



VENTURA COUNTY COMMISSION FOR WOMEN

Lee Riggan, 2011-2013 Chair

901 E. Avenida de los Arboles
Thousand Oaks, CA 91360
(805) 889-2623
leeriggan@dock.net

CHAIRMAN'S REPORT

DATE: April 22, 2013

A. Accomplishments & Activities

a. Administration Issues

i. Board of Supervisors' Study Session: The October Session was cancelled or postponed although Linda Catherine Le, MPPA, Program Management Analyst, County Executive Office, has been very busy preparing the study for the CEO's office and the Board of Supervisors. We are hoping to contribute to the development of the Policies and Procedures for VCCW. As of today we have not heard of a new date being set for the Study Session. Ms. Le has sent several emails with concerns and directives which are attached. In some cases I have included my response. From these emails it appears that the following is required of us:

1. Submit recommended distribution plans to the BOS for approval.
2. Submit the proposal to send the Status of Women & Girls Study to the U.S. Library of Congress for approval to the Board of Supervisors
3. Address immediately a violation of the approved by-laws, Section 3.3 at the meeting this evening. Section 3.3 Removal is attached. The violation is not clear.
4. Press Releases require contacting the respective appointed BOS members for permission; and VCCW can not independently conduct press releases.
5. All administrative requests are on hold for the Study Session and BOS approval. The following are from these emails:
 - a. On Hold: Policies & procedures required in order to contact other county departments
 - b. On Hold: Policies and procedures to allow the County website to have a VCCW link; and VCCW is not to make direct contact with the Chief Information Officer.
 - c. BOS approval is required to link the AAUW to the VCCW website.
 - d. Policies and procedures for updating the VCCW brochure which needs to have BOS approval
 - e. It is the CEO's office understanding that the distribution of the study is to the grantors only
 - f. There is to be no "Call to Action" resulting from the VCCW presentation of the Status of Women & Girls Study.

- ii. BPW presentation of Study – A PowerPoint presentation is being prepared for the May 2, 2013 date at 6:30 pm at Sheraton in Agoura Hills.
- iii. County Email address (not included: Jan, Lawrence)
- iv. Plans for further distribution of Status Study
- v. Library of Congress submittal

- vi. Policies and Procedures for Study Session
- vii. Mothers & Girls Tours
- viii. Run for your Health April 27
- ix. The November 20, 2012 Presentation of the "Status of Women & Girls Report" was cancelled or postponed. On February 26 the Study was received and filed by the Board of Supervisors. A 4-page PowerPoint presented the item within the 10 minute time limit provide VCCW and an additional 5 minutes allowed for Q&A. Supervisor Foy offered the only question which was his concern about the Domestic Violence found in the Mixteco/Indigent community. On March 28, 2013 the Study was presented to the VCCF and Women's Legacy Fund who were responsible for funding the study.
- x. Information Technology Services, Mike Pettit, Chief Information Officer, meeting. The ITS department is willing to place a link from the VCCW website to the County site. The approval for establishing the link must come from the Study Session with the Board of Supervisors.
- xi. VCCW Brochure assigned to the Public Relations Committee has been put on the back burner with the issues arising from the postponement of the presentation of the "Status of Women & Girls Report" to the Board of Supervisors. Linda Catherine Le has asked for a copy of the past brochure. The Board of Supervisors must approve any publications and this will be brought to the Study Session.
- xii. VCCW Commissioners meetings with their District Supervisor to learn the County issues around the "Status of Women & Girls Report" were held in Districts 1, 2, 3, 4 & 5. District 2 & 3 said there were concerns about the study and they appeared to arise because the Recommendations (given by the Focus Groups participants) crossed jurisdictional boundaries.
- xiii. VCCW moved into its attractive new office February 9, 2013. The VCCW Chair and Recording Secretary met on Tuesday, January 29th with County Staff to view the new office site and learn all the requirements for the move. The County Staff were very, very helpful. They hung VCCW pictures, proclamations, and name plate in appropriate places. At the March 25, 2013 Regular meeting of VCCW a tour of the new facilities was provided to commissioners and guests.
- xiv. On March 28, 2013 VCCW Commissioners attended the CSUCI Multicultural National Women's History Month Celebration at which the VCCW Proclamation recognizing CSUCI Multicultural Program and Center was prominently displayed.

b. **Improve Quality of Life** – the Chair gathered information on the following and represented VCCW at some of the meetings:

- i. Perhaps this doesn't belong here but it would improve our life if we helped – ACCW (Jan & Paulla) get 300 gift/gift bags for the July conference.

c. **Tasks Assigned by Board of Supervisors**

- i. Fiscal & Administrative Review by Ventura County CEO
 - 1. There has not been a notification as yet from the Board of Supervisors or CEO regarding our letter submitting the Operating Policies & Budget to address the relationship with the Board of Supervisors and the other responsibilities outside of the Commission and approve by VCCW. The Board of Supervisors directed the County Executive Office to Schedule a Study Session with the Board of Supervisors to Discuss the Commission's Future, as Requested by the Commission **"AND DIRECT THE COUNTY EXECUTIVE OFFICE TO CONDUCT A FISCAL AND ADMINISTRATIVE REVIEW AND REPORT BACK TO THE BOARD AT THE STUDY SESSION"**. (Board of

Supervisors, March 6, 2012 Summary). Amended Bylaws will be part of this review.

- ii. Annual Report – The portion of the report on commissioner bios and photos has been prepared and submitted for review at this meeting. Ten bios have been received and will be edited to fit; six photo head-shots have been submitted. The goal is to have everyone's photo and bio included. A group shot will be taken at the meeting this evening by Jesus Merino, a photographer at Merino Productions (jesus.merino@merino-productions.com).
- iii. Status of Women & Girls Study
 - 1. VCCF Fiscal Sponsor Relationship
 - a. Progress Report – This report was drafted by the VCCW Chair approved and submitted to VCCF and the Ventura County CEO.
 - b. Final Report was completed November 20, 2012.
 - c. VCCW Presentation
 - i. Power Teams presentation to the WLF Luncheon for October 10, 2012 was cancelled.
 - ii. Power Teams presentation to the Ventura County Board of Supervisors for September was cancelled
 - d. Distribution Plan & Budget
 - i. VCCW budgeted \$1,250.00 for a manual presenting the compelling findings and striving to drive more money into Ventura County to resolve identified issues.
 - ii. Copies for the Board of Supervisors cost \$400 and the CDs cost \$350. Commissioners distributed these copies personally.

B. **Report on the Board of Supervisors** – Please check this web site for their agendas.

(<http://portal.countyofventura.org/portal/page/portal/bos/Archives>

http://gsa-docushare.countyofventura.org/dscgi/ds.py/Get/File-6366/Agenda_Calendar.htm