



# VENTURA COUNTY COMMISSION FOR WOMEN

Human Services Agency

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## 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

Vacancy

Vacancy

### DISTRICT II

Lee Riggan

Suzi Caron

Amy Walker-Davis

### 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 MINUTES

Date: Tuesday, November 15, 2011

1. A Special meeting of the Ventura County Commission for Women was held at Commissioner Phillip's office at 1200 Paseo Camarillo, #100-130, Camarillo, CA 93010, on November 15, 2011. The meeting was open to the public & the Agenda was posted. The Chair called the meeting to order at 6:54 p.m.; As the Recording Secretary was not present and there were no volunteers, the Chair served as Recording Secretary. The Chair read the Mission Statement.

Quorum

2. Present in response to Roll Call were Chair Lee Riggan, Vice Chair Diana Goodrow, Treasurer Jan Lawrence (Arr. 7:01 p.m.) Commissioners Nancy Lee Phillips, Ruth A. Funk, Elvia Guizar, Shante Morgan-Durisseau (Arr. 6:53 p.m.), Debra Bagley. A quorum was present.

Roll Call

Not in attendance were: Suzi Caron, Amy Walker-Davis, Ina Howard, Carmen Hurd, Ana Cristina Flores.

3. The Agenda was adopted as printed

Agenda Adopted

4. There were no Public Comments.

Public Comment

5. Action Items:

a) After much discussion it was moved by Commissioner Phillips and seconded by Commissioner Goodrow that the request be approved for the allocation of funds from the VCCF/VCCW Fund for up to \$2,500.00 for the "Status of Women & Girls in Ventura County Report". The motion passed unanimously.

Allocation of Funds  
Approved

b) By general consent the Chair was directed to question VCCF on the following points:

Correspondence fo  
VCCF

1) Define in detail the tasks VCCF will carry out in managing the grant under the \$2,500 fee;

2) Define the timeline for the final decision and disbursement of funds by VCCF for the grants to VCCW;

3) Exactly how much is the grant being considered by the WLF; and, when is the Fairburn funding available;

4) Please clarify the matching funds purpose that was asked for;

5) In a fundraising campaign for whom would donor checks be written to?

6) Please provide a template that may be used for the consultant description for the project management of the Status of Women & Girls Report.

Fundraising Campaign  
Approval Tabled

c) It was moved by Commissioner Phillips and seconded by Commissioner Durisseau to table Item 5.(b) to the next meeting, the consideration that VCCW conduct a fundraising campaign to raise matching funds from friends and supporters to support our effort to conduct the study and develop the "Status of Women & Girls in Ventura County Report."

6. Discussion:

a. VCCW will continue to retain its meeting space at its Ventura office. Commissioner Goodrow will inform County Staff of this determination.

Meeting Space

b. Fundraising for the Status Report under future consideration may be included in the Consultant Tasks.

Status Project Tasks

c. Interns for VCCW will be considered for its utilization in the design of the project management.

d. Four Teams for the Status of Women Study will be considered in designing the project management.

7. Commissioners' Discussion, Information Items, Announcements & Future Agenda Items

Nov 28 Agenda items: Project Management design discussion; Include Committee meeting time within regular meeting; Include Ambassadors reports from the Districts.

8. Upcoming Events:

Next Meeting

VCCW Regular Meeting on Monday, Nov 28, 2011. There will be no December meeting.

9. Adjournment It was moved by Commission Durisseau and Seconded by Commissioner Phillips to adjourn. The motion passed unanimously and the meeting was adjourned at 8:10 p.m.

Adjournment

Approved as  
Printed/Corrected

On \_\_\_\_\_

Lee Riggan, Acting Recording Secretary