



**Minutes of the Regular Meeting Commission for Women (CFW)  
April 5, 2017**

I. Call to order

**A. Roll Call:** Chair Teresa Reyburn called the meeting to order at 5:00 p.m. The meeting was held at City Hall/Council Chambers, City of Solvang, and was wheelchair accessible. Roll call followed and it was determined that a quorum was present.

**COMMISSIONERS PRESENT**

**First District**

Victoria Juarez  
Charlotte Gullap-Moore  
Judi Weisbart

**Second District (no vacancies)**

Suzanne Peck  
Anna Everett  
Sigrid Wright

**Third District (no vacancies)**

Marianne Partridge  
Tracy Beard

**COMMISSIONERS ABSENT**

Fran Clow

**Fourth District (3 vacancies)**

**Fifth District (1 vacancy)**

Teresa Reyburn (Chair)  
Heidi Summers  
Yleana Velasco

**Public Comment** – there was no public comment

**B. Guests:** Jerry Czuleger County Counsel and Sheila Hess with the Election Commission regarding Code of Ethics and related Form 700 filing requirements.

**C. Regular Business:**

- Approve Minutes from March 1, 2017 Regular Meeting. Commissioner Everett made a motion to accept the meeting notes. This was seconded by Commissioner Velasco and they were approved. Commissioners Reyburn, Everett, Velasco, Peck, Gullap-Moore, Weisbart and Beard voted.



**D. Guest Speakers:**

- a. Jerry Czuleger and Sheila Hess – Mr. Czuleger noted this was a follow up discussion from the March meeting about the CFW adopting a code of ethics. After he conducted further research looking at code of ethics exemptions allowed by the State, he determined that the CFW is not exempt since the CFW has had an on-going budget since its inception. He stated it is his opinion the CFW is a decision making body (i.e., events, functions, selecting vendors, consultants etc.). Ms. Hess stated that the purpose of the code and related Form 700 financial disclosure is to share financial interests that have a “potential” for conflict with CFW work. Disclosures would be related to the types of entities that the CFW does business with such as caterers. The process is to submit a request to the Board of Supervisors that CFW become part of the County’s Single Conflict of Interest Code (that was adopted for all County boards and commissions). The Code is administered by the Elections Office (Sheila Hess). Ms. Hess outlined the main components to the Conflict of Interest Code and handed out a summary sheet outlining key concepts and requirements. The annual reporting deadline occurs in April. The website for additional information is [www.fppc.ca.gov](http://www.fppc.ca.gov) . It was agreed that the CFW members preferred to discuss this further at their May meeting before agreeing on a code. The CFW will discuss the draft code and related exhibits B, C. Once the code is approved by the Board, staff sends the individual names to the Elections Office. The Elections Office sends out a notice (Form 700 filing) to each commissioner to fill in within 30 days. Commissioners are also required to file a “leaving office” Form 700 when they go off the Commission. Any additional questions are to be routed to Ms. Foley who will get them to the Election Office to address.

**E. Ad Hoc Committee Reports:**

- i. South County March 9<sup>th</sup> Speak Up Event: Commissioners reviewed the meeting notes. There was discussion about how to package the issues into a report for the Supervisors and the general public. It was agreed that due to confidentiality no individual names will be published. There was also a discussion of sharing concerns with the School Board even though a School Board member was in attendance; or having a joint public meeting with them. Commissioners noted that there was strong interest in having a similar event in North County. CFW agreed to have the South County Event committee meet again to determine how to package the notes/report and to determine next steps. Ms. Foley agreed to get the committee together before the next meeting. The goal is to go to the Board in May.
- ii. North County February 23<sup>rd</sup> event: The North County team conducted an evaluation of their event. There is some discussion about charging for future events so people value the event more. Outreach to youth is desired but not charging them for events.
- iii. Public Policy – nothing to report. Commissioner Gullap-Moore agreed to head up this committee going forward. The purpose is to bring State, Federal policy to the CFW to discuss.
- iv. CEDAW – Commissioner Beard shared the success of the State Commission for Women event held in Santa Barbara. One of the discussions was about how to work with Santa Barbara CFW to get CEDAW adopted. An ad hoc committee is being set up to look into this



as a tri-county effort. It requires a proclamation and Board resolution before County Departments can implement it.



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- v. Sexual Abuse – Commissioner Peck asked Supervisor Williams office to reproduce the Human Trafficking brochure for distribution.

**F. Administrative Items**

- i. Ms. Foley mentioned again that “announcements” have to be provided ahead of meetings as part of the agenda in order to have a discussion about them. Alternately, Commissioners can send out notices of events or activities directly to one another with the statement DO NOT RESPOND in the email in order to avoid a Brown Act violation.
- ii. Attendance: It was agreed that the roster will show unexcused absences as A, E as excused and X as in attendance.
- iii. Social media/website – Commissioners Everett, Beard, Juarez, Gullap-Moore and Weisbart will serve on this committee. Ms. Foley will work with the County IT staff to begin this process and set up the first meeting.
- iv. June Retreat – the annual retreat will be held on Wednesday, June 7, 2017 from 4:00 p.m. until 8:00 p.m. On the agenda will be election of officers and discussions about work plan for the coming fiscal year as well as the website re-vamping. Commissioners Beard and Summers are not able to attend the retreat but can provide any input prior.

**G. Announcements – Must provide in advance**

- H. Items for next meeting – May nominations for CFW officers and committee preferences; CFW sponsoring films discussion; award nominees; Form 700; June retreat planning**