



A G E N D A

REGULAR MEETING OF THE ORANGE COUNTY COMMISSION ON THE STATUS OF WOMEN AND GIRLS

Thursday, April 3, 2025, 9:00 A.M.

County Administration North
First Floor, Multi-Purpose Room
400 West Civic Center Drive, Santa Ana, CA 92701

COMMISSION MEMBERSHIP

Katelyn Brazer Aceves, Chair
2nd District Representative

Christine Marick, Vice Chair
4th District Representative

Vacant
1st District Representative

Jolynn Mahoney
3rd District Representative

Joanna Weiss
5th District Representative

Laura Ramos
At Large Representative

Crystal Miles
At Large Representative

County Executive Office Liaison
Liz Guillen Merchant

Clerk of the Commission
Valerie Sanchez

Health Care Agency Liaison
Brandy Miller

Social Services Agency Liaison
Dr. Sara Marchese

OC Community Resources Liaison
Mary Beth Anderson

This agenda contains a brief general description of each item to be considered. The Commission encourages public participation. If you wish to speak on any item or during public comment, please complete a Speaker Request Form and place in the box next to the Clerk. Speaker Forms are located next to the entrance doors. Except as otherwise provided by law, no action shall be taken on any item not appearing on the agenda. When addressing the Commission, please state your name (or pseudonym) for the record prior to providing your comments.

****In compliance with the Americans with Disabilities Act, and County Language Access Policy, those requiring accommodation and/or interpreter services for this meeting should notify the Clerk of the Board's Office 72 hours prior to the meeting at (714) 834-2206. Requests received less than 72 hours prior to the meeting will still receive every effort to reasonably fulfill within the time provided****

A G E N D A

*All supporting documentation is available for public review online at:
<https://cob.ocgov.com/boards-commissions-committees/orange-county-commission-status-women-and-girls>
and with Clerk of the Board of Supervisors located in the County Administration North Building,
400 West Civic Center Drive, 6th Floor, Santa Ana, California 92701
8:00 a.m. - 5:00 p.m., Monday through Friday*

Call to Order

Pledge of Allegiance

Roll Call

PUBLIC COMMENT

At this time members of the public may address the Commission on any matter on the agenda or within the subject matter of the commission.

ACTION ITEMS

1. Approve minutes of the February 6, 2025 special meeting of the Commission
(Continued from 3/6/2025, Item 1)
2. Approve minutes of the March 6, 2025 regular meeting of the Commission
3. Update on Bylaw Amendments approved by the Board of Supervisors
4. Approve amended Conflict of Interest Code designated filer exhibits to add the position of Alternate Commissioner

COMMISSIONER COMMENTS & ROUNDTABLE

At this time Commissioners may discuss ideas and request topics for future agenda items, make requests or provide direction to staff, and make comments or announcements regarding matters within the subject matter jurisdiction of the Commission, provided that no action will be taken on any matter not appearing on the agenda, except as otherwise provided by law.

ADJOURNMENT

NEXT REGULAR MEETING: May 1, 2025, 9:00 A.M.

Agenda Item 1



SUMMARY ACTION MINUTES

REGULAR MEETING COMMISSION ON THE STATUS OF WOMEN AND GIRLS

Thursday, February 6, 2025, 11:00 A.M.

County Administration North
First Floor, Multi-Purpose Room
400 West Civic Center Drive, Santa Ana, CA 92701

Katelyn Brazer Aceves, Chair
2nd District Representative

Christine Marick, Vice Chair
4th District Representative

Jennifer Beall
3rd District Representative

Laura Ramos
At Large Representative

Maribel Sevilla
1st District Representative

Joanne Weiss
5th District Representative

Crystal Miles
At Large Representative

County Executive Office Liaison
Liz Guillen-Merchant

Clerk of the Commission
Valerie Sanchez

Health Care Agency Liaison
Brandy Miller

Social Services Agency Liaison
Dr. Sara Marchese

OC Community Resources Liaison
Mary Beth Anderson

ATTENDANCE: Commissioners Brazer Aceves, Marick, Miles, Sevilla and Weiss

ABSENT: Commissioners Beall and Ramos

CALL TO ORDER

The chair called the meeting to order at 11:01 a.m.

PLEDGE OF ALLEGIANCE

Chair Brazer Aceves led the pledge of allegiance.

