
Ventura County Commission for Women
July 2011-June 2013
BIENNIAL REPORT



**Presented on behalf of the Ventura County
Commission for Women**
Lee Riggan, Chair

VENTURA COUNTY SUPERVISORS

DISTRICT 1

STEVE BENNETT

Steve.Bennett@ventura.org

Cindy Cantle, Administrative Assistant, cindy.cantle@ventura.org

Diana Goodrow, Commissioner, diana.goodrow@ventura.org

Vacancies - 2

DISTRICT II

LINDA PARKS

Linda.parks@ventura.org

Vanise Castillo-Saad vanise.Castillo-saad@ventura.org

805-214-2510

Lee Riggan, Commissioner, leeriggan@dock.net

Kitty Dill, Commissioner, kittyandgordon@hotmail.com

Vacancies – 1

DISTRICT III

KATHY LONG

Kathy.long@ventura.org

Ashley Wagner Ashley.wagner@ventura.org

805-654-2276

Vacancies – 3

DISTRICT IV

PETER C. FOY

Supervisor.foy@ventura.org

Melody Rafelson, District Representative Melody.Rafelson@ventura.org

Janine (Jan) Lawrence, Commissioner, jjlawrence@sbcglobal.net

Shanté Morgan-Durisseau, Commissioner, shantemorgan@aol.com

Debra Bagley, Commissioner, dbagley1@sbcglobal.net

DISTRICT V

JOHN C. ZARAGOZA

Supervisor.Zaragoza@ventura.org

Stan Hakes, Chief of Staff stan.hakes@ventura.org

805-654-2613

Ina Howard, Commissioner, 805-388-8877

Carmen Hurd, Commissioner, carmen.hurd@ventura.org

Ana Cristina Flores, Commissioner, no available contact number

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I. Acknowledgements and Introduction

Acknowledgement

These past two years as Chair have been a joy and a struggle for me gaining knowledge, understanding and appreciation of the Commission for Women and its ability to function as an advisory body to the Board of Supervisors. To the women who served with me, I say, "Thank you!" for their contributions to the Commission and as ambassadors to the community. My role model and mentor for much of the time has been Diana Goodrow. Much appreciation goes to the community and county staff who met with us and helped us. Some of whom included the following: our Human Services Agency Liaison, Sonia Kroth (information & direction), Clerk of the Board Roberta Rodriguez (ethics & records), Mike Pettit (IT information), Jock Doss (for our new office), all the Supervisors and staff for their support, for "Cat" (County Market Street Office Management), to all organizations' representatives who spoke to us about their services to the community (AAUW, Soroptimist International of America, Casa Pacifica, CASA, Gold Star Wives), to Ventura County Community Foundation's Hugh Ralston, his Board and staff for their many contributions, K&M Enterprises, LLC owner Kristina Brook and consultants Kara Hillock and Lisa Studley (for their huge contribution making the Status of Women & Girls report happen), and to former Board of Supervisors members Susan Lacey and Maggie Erickson Kildee, and past Commission member Celeste Winegardt who shared her knowledge and designed the certificate logo, and the community citizen who brought her concern to the Commission about a business operation downgrading the image of women. In these two years the Commissioners and I have been blessed by networking, support, sharing of concerns and conflicts and enlightenment gained. Each of us has given time and money to the Commission for Women to make it and the County a better place for our families, women, men, and children. Thank you--including those I missed naming--everyone.

Introduction

"As your Board is aware, the socio-cultural change that has taken place during the last two decades has resulted in men and women assuming a combination of responsibilities that heretofore were associated with only men or only women. More than any other factor, responsibility for economic self-sufficiency has required women to reassess not only the careers and job options available, but also the best means to acquire the education, employment opportunities, child care, transportation and other support necessary to make that economic self-sufficiency a reality. As a response to those growing needs, Commissions on t h e Status of Women have been established nationwide. Today's request is a reflection of the nationwide need and is a local response by women to not only increase the options available to them, but also to work on problems affecting the quality of life f o r all the residents of Ventura County." (CAO Letter, July 14, 1981, page 2)

In 1981, the above statement was one justification by the Board of Supervisors to establish the Commission for Women. In 2013, the need to continue the Commission for Women is reflected in the "Status of Women & Girls in Ventura County 2012 Study." It displays the need for us to maintain our pursuit of gender equity in a manner that will allow for its documentation, especially in the study's four Power areas: Power to Meet Basic Needs, Power to Attain Education & Occupational Goals, Power to Stay Safe & Healthy, and Power to Make Political Policies & Decisions.

The report could have been even stronger had collection of data by gender and ethnicity been available in significant areas such the following:

1. Registration and voter turn out data do not include sex and race/ethnicity data.
2. County crime statistics are not typically separated out by sex and race/ethnicity of the victim
3. There is no one countywide source for crime statistics. County and cities data tabulated separately and uniquely from each others.
4. The Ventura County Medical Examiner could only provide raw data that had to be categorized and tabulated
5. The Ventura County Public Health Department is in process of updating cause of death statistics and some data is not available by sex AND race/ethnicity. The department hopes to have the update completed in time to be included in the study (Status of Women & Girls in Ventura County 2012).

This report's purpose is to present to Ventura County Board of Supervisors Commission for Women activities and accomplishments for two fiscal years, June/July, 2011-2012 and 2012-2013.

A. Overview of Major VCCW Activities for July 2011-2013

1. Status of Women & Girls in Ventura County 2012 Report
2. Revitalization of VCCW Manual
3. Recruitment Material for Candidates for VCCW
4. Recruitment of Candidates for VCCW
5. Formal Installation of Officers
6. Welcome, Seating & Orientation of New Commissioners
7. Annual Strategic Planning Retreat 2011 & 2012
8. 30th Anniversary (1981-2011)
9. Draft Operational Policies & Procedures

B. Community Events & Ambassadors Outreach for 2011 - 2013

1. Bi-National Health Week (BHW) Booth October 14, 2011, Santa Maria
2. Ventura College Health Fair Booth on October 1, 2011, Ventura
3. Camarillo Art & Jazz Festival September 10, 2011
4. Liaison with Women's Intercultural Network, California Women's Agenda (CAWA), Ventura County Reproductive Rights Network (VCRRN), Association of California Commissions for Women (ACCW), National Association of Commissions for Women (NACW), and Ventura County Women's Forum Collaborative (VCWFC)
5. Sponsored VCWFC Forum: "Human Rights are Women's Rights" at California Lutheran University (CLU), Thousand Oaks.
6. Southern California Edison "ENLACES: Helping Our Communities Succeed And Strengthening Our Nonprofit Sector" in Oxnard.
7. Ventura County Housing & Homeless Coalition & Interagency Council on the Homeless Housing the Homeless in Camarillo.
8. Ventura Avenue United Leadership Team, Women's Group supported by CAUSE at Bell Arts Factory, working on issues including safety in the Park for their children.
9. Police Foundation Golf Tournament raising funds for Police Dogs, Simi Valley.
10. Rancho Simi Recreation & Park District 50th Anniversary Fireworks Celebration.
11. Delta Sigma Theta Sorority, Inc. 2nd Annual Delta Prayer Breakfast, September 2011.

