

## **CALL TO ORDER**

The meeting of the Solano Commission for Women and Girls was conducted via Zoom and was called to order at 6:03 pm.

## **ROLL CALL**

### **Members Present (12)**

Olivia Ruiz	Solano County, District 1
Ana Petero	Solano County, District 2
Sabine Goerke-Shrode	Solano County, District 3
Jennifer Hamilton	Solano County, District 4
Laura Petty	Solano County, District 5
Gayle Vaughan	City of Benicia
Kay Kelley	City of Rio Vista
Eleese Cheek	City of Vallejo
Doriss Panduro	SCWG Appointment
Akon Walker	SCWG Appointment
Rochelle Sherlock	Solano County Office of Education
Mary Lou Batchelor	City of Dixon
Sakina Ali	SCWG Appointment

### **Members Absent (2)**

Tiffani Thomas	City of Suisun
Jala Carter	Youth Member
City of Vacaville	Vacant
City of Fairfield	Vacant

### **Staff, Speakers, and Guests Present/Announcements**

Eddie Thomas	Connections for Life
Jennifer Artz	Program Manager, "My Friend's House"
Dr. Francis McCullough	Solano County Library Foundation
Clarisa Sudarma	County Council's Office
Joyce Anderson	
Mayra Montano	Mental Clinician, Solano County Behavioral Health
Jeann McDougle	BWOPA
Unidentified Caller	

## **COMMENTS FROM THE PUBLIC/BOARD MEMBER**

*This is your opportunity to address the Commission on a matter not listed on the Agenda, but within the subject matter jurisdiction of the SCWG. Please limit your comments to three minutes.*

Solano Commission for Women and Girls  
Summary Meeting Minutes  
Thursday, September 17, 2020, at 6:00pm

Commissioner Walker: The Solano County Equity Collaborative, a conglomerate of County agencies and community groups, member partners, seeks to align equity efforts within the community toward closing inequity gaps. They are hosting their first annual equity summit on Saturday, October 10, from 1-3pm. The summit will include discussion, presentations related to community healing and trauma, educational system, and race. Contact [equity@solanocounty.com](mailto:equity@solanocounty.com). Commissioner Walker will be providing additional information. Shout out to Mayra.

Commissioner Kelley: The Rio Vista Soroptimists are hosting a March in honor of the 100 years of women's suffrage, in suffrage costume. The March is on Saturday, October 10, 2020, from 10am-12pm in downtown Rio Vista with the purpose of celebrating and engaging young people to vote.

Commissioner Thomas welcomes the newest addition to the Thomas family. Welcome to the SCWG family, Micah Thomas.

I. Additions/Deletions to the Agenda

Motion to approve the agenda by Commissioner Hamilton, seconded by Commissioner Ali      Vote - Unanimous

II. Approval of the July 16, 2020 SCWG Meeting Minutes

Motion to approve the July 16, 2020 minutes by Commissioner Batchelor, seconded by Commissioner Cheek      Vote - Unanimous

## **REGULAR CALENDAR**

1. Election of Officers

Commissioner Kelley, as the chair of the nominations committee which includes Commissioners Vaughan, Ruiz, and Dr. McCullough explained the nominating process which was conducted via email as well as suggestions from the floor, of which there were none, resulting in a slate of nominees. The slate is as follows:

Chair: Laura Petty

Vice Chair: Olivia Ruiz and Jennifer Hamilton

Secretary: Gayle Vaughan

Treasurer: Sakina Ali

There are no nominations from the floor.

Commissioner Walker's term has expired.

In a vote, Jennifer Hamilton is elected Vice Chair

Chair Sherlock turned the meeting over to Chair-elect, Petty to conduct the remainder of the meeting. Commissioner Petero and former Chair Sherlock will complete the annual

report before turning duties over to the new executive committee. Commissioner Kelley thanked the former executive committee for their service. Chair Petty thanked former Chair Sherlock for her service as the initial Chair of the Committee and to Commissioner Petero for chronicling the first two years of SCWG.

Interim Treasurer, Commissioner Kelley will transfer the Treasurer's report to Treasurer, Commissioner, Ali.

Commissioner Kelley proposed re-electing Commissioner Walker for an additional two year term. Vote: Unanimous.

## 2. SCWG Role as an Advisory Board to BOS

Chair Petty introduced County Counsel, Clarisa Sudarma, who advised the SCWG about the Commission's role, focus, scope and action as an advisory board.

Ms. Sudarma summarized the role of the Commission and asked that any further inquiries be directed to Chair Petty and Vice Chair Hamilton.

With regard to its role, the Commission has the power and creativity to make recommendations to the BOS upon which to act with a few stipulations and limits or constraints.

Four limitations/constraints:

- Avoid duplication with the County – when considering projects, take into account, programs that already exist; there is no need to recreate the wheel. However, that does not prohibit the Commission from partnering with existing agencies.
- Bylaws - if a process is already in place, use the process. Avoid duplication.
- Avoid political affiliations. SCWG "...shall not officially take part in or influence any political party or candidate."
- Do not do anything that is in Conflict with BOS which coincides with avoiding duplication and avoiding political affiliations.
- Developing focus is up to the SCWG and guided to function within the Brown Act to inform the public.