ROLL CALL

The clerk called the roll and confirmed quorum.

PUBLIC COMMENTS

Dr. Emerald Archer of Girls Inc of Orange Co - Commends the Commission for its work; a new political landscape creating concerns around educational equity, leadership, and opportunities that foster success for women and girls; already seeing push back regarding DEI initiatives, prioritize research on how national policies impact girls and women; and the importance of a space for girls to be smart, strong and bold.

SUMMARY ACTION MINUTES

ACTION ITEMS

1. Approve minutes of the November 6, 2024 regular meeting of the Commission

On the motion of Commissioner Marick, seconded by Commissioner Miles, with Commissioners Sevilla and Weiss abstaining, the Commission approved the minutes of the November 6, 2024 regular meeting

2. Approve minutes of the December 5, 2024 regular meeting of the Commission

On the motion of Commissioner Miles, seconded by Commissioner Marick, with Commissioner Weiss abstaining, the Commission approved the minutes of the December 5, 2024 regular meeting

3. Establish and adopt a 2025 meeting schedule calendar

On the motion of Commissioner Miles, seconded by Commissioner Marick, the Commission approved a 2025 meeting schedule to remain on the first Thursday of each month and changing the meeting time to 9:00am – 11:00am

On the motion of Commissioner Weiss, seconded by Commissioner Sevilla, the Commission approved motion to make July a “dark” month without a scheduled meeting

4. Approve proposed amendments to the Commission’s Bylaws for submission to the Board of Supervisors for final approval and adoption

On the motion of Commissioner Miles, seconded by Commissioner Marick, with Chair Brazer Acevez voting no, the Commission approved the proposed bylaws as amended with the vision statement and mandate amended to read:

VISION STATEMENT

The Orange County Commission on the Status of Women and Girls will advocate for the lives and wellbeing of women and girls through building strong collaboration with Orange County stakeholders, identifying needs/gaps, sharing and utilizing resources as well as engaging, educating and empowering the community on key issues affecting the wellbeing of women and girls in Orange County.

MANDATE

Monitor and identify critical areas affecting women and girls, especially in priority populations, including but not limited to areas such as:

- Discrimination
- Affordable Housing
- Child and Dependent Care
- Mental Health

SUMMARY ACTION MINUTES

- Healthcare
- Violence and Domestic Abuse
- Economic Equity and Financial Security
- Education
- Leadership and Representation

And the Orange County Commission on the Status of Women and Girls will prepare reports and recommendations to the Board of Supervisors on these areas.

On the motion of Commissioner Miles, seconded by Commissioner Marick, the Commission approved the increase in membership to thirteen members with two members nominated by each Supervisorial District and three members designated “at-large” and to delete Article IV (A)(3) eliminating the addition of alternates

5. Discuss data requested and focus areas to be included in the first annual report on the Status of Women and Girls in Orange County

Data Analytics Senior Manager Chrislyn Nefas-Ferencz presented on additional data that was requested at prior meeting to include in the first annual report; Chair Brazer Aceves created a Data Ad Hoc Committee consisting of Commissioners Sevilla, Miles and Chair Brazer Aceves.

COMMISSIONER COMMENTS & ROUNDTABLE

Commissioner Weiss – Commented that the acronym OC SWAG is gendered language and suggested using another acronym

Commissioner Miles – Commented that there are now protections in place for women in women’s sports

Chair Brazer-Aceves – Commented on concerns for immigrant women and girls and how discussions about immigration should not be a stigmatized topic

ADJOURNMENT: 1:06 p.m.

NEXT REGULAR MEETING: March 6, 2025, 9:00 a.m.

Katelyn Brazer Aceves, Chair

Valerie Sanchez, Clerk of the Commission

Agenda Item 2



SUMMARY ACTION MINUTES

REGULAR MEETING COMMISSION ON THE STATUS OF WOMEN AND GIRLS

Thursday, March 6, 2025, 9:00 A.M.

