*October 6, 2020*

**Meeting Minutes of the Commission on the Status of Women Meeting held on Zoom.**

1. **Call to Order**
2. **Roll Call**



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| --- | --- | --- | --- | --- |
| **Commissioner (Initials)** | District | Present | Excused | Absent |
| Nancy Fiske (NF)  | 1 | x |  |  |
| Meghan Madsen (MM)  | 1 | x |  |  |
| Maria Escobedo (ME)  | 1 |  | x |  |
| Paulla Ufferheide, (PU) | 2 | x |  |  |
| Dixie Walker (DW) | 2 | x |  |  |
| Beverly Abrah Younger (AY)  | 3 |  | x |  |
| Kathy Veder (KV) | 4 | x |  |  |
| Stacy Meko (SM) | 4 | x |  |  |
| Lorna Glenn (LG) | 4 |  |  | X\* |
| Shirley Summers (SS) | 5 | x |  |  |
| Paula McCambridge (PM) | 5 |  | x |  |

\*Lorna Glen has discussed her intention to resign, yet Paulla Ufferheide noted that her resignation has not been formally submitted in writing. Paulla will contact her to indicate the need for a formal resignation, specifically submitted by letter to her supervisor. Kathy (KV) offered to contact Lorna’s supervisor to see if a formal resignation letter was submitted. If not, Paulla will contact Lorna regarding the protocol for resigning.

A recommendation was made to create a standard process and simple form for resignation from SLO COSW. Paulla will follow up.

1. **Guests/Introductions/Announcements**

None

1. **Guest Speaker**

Cheryl and Steve Vines, Secretary and President of the SLO Branch discussed their current work in SLO County, difficult and challenging times during which to advance the NAACP Mission and Vision. The mission of the National Association for the Advancement of Colored People (NAACP) is to secure the political, educational, social, and economic equality of rights in order to eliminate race-based discrimination and ensure the health and well-being of all persons. The vision of the National Association for the Advancement of Colored People is to ensure a society in which all individuals have equal rights without discrimination based on race.

1. **Public Comment Period**

None

1. **Approval of Meeting Minutes for September, 2020**

A discussion took place regarding the Minutes process, the format of which will be simplified by the Secretary Abrah Younger, especially reducing the content provided by guest speakers to include their name(s), organizations, topic and brief summary. The discussion also focused on simplifying the process of finalizing the minutes. A motion to approve the September 2020 minutes as amended was made by Dixie Walker, and Nancy Fiske seconded the approval of the minutes. All were in favor.

1. **Treasurer’s Report** (*SS*)

Friends Account ($2008.83)

Commission ($2301.61)

Nancy Fiske will submit a receipt for $100 for photocopied surveys, as approved in the July, 2020 minutes. Stacy Meko will forward an invoice for $17.99 for a domain name fee to Shirley Summers.

Motion to approve Treasurer’s Report Paulla Ufferheide (*PU*), seconded by Shirley Summer (*SS*). Move to file.

1. **Friends of the Commission**

Shirley sent a copy of a reimbursement claim form used by the Friends of the Atascadero Library to Dixie Walker for her input, and also did a modification of the form to be used by SLO COSW. She requested the form be approved for use, and a separate form will be used for the Friends account. Kathy recommended an addition to the form, specifically adding a description of the item submitted for reimbursement. Shirley agreed and will make this addition. Regarding reimbursement, a question regarding the need for pre-approval for each separate item was raised. Paulla clarified that if a budget is already allocated, the expenditure could be made as long as it is within the confines of the approved budget. Shirley noted that the Sustaining Commission budget is submitted to the BOS for operational costs, meetings and dues. Shirley recommended we review the budget in a future meeting.

Shirley moved to approve the changes to the SLO COSW Reimbursement Claim form, including that the form that was submitted on this date, specifically the SLO COSW Reimbursement claim form, be approved and that the area to which the expenditure is applied will also be indicated on the form. Kathy Veder seconded the motion. All were in favor, the motion was approved, and the Commission accepted the form. Shirley will distribute the form to all members for their use, as well as sending her mailing address to submit any completed forms.

Regarding the Friends organization, Chris contacted Paulla and agreed to work with Nancy, yet Nancy has not been contacted by Chris yet. Paulla noted that she had emailed Chris, and encouraged her to reach out to Nancy Fiske, due to her experience with filing this type of application for a non-profit status. Paulla noted that Deb Geaslin was an administrative aide who assisted with the non-profit status work, and indicated other forms were needed. Yet, the tax preparer provided a packet of all the forms. Paulla requested that Nancy and Shirley contact Chris to review the packet of forms, and return them once completed, and set a date to work with Chris, in order to have the forms submitted by next month. Nancy noted that her attorney and CPA agreed to review the forms pro bono. Kathy noted that Deb Gieslin may be interested in a position on SLO COSW.

Shirley asked about the role of County Council and County Administrative office has in this process of formalizing the Friends organization. A discussion took place regarding the best timeframe to involve county administration. Kathy noted that the Friends organization will not be under the auspices of the Commission. Nancy agreed to review this with Chris and to also follow up with any need to coordinate with or inform the County. Paulla offered to talk with someone at the County Council, as needed.

