



**The Contra Costa County Commission for Women
IOC Response Memo
December 3, 2018**

a. To safely account for Commission funds and eliminate the Commission's dependence on outside agencies for funds administration, DIRECT the County Administrator to create and administer a budgetary organization unit to account for funds granted and donated to the Commission for Women and to work with the Commission Chair and Treasurer on a protocol and procedure to deposit and disburse the funds.

Answer: Due to a lack of quorum, this could not be discussed. We will revisit it again in January, 2019.

b. To establish an arm's length relationship between the Commission and the Friends of the Commission and other supporting agencies, MODIFY the bylaws of the Commission to stipulate that members of the Commission may not be members of any organization that donates or grants funds to the Commission.

Answer: The Women's Commission is actively working to completely separate itself from the "Friends of the Commission" and is no longer asking its members to serve on the "Friends", while in office. The Bylaws also reflect this move to separate the two organizations. The commission does not feel it is necessary to restrict commissioner's from serving on other organizations that may donate to the commission and would like to discuss that with the IOC in more detail, at the next meeting.

c. To foster leadership among all Commission members, MODIFY the bylaws of the Commission to stipulate that a member may serve as an officer for no more than two consecutive years.

Answer: A revised copy of the Bylaws was submitted to Julie Enea, per our last meeting with the IOC, which she has reviewed and sent us her recommendations. The commission will work over the holiday break to incorporate any changes and submit a final draft by the TBD January, 2019, IOC meeting.

d. To sharpen the Commission's focus on its primary mission and to also minimize its dependence on fundraising, CONSIDER whether or not the annual Women's Hall of Fame

recognition ceremony is consistent with the Commission's charge and mission, *"To educate the community and advise the Contra Costa County Board of Supervisors on issues relating to the changing social and economic conditions of women in the County, with particular emphasis on the economically disadvantaged ; to improve the economic status, social welfare, and overall quality of life for women in Contra Costa County."*

Answer: The Women's Hall of Fame is a bi-annual event that empowers and recognizes women in the community who are doing extraordinary things to uplift and support women from all economic backgrounds, in our County. This is directly in line with our mission and at this time, the commission has decided to continue supporting this event that will be hosted by the "Friends of the Commission". The commission has also returned to hosting our other events with our first being the #MeToo seminar that was held in June, 2018, and was so successful that #MeToo2 is being scheduled, tentatively, for February, 2019, at LMC, with the exact date TBD. The commission is also embarking on a new venture called the "Voices of American Women" that will allow women from all of our districts, to give us their assessment on the state of the community, which we will then compile and submit to our county supervisors. The commission is continuing to work with Soroptimist to bring a showing of the documentary, "Equal Means Equal" along with a discussion on the Equal Rights Amendment to our community's and we have submitted new initiatives that we would like to support, to the county supervisors.

We would also like to note that since these questions were first posed to the commission, we have added an updated mission statement to our bylaws that are more of a reflection on the works the commission is doing. They read as follows; *The Commission shall provide education and advisement for the Contra Costa County Board of Supervisors and other entities, as necessary, on relating to the changing, social and economic conditions of women and girls in the county. The commission will increase awareness of women's issues, celebrate the achievements of local deserving women, champion opportunities for women and girls and recommend legislative solutions at the city, county, state and federal levels. Areas of focus will include but are not be limited to: socio-economic conditions, workplace issues, social treatment of gender issues and health and safety for women and girls.*

e. To help the Commission consistently maintain a meeting quorum, Consider reducing the membership of the Commission from 20 members (5 District and 15 at large seats) plus one alternate to 15 members (5 District and 10 at large seats) plus one alternate.

Answer: The commission has accepted and now understands the rationale for reducing the membership from 20 members to 15 members and has been working with Emlyn Struthers and Julie Enea to ensure that we have a quorum and are abiding by the guidelines for Contra Costa Commission's, set by our county.

