

## **CALL TO ORDER**

The meeting of the Solano Commission for Women and Girls was conducted via Zoom and was called to order at 6:06pm. Meeting chaired by Vice Chair, Petty

## **ROLL CALL**

### **Members Present (14)**

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
Jala Carter	Youth Member

### **Members Absent (3)**

Tiffani Thomas	City of Suisun
Judi Ruggiero-Ferrara	City of Vacaville (resigned)
Cornelia Gibson	City of Fairfield (resigned)

Vice Chair Petty presided over the SCWG meeting and began with an ice-breaker reconnecting Commissioners.

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

Dr. McCullough – Founding member of SCWG  
Ms. Jennifer Barton – Founding member of SCWG  
Ms. Stacey Martinez  
Ms. Courtney Yamada – Intern/Web design  
Introduced herself and what her task is: working on the flyer for the “celebrate girls” event, and launching the website.

### **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.*

No public comments.

#### I. Additions/Deletions to the Agenda

Commissioner Vaughan inquired as to the discussion regarding the website, speaker's bureau, and press release of status report, which was further addressed in the Communications Committee report.

Vice Chair Petty suggested modifying the agenda in the following order:

1. Committee update
2. Budget
3. Logo
4. Planning prioritization

and motioned to approve the agenda with the modification, seconded by Commissioner Kelley. Vote – Unanimous

#### II. Approval of the May 21<sup>st</sup>, 2020 SCWG Meeting Minutes

Commissioner Goerke-Shrode asked that the minutes be amended to reflect that she left the meeting at 6:50pm.

Motion to approve the May 21, 2020, minutes made by Commissioner Batchelor, and seconded by Commissioner Goerke-Shrode as amended. Vote: Unanimous

### **REGULAR CALENDAR**

#### I. Committee Updates

##### A. Executive Committee

There was no forum. Discussion centered around strategic planning and will discuss further in Strategic planning.

##### B. Events Committee

Commissioner Sherlock reported that Chair Gibson has resigned. Flyers, made by Courtney, will be posted on social media and distributed to networks including soroptimist groups in order to spread the word. The approach is intended to be informal. Commissioner Petero suggested extending time to 1-2 minutes to accommodate various speaking abilities and styles. A rationale was the TikTok time limits and uploading videos might be problematic. Commissioner Ali was averse to utilizing TikTok as a platform. Chair Sherlock clarified that the format

was an option. A discussion ensued regarding the length of the video and modified the video submission to be 1-2 minutes. Additionally, an inquiry was made as to the term “girl”, as it excludes the transgender community. A discussion ensued regarding the terminology resulting in “girls under 19” to include those who identify as “girls”. Commissioner Walker addressed the language inclusivity to reflect the community and suggested consideration in future communication. Commissioner Panduro offered to translate the flyers into Spanish.

Vice Chair Petty acknowledged Ms. Arts who joined the meeting via phone, before continuing the discussion on the flyer. Dr. McCullough commented on the flyers observing that the first flyer reflected ethnic diversity, whereas the second flyer was narrower and not as diverse as first flyer. The flyers ought to be inclusive. Courtney asked which flyer? Yellow or pink? Discussion on inclusivity of the flyer ensued.

Courtney summarized the discussion as follows:

- Video to be up to 2 mins.
- Girls 19 years and under
- Translate flyers into Spanish
  - return translated flyer to Courtney
- Change second flyer to add diverse images

Commissioner Vaughan inquired as to how the flyers will be distributed? Chair Sherlock responded, through social media and distribution list, grassroots, organizations including the soroptimist groups. Flyers printed in both English and Spanish will be distributed simultaneously. Commissioner Goerke-Shrode suggested adding the flyer to the Libraries and the Solano County BOS website. Commissioner Hamilton offered and will do it.

#### C. Communications Committee

Chair Vaughan reported on the discussion regarding developing the website and content, photos, and bios. Commissioners Vaughan and Walker will proofread the bios. Commissioners addressed the Speaker’s bureau and where they ought to present. A PowerPoint presentation has been designed by Commissioner Sherlock. Status Committee will train speakers regarding data explanation. A Commissioner appointed by a body and is reluctant to speak, may organize the presentation time for the speaker and introduce them. Vice Chair Petty encouraged Commissioners to attend together for moral support. Commissioner Cheek addressed the website domain and comparing costs and email addresses for the Commission in addition to linking to FB, Instagram, and Twitter.

Commissioner Sherlock addressed scheduling presentations, supporting, teaming up, and attending presentations. Speakers’ Bureau list include

Commissioners Kelley, Petty, Goerke-Shrode, Vaughan, Walker, Sherlock, and Vaughan. Commissioner Vaughan suggested creating a calendar of who wants to speak, when, support and coordinate speaking presentations. Commissioner Kelley thanked Commissioner Sherlock for the presentation and reported that Rio Vista Mayor and Soroptimists will want a report. Commissioner Sherlock suggested that City appointees reach out to their respective cities to organize presentations. Additionally, catalogue groups and presentations; organize and coordinate in order to avoid overlap. Priorities ought to begin with Soroptimists groups and City Councils. Commissioner Walker addressed disseminating information to girls in the form of interviews as previously done at the Solano College studio, and videos in order to engage youth. Commissioner Kelley added other avenues to distribute information including the S-Club a high school group affiliated with the Soroptimists, which can reach out to extended high school S-Clubs.

