Planning

2008-09  
PROJECT



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Table was tabled.

PROJECT  
PLANNING  
TABLE  
FORUM  
STEERING  
COMMITTEE

Commissioners Goodrow, Morgan-Durisseau, and Riggan reported on their attendance at the Forum Steering Committee meeting. The Forum will not proceed with a Luncheon; rather the focus will be on building the network relationships through a newsletter, book review, and potluck gathering on ~~August~~ <sup>July</sup> 30 in Camarillo. <sup>Book Review Aug 14</sup> The VCCW web site committee, Commissioners Phillips, Peters, Hillbrant, and Morgan-Durisseau will develop the method for posting of this newsletter on the VCCW web site. This procedure will then be conveyed to the Steering Committee. The Steering Committee also expressed their concerns about the VCCW Guidelines.

After much discussion on the recommended guidelines for VCCW and its relation with the Women's Forum and other collaboratives it was moved by Commissioner Phillips and seconded by Commissioner Barron to table item 7 h. Women's Forum Recommended Guidelines to July 23<sup>rd</sup> at 7 p.m. for a Special Meeting to be held at the VCCW office. The motion was adopted.

WOMEN'S  
FORUM  
GUIDELINES

Commissioner Phillips moved and it was seconded by Commissioner Lawrence to approve the slate of officers as presented. The motion carried. 2008-2009 Officers are: Chair Janet Barron, Vice Chair Mary Pallant, Recording Secretary Carmen Hurd, Corresponding Secretary Shanté Morgan-Durisseau, Treasurer Nancy Lee Phillips.

ELECTION OF  
2008-2009  
OFFICERS

Commissioner Phillips moved and it was seconded by Commissioner Hillbrant to approve the Standing Rules as amended, by inserting the words "post and" in item 2. a. following the words, "The secretary shall." The motion carried.

STANDING  
RULES

After discussion on the date and possible facilitator by general consent it was agreed to table the Planning Retreat date to the next regular meeting.

PLANNING  
RETREAT

By general consent Commissioners agreed to table the Board of Supervisors Report pending resolution of Brown Act Training, budget concerns, meetings with Supervisors, and other issues.

BOARD OF  
SUPERVISORS  
REPORT

~~By general consent Commissioners approved having a table at the~~ <sup>discussed</sup> "Write For Your Rights Event" on August 24<sup>th</sup>. <sup>Action was tabled to Aug 2.</sup> Commissioners Goodrow and Morgan Durisseau reported on the Association of California Commissions for Women meeting held May 9 in Manhattan Beach.

WRITE FOR YOUR  
RIGHTS EVENT

ASSOCIATION  
OF CA  
COMMISSIONS  
FOR WOMEN

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Commissioners asked that the following be included in the August Agenda: Action Items: 1) Collaborative Guidelines; 2) Retreat Date & Facilitator; Information/Discussion Items: 1) Report from Roberta Rodriguez, Chief Deputy Clerk of the Board of Supervisors; 2) Talking Points Outline for meetings with Board of Supervisors; 3) Volunteers for table at Write For Your Rights Event.

FUTURE  
AGENDA ITEMS

Commissioner Pallant invited Commissioners to attend "The Pornography of Power" by Robert Scheer on July 18 at 7 p.m. at the Oak Park Community Center.

ANNOUNCEMENTS

The meeting was adjourned at 12:00 p.m. The next meeting of the VCCW will be the first Saturday of next month on August 2 at 9 a.m. at the VCCW office.

NEXT MEETING &  
ADJOURNMENT

Lee Riggan, Secretary

Approved as  
Printed/Corrected  
on Aug 2, 2008 LR



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## CALENDAR

- July 23                      Committee on Policies & Procedures for  
VCCW Relationships – Commissioners  
Goodrow, Riggan, Hurd, Phillips, Morgan-  
Durisseau, Lawrence - Cancelled
- July 23                      Special Meeting of VCCW – Guidelines for  
VCCW Relationships. The meeting is held  
at the VCCW office in Ventura beginning  
at 7 p.m.
- July 30                      Forum Steering Committee meeting; 6 p.m.  
at Kim Stephenson's home, 408 Sereno  
Place, Camarillo, 389-1992.
- Aug 2                        Regular meeting of VCCW. VCCW office in  
Ventura, 9 a.m. to 12 p.m.
- Aug 14 - Pot Luck + Book Discussion
- Aug 24                      Write For Your Rights Event – VCCW will  
have a table at this event.
- TBD                         Meeting of the Herstory Photo and Bio Booklet  
Committee. Members are Co-Chairs Howard  
and Hurd; Commissioner Lawrence is to  
develop and contribute the photos and to  
collect and edit bios to be included.

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## Attendance

7/12/08

Commissioners	<u>Attendance</u>	<u>Mileage</u>	<u>Hours</u>	<u>Expenses</u>
				(Mileage = 50 cents/mile)
1. Diana Goodrow	P		120	20 \$52.00
2. Cecilia Fargo	A		0	0 \$0.00
3. Janet Barron	P		25	6 \$12.50
4. Karen Peters	A		0	0 \$0.00
5. Mary Pallant	P		100	12 \$45.00
6. Lee Riggan	P		60	30 \$30.00
7. Sharon Hillbrant	P		40	8 \$20.00
8. Nancy Lee Phillips	P		75	15 \$40.00
9. Elvia Guizar	P		20	4 \$10.00
10. Jan Lawrence	P		80	8 \$52.00
11. Shanté Morgan Durisseau	P		80	30 \$40.00
12. Vacant				0 \$0.00
13. Deborah De Vries	A		0	0 \$0.00
14. Ina Howard	A		0	0 \$0.00
15. Carmen Hurd	A		0	0 \$0.00
	9		600	133 \$301.50