



MEETING MINUTES
June 25, 2024, from 5:30 pm – 7:30 pm
Location: Department of Child, Family, and Adult Services, 3331 Power Inn Road, Sacramento, CA 95826
(Open to the Public)

1. Tracy Steuckrath (District 1)	P	6. Yating Campbell (At Large)	P	11. Evashalem Robinson (At Large)	P
2. Timiza Wash (District 2)	P	7. Jinky Dolar (At Large)	P	12. Anya-Jael Woods (At Large)	P
3. Vacant (District 3)	---	8. Stephanie Doute (At Large)	A	13. Brooklynn Pruitt (Youth)	P
4. Rachel Williams (District 4)	P	9. Marisol Ibarra (At Large)	P	14. Jamie Stephenson (Youth)	P
5. Erin Saberi (District 5)	P	10. Rachel Rios (At Large)	A	15. Jolie Dang (Youth)	
				16. Marissa Vaughn (Youth Alt)	---

Membership Attendance (P=Present; A=Absent)

Guests Present: Emily Pham (Friends), Raven Tahara (Consultant)

Welcome and Introductions

Commission Chair Erin Saberi called the meeting to order at 5:55 pm. Quorum was established.

AGENDA ITEMS	DISCUSSION	ACTION ITEMS	DUE DATE
Meeting Times	<ul style="list-style-type: none"> ❖ Discussion about the meeting start times. Commission has difficulty starting on 5:30 and therefore quorum takes a long time to get started. Proposal was to go from 6-7:30pm, unless the meeting needs to go long. Another proposal is to go from 6-8:00 pm. Motion to have meetings go from 6-8:00pm. Commissioner Steuckrath motioned to change the meeting time to 6-8pm, Commissioner Dolar seconded. Aye: All, Nay: none, Abstain: none. Motion carried. 	Coordinator Hernandez will communicate with all Commissioners of the new time.	July 2024



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<p>Review Workgroups/Workflow from last meeting</p>	<p>❖ Template for Workgroups – Commissioner Williams provided Best Practices Committee Guide to the Commissioners. There was discussion as to the guide. Form will be provided later.</p>	<p>Template – Commissioner Williams provided a guide to the Commission. Commissioner Williams will provide a digital copy of the form.</p>	
	<p>❖ Data Presentation at Board of Supervisors is scheduled for August 20, 2024. Data dashboard update. Shannon from CSUS took feedback from Commissioners and will update. There will be a meeting with Data group and others can join. It was recommended that there be a press release regarding the data to announce for the first time we have data, that there is a workplan, and proposing there will be recommendations to the County and give a story to the data. Recommending creating the wording for the press release. It was recommended that there be a 15 second video about the surprising statistics.</p>	<p>Data Dashboard -- Data powerpoint is due to Coordinator Hernandez by July 25, 2024. Work on Press Release. Group to come together create the wording for the press release and possible video. Video for Brooklynn and Emily. Messaging workgroup will be Tracy, Yating, Timiza, Marisol, Brooklynn, Jamie and Emily. Lead will be Yating and Marisol. Erin will review press release. Data Powerpoint will be finalized by AJ, Stephanie, and Eva (Data Committee). Commission do the overview and that Shannon</p>	



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		<p>from CSUS do the data part. Erin will connect with Shannon from CSUS and then get data to Press Release Committee..</p>	
	<p>❖ Letter to Board of Supervisors for budget discussions and June 5, 2024 Public Comment at the Board of Supervisors meeting - Commissioner Ibarra stated they met with the Child Coalition. Submitted the letter. Commissioner Saberi attended and gave public comment. Department heads said they thought the letter was excellent. It is recommended that Commissioners look at the budget and create a timeline going forward.</p>	<p>Budget – Commissioners to look at the budget that got passed create a timeline going forward.</p> <p>Coordinator Hernandez to ensure everyone has access to the google drive. Invite Charmen and Emily to the google drive.</p>	<p>July 2024 and moving forward</p> <p>July 2024</p>
	<p>❖ Resource Hub – website development and discuss target audience. Look into DA website and Sacramento Connect website. Workplan being developed. They did not get to have an official meeting. Emily made a draft of the website. They want to use some of the money for listening sessions. Discussion was had to look at contracting out for the website. Suggest previous bid that was submitted by Uptown Studios. There was discussion that Emily did an initial workup to show to an expert. Discussion as to having another meeting with the Resource Hub</p>	<p>Resource Hub – will have meeting in next 2 weeks.</p>	



