



# COUNTY OF SAN MATEO

## COMMISSION ON THE STATUS OF WOMEN

### Meeting Minutes

**Tuesday, February 27, 2018**  
**San Mateo County Office Building**  
**455 County Center, Redwood City – Room 402 (fourth floor)**  
**6:30 PM**

#### **1. Call to Order**

The meeting was called to order by CSW President Linda Koelling at 6:30 pm.

#### **2. Roll Call**

Commissioners Present: Becky Abens, Shweta Bhatnagar, Linda Koelling, Vivian Lino, Chelsea Lo, Annie Lu, Marguerite Machen, Christine Padilla, Anisha Weber  
Staff Present: Tanya Beat; Juda Tolmasoff

#### **3. Public Comment**

Rebecca Wise: good posts on Facebook and in my feed now. What are you liking?  
Articles among the posts about events.

Lesley Dubridge Peay: reminder March 1 Daly City showing of Hidden Figures. Fou will be speaking on behalf of the Commission. Promotion postcards and posters shared.

#### **4. Approval and Adoption of Agenda**

Motion to approve by Anisha Weber, seconded by Becky Abens. Unanimously approved.

#### **5. Approval of January Meeting Minutes**

Motion to approve by Anisha Weber seconded by Becky Abens. Unanimously approved.

#### **6. Report from Commission President**

- a. IGNITE overview: presented to 20 girls, ranging from 6<sup>th</sup> to 10<sup>th</sup> graders; realized that presenting to groups like this (mentoring younger women) is something that CSW members enjoy and are good at.
- b. WHoF Exhibit Opening at Foster City: features women who have been recognized along with the traveling exhibit.

#### **7. Report from Commission Director**

- Request that you either attend the Foster City event or Daly City event. We need you to network and introduce yourself for that community connection.
- Please share your photos from events with me so I can post on Facebook.
- CSW Spotlight: Shweta Bhatnagar

- WLC/HOF Registrations: around 60 registrations; Sponsorship is at \$18,000; ads are selling really well.
- Women in Technology International: nonprofit that could cross promote.
- Annie: cost is an issue for my friends. Marguerite suggests promoting free teen registrations at a limited number of tickets. Will create a code for them to promote (TEENSCHOLARSHIP).
- Address gun issue in the conference? Trying to see if a young person can come and speak/share their story.
- March 13 Board of Supervisors Meeting: Linda will accept Proclamation and will say a few words
- Women’s Exhibit is in the Hall of Justice gallery for the month of March

### **8. Youth Commission Report – Chelsea Lo**

- Superposition: all-girl Hackathon, March 17-18 at Horizons School of Technology in San Francisco. They raised \$20,000. Open to HS & College students.
- Human Rights Committee: mentoring event on April 18. Keynote and mentors. Let Annie know if you want to volunteer to mentor.
- Chelsea being recognized by National Center for Women in Information Technology. SF Bay for Aspirations in Computing. Recognizes her efforts to support girls in STEM. Will have to leave the WLC/WHoF to receive that award.

### **9. CSW Retreat Action Plans**

- Reflection on Retreat by Linda Koelling – the stew
- Other thoughts: want to work together more; idea of eliminating work groups; take time during regular CSW meetings to work on “action items;” we developed more of a cohesive plan and feel like more of a team.
- Documents:
  - Over-arching Goals (literal transcription of flipchart)
  - WorkPlan: start to create detail for each big goal
  - Included the smaller goals you worked on into the bigger WorkPlan
    - Increase Visibility: How?
      - Change meeting location and promote it
      - Create Community-based projects that is related to current activities
      - Support Choices Program: writing support letter that goes to BOS and request their continued funding.
    - We agree to complete smaller items under bigger goals and then at the next meeting we will assign action items.
- Develop and Implement a cohesive workplan...
  - Increase CSW visibility and promote partner activities/events
    - Add in recruiting volunteers for correctional center
    - Identify groups to partner, collaborate with
    - Social Media assessment (what’s effective & do we need to expand?)
    - Identify places to speak, develop speaking points, ppt deck

- b. Implement process for identifying issues critical to women in SMC
  - i. Create simple list of issues for people to rank
  - ii. Develop way to compile info and present to board
  - iii. Identify tools, resources that groups are already doing & use them, ie Santa Clara & San Fran (go to their Committee meetings)
  - iv. Create a comment card for meetings; create an online survey that lives on our website
  - v. Shweta volunteers to help develop an Event survey for the WLC
- Determine optimal size of CSW and design effective onboarding process.
  - Fill the 3 vacancies
  - Put out the vacancy description
    - Include: attend 1-2 meetings prior to applying
  - Have job description at conference (have Commissioner be at table and describe the Commission)
  - If CSW wants to change Procedural Rules to reduce number of members, then you have to vote on it and it goes to Council and then to BOS for approval.
  - Clarify Values and how to be in a meeting

## **10. Announcements**

- Black History Learning Museum pop-up in Redwood City – its free if you want to check it out (Christine announced)
- Hall of Fame Orientation: Great Honorees and it will be great Hall of Fame
- Annie Lu: Going to NYC to get mentorship and learning for being a representative on her nonprofit. Got accepted to Harvard too!

## **11. Adjournment**

The meeting was adjourned at 8:30pm