## 3. Overview of Equity Training

Commissioner Walker gave a presentation on equity training.

As one of the five top diverse counties, Commissioner Walker reached out to members of Social Services to provide training in order to understand equity, history of race, institutional and structural racism, diversity, implicit/explicit bias, with the goal of informing SCWG so as to be better equipped to compassionately work with the community. Training can be done in an online, two-hour setting.

Chair Petty inquired as to the timing of the training that will fit the Commission's schedule and would like to set aside a SCWG meeting to address Equity Training. Commissioner Kelley asked if training can be divided into two, one-hour segments to be included in October and November so as to also conduct Commission business. Further discussion ensued regarding the training logistics and additional topics including "white privilege".

Commissioner Kelley, motions to ask Commissioner Walker's contact to provide four, one-hour presentations during the next four SCWG meetings, seconded by Commissioner Cheek.

Discussion:

Commissioner Ali inquired as to whether the trainings can be recorded and if the training required certification. Chair Petty responded that there is not certification as it is not a legislative matter. Commissioner Vaughan suggested that new members take the equity training.

Chair Petty thanked Commissioner Kelley for her expertise and experience in working with the Nominations, Elections and Membership Committees. Ms. Thomas inquired if guests may participate? As they will be conducted during meetings, Vice Chair Hamilton added that it would be a good way to invite the public to SCWG meetings. Dr. McCullough asked that the topic of "unconscious white privilege" be added to the curriculum.

***Vote – Unanimous***

4. Proposed Planning Process and Commission Priorities. The planning committee presented a proposed planning process for the Commission to vote on. A list of five issues were presented for the Commission to consider as Commission priorities.

Vice Chair Hamilton began the PowerPoint presentation by introducing the Planning Committee which included Dr. McCullough, Chair Petty, Commissioners Ruiz, Walker, and herself.

- Planning Committee
- Guiding Principles
- Things To Do
- Creation of Survey
- Analysis of Survey Data
- Using Equity
- Next Steps
- Recommendations

The Planning Committee's goal is to provide a framework and process with regard to what we are doing and where we going to focus our energy on in order to move into action. First, focus on Commissioners' top priorities.

#### Action Plan:

- Develop a process for smaller, quicker action
- Select issues that fall within SCWG mission, focus, and goals,
- Be consistent with goals, ensure they are not politically motivated,
- Create a working group
- Present action plan to the Commission for a final vote

#### Chair Petty - Limitations

Chair Petty reiterated what's under the purview of SCWG and the purpose under which it was created by the BOS. The example she provided to illustrate the point is the issue of homelessness that is addressed by cities but not out of bounds for SCWG as it is an opportunity to educate the BOS and the community and working on areas that will improve the lives of women and children, including homelessness. Therefore, when choosing areas of interest, begin with the following:

- Will it help women and girls in Solano County?
- Is it prohibited?

#### Vice Chair Hamilton – Working Groups

The topics and activities discussed in the committee focused on the purpose envisioned by the founding members. The list of topics were included as a vision for the Commission; the committee researched what was under the purview of the Commission.

In order to identify issues, the committee would like to conduct an annual survey of Commissioners to determine which issues resonate with the group in order to inform action based on status report data. In light of the fact that Commissioners represent different parts of the County, the identified issues will be based on the Commissioners' priorities voted upon and organized by rank, as they comply with the goals, mission and BOS intent. The next step is to create working groups in order to devise plans of action which will be voted on by the Commission at large.

Commissioners may request issues for the Commission to consider during the appropriate times or at Commission meetings, and request guest speakers to be added to future agendas. Additionally, sub-committee presentations may be added to meeting agendas.

#### Commissioner Ruiz – Self Assessment

Survey data: 79 percent of Commissioners participated in the survey.

Data was not received from Fairfield, Vacaville, Solano County Office of Education representatives.

The survey was narrowed to 22 categories resulting in the following top five areas:

- 63% Human trafficking
- 52% Poverty
- 47% homelessness
- 46% Mental health
- 45% Food insecurity

The next step is to create working groups to address each of these issues.

#### Commissioner Walker – Equity Training

Equity Framework: Based on the national model from the Government Alliance on Race and Equity which promotes equity in Government and in the community. Additionally, the “Care” program which promotes equity, engaged in a year long training resulting in the framework for our training purposes on issues including homeless, sex-trafficking, poverty. These issues are addressed at the core which helps to close inequity gaps by focusing on marginalized communities which are most impacted.

Three areas to consider as the proposal moves forward:

- Normalization – shared definitions such as equity as a priority toward a shared language that is consistent when interacting with the community. (see SCWG Status Report)
- Organization – develop partnerships and internal infrastructure changes to partner with, and invite community involvement in planning and implementation of SCWG policies and practices as well as structuring of workgroups.
  - Focus on marginalized communities that have been most impacted
  - Organize with the community
- Operationalization - use of equity tools and data driven strategies for desired results. To that end, the committee stratified the data to best identify priorities. This prevents creating priorities in a bubble but rather engaging the community directly on issues that are most pressing in order to close gaps of inequity. Vice Chair Hamilton and Chair Petty echoed the importance of including the community so as to not operate within a bubble.

