



Commission On The Status Of  
**WOMEN & GIRLS**  
SACRAMENTO COUNTY

## Meeting Agenda

**June 24, 2025 6:00-8:00 pm**

Sacramento Youth Center, 1901 Del Paso Blvd, Sacramento, CA 95815

ITEM	AGENDA ITEM
	Welcome and Introductions Introduction of host, Sacramento Youth Center
ITEM 1	Brown Act Presentation- County Counsel Chris Costa
ITEM 2	Commission Updates <ul style="list-style-type: none"><li>• Budget</li><li>• Women &amp; Girls Festival- <b>Save the date, Saturday 10/11/25- Sacramento City College</b></li><li>• Domestic Violence Prevention Council Annual Awards Ceremony and "Collaborate, Educate, Advocate- Strengthening Our Community's Response" Summit- <b>Save the Date: 10/2/25 8-4 @ Folsom Community Center.</b> Registration is \$50.</li></ul>
ITEM 3	Approve April Meeting Notes- ACTION ITEM
ITEM 4	County Corner
ITEM 5	Presentation by Host-Sacramento Youth Center
ITEM 6	Youth Update
ITEM 7	Workgroup Updates
ITEM 8	Commission Retreat- <b>Save the Date-</b> Friday, August 1st
ITEM 9	Public Comment
ITEM 10	Community Announcements
	Next Meeting: July 22, 2025, 6 pm- 8 pm at Women's Empowerment, 1590 North A Street., Sacramento, CA 95811  8 pm Adjournment



Commission On The Status Of  
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**MEETING MINUTES**

**April 22, 2025 from 6:00 pm – 8:00 pm**

**Location: LGBTQ Community Center, 1015 10<sup>th</sup> Street, Sacramento, CA 95811**

**(Open to the Public)**

1. Tracy Steuckrath (District 1)	P	6. Yating Campbell (At Large)	P	11. Evashalem Robinson (At Large)	A
2. Timiza Wash (District 2)	P	7. Jinky Dolar (At Large)	A	12. Lauren Rebrovich (At Large)	P
3. Amber Kemp (District 3)	P	8. Ashley Faison (At Large)	P	13. Jamie Stephenson (Youth)	A
4. Rachel Williams (District 4)	A	9. Marisol Ibarra (At Large)	P	14. Brooklyn Pruitt (Youth)	A
5. Erin Saberi (District 5)	A	10. Rachel Rios (At Large)	P	15. Jolie Dang (Youth)	A
				16. Marissa Vaughn (Youth Alt)	

*Membership Attendance (P=Present; A=Absent; V=Virtually Attended)*

**Guests Present:** Abigail Nosce, Jeannette Carpenter (Child Action, Inc), Janice Folarin

**Welcome and Introductions**

Commissioner Timiza Wash cancelled at 6:32 pm. Quorum was not established. There was a listening session from the Community host organization. While the presentation was happening, quorum was met. Meeting was called to order at 7:03 pm by Commissioner Timiza Wash. Quorum was then met.

AGENDA ITEMS	DISCUSSION	ACTION ITEMS	DUE DATE
<b>Welcome and Introductions of host, LGBTQ Community Center/Earth Day Ice Breaker</b>	<ul style="list-style-type: none"><li>The host from LGBTQ Host presented for a listening session.</li><li>Ice Breaker was skipped due to time since the meeting started late</li></ul>	N/A	N/A
<b>Commission Updates</b>	<ul style="list-style-type: none"><li>Sexual Assault Awareness Month</li><li>Denim Day- Wednesday April 30 – a day to draw awareness of survivors of sexual assault.</li><li>August Retreat Day set – August 1, 2025 at La Familia at the Maple Center, approximately 9 am to 4 pm</li><li>Round Table for Input- N/A</li></ul>	N/A	N/A