12. Simi Valley Community Council meeting (svcommunitycouncil.org) of 30 organizations. Commissioner Bagley is a member.
13. Oxnard Community power struggle of men opposing the women who organized a meeting to address the safety of their children in a Park.
14. Women in high positions in Public Safety (Police & CA Highway Patrol) in Oxnard, Port Hueneme & Fillmore.
15. Ventura County Star News article on Commissioner Phillips' business.
16. The Centennial of Suffrage for California Women, at the Museum of Ventura County by AAUW October 2011.
17. October 2011 Annual Health Disparities Symposium in L.A.
18. Bi-National Health Week Health Fair, October 2011 at Ventura College
19. Health Fair at Our Lady of Guadalupe Church in Oxnard
20. Cal Vet Women's Veterans Conference, Ontario in October 2011
21. NAACP Freedom Fund Banquet, held October 8, 2011 in Oxnard
22. Scholarship Fundraiser "Sparkle" Delta Red Carpet Movie, August 2012 in Oxnard
23. "Women's Rights are Human Rights – Obstacles & Opportunities" VCWFC Forum, California Lutheran University (CLU) in September 2012
24. WIN/CAWA Equality Day Conference, San Francisco, August 2012
25. SCORE workshop for future of existing entrepreneurs, July 2012 in Oxnard.
26. Ventura County Prayer Breakfast, September 2012 in Oxnard
27. County Health Fair at Mexican Consulate, August 2012
28. Participated in the National Day of Service at the Ventura Hillside Conservancy cleaning the river area. January 19, 2013.
29. January 21, 2013 participated in the MLK Celebration & Walk at Oxnard Performing Arts Center Program, exhibits, & lunch. "Our World, His Dream, Freedom, It's Happening in Ventura County".
30. ACLU SCVCC, "Voices of the Homeless," a documentary, Thousand Oaks Library, February 5, 2013.
31. "Ripe for Reform, CA Initiative & Referendum Process," Oxnard Marriott, February 9, 2013,
32. "Stop Human Trafficking," First Presbyterian Church Oxnard, March 7, 2013, Presented by Soroptimist International. Speakers included: Dave Wales, Department of Homeland Security ICE; Greg Totten, District Attorney; Das Williams, Assembly Member; Mike Adair, CMDR, Oxnard Police Department; and Rev. Ann Hayman, Mary Magdalene Project.
33. "Run for Your Health 5K Run/Walk & 1K Kids Fun Run" sponsored by Delta Sigma Theta Sorority, Inc., Ventura County Alumnae Chapter, President Shanté Morgan-Durisseau. VCCW-staffed Booth on April 12, 2013.

II. Mission & Purpose of Ventura County Commission for Women

The Mission of Ventura County Commission for Women is to encourage, support and facilitate the empowerment and education of Ventura County Women.

The Purpose of the Commission for Women is to serve in an advisory capacity to the Board of Supervisors to:

1. Make recommendations

- a. To the Board of Supervisors
 - b. On issues impacting and/or relating to women and families.
2. Coordinate efforts
 - a. With federal, state, and local community groups
 - b. To improve the quality of life for women and families.
 3. Conduct additional studies or tasks
 - a. Assigned or approved by the Board of Supervisors.

Roles & Responsibilities of the Commission for Women established in 1981 in addition to those above are the following:

1. Serve as a means by which individuals and the many women's organizations in Ventura County could report to the Board of Supervisors on conditions affecting the lives of women;
2. Study any conditions demonstrating discrimination due to sex or marital status;
3. Provide a coordinating function with respect to the many community groups working to improve the quality of life for women; and,
4. Responsible for reviewing, analyzing and making recommendations to the Board of Supervisors on issues related to women;
5. Reflect to the extent possible, the diversity of lifestyles in Ventura County;
6. Annual program plan and operating budget shall be submitted to the Board of Supervisors at the same time required of other County agencies and departments; and,
7. Any changes to the program plan or operating budget must adhere to the same policies and procedures required by the Board of Supervisors of all County departments and agencies.

As described in the CAO 1981 letter (page 4) the organization of the Commission for Women is responsible for the following:

Meetings - Commission meets monthly to develop internal organizational structure.

CACSW - Commission establishes relationship with State Commission on the Status of Women & Girls.

Network - Commission establishes a communication network with women's groups throughout Ventura County and with professional societies, chambers of commerce, schools and other groups designated by Board of Supervisors.

Task Forces - Commission forms task forces to work on problems as directed by the Board of Supervisors.

Legislative Analysis - Commission performs legislative analysis as directed by the Board of Supervisors.

Office Availability - Commission establishes an office where the public may visit/call and where information is available or may be requested.

Minutes - Commission provides minutes of monthly meetings to the Board of Supervisors, Chief Administrative Office, Public Social Services Agency, cities, women's organizations, public libraries, the press and other interested groups.

Newsletter - Commission publishes a bi-monthly newsletter for distribution countywide.

Annual Report - Commission prepares an Annual Report to the Board of Supervisors detailing program accomplishments and accounting of funds.

Conference - The 1981 Proposed Budget provided funds for the attendance by commissioners at the 1982 National Convention of National Association Commissions for Women as well as for Membership Dues.

III. Committee Reports

A. Executive Committee

1. 2011-2012

- a. The 2011-2012 installation of officers was conducted by Mark Bacerra, Moorpark College student. Officers were as follows: Chair Lee Riggan, Vice Chair Diana Goodrow, Treasurer Jan Lawrence, Corresponding Secretary Ina Howard, and Recording Secretary Ana Cristina Flores.
- b. July 8, 2011 Executive Committee met and planned development of agendas for the VCCW meetings and Strategic Planning Retreat. All officers were present, as well as guest Jasmine Howard, 10, from Gilbert, Arizona (granddaughter of Ina Howard). Retreat recommendations were: location, as Mar Vista Village in Camarillo; facilitator, Dr. Cynthia King; and, date, a Saturday in September or October; include a regular meeting with refreshments catered.
- c. Commissioner Ana Cristina Flores, appointed by Supervisor John Zaragoza in June 2011, was formally welcomed, seated, and given a Certificate of Recognition. She was also elected Recording Secretary.
- d. A February 2012 meeting was requested and held with Supervisor John Zaragoza, Board of Supervisors Chair, to discuss funding opportunities for the Status of Women & Girls Study, the need for VCCW operation policies and procedures, proposed bylaw change (to August-July term of office) and recommendation for the removal of an absent Commissioner who neglected to submit a letter of resignation..
- e. County GSA notified VCCW in April 2012 of the plan to move our office, but the location was not yet specified.
- f. The March 6, 2012 meeting before the Board of Supervisors resulted in their ratification of funding, fiscal management and oversight for the Status of Women & Girls 2012 Report and a scheduling of a Study Session with a CEO report (date not specified) which was to address other issues including those brought to the BoS Chair in February.

- g. On May 7, 2012, an Orientation meeting, business cards, and manuals were given to new Commissioners Rosandra Esquivel, Joni Holling, and Kitty Dill.

2. 2012-2013

- a. The 2012-2013 Executive Committee was elected and installed by Ventura County Supervisor John C. Zaragoza at the July 23, 2012 meeting. Officers were as follows: Chair Lee Riggan, Vice Chair Kitty Dill, Treasurer Jan Lawrence, Corresponding Secretary Carmen Hurd, and Recording Secretary Diana Goodrow.
- b. As the selection of the Chair was not unanimous, it was determined that a study and recommendation for rules and procedures for selection of the chair was needed. Commissioner Debra Bagley volunteered.
- c. In March 2013 VCCW moved into its new office at 4245 Market Street, Suite 204, Room 74, Ventura, CA 93003.

B. Budget/Finance Committee

- 1. 2011-2013 Committee members were Outgoing Treasurer Nancy Lee Phillips and Treasurer Jan Lawrence (2011-2013). The Treasurer is responsible for administering and reporting on VCCW Finances. She reports on the following: VCCF/VCCW Funds; Status of Women & Girls Project grants; and Petty Cash (Commissioners' donations). The first two funds are held by the Ventura County Community Foundation, the VCCW Fiscal Sponsor. Petty Cash Account was moved to Ventura County Credit Union August 2011. VCCW's budget prepared in June 2012 indicated VCCW needed an annual standard operating budget of less than \$2,000, in addition to the County's in-kind contribution. This budget was submitted, along with proposed policies, to CEO for the Board of Supervisors.

C. Status of Women & Girls in Ventura County Report 2012

- 1. **2011 Research, design, & submittal of funding application**
 - a. After many years of research the work culminated in the preparation and submittal of a grant application to VCCF.
 - b. At a special meeting November 15, 2011, VCCW approved giving \$2,500 Donor Advisor Fund Grant from VCCF/VCCW Fund as their financial contribution to the Status of Women & Girls in Ventura County application.
 - c. VCCW held a Special meeting Dec 14, 2011 and approved the Status of Women & Girls in Ventura County proposed Research Project budget, timeline, and scope of work/research for submittal to VCCF by December 20, 2011.
- 2. **2012 Ratification, Funded, Research, Focus Groups, Findings & Recommendations**
 - a. The Committee was Co-Chaired by Shanté Morgan-Durisseau, Diana Goodrow, and Jan Lawrence, with Shanté Morgan-Durisseau elected as Project Spokesperson.