### Vice Chair Hamilton – Creating Working Groups

What is a working group: two or more Commissioners to work on an identified area following the framework of the “Working Groups” stated above.

When issues are identified, explore ways to address issues by including the community as well as addressing community feedback. The suggested committees to be comprised of two to five Commissioners, workable groups. Organize groups based on interest, goals, expertise, and other skills.

Conclusions, findings and proposals for action and advocacy will be presented to, and voted on by the Commission.

For structure – create a template on the structure of the process.

- Identify topics
- Activities – do they meet the goals of the Commission
- Research resources, gather data including SCWG Status Report
- Develop and address path to end-goals
- Facilitate Commission discussion
- Propose action
- At large Commission will vote on the action plan.

Working Group Accountability – create manageable working groups of Commission members as well as members of the community, which will be assessed during the January meeting to address efficacy of action, where the need is, and regroup. Meet between Commission meetings and provide updates during the at large Commission meetings as part of the agenda.

The goal is for the Commission to work in small groups to identify, research, propose and engage the Commission in an effort to ensure an ongoing dialogue toward action and advocacy within the purview of SCWG.

Recommended next steps – Annual survey of Commissioners to identify issues to address, possibly at the January meeting as stated above. Create working groups for selected areas of interest.

Formally create five working groups based on survey results above. Add updates to at large meeting agendas.

Recommendation: The Planning Committee recommends, by simple motion, to approve the framework presented in this presentation with any amendments made as the process this Commission uses to identify, select, and address issues that impact the lives of women and girls in Solano County. If the above motion passes, we would like to propose that there is a creation of five working groups tonight for the five top priorities that were identified by the Commissioners’ survey and we would like to get people who want to be part of the working groups and a designated Commissioner to help organize their first meeting. Commissioner Petero asked to amend the working groups to a

minimum of three Commissioners and congratulated the Planning Committee on their thorough plan.

Commissioner Goerke-Shrode also commended the Planning Committee on the hard work and proposed framework, particularly the annual assessment, and addressed the areas that may overlap such as homeless and poverty, specifically in terms of possible duplication and redundancies. Further discussion ensued regarding the framework groups, and logistics.

A motion to approve the recommended framework based on the Planning Committee's presentation with the amendment of a minimum of three rather than two was made by Commissioner Vaughan, seconded by Commissioner Cheek.

Discussion:

Commissioner Walker invited guests to provide feedback. Dr. McCullough also commended the committee on a job well done.

***Vote – Unanimous***

Commissioner Vaughan made a motion to create working groups based on the top five areas resulting from the survey results along with a designated working group coordinator, seconded by Commissioner Goerke-Shrode.

A discussion ensued regarding creating an additional equity working group resulting in remaining with five groups which will incorporate equity into action plans as well as addressing equity during at large Commission meetings.

***Vote: Yes – 11      Abstention – 1: Commissioner Sherlock***

Working Groups:

#### **MATERNAL HEALTH**

- *Commissioner Petero-create meeting*
- Chair Petty
- Commissioner Walker
- Commissioner Sherlock

#### **HOMELESSNESS**

- *Commissioner Goerke-Shrode-create meeting*
- Commissioner Petero
- Chair Petty
- Vice Chair Hamilton
- Commissioner Ali



- Commissioner Panduro
- Commissioner Cheek

### **HUMAN TRAFFICKING**

- *Commissioner Ruiz-create meeting?*
- Commissioner Kelley
- Vice Chair Hamilton

### **FOOD INSECURITY**

- *Commissioner Ali-create meeting*
- Vice Chair Hamilton
- Commissioner Walker

### **POVERTY**

- *Ms. Edie Thomas-create meeting*
- Commissioner Walker
- Commissioner Vaughan
- Commissioner Petero

## **5. Committee Updates**

### **A. Executive Committee**

No report.

### **B. Communications Committee**

Commissioner Vaughan and Commissioner Sherlock presented the Status Report at Benicia and Suisun City Council meetings. Press release to follow.

### **C. Membership Committee**

Chair Kelley updated the Commission on the process of filling the two vacant seats and filling a resignation. The process included a press release and print media asking for applications.

Application deadline was September 15, 2020. Applications have been received, forwarded and awaiting final Membership group decision.

### **D. Status Report Committee**

Remove from monthly updates.

Solano Commission for Women and Girls  
Summary Meeting Minutes  
Thursday, September 17, 2020, at 6:00pm

6. Future Agenda Items

- Work group check-in
- Equity training
- Domestic violence awareness month
- Breast cancer awareness month-wear pink and purple in solidarity
- Make a statement on the website

Chair Petty thanked the guests for attending the SCWG meeting. Dr. McCullough, a Founding Member of SCWG, congratulated the Commission on its progress under the leadership of former Chair Sherlock as well as the Planning Committee's future action.

**ADJOURNMENT**

The meeting was adjourned at 8:07pm. The next meeting is scheduled for Thursday, October, 15, 2020, from 6-8pm via Virtual Meeting.