County Administration North
First Floor, Multi-Purpose Room
400 West Civic Center Drive, Santa Ana, CA 92701

Katelyn Brazer Aceves, Chair
2nd District Representative

Christine Marick, Vice Chair
4th District Representative

Vacant
3rd District Representative

Laura Ramos
At Large Representative

County Executive Office Liaison
Liz Guillen-Merchant

Health Care Agency Liaison
Brandy Miller

Social Services Agency Liaison
Dr. Sara Marchese

OC Community Resources Liaison
Mary Beth Anderson

Maribel Sevilla
1st District Representative

Joanne Weiss
5th District Representative

Crystal Miles
At Large Representative

Clerk of the Commission
Valerie Sanchez

ATTENDANCE: Commissioners Brazer Aceves, Marick and Miles

ABSENT: Commissioners Ramos, Sevilla and Weiss

CALL TO ORDER

The chair called the meeting to order at 9:05 a.m.

PLEDGE OF ALLEGIANCE

Chair Brazer Aceves led the pledge of allegiance.

ROLL CALL

The clerk called the roll and noted a lack of quorum for the record

PUBLIC COMMENTS

None

SUMMARY ACTION MINUTES

ACTION ITEMS

1. Approve minutes of the February 6, 2025 regular meeting of the Commission

Item continued to April 3, 2025 due to lack of quorum

2. Discussion on Ad Hoc Committee roles and responsibilities
 - a. Data Ad Hoc

Liz Guillen-Merchant led the discussion with assistance from County Counsel to ensure the Commission understood that Ad Hoc Committees are intended to accomplish time limited tasks and are dissolved upon completion of the tasks they are created for; also that County staff are not considered members of the ad hoc, but will assist with providing the ad hoc with data the County has, and that data from sources from outside the County would need to be sourced by the Ad Hoc members; Commissioners also requested County staff to convey to the Board the urgency to fill their appointments to keep the work of the Commission moving forward

3. Presentation by Santa Ana Unified School District (SAUSD) on the causes and impacts of absenteeism on school aged girls

Michele DeJournett, Assistant Director of Support Services from SAUSD, gave a presentation including metrics on student absences for school aged girls enrolled in the district including root causes of absenteeism, barriers to attending school, and impacts to learning and loss of engagement opportunities to address the individual causes and barriers; and also how SAUSD works to address absenteeism through their School Attendance Review Team

COMMISSIONER COMMENTS & ROUNDTABLE

None

ADJOURNMENT: 11:04 a.m.

NEXT REGULAR MEETING: April 3, 2025, 9:00 a.m.

Katelyn Brazer Aceves, Chair

Valerie Sanchez, Clerk of the Commission

Agenda Item 3

BYLAWS OF THE ORANGE COUNTY COMMISSION ON THE STATUS OF WOMEN AND GIRLS

ARTICLE I. Name of Organization

A. The name of this organization shall be the Orange County Commission on the Status of Women and Girls, hereinafter referred to as “Commission.”

B. The official location and mailing address of the Commission shall be:

County Administration North
Attn: Clerk of the Board
400 W. Civic Center Drive, 6th Floor
Santa Ana, California 92701

ARTICLE II. Establishment of Commission

The members of the Commission are appointed by the Orange County (“County”) Board of Supervisors (“Board”) pursuant to Board Resolution No. 24-028 dated March 12, 2024.

ARTICLE III. Mission and Vision Statements and Mandate

MISSION STATEMENT

Orange County Commission on the Status of Women and Girls acts in an advisory capacity to the Board of Supervisors to foster the advancement and improve the lives of women and girls in Orange County.

VISION STATEMENT

The Orange County Commission on the Status of Women and Girls will advocate for the lives and wellbeing of women and girls through building strong collaboration with Orange County stakeholders, identifying needs/gaps, sharing and utilizing resources, as well as engaging, educating and empowering the community on key issues affecting the wellbeing of women and girls in Orange County.

MANDATE

Monitor and identify critical areas affecting women and girls, especially those in priority populations, including but not limited to areas such as:

- Discrimination
- Affordable Housing
- Child and Dependent Care
- Mental Health
- Healthcare
- Violence and Domestic Abuse
- Economic Equity and Financial Security
- Education
- Leadership and Representation

The Commission will prepare reports and recommendations to the Board of Supervisors on these areas.

In accordance with Board Resolution No. 24-028 the functions of the Commission are as follows:

1. Conduct comprehensive research and analysis into the status of women and girls in the County, and present findings in an annual report to the Board and public in March of each year.
2. Provide ongoing advisory support to the Board by presenting regular reports and updates on the progress and outcomes of initiatives undertaken by the Commission.