- b. Ratification of the project and funding, approval of VCCF Fiscal Sponsorship was given March 6, 2012 by Board of Supervisors
- c. Once Project Management Design and Oversight was in place, VCCF-WLF & Fairburn funding was received.
- d. VCCW Oversight Committee chaired by Lee Riggan was established to be responsible for recommending to VCCW approval of consultant payments and other budgeted expenditures. With VCCF direction, scope of work and tracking grid guided the committee's approval process. As Fiscal Sponsor and Fiscal Agent, VCCF, was responsible for coordinating and directing the project along the proposed guidelines.
- e. The Oversight Grid reflected K&M Enterprises' scope of work, and charts the accomplishments and was the basis for supporting the approval of recommendations by the Commission to pay each of five \$3,800 monthly invoices (total of \$19,000).
- f. Contract with K&M Enterprises was approved and signed May 1, 2012 to conduct the Study.
- g. Four "Power" Teams for the Study identified at the 2011 VCCW Retreat assisted Consultants with study development and the network of contacts to participation in Focus Groups.
- h. July 24, 2012 the Progress Report on Status of Women & Girls Study (prepared by VCCW & K&M) was submitted to VCCF and Board of Supervisors.
- i. Seven Focus Groups were held in July and August 2012. The Expert Reviews were attempted but unsuccessful, and were dropped.
- j. The first draft was presented to Commissioners at the end of August 2012.
- k. The plan for the VCCW Presentation of the Status of Women & Girls Report at the October 10, 2012 Women's Legacy Fund Awards Luncheon in appreciation for the funds they contributed to the study was strongly forbidden by the Ventura County CEO (both Analyst & Assistant CEO) as it was required that the report be presented first to the County Board of Supervisors.
- l. In November 2012, Status of Women & Girls in Ventura County Report 2012 was completed. In preparation for a November 20, 2012 presentation to the Board of Supervisors each Supervisor was provided with a binder containing a hard copy and CD of the report. However, the presentation was subsequently postponed to February 2013. Commissioners were informed that the Study's Focus Groups recommendations were found to be outside its jurisdiction.
- m. Discussed during project development but then set aside as not needed at this time were: Study Media Launch Plan, Job Description for Student Assistants, University experts input for Focus Groups and Demographics (Kaia Tollefson and Chris Williamson). Requested for CSUCI Professor Dennis Downey a Capstone Community Partners Response was prepared.

n. VCCW Commissioners drafted a document on the History of Our Contribution to the Development of the Status of Women & Girls in Ventura County.

3. 2013 Presentation, Distribution & Community Conversations

a. The Report was presented February 26, 2013 to Board of Supervisors who "Received and Filed" the information & 4-Page PowerPoint presentation.

b. The report was placed on the Commission's website at www.vccw.net.

c. A media release was issued announcing the presentation and the availability of the report by VCCW.

d. VCCW, at a Special Meeting before VCCF and Women's Legacy Fund (WLF) on March 28, 2013 presented the Report. This meeting established the initial Community Conversation about Women to review of findings and recommendations for the community groups to act upon. VCCF & WLF asked VCCW for feedback on priorities and to provide opportunity for WLF & community groups to digest the report and think about how it might impact their grant making in future years.

e. April 4 and May 2, 2013 Commissioner Lee Riggan & Kitty Dill gave a presentation on the Status of Women & Girls to Business & Professional Women (BPW) of Conejo Valley members at their meeting in Westlake Village.

f. May 30, 2013 Commissioner Carmen Hurd and Lee Riggan gave presentation on the Commission for Women and on the Status of Women & Girls to the Federally Employed Women (FEW) at Naval Base Ventura County Port Hueneme.

g. June 17, 2013 Ventura County Community Foundation Community Leadership Series 2013 Series presented the "Status of Women – Reaching for True Equality." Researcher/writer Kara Hillock and VCCW Study Spokesperson Shanté Morgan-Durisseau introduced the Study to a panel of prominent sector leaders and a packed audience. Discussion focused on issues critical to quality of life offering fresh, unbiased data specific to Ventura County presenting challenges and opportunities that face us.

D. Recognition Fundraiser

1. This project was established at the 2012 Retreat to bring more community awareness of the Commission. Commissioners volunteering to serve were (Chair) Elvia Guizar & Ruth A. Funk.

2. Tasks undertaken were: Data base development; consideration of venue and catering options; Budget; Selection of proposed date (March 2013 National Women's History Month); still to be developed was Recognition Criteria and Program.

3. VCCF approved serving as the Fiscal Sponsor at 7% of the targeted \$4,000 funds hoped to be raised for contribution to the Status of Women & Girls Study and its distribution.

4. The Committee Recognition Fundraiser work was tabled in order to a focus on work for the Study.

E. Public Relations Committee

1. July 2011 – Committee members were Chair Shanté Morgan-Durisseau, Debra Bagley, Nancy Lee Phillips, and Elvia Guizar.
2. Work was begun on a News Release to announce new commissioners. A news release template designed by Shanté Morgan-Durisseau to use for the release but was never issued.
3. July 2012 – A new Chair, Kitty Dill, was appointed. Committee members were Shanté Morgan Durisseau, Debra Bagley, Nancy Lee Phillips, and Elvia Guizar.
4. Monthly News releases began to be issued providing notice for the regular meetings of VCCW.
5. Chair Kitty Dill designed guidelines to be used, and they were placed in draft Policies and Procedures. Chair Kitty Dill presented the draft release at each meeting for approval, making Commissioners aware a news release has been issued with their approval. Various local media ran the meeting notices including KCLU on July 23, 2012 announcement by News Director Lance Orozco.
6. Major news releases following the Report presentation February 26, 2013 to the Board of Supervisors included the following:
 - a. Ventura County Star on July 30, 2012 article, “Study Reviews Women – Local Panel Looking at Role Females Play,” by Yvonne Tarrab.
 - b. Ventura County Star May 4, 2013, Page 1, Article “Study of Ventura County Women Shows Inequities in Paradise on Earth, *Gaps in health care, wealth loom for women in Ventura County*” by Kathleen Wilson. <http://www.vcstar.com/news/2013/may/04/study-of-ventura-county-women-shows-inequities/?print=1>
 - c. Ventura County Star Opinion Page 7D, Sunday, May 12, 2013, “Action needed on problems faced by women, girls.”

F. Bylaws & Standing Rules committee

Proposed Amended Bylaws to establish August-July Term of Office (Sec 5.1.D) were submitted to Board of Supervisors in April in order to provide for a transition between outgoing and incoming officers.

- G. Web-Site Committee: To establish training for Co-Chairs of this committee incoming co-chairs (Riggan and Dill) agreed to study WordPress on the Internet and then to receive the password from outgoing co-chairs (Commissioners Phillip and Morgan-Durisseau).

- H. Operating Policies & Procedures Committee: Committee members: Chair Lee Riggan, Kitty Dill, Diana Goodrow, Carmen Hurd, Ina Howard reviewed the document and the draft was approved and submitted to the CEO's office and Clerk of the Board in June 2013. The document will be used to guide Commissioners in their work.

I. Advocacy

1. Chair Diana Goodrow, members Debra Bagley, Ina Howard
 - a. Commissioners were informed on activities of the following organizations of which VCCW is a member: California Women's Agenda (CAWA); Ventura County Reproductive Rights Network (VCRRN); Association of California Commissions on Women (ACCW); National Association of Commissions for Women (NACW); and, Ventura County Women's Forum Collaborative (VCWFC). This provided members with an opportunity for input and participation. VCCW sponsored the VCWFC 2012 Human Rights of Women Forum, whose theme was "Human Rights Are Women's Rights."
 - b. VCCW voted unanimously to recommend to Board of Supervisors to incorporate the Local Hire Component in the Construction of the VCMC Replacement Hospital Project.
 - c. ACCW members Jan Harper and Paulla Ufferheide attended VCCW's March 28, 2013 meeting and invited Commissioners to attend ACCW's June 1st meeting in Santa Barbara. Also they asked VCCW to assist with raffle and gift bags for the National Association of Commissions for Women (NACW) Conference July 24-27, 2013 in San Jose.
 - d. Seven VCCW Commissioners attended that ACCW meeting in Santa Barbara June 1, 2013.
 - e. VCCW approved renewed membership and dues of \$25 in the Ventura County Women's Forum Collaborative, and paid \$50 membership dues to NACW and ACCW.
 - f. June 24, 2013 an ACCW \$200 scholarship was split between to the two VCCW Commissioners, Lee Riggan and Diana Goodrow, to attend the NACW 43rd Annual Conference, "The Bridge to Equality." Also they delivered the VCCW Gift Basket to the Conference.
 - g. Commissioner Diana Goodrow reported the following: California Women's Policy Summit "Advancing Women's Health, Wealth, and Power," hosted by California Center For Research on Woman and Families"; the inaugural Women's Policy Summit January 17, 2013, focusing on public policy affecting women and girls in California; the Reproductive Rights Network celebration of the Roe vs. Wade Forty Year Anniversary; and, the report on Women Veteran and the effort to encourage them to participate in a study to develop a roster of women veterans, and to inform them of the many benefits and services available to them.
 - h. Commissioner Carmen Hurd asked VCCW to send a letter to legislators supporting CEDAW. She provided a sample letter