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<b>Approve Marching Meeting Minutes</b>	<ul style="list-style-type: none"> <li>The March 2025 meeting minutes were reviewed. Motion was made by Commissioner Rachel Rios to approve the March 2025 meeting minutes with corrections. Commissioner Tracy Steuckrath seconded the motion. Abstained: 0. Approved: All present. Minutes approved for March 25, 2025 meeting.</li> </ul>		
<b>County Corner</b>	Deputy County Counsel will be coming in June 2025 to train the Commission regarding the Brown Act and he will bring a cheat sheet to Robert's Rules of Order. A Commissioner asked if it would be possible for him to do a recording for the future which will be asked of Deputy County Counsel.	Coordinator to communicate the request of possible recording to Deputy County Counsel	May 2025
<b>Discussion from Last Month's Breakout Groups</b>	<p><b><u>Budget and Policy</u></b> – Commissioner Ibarra reported they met with the Board of Supervisor Chief of Staff. They were advised to continue to build the relationships and bring information forward regarding the Commission's interests.</p> <p><b><u>Website/Resource Hub</u></b> – Commissioner Steuckrath reported that approval was granted to pay Raven to build the website. A deposit was requested and will be given. There will be three main pages: Landing page, basic resource page, and a calendar of events, showcasing Commissioners, news, etc. It was suggested to work with 211 for resources. Also the DA has a list where agencies and they have to opt in every 6 months so that the list of resources are not expired.</p> <p><b><u>Youth</u></b> – Commissioner Campbell reported that the youth have an idea to send out a survey to all the youth in the area and possibly partner with the Youth Commission, send out</p>	Chair to review the questions brought forward and identified by	May-June 2025 (prior to the June



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	<p>via social media and newsletters. They want to know what topics are of interest to youth, how youth would like to receive information, and what type of activities are of interest to the youth. They are interested in volunteer activity where youth can earn volunteer hours toward school requirement (i.e. a backpack drive). Possibly a podcast. They will be taking these ideas back to the Youth Commission and then back to the Chair of this Commission. Possibly have a joint Youth and Women's Commission meeting.</p> <p><b><u>Women and Girls Festival</u></b> – will be breaking out into a small workgroup between Commissioner Wash, Commissioner Saberi, Commissioner Rios, and Karen (La Familia). Possibly having the festival at Sac City College on October 11, 2025.</p> <p><b><u>Community Outreach</u></b> – N/A; didn't meet last meeting so no report out.</p>	<p>the Youth Commissioners and work with the Youth Commission regarding having a joint meeting. Work with the youth to help build the agenda.</p> <p>Workgroup will start to meet to schedule and do more planning. Will be sending out a Save the Date.</p>	Commission meeting)
<b>Break-up into Workgroups</b>	<p>This was not discussed due to late start.</p> <ul style="list-style-type: none"><li>○ Budget &amp; Policy</li><li>○ Website/Resource Hub-</li><li>○ Youth</li><li>○ Festival</li><li>○ Community Outreach</li></ul>	N/A	N/A
<b>Public Comment</b>	<ul style="list-style-type: none"><li>• Jeannette Carpenter -- Child Care Resolution is on the agenda for May 13, 2025. The ask is to sign onto the Resolution. Sacramento County Childcare Coalition has</li></ul>	Individuals can sign in support but the Commission cannot as	N/A



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	signed onto it. Commissioner Ibarra is working on it. The resolution is to get childcare publicly funded through Sacramento County. There is a question as to whether it is income based. Building Bridges Policy Summit at the Citizens Hotel – Commission is invited. The Summit is free and is 4/25/2025.	this has not been agenized and no time prior to the May 13, 2025 Board Meeting.	
<b>Community Announcements</b>	<ul style="list-style-type: none"><li>• Best Buddies Friendship Walk is April 26 8:30-12 at North Natomas Regional Park. Supports individuals with disabilities.</li><li>• AB379 – Press Conference was scheduled for April 21, 2025. That went well. Demand reduction in survivor support for survivors of trafficking.</li><li>• Public Safety Hearing April 29, 2025, but no time</li><li>• AB1375 will be heard at the Capital in room 437, could be any time. Support survivors who have children with their traffickers. Consideration for custody.</li><li>• 4/25/2025 Dia De Los Ninos 4-6 pm at La Familia. It is also a literacy event.</li><li>• 4/27/2025 is the last day to apply for the Guaranteed Income.</li><li>• 5/13/2025 La Familia will be hosting a Luau for older adults, open to the public 1:30-2 pm at William Land Park</li></ul>	N/A	N/A