ARTICLE IV. Appointment and Membership

A. Membership of the Commission is to be composed as follows:

1. There shall be **seven (7)** members that comprise the Commission.
 - a. **Five (5)** members of the Commission shall be appointed by the Board with each Supervisorial District nominating two members.
 - b. **Two (2)** members of the Commission are designated “at-large members” and shall be appointed by the Board.
2. All **seven (7)** members are voting members.
3. **The Board may select alternates, one for each Supervisorial District, to serve in the absence of the appointed member from the district. Members shall notify the Chairperson and the Clerk when an alternate may need to attend on their behalf.**

B. Qualifications for Commission Membership

1. The following criteria will be used for all membership appointments:
 - a. Residency and Voting Requirements: Except where the Board finds it is in the best interest of the County to waive voter and residency requirements, all members of the Commission shall be:
 - i. Registered voters in the County; and,
 - ii. Reside in the district of the nominating member of the Board unless the Supervisor representing the district where the nominee resides provides written consent for the nomination.

C. Length of Commission Membership

1. All regular Commission member appointments shall be for a term concurrent with the term of office of the nominating member of the Board. A member of the Commission whose term of office is expiring with that of the nominating Supervisor shall have the option of reapplying for membership for appointment.
2. All at-large Commission member appointments shall be for a period of two years, subject to Article IV(B)(1)(a)(ii). The Board may reappoint the at-large Commission members for an additional term.

3. Appointments made to fill a vacancy left by a member before the expiration of the term of that member shall be for the remaining term of that member.
4. Pursuant to Government Code section 1302, a member whose term has expired shall continue serving as a member until reappointed or replaced.

ARTICLE V. Commission Officers

- A. Commission officers shall consist of:
 1. A Chairperson and Vice Chairperson each of whom shall be selected by members of the Commission.
 2. The Chairperson shall preside at meetings, call special meetings, decide points of order, announce all business, entertain motions, put motions to vote, announce vote results, appoint and may remove committee Chairpersons, represent the Commission at public functions.
 3. The Vice Chairperson shall perform the duties of the Chairperson in his or her absence. If the Chair becomes vacant, the Vice Chairperson shall succeed to the Chair for the balance of the term of office.
 4. Terms for officers of the Commission shall be for one year.
 5. No person, except a member of the Board, may serve as Chairperson of the Commission for more than three consecutive terms.
 6. No person, except a member of the Board, may serve simultaneously as Chairperson for two or more Boards, Commissions, or Committees.
 7. Election of officers shall be held annually during the last Commission meeting of each calendar year by majority vote, a quorum being present.

ARTICLE VI. Duties of Members

- A. Members shall attend meetings of the Commission and of committees to which they are appointed. The Executive Committee shall regularly review member attendance at Commission and committee meetings.
- B. Members shall notify the Chairperson of the Commission of any expected absence for a meeting by 5:00 p.m. of the day before a regularly scheduled Commission meeting, indicating good and sufficient reasons for the absence.
- C. In the performance of its responsibilities, the Commission shall not engage in nor employ any unlawfully discriminatory practices in the provision of services or benefits, assignment of accommodations, treatment, employment of personnel or in any other respect on the basis of sex, race, color, ethnicity, national origin, ancestry, religion, age, marital status, medical condition, sexual orientation, physical or mental disability or any other protected group in accordance with the requirements of all applicable County, state, or federal laws.
- D. Members of the Commission shall comply with the County Equal Employment Opportunity and Anti- Harassment Policy and Procedures.

- E. Members of the Commission shall comply with County Code of Ethics.
- F. Members of the Commission shall operate strictly within designated purposes of the Commission.

ARTICLE VII. Committees and Subcommittees

- A. There shall be an Executive Committee comprised of:
 - 1. The Chairperson of the Commission,
 - 2. Vice Chairperson of the Commission, and
 - 3. One (1) member of the commission selected by the Chairperson.

The Executive Committee shall hold meetings at the request of the Chairperson. The Executive Committee shall review the Commission Bylaws and suggest amendments to the Commission in accordance with Article XIII below.
- B. Ad Hoc Committees: The Chairperson may establish ad hoc committees of less than a quorum of the Commission's membership to accomplish time-limited tasks that support the goals of the Commission.

