



# 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](http://www.vccw.net)

## 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

## VCCCW General Meeting MINUTES

Date: Monday, July 25, 2011 Annual Meeting & 30<sup>th</sup> Anniversary

Location: **Camarillo Police Department, 3701 Las Posas Road, Camarillo, CA 93010**

6:30 P.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 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 for all speakers.

A regular meeting of the Ventura County Commission for Women was held at Camarillo Police Department, 3701 Las Posas Road, Camarillo, CA 93010

Commissioner Chair Lee Riggan called the meeting to order at 6:46 p.m.

Commissioners present: Lee Riggan, Diana Goodrow, Nancy Lee Phillips, Elvia Guizar, Ruth A. Funk, Jan Lawrence, Debra Bagley, Ina Howard, Carmen Hurd, and Ana Cristina Flores.

- Commissioner Diana Goodrow suggested we document that we establish a new procedure for recognizing future commissioners.
- Commissioner Phillips asked that we include date of board of supervisor appointment of commissioner.
- Commissioner Phillips moved, Commissioner Guizar seconded, to confirm the election of;
  - Lee Riggan as Chair
  - Diana Goodrow as Vice-Chair
  - Ana Cristina Flores as Recording Secretary
  - Jan Lawrence as Treasurer
  - Ina Howard as Corresponding Secretary

as the Officers for 2011-2012. All voted in favor with none in opposition.

- Commission Chair Lee Reegan welcomed Mark Becerra, a student at Moorpark College who proceeded to formally install the 2011-2012 VCCW officers.
- Commissioner Hurd moved, Commissioner Bagley seconded, to place Action Items #12 a-k after Item #5 Adoption of Agenda. Vote was unanimous with ten in favor, none in opposition.

### Action Items:

- a. Comm. Riggan asked that all commissioners submit VCCW Report Card by the following meeting.
  - Comm. Phillips moved to approve Revitalization Section 1 annual pre and post assessment process as part of the Policies & Procedures for VCCW, Comm. Hurd seconded. Vote was unanimous with ten in favor and none in opposition.
  - Comm. Riggan stated that Pre Questionnaire would be submitted now and Post Questionnaire will be completed one year from now.
- b. Comm. Phillips moved to approve that a committee to celebrate the 30<sup>th</sup> anniversary of VCCW be formed and return with a report for the August 29, 2011 meeting, Comm. Guizar seconded.
  - Comm. Riggan, Comm. Funk, Comm. Howard, and Comm. Goodrow will serve on the Committee to Celebrate the 30<sup>th</sup> Anniversary of VCCW.
- c. Comm. Bagley and Comm. Morgan-Durisseau will give update on the annual report to the County Board of Supervisors at next meeting.
- d. Comm. Howard confirmed VCCW Annual Retreat will take place at Mira Vista Village Senior Apartments' small clubhouse, Building #2740. Comm. Riggan moved, Comm. Funk seconded, to have retreat on October 22, 2011. Vote was unanimous with ten votes in favor and none in opposition.
- e. As there are no objections, Comm. Riggan, Comm. Bagley and Comm. Lawrence will make up the Committee to Review Bylaws and Standing Rules.



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- f. As there are no objections, Comm. Morgan-Durisseau and Comm. Goodrow will Co-Chair and Comm. Hurd will be on the Committee on Status of Women.
  - o Comm. Lawrence will draft letter to have County Board of Supervisors sign in support of.
- g. Comm. Phillips moved to approve Comm. Phillips as Chair and Comm. Guizar, Comm. Flores, and Comm. Morgan-Durisseau as members of Website Committee. Comm. Guizar seconded and votes were unanimous. All votes were in favor, none in opposition.
- h. Comm. Riggan moved, Comm. Bagley seconded to appoint Comm. Morgan-Durisseau as Chair and Comm. Guizar as Co-Chair of Publicity Committee. Votes were unanimous with all votes in favor, none in opposition.
- i. As there were no objections, Comm. Goodrow was appointed as Advocacy Representative with Comm. Hurd and Comm. Howard serving as alternates. Votes were unanimous with all votes in favor, none in opposition.
- j. Approval of submittal of VCCW application for Social Justice Fund was made at Special Meeting on July 18, 2011.
- k. Comm. Phillips moved to change August meeting to August 29, 2011. Comm. Flores seconded. Votes were unanimous with all votes in favor, none in opposition.
- l. Approval of Action Items was made at 8:28 p.m.

### Consent Calendar:

- a. A motion was made by Comm. Phillips that minutes be approved with clerical corrections and entered into the record on July 25, 2011, Comm. Flores seconded.
- b. New officer will open an account with Santa Barbara Bank & Trust.
- c. Comm. Goodrow reported that there was no real correspondence.

Comm. Phillips moved to approve consent calendar. Comm. Hurd seconded. Votes were unanimous with all in favor and none in opposition.

### Chair Report

1. Handed out Strategic Plan 2011-2012 with reviews.
2. Reported that Sonja Kroth, the Community Relations Manager with the County of Ventura's Human Services Agency has replaced Laurie Flack as our contact person with the County Board of Supervisors.
3. Chair reported that FPPC requires all commissioners to have completed Local Ethics Training course that can be found on <http://localethics.fppc.ca.gov>

### Commissioners District & Ambassadorship

1. Chair Riggan stated that there will be reporting on 2 months of ambassadorship at next meeting.

### Representatives Report & Advocacy Recommendations

1. "Report Attached"

Meeting was adjourned at 9:08pm. Votes were unanimous with all in favor and none in opposition.

Comm. Funk moved to approve minutes with clerical corrections, Comm. Goodrow seconded.

Minutes for July 25, 2011 VCCW meeting were approved and entered into the record on September 26, 2011 by Recording Secretary Comm. Flores.



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