Contra Costa County Commission for Women and Girls

Meeting Minutes
March 24, 2026

I. Call to Order

Chair Polk called meeting to order at approximately 7:08 PM.

II. Roll Call

Commissioners present:
Shauna Polk (Chair), Joey Smith, Christy Lam-Julian, LeJon Payne, Jennifer Rizzo, Dena Acosta-Beere, Sherina Criswell, Nakenya Allen, Destiny Briscoe, Marilyn Cachola Lucey.

III. Approval of Agenda and Minutes

Commissioners clarified that:

- Agenda and minutes must be considered separately
- Public comment must be offered prior to action

Action: Minutes were **amended** to reflect:

- Clarification of leadership candidacy
- Corrections to roster and vacancies
- Term date clarification
- Reappointment process clarification

Motion: Approve minutes as amended
Result: Approved by roll call vote

IV. Public Comment

Public speaker provided comment supporting a commissioner's candidacy for Chair

Commissioners raised procedural clarifications regarding:

- Board of Supervisors appointments
- Current vacancies and roster status

V. Board of Supervisors Update

Discussion of International Women's Day event

- Noted as successful and potentially recurring annually
- Clarification requested regarding district representation of honorees

No action taken

VI. Governance Materials Review

Staff confirmed distribution of:

- Bylaws
- Advisory Body Handbook
- Teleconference procedures

Commissioners directed to review and ensure compliance

VII. State of the Commission

Chair summarized prior year activities and events

Encouraged continued Herstory project engagement

VIII. Complaint and Governance Discussion

Topics Raised:

- Meeting procedures and Brown Act compliance
- Access to governance and financial documents
- Communication gaps
- Inconsistent application of bylaws
- Decision-making processes and transparency
- Lack of onboarding and structural clarity

Staff Response:

Identified areas of concern:

- Meeting conduct
- Documentation access
- Governance practices

Noted ongoing corrective actions:

- Increased transparency
- Documentation improvements
- Reinforcement of procedures

Commission Discussion:

Commissioners expressed concerns regarding:

- Consistency of governance practices
- Access to information
- Equity in participation and decision-making

General agreement on need for:

- Improved structure
- Clear procedures
- Consistent application of bylaws

No formal action taken

IX. Membership Appointments and Elections

A. Recommendations to Appoint Commissioners

1. Shruti Adusumilli

Motion: To recommend appointment of Shruti Adusumilli to the Commission.
Motion seconded.

Vote: Unanimous

Result: Motion approved.

2. Tamara Peterson

Motion: To recommend appointment of Tamara Peterson to the Commission.

Motion seconded.
Vote: Unanimous
Result: Motion approved
3. Sonia Bates
Motion: To recommend appointment of Sonia Bates to the Commission.
Motion seconded.
Vote: Unanimous
Result: Motion approved.

4. Additional Direction
Commission discussed improving transparency in applicant review, including:

- Providing redacted application materials in advance
- Standardizing candidate evaluation process

B. Candidate Presentations

Candidates provided statements regarding:

- Background and qualifications
- Community engagement
- Ability to attend meetings
- Commitment to Commission responsibilities
- Equity approaches
- Leadership qualities

Elections held.

Results:
Chair - Marilyn Cachola Lucey
Vice-Chair - Nakenya Allen
Treasurer - Dena Acosta-Beere
Secretary - open

C. Commissioner Shauna Polk resigned from the Commission, effective March 25, 2026.

X. Governance Themes Identified

- Need for:
  - Formal onboarding process
  - Clear policies and procedures
  - Consistent attendance and participation standards
  - Defined financial oversight and allocation framework

XI. Adjournment

The meeting was adjourned at approximately **9:15 PM**.