

## Meeting Minutes

**Present:** Faye Maloney, Joey Smith, Catherine Jones, Shauna Polk (via Zoom), Marilyn Cachola Lucey, Adey Teshager, Ria Bhatt, Destiny Biscoe, Lanita Mims-Beal

**Absent:** Jennifer Rizzo, Shailaja Dixit

**Guests:** Chrystine Robbins (CAO), Lara DeLaney (CAO), Nicolette Schumacher, Jennifer Quallick (via Zoom)

## **Minutes**

1. Meeting called to order at 6:34 PM
  - a. Approve the meeting agenda.

**Motion:** Faye motioned to approve the agenda and Marilyn seconded. Motion passed.

2. Public Comment
  - a. Lara reminded us that Board of Supervisors (BOS) requires all Commissioners to take implicit bias training. Please email certificates to Faye and Catherine.
3. Commission Applicant Introductions
  - a. None in attendance
4. Grant Update
  - a. Grant of \$25000 for materials and supplies awarded
  - b. Deadline to use \$25000 communications fund has been extended
5. "California Lead" workshop update
  - a. Workshop is July 29, 11 am - 1 pm at Brentwood library
  - b. Topic - How to Apply to State Boards and Commissions
  - c. Can try to livestream on Instagram or see if library can make hybrid (Faye); CCTV may be able to film it (Lara)
  - d. If any other Commissioner would like it in their district, we can work on that
6. Website Update
  - a. Domain name

**Motion:** Switch domain to [www.CCCWomensCommission.com](http://www.CCCWomensCommission.com)

Shauna motioned and Marilyn seconded.

Roll call vote:

Adey - Yes  
Marilyn - Yes  
Joey - Yes  
Faye - Yes  
Ria - Yes  
Destiny - Yes  
Lanita - Yes  
Catherine - Yes  
Shauna - Yes

No - none  
Abstain - none

Motion passed

b. Purchase of domain name

Discussion:

- i. Can we include "and Girls"? "Women's Commission" matches email address
- ii. Three years is max payment to reserve web domain, will need to extend it every year
- iii. Website is hosted by Wix, Dreamscape Web Design is designer

**Motion:** To purchase the domain for three years (total \$50.71) and to revisit the budget in January for the ability to extend the domain and website for another year.

Shauna motioned and Faye seconded.

Roll call vote:

Adey - Yes  
Marilyn - Yes  
Joey - Yes  
Faye - Yes  
Ria - Yes  
Destiny - Yes  
Lanita - Yes  
Catherine - Yes  
Shauna - Yes

No - none  
Abstain - none

Motion passed

c. Digital marketing/Social media

## Discussion

- Social media package companies
  - Calatrello Creatives
    - Women owned company, based in AZ
    - Facebook, Instagram, LinkedIn
    - Monthly content calendar to approve each month
    - Ability to add own posts
    - Analytics and quarterly reports
    - Response to messages
    - Maintain website and MailChimp
  - Feedbird
    - Based in Florida, freelancer based
    - Posts, content calendar
    - Analytics
    - No website maintenance or graphic design
  - Shauna will meet with them monthly and provide content/events/supervisor newsletters
  - Sign up the vendor to district newsletters
  - Provide the vendor with CoCo social media policies

**Motion:** To recommend to Contra Costa County for CCCWG to enter into contract with Calatrello Creatives for 1 year of service (\$8,250), from grant money.

Shauna motioned and Joey seconded.

Roll call vote:

Adey - Yes

Marilyn - Yes

Joey - Yes

Faye - Yes

Ria - Yes

Destiny - Yes

Lanita - Yes, would like to eventually find young person in CoCo

Catherine - Yes

Shauna - Yes

No - none

Abstain - none

Motion passed

7. Planning retreat

a. Objectives/goals

Build a strong foundation, create a staircase to bigger activities

b. Idea presentations

- i. Safe Return presentation for CCCWG (Adey)
  - Could be a workshop
  - Other possible speakers for Commission
    - Levona Martin
    - Patrice Guillory (Reentry programs)

**Motion:** Have a workshop by Safe Return to whole community; and presentation by Unhoused Community, Reentry (to commission only) about programs and services they offer

Adey motioned and Marilyn seconded.