Commissioner Ali volunteered to manage the Speaker's bureau and suggested taking the time think about where to make presentations, contact her, through the Communications Committee to organize presentations. Chair Vaughan added sending her the final list to match and organize presentations. Finally, Chair Vaughan will be issuing a press release via print media. Commissioner Ali encouraged Commissioners to increase activity by taking pictures at events that are pertinent to SCWG's outreach and add content to the website.

#### D. Membership Committee

As appointments rotate, Chair Kelley is compiling a matrix of each committee make up to be part of the SCWG orientation package. The package will include skills sets that are most conducive to the respective committees. Commissioners Gibson, and Ferrara resigned. Chair Kelley will be reaching out to the cities to refill spots and organize Commissioner Carter's orientation.

#### E. Status Report Committee

Commissioner Vaughan inquired as to who will conduct the training? The discussion resulted with the Communications Committee, of which Commissioner Sherlock is a part, organizing the training. Chair Vaughan is interested in a co-chair.

#### 2. SCWG FY 20/21 Proposed Draft Budget

Commissioner Sherlock discussed the itemized budget beginning with the balance after paying the consultants, setting aside an estimated \$300 for the website and email address. Additionally, Commissioner Kelley suggested name badges and has a resource which will be \$10/ea. The budget is from "Friends of the Commission".

Commissioner Cheek motions to approve the SCWG-“Friends of the Commission”, June, 2020, net budget of \$821.48, seconded by Commissioner Vaughan.

Vote: Unanimous

### 3. SCWG Logo

Based on the Logo contest and having declared a winner, Commissioner Sherlock reviewed the issue of the logo, to which there were concerns regarding its quality, versatility and practicality. The Commission voted to approve first place, however, the second vote did not happen and the Commission accepted the first place winner. The question posed is whether or not to use the logo or change it. Commissioner Walker inquired as to the possibility of using the concept of the winner and modifying it in order to honor the spirit of the contest. There was a discussion as to whether a printing company may be willing to donate their time.

Commissioner Sherlock reminded the Commission that modifying the logo would entail the artist’s permission. Commissioner Ali referred to the flyer regarding the contest rules. Ms. Martinez has resources to which she will research for graphics and modification if needed. Further discussion ensued regarding accessibility, inclusivity, modification, professionalism, honoring the terms of the contest, and concept. Commissioner Vaughan suggested working with the contest winner to modify the logo. At the conclusion of further discussion, Commissioner Kelley called the question.

Commissioner Kelley motioned to have a professional, recommended by Ms. Martinez, review the logo to determine viability of the logo, seconded by Georke-Shrode.

Discussion:

Commissioner Sherlock clarified the vote to be whether or not to adopt the logo. Discussion resulted in no conclusion regarding the logo.

As the most recent member of the Commission, Commissioner Ali asked Commissioner Carter’s opinion regarding the logo. Commissioner Carter likes the concept and symbolism and concurs that it could be further developed.

Vote: 13 Yes

Vote: 1 Oppose – Chair Sherlock

Ms. Martinez will contact her resource. Vice Chair Petty reiterated that the SCWG has no funding.

### 4. Status Report: Planning and Prioritization

Vice Chair Petty provided an overview of planning and prioritization. Commissioner Sherlock reviewed categories in order to sort out and focus on organizations in order to not duplicate support and advocacy:

- Focus on advocacy within the county's purview
- SCWG priorities
- Goals, responsibilities, resources, need, impact, and advocacy.
- Get feedback from SCWG
- Proposed process
- Data
- Matrix
- Feedback
- Strategic planning sessions

Further discussion ensued to clarify what the strategic planning sessions will entail, which include creating a matrix, commissioners review data and provide input, dialogue in order to establish a need, priorities, toward determining advocacy. To summarize the discussion, regarding process:

- Establish the needs
  - Community needs
- What area is under the purview of the county
  - Agencies
  - Groups
  - Organizations
- Advocacy
  - Implementation
  - Enforcement
  - Funding
- Benefits of advocacy

Commissioner Sherlock suggested a SCWG July meeting. Vice Chair Petty proposes a SCWG July meeting to review matrix prepared by Commissioner Sherlock. The Commission, unanimously, voted to hold a meeting on July 16, 2020, via Zoom.

Dr. McCullough would like the SCWG Status report distributed to women's group throughout the county.

### **ADJOURNMENT**

The meeting was adjourned at 8:07pm. The next meeting is scheduled for Thursday, July 18, 2020, from 6-8pm via Virtual Meeting

Commissioner Ali motioned to adjourn, seconded by Commissioner Batchelor Vote: Unanimous.

Solano Commission for Women and Girls  
Summary Meeting Minutes  
Thursday, May 20, 2020, at 6:00pm