**Meeting adjourned at 8:03pm**

**Next Commission meeting: Tuesday, May 27, 2025, 6:00 PM-8:00 PM @ United Cerebral Palsy (UCP), 4350 Auburn Blvd., Sacramento, CA 95841**



# **The Brown Act: Local Government Transparency in California**

# The Brown Act

The Brown Act was enacted in 1953 after a 10-part exposé in the *San Francisco Chronicle* on the lack of transparency in local government, entitled “Your Secret Government”



# Overview

## Brown Act Basics

- ▶ Who Does it Cover?
- ▶ When Does it Apply?
- ▶ Notice & Agenda Requirements
- ▶ Public Participation

## What's New in the Brown Act

- ▶ Teleconferencing/Remote Participation
- ▶ Reasonable Accommodations



# The Big Picture

The Public's business must be conducted in *public*, with significant opportunity for public participation



# Who is Subject to the Brown Act?

- ▶ Any board, commission, committee or other body created by a charter, ordinance, resolution or other formal action of the Board of Supervisors
  - ▶ Includes standing committees of boards/commissions that have continuing jurisdiction over a particular subject matter (e.g., budget advisory committee, etc.)
- ▶ Exception: ad hoc committees (other than standing committees) made up of less than a quorum of the body

# The Open Meeting Rule

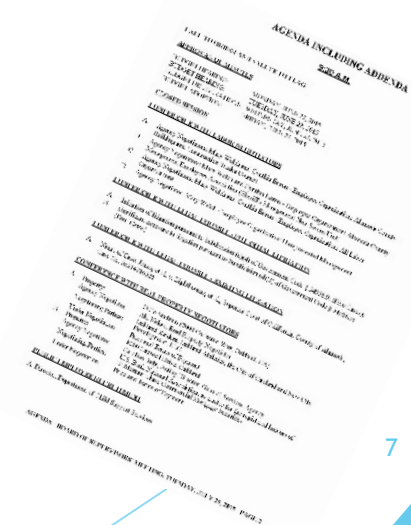
“all meetings [with a quorum/majority of the members] of the legislative body of a local agency shall be **open** and **public**, and all persons shall be permitted to attend any meeting of the legislative body of a local agency.”

A “meeting” is any gathering of the members of a legislative body at the same time and location to hear, discuss, deliberate, or take action on any item within the subject matter jurisdiction of the legislative body.

# Notice & Agenda Requirements\*

- ▶ Regular meeting agendas must be posted 72 hours in advance of the meeting
- ▶ Special meeting agendas require only 24 hours advance notice
- ▶ Agendas must describe each item to be considered in enough detail that a person can determine whether the item is of interest
- ▶ Agenda items must concern matters within the board or commission's jurisdiction and authority

*\*Does not apply to ad hoc committees*



# The Purpose of Advance Notice/Agenda

A body subject to the Brown Act *may not discuss* and *may not act* on items not on the agenda or that are beyond the reasonable scope of the agenda description



# Unlawful Meetings



- ▶ “Pre-meetings” and “Post-meetings” held without notice to the public
- ▶ Serial meetings
  - A serial meeting is a series of communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on business within the subject matter jurisdiction of the legislative body
  - Members should not communicate their position or make a commitment on a pending matter to a majority of the body
  - Members should not solicit responses from other members when forwarding information or emails
  - Members should not REPLY ALL or use social media platforms to discuss or comment on agency business



# Types of Serial Meetings

- “Chain” meetings:  
Member A talks to  
member B, who talks to  
Member C...
- “Hub-and-Spoke”  
meetings: A talks to  
B, then C, then D...



