

Ventura County Commission for Women

PUBLIC RELATIONS COMMITTEE

Committee Report

Date of Report : **IDEAS FOR A SUGGESTED REPORT ON THE PR COMMITTEE**

Name of Committee: **Public Relations Committee**

Committee Chair: Kitty Dill Committee Co-Chair:

Committee Members: Shante Morgan-Durisseau, Nancy Phillips, Elvia Guizar, Debra Bagley

Also: Ex-officio member Chair Lee Riggan

Status Report:

- I. Goal (Is it From Planning Document): Improve communication with Board of Supervisors and Community
- II. General Overview of Objectives: (includes those proposed or already approved)
 1. Start regular email updates with each District Supervisor (starting with news from the Retreat, and continuing with periodic meeting updates)
 2. November 1st present 30th Anniversary review and report to Board of Supervisors (done)
 3. Form Public Relations Committee (in October the members were Shante, Debra, Nancy, Elvis. At the April meeting Shante resigned as chair and Kitty was elected to serve as chair.)
 4. Use (or develop) templates for press releases for any/all events sponsored by VCCW and/or participation in other events by VCCW Commissioners (ongoing).
 5. Develop a plan to take full advantage of the Status of Women and Girls Report, including: Press releases to radio, TV, and newspapers; Radio/TV interviews; Speakers bureau
 6. Invite Supervisors (or their representatives) to the August VCCW meeting for the installation of new officers (&/or other special occasions).
 7. Schedule Annual Review/Report presentation to the Board of Supervisors.
 8. Provide public relations assistance to the Recognition Fundraising Committee for the March 2013 event.
- III. Activities Completed: (includes any items which were pending from previous month)
- IV. Status of Activities in Progress
- V. Projects (Describe details of proposed projects).
- VI. Barriers & Revisions to original plans & Committee membership
- VII. Committee Needs: (Describe any needs and suggested solutions for consideration.)
- VIII. Recommendations for Commission for Women Consideration (if any)
- IX. Submitted By: