



**MEETING MINUTES**  
**October 24, 2023 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. Vacant (District 1)	----	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)	A
3. Jane Einhorn (District 3)	A	8. Stephanie Doute (At Large)	P	13. Vacant (Youth)	-----
4. Rachel Williams (District 4)	P	9. Marisol Ibarra (At Large)	P	14. Vacant (Youth)	-----
5. Erin Saberi (District 5)	P	10. Rachel Rios (At Large)	A	15. Bianca Brown (Youth)	P
				16. Diana Hous (Youth Alt)	-----

*Membership Attendance (P=Present; A=Absent)*

**Guests Present:** Raven Tahara (Consultant), Tracy Steuckrath, Charmin Goethring (Friends), Emily Pham (Friends), Janice Folarin

**Welcome and Introductions**

Commissioner Erin Saberi called the meeting to order at 5:46 pm. Quorum was established.

AGENDA ITEMS	DISCUSSION	ACTION ITEMS	DUE DATE
<b>1. Commission Business</b>	<b>700 Forms</b> – Coordinator Hernandez explained that Form 700 needs to be submitted right away and provided a new paper copy of the 700 form to new Commissioners. The new Commissioners expressed concern as it was communicated to them that they only have two more days to submit the form but they were never provided a copy. Coordinator Hernandez asked that they provide the completed copy to Coordinator Hernandez at the retreat and that Coordinator Hernandez will have communication with the Clerk of the Board about	All Commissioners need to complete Form 700 and return to Coordinator Hernandez	As soon as possible

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	<p>Coordinator Hernandez collecting it on November 3, 2023 (at the retreat).</p> <p><b><u>Approve August 2023 Meeting Minutes – ACTION ITEM</u></b>  <b>Approved August 2023 Meeting Minutes – Action Item</b>          The August meeting minutes were reviewed. <b>Motion was made by Commissioner Campbell and was seconded by Commissioner Dolar to approve the August meeting minutes.</b>          Yay: Commissioner Wash, Commissioner Saberi, Commissioner Campbell, Commissioner Dolar, Commissioner Brown.          Nay: None.          Abstained: Commissioner Williams, Commissioner Doute, Commissioner Ibarra, Commissioner Robinson  <b>Motion carried.</b></p> <p><b><u>Terms Update–</u></b>          Coordinator Hernandez explained that the correction of terms via Board Letter and amendment of the Bylaws is still in the process of being reviewed at the County before it goes to the Board.          Coordinator Hernandez does not have an estimated time for when the Board letter adjusting the terms will be before the Board of Supervisors. A form was passed out explaining how each Commissioner needs to reapply for a new term (provided by the Clerk</p>	<p>Charmen Goethring (Friends) to provide a letter to the Clerk of the Board for reappointing Commissioners for ratified positions (At Large) is needed, even for members who are serving in an inherited position.</p>	<p>ASAP as it will be before the Board on November 7, 2023</p>
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	<p>of the Board) as the new Bylaw and term recommendations have not been adopted by the Board of Supervisors until it is scheduled. As it stands, all Commissioner seats (with the exception of Commissioner Williams), all expired on November 30, 2022 or are due to expire on November 30, 2023 and therefore need to reapply. Commissioner Saberi directed the Supervisor appointed positions to not reapply and that she would contact the people who need to be contacted. It was communicated to Charmen Goethring (Friends) that a letter to the Clerk of the Board for reappointing ratified Commissioners is needed.</p> <p><b><u>Commission Openings/Application – Discussion with Friends of the Commission –</u></b>          No new spots open for At Large members.</p> <p><b><u>Commission Updates</u></b>          The Retreat will be November 3, 2023 from 9-4          Reminder there will be no Commission meeting for later November or for December 2023.</p>	<p>Commissioners in District appointed seats will need to submit a new application (with exception of Rachel Williams) and submit to Clerk of the Board and they will be forwarded to the District office for consideration of reappointment at the Board of Supervisor’s meeting. The seats will be advertised on the November 7, 2023 Board meeting. Seats should come before the Board at the 12/5/2023 meeting for nomination.</p>	<p>ASAP as it will be before the Board on 11/7/2023</p>
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	<p>Cities for Convention on Elimination of Discrimination Against Women (CEDAW) – New item added to the workplan. Commissioner Saberi explained this movement. Resolution on November 28, 2023 for the City of Sacramento.</p> <p><b><u>Festival Update:</u></b>          It was requested to add an agenda item to discuss the Women’s Festival if there is enough time (15 minute discussion).  <b>Motion was made by Commissioner Dolar and was seconded by Commissioner Williams to add this item to the agenda.</b>          Yay: All present          Nay: None          Abstained: None  <b>Motion carried and added to the agenda if time permits.</b></p> <p>Commissioner Dolar, Commissioner Wash, and Commissioner Campbell are organizing the event.</p> <p>Event is secured as March 9 10-2 @ Sierra Center. There may be an alternate location (if it works out).</p> <p>NAMI will host a wellness section. WEAVE will host domestic violence section. ARI will host employment. Theme will be Wonder Women.</p>	<p>Any interested Commissioners and Public can reach out to Commissioner Campbell if they would like to be part of the planning for the event.</p>	<p>As soon as possible for planning purposes.</p>
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	<p>SMUD will host the kids’ zone. There will be an entertainment section – Commissioner Saberi will arrange. There will be food trucks. There will be a reach out to the County for services section. Working with Chambers to get women owned businesses.</p>	<p>It was shared for their to be an Ad Hoc Committee for planning and it has 6 Commissioners or less, it would not have to be posted. N</p>	
<p><b>2. Facilitated Planning – Raven Tahara, Facilitator</b></p>	<p><b><u>Review work plan charts from August Commission meeting</u></b>  A copy of the work plan charts from August was provided to the Commissioners and to the public.</p> <p><b><u>Reminder about the Current Work Plan Projects:</u></b></p> <ul style="list-style-type: none"> <li>• March Festival</li> <li>• Resource Hub</li> <li>• Data Project with ISR</li> <li>• Sac County Budget</li> <li>• Child Care FAQ</li> <li>• Communications and Engagement</li> <li>• Cities for CEDAW</li> </ul> <p><b><u>Circles of Influence Process (to identify stakeholders for work plan projects)</u></b>  An exercise was engaged in which people identified internal and external circles of influence and then broke out into workgroups to share.</p>	<p>This will continue to be worked on at the upcoming retreat.</p>	<p>11/3/2023</p>

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	<p><b><u>Next Steps</u></b>          The Circle of Influence and the connection to the workplan will be discussed more during the retreat</p>	This will continue to be worked on at the retreat	11/3/2023
<b>3. Community Announcements</b>	None.		
<b>4. Public Comment</b>	A member from the public said they are happy to be here.		

Meeting adjourned at 7:34 pm.

Next Commission meeting: Tuesday, January 22, 2023, 5:30 PM @ Department of Child, Family, and Adult Services, 3331 Power Inn Road, Sacramento, CA 95826 Room 1B