



# VENTURA COUNTY COMMISSION FOR WOMEN

Human Services Agency  
4601 Telephone Road, Suite 117,  
Ventura, CA 93003  
Mailing Address: 4651 Telephone Rd, #200  
Ventura, CA 93003-8393  
(805) 658-4193  
[www.vccw.net](http://www.vccw.net)

## AGENDA

Date: Saturday, October 22, 2011

Location: **Mira Vista Village, 2740 E. Ponderosa Drive, Camarillo, CA 93010**

9:00 A.M.

If members of the public would like to speak about an agenda item, notice should be given to the Commission Chair stating the agenda item number. If the item is not on the agenda, notify the Chair prior to the start of the meeting, or during the Public Comments part of the meeting by giving the topic on which they wish to speak. Each speaker will be allowed a minimum of three minutes to address the Commission. The entire public comment period is limited to thirty (30) minutes total.

### 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

1. Call to Order- 9:00 a.m. Mission Statement The Ventura County Commission for Women encourages, supports and facilitates the empowerment and education of Ventura County Women. Riggan
  2. Roll Call Flores
  - ABSENTEE POLICY: The Bylaws Article 4, Section 4.1 & 4.2 read: Notice of absence must be given to the Chair at least 24 hours prior to the meeting. Recommendation for removal may be made when the bylaws have been knowingly violated or as a result of three (3) absences from regular monthly meetings during each year, beginning on July 1.
  3. Adoption of Agenda Riggan
  4. Public Comment – This is the opportunity for the members of the public to address items not on the agenda
  5. Approval of Minutes of Regular Meeting of September 26, 2011 Flores
  6. Receive Treasurer's Report Lawrence
  - a. Restricted funds held by VCCF
  - b. Unrestricted funds in the VCCW Bank Account at the Ventura County Credit Union.
  7. Receive Corresponding Secretary's Report Howard/Goodrow
  - a. Communications Received (hard copy, email & phone calls)
  - b. Communications Sent (Greetings)
  - c. ADA Accommodations Requests
  - These are items presented to the Commission for information. They may be referred for acknowledgement, investigation, or response as appropriate.
  8. Presentation on the Ralph M. Brown Act, 2011 & Robert's Rules of Order, 11<sup>th</sup> Edition Gerald Olsen, PRP
  9. Action Items:
    - a. Approve a VCCF Donor Advisor Fund Grant Recommendation requesting that \$2,000 to \$2,500 grant from the VCCF/VCCW Fund be allocated to the "Status of Women & Girls in Ventura County Report". Durisseau/Goodrow
    - b. Approve that VCCW conducting 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." Flores
  10. Discussion:
    - a. Fundraising: Should VCCW do fundraising; What are the funds needed for; How will it be done & who will do it
    - b. Publicity: What shall our publicity policies and procedures be; How will we know a media release has been issued; Who shall have the responsibility to approve the releases?.
    - c. Interns for VCCW: Consider interns for VCCW administration & projects such as the "Status of Women"
    - d. Annual Report 2010-2011 Status
    - e. Four Teams for the Status of Women Study; How should this be done; who will participate; Timeline;..
  11. Commissioners' Discussion, Information Items, Announcements & Future Agenda Items
- Items Commissioners wish to have considered for a future agenda may be suggested under this item and, if agreed to, the item(s) will be placed on the appropriate upcoming agenda(s). Other comments and announcements by the Commissioners may also be made at this time.
12. Upcoming Events:
    - a. Tuesday, November 1, Board of Supervisors Presentation on the 2010-2011 VCCW Report & the 30<sup>th</sup> Anniversary celebration.
    - b. VCCW Regular Meeting on Monday, Nov 28, 2011. There will be no December meeting.
    - c. AAUW Sunday, October 23<sup>rd</sup>, 2 to 4 pm. The Centennial of Suffrage for California Women; Museum of Ventura County, 100 E. Main Street, Ventura



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- d. October 20 8-4 p.m. 12<sup>th</sup> Annual Health Disparities Symposium (Free) Center at Cathedral Plaza, 555 W. Temple St., L.A. 90012 Register <http://healthsymposium.eventbrite.com/>
- e. Oct 16, 2011, 8-2:30 p.m. Our Lady of Guadalupe Church, 500 N. Juanita Ave, Oxnard 93030

13. Adjournment to Strategic Planning Retreat 10:00 a.m. at the same location.

## Posted October 19, 2011

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

*California Corporate Code 5512  
(c)*

In compliance with American Disabilities Act, for those requiring special assistance to access the Commission meeting room, to access written documents being discussed at the Commission meetings, or to participate at Commission meeting, please contact the Commission office at (805) 658-4193. Please notify the Commission three days prior to the meeting date, for the Commission to make reasonable arrangements and ensure accessibility.

*(28 CFR 35.102-35.104; ADA  
Title II*