

# VENTURA COUNTY COMMISSION FOR WOMEN

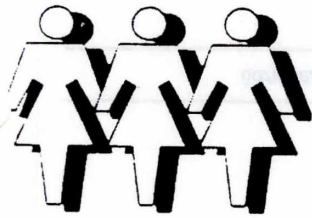
Human Services Agency

505 Poli Street

Ventura, CA 93001

(805) 652-7611

[www.vchsa.org/cfw/](http://www.vchsa.org/cfw/)



## COMMISSION MEMBERS:

### DISTRICT I

Cecilia Fargo  
Diana Goodrow  
Debbi Steele

### DISTRICT II

Janis Gardner  
Lee Riggan  
Mary Pallant

### DISTRICT III

Sharon Hillbrant  
Nancy Lee Phillips  
Vacancy

### DISTRICT IV

Ian Lawrence  
Cynthia Hollister  
Vacancy

### DISTRICT V

Ina Howard  
Ruth Ann McAllister  
Vacancy

## MINUTES

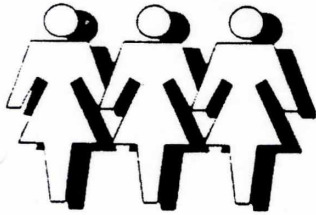
March 4, 2006

Los Altos School Library

700 Temple Avenue, Camarillo, CA 93010

1. **Call to Order** by Chairperson Goodrow at 9:10 a.m.
2. **Roll Call:**

P Cecilia Fargo	P Mary Pallant	
P Diana Goodrow	P Cynthia Hollister	
P Debbi Steele	P Sharon Hillbrant	A Ina Howard
P Janis Gardner	P Nancy Lee Phillips	P Ruth Ann McAllister
P Lee Riggan	P Jan Lawrence	
3. **Adoption of the Agenda** – Agreed to reorder the Agenda: Delete 7a and move 6f to replace 7a. Approval unanimous
4. **Public Comment:** None
5. **Consent Calendar:**
  - a. **Approval of the Minutes of February 4, 2006:** Moved by Commissioner Phillips; seconded by Commissioner Hollister; Carried Unanimously
  - b. **Acceptance of the Treasurer's Oral Report:** Report Accepted.
6. **Committee Reports:**
  - a. **Correspondence/Communication:** Presented by Commissioner Steele.
  - b. **Community Partners:** Several of the items on the proposal need to be done. Commissioner Lawrence to email to Commissioner Phillips the graphics that need to be added to the draft. Commissioner Phillips to possibly redo the graphics. We will add to next month's agenda ½ hour to go through the project proposal for any additions or changes. When final is approved, Commissioner Steel will email the proposal to Judy Bysshe, Kathy Long and Maricela Morales. ask for letters of reference to be added to the proposal.
  - c. **Web page and Newsletter:** Commissioner Hollister reported that she has updated the site with latest agendas and minutes, as well as the Star newspaper article on the Commission. Regarding the newsletter, Commissioners Steele and Gardner (with Commissioner Phillips as backup) will provide the content for the newsletter, and Commissioner Hollister will then format it into the Newsletter to be distributed and uploaded to the Commission website.
  - d. **Summit Planning Report:** Commissioner Goodrow provided a rough draft of the Summit planned agenda and content. If we have any additional books (or publications) to add – give to Commissioner Goodrow. Next Summit Planning meeting will be this Thursday, March 9 at 6:00 p.m. at the Library.
  - e. **Women's History Month:** The Board of Supervisor will present the proclamation at Tuesday's meeting, March 7 at 9:00a.m. Commissioner Goodrow to attend as well as other commissioners able to attend.
  - f. **WEJP Conference:** Santa Barbara on Saturday, March 11. Commissioner Goodrow will attend.



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### 7. Information/Discussion Items:

- **Review our agenda:** Commissioner Phillips will make the following revisions to our Agenda:
  - “Public is Welcome”
  - ADA wording
  - Add “Future Agenda Items” immediately following Information/Discussion Items
  - Change “Review of 2005-2006 Project Planning Table” to an attachment to be included with the Agenda
- **Meeting Process:** Commissioners Phillips and Hollister made suggestions on several ways that we can make our meetings more efficient and results-producing:
  - Commissioner McAllister can go to the Washington Mutual website to get our beginning and end balance and deposits and withdrawals. She can use this to send an email report to be added to the Agenda as an attachment by Commissioner Phillips.
  - The other Committee Reports should be written up by each Committee representative and also sent to Commissioner Phillips.
  - Commissioner Phillips will prepare the agenda and then forward it to Commissioner Hollister for upload to the website and to send out to the Commissioners and Board of Supervisors.

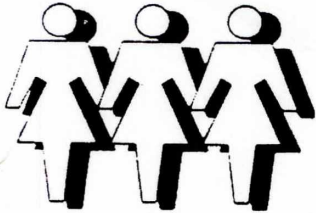
By writing up all of the Committee Reports ahead of time and getting them out to the rest of the Commission, the Commissioners will then all be responsible for reading the reports before the meeting so that we only need to discuss any questions or suggestions regarding the reports during the meetings. This will free up the much needed additional time for working on the Information/Discussion Items.

(Note: Next month: need to approve bylaws and discuss Standing Rules)

- b. **Commission Resignations: Commissioners Rosalinda Figueroa and Bonnie Warrington** have both resigned from the Commission. Commissioner Figueroa has decided to continue her education. Commissioner Warrington fell in her home and as a result will be relocating to an assisted living situation and will no longer be able to attend meetings. Commission should investigate ways to alert women that this can happen and ways to be prepared. Commissioner McAllister recommended that we honor Bonnie at the Board of Supervisors meeting in the summer.
- c. **Report and Discuss Meetings with Supervisors:**
  - Commissioners Gardner and Lee met with Supervisor Linda Parks.
  - Commissioners Howard and McAllister met with Supervisor John Flynn.
  - Commissioners Goodrow, Fargo and Steele met with Supervisor Steve Bennett – He will look into a room in the new building for us.
- d. **Report on Radio Interview:** Commissioner Goodrow was interviewed; discussed the upcoming Summit. We will try to get a wave file to put on the website.
- e. **Review of 2005-2006 Project Planning Table** – This will be an attachment to the minute
- f. **International Women’s Day Event, Oxnard College:** March 8, 2006; Needed someone to staff a table – Maybe Commissioner Riggan in the morning and Commissioner Goodrow at 12:30. Commissioner Steele to see if that’s acceptable.

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g. Discuss changing next meeting date: Approved for April 8<sup>th</sup>.

## 8. Commissioner Announcements

9. Check out and Adjournment: 12:00 noon. Next meeting will be April 8, 2006 at 9:00 a.m., Los Altos Library.

### February 2006

(Mileage = 44.5 cents/mile)

	Mileage	Hours	Expenses
Diana Goodrow	130	25	\$38
Cecilia Fargo	35	3	4
Debbi Steele		5	
Janis Gardner	20	5	\$30
Lee Riggan	30	40	\$15
Mary Pallant	20	7	\$5
Sharon Hillbrant	8	5	\$15
Nancy Lee Phillips	10	12	\$5
Jan Lawrence	60	7	\$35
Cynthia Hollister	8	9	\$5
Ruth Ann McAllister	30	12	\$5
Ina Howard			

Respectfully submitted,  
 Cynthia Hollister  
 Recording Secretary

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