1. **Commissioner Vacancies** (*PU*)
2. District 1 – John Peschong – no vacancies
3. District 2 – Bruce Gibson – no vacancies
4. District 3 – Adam Hill – 2 vacancies remain; there is no information regarding Adam Hill’s position.
5. District 4 – Lynn Compton – 1 vacancy
6. District 5 – Debbie Arnold – 2 vacancies. Shirley plans on attending the Public Policy this month, to see if they can create interest in participating with SLO COSW.
7. **Social Media and Other Communications** (*PU*)

Paulla asked if the Spanish version is on the website currently. Nancy noted that Laticia received the Spanish version for review. Maria sent the content to Meghan, and Nancy then sent it to Laticia, and the Spanish version was apparently already completed, per Maria. Paulla requested that the Spanish version of the survey be placed on the website, in a pdf version. Laticia has not completed updating the Spanish version, and she may be finalizing it soon. Maria had sent on the wording changes needed. Megan noted that the version sent to her in Spanish was the 2019 version but did send on the changes or edits to insert them into the 2020 version. The same information was sent to Nancy, but it is not clear if these changes were added yet. Maria will review the edits, and finalize the edits, in order to move forward with Laticia’s finalization as well, and also thank her for her time.

Stacy noted that our newest commissioner, Paula McCambridge has been active in supporting COSW social media, especially with Facebook posts, and encouraged other members to do the same. Regarding the website, Stacy noted that the agenda has been posted, and all other posts are up to date, except for a few “bios” of Commissioners.

1. **Action on Results of Surveys** (*SM*)

Stacy Meko discussed who may want to become involved in a small working committee to review research and factual information. Income disparity between men and women is one important concern. And, different action items may be discussed, including #EqualPayCaliforniaProgram, a state-wide partnership, which includes a tool kit of information and resources and best practices, a job evaluation resource. Starting with our Chambers of Commerce, for employers to do internal examinations of their practices, may be useful. Affordable childcare is also an important concern. CAPSLO has a childcare resource connection service, and a food resource program, which are resources SLO COSW could be sharing. Teen sadness and the alarming numbers related to this research are concerning. French Hospital Girls’ Self-Esteem program is another possible program to support. Stacy asked who would like to meet together during the week of October 19th and contact her to coordinate this. Dixie requested that an email with the meeting time and date be sent out.

Paulla discussed the possibility of creating a Steering Committee for projects or actions, as the focus becomes clearer. Stacy offered to send a packet of information that she has compiled to have some background on the concerns to be discussed.

1. **Women’s Issues Survey Numbers** (*MM*)

Meghan noted that 180 surveys are completed. See Item 9 above as well. Stacy reviewed our survey, the What do Women Need survey from the Legacy Fund, and the California Commission on the Status of Women. The goal is to get to 500 surveys, yet during the pandemic, this is a difficult goal to achieve.

In 2021, Meghan discussed getting prepared in advance with any survey changes and preparing to get the survey process moving quickly as we go into the next year. Paulla discussed reviewing the survey in December to discuss any revisions. Meghan suggested moving forward with a request for input from COSW Commissioners. There will not be a regular SLO COSW meeting in December, and Paulla recommended that a special meeting in December be focused on the survey and changes in the next year.

1. **Board of Supervisors Agenda Highlight (DW)**

Dixie Walker noted that there is nothing to report specifically. Discussion was focused primarily on COVID concerns. And, no mention was made of Adam Hill in either meeting.

1. **2021 Women’s Wall of Fame (update) May 8th, 2021 at Madonna Inn in the Secret Garden**

Nancy, Shirley and Paulla had a meeting to focus on the theme for the Women’s Wall of Fame. The response to the proposed title was limited, and they are recommending the title “Women Strong” instead.

Shirley will send an email to Jill [last name not audible] and let her know the theme to help her focus her speech on the theme, and, as mental health has been an identified concern within the county for girls, this information will be shared with the speaker.

Shirley has completed the grant, and utilized the budget (same as 2019), requesting $4000. Last year, $1800 was provided. There is a need to increase sponsorship, and review expenses. Regarding the budget, a fee of $35 was charged in the past for each attendee. Paula, Nancy and Shirley will be meeting with management at Madonna Inn to gain information on how many attendees can be accommodated, how to address inclement weather. Once the number of attendees allowable can be projected by Madonna Inn, and when COSW is notified by the Board as to what financial support will be provided for the event, the budget can be more accurately predicted.

Another action item is to mail out the letter and information to encourage nominees and participants. COSW has a mailing list of 328 people or organizational addresses, and each commissioner can review and check the accuracy of the mailing addresses, and also check for an email address for the same individual or organization. Or a postcard could be sent less expensively to encourage them to look for an email from COSW. Paulla requested that each commissioner review the list and make corrections.

**Women’s Wall of Fame continued**

Increasing the ticket price is also an option, and all present supported this possibility. Maria suggested using email to reduce the costs, in terms of encouraging nominees. Emailing and including the information and form on the website in combination was recommended.

Cost cutting ideas may also include looking at seating and closeness of spaces.

Paulla is encouraging each COSW Commissioner to reach out to at least one business to ask for financial support. The forms for sponsorship and nomination are completed and will be reviewed one more time before they will be sent.

Paulla asked Kathy Veder to serve as the MC, and Kathy agreed to serve in this role.