- i. Discussion on the Rosa Parks 100th Year Anniversary during February's Black History Month suggestions included partnering with another organization.
- j. Commissioner Debra Bagley relayed CSUCI Plans for VCCW to participation in March 2013 Women's History Month, including a Board of Supervisors' Proclamation and CSUCI Multicultural Program. At this event Commissioners Riggan and Goodrow nominated the VCWFC President Kim Stephenson for Community Service Recognition and she won.

IV. Monitor/Liaison Report

- A. Initiated in Aug 2011 communications with Ventura County Human Services Agency Sonia Kroth through email. She replaced Lauri Flack. Ms. Kroth served as VCCW Liaison until March 2012 when the Board of Supervisors directed the CEO to study VCCW's administrative and fiscal status. Then CEO Analyst Linda Catherine Le was assigned to conduct the analysis.
- B. To maintain compliance with the required Ethics Training, VCCW contacted the Clerk of the Board in August 2011. Her office informed VCCW that the County training would not be offered until November or December 2012. However, VCCW was informed an on-line training program was available through Fair Political Practices.
- C. In August 2011 VCCW Chair Riggan met with Supervisor Linda Parks to prepare to celebrate VCCW's 30th Anniversary and to develop the Annual Report.
- D. A VCCW letter was submitted to Supervisor John Zaragoza June 26, 2012 recommending the removal of Commissioner Ana Cristina Flores due to many months of non-attendances. Despite this June 26, 2012 notification VCCW received notices of Bylaw Violations for unspecified reasons from the CEO's Analyst Linda Catherine Le. Via email VCCW Chair asked Analyst Le to identify the alleged second and final notice of violations that needed to be addressed at the VCCW April 22, 2013 meeting. Analyst Le did not respond until after the April 22 meeting and said the violations were for not recommending the removal of the absent Commissioner (who at time had been absent 17 months) to the Supervisor Zaragoza. Once the reason for the violations had been received VCCW was able to provide information to answer Analyst Le's mistaken belief that indeed VCCW had been notified in the June 26, 2012 letter. Subsequently Analyst's Le sent an email stating that there was no violation as the matter had been taken care of the year before.
- E. For months VCCW had requested the BoS Study Session. At that time Chair Riggan planned to seek to have included in the Study Session the following: Operating Policies & Procedures; a VCCW Budget; procedures to establish website linkages; and bylaw changes.

Finally October 23, 2012 date was set by the Board of Supervisors. Then Mrs. Linda Catherine Le stated by email to the VCCW Chair Riggan, "I would like to meet with you to clarify issues/concerns and outline the Study Session. To further prevent any Brown Act Violations, I would like to limit the number of committee members attending this meeting with you and me as it would constitute a Special Meeting. Therefore, please limit to only 2 members of the Executive Committee."

She was assigned this responsibility in order for the CEO to conduct the fiscal and administrative review and report back to the Board of Supervisors at the Study Session (Per BoS Directive on March 6, 2012).

CEO Analyst Le requested the meeting be August 21, 2012 at the County Hall of Administration and was attended by Chair Riggan and Recording Secretary Goodrow at 1:30 p.m. to respond to questions that could help with the framework of and to prepare for the Study Session planned for October 23, 2012 with the BoS.

However, no report from the CEO's office was ever forthcoming to be shared with the VCCW.

- F. Supervisor Kathy Long and Supervisor Linda Parks spoke at the January 28, 2013 VCCW meeting which they and their staff members attended. We were informed that the "Status of Women & Girls in Ventura County 2012 Report" had been scheduled for the specific date of February 26 2013 (no time certain specified) for the Board of Supervisors' presentation. The Supervisors Long and Parks spoke of their concerns about the commission's operations which included the following: that the VCCW was acting outside of its area of responsibility with no clear guidelines in relation to issues of bank book or check book; VCCW membership was in outside organizations not pre-approval by the Board of Supervisors; there is no record of board approval of our current bylaws, as the last approved were in 1998; the VCCW role as an advisory body is unclear; is it the BoS's responsibility to engage the commission? The commission is unfunded and unmandated and the board gives us in-kind contributions by providing us the use of an office, meeting space, copy machine, computer, and phone. Commissioners asked for clear guidelines, direction, and definition of advisor's role; Commissioners welcomed all suggestions and recommendations. VCCW District 4 Commissioners expressed concern about their inability to schedule a meeting with their supervisor. Supervisors were thanked for their support and attendance at our meeting and for the opportunity to present the "Status of Women and Girls in Ventura County 2012 Report" on February 26th. (VCCW minutes of 01/28/2013)
- G. Commissioners prepared for VCCW Study Session with Board of Supervisors which ended up never being held.

V. Community Issues

- A. Community member Deanna Hackman (and former VCCW Honoree) spoke at the Aug 29, 2011 Commission meeting of concerns regarding the lease to Hooters Restaurant on the Janss Mall in Thousand Oaks and its negative stereotypical image of women. After much discussion, Deanna Hackman was thanked for presenting her concerns and perspective to the public through the VCCW meeting. The Commission was thanked for the background report the Chair prepared on Hooters.
- B. Following this agenda item, Commissioners discussed ways to address community, agency, and government issues in a formal manner several times a year. This would be placed on the Agenda.

VI. Special Events and Programs

- A. Proclamations, Appreciation, Recognition events by VCCW

1. Proclamation, Commendation and Resolution was presented to AAUW Thousand Oaks Branch August 29, 2011 proclaiming it "A Role Model of Excellence – A Catalyst for Positive Change," to recognize its three projects:
 - a. AAUW Title IX Study and Panel Presentation to the community;
 - b. 100-year Anniversary of California Women's Right to Vote presentation;
 - c. Annual Tech Trek UCSB Math & Science Camp for Girls.
 Present to accept were: Betsy Berry, Incoming President; and AAUW members Vera King, Jeanette Hosek, and Mard L. Garfatetai.
2. Certificate of Appreciation was presented April 2012 to the Coalition for Family Harmony to recognize its presentation by its Crisis Response Intervention Coordinators Rachel Parks & Janine Ivy. This presentation was to acknowledge National Sexual Abuse Awareness Month.
3. Certificate of Appreciation was presented May 21, 2012 to the Gold Star Wives recognizing Memorial Day. The Gold Star Wives of America, Inc., South West Region, Channel Islands Chapter presentation was delivered by Joyce Sihler, Treasurer & Past President. She spoke about the organization's history, purpose, and activities.
4. Certificate of Appreciation was presented June 2012 to Ventura County Regional Energy Alliance to recognize their work and presentation to VCCW. Presenter was VCREA Executive Director Cheryl Collart, who highlighted agency's work and described how energy efficiency is a cornerstone to the green jobs movement. Ms. Collart is the first to hold the Directorship and has taken the VCREA through its startup phase in 2003 and is positioning the organization as a model of 21st century governance.
5. Certificate of Appreciation was presented September 24, 2012 recognizing Domestic Violence Prevention Awareness Month and the presentation by Interface Children & Family Services, Program Manager Rachel Navarro.
6. Certificate of Appreciation was presented January 28, 2013 to NAACP Saturday School Executive Director (volunteer) Cassandra Slay. She spoke about her experience and work providing professional leadership benefiting children in the organization established in 1990. A key issue the Saturday School is currently addressing is bullying and harassing some children are facing in public schools.
7. Proclamation to Celebrate Women's History Month was March 25, 2013 given to CSUCI Multicultural Program for its Annual Women's Recognition Luncheon. It honors women who foster growth and development for our community through leadership, services and dedication. Jennifer B. Chapman, M.S. received the Proclamation.
8. Proclamation in Celebration of Women's History Month was given March 25, 2013 to Former Supervisors Susan Lacey (1980-2000) and Maggie Erickson Kildee (1980-1996) for their leadership and support in establishing VCCW in 1981. Also for their service and dedication to the people of Ventura County.
9. Proclamation acknowledging Sexual Assault Awareness Month was given April 22, 2013 to recognize, acknowledge, and appreciate Soroptimist International of the Americas, Oxnard, Ventura, Camarillo, and The Conejo branches for its outstanding program, "Stop Human Trafficking & Sexual Slavery," March 7, 2013 in Oxnard, California.