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	workgroup and Raven. There was discussion of doing a workup on google.		
	❖ Review of Bylaws		
Commission Business: ❖ Approve May 2024 minutes – Action Item	❖ The May 2024 meeting minutes were reviewed. Motion was made by Commissioner Dolar to approve the May 2024 Commission meeting minutes and was seconded by Commissioner Williams. Abstained: Commissioner Wash, Woods, Stephenson, and Robinson. All others approved. Nay: None. Motion carried.	N/A	N/A
Bylaws Discussion – ACTION ITEM	<p>Commission broke into small workgroups to review the bylaws to discuss the following:</p> <ul style="list-style-type: none"> ❖ What stood out ❖ What seems missing ❖ What no longer seems to be appropriate or needed? ❖ What changes would you recommend? ❖ What next steps are needed? <p>Discussion/Suggestions after the groups: Add chair emeritus, Youth Commissioners be allowed to have up to 3 terms. Split Secretary/Treasurer. Secretary would collect the action items as part of the Secretary roles. Chair or Secretary meets with the Ad Hoc leads monthly. Review bylaws yearly. If someone does 2 consecutive terms, you can take a year off and then reapply. Treasurer could a fundraiser and liaison to the Friends.</p> <p>It was agreed upon, after the discussion that at the next Commission meeting, if allowed (after checking with legal) to vote on the following:</p> <ul style="list-style-type: none"> ❖ Adding Chair Emeritus 	Next steps— <ul style="list-style-type: none"> ❖ Notice items for next meeting so a vote can happen if approved by legal. ❖ Coordinator Hernandez to present to legal about adding Chair Emeritus, youth a 3 year term, Secretary track action items and counsel with workgroup chairs, review bylaws annually. Take a year off after 	July 2024



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	<ul style="list-style-type: none"> ❖ Youth Commissioners being able to hold 3 terms ❖ Add to Secretary/Treasurer role: track action items and counsel with workgroup chairs ❖ Commission to review bylaws annually. ❖ Commissioners to take a year off after serving their respective maximum consecutive terms before being able to reapply as a Commissioner. 	<p>serving maximum consecutive terms before reapplying for Commissioner.</p>	
	<p>Motion was made to vote on the recommended changes to bylaws at the next Commission meeting by Commissioner Wash and was seconded by Commissioner Williams to approve the recommended changes in bylaws. Yays: All Abstained: None Motion carried.</p>		
<p>Officer Elections – ACTION ITEMS</p>	<p>Nominations: Chair – Commissioner Timiza Wash Vice Chair – Commissioner Erin Saberi Secretary/Treasurer – Commissioner Tracy Steuckrath</p>	<p>N/A</p>	<p>N/A</p>
	<ul style="list-style-type: none"> ❖ Chair – Timiza Wash (10) Yating (1) 		
	<ul style="list-style-type: none"> ❖ Vice Chair – Rachel W(11) 		
	<ul style="list-style-type: none"> ❖ Secretary/Treasurer – Tracy (11) 		
	<p>Elections were done by anonymous votes.</p>		
<p>Public Comment</p>	<ul style="list-style-type: none"> ❖ None 	<p>N/A</p>	<p>N/A</p>
<p>Announcements</p>	<ul style="list-style-type: none"> ❖ Commissioner Saberi thanked Commissioner Campbell for social media and for Emily Pham for all that she does for the Commission. ❖ Propose to have a discussion with the youth so that their issues are raised. Sacramento Steps Forward and City Youth 	<p>N/A</p>	<p>N/A</p>



Commission On The Status Of
WOMEN & GIRLS
 SACRAMENTO COUNTY

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	<p>Commission is interested in working with the youth. Commissioner Stephenson and Commissioner Pruitt will build the relationships. Commissioner Campbell will introduce the connection.</p> <ul style="list-style-type: none"> ❖ Emily feels that the Friends should be built up. Commissioner Saberi and Commissioner Steuckrath will work with the Friends. ❖ Office of Community Partnership and Strategic Communications – to get nonprofits on Master Service Agreement (MSA) with the state. Deadline to apply is July 1, 2024. Looking for partners to spread the word. ❖ Commissioner Steuckrath went to the NAMI walk. It was a great event. Commission should think about tabling some of the events. ❖ Commissioner Williams and Commissioner Saberi went to Domestic Violence Prevention Council. Commissioner Williams is the liaison. ❖ United Queendom Launch Party – Commissioner Williams had an event and 110 women attended. ❖ August 26, 2024 is Women Equality Day – maybe an event in the future. ❖ Raven was honored and presented with gifts and a Commission Pin. 		
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Meeting adjourned at 8:00 pm

Next Commission meeting: July 25, 2024 5:30-7:30 @ Nations Finest, 7270 E. Southgate Drive, Sacramento, CA 95823