



Contra Costa County COMMISSION FOR WOMEN

County Connection, 2477 Arnold Industrial Way, Concord, CA 94520

Tuesday, June 17, 2014

7:00 p.m. – 8:30 p.m.

Minutes

Julianna Hynes
-Chair
Joey Smith
Vice Chair
Kathi Reed
Secretary

Commissioners

Joey Smith
District I
Judy Carney
District II
Dana Wellington
District III
Kirstan Upshaw
District IV
Vacant
District V

AT-LARGE MEMBERS

Argentina Davila-Luevano
Phyllis Gordon
Julianna Hynes
Kathi Reed
Joan Silva
Deborah Wood-Campbell
Nancie Zimmerman

Attendance:

Commissioner Judy Carney
Commissioner Argentina Davila-Luevano
Commissioner Phyllis Gordon
Commissioner Julianna Hynes
Commissioner Kathi Reed
Commissioner Joan Silva
Commissioner Joey Smith
Commissioner Kirsten Upshaw
Commissioner Wood-Campbell
Commissioner Nancie Zimmerman

Absent:

Commissioner Dana Wellington

Guest:

Teri Hockett, guest of Commissioner Silva

Chairs Report:

- a. **Community Events** - Chair Hynes deferred to Commissioner Gordon to report on upcoming events in the community. The ACCW Meeting will be held in Santa Clara on June 28. Commissioner Gordon encouraged as many commissioners as possible to attend. Chair Hynes is planning to attend, and possibly Commissioner Davila-Luevano.
- b. **Bios/Pictured for website** – All commissioners, with the exception of Commissioner Davila-Luevano, have submitted their information.
- c. **Retreat Location** – A discussion ensued about possible locations and anticipated costs for the day. Commissioner Davila-Luevano moved that Commissioner Smith look into reserving the Natural Healing Tree

The Contra Costa Commission for Women will provide reasonable accommodations for persons with disabilities planning to attend this meeting. Please contact us at least 48 hours prior to the meeting, at womenscommissio.com

Meeting called to order at 6:35 p.m.

Women's Healing Center in Pt. Richmond, at a cost not to exceed \$500 for rent and meals. Commissioner Reed seconded, motion carried.

- d. **ACCW Meeting** – previously discussed under Chair Report.
- e. **Brown Act Training** – All commissioners have committed to completing the training and submitting the completed certificates by the August 9 retreat.
- f. **Meeting Time** – will be reviewed at the August 9 retreat.

Approval of Minutes – the May 20, 2014 Minutes were approved with the following corrections: Delete the duplication of Commissioner Wood-Campbell's name; correct spelling of San Damiano; revise reference to Brown Act Training as being mandatory only; correct August 9, 2014 date for retreat; correct acronym for Black Women Organized for Political Action to BWOPA; add name of Commissioner Upshaw as having taken and submitted minutes. Commissioners Reed and Davila-Luevano abstained as they were not present at the meeting.

Committee Reports

a. Public Relations

- i. **Website** – Commissioner Silva reported that information will be added to the website on the *Cookie Project* and *Women in Leadership*. A general discussion was held on website content. The Home Page will include a message from the Chair, not a County Supervisor as previously suggested. When there is no upcoming event to promote, a "place holder" will include information on past events/issues. Commissioner Gordon will provide a short article on the ACCW quarterly meeting, and a longer article on the NACW national conference to be held in Florida in July.
- ii. **Newsletter** – The June newsletter will include an article introducing Commissioner Silva. The article requested from Supervisor Gioia has not been received and may need to be used in a future newsletter. Supervisor Piepho will be asked to submit an article for an upcoming newsletter as well.

Commissioners agreed to the following schedule to submit articles introducing themselves:

July – Commissioner Carney

August – Commissioner Gordon

September – Commissioner Reed

October – Commissioner Davila-Luevano

November – Commissioner Wood-Campbell

December – Commissioner Wellington

January – Commissioner Smith

February – Commissioner Zimmerman

March – Commissioner Hynes

- iii. **Press Releases** – Commissioner Wood-Campbell drafted a suggested PSA release for the next Women in Leadership event and requested all commissioners to send her additional contacts for local newspapers, magazines and radio stations. She is focusing on a smaller group, focusing on the responsive contacts from past events.

b. Membership – Commissioner Reed will send a letter to Supervisor Mitchoff's office requesting her to consider recommending a woman from her district to fill the vacant position for District IV. Several *At Large* positions are also open. Commissioner Gordon offered to write an article on membership for an upcoming newsletter. A membership committee meeting will be called after the summer break. It was suggested rotating the location of membership committee meetings and holding *Mixer-type* events to invite prospective commissioners. Other avenues for seeking candidates such as Facebook, junior colleges, chambers of commerce, and community events were also discussed.

All current commissioners are in good standing.

- c. Legislative** – Ideas for tracking important legislation affecting women will be discussed at the retreat.
- d. Gender Equity/Women in Leadership** – A planning session for the next *Women in Leadership* event was held prior to the commission meeting. Chair Hynes will submit an article for the newsletter on the next event scheduled for September, as well as an article for the website discussing the purpose of the *Women in Leadership* panels. After discussion it was agreed that all commissioners are to participate in the *Women in Leadership* events.
- e. Cookie Project** – Commissioner Reed will follow up with her contact in the Liberty Union High School District after school resumes in August. Commissioner Gordon has been appointed to a Pittsburg High School Think Tank and will meet with the new Superintendent to discuss the project.

Commissioner Davila-Luevano discussed funding constraints in seeking donations/sponsorships for Commission events. Several previous donation/sponsorship sources are now requiring a complete application process. She requested that all commissioners provide her with any contacts/resources they may have for future events.

Announcements – Commissioner Gordon requested assistance in putting together a spa basket for the NACW conference. Commissioner Davila-Luevano, as Governor of Kiwanis Division 26, described the Golf Ball Drop she has organized for her district. Tickets will be available until the event is held in September.

Teri Hockett expressed her pleasure in attending the meeting and her interest in perhaps joining the Commission. Chair Hynes invited her to attend the August retreat, and Commissioner Reed suggested she visit the website for additional information and gave Ms. Hockett her business card.

Chair Hynes reminded everyone there is no Commission meeting in July. The next Commission event is the retreat scheduled for August 9, 2014. Notice of the location and time will be provided as soon as confirmed.

Meeting adjourned at 8:30 p.m.

Minutes taken and submitted by Commissioner Kathi Reed

