



**STATEMENT OF PROCEEDINGS FOR THE
REGULAR MEETING OF THE
WOMEN AND GIRLS INITIATIVE
GOVERNING COUNCIL
KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 739
LOS ANGELES, CALIFORNIA 90012**



Wednesday, May 23, 2018

1:00 PM

Audio for entire meeting: (18-2803)

Attachments: [Audio for entire meeting](#)

Present: Chair Araceli Campos, Vice Chair Sharon Shelton, Kafi Blumenfield, Anita DeFrantz, Wendy Greuel, Jan Perry, Alice S. Petrossian, Dr. Carmen Schaye, Bea Stotzer, Jane Templin and Jai Lee Wong

Absent: Kathy Spillar and Angela Underwood-Jacobs

1. Call to Order and Roll Call. (18-2453)

Nicole Bryant, Administrative Coordinator, called the Roll.

I. ADMINISTRATIVE MATTERS

2. Approval of Minutes for the following meetings:

February 28, 2018

April 25, 2018 (18-2454)

On motion of member Templin, seconded by member Gruel, unanimously carried (Members Spillar and Underwood-Jacobs being absent), the minutes from the meetings of February 28, and April 25, 2018 were approved.

Attachments: [02-28-18 Minutes](#)
[04-25-18 Minutes](#)

II. REPORTS/PRESENTATION

3. Executive Director's Report regarding the following:

- Where the WGI is going
- Communications: Website/Social Media by Imelda Padilla
- Annual Report to the Board of Supervisors
- United State of Women Recap
- Sponsorship for NACW 48th Annual Conference "Cities Leading Women" Los Angeles, August 1 - 4, 2018.
- June Elections (18-2455)

Abbe Land, Executive Director, provided a report on the future strategy of the WGI and spoke about the alignment of the Council's work with the Board of Supervisors' directive relative to the County as an employer, provider and partner. Ms. Land also spoke on the benefits and opportunities of women working for the County. Ms. Land discussed the Strategic Plan over the next few months, and informed that the quarterly and annual reports to the Board of Supervisors will be submitted to them in September and December, respectively. Ms. Land updated the Council on the United State of Women Event, and the upcoming National Association of Commissions for Women Annual Conference, and encouraged members to attend.

Imelda Padilla, Community Outreach Director, reported on Communications and discussed the updates to the WGI Website and the future development of a separate website from the CEO's platform as traffic increases. Ms. Padilla encouraged the use of Hashtags as follows: #LACWGI, #WomenRiseLA, and #GirlsRiseLA and encouraged members to use the Hashtags when engaging in social media. Ms. Padilla also provided a list of WGI social media platforms available to the public, including Twitter, Instagram and facebook. Ms. Padilla highlighted various additions to the WGI Website and future plans to streamline the look and ease of use as it transitions to its own platform.

Ms. Land concluded the discussion by informing the Council that the required annual election for Chair and Co-Chair for the WGI, will take place at the June meeting.

4. Research Update by Jackie Filla regarding the following:

- Update on the Employee Climate Survey
- Introduction to Proposed Joint Research Projects with the Department of Human Resources (18-2456)

Jackie Filla, Research Director, discussed the various aspects of the County as an employer and the need to create a pathway for women to obtain reliable County jobs with promotional opportunities. Ms. Filla reported on the Employee Climate Survey intended to be disseminated to all County employees in June. Ms. Filla discussed the joint research projects with the Department of Human Resources (DHR) and highlighted the following projects:

- **Gender Equity in the County's recruiting process and review of the County's current standard application and job bulletin language, to include creation of a literature guide for recruiting methods based on the County's Fair Chance Ordinance policies and procedures;**
- **Reform of the County's Classification System and training materials;**
- **Sampling of 80/20 gender-segregated job classifications and assessing job duties and trends to ensure that job classification language is consistent with job duties and to determine ways in which job classifications can be written for greater gender equity;**
- **Enhancing the Career Pathway Job Builder Tool which allows employees to select a job classification and view up to five promotional steps. Current County gender data will be used to assess different career promotional options, differences in pay at each higher step, per capita, over time, and to ensure that gender-segregated jobs are providing equal opportunity for advancement and similar pay increases across genders; and**
- **An electronic based Mentorship Program which will outline baseline measures in the development of a Pilot Mentorship Match Program designed to isolate specific algorithms that will match County employees to mentors with specific expertise based on match scores.**

Ms. Filla informed that Ms. Land has joined the Interdepartmental Task Force in DHR to ensure that DHR's undertakings are based on a gender lens.

Ms. Filla answered questions posed by the Council relative to: the Use of Public Safety data; demographics of the Employee Climate Survey and method of delivery; and how the County plans to supplement the current lack of mentors.

