

**CITY OF WEST HOLLYWOOD
WOMEN'S ADVISORY BOARD MEETING**

MINUTES

THURSDAY, November 20, 2013 at 7:00 p.m.

*Location: West Hollywood City Hall, 1st Floor
8300 Santa Monica Blvd
West Hollywood, CA 90069*

I. CALL TO ORDER:

Chair Carla Browning called the meeting to order at 7:06 p.m.

A. Roll Call

Present: Carla Browning, Stephanie Cubba, Silvia Salguero, Nadia Sutton, Noemi Torres

Absent: Molly Casey, Emma MacKenzie, Tina Moore, Anne Toole

Staff: Larissa Fooks, Staff Liaison; John Erickson, Recording Secretary

II. APPROVAL OF THE MINUTES

Meeting of October 24, 2013: **Tabled**

Meeting of November 6, 2013:

Boardmember Cubba made a motion to approve the Minutes. Boardmember Torres seconded the motion which was approved unanimously.

III. ITEMS FROM THE PUBLIC:

None

IV. LEGISLATION & ADVOCACY DISCUSSION

A. Legislative Process Review

Hernan Molina, Senior Management Analyst gave a presentation regarding the City's legislative process and key policy priorities and objectives. Board members asked questions regarding the process and their role as an advisory body.

V. UNFINISHED BUSINESS:

None

VI. BOARD RETREAT PROCESS CONTINUATION

The Board continued a retreat format session that began on November 6th which includes facilitated discussion and interactive exercises.

A. Recap of Retreat Session on November 6, 2013

The Board reviewed notes from their retreat session on November 6, 2013.

B. Board Planning Discussion

Staff facilitated discussion with the Board about how to make effective recommendations on legislation and policy. The Board did a research exercise with Board members splitting into two groups and researching policy issues in their purview: pay equity and violence against women. The Board shared their findings and discussed the research process. Discussion of the Board's work plan was tabled along with the review and discussion of effective meeting practices, current board processes, tools and procedures.

VII. NEW BUSINESS

A. National Women's History Month

The Board briefly discussed planning for the City's National Women's History Month activities to be held in March 2014. Boardmember Noemi Torres reported that she attended Amy Simon's performance of "She's History" and suggested potentially using her as an educational program for Women's History Month. The Board directed staff to clarify what the co-sponsorship requested entailed and report back to the Board.

B. West Hollywood Women's Leadership Conference

Staff Liaison Larissa Fooks reported on ways the Board can actively support and contribute to the development of the 8th annual West Hollywood Women's Leadership Conference to be held April 4-5, 2014. The Board tabled discussion about the Conference until the next meeting.

VIII. BOARD AND COMMISSION LIAISON REPORTS

Boardmember Sutton reported that she and fellow Boardmember Tina Moore attended the recent Public Safety Commission meeting and discussed building a relationship with the West Hollywood Sheriffs to educate them about the issues the board is interested in.

IX. MONTHLY REPORTS TO CITY COUNCIL

Boardmember Noemi Torres volunteered to report for the month of November.

X. SUBCOMMITTEE REPORTS

- o **No reports.**

XI. ITEMS FROM THE BOARD:

Chair Carla Browning reported that author Jeanne Darst will be attending the next Women and Books event on December 3rd and encouraged members of the board to come.

XII. ITEMS FROM STAFF:

None

XIII. ADJOURNMENT:

The Women's Advisory Board adjourned at 9:23pm until their next regularly scheduled meeting on Thursday, December 12, 2013 at West Hollywood City Hall located at 8300 Santa Monica Blvd, West Hollywood, CA 90069.

APPROVED BY A MOTION OF THE WOMEN'S ADVISORY BOARD OF THE CITY OF WEST HOLLYWOOD ON THIS 12th DAY OF DECEMBER, 2013.



CARLA BROWNING, CHAIRPERSON

ATTEST:



JOHN M. ERICKSON, RECORDING SECRETARY