Roll call vote:

Adey - Yes

Marilyn - Yes

Joey - Yes

Faye - Yes

Ria - Yes

Destiny - Yes

Lanita - Yes

Catherine - Yes

Shauna - Yes

Motion passed

No - none

Abstain - none

- ii. Workforce development in non-traditional careers (Marilyn)
  - Workshop on non-traditional career paths for women and girls
  - Include programs targeted for girls
    - e.g., Black Girls Code, Equity for Black Women and Girls, Future Build, Girls Inc (BA Girls)
  - Hybrid with watch locations

**Motion:** Commission plans and hosts a workshop in March to include a panel of speakers to speak with young women and girls about nontraditional career paths; and approval of marketing and advertising contingent on budget

Marilyn motioned and Joey seconded.

Roll call vote:

Adey - Yes

Marilyn - Yes

Joey - Yes

Faye - Yes

Ria - Yes

Destiny - Yes

Lanita - Yes

Catherine - Yes  
Shauna - Yes

Motion passed

No - none  
Abstain - none

iii. 30 by 30

- Increasing women in policing 30% by 2030
- Increase women firefighters in CoCo
- Create a proclamation or advisement to BOS to advertise 30 for 30 program and firefighter initiatives
- Purpose Built company - has monthly car show event where we could connect with trades

**Motion:** Author a resolution that supports 30 by 30 and present it to the BOS to explain the initiative and advise County agencies to adopt it

Faye motioned and Joey seconded.

Roll call vote:  
Adey - Yes  
Marilyn - Yes  
Joey - Yes  
Faye - Yes  
Ria - Yes  
Destiny - Yes  
Lanita - Yes  
Catherine - Yes  
Shauna - Yes

No - none  
Abstain - none

Motion passed

iv. Schedule of retreat

**Motion:** Host next CCCWG retreat at the June 2024 meeting  
Faye motioned Destiny seconded.

Roll call vote:  
Adey - Yes  
Marilyn - Yes  
Joey - Yes  
Faye - Yes

Ria - Yes  
Destiny - Yes  
Lanita - Yes  
Catherine - Yes  
Shauna - Yes

No - none  
Abstain - none

Motion passed

v. "Hall of Fame"

- Change name to "Women and Girls of Distinction of CoCo"
- Nominations
  - Focus areas - women taking back community, women in justice, women in science, women in teaching
  - Awardees from each district
  - Application process, Google form to nominate people
  - Reviewers out of county/state; could have another commission review
- Event (dinner)
  - Pittsburg Yacht Club, 100 guests, \$800 with sponsorship for location + cleaning fee; \$28 per person for appetizers; \$30 per person for plated dinners
  - Distribute plaques as awards, \$80
  - Charge for tickets; we can't take money, we would use as fundraiser for an organization
- Exploratory committee to how we could do event (monetarily)
- Recognize women through BOS
  - Event at BOS for Women's History Day (March)
  - Ceremonial meeting (sub-committee should meet with Supervisors)
- Spotlight distinguished women from the County on social media

**Motion:** To create a sub-committee to bring back Hall of Fame nominations (up to 10) women and girls for each district for recognition.

Destiny motioned and Faye seconded.

Roll call vote:

Adey - Yes  
Marilyn - Yes  
Joey - Yes  
Faye - Yes  
Ria - Yes  
Destiny - Yes  
Lanita - Yes  
Shauna - Yes

Catherine - No

Abstain - none

Motion passed

Sub-committee members - Marilyn, Destiny, Lanita, Jennifer Rizzo, Adey, Joey, Nicolette, Faye

Meetings have to be in person

vi. Re-entry of women/reunification

**Motion:** Create a re-entry committee to plan around reunification for women reentering the community

Lanita motioned and Destiny seconded.

Roll call vote:

Adey - Yes

Marilyn - Yes

Joey - Yes

Faye - Yes

Ria - Yes

Destiny - Yes

Catherine - Yes

Lanita - Yes

Shauna - Yes

Abstain - none

Motion passed

vii. Makers Markets

- Aug 19 Brentwood - Age 17 and under vendors
- Urban Edge - women only event

8. New business

- None

9. Meeting adjourned at 8:36 PM