10. April 22, 2013 “Turn Off The Red Light – One Woman’s mission to end sex trafficking in Ventura County” Discussion with Commissioners by Soroptimist International member Sherry Cash.
11. Certificate of Appreciation given June 24, 2013 to Court Appointed Special Advocates (CASA) of Ventura County, Miriam Mack, Executive Director and Teresa Romney, Chair, CASA Board. CASA Ventura’s mission is to be a powerful voice for abused, neglected and abandoned court-dependent children, through its trained, compassionate volunteers.
12. Certificates of Appreciation were given June 24, 2013 for contributions to the Status of Women & Girls in Ventura County 2012 to the following:
 - K&M Enterprises Research & Development Services - Owner Kristina Brook, MA, and
 - Consulting Researchers & Writers of the Study Kara Hillock & Lisa Studley;
 - Grantors: Women’s Legacy Fund represented by Shannon Hogan Cohen, and VCCF President/CEO Hugh Ralston;
 - CSUCI Professor Dennis Downey, PhD, Mia de Paula, CSUCI Graduate & Consulting Student;
 - Capstone Project Students & Graduates Celene Fuller, Marisol Rincon, Bernadette Kajaty, Mia de Paula.
13. Certificates were given June 24, 2013 to:
 - VCCW OFFICERS: Certificates of Appreciation for their service:
 - Vice Chair 2011-2012 Diana Goodrow,
 - Vice Chair & PR Chair 2012-2013 Kitty Dill,
 - Corresponding Secretary 2011-2012 Ina Howard,
 - Corresponding Secretary 2012-2013 Carmen Hurd,
 - Recording Secretary 2011-2012 Ana Cristina Flores/Nancy Lee Phillips,
 - Recording Secretary 2012-2013 Diana Goodrow,
 - Treasurer 2011-2013 Jan Lawrence;
 - COMMITTEE: Certificate of Appreciation for the “Status of Women & Girls in Ventura County 2012 Report”
 - Co-Chair Shanté Morgan-Durisseau & Study Spokesperson
 - Co-Chair Diana Goodrow
 - Appreciation to Linda Catherine Le for her work for the Commission for Women
 - Attendance Record to: #1 Diana Goodrow (90%) and #2 Carmen Hurd (76%). Of course Lee Riggan’s was 100%.
 - Recognition & Appreciation for over 90 Accumulated Years of Service to VCCW provided by the following Commissioners:

Diana Goodrow	–1997 – 2013 Resigning June 30, 2013
Ina Howard	- 1998 – Happy 75 th Birthday (June 2013)
Jan Lawrence	- 1999
Nancy Lee Phillips	- 2004-2013
Lee Riggan	- 2005
Shanté Morgan-Durisseau	- 2007
Carmen Hurd	- 2007
Debra Bagley	- 2009
Ruth A. Funk	- 2010-2013

Ana Cristina Flores
Kitty Dill

- 2011
- 2012

14. Certificate of Appreciation was presented May 20, 2013 to guest speaker Wes Busch, Operations Manager, with Casa Pacifica Centers. He spoke about the Centers celebrating their 20th Anniversary in 2014, and their mission, "Providing Help & Hope for Children & Families." He presented brochures for the commissioners on their various programs. They serve infants through 12th grade children with 9 different programs. He was invited to return again as a speaker.
- B. Women's History Month
1. Certificates of Appreciation given March 25, 2013 to the VCCW Founding Mothers Former Ventura County Supervisors Susan Lacey and Maggie Erickson Kildee and in recognition of National Women's History Month.
- C. VCCW 30th Anniversary July 14, 2012
1. Tuesday, November 1, 2011 Commissioners celebrated their three decades with a presentation to the Board of Supervisors. A PowerPoint program overviewed VCCW's development, recognizing the 16 initial supporting organizations; it included the 2010-2011 Annual Report. Invitations were sent to the supporting individuals and organizations. Refreshments were provided in the Hall of Administration lobby. The Anniversary celebration was a combined effort of both the Annual Report Presentation Committee and the 30th Anniversary Committee (Executive Committee), and coordinated through Commissioners Bagley and Riggan.
- D. Strategic Planning Retreat – Setting Annual Goals and/or Projects
1. Earlier retreats developed goals utilizing a Project Planning Table format. A review of past goals from these Tables show the following:
 - a. 2004-05 Projects: Accountability; Attain Non-Profit status; brochure; WEJP Voting Forum; Legislative Advocacy; Website; Annual Report; Newsletter; Women's History Month; Collaboration with CAWA & NOW; Child Support Forum; Network Summit; Health Symposium.
 - b. 2005-06 Projects: Newsletter; Website; Annual Report; Cal Works Presentation; Legislative Advocacy; Publicity; VC Women's Summit; Collaboration with ACCW, RRN, & WEJP; Women's History Month; Community Partners (TSSP Project); Bylaws; BoS Recommendations for Action (Budget, H.S.A. Liaison, CEDAW).
 - c. 2006-07 Goals: Similar to 2005-06 plus Summit name was changed to VC Women's Forum (topic of educational justice) and action steps were expanded. Our strength, we felt, was our "Sterling reputation with the Board of Supervisors" and "Sponsorship by VCCF for the Forum and potential fund development efforts." Our main obstacle was limited availability of the Commissioners; limited availability of community-volunteer hours. In the Discussion Notes the Commissioners began plans for a report on the status of women in Ventura County and named a sub-committee (Janet Barron, Diana Goodrow, Debra De Vries, PhD, and Sharon Hillbrant).
 - d. In 2008 a Calendar for the year was drafted.

- e. 2008-09 Goals/Projects: Newsletter; Website; Annual Report; Cal WORKS Presentation; Legislative Advocacy; Publicity/Community Relations; VC Women's Forum; Collaboration with ACCW, VCRRN, & Women's Economic Justice Project (WEJP); Women's History Month; TSPP Project; Bylaws; BoS Actions (Budget, H.S.A. Liaison, & CEDAW); Cal WORKS Mentoring; Supervisors meetings; Develop program for retiring Commissioners.
 - f. The 2009 Retreat Objectives were the following:
 - i. Develop common understanding about what it means to be a team and what is involved in authentic collaboration.
 - ii. Develop shared "norms" for the Commission.
 - iii. Future-ing by looking ahead to future goals for the coming year.
2. The 2011 Strategic Planning Retreat held October 22, 2011. Funding was arranged through a \$450 grant from VCCW/VCCF Funds, supporting costs of strategic planning to prepare VCCW to implement and subsequently distribute a report on the Status of Women & Girls in Ventura County.
- a. Goals
 - i. Produce Status of Women & Girls Report
 - ii. Build community support with a Recognition Fund Raiser
 - iii. Improve communications with Board of Supervisors & Community
 - b. Other operations projects/tasks
 - i. Update roster (re: absent members – to seek their resignations & new appointments)
 - ii. Determine meetings location
 - iii. Amend Bylaws (re: election and installation dates of Executive Committee)
 - iv. Public Relations Committee volunteer commitment
 - v. Amplify VCCW Mission Statement
 - c. Topics to discuss included following:
 - a. Revitalization Manual for direction and implementation (Renamed "VCCW Organizational Operations Structure Handbook")
 - b. Develop four teams for the Status of Women & Girls Report
 - c. Recognition Fundraiser tasks: Develop data base (January) and Explore venues (January – March)
 - d. Improve communication with Board of Supervisors – through PR Committee
 - e. Amplify VCCW Mission
4. The 2012 Strategic Planning Retreat held November 10, 2012 with development of following goals:
- 1. Define VCCW Roles: members tasked with developing descriptions to include (1) Role, (2) Responsibilities, and (3) Skills/Characteristics needed to fulfill Role and Responsibilities:
 - 2. Release distribution of the Study:
 - Commissioner Ruth A. Funk volunteered to make the 10 hard copies by the following Monday.