- 5. Presentation on Domestic Violence by Ellen Eidem, Director, Office of Women's Health. (18-2463)**

Ellen Eidem, Director, Office of Women's Health, presented the background and evolution of the Domestic Violence Council (DVC). Ms. Eidem also discussed the transition of the DVC to the Department of Public Health and the importance of pivoting the perception from a law enforcement issue to a public health issue. Ms. Eidem reported on the new vision and structure of the DVC and spoke about strengthening the collaboration between the County and Community Based Organizations, and increasing staff capacity and Countywide knowledge on the issues of domestic violence.

Discussion ensued relative to sexual assault and where it fits in the framework of current available resources; the need for increased Sexual Assault Centers; increased education for young girls and boys on the foundation of healthy relationships; and the effects of domestic and sexual violence against older women as survivors.

Ms. Eidem answered questions posed by the Council and members of the public. In addition, Patti Giggans, Director, Peace Over Violence, also in attendance, responded to questions relative to sexual assault and the need for greater discussion and resources. Member Templin inquired as to the rape kit backlog and whether or not the Sheriff's Department can provide a representative to present at a future meeting to explain the current process and backlog.

Member Wong encouraged Council members to think about how the issue of domestic and sexual assault relates to the WGI's current role.

After discussion, Administrative staff was requested to place the issue of sexual assault on the next agenda for further discussion.

III. DISCUSSIONS

6. Discussion on the current By-Laws and possible change to the regular meeting date and time. (18-2464)

Executive Director, Abbe Land, informed the Council that relative to a recent polling of the Council Members, there is unanimous desire to change the date of the WGI Regularly Scheduled Meetings from the Fourth Wednesday of the Month to the Fourth Monday of the month. The change will require the Bylaws to be amended to reflect the new date. Discussion ensued relative to the best time of day to hold the meetings.

After discussion, on motion of Member Stotzer, seconded by Member Dr. Schaye, unanimously carried (Members Spillar and Underwood-Jacobs being absent), the Council agreed to propose an amendment to the Bylaws changing the Regular Meeting date to the Fourth Monday of the Month and to retain the duration of the meetings from 1:00 p.m. to 3:00 p.m., commencing in July; and instructed Administrative staff to place an amendment to the Bylaws for adoption on the next agenda.

Attachments: [By-laws](#)

7. Presentation by Liliana Campos, County Counsel, on Social Media Overview and Brown Act Considerations. (18-2465)

Liliana Campos, County Counsel, presented an overview of the Brown Act and the responsibility of Council members to consider the Brown Act when participating in and posting social media. Ms. Campos discussed the issue of responding to blogs or engaging in electronic communications of any kind, including email. Ms. Campos provided several examples and scenarios on the use of social media activity and demonstrated ways in which the Brown Act might unknowingly be violated.

Various Council members voiced their concern regarding the issue and asked questions relative to the types of actions that should to be avoided.

Ms. Campos answered questions and discussion ensued relative to best practices when engaging in social activities, including emails, tweets, facebook, Instagram and attending social events.

8. Discussion on the Annual Women and Girls Initiative Governing Retreat for the purpose of finalizing the Strategic Plan; and take the following related action:

- Appoint Ad-Hoc Retreat Committee Members
- Set Date (18-2466)

Chair Campos, informed the Governing Council of the upcoming Annual WGI Retreat. Ms. Campos proposed several dates for the event and asked for volunteers to serve as Retreat Committee members. The Governing Council discussed setting the date for the retreat as July 23, 2018. Member Dr. Carmen Schaye and Member Kafi Blummenfield volunteered to serve on the Retreat Committee.

After discussion, on motion of Member DeFrantz, second by Member Templin, unanimously carried (Members Spillar and Underwood Jacobs being absent), the Council agreed to schedule the Annual Women and Girls initiative Governing Retreat for July 23, 2018, time and location to be determined; and appointed Members Dr. Carmen Schaye and Kafi Blummenfield to serve on the Retreat Committee.

9. Announcements (18-2468)

There were none.

10. Matters not on the posted agenda, to be presented and placed on the agenda of a future meeting. (18-2469)

There were none.

11. Opportunity for members of the public to address the Governing Council on items of interest that are within the subject matter jurisdiction of the Governing Council. (18-2470)

Genevieve Clavreul and Suzette Show, Members of the Public, addressed the Governing Board.

12. Adjournment of the Women and Girls Governing Council meeting of May 23, 2018. (18-2471)

The meeting was adjourned at 3:04 p.m. The next meeting will be held Wednesday, June 27, 2018 at 1:00 p.m., location to be determined.