# Rights of the Public

## *PARTICIPATION IN MEETINGS*

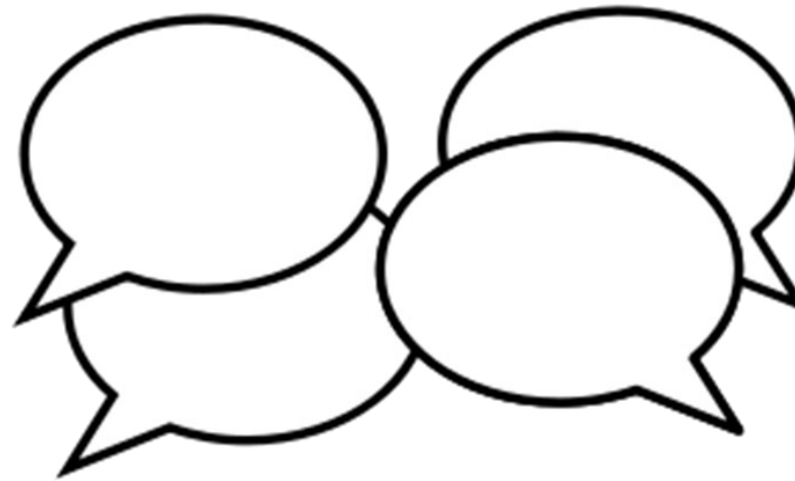
The public has the right to address the Commission at any regular or special meeting on any item on the agenda, ***before conclusion of the discussion or the Commission takes action***





# Types of Public Comment\*

- ▶ Specific:  
Concerning an item on the agenda, at the time of consideration
- ▶ General: Any item within the Board's subject-jurisdiction



\*Can be written or verbal  
(within speaker time limits  
provided)

# Teleconferencing/Remote Participation

- ▶ Traditional Teleconferencing (Gov. Code § 54953(b))
  - ▶ Agendas posted at and public access to “all teleconference locations”
- ▶ Individual Remote Participation for Personal Necessity (Gov. Code § 54953(f)(2))
  - ▶ Personal Necessity includes:
    - ▶ “Just Cause”
    - ▶ Emergency Circumstances
  - ▶ Members must appear using audio and video technology
  - ▶ Members must disclose at the meeting whether any other individuals 18 or older are present in the room and describe their relationship

# Remote Participation

- ▶ Individual Remote Participation for Personal Necessity (Gov. Code § 54953(f)(2))
  - ▶ “Just Cause”
    - ▶ Can be used up to 2 times per year for an individual member who:
      - ▶ Has a dependent caregiving need requiring them to appear remotely;
      - ▶ Has a contagious illness preventing them from attending in person;
      - ▶ Has needs related to a physical or mental disability not otherwise accommodated (per ADA); or
      - ▶ Is traveling on official business of the body or another state or local agency
    - ▶ The member must notify the body at the earliest opportunity possible and provide a general description of the circumstances relating to their need to appear remotely

# Remote Participation

- ▶ Individual Remote Participation for Personal Necessity (Gov. Code § 54953(f)(2))
  - ▶ Emergency Circumstances
    - ▶ Can be use by an individual member when a physical or family medical emergency prevents the member from attending a meeting in person
    - ▶ The member must, at the earliest opportunity possible, make a separate request to appear remotely for each meeting and provide a general description (20 words or less) of the circumstances relating to their need to appear remotely
    - ▶ Legislative body must vote to approve the request

# Other Areas of Interest

## ▶ Reasonable Accommodations

- ▶ The legislative body shall have and implement a procedure for receiving and swiftly resolving requests for reasonable accommodation for individuals with disabilities, consistent with the federal Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and resolving any doubt in favor of accessibility
- ▶ In each instance in which notice of the time of the meeting is otherwise given or the agenda for the meeting is otherwise posted, the legislative body shall also give notice of the procedure for receiving and resolving requests for accommodation

## ▶ Voting

- ▶ All votes must be made publicly (no secret ballots)
- ▶ Mandatory vs Voluntary Abstention

# Resources

- ▶ The Brown Act at Gov. Code Sections 54950-54963  
[https://leginfo.legislature.ca.gov/faces/codes\\_displayText.xhtml?division=2.&chapter=9.&part=1.&lawCode=GOV&title=5](https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?division=2.&chapter=9.&part=1.&lawCode=GOV&title=5)