- “Protocol” Presentations:
 - Ventura Co. Board of Supervisors
 - VCCF Board of Directors/Women’s Legacy/Center for Nonprofit Leadership
 - City Councils
- Get Help spreading the word through:
 - CSUCI:
 - University Advancement
 - Women’s Studies
 - Hank Lacayo Institute for Workforce & Community Studies
 - Communication Capstone students for Marketing
 - Business Journals:
 - Pacific Coast Business Times
 - San Fernando Valley Business Journal
 - Daily News - Greg Wilcox
 - Sage Publishing
 - Cal Lutheran Centers:
 - Equality & Justice: Adina Nack and Greg Freeland
 - Dr. Jamshid Damooei, Economics
 - Ventura, Oxnard, and Moorpark Community Colleges
 - Ventura County Star

E. Orientation of New Members

1. May 7, 2012 an orientation of three new commissioners, Kitty Dill, Rosandra Esquivel, and Joni Holling conducted at the VCCW office. The program welcomed commissioners and provided an overview of the Commission, its administration, finances, membership, strategic plan, and vision. They were presented with a manual, VCCW badge, VCCW 3-women pin, and business cards. Officiating commissioners were the Chair and Vice Chair, Lee Riggan and Diana Goodrow.

F. Training for Members

1. October 22, 2011, Gerald Olsen, PRP, gave a presentation on Ralph M. Brown Act, 2011 and Robert’s Rules of Order, 11th Edition (Parliamentary Procedures) during VCCW Regular Meeting portion of 2011 Strategic Planning Retreat.

VII. Finance Report

- A. VCCW has Restricted funds held by VCCF (VCCW/VCCF Funds) & unrestricted funds (Petty Cash) in the VCCW Bank Account.
 1. In August 29, 2011 Treasurer Jan Lawrence reported \$110.00 in unrestricted funds in VCCW bank account, and \$4,800 in Restricted (VCCW/VCCF Funds) funds held by VCCF.
 2. Ventura County Credit Union (VCCU) offered VCCW the best banking services and at no cost, and by unanimously approved action of VCCW, the Petty Cash account was moved to VCCU.
- B. Aug 29, 2011 Supervisor Linda Parks informed Commissioners that funds contributed to VCCW were tax deductible per Internal Revenue Code 170(c)(1)

that pertains to charitable donations to a political subdivision of the State (such as a County). The section referred to states: “(c) Charitable contribution defined for purposes of this section, the term ‘charitable contribution’ means a contribution or gift to or for the use of – (1) A State, a possession of the United States, or any political subdivision of any of the foregoing, or the United States or the District of Columbia, but only if the contribution or gift is made for exclusively public purposes.”

- C. Grants & Other Revenue
 - 1. VCCF – Fairburn Fund for Status of Women & Girls \$10,000.00
 - 2. Women’s Legacy Fund for Status of Women & Girls..... \$10,000.00
 - 3. Forum Fund (VCCF/VCCW) CARRYOVER FUNDS from
McClure Foundation grant and Women’s Forum Ticket Sales.... \$4,860.90
 - 4. Commissioners’ Contributions from prior year carryover \$363.77
 - 5. Commissioners contribution for Focus Groups teens’ gift cards ... \$150.00
 - 6. Commissioners contribution for 2012 Strategic Planning Retreat.. \$400.00
 - 7. Commissioners contribution to the June 24, 2013 Retirement of
Commissioner Diana Goodrow (1997-2013) \$400.00
- D. In-Kind Contributions
 - 1. K&M Enterprises, LLC..... \$50,000.00
 - 2. Commissioners contributions in volunteer hours Countless
 - 3. Graphics Design for VCCW Certificates, Proclamations, and Reports were
contributed by Celeste Winegardt..... Valuable
 - 4. Presentation Frames and Small gifts for presenters, speakers, installing
officers, and Executive Committee were contributed by Lee Riggan
..... Numerous
 - 5. Address Labels, VCCW Business Cards, Postage Stamps & Greeting Cards
were contributed by Lee Riggan and Ina Howard Numerous
 - 6. Access Badges for VCCW contributed by Ventura County..... Annually
 - 7. Office/meeting Space & furnishings (3 chairs, desk, file cabinets, shelves,
phone, messaging service, and copy machine provided by County
..... Appreciated
- E. Expenditures
 - 1. K&M Enterprises, LLC for Status of Women & Girls \$19,000.00
 - 2. Cynthia King Strategic Planning Facilitator – 11/2011&2012..... \$500.00
 - 3. Strategic Planning Incidental Costs 11/2011 - \$141.44
 - 4. Strategic Planning Incidental costs 11/2012..... \$200.00
- F. Balance of Accounts
 - 1. Restricted VCCW/VCCF \$1,968.90
 - 2. Status Report Grant \$500.00
 - 3. Petty Cash \$365.00

VIII. Commission for Women Biographies



Ventura County Board of Supervisors Chair & District V Supervisor, John C. Zaragoza, Commissioners left to right from back row, Kitty Dill, Debra Bagley, Jan Lawrence, Shanté Morgan-Durisseau, Nancy Lee Phillips; left to right front row, Carmen Hurd, Lee Riggan, Elvia Guizar, Ruth A. Funk, Diana Goodrow; not present: Ina Howard, Rosandra Esquivel, Joni Holling, & Ana Cristina Flores.

July 23, 2012

2011-2012 Executive Committee

Chair: Lee Riggan

Vice Chair: Diana Goodrow

Treasurer: Jan Lawrence

Recording Secretary: Nancy Lee Phillips Acting for Ana Cristina Flores

Corresponding Secretary: Ina Howard

2012-2013 Executive Committee

Chair: Lee Riggan

Vice Chair: Kitty Dill

Treasurer: Jan Lawrence

Recording Secretary: Diana Goodrow

Corresponding Secretary: Carmen Hurd

Biographies

District 1

DIANA GOODROW

Diana Goodrow has been a member of the Ventura County Commission for Women for 17 years appointed first by Susan Lacey in 1997 and then Steve Bennett (2000-2013). She served as VCCW Chairperson for three terms (2003-2006), as Corresponding Secretary for four terms (2007-2011), as Vice Chair 2011-2012, and Recording Secretary 2012-2013. Commissioner Goodrow has served for 13 years as the VCCW



Liaison to: Association of California Commissions for Women (ACCW) as Southern California Representative, National Association of Commissions for Women (NACW), Ventura County Reproductive Rights Network (VCRRN), California Women's Agenda/Women's Intercultural Network (CAWA) as Regional Coordinator, Ventura County Women's Forum Collaborative, Inc. (VCWFC), She is an activist for peace, human rights, and economic justice, and a founding member of Ventura County Social Justice Fund. Her attendance at the Fourth World Conference for Women in Beijing China in 1995 inspired her focus of energy and passion on women's issues both globally and locally and lead to her being instrumental in helping form the Ventura County Women's Forum Collaborative, a 501(c) (3) organization, addressing issues raised in the Beijing Platform for Action

She serves as Co-Chair of the Committee producing the landmark report "Status of Women & Girls in Ventura County 2012". She initiated and Co-Chaired the Study Planning and Development Committee, served as negotiation Team member for the ratification and approval of the grant to fund the Study, Co-Chaired Committee's work with Study Researchers/Writers, Co-Chaired the planning of and presentation to the Board of Supervisors, and assisted in presenting the Study to Board of Supervisors Feb. 26, 2013 to "Receive and File". This historic study presents recommendations of 206 Focus Group participants, women, men, and teen girls, seeking to bring about gender equity, and economic, political, educational equality and healthful and safe life for women and girls. She assisted with the development of various VCCW documents including the Policies & Procedures document preparatory to upcoming Board of Supervisors study session, the VCCW Revitalization Manual based on the "Organizational Handbook for Commissions for Women", and the Forum Tool Kit

She has a Master of Art in Human Development and B.S. in Child Development from Pacific Oaks College, Pasadena. She owned and operated Early Childhood Pre-School and Child Care Center for 25 years and served as a Trainer and Supervisor of Head Start teachers. She has three children and is employed by Ventura County Library Services in Ojai, California as a Library Technician/Storyteller from 1997 to the present. Diana retires June 30, 2013 from VCCW.

