

Commission Members:

District 1

Jean Getchell Bush
Arleen S. Rosenfield
Mary Silverman

District 2

Raymond C. Clayton
Virginia M. Connell
Louise Grethel

District 3

Alicia Ramirez-Brewer, Ed.D.
Sandra Smith Ryder

District 4

Dorothy J. Engel
Brook A. Hubbell, Ed.D.
Candace L. Matson

District 5

Tila Estrada
Martha Sheffey White

MINUTES

Ventura County Commission for Women
Special Meeting
May 28, 1986
2220 Ventura Blvd., Camarillo

- I. The meeting was called to order by Commission Co-Chair Dot Engel at 5:20 p.m.
- II. Commissioners present:
 - Marlene Alexander
 - Raymond C. Clayton
 - Ginny Connell
 - Dot Engel
 - Tila Estrada
 - Lillian Goldman
 - Brook Hubbell
 - Candace Matson
 - Alicia Ramirez-Brewer
 - Arleen S. Rosenfield
 - Meredith Thomas-Sheehan
 - Bonnie Warrington
 - Martha S. White

Also present were: Terry Dryer, Chief Administrative Office analyst and the Commission's CAO liaison; Sherry Cole and Janice Cook.

- III. The purpose of the meeting was to discuss organization, management and personnel matters. It was announced that Co-Chair Jean Bush has resigned from the Commission for Women, effective May 27, 1986. A "Management Concept" paper submitted by her was discussed and accepted as information.
- IV. Terry Dryer, CAO Analyst and the Commission's liaison, explained the County's hiring process for selection of Commission staff. The hiring process went according to the plan with 75 applications. Thirteen people were interviewed by a panel of three county employees (from other departments) with three people selected for the first standing. At that point, the County has certified these people for the position. Any of these could be chosen. The Commission then decides which of these people is best for us. The Commission sets its policy as to who is the hiring authority. After the recommendation is made - a firm selection of choice - the Personnel representative is contacted to do the hiring. Or a Chair of the Commission can do the hiring. (This has to be defined by the Commission.)

Commissioner Estrada reported on her talk with Kurt Hansen, PSSA Personnel Officer. Mr. Hansen had not offered the staff position to anyone; only Commission Co-Chair Jean Bush had offered the position to Sherry Cole. Sherry understood that she was legitimately offered the job. Jean Bush called Sherry again to inform her of the conflict within the Commission. Commissioner Estrada spoke to Sherry Cole to tell her that the Commission has a problem with the hiring process. Ms. Cole asked for a copy of the By-Laws and a written statement withdrawing the verbal offer which was made. Ms. Cole indicated to Jean Bush that, under the circumstances, she does not feel she would be effective in the job. Her attorney, John Voigtsberger, who was present at this meeting, clarified that she did not reject the job offer.

V. Action

M/S/P Alexander, Goldman: that the interviewing panel for the Commission for Women consist of the Chair or Co-chairs and one other Commissioner selected by the Commission for the purpose of making a recommendation to the full Commission. The full Commission would make the final decision and notify the County hiring authority.

Passed with two abstentions.

M/S/P Connell, Alexander: that the Commission follow the new policy by appointing an interviewing panel to re-interview the top three applicants as soon as possible. This panel would make a recommendation to the full Commission.

Commissioners offering to sit on the interview panel are: Dot Engel, Commission Co-Chair; Tila Estrada and Ginny Connell. Commissioner Hubbell will serve as alternate.

The meeting adjourned at 6:40 p.m.