



Contra Costa
County
Commission for
Women

February Commission Meeting

Gayle B. Uilkema Memorial Board Room, County Connection
2477 Arnold Industrial Way, Concord
Tuesday, February 18, 2020
7 – 8:30 pm

Agenda

1. Call to Order and Roll Call

Action: Approve the meeting agenda.

2. Public Comment

3. Approval of Minutes

Action: Approve the January minutes.

4. New Business

1. Welcome 2020 HOF Honorees
2. IOC update

5. Old Business

- A. Update-Women's HOF

6. Committee Reports

7. Announcements and Upcoming Community Events

8. Adjourn

Action: Adjourn meeting

Officers

Kirsten Upshaw *Chair*
Argentina Davila-Luevano *Vice Chair*
Lanita Mims *Secretary*
Joey D. Smith *Treasurer*

District Members

Joey D. Smith *District I*
Kelly Clancy *District II*
Open *District III*
Lauren Babb *District IV*
Kirsten Upshaw *District V*

At-Large Members

Argentina Davila-Luevano
Phyllis Gordon
Lanita Mims
Deborah Cowan
Ariana Rickard
Dayanna Macias-Carlos
Hannah Brown
Dr. Michelle Hernandez

Twitter @CoCoCountyWomen

Facebook: Contra Costa Commission for Women

www.womenscommission.com

Instagram: womenscommission

"Materials distributed for the meeting are available for viewing at the Clerk of the Board of Supervisors, 651 Pine St., Room 106, Martinez, CA. To receive a copy of the Advisory Board Name agenda via mail or email, please submit your request in writing using a speaker card or by contacting info@womenscommission.com. Complete name and address must be submitted to be added to the list."

Upcoming Events

Contra Costa County Board of Supervisors Meeting

February 25, March 10

9 am

Board of Supervisors Chambers - 651 Pine Street, Martinez

Meetings occur on Tuesdays, but not every Tuesday. Please visit www.contracosta.ca.gov for the calendar.

Womens Commission Meeting

March 17, 2019

Gayle B. Uilkema Memorial Board Room, County Connection - 2477 Arnold Industrial Way, Concord

Internal Operations Committee (IOC)

March 9, 2020

651 Pine Street, 1st Floor, Rm. 101

Martinez, Ca. 94553

Events

Women's Hall of Fame

March 19, 2020

Crowne Plaza Hotel

45 John Glenn Dr. Concord CA. 94520



Contra Costa
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January 2020 Minutes

Gayle B. Uilkema Memorial Board Room Room
2477 Arnold Industrial Way, Concord, Ca, 94520
Tuesday, January 21, 2020
7:00 pm – 8:30 pm

Meeting Minutes

Present: Kirsten Upshaw, Joey Smith, Kelly Clancy, Argentina Davila-Luevano, Deborah Cowan, Ariana Rickard, Hannah Brown, Phyllis Gordon

Absent: Dayanna Macias-Carlos, Lauren Babb, Lanita Mims

Guests: Silvia Young, Shailaja Dixit

1. Call to Order and Roll Call

- Meeting called to order at 7:07 p.m. by Kirsten Upshaw

2. Approval of Minutes from December Meeting

- Motion: To approve the minutes of the November meeting, with amendment to change from November to December
- Motioned by Hannah Brown
- Seconded by Kelly Clancy, motion carried
- Abstained N/A

3. Public Comment

- There was no public comment

4. Additions to the Agenda

- *No additions to the agenda*
- *Motion to approve agenda* by Hannah Brown
- *Seconded by Deborah Cowans*, motion carried

5. New Business

- 2020 Calendar: Confirming that the meeting is the 3rd Tuesday of each month - July is the only month that is intentionally dark
- Reminder that three consecutive meetings missed are an immediate “dropped” from the commission.
- Kirsten to send a follow-up email to the *suspect* chronically absent members.

6. Old Business

- Hall of Fame
 - Nominate woman of the year vs. women in each category.
 - Get nominations out to the judges
 - Need to host some sort of a meeting so that people have clear expectations for the nominees



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- Two tickets for free per person + parking
 - Joey is going to scan the nomination forms and send them out to the judges
 - Argentina to update the letter so that it's updated - then send to Deborah so that she can send out to the nominations.
 - Dinner starts at 6:30 p.m., 7 p.m. entertainment starts,
 - We need to send the logo link to Argentina
 - Hannah to create the evite - to whom are we sending the invitation?
 - Reception:
 - Honoree reception 2/8 at 10 a.m.
 - Kirsten to talk to Emlyn to make sure that the room is available for the Saturday 2/8
 - Can't sell tickets online unless the friends create it. They'll have to create it.
 - More discussion about the commission accounts being run through the county...
 - Kelly to reach out to friends
 - Argentina needs a letter created
 - Hannah to help with the program
 - Entertainment
 - Kelly to help with reservations - if someone buys a whole table it will be reserved, otherwise it's open seating.
 - Kelly to reach out to potential volunteers to help with registration/ volunteer table
 - Theme: yellow purple and white
 - Commissioners to be there early - 3:30
 - Kelly to run proclamations - contact folks | Kelly needs a copy of all nominations-
 - At the reception each nominee is to receive a packet with information
 - Each nominee gets 100 words for their acceptance speech
 - Bring a potluck on the 8th
 - Budget - \$2300
- Voices of American Women
 - Voices of American Women- is dead - as of January 31 the collection stops

7. Committee Reports

- Membership
 - Waiting for members to be approved some applications coming in
 - Kirsten will contact Emlyn for status update
 - Waiting on Diane Burgis to appoint a new member
- Legislation



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- No report.
- Public Relations
 - No report.
- Events
 - Events Committee - The only event that we're planning as of right now is the Hall of Fame and we talked about that in old business.
- Announcements
 - No announcements at this time.

Adjournment

- Motion: To adjourn the meeting
- Motion by Hannah Brown
- Seconded by Kelly Clancy, motion carried

8. Next Meeting February 18, 2019

- *7 p.m. at the Gayle B. Uilkema Memorial Board Room*
 - *County Connection, 2477 Arnold Industrial Way, Concord*