



Contra Costa
County
Commission for
Women

September Minutes

Gayle B. Uilkema Memorial Board Room Room
2477 Arnold Industrial Way, Concord, Ca, 94520
Tuesday, September 19, 2017
7:00 pm – 8:30 pm

Meeting Minutes

Present: Argentina Davila-Luevano, Joey D. Smith, Lanita Mims, Deborah Son, Julianna Hynes, Beth Mora, Patricia Ramirez, Phyllis Gordon, Lauren Babb

Absent: Tracy Ward, Kirsten Upshaw, Jennifer Cohen, Michelle Brown

Guest: *Debra Cowans, Debbie Toth, Enid Mendoza, Theresa Anderson-Bell*

1. **Call to Order and Roll Call 7:15 pm**

Guest Debra Cowans introduced herself, She is pending approval of her application, Guest Debbie Toth, Enid Mendoza - Senior Deputy County Administrator for Contra Costa County, and Theresa Anderson-Bell introduced herself.

2. **Public Comment 7:15 pm**

Enid Mendoza, Senior Deputy County Administrator, reviewed the email sent to the Executive Committee, specifically page 2 regarding the committee discussions of the Hall of Fame and as it related to the Friends of the Women's Commission. The Women's Commission can assist in the Hall of Fame events if the event is approved and does not conflict with other events.

Phyllis asked Enid if it is a violation of the Brown Act if the Hall of Fame committee has of three or more members of the Women's Commission on the committee. Enid said it is not a violation if the members of the Women's Commission are part of a sub-committee as they are acting as a liaison and are volunteers of the Women's Commission.

3. **Approval of Minutes 7:30 pm**

Motion to approve: Argentina Davila-Leuvano

Seconded: Lanita Mims

All in favor

Abstained: none

Opposed: None

4. **Old Business 7:31 pm**

- A. Commission Retreat - date set for September 30, 2017. Time is 9:30am -3:00 with the possibility of ending a little early. It will be held at the Pittsburg Library. The commission can use there space for free. We will discuss staffing our committees, HOF, other events for the coming year and the theme for the year.



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- B. Beth Mora asked that it be noted that she is opposed and offended that the meeting would be considered to be held on September 30, 2017 as it is Yom Kippur, a Jewish Holiday. Lanita Mims, Chair of the events sub-committee, stated she specifically took Saturday, September 30, 2017 off from work and would not be able to attend any other Saturday. Acting chair, Julianna Hynes, noted Beth's and Lanita's comment and suggested we send out a new Doodle (scheduling tool) to see what work best of the women's commission.
 - C. Phyllis reminded everyone to review the Brown Act video located in the Drop Box and for each member of the commission to sign letter also located in the Drop Box that they view the Brown Act video. Once they have signed the letter, it should be emailed to Kirsten Upshaw.
5. **New Business 7:45 pm**
- A. IOC Meeting update - Phyllis asked Enid for an IOC meeting update. Enid brought up the Board of Supervisor's concerns over the series of resignations along with letters/emails that were sent to the Board. Phyllis asked if we could get copies of the letters and/or emails sent to the Board as the commission was not aware of letters/emails. Enid said she would forward to the executive committee. Enid said questionnaires will be sent to the executive committee with responses due December 2017. A final report will be out between January - July 2018. Business is to be conducted as usual. The commission can use this process to use mission and goals to clarify roles and responsibility. Enid Mendoza is the commission's liaison and is available via email for any questions. IOC will publish minutes after the next meeting. Members of the commission can subscribe to meeting agendas.
 - B. Phyllis Gordon stated that she and Argentina have visited Supervisor's Candice Anderson, Karen Mitchoff and Diane Burgis of the Board of Supervisor's office in regards to the IOC review.
 - C. Executive Committee - Phyllis Gordon moved to wait until the next meeting in October 2017 for committee nominations since Kirsten Upshaw, Chair and Jennifer Cowans were absent from meeting. Argentina Davila-Luevano second the motion.
6. **Committee Reports -8:15 pm**
- A. **Membership Committee:** Phyllis has not had any new applicants. Phyllis confirmed with Enid that we have not received any new applications. Phyllis sent over



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the process for applicants that are interested in joining the commission (attend two meetings, interview with the membership committee, submit application with the county).

B. **Event Committee:**

1. Lanita recapped the HOF committee meeting. HOF will be held on March 15, 2018 at 5:30 p.m. Theme is Celebrating the Art of Persistence.
2. Lanita encourage all to attend the Planning Retreat.
3. Lanita is working with SBA in planning for women's workshops/webinars.

C. **Education Committee:** Beth Mora had nothing to report.

D. **Legislative Committee:** Lauren Babb will work with Beth Mora to submit new legislation to the Board of Supervisors before the October 16, 2017 cutoff date.

Announcements and Upcoming Community Events-8:03pm

1. Back to school event in West County Nevin Center on Saturday, September 23, 2017. They are accepting backpacks, etc.
2. September 2017 is National preparedness month and October 2017 is domestic violence awareness month and breast cancer awareness month. Joey is in Cert training (City Emergency Response Team) and encourages everyone to sign up for this free training in their local community.
3. Lauren Babb was appointed as a commissioner on September 12, 2017.

7. Adjourn 8:30 pm

Action - Adjourn meeting

Motion to adjourn: Julianna Hynes

Seconded: Argentina Davila-Leuvano

All favor.