District One Representatives, Commissioners Rosandra Esquivel and Joni Holling were appointed February 14, 2012 and served for three month, resigning due to time conflicts with their business.



LEE RIGGAN

Lee Riggan serves as the Ventura County Commission for Women Chair 2011-2013, a position she sought, serves proudly and with great dedication. She has also served for a term as Recording Secretary. She is a Notary Public. She served as Chief Executive Officer of the Promotoras y Promotores Foundations 2005-2006 and as Executive Director of the Ventura County Commission on Human Concerns & Community Development 1981-2005. She has 30 years of experience in administration, strategic planning, program development, research, grant writing, and community outreach and development. She has an AA in Natural Science, a BA in Cultural Anthropology, an MA in Educational Psychology, Counseling and Guidance. She holds credentials as a Community College Instructor and Counselor, as a Notary Public, B-General Building Contractor License (currently inactive) with experience in weatherization and home energy rating. She represents Supervisor Linda Parks on the Ventura County Commission for Women since 2005, and is a member of the California State Association, Zeta Chi Parliamentarian Unit, Business & Professional Women of Conejo Valley, Ventura County Women's Political Council, Ventura County ACS & ARES, AARP Tax Assistant, NAACP member and a former member of Toastmasters International. She has 5 children, 5 grand children, and 4 great grandchildren.

KITTY DILL



Evolving careers have woven in Writing, Public Relations, and being an Author, Newspaper Journalist and Editor. Offering community service is naturally embedded, coming from a civic-oriented family (mom founded the Santa Paula Sister City Committee, dad assisting, in the early '60s, to link hands with Mexico).

Pre-founder and co-founder of Ventura County Professional Women's Network, she received its inaugural Spirit of Networking. Other recognition includes the coveted City of Thousand Oaks' Excellence in the Arts Award.

She's been President, Arts Council of the Conejo Valley. Professional affiliations include Creative Communicators. Bachelor's, Master's degrees earned from CSUN, where she's on the Journalism Alumni Association Board.

Statewide, formerly with California Association of Public Information Officials, she wrote media relations chapters.

Community Relations Specialist for Ventura Regional Sanitation District, she served as countywide beach clean-up coordinator, writing media relations segments for the California Coastal Commission.

To VCCW, Kitty brings first-hand insights. Milestones? Being an Interface Children and Family Services volunteer crisis counselor. Living three summers in Mexico. World travel. Core belief? "In a world connected by instant technology, basic values are still significantly disrespected. Love, kindness can hike awareness, combat this diminishing of human spirit as we do our own thing to improve living conditions."

District 2 representatives, Commissioners **Suzi Caron** served 4 years (12/9/2008-1/2012) and **Amy Walker-Davis** served 3 years (7/2010-1/2012).

District 3



NANCY LEE PHILLIPS

Nancy Lee Phillips was appointed by Supervisor Kathy Long, District 3, to the Ventura County Commission for Women (VCCW) in 2004. She has served as the 2006-07 Chair and 2007-2011 Treasurer. She is an entrepreneur and partner with Spindel Farms and Jewelcast Inc. businesses. She is seen here with Bonnie Warrington, former VCCW staff and Commissioner. Commissioner Phillips served VCCW for ten years 2004-2013.

Nancy has been active in the YMCA serving on the Board of Managers and as Indian Maidens Nation Chief. She has been active in the PTA serving Bedford Open PTA as Treasurer, Auditor, Parliamentarian, Newsletter Editor, and in Camarillo PTA Council as Auditor, Council Parliamentarian, and as 12th District PTA Council Incentives Chair. She also served as Monte Vista PTSC Parliamentarian. Her professional positions include Pleasant Valley School District Executive Assistant to the Superintendent, School Site Administrative Assistant, and President and Partner of Jewelcast, Inc.

Awards and Recognitions:

- Paul Harris Fellow Recipient
- PTA Honorary Service Award
- PTA Council Distinguished Service Award
- Camarillo Family YMCA Volunteer of the Year
- ACSA South Ventura County Confidential Employee of the Year
- Milt Musser Scholarship GGASA



ELVIA GUIZAR

Commissioner Elvia Guizar was appointed to the Ventura County Commission for Women in October 2004 and served through January 2013. A community activist, she makes her contribution to women in the migrant community in the area of personal and community health and has recruited hundreds of “Promotores” or Community Health

Volunteers to carry the message of preventative health skills and resources to the homes of migrant women and founded two organizations toward this purpose. She has served 6 yrs as Tri-Counties Bi-National Health Week Coordinator and was appointed Representative of Mexicans Abroad (2006-2009) by the Mexican Consulate. While employed as an agricultural worker, and encouraged by immigrant parents, she pursued her education, becoming a RN. She is employed by the Ventura County Public Health Department. In the photo she is on the left of her friend and of Congresswoman Lois Capps.

Community Activities:

- 1998-2003 - Prenatal Outreach and Education Coordinator to the Hispanic Community.
- Coordinated the *Promotoras/es de Salud*, (*Community Health Promoters*) outreaching to the low income Hispanic community validating the traditional health beliefs of the Hispanic community and integrating them into researched medical practices of today.
- Tri-Counties Bi-National Health Week Coordinator with the Mexican Consulate, and guidance of the California-Mexico Health Initiative, California Policy Research Center University of California.
- 2001 - A founder of Mexteco/Indigena Community Organizing Project assisting Oaxacan immigrants
- 2000 - A founder of Promotoras y Promotores Foundation providing outreach, health awareness and disease prevention strategies.
- Training coordinator for the Mixteco Promotoras/es Training Program for the Mixteco Immigrant Health Education and Literacy Project (MIHELP) in Public Health.
- Volunteer with American Red Cross, March of Dimes, Casa Latina, Safe Kids Coalition, and Ventura Family Violence Prevention Partnership.

District 3 Commissioner Ruth A. Funk served VCCW for 4 years, appointed in February 2010 and serving through in April 2013.



JANINA LAWRENCE

Janina Lawrence was appointed by Supervisor Judy Mikels, District 4, to the Ventura County Commission for Women (VCCW) in 1999 and reappointed by Supervisor Peter Foy. She has served on the VCCW Executive Board as Co-Chair in 2002-2003 and Vice-Chair in 2004 and as Treasurer in 2011-2013.

Ms. Lawrence brings her 30 years of management and marketing experience to the VCCW. She is Vice-President/Owner of Golden Cross Access & Mobility, Inc. She was a mentor of Young Hispanic Women in Aerospace. She is proud that several of her young women have attained positions as Program Managers for Boeing and Contract Managers for Lockheed. She has been a volunteer mentor for pregnant/parenting teen girls at Apollo High School, Simi Valley. Her background and life experiences have given her a firsthand knowledge of the challenges which face women and children in her community. Serving on the VCCW gives her the opportunity to help women and girls overcome some of those challenges.

Commissioner Lawrence is also active in the Rotary Club, American Cancer Society, and was volunteer staff for the 2000 State Senate Campaign. Her professional memberships include American Institute of Aeronautics and Astronautics (AIAA), Institute of Electrical and Electronics Engineers (IEEE), and National Association of Female Engineers (NAFE). Her educational experience includes a B.A. from UCLA, University of Sheffield, England, and UCLA Extension, Professional Designation, Government Contracts Management, Marketing and Sales. Her additional professional experience includes: Vice President Marketing & Sales at Byte-Back; Director Program Development at Tecstar, Inc.; Business Development Manager, Program Manager at Hughes Aircraft Company; Contracts Manager at Applied Solar Energy Corp.; and Program Manager, Contracts Manager at Gulton Industries.



SHANTÉ MORGAN-DURISSEAU

Shanté Morgan-Durisseau has worked as a journalist, reporting on issues ranging from Hollywood typecasting to urban sprawl, for more than 20 years. She is currently a managing editor at California State University, Northridge and owner of Morgan Communications. She is the former editor of Turning Point magazine and worked as a reporter at several publications including Copley News Service, the Daily News and the Pasadena Star-News. She has also taught journalism at California State University, Northridge and California Lutheran University.