Terms of appointment for ad hoc committees shall be solely for the period of time required to fulfill the ad hoc committee's purpose.
- C. When appropriate, committees may call on other knowledgeable individuals who are not Commission members to act as consultants to the committees. Said individuals shall be subject to the conflict-of-interest statutes, regulations, ordinances, bylaws and guidelines.

ARTICLE VIII. Meetings and Actions

- A. The Commission shall, at its last meeting of each year, adopt a schedule of regular meetings for the following calendar year and transmit that schedule in writing to members, the Board, and the public at large.
- B. All Commission meetings shall be open, public, and noticed in conformance with the provisions of the Ralph M. Brown Act, California Government Code section 54950 et seq., as amended and held at a location within Orange County, California that satisfies the access requirements of the Americans with Disabilities Act.
- C. Special meetings of the Commission may be called either by the Chairperson or at the request of a majority of Commission members. Notice of special meetings shall:
 - 1. Be delivered to members personally, by mail or electronically, and must be received no later than 24 hours in advance of the meeting.
 - 2. State the business to be considered and whether alternative technological means may be used such as telephone or video conferencing, as technological resource availability permits and as permissible by the Ralph M. Brown Act.

D. Quorum Requirements:

1. Quorum requirements are as follows:

- a. General Meetings: Quorum shall be no less than 50%+1 of the membership.
- b. Executive Committee: Quorum shall be no less than 50%+1 of the Committee membership. However, if there are unfilled vacancies in the membership of the Executive Committee, then the quorum requirement will be proportionately reduced.

E. Voting Majority: Decisions and acts made by majority vote of the members at any duly constituted meeting shall be regarded as acts of the Commission, except as otherwise provided by these Bylaws.

1. Members choosing to abstain from voting on specific actions will not affect majority requirements. Abstentions are considered a “non-vote” – neither a vote in the affirmative nor in the negative. However, in order for an action to be passed, a majority of the quorum casting votes must vote in the affirmative.

F. Minutes: The Clerk of the Commission shall prepare and publish the minutes for each meeting of the Commission.

ARTICLE IX. Compensation and Reimbursement

A. Members of the Commission shall not be eligible for compensation.

B. Reimbursement: Commission members may be reimbursed for actual expenses incurred while performing within the scope of their duties to the extent permitted by applicable County policy. All requests for reimbursement shall be submitted in accordance with the policies and procedures adopted by the County on a form approved by the County Auditor-Controller.

ARTICLE X. Removal and Resignation of Members

A. Removal: The nominating Supervisor may, at any time and without cause, remove their Commission member from office prior to the expiration of his/her term of office without further action from the Board.

Removal for Absenteeism: Commission members will be removed from membership of the Commission if the member is absent for more than three (3) consecutive regular Commission meetings without notifying the Clerk or Chairperson in advance.

B. Resignation: Resignation of Commission members shall be effected by a written letter of resignation submitted to the Chairperson of the Commission and to the Board.

C. The Chairperson shall notify the Clerk of the Board in writing of any vacancies within 10 days of learning the existence of any such vacancy.

ARTICLE XI. Authority

- A. Parliamentary Authority: The Chairperson shall preside and manage Commission meetings using parliamentary procedure consistent with these bylaws, any special rules of order the Commission may adopt, and any applicable County, state, and federal law.
- B. When circumstances demand that action be taken before the next scheduled Commission meeting the Commission may authorize and grant its full authority to the Executive or any standing committee to act on its behalf to make specific, limited, independent recommendations to the County, a quorum of the Commission being present.
 - 1. Such actions taken on behalf of the Commission by a committee will be presented as an information item at the next regular Commission meeting.
 - 2. Such actions will not require further action by the Commission.
- C. Executive Committee – When unforeseen circumstances demand that action be taken before the next scheduled Commission meeting, the Executive Committee is authorized to take action on behalf of the Commission.
 - 1. Commission members shall be notified either in writing or electronically within 72 hours of any such Executive Committee action.
 - 2. Such action is subject to review and ratification by the general membership of the Commission at its next meeting.
- D. Standing and Ad Hoc Committees
 - 1. Standing and ad hoc committees shall have no independent authority and shall be limited to exercising only those specific functions granted to them by the Commission.
 - 2. No standing or ad hoc committee shall have independent authority to commit the Commission to any policy or action without the prior approval of the general membership of the Commission.