Ms. Morgan-Durisseau has a master's degree from the USC Annenberg School of Journalism. She graduated in 1990 from California State University, Northridge with a bachelor's degree in journalism and Afro-American Studies. She is the first African-American woman to chair the Ventura County Commission for Women. Currently, she is co-chair of the Commission's study on the Status of Women and Girls, the first comprehensive examination of this constituency in the county's history.

She is president of the Ventura County Alumnae Chapter of Delta Sigma Theta Sorority Inc., president of the Black Alumni Association at California State University, Northridge, and Farwest Regional Journalist for the Farwest Region of Delta Sigma Theta Sorority, Inc. She is a native of Los Angeles, who is married with two children and a resident of Moorpark, Calif.



DEBRA BAGLEY

Mrs. Bagley was appointed in 2009 to the Ventura County Commission for Women in 2009 and elected as chair for the 2010-2011 term and as Recording Secretary for the 2009-2010 term. She served as President two terms (2004-2008) with the Ventura County Alumnae Chapter of Delta Sigma Theta Sorority, Inc. (Oxnard, CA), and also served as vice president, sergeant of arms, corresponding secretary and committee chair of social action, ways & means, arts & letters and EMBODI (boys mentoring program). She is a member of the Channel Islands

Chapter of the Links, Inc. and served as corresponding secretary, financial secretary and co-chaired the eighth annual Youth Summit. Mrs. Bagley has also been active with the "Finishing Touch" etiquette workshop and the annual Scholarship Fundraiser Luncheon. In addition, she has served as Chair of the Board of Directors for Inter-City Family Resource Center, San Francisco, CA from 2002-2008 serving a low-income area with family advocacy, food pantry, crisis intervention, job assistance, peer counseling. Also, a

member of the Simi Valley Community Council, National Coalition of Negro Women, and Life member of the NAACP.

She has a Master's degree in Marketing from Webster University (St. Louis, MO) and a Bachelor degree in Psychology/Sociology from Millikin University (Decatur, IL). She has participated in Women Unlimited Inc. - Leadership Training 2000- 2001 San Francisco, CA and Coro Fellowship – Women in Leadership Program 1993 - St. Louis, MO. Married to Ted Bagley, her family consists of sons, Christopher & Marcus and daughter Chantal. She attends Simi Valley 2nd Baptist Church where she served as a Trustee and participates in the "Feed the Needy" program.

District 5



INA HOWARD

Ina Howard was appointed in 1998 to VCCW. She served as Correspondence Secretary in 2011-2012, and is a member of the Basic Needs Power Team for the study on the Status of Women & Girls in Ventura County. She is responsible for monthly greetings in recognition of special events in the lives of Commissioners. She has served as hostess for the Women's Delegation from Africa. Ina is a Foster Grandparent volunteer teacher's assistant at Brekke Elementary School in Oxnard for over two years (2011-Present) helping 2nd graders with math, reading, and writing classes. She taught Sunday School for 35 years (1973-2008) at Saint Paul Baptist Church, Oxnard. She is a 52 year resident of Ventura County, 50 years in Oxnard and 2 years in Camarillo.

She worked at General Telephone (now Verizon) for 29 ½ years, and 8 years at Proctor & Gamble, Oxnard. She is a graduate of Crispus Attucks High School in Indiana, Indianapolis, and one year at Butler University majoring in business. She attended Ventura and Oxnard Colleges taking merchandising and business courses. She was founder of two businesses "Caring Companion" and "Ina's Promise to Pleez Cobblers". Ina started her employment history in 1958 as a Check-out Cashier at Galyans Super Market in Indianapolis, the 3rd Black ("Negro") hired in that company in positions that opened as a result of the NAACP boycott. Eighty percent of company's business was from the Black community but no employees were of that ethnicity.



CARMEN HURD

Carmen S. Hurd was appointed to the Ventura County Commission for Women in October 2007. During that time she served in the Commission's Executive Committee for six years and participated in a variety of outreach programs for women in the county. She also served in various positions with the League of Women Voters of Ventura County as past editor of the Voter Newsletter, Unit Director for Oxnard and Port Hueneme Chapter and as Membership Chair. She was a Board Member of the League for the past ten years and currently serves in the Executive Committee. Prior to her

retirement in 2000, she worked for the State of California Health and Welfare Division overseeing health programs.

Carmen has a Master's Degree in Public Administration/Public Policy from the California State University Northridge. She is also a Notary Public for the State of California.

Commissioner Ana Cristina Flores was appointed by Supervisor John C. Zaragoza to serve on the VCCW in 2011. At the time she was staff to Assemblyman Das Williams. During her first year on the Commission she was elected to the Executive Committee to serve as Recording Secretary.

IX. Conclusion and Future Direction Statement

A. Conclusion

At our Strategic Planning Retreat in November of 2012 our members had expressed their passionate belief, desires, and hopes for our Commission, and among these were that we would be recognized by the Board of Supervisors and community for the work we do and that the Commission is a valuable resource, a legitimate, visible, well known organization that other women find relevant and want to join, and that our study, "Status of Women & Girls in Ventura County" will be disseminated and used to improve the lives of women and families in our community. We envisioned the possibility of the Commission becoming a cohesive working body of young women, and perhaps forming a Teen Women's Commission.

Commissioners feared they might not reach the level of commitment, respect, and solidarity needed to be truly successful, nor learn the skills needed to make committees work, that the Commission would not be seen as relevant, and would be eliminated by the Board of Supervisors.

Commissioners, realizing their capabilities and all they had accomplished and needs still existing of Ventura County women, they recommitted and rededicated themselves for the tasks ahead from the simple daily tasks of making meeting quorums, outreaching and distributing through community conversations the "Status of Women & Girls Study", to committing their great energy and passion fully for the mission of VCCW through authentic teamwork.

“A TEAM is not equal to a loosely confederated group of individuals fiercely protecting their turf.”

(Creating Partnerships: Unleashing Collaborative Power in the Workplace, by Cynthia King, PhD, 2005)

B. Future Direction Statement

1. Internal Strengthening

In order to accomplish the work in the coming years for which the Commission was established, Commissioners realized they needed to build and strengthen the Commission itself. For that purpose the policies and procedures for the following components would be developed::

- i. Build Team Culture: Hold annual Holiday Pot-Luck, & invite former members and network of women, to build the team culture.
- ii. Publicity: - Develop publicity policies and procedures for sharing the Commission's activities through news release & electronic media
- iii. Ethics Policy – Provide annual training on ethics and open meeting laws for the Commissioners
- iv. Website – Establish annual training for responsible committee.
- v. Chairperson – Develop position requirements, training, and procedures for selection of the leadership..
- vi. Develop a Mediation Policy for resolution of issues between members

2. External Strengthening

- i. Build Community of Youth:
 1. VCCW Interns - Develop intern program for VCCW administration, projects, & candidate recruitment.
 2. “Mothers & Girls Tours” - introduce teens to County departments, Health Clinics, Legislators, and opportunities for internships, educational and career opportunities.
- ii. Build Avenue for Passage of Community Issues: Develop the Policy to define the Purpose, Policies and Procedures for Responding to County & Community Issues. How they come to the VCCW; how they get aired; who presents them; what response can VCCW give; how to agendize the concerns of the women's community.
- iii. Establish Rules for Honoring others:
 1. VCCW Sponsorship – Develop a Policy for giving the VCCW name to projects, events, etc, and the procedures for approval and documentation.
 2. Develop a Policy for recognition of others through Proclamations, Resolutions, and Appreciation.
 3. Define VCCW's role in recognizing the accomplishments of women and the women's organizations, when, where, and how recognition should be done.

On July 31, 2013 the Lee Riggan was told by her Supervisor, and on August 6, 2013 heard from the Board of Supervisors that County Executive Office brought forth a report that recommends the dissolution of the Commission for Women and its replacement with

a new Advisory capacity that focuses on the need for economic and education opportunities for women. They proposed the creation of the Women's Economic Roundtable (WER) to provide a forum to discuss economic development, education, and career opportunities for women in Ventura County. On December 31, 2013 VCCW will sunset. On January 1, 2014 WER will rise.

Attachment:

June 24, 2013 Letter to Board of Supervisors Requesting the Study Session.