ARTICLE XII. Conflict of Interest

- A. Members of the Commission and any of its committees or subcommittees shall abstain from voting on any issue in which they may be personally interested to avoid a conflict of interest in accordance with County, state, and federal laws and shall refrain from engaging in any behavior that conflicts with the best interest of the County.
- B. Members of the Commission shall not vote nor attempt to influence any other Commission member on a matter under consideration by the Commission or any of its committees or subcommittees:
 - 1. Regarding the provision of services by such member (or by an entity that such member represents; or
 - 2. That would provide direct financial benefit to such member or the immediate family of such member; or

3. Engage in any other activity constituting a conflict of interest under County, state, or federal law.
- C. If a question arises as to whether a conflict exists that may prevent a member from voting, the Chairperson or designee may consult with designated County staff to assist them in making that determination.
- D. In order to avoid a conflict of interest or the appearance of such conflict, all nominees to become members of the Commission shall disclose on forms provided by the County information regarding their private economic interests that may be implicated by their service on the Commission.
- E. Commission members shall timely file Statements of Economic Interests (Form 700) and other financial disclosures as required by law.
- F. Commission members shall complete ethics training as required by County policy and Assembly Bill 1234 (Government Code sections 53234 through 53235.2).
- G. Neither Commission nor any of its members shall promote, directly or indirectly, a political party, political candidate, or political activity using the name, emblem, or any other identifier of Commission.
- H. No assets or assistance provided by County to Commission shall be used for sectarian worship, instruction, or proselytization, except as otherwise permitted by law.

ARTICLE XIII. Adoption and Amendment of Bylaws

- A. Adoption: An affirmative vote of at least 50%+1 of those voting, a quorum being present, shall be required to recommend these Bylaws for Board approval. These Bylaws become effective upon approval by the Board.
- B. Amendments:
 1. Any member of the Commission or the Executive Committee may propose amendments to these Bylaws.
 2. Proposed amendments shall be submitted in writing and made available to each member of the Commission no less than five days prior to consideration before a vote can be taken.
 3. An affirmative vote of at least 50%+1 of those voting, a quorum being present, shall be required to recommend Bylaws amendments for Board approval. Any amendments to the Bylaws become effective upon approval by the Board.

ARTICLE XIV. Severability

Should any part term, portion or provision of these Bylaws be determined to be in conflict with any law or otherwise unenforceable or ineffectual, the remaining parts, terms, portions or provisions shall be deemed severable, and their validity shall not be affected thereby, provided such remaining portions or provisions can be construed in substance to constitute the provisions that the members intended to enact in the first instance.

ARTICLE XV. Staffing Support

Staff support from the County shall be provided to support the Commission in conjunction with the work of the Commission, including liaisons from the County Executive Office, Health Care Agency, Social Services Agency and OC Community Resources, to facilitate an active flow of communication and coordination with the Commission.

The Clerk of the Board, or designated Deputy Clerk, is the Clerk of the Commission whose duties are to prepare all of the Commission agendas with related materials and maintain meeting minutes in accordance with the Ralph M. Brown Act and perform any other commission related administrative matters in coordination with the department liaisons.

Agenda Item 4



Conflict of Interest Code EXHIBIT A (Working Draft)

REDLINE

Entity: County Boards, Commissions and Committees

Agency: Orange County Commission on the Status of Women and Girls

Position	Disclosure Category	Files With	Status
Alternate Commissioner	OC-33	COB	Added
Reason: Bylaw amendments approved by the Board of Supervisors added the position of Alternate			
Commissioner	OC-33	COB	Unchanged

Total: 2



Conflict of Interest Code EXHIBIT A (Working Draft)

FINAL DRAFT

Entity: County Boards, Commissions and Committees

Agency: Orange County Commission on the Status of Women and Girls

Position	Disclosure Category	Files With
Alternate Commissioner	OC-33	COB
Commissioner	OC-33	COB

Total: 2



Disclosure Descriptions EXHIBIT B (Working Draft)

Entity: County Boards, Commissions and Committees

Agency: Orange County Commission on the Status of Women and Girls

Disclosure Category	Disclosure Description
OC-33	All investments in, business positions with and income (including gifts, loans and travel payments) from sources that are within the jurisdiction of the board, commission or committee.

Grand Total: 1